



HOUSING **A**DVISORY **C**OMMITTEE



**Thursday, April 23, 2015
9:00 a.m.**

**Housing Authority of
Washington County
Department of Housing Services
111 NE Lincoln Street, Suite 200-L
Hillsboro, Oregon 97124**



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IX. ADJOURNMENT

Next Meeting:

Thursday, May 21 NEW TIME 2-4pm

2015 HAC Meeting Schedule
Thursday, May 21 - Budget
Thursday, June 25
July—no meeting
Thursday, August 27
Thursday, September 24
Friday, October 16 – Retreat (Tentative)
Thursday, November 19
Friday, December 11 – Luncheon (Tentative)



HOUSING ADVISORY COMMITTEE
Department of Housing Services
April 23, 2015 at 9:00 A.M.

AGENDA

- I. ROLL CALL and INTRODUCTION OF NEW MEMBERS**
 - A. New HAC members: Benjamin Sturtz and Annee vonBorg
- II. ACTION – APPROVAL OF MINUTES**
 - A. March 26, 2015 Meeting Minutes
- III. DISCUSSION - ORAL COMMUNICATIONS and MEMBER UPDATES**
- IV. EXECUTIVE DIRECTOR’S REPORT**
- V. STAFF REPORTS**
 - A. Financial Statement: Year-to-Date Income Statements
 - B. Section 8 and Low Rent Public Housing
 - C. Affordable Housing
 - D. Special Projects
 - E. Report on Homelessness
- VI. OLD BUSINESS**
- VII. NEW BUSINESS**
- VIII. RESOLUTIONS/ACTION ITEMS**
- IX. ADJOURNMENT**



MINUTES
HOUSING ADVISORY COMMITTEE OF WASHINGTON COUNTY
March 26, 2015, 9:00am

Washington County Department of Housing Services – Juvenile Services Building
111 NE Lincoln Street, Suite 200-L, Hillsboro, OR 97124 – Housing Conference Room

COMMITTEE MEMBERS PRESENT

Jack Schwab
Sid Scott
David Nase
Anapreet Kaur-Gill
LaShanda Williams
Gary Whiting

COMMITTEE MEMBERS ABSENT

Karen Shawcross
Carina Delgado

STAFF PRESENT

Val Valfre, Executive Director
Komi Kalevor, Assistant Director
YaLing Huang-Dressel, Finance Manager
Gary Calvert, Asset Manager
Annette Evans, Homeless Program Coordinator
Kim Armstrong, Program Coordinator

GUESTS PRESENT

Dick Schouten, County Commissioner

LaShanda Williams called the meeting to order at 9:03 a.m.

I. ROLL CALL - A quorum was present.

II. ACTION - APPROVAL OF MINUTES

Motion: Approve the minutes from January 22, 2015—Anapreet Kaur-Gill

Second: Sid Scott

Vote: All approve

Motion: Approve the minutes from February 26, 2015—Jack Schwab

Second: Sid Scott

Vote: All approve

III. DISCUSSION - ORAL COMMUNICATIONS

- Gary Whiting reported that the real estate market continues to be strong. Inventory is low in the rental and ownership markets, with less than three months of inventory overall—and less than one month's of inventory in some areas.
- Anapreet Kaur-Gill noted that the North Plains Senior Center is increasing rent by \$10.
- Jack Schwab stated that one consequence of the low rental inventory is that some clients are unable to secure rental housing, even with rental subsidy.
- The Community Action Family shelter will be closed for about a month starting April 27 for a needed facility upgrade. This shelter provides 5 units of emergency shelter.



- The Family Promise shelter will also close for a month for required facility upgrades. This 3-unit shelter is working to coordinate closure time with Community Action so both shelters are not closed at the same time.
- Sid Scott announced that the Cornelius Place project was awarded HOME and CDBG funding, and will seek State funding as well. State funding awards should be announced in June.
- Val Valfre reminded the committee that the annual Washington County Volunteer Celebration is scheduled for Wednesday, April 8 from 5-7:30pm. HAC committee members are invited to attend.

IV. EXECUTIVE DIRECTOR'S REPORT

Housing Authority Operations

Wait List Re-Opening

The Housing Authority plans to accept applications for its housing assistance waitlists in May 2015. Waitlist openings require coordination with many community partners. Kim Armstrong will provide more details.

Housing Authority Finances

The Department budget was submitted on February 27. The budget request includes two supplemental requests—one to support a transitional housing project for domestic violence victims, and one to continue supporting the Housing Works employment and training program.

Housing Authority Affordable Housing & Services Initiatives

The Housing Authority is involved in several housing projects currently. Most of these projects include some project-based vouchers.

Orchards II at Orenco: HAWC is a limited partner in this effort, which will eventually provide over a hundred affordable units, including 8 project-based vouchers.

Bridge Meadows in Beaverton: This proposed 36-unit intergenerational project in Beaverton was awarded 8 project-based vouchers to provide housing assistance to senior residents. A new site has been identified.

Cornelius Place: This 40-unit mixed-use library and senior housing project was awarded 8 project-based vouchers.

Sunset View Apartments: This project should provide 236 units of affordable housing, and will include 24 project-based vouchers to assist extremely low-income residents. The TEFRA hearing was held on March 17. Private activity bonds will be requested from the state.

Corinth Gardens: No updates were provided at the meeting.

Meyer Memorial Trust: No updates were provided at the meeting.



Other Initiatives

Housing Trust Fund: Val Valfre is Chairing the Stakeholder Advisory Committee for the State Consolidated Plan process. The State must include an application in the ConPlan in order for Oregon to be eligible for this HTF funding.

HB3082: This bill allows jurisdictions to continue to permit properties to continue to receive property tax exemptions if residents increase their income up to 80% MFI after initial move-in. This supports efforts to encourage self-sufficiency for low-income households.

Landlord Guarantee Program: The state fund that formerly provided landlord guarantee funds for Rent Well was de-funded to provide landlord guarantee funds for Section 8 clients. The Rent Well guarantee program was an important part of securing housing for clients with rental barriers. Advocates are working to have this funding restored.

V. STAFF REPORTS

A. Financial Statement

YaLing Huang-Dressel provided a chart showing how HAWC properties are grouped for accounting and financial reporting purposes. Kim Armstrong noted that the occupancy reports could be altered to be consistent with the financial reporting.

In general, finances and cash flow are as expected. Aloha Park has somewhat increased expenses as a result of rehab work required as part of the refinance. There was an increase in the HUD-funded Administrative fee, from 75% to 79%.

Future funding remains unclear—the majority of the Housing Authority funding is determined by the Federal budget process controlled by Congress.

B. Section 8 and Low Rent Public Housing

- The Public Housing and Section 8 Unified Waitlist have been closed to new applications since September 1, 2011. The waitlist for Project-Based units is open.
- Occupancy rates remain high in public housing (98%) and for Section 8 vouchers (96%).
- HAWC has reduced turnaround rates in the Public Housing units. HAWC's goal is 15-18 day turnarounds.
- Work order effectiveness is high.

C. Affordable Housing

- Occupancy rates remain high in affordable housing (96.57%).



There was a fire at a HAWC affordable property. No one was hurt, but rehab and remediation will take some time. HAWC is not permitted to require residents to have renter's insurance. As a result the residents have lost a significant amount of personal property.

D. Special Projects

- Project-Based Vouchers

Case managers are continuing to work with service providers to lease up project-based units.

E. Report on Homelessness

Annette Evans provided updates on homeless programs.

Annette Evans provided the group with wallet cards including information for Community Connect. These cards have been very useful for law enforcement and homeless services providers so far, and additional cards will be produced for community partners.

- FY2014 Federal McKinney-Vento Homeless Programs

Announcement of FY2014 McKinney-Vento awards are expected soon. The NOFA for FY2015 funding is expected by early May. These awards are competitive, and Washington County will be seeking about \$2.7 million in funding.

- Severe Weather Shelter Response Plan

Severe Weather Shelters will be closing next week. SWS provided more bed stays in 2015 than in prior years. Annette Evans will be working to identify a Beaverton shelter partner to operate as a SWS in late 2015-early 2016.

- 2015 Point-In-Time (PIT) Homeless Census

The 2015 PIT numbers have been delayed as a result of software issues.

