



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



**Thursday, April 28, 2016
9:00 a.m.**

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



TABLE OF CONTENTS

AGENDA Page 3

MEETING MINUTES Page 4

V. EXECUTIVE DIRECTOR’S REPORT Page 10

VI. STAFF REPORTS

 A. Financial Statement..... Page 16

 B. Section 8 and Low Rent Public Housing..... Page 26

 C. Affordable Housing Page 28

 D. Programs and Special Projects..... Page 30

 E. Report on Homelessness Page 32

VII. OLD BUSINESS.....Page 34

VIII. NEW BUSINESS.....Page 36

IX. RESOLUTIONS/ACTION ITEMS Page 36

X. ADJOURNMENT

Next Meeting:

Thursday, May 26, 2016

2016 HAC Schedule
Thursday, April 28
Thursday, May 26 - Budget
Thursday, June 23
Thursday, July 28
Thursday, August 25
Thursday, September 22
Friday, October 14 – Retreat (Tentative)
Thursday, November 17
Friday, December 9 – Luncheon (Tentative)



HOUSING ADVISORY COMMITTEE
Department of Housing Services
Housing Conference Room
April 28, 2016 at 9:00 A.M.

AGENDA

- I. ROLL CALL**
- II. ACTION – APPROVAL OF MINUTES**
 - A. March 24, 2016 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**
- IX. RESOLUTIONS/ACTION ITEMS**
- X. ADJOURNMENT**



MINUTES
HOUSING ADVISORY COMMITTEE OF WASHINGTON COUNTY
March 24, 2016, 9:00 a.m.

Washington County Department of Housing Services – Juvenile Services Building
111 NE Lincoln Street, Suite 200-L, Hillsboro, OR 97124 –Room JUV 105, Main Floor

COMMITTEE MEMBERS PRESENT

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

COMMITTEE MEMBERS ABSENT

Ben Sturtz
Annee vonBorg
Carina Delgado

STAFF PRESENT

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

GUESTS PRESENT

Tami Cockeram, City of Hillsboro
Laura Weigel, City of Hillsboro
Dan Rutzick, City of Hillsboro
Sia Lindstrom, County Administrative Office
Andy Back, Land Use and Transportation
Nichole Weaver, HABOD
Mike Dahlstrom, Land Use and Transportation
Danelle Peterson, PSU
David Tetrick, PSU
Hayley Mallen, PSU
Jill Statz, PSU
Mary Heberling, PSU
Sambo Kirkman, Land Use and Transportation
Theresa Cherniak, Land Use and Transportation
Andrew Singleakis, Land Use and Transportation
Robert Davis, County Administrative Office
Shannon Wilson, HABOD
Edward Gutierrez, CASA of Oregon
Bryan Robb, Office of Community Development
Greg Malinowski, Board of Commissioners



I. **ROLL CALL** - A quorum was present.

II. **SPECIAL PRESENTATION**

Project Introduction: Affordable Housing Development Strategy
Open Doors Housing Solutions
PSU MURP workshop project

LaShanda Williams called the HAC meeting to order at 9:46 a.m. Edward Guterrez asked how 'affordable housing' was being defined for the MURP workshop project. Kim Armstrong and Val Valfre clarified that affordable housing costs equal 30% of a household's gross income. The project team would like to focus on recommendations that would support housing affordable to households at or below 50% MFI, as that income group has the largest deficit of affordable housing identified in the 2015-2020 Consolidated Plan.

III. **ACTION - APPROVAL OF MINUTES**

Motion: Approve the minutes from February 25, 2016—Sid Scott

Second: Anapreet Kaur-Gill

IV. **DISCUSSION - ORAL COMMUNICATIONS**

Housing Advisory Committee members, the Housing Authority Board Directors, and County Administration staff introduced themselves.

- Sid Scott reported that the Cornelius Library project, which includes senior housing, was awarded HOME funding and is awaiting State funding announcements. The library is close to its funding goal.
- The Good Neighbor Center's annual fundraising event was very successful. The storytelling event included a story about the VanPort settlement and its destruction, and the resulting displacement of many of the area's black community members.
- Anapreet Kaur-Gill noted that North Plains Senior Plaza reached out to Commissioner Terry recently, regarding a resident who needs assistance.

V. **EXECUTIVE DIRECTOR'S REPORT**

The Legislative session has closed, including several measures related to housing. The State allocated additional funding for housing issues, including:

- \$10 million for the Emergency Housing Account and State Homeless Assistance Program to address the immediate crisis of homelessness. The State will work with the Community Action Partnership of Oregon to decide how to best deploy these funds.
- \$2.5 million to ensure the preservation of existing homes, and



- \$2.7 million to continue serving Oregonians impacted by foreclosure through the Oregon Foreclosure Avoidance program, which provides counseling and legal assistance.

Tenant protections were also passed, including stable rent for the first year of tenancy and 90-day notices for rent increases. Property tax exemptions for affordable housing were maintained.

SB 1533 removes the State prohibition on inclusionary zoning within specific guidelines, and permits local governments to impose construction excise taxes (up to 1% of the permit valuation for residential construction, also applicable to commercial and industrial development). Tax revenues generated through this mechanism must be used to fund affordable housing, including incentives for affordable development. The City of Bend has raised significant revenues with a similar tax, and Val Valfre is working with partners to explore this mechanism as a potential revenue source in Washington County. Commissioner Malinowski commented that revenue for land acquisition may be beneficial in developing housing for households at 30-50% MFI.