- Gap in Affordable Housing Serving <50% AMI

Households with barriers to securing housing continue to struggle to find housing in the tight rental market, even with rental assistance. This challenge is impacting McKinney-Vento rental assistance as well as other rental assistance programs in Washington County, who are unable to successfully place participants in housing and underspending grant assistance funds. There is simply not enough housing for lower-income households, and with high demand for the units that exist, landlords do not need to accept tenants with challenges.

Washington County providers have also seen an increase in homeless and at-risk seniors. Community Connect data shows 73 seniors facing homelessness since July 2014—about 8 per month. Annette Evans will be working with DAVS to identify advocates to assist these seniors in securing assistance and housing.



- Housing and Supportive Services Network (HSSN) Workgroup

No additional update provided at the meeting.

- Washington County Public Safety Levy

Philip Bransford presented on the upcoming Public Safety Levy at the March HSSN. The levy supports law enforcement and public safety work across Washington County, and about 3% of the levy funds go to homeless shelters. Levy funds are a significant portion of shelter budgets—Jack Schwab estimated that levy funds are about 40% of the Good Neighbor Center's budget.

There will be community stakeholder meetings prior to the ballot measure vote in November.

- Reboot Northwest

This grant will support manufacturing and IT training.

VI. OLD BUSINESS

- Housing Works: Workforce Innovation Grant with Worksystems, Inc.

A no-cost extension has been approved through April 2015. The consortium is seeking additional funds to continue this program. HAWC will work to present to the Washington County Board of Commissioners on this program.

- Consolidated Plan Work Group

A draft of the Consolidated Plan update will be available for comment shortly. Information about participating in this process is available here:

<http://www.co.washington.or.us/CommunityDevelopment/Planning/consolidated-plan-participate.cfm>.

- HAC Vacancies

There are three current and upcoming HAC vacancies. Vacancies were announced at the Washington County Board meeting on 12/23/2014, and applications are available on Washington County's website at <http://www.co.washington.or.us/CAO/BoardsCommissions/index.cfm>. The Board will be asked to review applications and make appointments for new positions in March.

VII. NEW BUSINESS

- Orientation: Waitlist Application Window

Kim Armstrong provided a presentation on the upcoming waitlist application window in May.

The Housing Authority will accept applications for its Section 8 and Public Housing waitlists from May 2-9, 2015. HAWC will accept applications online at



www.waitlistcheck.com/OR945 during the entire application window, and Housing staff will be available to assist applicants with online applications at PCC and Washington County Library locations throughout the week. Applicants can also use library computers to submit applications anytime during regular library hours.

HAWC will also accept paper applications during the opening window. Paper applications will be available during regular office hours and community partners can download a printable paper application from Housing's website at www.co.washington.or.us/housingpreap. Paper applications can be dropped off at Housing offices during regular hours, and paper applications with USPS postmarks between May 2-9, 2015 will also be accepted.

HAWC strongly encourages online applications wherever possible. Online applications are easy, will check for errors or missing information, and a confirmation code will be provided when the application is successfully submitted.

After May 9, a random lottery will select 2,500 applicants for the Section 8 waitlist and 2,500 applicants for the Public Housing waitlist. Applications will be de-duplicated prior to the lottery. Applicants who are not placed on a waitlist during this opening will need to apply during a future opening.

Applications are NOT first-come first-served—date and time are NOT a factor for the lottery.

Waitlist applications are very simple. Applicants will need to provide:

- Full Name
- Social Security Number (if you have one)
- Date of Birth
- Race/ethnicity
- Gender
- Disability Status
- A phone number
- An address
- Income information

Signs will be posted at the Housing building and the PSB, and info cards and flyers will be available in Housing offices and for community partners. Staff is in touch with Facilities, the Sheriff's Office and Hillsboro Police to let them know about likely traffic increases during the opening. Presentations about the waitlist opening are scheduled with the HSSN, several healthcare partner groups, WCCLS Adult Services, etc. Additional presentations can be scheduled with any other partners—HAC members are encouraged to suggest additional partners.



HAC members were encouraged to visit www.waitlistcheck.com/demo to see a sample online application.

Sid Scott asked how many applications were expected. HAWC has not had a waitlist opening since 1992, so there is no relevant local example. A recent Home Forward opening received over 23,000 waitlist applications. About 500 households remain on the current waitlist, and HAWC will exhaust its current waitlist prior to serving clients who apply in May. Households on the current waitlist do not need to re-apply.

HAWC hopes that 2,500 households will be about 2 years of participants. The current waitlist was open continuously from 1992-2011. It is not clear if HAWC will see a higher response rate from a more current waitlist.

HAWC tentatively plans to open its waitlists every couple of years in the future, and will make adjustments in future opening processes based on how this process goes.

VIII. RESOLUTIONS/ACTION ITEMS

- Washington County Board of Commissioners and Housing Authority Board of Directors

The April 7 Board meeting will include a hearing for the PHA plan and approval of the Section 8 Administrative Plan and the Admissions and Continued Occupancy Plan (ACOP).

The new ACOP plan aligns with the Section 8 Administrative Plan, allowing self-certification of assets under \$5,000 and streamlining income certification for households in fixed incomes. The new ACOP also reduces allowable absences from public housing units to 60 days, and increases the period of time before a rent adjustment in the event of a voluntary employment termination.

The PHA plan includes updates to allow online applications and lottery selection for waitlist openings. It also includes authority to project-base 24 vouchers, and aligns Public Housing's preferences to mirror Section 8 preferences.

The Section 8 Administrative Plan makes adjustments to allow HAWC to:

- Discontinue a Reasonable Accommodation if the household does not fulfill the RA
- Increase income limits to 80% for households with local preferences
- Change definition of 'drug-related criminal activity' to conform with pending changes in Oregon state law
- Allow online applications and lottery selection for waitlist openings
- Adjust the subsidy standard to one bedroom for head of household (and spouse/equivalent) and 2 persons per bedroom thereafter



- Allow adults to return to household with children when there is a need for family support
- Allow interim reexaminations for increases
- Increase notice period for rent increases
- Increase the period of time before a rent adjustment in the event of voluntary employment termination
- Allow VAWA protection notice to be provided upon request

HAWC's current preferences for Section 8 and Public Housing are not weighted and are not cumulative. Local preferences are:

- Literally homeless (as defined by HUD—does not include doubled-up households)
- Victim of domestic violence (within one year or an ongoing threat)
- Elderly (62+) or disabled on a fixed income, or with no income

In response to a question from Annette Evans, there was a clarification that all preferences are verified at screening. If a household no longer qualifies for a preference at screening, the household will be returned to the waitlist.

ADJOURNMENT

Meeting adjourned at 10:52 a.m.

Adolph "Val" Valfre, Jr.
Secretary/ Executive Director



IV. EXECUTIVE DIRECTOR'S REPORT

Housing Authority Operations: The following operations support our local mission for the Housing Authority:

- **Wait List Re-Opening:** HAWC plans to accept applications for its rental assistance program waitlists, both public housing and Section 8, from May 2-9. More details are listed under Old Business.

Housing Authority Finances: The Department's budget for FY2015-16 was submitted on February 27, 2015, along with two supplemental budget requests. The public budget hearings will be held on May 21 from 8:30am-12pm in the Public Services Building. At this time we are projecting a shortfall in Section 8 Housing Assistance Program funds from HUD to cover subsidy costs. In response we have applied for set-aside funds from HUD and are maximizing efforts to issue vouchers. We will also receive 13 new VASH vouchers sometime this summer, which will add to our funding resources.

Housing Authority Affordable Housing & Services Initiatives: The following operations support active involvement in partnerships to promote affordable housing, prevent homelessness, and increase self-sufficiency:

- **Orchards at Orenco:** HAWC is a limited partner to this project (Phase I and Phase II) and has awarded 16 Project-Based Vouchers (PBVs) to the site (i.e., 8 PBVs per Phase) to serve families making 30% or less AMI. This project was recently awarded \$420,000 in new HOME Development funds. We have begun bi-monthly conference calls to coordinate closing documentation for the Orchards Phase II.
- **Bridge Meadows in Beaverton:** This is a proposed 36-unit Intergenerational project to be built in Beaverton. The Beaverton project will incorporate the same housing model as the Portland Bridge Meadows development – families with foster children interacting with seniors who volunteer their time to assist these children. HAWC has awarded 8 PBVs to house 6 seniors and 2 families at some of its units. This project was recently awarded \$257,992 in HOME development funds and is planning to submit an application in response to the State LIHTC (Low Income Housing Tax Credit) NOFA. An alternative site for this project was recently identified.
- **Cornelius Place:** HAWC has awarded 8 PBVs to Bienestar for use in this 40-unit unique mixed-use library and senior housing project. This project was recently awarded \$750,000 in HOME funds. It is expected that they will submit a LIHTC NOFA application.



- Sunset View Apartments: This project of 236 affordable housing units (60% AMI) is moving forward toward an application for Private Activity Bonds and 4% Low Income Housing Tax Credits. HAWC has negotiated to have 24 of these units allocated to serve extremely low-income families earning up to 30% AMI through the use of project-based vouchers. The Housing Board approved the project proposal and authorized HAWC to request up to \$29,500,000 in private activity bonds from the State. HAWC is in negotiations about a possible partnership. On March 17, 2015 the HAWC facilitated a Tax Equity and Fiscal Responsibility Act (TEFRA) of 1982 public hearing at the County with no objections. Tax-exempt bonds were requested and approved at the State of Oregon Private Activity Bond Committee on April 15, 2015.
- Corinth Gardens: This is a new project proposed in the City of Cornelius. Cascade Housing in the developer in conjunction with Luke-Dorf and was awarded two project-based vouchers to augment their HOME proposal.
- Meyer Memorial Trust: We have agreed to collaborate with Catholic Charities on a project to increase public, landlord, Housing Authority, and tenant understanding of the new 2013 Oregon Housing Choice Voucher law.

Other Initiatives:

- Section 8 Law Training Conference: Housing Authority staff will be attending training on April 29 on how to promote the new law effectively with landlords. In addition to seminars, there will also be a panel in the afternoon with representatives from Fair Housing Council of Oregon, the Oregon Law Center, a local landlord, the Multi-Family NW Landlord Association and two Housing Authority members (including me).
- Housing Trust Fund: The Interim Rule on the Housing Trust Fund was released on January 30, 2015. The Housing and Economic Recovery Act of 2008 (HERA) established a Housing Trust Fund (HTF) to be administered by HUD. The purpose of the HTF is to provide grants to State governments to increase and preserve the supply of rental housing for low-income households, including homeless households, and increase homeownership rates for those households. State and State-designated entities are eligible grantees for HTF. Annual formula grants will be made, of which at least 80% must be used for rental housing; up to 10% for homeownership; and up to 10% for administrative and planning costs. HTF funds may be used for the production or preservation of affordable housing through acquisition, new construction, reconstruction, and/or rehabilitation of nonluxury housing with suitable amenities.

Each State is required to notify HUD of its intent to participate in the HTF program and have a consolidated plan with a HTF Allocation Plan. The HTF Allocation Plan must consider how these funds can meet priority housing needs of the State,



including rural housing needs. Oregon's HTF Allocation Plan must be submitted as part of its State Consolidated Plan.

- HB 3082: This Bill was passed by the House and now awaits action by the Senate. It proposes to provide income flexibility for households living in units receiving property tax exemptions under the Nonprofit Corporation Low Income Housing program. Currently, properties must be occupied by households with incomes at or below 60% AMI in order to be eligible for exemption. As a result, households who increase their income through living-wage employment may jeopardize the property's tax-exempt status. This legislation would allow local jurisdictions to permit residents who moved in at 60% AMI or less to increase their income up to 80% AMI without endangering the property tax exemption. Washington County provided a strong letter of support to the House Human Services and Housing Sub-Committee. I, along with about 8 advocates, also testified on behalf of this legislation on March 11, 2015
- Landlord Guarantee Program: Another initiative I have been advocating is re-funding the Landlord Guaranteed Program. In 2014 when the Section 8 non-discrimination bill was passed by the Legislature, it included a negotiated rent guarantee fund of \$5,000 per claim. Instead of creating new money to fund this new bill, the legislature "defunded" an already smooth-working Landlord Guarantee Program and transferred funds to the new account. However, the former Landlord Guarantee Program encouraged participation in valuable Rent Well training, and provided a \$1,000 to \$2,000 guarantee to landlords willing to rent to higher-barrier households – e.g., formerly incarcerated, poor credit risks, etc. Community Action agencies across the state have found that Rent Well and similar programs are essential in preventing homelessness. The State Housing Council agreed to send a letter to Legislature and concurrent activity is ongoing with key interest groups.

Adolph "Val" Valfre, Jr.
Secretary/ Executive Director



V. STAFF REPORTS
A. Financial Statement
1. Financial Report to the Housing Advisory Committee

Cash Flow:

Along with comparison to budget, comparison to prior year is shown for all programs.

For February FYTD, cash flow from operations, of \$370,200 is favorable to the budget by \$235,320 and favorable to the prior year by \$115,596.

Section 8 had positive cash flow from operations of \$48,941 which was \$147,826 favorable to budget. The favorable variance is partly due to the increase in proration of Admin fees from 75% to 79% and partly due to lower administration cost than budgeted. The program should be close to zero income or loss for the remainder of the calendar year.

Public Housing had cash flow of \$54,792 which is \$118,293 favorable to budget, mainly due to higher operating revenue from the Cap Fund than budgeted. This variance will continue to grow unless and until these operating funds are used for capital expenditures.

Kaybern Terrace cash flow of \$3,926 was \$1,224 unfavorable to budget and favorable to the prior year by \$2,763.

Aloha Park had negative cash flow from operations of \$32,746, unfavorable to budget by \$119,624, due to increased debt service and repair activities resulting from the refinance of the property.

The Local Fund had negative cash flow of \$37,703 which is favorable to budget by \$20,117, due to salaries and benefits for the DOL grant lower than budget. Part of the reason is that the new employee did not start at the beginning of the fiscal year.

Affordable Housing had cash flow from operations of \$332,990 favorable to budget by \$69,932, due mainly to low maintenance expenses.

Statement of Net Position (Balance Sheet):

The balance sheet has been revised to conform with recent Accounting pronouncements. Deferred refunding cost, which was previously reflected as a reduction of debt, is now discretely presented just below the Total Assets line; the title of the statement is revised from Statement of Net Assets to Statement of Net Position; and the equity section of the statement has revised terminology.

The Local Fund is no longer overdrawn. At July 31, the local fund unrestricted cash balance was an overdraft of \$558,845. After the receipt of \$597,118 from the refinance of Aloha Park in August, and other activity, the unrestricted cash balance is a positive \$99,857.

Restricted net assets in the Public Housing program will, over time, be transferred to Affordable Housing, to eliminate the negative balance in unrestricted net assets by the end of CY2015.

Total unrestricted cash is a positive \$671,565.



V. STAFF REPORTS
A. Financial Statement
2. Year-To-Date Cash Flow - Expanded
Working Capital Basis
HOUSING AUTHORITY – UNAUDITED
July 2014 – February 2015