A ballot measure was passed by the Legislature and will go to the voters in November, directing 1.5% of Oregon lottery funds (est. \$18 million) for outreach to veterans, to connect veterans to Federal VA resources.

Housing Authority Operations

Regional Special Fair Market Rent (FMR) Study: Our regional FMR study has been accepted by HUD, increasing allowable rents 28% from the previous levels. This will increase the housing options available to Section 8 clients by raising the total allowable rent. This will result in more Housing Assistance Payment (HAP) per household, which will require HAWC to monitor its budget closely to avoid a budget shortfall.

HUD allocated regional housing authorities additional HAP funds to mitigate increased costs. HAWC received an additional \$2M in HAP funding, and is working to lease up vouchers quickly to utilize these funds before the end of the year.

Section 8/Public Housing Waitlists: No updates were provided at the meeting.

Public Housing Agency Annual/Five-Year Plan: The PHA plan is out for public comment currently. The HABOD is scheduled to hold a public hearing and approve the plan for submission to HUD at its April 5, 2016 meeting.

Capital Repair Investment: No updates were provided at the meeting.

Housing Authority Finances

No updates were provided at the meeting.



Housing Authority Affordable Housing & Services Initiatives

Orchards at Orenco: Governor Brown recently toured The Orchards and viewed its sustainability innovations and Passive House engineering.

Bridge Meadows in Beaverton: This project was awarded HOME funding, and recently received a \$100,000 gift.

Cornelius Place: This project was awarded HOME funding, and was recently awarded \$500,000 in Oregon lottery funds.

Sunset View Apartments: Preparations for a late summer grand opening for this project are underway.

Blanton Road Veterans Housing: This 20-unit project is now fully funded, and should begin construction soon. The project includes project-based assistance for all 20 units.

Tigard Triangle Project: No updates were provided at the meeting.

Cornell and Murray Project: No updates were provided at the meeting.

Other Initiatives

Local Implementation and Fast Track Housing Program (LIFT) HB 2198: Legislators passed funding supports to implement Governor Brown's Local Implementation and Fast Track Housing Program (LIFT), designed to provide \$40 million dollars to fund innovative affordable housing projects for families. More information can be found on LIFT at the OHCS website: <http://www.oregon.gov/ohcs/Pages/lift-housing-development-program.aspx>. Sid Scott asked if there were unit goals for this funding stream. Val Valfre commented that current goals for 4,000 units may need to be adjusted to be achievable.

HUD Section 811 Supportive Housing for Persons with Disabilities Program: No updates were provided at the meeting.

Oregon State NOFA (Notice of Funding Availability) Timeline: No updates were provided at the meeting.

VI. STAFF REPORTS

A. Financial Statement

Housing Choice Voucher/Section 8 program includes two major funding streams—the Housing Assistance Payment (HAP) funding, which is restricted exclusively to rental assistance for program participants. Housing Choice Voucher/Section 8 Administrative funds are used to pay for staff time and all administrative costs of running the Section 8 program, including occupancy specialists, inspectors, accounting and payment processing, etc. Housing Choice Voucher/Section 8 Administrative funding levels have decreased significantly in the last few years. HUD recently conducted a study of Housing Choice Voucher/Section 8 Administrative fund utilization, which may result in changes to Admin funding in the future.



The increased HAP funding will improve HAWC's ability to lease up vouchers. The HAP increase did not include additional Housing Choice Voucher/Section 8 Administrative funds.

The Department of Housing Services budget requests for FY2016-17 are being reviewed, and the CAO's office will consider budget requests in early April. The proposed budget includes an increase in funding for Homeless programs. The budget also includes requests for County funding to support special programs, such as the Health Careers NW program.

HAWC is waiting for information from HUD on expected funding levels for calendar year 2016, which will impact the Housing Authority's FY2016-17 budget.

The proposed FY2016-17 HAWC budget will be presented to the HAC at its May meeting. The HABOD will be asked to approve the FY2016-17 HAWC budget in June.

B. Section 8 and Low Rent Public Housing

- The Public Housing and Section 8 Unified Waitlist are currently not accepting new applications.
- Occupancy rates remain high in public housing (99.59%), and the Section 8 program is maximizing occupancy (91.9%) with available funding.
- HAWC prepares a Public Housing Agency (PHA) plan for submission to HUD every year. The draft PHA plan is available on the website at <http://www.co.washington.or.us/Housing/PoliciesPlans/plans.cfm>. The new PHA plan will request the option to convert up to 100 additional tenant-based vouchers to project-based to promote new construction and increased affordability. The HABOD hearing and approval of the PHA plan is scheduled for April 5, 2016.

C. Affordable Housing

- Occupancy rates remain high in affordable housing (98.41%).

D. Special Projects

• **Project-Based Vouchers**

The new PHA plan will request approval to project-base up to an additional 100 vouchers. HAWC has already awarded about 200 project-based vouchers to existing projects and projects in the pipeline.

• **Family Self-Sufficiency**

This new report will provide updates for the FSS program in between quarterly reports from Laura Araza.

E. Report on Homelessness

Annette Evans recently spoke about homelessness on OPB's Think Out Loud program (<https://soundcloud.com/thinkoutloudopb/washington-county-homelessness>). During the show, she told a story about an 82-year-old man who became homeless. A listener contacted OPB and offered to pay 6 months' rent for the man. Annette Evans is working with service providers to try and locate him.