	Section 8	Public Housing	Kaybern (USDA)	Aloha Park	Local Fund	Affordable Housing	Total
Operating revenue							
Federal/State operating subsidies	1,195,422	872,896	14,956	7,200	109,484	4,317	2,204,275
Gross billable rent	-	444,472	42,483	354,752	59,099	3,028,970	3,929,777
Vacancy loss	-	(3,568)	(472)	(33,391)	(8,036)	(61,520)	(106,986)
Premiums (concessions/loss-to-lease)	-	(87)	-	(10,002)	-	(80,042)	(90,131)
Other tenant revenue	-	34,037	1,247	7,615	7,787	85,305	135,991
Tenant revenue	-	474,854	43,258	318,974	58,851	2,972,713	3,868,650
Other revenue (incl GF subsidy)	37,368	12,140	898	4,540	9,460	181,217	245,622
Total operating revenue	1,232,790	1,359,890	59,112	330,714	177,795	3,158,247	6,318,547
Operating expenses:							
Repair and maintenance	58	719,484	16,030	156,592	18,380	778,165	1,688,709
Operations	896,360	254,140	6,230	78,876	151,402	485,263	1,872,271
Utilities	-	54,951	7,780	40,473	5,074	303,541	411,819
Insurance	3,939	25,230	500	14,981	883	62,891	108,423
PILOT	-	34,312	-	-	-	-	34,312
Bad debt, net of recoveries	-	(408)	1,429	2,840	-	41,974	45,834
Other	25,445	-	-	-	883	-	26,328
Total operating expenses	925,801	1,087,708	31,969	293,762	176,621	1,671,833	4,187,695
Net program income	306,988	272,182	27,143	36,951	1,173	1,486,414	2,130,852
Other ongoing cash outflows:							
HAWC administration	258,047	217,390	51	178	30,687	1,817	508,169
Debt service	-	-	23,166	69,520	8,190	1,151,607	1,252,483
Total outflows	258,047	217,390	23,217	69,698	38,877	1,153,424	1,760,652
Cash flow from operations	48,941	54,792	3,926	(32,746)	(37,703)	332,990	370,200
Other unrestricted cash inflows (outflows):							
Investment income - unrestricted	515	3,824	186	(397)	5,148	(1,207)	8,068
Capital fund receipts	-	20,043	-	-	-	-	20,043
Capitalized modernization	-	(70,275)	-	(13,271)	-	-	(83,546)
Debt Issuance Costs	-	-	-	(135,725)	-	-	(135,725)
Transfers to (from) Local Fund	-	-	-	(597,118)	597,118	-	-
Transfers to restricted cash - CAO	-	-	-	-	-	(208,984)	(208,984)
Transfers from (to) restricted cash - Repl Res	-	-	-	(20,040)	-	(91,120)	(111,160)
Section 18 transfers from Public Housing	-	-	-	-	7,754	663,307	671,061
Net unrestricted cash flows	49,457	8,384	4,112	(799,298)	572,317	694,986	529,957
Restricted cash flows:							
Housing Assistance Payments earned	13,524,805	-	-	-	-	-	13,524,805
Housing Assistance Payments	(13,677,828)	-	-	-	-	-	(13,677,828)
Investment income - restricted	323	3,842	-	-	-	-	4,165
Transfers from unrestricted - CAO	-	-	-	-	-	208,984	208,984
Transfers from (to)unrestricted - Repl Res	-	-	-	20,040	-	91,120	111,160
Purchased from replacement reserves	-	-	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	(671,061)	-	-	-	-	(671,061)
Total restricted cash flows	(152,701)	(667,219)	-	20,040	-	300,104	(499,776)
Net cash flows	(103,244)	(658,835)	4,112	(779,258)	572,317	995,090	30,181



V. STAFF REPORTS
A. Financial Statement
3. Year-To-Date Cash Flow – Expanded
Working Capital Basis
HOUSING AUTHORITY – UNAUDITED
July 2014 – February 2015

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	2,204,275	2,088,678	115,597	1,995,290	208,985
Gross billable rent	3,929,777	3,868,583	61,194	3,808,803	120,974
Vacancy loss	(106,986)	(108,317)	1,331	(85,151)	(21,835)
Premiums (concessions/loss-to-lease)	(90,131)	(50,561)	(39,570)	(33,426)	(56,705)
Other tenant revenue	135,991	99,005	36,986	98,444	37,547
Tenant revenue	3,868,650	3,808,708	59,942	3,788,670	79,980
Other revenue (incl GF subsidy)	245,622	217,602	28,020	310,071	(64,449)
Total operating revenue	6,318,547	6,114,988	203,559	6,094,031	224,516
Operating expenses:					
Repair and maintenance	1,688,709	1,648,614	(40,095)	1,687,664	(1,045)
Operations	1,872,271	1,881,198	8,927	1,861,523	(10,748)
Utilities	411,819	403,920	(7,899)	386,585	(25,234)
Insurance	108,423	103,295	(5,128)	110,057	1,634
PILOT	34,312	34,527	215	35,746	1,434
Bad debt, net of recoveries	45,834	42,868	(2,966)	47,172	1,338
Other	26,328	35,130	8,802	30,543	4,215
Total operating expenses	4,187,695	4,149,552	(38,143)	4,159,290	(28,405)
Net program income	2,130,852	1,965,436	165,416	1,934,741	196,111
Other ongoing cash outflows:					
HAWC administration	508,169	633,898	125,729	449,105	(59,064)
Debt service	1,252,483	1,196,658	(55,825)	1,231,032	(21,451)
Total outflows	1,760,652	1,830,556	69,904	1,680,137	(80,515)
Cash flow from operations	370,200	134,880	235,320	254,604	115,596
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	8,068	(2,014)	10,082	2,674	5,394
Capital fund receipts	20,043	81,092	(61,049)	73,945	(53,902)
Capitalized modernization	(83,546)	(81,092)	(2,454)	(182,200)	98,654
Debt Issuance Costs	(135,725)	-	(135,725)	-	(135,725)
Transfers to (from) Local Fund	-	115,758	(115,758)	(15,608)	15,608
Transfers to restricted cash - CAO	(208,984)	(208,981)	(3)	(247,021)	38,037
Transfers from (to) restricted cash - Repl Res	(111,160)	(111,280)	120	(70,385)	(40,775)
Section 18 transfers from Public Housing	671,061	713,885	(42,824)	689,265	(18,204)
Net unrestricted cash flows	529,957	642,248	(112,291)	505,274	24,683
Restricted cash flows:					
Housing Assistance Payments earned	13,524,805	12,592,205	932,600	12,107,907	1,416,898
Housing Assistance Payments	(13,677,828)	(12,744,002)	(933,826)	(12,755,994)	(921,834)
Investment income - restricted	4,165	4,258	(93)	6,951	(2,787)
Transfers from unrestricted - CAO	208,984	208,981	3	247,021	(38,037)
Transfers from (to)unrestricted - Repl Res	111,160	111,280	(120)	70,385	40,775
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	(671,061)	(713,885)	42,824	(689,265)	18,204
Total restricted cash flows	(499,776)	(541,163)	41,387	(1,012,995)	513,219
Net cash flows	30,181	101,085	(70,904)	(507,721)	537,902



V. STAFF REPORTS
A. Financial Statement
4. Year-To-Date Cash Flow – Expanded
Working Capital Basis
SECTION 8 – UNAUDITED
July 2014 – February 2015

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	1,195,422	1,147,373	48,049	1,093,069	102,353
Gross billable rent		-	-	-	-
Vacancy loss		-	-	-	-
Premiums (concessions/loss-to-lease)		-	-	-	-
Other tenant revenue		-	-	-	-
Tenant revenue	-	-	-	-	-
Other revenue (incl GF subsidy)	37,368	23,369	13,999	39,589	(2,221)
Total operating revenue	1,232,790	1,170,742	62,048	1,132,658	100,132
Operating expenses:					
Repair and maintenance	58	-	(58)	-	(58)
Operations	896,360	911,910	15,550	960,289	63,929
Utilities	-	-	-	-	-
Insurance	3,939	3,871	(68)	3,871	(68)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	-	-	-	-
Other	25,445	32,417	6,972	28,347	2,902
Total operating expenses	925,801	948,198	22,397	992,507	66,706
Net program income	306,988	222,544	84,444	140,151	166,837
Other ongoing cash outflows:					
HAWC administration	258,047	321,429	63,382	236,956	(21,091)
Debt service	-	-	-	-	-
Total outflows	258,047	321,429	63,382	236,956	(21,091)
Cash flow from operations	48,941	(98,885)	147,826	(96,805)	145,746
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	515	-	515	465	50
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	-	-
Debt Issuance Costs	-	-	-	-	-
Transfers to (from) Local Fund	-	148,326	(148,326)	125,333	(125,333)
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	49,457	49,441	16	28,993	20,464
Restricted cash flows:					
Housing Assistance Payments earned	13,524,805	12,592,205	932,600	12,107,907	1,416,898
Housing Assistance Payments	(13,677,828)	(12,744,002)	(933,826)	(12,755,994)	(921,834)
Investment income - restricted	323	-	323	-	323
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	(152,701)	(151,797)	(904)	(648,087)	495,386
Net cash flows	(103,244)	(102,356)	(888)	(619,094)	515,850



V. STAFF REPORTS
A. Financial Statement
5. Year-To-Date Cash Flow – Expanded
 Working Capital Basis
 PUBLIC HOUSING (Excl. Kaybern) – UNAUDITED
 July 2014 – February 2015