Annette Evans also provided updates.

- FY2015 Federal McKinney-Vento Homeless Program Award

Washington County was awarded \$1.4M in Tier 1 funding in March, which is about half of the County's total request for \$3.2M. The status of the remaining requested funding (including \$1M in rental assistance for formerly homeless residents and funding for a new Luke-Dorf project) will not be known until Tier 2 funding awards are announced. HUD currently has not provided a timeline for Tier 2 funding announcements. If the status of this funding remains unknown in May, it may be necessary to notify clients that their rental assistance could be terminated due to lack of funds in June, 2016.

Current McKinney-Vento funds are fully utilized, due to the Housing Navigator position through Luke-Dorf and increasing rental prices.

Commissioner Malinowski noted that he may be able to discuss this at an upcoming informal meeting with Senator Merkley.

- Severe Weather Shelter Response Plan

This is an unfunded program that relies on volunteer efforts from churches in the community. The program has served more homeless persons this year than any of the prior 9 years of the program, including many more seniors and families with young children.

- 2016 Point-In-Time (PIT) Homeless Census

The Point-In-Time Count has taken place. Information is still being finalized.

The Community Connect system collects data on homeless families being screened for resources. Since July 2015:

- 1,513 households have entered the system
- 34% are fleeing domestic violence
- 25% have landlord debt
- 49% report that they have been homeless previously

Annette Evans is looking into the possibility of overnight parking program at churches and faith-based organizations.

- Symposium on Homelessness Hosted by Pacific University

This summer workshop in Forest Grove will focus on homelessness and related issues.

- Gap in Affordable Housing Serving <50% AMI

Many households include one or more low-wage workers who cannot afford to pay rent at current market rates. Without a significant increase in the supply of housing units affordable to households at 50% MFI and under, these households cannot remain housed unless they receive ongoing rental assistance.



VII. OLD BUSINESS

The property on 192nd that HAWC acquired as a result of a property tax foreclosure is being rehabbed. Window and roof work is underway, and the interior floor will be replaced. The property should be ready for occupancy in mid-April.

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

The Housing Works program has been a very successful effort to connect participants to education and job training over the last few years. The program funding period will close April 30, 2016. The remaining participants are working to wrap up their efforts and developing plans to complete education and training if needed. Housing Works participants are also eligible for the Health Careers NW program as well.

This program has been very successful, and has significantly reduced the rental assistance needed for participating families.

- Health Careers NW

WorkSystems, Inc. was awarded a Health & Human Services grant that will support low-income job seekers seeking to enter healthcare fields, including healthcare administration.

Health Careers NW is supported by a research grant, so a control group will be established to allow comparison between job seekers receiving services through Health Careers NW and job seekers who do not have access to grant-funded career coaching. Participants who are assigned to the control group have access to education and job-skills resources through WorkSource, but do not have access to personal assistance through career coaches. There have been some challenges with the control group selection, which can be disappointing for case managers and clients.

HAWC hopes to enroll 33 job seekers in the first year, and about 100 job seekers over the 5-year grant period.

- Health Careers NW: Life Skills Supplement

This proposal was based on case worker experience with Housing Works job seekers who struggled to find and keep employment due to soft skills issues. WorkSystems, Inc. is a partner on this effort, and has agreed to support this training through its online Train Oregon platform. This project was not awarded CDBG Services funding, but HAWC will request County General Fund support for the program.

- Aloha Town Center & Transit Oriented Development (Metro CET Grant)

This project will look at high-capacity transit and design options in the area near 185th and TV Highway, and includes work on reducing displacement of businesses and residents near the commercial center. An IGA with Metro is underway, and work should start shortly.



- ODHS Affordable Development Strategy (MURP project)

The MURP team provided an introductory presentation on their project on Thursday March 24.

There are three MURP workshop projects addressing affordable housing in some fashion. The MURP teams are hoping to coordinate some of their survey work, and will discuss their projects, lessons learned, and best practices.

- Housing Affordability Work Plan Item

The draft LUT 2016 Work Plan includes a Tier 1 task addressing housing affordability. Housing staff will be meeting with Land Use and Transportation to further define this task and determine how information from projects (including the MURP workshop project) can feed into this effort. If the work plan aims to develop a County housing strategy, including housing for all income levels, it will need to be a broad effort.

- HAC Vacancies

Three Housing Advisory Committee positions will expire March 31, 2016. Current HAC members are eligible to renew their terms. The Agricultural/Farm Worker representative position is also vacant due to a resignation. The Agricultural/Farm Worker position will be open for recruitment on March 15, 2016, and the position will be for a term expiring March 31, 2017.

VIII. NEW BUSINESS

Komi Kalevor has been in touch with a number of developers, and will add a web page to HAWC's site to point developers to affordable housing resources in Washington County, including HOME funds, the Community Housing Fund, etc.

HAC members viewed two short videos produced by the Oregon Law Center. The video for Section 8 tenants is available online here:

<https://www.youtube.com/watch?v=qfgBMe75qdY> and the video on non-discrimination for landlords is here: <https://www.youtube.com/watch?v=tGk9HhSTrbQ>.

Val Valfre noted that there is consideration of a field trip to visit Eugene's tiny homes. He noted that this remains an area of interest and it is possible that one or more of the projects underway will assist in identifying a suitable location in Washington County.