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	872,896	790,849	82,047	811,165	61,731
Gross billable rent	444,472	410,143	34,329	414,073	30,399
Vacancy loss	(3,568)	(1,941)	(1,627)	(2,295)	(1,273)
Premiums (concessions/loss-to-lease)	(87)	(187)	100	(569)	482
Other tenant revenue	34,037	18,049	15,988	19,259	14,778
Tenant revenue	474,854	426,063	48,791	430,469	44,385
Other revenue (incl GF subsidy)	12,140	4,460	7,680	4,899	7,241
Total operating revenue	1,359,890	1,221,372	138,518	1,246,533	113,357
Operating expenses:					
Repair and maintenance	719,484	664,353	(55,131)	696,941	(22,543)
Operations	254,140	247,902	(6,238)	233,393	(20,747)
Utilities	54,951	48,511	(6,440)	45,213	(9,738)
Insurance	25,230	25,716	486	29,147	3,917
PILOT	34,312	34,527	215	35,746	1,434
Bad debt, net of recoveries	(408)	-	408	12,728	13,136
Other	-	-	-	-	-
Total operating expenses	1,087,708	1,021,009	(66,699)	1,053,168	(34,540)
Net program income	272,182	200,363	71,819	193,365	78,817
Other ongoing cash outflows:					
HAWC administration	217,390	263,864	46,474	187,508	(29,882)
Debt service	-	-	-	-	-
Total outflows	217,390	263,864	46,474	187,508	(29,882)
Cash flow from operations	54,792	(63,501)	118,293	5,857	48,935
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	3,824	3,557	267	3,504	320
Capital fund receipts	20,043	81,092	(61,049)	73,945	(53,902)
Capitalized modernization	(70,275)	(81,092)	10,817	(107,941)	37,666
Debt Issuance Costs	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	8,384	(59,944)	68,328	(24,635)	33,019
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	3,842	4,258	(416)	6,951	(3,109)
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	(671,061)	(713,885)	42,824	(689,265)	18,204
Total restricted cash flows	(667,219)	(709,627)	42,408	(682,314)	15,095
Net cash flows	(658,835)	(769,571)	110,736	(706,949)	48,114



V. STAFF REPORTS
A. Financial Statement
6. Year-To-Date Cash Flow – Expanded
Working Capital Basis
KAYBERN TERRACE (USDA) – UNAUDITED
July 2014 – February 2015

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	14,956	16,416	(1,460)	15,401	(445)
Gross billable rent	42,483	43,714	(1,231)	42,525	(42)
Vacancy loss	(472)	(1,311)	839	(1,288)	816
Premiums (concessions/loss-to-lease)	-	(313)	313	(361)	361
Other tenant revenue	1,247	1,107	140	1,219	28
Tenant revenue	43,258	43,197	61	42,094	1,164
Other revenue (incl GF subsidy)	898	716	182	693	205
Total operating revenue	59,112	60,329	(1,217)	58,188	924
Operating expenses:					
Repair and maintenance	16,030	16,912	882	19,132	3,102
Operations	6,230	6,322	92	5,731	(499)
Utilities	7,780	6,541	(1,239)	6,670	(1,110)
Insurance	500	500	0	561	61
PILOT	-	-	-	-	-
Bad debt, net of recoveries	1,429	1,695	266	1,729	300
Other	-	-	-	-	-
Total operating expenses	31,969	31,970	1	33,823	1,854
Net program income	27,143	28,359	(1,216)	24,365	2,778
Other ongoing cash outflows:					
HAWC administration	51	42	(9)	35	(16)
Debt service	23,166	23,167	1	23,167	1
Total outflows	23,217	23,209	(8)	23,202	(15)
Cash flow from operations	3,926	5,150	(1,224)	1,163	2,763
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	186	164	22	166	20
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	-	-
Debt Issuance Costs	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	4,112	5,314	(1,202)	1,329	2,783
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	-	-	-	-	-
Net cash flows	4,112	5,314	(1,202)	1,329	2,783



V. STAFF REPORTS
A. Financial Statement
7. Year-To-Date Cash Flow – Expanded
Working Capital Basis
ALOHA PARK – UNAUDITED
July 2014 – February 2015

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	7,200	28,871	(21,671)	28,862	(21,662)
Gross billable rent	354,752	344,317	10,435	354,752	-
Vacancy loss	(33,391)	(17,216)	(16,175)	(8,434)	(24,957)
Premiums (concessions/loss-to-lease)	(10,002)	(10,533)	531	(12,881)	2,879
Other tenant revenue	7,615	20,120	(12,505)	4,527	3,088
Tenant revenue	318,974	336,687	(17,713)	337,964	(18,990)
Other revenue (incl GF subsidy)	4,540	5,920	(1,380)	6,522	(1,982)
Total operating revenue	330,714	371,478	(40,764)	373,348	(42,634)
Operating expenses:					
Repair and maintenance	156,592	129,140	(27,452)	154,539	(2,053)
Operations	78,876	87,688	8,812	87,439	8,563
Utilities	40,473	40,947	474	39,396	(1,077)
Insurance	14,981	9,000	(5,981)	7,499	(7,482)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	2,840	4,000	1,160	1,699	(1,141)
Other	-	-	-	-	-
Total operating expenses	293,762	270,775	(22,987)	290,572	(3,190)
Net program income	36,951	100,703	(63,752)	82,776	(45,825)
Other ongoing cash outflows:					
HAWC administration	178	131	(47)	231	53
Debt service	69,520	13,694	(55,826)	48,556	(20,964)
Total outflows	69,698	13,825	(55,873)	48,787	(20,911)
Cash flow from operations	(32,746)	86,878	(119,624)	33,989	(66,735)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	(397)	7	(404)	79	(476)
Capital fund receipts	-	-	-	-	-
Capitalized modernization	(13,271)	-	(13,271)	(68,356)	55,085
Debt Issuance Costs	(135,725)	-	(135,725)	-	(135,725)
Transfers to (from) Local Fund	(597,118)	-	(597,118)	-	(597,118)
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	(20,040)	(20,160)	120	20,735	(40,775)
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	(799,298)	66,725	(866,023)	(13,553)	(785,745)
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	20,040	20,160	(120)	(20,735)	40,775
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	20,040	20,160	(120)	(20,735)	40,775
Net cash flows	(779,258)	86,885	(866,143)	(34,288)	(744,970)



V. STAFF REPORTS
A. Financial Statement
7. Year-To-Date Cash Flow – Expanded
Working Capital Basis
LOCAL FUND – UNAUDITED
July 2014 – February 2015

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	109,484	95,321	14,163	37,589	71,895
Gross billable rent	59,099	59,175	(76)	58,021	1,078
Vacancy loss	(8,036)	-	(8,036)	-	(8,036)
Premiums (concessions/loss-to-lease)	-	-	-	-	-
Other tenant revenue	7,787	333	7,454	243	7,544
Tenant revenue	58,851	59,508	(657)	58,264	587
Other revenue (incl GF subsidy)	9,460	7,950	1,510	79,264	(69,804)
Total operating revenue	177,795	162,779	15,016	175,117	2,678
Operating expenses:					
Repair and maintenance	18,380	19,784	1,404	12,784	(5,596)
Operations	151,402	136,646	(14,756)	106,589	(44,813)
Utilities	5,074	6,056	982	5,137	63
Insurance	883	883	0	1,043	160
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	-	-	-	-
Other	883	2,713	1,830	2,196	1,313
Total operating expenses	176,621	166,082	(10,539)	127,749	(48,872)
Net program income	1,173	(3,303)	4,476	47,368	(46,195)
Other ongoing cash outflows:					
HAWC administration	30,687	46,327	15,640	22,967	(7,720)
Debt service	8,190	8,190	0	8,190	0
Total outflows	38,877	54,517	15,640	31,157	(7,720)
Cash flow from operations	(37,703)	(57,820)	20,117	16,211	(53,914)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	5,148	7,719	(2,571)	3,915	1,233
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	(5,903)	5,903
Debt Issuance Costs	-	-	-	-	-
Transfers to (from) Local Fund	597,118	(32,568)	629,686	(140,941)	738,059
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	-	-	-	-	-
Section 18 transfers from Public Housing	7,754	11,935	(4,181)	10,673	(2,919)
Net unrestricted cash flows	572,317	(70,734)	643,051	(116,045)	688,362
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	-	-	-	-	-
Net cash flows	572,317	(70,734)	643,051	(116,045)	688,362



V. STAFF REPORTS
A. Financial Statement
9. Year-To-Date Cash Flow – Expanded
 Working Capital Basis
AFFORDABLE HOUSING – UNAUDITED
 July 2014 – February 2015