IX. RESOLUTIONS/ACTION ITEMS

X. ADJOURNMENT

Meeting adjourned at 10:55 a.m.

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



V. EXECUTIVE DIRECTOR'S REPORT

While the short 2016 Legislative Session (only 32 days) has concluded, the bills signed by the Governor relating to housing affordability and related issues have supported an increased urgency to get people into housing. Additional State funding included:

- \$40 million for the Governor's Local Innovation and Fast Track (LIFT) Development Program to fund innovative affordable housing projects for low-income, DHS-assisted families. More information can be found on LIFT at the OHCS website: <http://www.oregon.gov/ohcs/Pages/lift-housing-development-program.aspx>
- \$10 million for the Emergency Housing Account and State Homeless Assistance Program to address the immediate crisis of homelessness. The State will work with the Community Action Partnership of Oregon to decide how to best deploy these funds.
- \$2.5 million to ensure the preservation of existing homes, and
- \$2.7 million to continue serving Oregonians impacted by foreclosure through the Oregon Foreclosure Avoidance program, which provides counseling and legal assistance.

Other key legislation passed during this short session includes:

- Protecting tenants by keeping rents stable during the first year of tenancy and requiring 90 days' notice for rent increases (HB 4143)
- Maintaining property tax exemptions for affordable housing developments (HB 4081)
- Providing "gap funds" to keep existing units affordable (SB 5701)
- Appropriating \$2.73 million in foreclosure counseling (SB 5701).

Both Houses of the Legislature and advocates are already gearing up for the 2017 Session.

Housing Authority Operations: The following operations support the local mission of the Housing Authority:

The Housing Authority is working with government and community partners to increase housing affordability while minimizing displacement and homelessness. Lack of affordable housing is a root cause of homelessness, and HAWC is working with lenders, developers, partners and jurisdictions to facilitate and/or broker affordable housing development. Collaborations with Washington County Thrives, the Community Housing Fund, and the Office of Community Development have been instrumental in advancing these efforts.

- **"Tiny House" Tour:** Staff from Land Use and Transportation (LUT) and Health and Human Services (HHS) will join Housing staff on a visit to Eugene to tour two "Tiny House" villages. This tour will provide information on funding, any compliance challenges with local zoning and permitting, which populations potentially best thrive there and which do not, and any best practices on managing the property (e.g., "House Rules").



- **Economic Self-Sufficiency:** We are completing our Housing Works program grant with Worksystems, Inc. through the U.S. Department of Labor at the end of April. This program has been very successful for 48 low-income participants who “were genuinely served by the program”. Of the clients who were unemployed at program entry, 71% found employment and 94% remained employed after the 3rd quarter of working. In February, we began a new grant with Worksystems called Health Careers NW that is funded through the US Department of Health & Human Services (HHS). This five-year grant focuses on a wide spectrum of health career jobs, including CNAs. Both of these programs help low-income participants increase their self-sufficiency with education and job training in living wage careers.
- **Public Housing Agency Annual/Five-Year Plan:** This document was approved by the Housing Authority Board of Directors on April 5 and submitted to HUD. The Board authorized the conversion of up to 100 Housing Choice Vouchers to Project-Based. The approved document may be found on our County webpage and/or reviewed in our lobby.
- **Capital Repair Investment:** HAWC has begun initiatives to prioritize and address over \$1 million in deferred capital repair issues, to include roofing, parking lots, siding, and exterior painting.

Housing Authority Finances: The budget process for FY2016 is underway. The Department submitted several budget requests to promote affordable housing and housing initiatives in response to the current housing crisis. The HUD Section 8 proration is estimated at 80% - a slight increase from last year.

The Housing Authority accepted an invitation from HUD to receive 10 more HUD-VASH (Veterans Affairs Supportive Housing) vouchers, which will bring our total to 97. This is welcomed news in providing housing and supportive services to our veterans and their families.

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 (8 PBVs per Phase) to serve families making 30% or less AMI. Phase I was recognized as the largest multi-family housing project constructed to “passive house” standards in the nation and is currently fully occupied. Phase II is now under construction. An additional 8 PBVs were awarded in December 2015 to Orchards Phase III. Orchards Phase III did not receive HOME funding, and financing options for the final phase are being considered.



- Bridge Meadows in Beaverton: Bridge Meadows, a proposed 36-unit Intergenerational project to be built in Beaverton, received about 50% of its requested HOME funds. This project was awarded State LIHTC (Low Income Housing Tax Credits) in 2015. This 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, and in turn receive reduced rents. This project includes 8 project-based vouchers, HOME funds, and State LIHTC (Low Income Housing Tax Credit) funding. Windermere Stellar recently provided a \$100,000 gift to support this project's expansion into Beaverton.
- Cornelius Place: Bienestar's 40-unit mixed-use library and senior housing project was awarded 8 PBVs and \$750,000 in HOME funds in 2015. The project was awarded additional HOME funding in 2016. Cornelius Place was not awarded 9% LIHTC funding in 2015, and discussions are ongoing with the State and key legislators to identify a reasonable funding strategy going forward for the project. It was announced last month that the State would grant the project \$500,000 in Oregon lottery funds. This project will apply for 9% LIHTC funds later in 2016.
- Sunset View Apartments: Construction is underway on this 236-unit project. The project is affordable to households at 60% MFI, with 24 project-based units (10%) restricted to households at 30% MFI and below. This 10-building apartment complex should become ready for occupancy in phases – beginning about August 2016 through August 2017.
- Blanton Road Veterans Housing: Northwest Housing Alternatives Blanton Road project, a 20-unit development near 185th Avenue and TV Highway in Aloha, also presented to the PAB on January 27, 2016, and received its full HOME funding request. NHA was also awarded over \$3 million in State GHAP funds. The Housing Authority awarded 5 Project-based VASH vouchers and 15 Project-based Section 8 vouchers to this project to allow deep rental subsidy for 20 extremely low-income and homeless veterans and their families. This project is proposed to begin construction by late September with construction completed no later than June 2017.
- Tigard Triangle Project: This is a 47-unit project proposed by Community Partners for Affordable Housing (CPAH). This project was awarded 8 project-based vouchers. No updates.
- Cornell and Murray Project: This proposed 48-unit CPAH project at the corner of NW Cornell and Murray was not awarded HOME funding due to the large number of strong proposals and limited HOME dollars available. This project, however, was awarded 8 project-based vouchers. Good news - the County has decided to negotiate exclusively with CPAH regarding transfer of this property site.