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	4,317	9,848	(5,531)	9,204	(4,887)
Gross billable rent	3,028,970	3,011,234	17,736	2,939,432	89,538
Vacancy loss	(61,520)	(87,849)	26,329	(73,134)	11,614
Premiums (concessions/loss-to-lease)	(80,042)	(39,528)	(40,514)	(19,615)	(60,427)
Other tenant revenue	85,305	59,396	25,909	73,197	12,108
Tenant revenue	2,972,713	2,943,253	29,460	2,919,879	52,834
Other revenue (incl GF subsidy)	181,217	175,187	6,030	179,104	2,113
Total operating revenue	3,158,247	3,128,288	29,959	3,108,187	50,060
Operating expenses:					
Repair and maintenance	778,165	818,425	40,260	804,268	26,103
Operations	485,263	490,730	5,467	468,078	(17,185)
Utilities	303,541	301,865	(1,676)	290,170	(13,371)
Insurance	62,891	63,325	434	67,937	5,046
PILOT	-	-	-	-	-
Bad debt, net of recoveries	41,974	37,173	(4,801)	31,017	(10,957)
Other	-	-	-	-	-
Total operating expenses	1,671,833	1,711,518	39,685	1,661,470	(10,363)
Net program income	1,486,414	1,416,770	69,644	1,446,717	39,697
Other ongoing cash outflows:					
HAWC administration	1,817	2,105	288	1,408	(409)
Debt service	1,151,607	1,151,607	0	1,151,119	(488)
Total outflows	1,153,424	1,153,712	288	1,152,527	(897)
Cash flow from operations	332,990	263,058	69,932	294,190	38,800
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	(1,207)	(13,461)	12,254	(5,455)	4,248
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	-	-
Debt Issuance Costs	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers to restricted cash - CAO	(208,984)	(208,981)	(3)	(247,021)	38,037
Transfers from (to) restricted cash - Repl Res	(91,120)	(91,120)	-	(91,120)	-
Section 18 transfers from Public Housing	663,307	701,950	(38,643)	678,593	(15,286)
Net unrestricted cash flows	694,986	651,446	43,540	629,187	65,799
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	208,984	208,981	3	247,021	(38,037)
Transfers from (to)unrestricted - Repl Res	91,120	91,120	-	91,120	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	300,104	300,101	3	338,141	(38,037)
Net cash flows	995,090	951,547	43,543	967,328	27,762



V. STAFF REPORTS
A. Financial Statement
10. Statement of Net Assets
HOUSING AUTHORITY – UNAUDITED
February 2015

Assets	Section 8	Public Housing	Kaybern (USDA)	Aloha Park	Local Fund	Affordable Housing	Total
Current assets:							
Unrestricted cash and cash equivalents	65,927	805,707	47,124	(96,743)	99,857	(250,307)	671,565
Restricted cash and cash equivalents	38,511	74,264	1,230	31,193	3,750	304,762	453,711
Accounts receivable, net	53,221	112,215	4,649	10,855	31,429	258,515	470,885
Current portion of contracts receivable	—	176	—	—	3,327	—	3,503
Other current assets	1,969	18,804	250	14,333	3,505	47,185	86,046
Total current assets	159,629	1,011,166	53,253	(40,363)	141,869	360,156	1,685,709
Non-current assets:							
Restricted cash and cash equivalents	(3,760)	506,312	36,105	1,539,107	—	2,015,942	4,093,705
Contracts receivable	—	—	—	—	364,313	—	364,313
Capital assets, non-depreciable	—	3,645,883	50,000	41,617	353,453	4,095,129	8,186,081
Capital assets, depreciable, net	—	3,130,651	22,596	341,930	752,850	14,266,440	18,514,467
Total non-current assets	(3,760)	7,282,845	108,701	1,922,654	1,470,615	20,377,511	31,158,565
Total assets	155,869	8,294,011	161,954	1,882,291	1,612,483	20,737,667	32,844,275
Deferred bond refunding costs	—	—	—	—	—	2,532,893	2,532,893
Total assets and deferred outflow of resources	155,869	8,294,011	161,954	1,882,291	1,612,483	23,270,559	35,377,167
Liabilities							
Current liabilities:							
Accounts payable	26,264	79,410	7,074	13,878	6,015	54,780	187,420
Deferred revenue	—	3,848	74	68	3,082	1,605	8,677
Accrued interest payable - bonds and notes	—	—	2,553	7,269	84	235,320	245,226
Current portion of notes and contracts payable	—	—	4,298	86,267	10,707	97,964	199,236
Current liabilities payable from restricted assets:							
Tenant and other deposits	38,511	74,264	1,230	31,193	3,750	304,762	453,711
Total curr. liabilities payable from restr. assets	38,511	74,264	1,230	31,193	3,750	304,762	453,711
Total current liabilities	64,776	157,522	15,229	138,674	23,638	694,432	1,094,270
Non-current liabilities:							
Contracts and notes payable	146,457	—	320,120	2,009,662	673,699	28,481,382	31,631,319
Total non-current liabilities	146,457	—	320,120	2,009,662	673,699	28,481,382	31,631,319
Total liabilities	211,233	157,522	335,349	2,148,336	697,336	29,175,814	32,725,589
Net Position							
Invested in capital assets	—	6,776,533	(251,822)	(1,712,381)	421,897	(7,684,885)	(2,450,658)
Restricted	(151,200)	506,312	36,105	1,539,107	—	2,015,942	3,946,264
Unrestricted	95,837	853,644	42,322	(92,770)	493,250	(236,312)	1,155,972
Total net position	(55,363)	8,136,489	(173,395)	(266,045)	915,147	(5,905,254)	2,651,579
Total liabilities and net position	155,869	8,294,011	161,954	1,882,291	1,612,483	23,270,559	35,377,167



V. STAFF REPORTS
B. Section 8 and Low Rent Public Housing
1. Section 8 Waiting List
March 2014

Wait List Time Based on # of HH Members									
# HH Members	1	2	3	4	5	6	7	8	Total
#Families	200	128	114	73	38	33	14	9	609
Average Days	2,171	2,096	2,033	2,002	1,908	1,822	2,121	1,863	2,068

Wait List Based on Gender				
Gender	Female		Male	Total
Total	449		160	609

Wait List Based on Race								
Race	Am. Indian	Asian	Black	Native Hawaiian	White	Multiple	Unk.	Total
	7	32	101	4	442	3	20	609

Wait List Based on Ethnicity				
HH Ethnicity	Hispanic	Not Hispanic	Unknown	Total
	149	454	6	609

Wait List Based on HH Type					
Type	Disabled	Elderly	Family	Other	Total
	83	40	355	131	609



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V. STAFF REPORTS
B. Section 8 and Low Rent Public Housing
2. Public Housing Average Vacancy Days

Fiscal Year-to-Date
March 2014

Average Vacancy Days - Public Housing

FY 2013-14		Units Turned Over This Month	Vacancy Days This Month	Average Vacancy Days Per Unit This Month	Total Vacant Units (FY cumulative total)	Total Vacancy Days (FY cumulative total)	Total Average Vacancy Days Per Unit (FY cumulative total)
July	2013	0	0	0.00	0	0	0.00
August	2013	3	29	9.67	3	29	9.67
September	2013	2	19	9.50	5	48	9.60
October	2013	6	63	10.50	11	111	10.09
November	2013	3	52	17.33	14	163	11.64
December	2013	1	9	9.00	15	172	11.47
January	2014	2	34	17.00	17	206	12.12
February	2014	3	51	17.00	20	257	12.85
March	2014	2	26	13.00	22	283	12.86
April	2014	2	29	14.50	24	312	13.00
May	2014	4	86	21.50	28	398	14.21
June	2014	3	57	19.00	31	455	14.68
FY 2014-15							
July	2014	1	16	16.00	1	16	16.00
August	2014	2	29	14.50	3	45	15.00
September	2014	1	16	16.00	4	61	15.25
October	2014	1	26	26.00	5	87	17.40
November	2014	1	23	23.00	6	110	18.33
December	2014	4	113	28.25	10	223	22.30
January	2015	4	108	27.00	14	331	23.64
February	2015	4	37	9.25	18	368	20.44
March	2015	3	58	19.33	21	426	20.29



V. STAFF REPORTS
C. Affordable Housing

• **SECTION 8 AND LOW RENT PUBLIC HOUSING**

- a) Section 8 Waiting List: 609 currently, last report: 584. The waitlist was closed on September 1, 2011. Existing waitlist clients will be served as vouchers become available, but no new applications will be accepted until the waitlist is reopened. Public notices have been issued for the waitlist opening May 2-9, 2015.
- b) Public Housing Average Vacancy Days: Vacancy days for the month of March 2015 were at 19.33 (last month – 9.25). FY2014-15 reporting begins July 1. HUD rates Housing Authorities, however, on cumulative vacancy days on a fiscal year basis. Our goal is 18 days. HUD rates 20 days or below as an “A”. Our cumulative total is 20.29, down from 20.44 last month.
- c) Occupancy Rates:
 *Public Housing: 99.59% (last report – 99.59%)
 *Section 8: 96.22 % (last report – 96.25%)

We had 2,675 vouchers leased up on the first of March (last report – 2,676). Our Annual Contributions Contract (ACC) is for 2780 vouchers, so we need to lease up over 105 vouchers to reach our authorized capacity. HAWC issued 35 new vouchers since March 1, 2015, and currently there are 55 applicants with vouchers searching for housing (last report 43 new, 52 looking). Our monthly allocation of Section 8 HAP funds is 106.45%. Our goal of budget authority is 95% minimum.