Other Initiatives:

- Local Innovation and Fast Track Housing Program (LIFT): This initiative was authorized through passage of HB 2198 and its allocation of allocation of \$62.5M for housing. This allocation included \$40M in GO Q11 Bonds for the LIFT program and \$20M for mental health-related housing and \$2.5M for affordable housing preservation using lottery-backed bonds.
- HUD Section 811 Supportive Housing for Persons with Disabilities Program: The State received this award in 2013. Federal agencies and Oregon Health Authority have developed guidelines for this program that provide only project rental assistance, but no capital dollars for construction or rehabilitation. Initial thoughts are that OHCS will look at its current portfolio for placement of these units. If there is insufficient interest, then they will look at projects coming into their competitive NOFA rounds to place this funding. Local and regional partners would like to see more capital dollars allocated toward the DD/DI populations, as much of the existing housing is aging.
- Oregon State NOFA (Notice of Funding Availability) Timeline:
The following timeline is an estimate only, but good for planning purposes:
 - Estimated LIHTC and HOME NOFAs – late May/Early June NOFA Open; October/November awards
 - Estimated Mental Health Housing NOFA – June NOFA Open; November or December awards
 - Estimated LIFT NOFA – July NOFA Open; December awards

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



VI. 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 \$233,662 was favorable to the budget by \$59,958 and unfavorable to the prior year by \$221,093.

Section 8 had positive cash flow from operations of \$22,457 which was \$63,091 favorable to budget. The favorable variance is due to lower administration cost than budgeted.

Public Housing had positive cash flow of \$20,767 which was \$30,662 favorable to budget; the increase is due to higher operating revenue from the Operating Fund and lower administration cost than budgeted.

Kaybern Terrace cash flow of \$11,026 was \$6,374 favorable to budget and favorable to the prior year by \$6,265.

Aloha Park had positive cash flow from operations of \$13,993, favorable to budget by \$12,067; this program is anticipated to operate at breakeven.

The Local Fund had negative cash flow of \$41,074, unfavorable to budget by \$5,230, which was the result of being under budget on asset management allocation.

Affordable Housing had positive cash flow from operations of \$206,492, unfavorable to budget by \$47,007, which was due to a few deferred repair items added (i.e. roof replacement and sidewalk repair) after budget approval process.

Statement of Net Position (Balance Sheet)

The balance sheet has been revised to conform to 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.

Restricted net assets in the Public Housing program had been transferred to Affordable Housing to eliminate the negative balance in unrestricted net assets.

Total unrestricted cash is a positive number: \$2,378,033, which \$1,076,445 of the total unrestricted cash is limited to Section 8, Public Housing and Kaybern Terrace programs. Previous year unrestricted cash had balance of \$671,565, which \$918,758 was limited to Section 8, Public Housing and Kaybern Terrace programs.



VI. STAFF REPORTS
A. Financial Statement
2. Year-To-Date Cash Flow - Expanded
Working Capital Basis
HOUSING AUTHORITY – UNAUDITED
July 2015 – February 2016

	Section 8	Public Housing	Kaybern (USDA)	Aloha Park	Local Fund	Affordable Housing	Total
Operating revenue							
Federal/State operating subsidies	1,214,070	883,538	15,103	-	81,032	5,467	2,199,210
Gross billable rent	-	463,984	42,594	358,755	61,199	3,082,492	4,009,024
Vacancy loss	-	(3,723)	(192)	(13,735)	(1,245)	(47,016)	(65,911)
Premiums (concessions/loss-to-lease)	-	(33)	(40)	(9,850)	-	(79,000)	(88,923)
Other tenant revenue	-	28,270	1,960	4,057	4,194	69,340	107,822
Tenant revenue	-	488,498	44,322	339,227	64,148	3,025,816	3,962,012
Other revenue (incl GF subsidy)	28,631	2,855	726	5,493	11,902	185,377	234,985
Total operating revenue	1,242,701	1,374,891	60,151	344,721	157,082	3,216,661	6,396,206
Operating expenses:							
Repair and maintenance	-	725,800	12,918	115,190	10,280	935,324	1,799,513
Operations	905,158	250,040	6,896	77,184	134,692	507,992	1,881,963
Utilities	-	62,178	6,967	39,546	4,597	327,245	440,532
Insurance	3,951	24,969	486	13,145	842	60,988	104,381
PILOT	-	40,302	-	-	-	-	40,302
Bad debt, net of recoveries	-	1,806	1,528	9,154	-	25,494	37,982
Other	17,363	1,000	-	-	906	-	19,269
Total operating expenses	926,471	1,106,096	28,795	254,220	151,316	1,857,043	4,323,941
Net program income	316,230	268,795	31,355	90,501	5,766	1,359,618	2,072,264
Other ongoing cash outflows:							
COCC management/agency overhead	274,178	232,988	-	-	35,776	530	543,472
Bank service charges	1,770	19	25	10	-	180	2,005
Audit fees	17,824	15,020	26	29	2,875	1,146	36,920
Debt service	-	-	20,278	76,468	8,190	1,151,269	1,256,206
Total outflows	293,773	248,027	20,329	76,508	46,840	1,153,126	1,838,603
Cash flow from operations	22,457	20,767	11,026	13,993	(41,074)	206,492	233,662
Other unrestricted cash inflows (outflows):							
Investment income - unrestricted	1,448	4,888	241	3,137	7,056	4,834	21,604
Capital fund receipts	-	26,225	-	-	-	-	26,225
Capitalized modernization	(1,500)	(96,353)	-	(121,782)	-	(12,426)	(232,060)
Debt Issuance Costs	-	-	-	-	-	-	-
Loan from Berkadia Bank	-	-	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-	-	-
Transfers from General Fund	-	-	-	-	95,816	-	95,816
Transfers to restricted cash - CAO	-	-	-	-	-	(115,096)	(115,096)
Transfers from (to) restricted cash - Repl Res	-	-	-	(24,000)	-	(91,120)	(115,120)
Section 18 transfers from Public Housing	-	-	-	-	1,139	164,309	165,448
Net unrestricted cash flows	22,405	(44,472)	11,267	(128,651)	62,937	156,993	80,479
Restricted cash flows:							
Housing Assistance Payments earned	13,921,513	-	-	-	-	-	13,921,513
Housing Assistance Payments	(13,942,806)	-	-	-	-	-	(13,942,806)
Investment income - restricted	1,898	285	-	-	-	-	2,183
Transfers from unrestricted - CAO	-	-	-	-	-	115,096	115,096
Transfers from (to)unrestricted - Repl Res	-	-	-	24,000	-	91,120	115,120
Purchased from replacement reserves	-	-	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	(165,448)	-	-	-	-	(165,448)
Total restricted cash flows	(19,395)	(165,163)	-	24,000	-	206,216	45,658
Net cash flows	3,010	(209,635)	11,267	(104,651)	62,937	363,209	126,137



VI. STAFF REPORTS
A. Financial Statement
3. Year-To-Date Cash Flow – Expanded
Working Capital Basis
HOUSING AUTHORITY – UNAUDITED
July 2015 – February 2016

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	2,199,210	2,209,299	(10,089)	2,249,001	(49,791)
Gross billable rent	4,009,024	4,015,140	(6,116)	3,930,388	78,636
Vacancy loss	(65,911)	(123,148)	57,237	(112,823)	46,912
Premiums (concessions/loss-to-lease)	(88,923)	(59,651)	(29,272)	(84,112)	(4,811)
Other tenant revenue	107,822	102,274	5,548	151,248	(43,426)
Tenant revenue	3,962,012	3,934,615	27,397	3,884,700	77,312
Other revenue (incl GF subsidy)	234,985	243,538	(8,553)	359,658	(124,673)
Total operating revenue	6,396,206	6,387,452	8,754	6,493,359	(97,153)
Operating expenses:					
Repair and maintenance	1,799,513	1,687,662	(111,851)	1,687,976	(111,537)
Operations	1,881,963	1,941,688	59,725	1,932,203	50,240
Utilities	440,532	433,473	(7,059)	409,721	(30,811)
Insurance	104,381	122,532	18,151	110,575	6,194
PILOT	40,302	40,302	-	38,559	(1,743)
Bad debt, net of recoveries	37,982	46,908	8,926	75,113	37,131
Other	19,269	35,574	16,305	23,689	4,420
Total operating expenses	4,323,941	4,308,139	(15,802)	4,277,836	(46,105)
Net program income	2,072,264	2,079,313	(7,049)	2,215,523	(143,259)
Other ongoing cash outflows:					
COCC management/agency overhead	543,472	605,822	62,350	468,114	(75,358)
Bank service charges	2,005	2,896	891	2,687	682
Audit fees	36,920	37,458	538	35,168	(1,752)
Debt service	1,256,206	1,259,433	3,227	1,254,799	(1,407)
Total outflows	1,838,603	1,905,609	67,006	1,760,768	(77,835)
Cash flow from operations	233,662	173,704	59,958	454,755	(221,093)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	21,604	9,568	12,036	10,404	11,200
Capital fund receipts	26,225	25,356	869	22,849	3,376
Capitalized modernization	(232,060)	(25,356)	(206,704)	(348,291)	116,231
Debt Issuance Costs	-	-	-	(90,483)	90,483
Loan from Berkadia Bank	-	546,504	(546,504)	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers from General Fund	95,816	95,816	-	66,316	29,500
Transfers to restricted cash - CAO	(115,096)	(123,865)	8,769	(264,769)	149,673
Transfers from (to) restricted cash - Repl Res	(115,120)	(115,120)	-	(112,480)	(2,640)
Section 18 transfers from Public Housing	165,448	171,583	(6,135)	675,390	(509,942)
Net unrestricted cash flows	80,479	758,190	(677,711)	413,691	(333,212)
Restricted cash flows:					
Housing Assistance Payments earned	13,921,513	13,631,448	290,065	13,940,328	(18,815)
Housing Assistance Payments	(13,942,806)	(13,631,448)	(311,358)	(13,808,673)	(134,133)
Investment income - restricted	2,183	-	2,183	3,145	(962)
Transfers from unrestricted - CAO	115,096	123,865	(8,769)	264,769	(149,673)
Transfers from (to)unrestricted - Repl Res	115,120	115,120	-	112,480	2,640
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	(165,448)	(171,583)	6,135	(675,390)	509,942
Total restricted cash flows	45,658	67,402	(21,744)	(163,341)	208,999
Net cash flows	126,137	825,592	(699,455)	250,350	(124,213)