- d) Work Order Effectiveness:
Average maintenance response time for work orders is a major indicator that correlates closely with resident satisfaction and preservation of our capital assets. For March, the average maintenance response time for emergency and routine work orders for the public housing portfolio is as follows:

	<u>Avg. Response</u>	<u>Our Goal</u>	<u>HUD Standard</u>
Emergency WO's	2.08 hrs	3 hrs	24 hrs
Routine WO's	6.5 days	7 days	25 days

- f) FSS Participation
 Total FSS participants: 86 (75 from Section 8 and 11 from Public Housing)
 Total FSS participants w/escrow balance: 52
 Total Escrow Balance: \$204,244
 Highest Escrow Accounts: \$20,351 (Section 8) and \$7,243 (Public Housing)
 Individual Development Accounts (IDA): 3



- **AFFORDABLE HOUSING**

HAWC owns and operates affordable properties included in financial reports under Local Fund, Affordable Housing, and two properties with stand-alone financials.

Total Occupancy: 96.82% (20 vacancies/628 units)

- a) Local Fund Properties (managed by HAWC and/or contractors) 91.67% (1 vacancy/12 units)
- b) Affordable Housing Properties (managed by Infinity): 98.47% (8 vacancies/524 units)
- c) Kaybern Terrace (managed by Infinity): 100% (0 vacancies/12 units)
- d) Aloha Park (managed by Infinity): 86.25% (11 vacancies/80 units)

The 711 units at Quatama Crossing co-owned in a partnership and managed by Simpson Property Management are not included.

- **MAINTENANCE ACTIVITIES**

Turnovers:

- Maintenance turned over three (3) Public Housing units for new residents.
- All repairs, painting and landscaping was completed by Housing staff.
- Carpet was replaced in one (1) Public Housing unit.

Special Projects:

- Cabinet replacement was performed in two (2) Public Housing units.
- Restoration services were performed in two (2) Public Housing units damaged in a fire. Work on these units is still underway and units are offline for repairs.
- Reported 766 year-to-date non-emergency work orders have been completed in an average of 6.9 days.
- Reported 97% of 34 year-to-date emergency work orders have been completed within 24 hours.



V. STAFF REPORTS
D. Programs and Special Projects

- **PROJECT-BASED VOUCHERS**

	Total Allocated	Total Awarded	Remaining Available
Category I (chronic homeless)	140	102	38
Category II (30% MFI or less)	72	72	0
Special Needs	25	25	0
Total PBVs	237	199	38

There are 237 project-based vouchers (PBV) allocated as follows: 140 PBVs in Category I (chronically homeless), 25 “special needs” category vouchers, and 72 PBVs in Category II (30% or less MFI).

Remaining available project-based vouchers and project-based vouchers that have been awarded but are not yet leased are being utilized as tenant-based vouchers. Vouchers are project-based as units become available and residents leave the Section 8 tenant-based voucher program.

See the next page for details on PBV awards and lease-ups.



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	Category I (chronic homeless)			Category II (30% MFI or under)			Special Needs		
	Awarded	Project-based	Leased	Awarded	Project-based	Leased	Awarded	Project-based	Leased
Luke-Dorf (Pluss Apartments)							12	12	9
LifeWorks NW (Tom Brewer House)							13	13	11
CPAH (The Knoll)	12	12	12						
Enterprise Community Partners (Fircrest Manor Apartments)				15	15	12			
REACH CDC (The Orchards at Orenco)				16					
Northwest Housing Alternatives (Alma Gardens)				8	8	9			
Bridges To Housing (Bonita and The Colonies)				7	7	5			
CPAH (The Barcelona)				8					
Luke-Dorf (Housing TEAM- SAHMSA)	90	41	39						
Bienestar (Cornelius Place)				8					
Bridge Meadows (Beaverton)				8					
Luke-Dorf (Corinth Gardens)				2					
Total PBVS	102	53	51	72	30	26	25	25	20



V. STAFF REPORTS
E. Report on Homelessness

• **FY2015 FEDERAL MCKINNEY-VENTO HOMELESS PROGRAMS**

On February 9, 2015 HUD announced the FY2015 McKinney-Vento CoC Program pre-registration process. Washington County will seek to renew \$2.7 million in federal funds for housing and services upon HUD release of the Notice of Funding Available (NOFA).

The President’s proposed FY2016 Budget was announced for the federal fiscal year beginning October 1, 2015, and reflects an increase of \$345 million across HUD programs.

Federal Homeless Program Funds	FY2010	FY2011	FY2012	FY2013	FY2014 ¹	FY2015 ²	Proposed FY2016
	\$1.846 billion	\$1.901 billion	\$1.901 billion	\$1.929 billion	\$2.105 billion	\$2.135 billion	\$2.480 billion
CoC Program Competitive Grant Funding	\$1.6 billion	\$1.6 billion	\$1.6 billion	\$1.7 billion	\$1.8 billion	\$1.9 billion	\$2.23 billion
County Grant Award – CoC Program	\$2.1 million	\$2.1 million	\$2.3 million	\$2.6 million	\$2.7 million	NOFA not yet released	
Emergency Shelter & Solutions Grant (ESG) Formula Funding	\$160 million	\$225 million	\$250 million	\$215 million	\$250 million	\$250 million	\$250 million
County ESG Entitlement Formula Funds	\$88,350	\$137,797	\$157,499	\$134,781 ³	\$152,317	\$165,058	

• **SEVERE WEATHER SHELTER RESPONSE PLAN**

In its 8th year of operation, winter shelters reported an increase in persons served to include single adults and couples without children. Many of the homeless are experiencing homelessness for the first time.

	2014/15	2013/14
# Days Shelter in Operation	125	122
# Overnight Bed Stays Provided	5,409	5,334
# Volunteer Hours	13,581	13,553

The nonprofit emergency shelter agencies that receive federal funds have policies that address medical marijuana, and will be reviewing policies to address restrictions

¹ FY2014 Omnibus Appropriations; January 17, 2014.

² FY2015 Omnibus Appropriations, December 16, 2015

³ FY2013 Emergency Solutions Grant reduced by Sequestration; HUD published May 30, 2013.



on “recreational marijuana” under the new law that becomes effective July 1, 2015. In preparing for Winter 2015/16 Severe Weather Shelter operations, Annette Evans is coordinating a planning meeting with staff representing the Washington County Sheriff’s Office, Washington County Health and Human Services, and Severe Weather Shelters to develop and implement policies for restrictions/use of the following substances in shelters:

- Marijuana (recreational use)
- Powder/dehydrated alcohol

• **2015 POINT-IN-TIME (PIT) HOMELESS CENSUS**

The 2015 point-in-time (PIT) homeless count was performed the last 10 days of January, and early results indicate less homeless individuals interviewed on the streets with an increase of persons interviewed in the Severe Weather Shelters, meal sites, and other community outreach events.

Community Action, Luke-Dorf, Inc. and HomePlate provided the leadership to form outreach teams that collected comprehensive, non-duplicated data on the number, characteristics and service needs of individuals, families, and unaccompanied youth experiencing homelessness. The PIT data collection is a federal requirement that jurisdictions perform to receive McKinney-Vento Title IV Homeless Assistance funds. The data is used locally to inform planning efforts in developing programs and prioritizing funds that serve the diverse homeless population residing in Washington County.

Washington County historical PIT data includes both literally homeless individuals (federal definition) and individuals living doubled-up (state definition) as follows:

January 2015: Release date TBD – Software upgrades have delayed the ability to extrapolate data and complete PIT reporting. The City of Portland Housing Bureau is the statewide HMIS Administrator, and is working on this issue with Bowman Systems, the software developer.