VI. STAFF REPORTS
A. Financial Statement
4. Year-To-Date Cash Flow – Expanded
Working Capital Basis
SECTION 8 – UNAUDITED
July 2015 – February 2016

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	1,214,070	1,243,825	(29,755)	1,217,989	(3,919)
Gross billable rent		-	-	-	-
Vacancy loss		-	-	-	-
Premiums (concessions/loss-to-lease)		-	-	-	-
Other tenant revenue		-	-	-	-
Tenant revenue	-	-	-	-	-
Other revenue (incl GF subsidy)	28,631	39,374	(10,743)	35,381	(6,750)
Total operating revenue	1,242,701	1,283,199	(40,498)	1,253,370	(10,669)
Operating expenses:					
Repair and maintenance	-	-	-	-	-
Operations	905,158	949,679	44,521	930,991	25,833
Utilities	-	-	-	-	-
Insurance	3,951	4,064	113	3,939	(12)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	-	-	-	-
Other	17,363	34,667	17,304	22,809	5,446
Total operating expenses	926,471	988,410	61,939	957,739	31,268
Net program income	316,230	294,789	21,441	295,631	20,599
Other ongoing cash outflows:					
COCC management/agency overhead	274,178	314,611	40,433	236,693	(37,485)
Bank service charges	1,770	2,555	785	2,459	689
Audit fees	17,824	18,257	433	16,885	(939)
Debt service	-	-	-	-	-
Total outflows	293,773	335,423	41,650	256,037	(37,736)
Cash flow from operations	22,457	(40,634)	63,091	39,594	(17,137)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	1,448	-	1,448	212	1,236
Capital fund receipts	-	-	-	-	-
Capitalized modernization	(1,500)	-	(1,500)	-	(1,500)
Debt Issuance Costs	-	-	-	-	-
Loan from Berkadia Bank	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers from General Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	22,405	(40,634)	63,039	39,806	(17,401)
Restricted cash flows:					
Housing Assistance Payments earned	13,921,513	13,631,448	290,065	13,940,328	(18,815)
Housing Assistance Payments	(13,942,806)	(13,631,448)	(311,358)	(13,808,673)	(134,133)
Investment income - restricted	1,898	-	1,898	-	1,898
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	(19,395)	-	(19,395)	131,655	(151,050)
Net cash flows	3,010	(40,634)	43,644	171,461	(168,451)



VI. STAFF REPORTS
A. Financial Statement
5. Year-To-Date Cash Flow – Expanded
 Working Capital Basis
PUBLIC HOUSING (Excl. Kaybern) – UNAUDITED
 July 2015 – February 2016

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	883,538	852,057	31,481	890,378	(6,840)
Gross billable rent	463,984	484,654	(20,670)	442,490	21,494
Vacancy loss	(3,723)	(2,333)	(1,390)	(4,132)	409
Premiums (concessions/loss-to-lease)	(33)	(144)	111	(344)	311
Other tenant revenue	28,270	29,333	(1,063)	29,615	(1,345)
Tenant revenue	488,498	511,510	(23,012)	467,629	20,869
Other revenue (incl GF subsidy)	2,855	4,667	(1,812)	10,382	(7,527)
Total operating revenue	1,374,891	1,368,234	6,657	1,368,389	6,502
Operating expenses:					
Repair and maintenance	725,800	731,049	5,249	704,382	(21,418)
Operations	250,040	252,129	2,089	262,389	12,349
Utilities	62,178	55,882	(6,296)	52,425	(9,753)
Insurance	24,969	32,047	7,078	25,364	395
PILOT	40,302	40,302	-	38,559	(1,743)
Bad debt, net of recoveries	1,806	-	(1,806)	25,223	23,417
Other	1,000	-	(1,000)	-	(1,000)
Total operating expenses	1,106,096	1,111,409	5,313	1,108,342	2,246
Net program income	268,795	256,825	11,970	260,047	8,748
Other ongoing cash outflows:					
COCC management/agency overhead	232,988	251,807	18,819	193,996	(38,992)
Bank service charges	19	72	53	66	47
Audit fees	15,020	14,841	(179)	14,333	(687)
Debt service	-	-	-	-	-
Total outflows	248,027	266,720	18,693	208,395	(39,632)
Cash flow from operations	20,767	(9,895)	30,662	51,652	(30,885)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	4,888	3,970	918	4,025	863
Capital fund receipts	26,225	25,356	869	22,849	3,376
Capitalized modernization	(96,353)	(25,356)	(70,997)	(60,487)	(35,866)
Debt Issuance Costs	-	-	-	-	-
Loan from Berkadia Bank	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers from General Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	(44,472)	(5,925)	(38,547)	18,039	(62,511)
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	285	-	285	3,145	(2,860)
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	(165,448)	(171,583)	6,135	(675,390)	509,942
Total restricted cash flows	(165,163)	(171,583)	6,420	(672,245)	507,082
Net cash flows	(209,635)	(177,508)	(32,127)	(654,206)	444,571