- January 2014 = 1,011
- January 2013 = 1,153
- January 2012 = 1,331
- January 2011 = 1,356
- January 2010 = 1,383
- January 2009 = 1,243
- January 2008 = 1,145
- January 2007 = 1,241
- January 2006 = 1,162
- January 2005 = 787



- **GAP IN AFFORDABLE HOUSING SERVING <50% AMI**

During the first six years of implementing the county's 10-Year Plan to End Homelessness, the decline in homelessness is a direct result of prioritizing funds to re-house literally homeless individuals using a "housing first" model whereby rent subsidy is provided in scattered-site housing.

The current trend in homelessness is on the rise despite the comprehensive work of homeless outreach and service provider agencies. Washington County is underspending federal McKinney-Vento grant rent subsidy due to homeless individuals experiencing challenges in obtaining housing, and those in housing are being exited to the streets as a result of increased housing costs, no cause eviction and eviction notices, etc. A "new face of homelessness" is being reported at Community Connect with 73 individuals aged 62 years and older entering the homeless system since July 2014.

The need for affordable housing to serve people at or below 50% Area Median Income (AMI) is an action item emerging from the findings of the Homeless Cost Study Report released in January 2015, with oversight provided by the Homeless Plan Advisory Committee (HPAC) with a focus on the barriers to affordable housing experienced by the homeless and working poor households who pay more than 50% of their income toward housing.

Following the January HPAC meeting, a workgroup was formed to research the gaps in affordable housing units below 50% AMI, review opportunities for advocacy on state/federal legislation and funding activities, and review potential revenue tools and policy to address housing gaps. The outcomes of the Affordable Housing Workgroup will be aligned with the work of Washington County Thrives to prioritize the need for affordable housing serving extremely low-income (30% AMI) and low-income households (50% AMI).

- **HOUSING AND SUPPORTIVE SERVICES NETWORK (HSSN) WORKGROUP**

The HSSN Workgroup (the CoC Board) provides administrative oversight to the work of the HSSN membership. This workgroup is addressing the following gaps and policy issues, with updates provided:

1. Develop affordable housing serving extremely low- (30% AMI) and low-income households (50% AMI); e.g. a household of 4 people making less than \$34,700 annually is low-income and needs housing rents based on <50% MFI.
 - a. Seek leadership support from the Homeless Plan Advisory Committee to address the affordable housing gap.
2. Develop property owner/management partnerships through education on the need for housing vulnerable populations and alignment of supportive service providers.
 - a. An initial meeting developed survey questions to be presented to landlords.



3. Work to develop policy on community service work conversion rates.
 - a. A special initiative was presented to Judge D. Charles Bailey on February 19. A meeting with Judge D. Charles Bailey is scheduled in late April to provide an opportunity to receive additional data and address questions regarding the policy initiative.
4. Secure funds for hotel/motel vouchers, and support for faith-based Severe Weather Shelter operations.
 - a. Meyer Memorial Trust has provided funds to Community Action Organization that was allocated to the six church severe weather shelters to support meal and shelter operations, motel/hotel vouchers, and capital improvement projects of shelter facilities.
5. Increased access to job skills and employment opportunities.
 - a. Reboot NW is a 4-year federal grant initiative targeted to train long-term unemployed residents (27+ weeks unemployed) and career-seeking veterans for jobs in the manufacturing and integrated technology (IT) sectors.

- **WASHINGTON COUNTY PUBLIC SAFETY LEVY**

The Washington County Public Safety Levy funds an estimated \$840,000 annually to provide shelter and victims' assistance to women and children who are victims of domestic violence. The proposed renewal of the Public Safety Levy would generate an estimated \$135.8 million over five years, supporting 16 percent of public safety services provided countywide including multi-agency law enforcement teams (major crimes, SWAT, gang, fraud & identity theft, etc.), jail, prosecution, parole and probation and juvenile services.. The levy expires in 2016.

The timeline seeks to place this on the ballot at the November 3, 2015 special election. A presentation on the levy activities was presented by the Washington County Administrative Office to the HSSN at their March 3 meeting, and information on community stakeholder meetings later this spring will be published soon. The timeline for presenting the levy to the Board of County Commissioners for review and action includes:

- May 19, 2015 – Public Hearing
- June 2, 2015 – Approve the Ballot Measure

- **REBOOT NORTHWEST**

WorkSystems Inc. was awarded a 4-year \$8.5 million federal Department of Labor "Ready To Work Initiative" grant to provide program participants with education and training in the manufacturing and integrated technology (IT) job sector. The program targets people who are long-term unemployed (27+ weeks) or underemployed (lost employment during recession and not able to regain employment at previous level), and unemployed/underemployed veterans.



The grant will fund career coaching, education and occupational training to include on the job training and internships. A Career Link process will provide participants with a tech- or manufacturing-focused 3-week industry immersion experience with industry guest speakers and resume development. Implementation of Reboot NW will begin with training of career coaches and Worksource Oregon staff by April 20. Referral to Reboot Northwest is scheduled for late April, with Career Link operational in May and training of participants in July.

VI. OLD BUSINESS

- **HOUSING WORKS: WORKFORCE INNOVATION GRANT WITH WORKSYSTEMS, INC.**

The *Housing Works* project is a collaboration between 3 Workforce Investment Boards (Counties of Clark, Washington & Multnomah, and Clackamas) and 4 Housing Authorities (Portland, Washington County, Clackamas County, and Vancouver) funded by a Department of Labor grant. The grant was awarded in 2012 and the performance period runs through October 2015. The project has been granted a no-cost extension, and partners are seeking other funding to continue the program. HAWC has included a request for additional County funding to support this program after grant funding is expended.

The goal of this program is to assist nearly 500 Section 8 and/or public housing residents build life and employment skills necessary to attain self-sufficiency. Participants receive occupational skills training in one of four growing employment sectors—construction, healthcare, office/clerical, or manufacturing. Participants also receive job attachment support, including internships, On-The-Job training, and job placement assistance.

- **WAITLIST OPENING—MAY 2-9, 2015**

HAWC will accept applications for its Section 8 Housing Choice Voucher (S8HCV) and Public Housing waitlists beginning at 12:01am on Saturday May 2 and ending at 11:59pm on Saturday May 9. Applications will **not** be prioritized by date, and people may **apply at any point** during the opening.

Applications can be submitted online at <https://www.waitlistcheck.com/OR945> from May 2 to May 9, 2015. Households who are already on the waitlist do not need to re-apply—HAWC plans to exhaust the current waitlist before serving clients who submit applications in May.

Households may apply for the S8HCV waitlist, the Public Housing waitlist, or both waitlists. ONLY ONE application per household will be accepted for each waitlist. Duplicate applications will be removed before the lottery. HAWC will use a random lottery to select 2,500 households for the S8HCV waitlist and 2,500 households for the Public Housing waitlist.



Information about this waitlist opening is available at www.co.washington.or.us/housingpreap. The website includes details about information needed to apply and a list of locations across Washington County where applicants can use internet-connected computers.

Staff will provide information about the waitlist opening at:

- Housing and Supportive Services Network (HSSN) April 1, 2015
- Coalition of Housing Advocates (CHA) April 2, 2015
- Washington County Access to Care workgroup April 16, 2015
- Washington County Board of County Commissioners April 21, 2015
- Washington County Cooperative Library Services April 21, 2015
- Washington County Chronic Disease Prevention (CHIP) April 28, 2015

Public notices have been submitted to the Oregonian, the Argus, the Beaverton Leader, the Forest Grove Leader, the Asian Reporter, El Hispanic News, and the Skanner, and multiple email blasts have gone out to partners. A media release is also being coordinated with Washington County PR.

VIII. NEW BUSINESS

- **METRO CET GRANT:** The Housing Authority provided a letter of support to Washington County Land Use & Transportation to accompany their Letter of Intent to apply for a Metro CET (Construction Excise Tax) grant to continue planning efforts in the Aloha Town Center/Tualatin Valley Highway Transit-Oriented Development (TOD) area. Awardees will be notified in June 2015.

IX. RESOLUTIONS/ACTION ITEMS

- **WAITLIST PRESENTATION:** There will be a presentation on the upcoming HAWC waitlist opening at the Washington County Board of Commissioners Worksession on April 21, 2015.

IX. ADJOURNMENT