VI. STAFF REPORTS
A. Financial Statement
6. Year-To-Date Cash Flow – Expanded
 Working Capital Basis
 KAYBERN TERRACE (USDA) – UNAUDITED
 July 2015 – February 2016

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	15,103	15,461	(358)	15,121	(18)
Gross billable rent	42,594	43,770	(1,176)	42,519	75
Vacancy loss	(192)	(1,313)	1,121	(598)	406
Premiums (concessions/loss-to-lease)	(40)	-	(40)	-	(40)
Other tenant revenue	1,960	1,142	818	1,011	949
Tenant revenue	44,322	43,599	723	42,933	1,389
Other revenue (incl GF subsidy)	726	1,034	(308)	906	(180)
Total operating revenue	60,151	60,094	57	58,960	1,191
Operating expenses:					
Repair and maintenance	12,918	16,254	3,336	15,875	2,957
Operations	6,896	6,446	(450)	5,999	(897)
Utilities	6,967	7,602	635	7,544	577
Insurance	486	617	131	500	14
PILOT	-	-	-	-	-
Bad debt, net of recoveries	1,528	1,308	(220)	1,074	(454)
Other	-	-	-	-	-
Total operating expenses	28,795	32,227	3,432	30,992	2,197
Net program income	31,355	27,867	3,488	27,968	3,387
Other ongoing cash outflows:					
COCC management/agency overhead		-	-	-	-
Bank service charges	25	23	(2)	17	(8)
Audit fees	26	25	(1)	24	(2)
Debt service	20,278	23,167	2,889	23,166	2,888
Total outflows	20,329	23,215	2,886	23,207	2,878
Cash flow from operations	11,026	4,652	6,374	4,761	6,265
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	241	193	48	191	50
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	-	-
Debt Issuance Costs	-	-	-	-	-
Loan from Berkadia Bank	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers from General Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	11,267	4,845	6,422	4,952	6,315
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	11,267	4,845	6,422	4,952	6,315



VI. STAFF REPORTS
A. Financial Statement
7. Year-To-Date Cash Flow – Expanded
 Working Capital Basis
 ALOHA PARK – UNAUDITED
 July 2015 – February 2016

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	-	-	-	4,800	(4,800)
Gross billable rent	358,755	354,752	4,003	354,752	4,003
Vacancy loss	(13,735)	(14,677)	942	(38,040)	24,305
Premiums (concessions/loss-to-lease)	(9,850)	(20,000)	10,150	(9,966)	116
Other tenant revenue	4,057	4,400	(343)	13,562	(9,505)
Tenant revenue	339,227	324,475	14,752	320,307	18,920
Other revenue (incl GF subsidy)	5,493	4,933	560	5,110	383
Total operating revenue	344,721	329,408	15,313	330,217	14,504
Operating expenses:					
Repair and maintenance	115,190	99,493	(15,697)	140,241	25,051
Operations	77,184	92,284	15,100	79,302	2,118
Utilities	39,546	41,067	1,521	40,366	820
Insurance	13,145	15,000	1,855	17,250	4,105
PILOT	-	-	-	-	-
Bad debt, net of recoveries	9,154	3,000	(6,154)	4,483	(4,671)
Other	-	-	-	-	-
Total operating expenses	254,220	250,844	(3,376)	281,642	27,422
Net program income	90,501	78,564	11,937	48,575	41,926
Other ongoing cash outflows:					
COCC management/agency overhead	-	-	-	-	-
Bank service charges	10	-	(10)	4	(6)
Audit fees	29	169	140	79	50
Debt service	76,468	76,469	1	71,836	(4,632)
Total outflows	76,508	76,638	130	71,919	(4,589)
Cash flow from operations	13,993	1,926	12,067	(23,344)	37,337
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	3,137	-	3,137	-	3,137
Capital fund receipts	-	-	-	-	-
Capitalized modernization	(121,782)	-	(121,782)	(261,469)	139,687
Debt Issuance Costs	-	-	-	(90,483)	90,483
Loan from Berkadia Bank	-	546,504	(546,504)	-	-
Transfers to (from) Local Fund	-	(403,925)	403,925	(258,079)	258,079
Transfers from General Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	(24,000)	(24,000)	-	(21,360)	(2,640)
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	(128,651)	120,505	(249,156)	(654,735)	526,084
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	24,000	24,000	-	21,360	2,640
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	24,000	24,000	-	21,360	2,640
Net cash flows	(104,651)	144,505	(249,156)	(633,375)	528,724



VI. STAFF REPORTS
A. Financial Statement
7. Year-To-Date Cash Flow – Expanded
Working Capital Basis
LOCAL FUND – UNAUDITED
July 2015 – February 2016

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	81,032	88,752	(7,720)	110,865	(29,833)
Gross billable rent	61,199	61,047	152	59,666	1,533
Vacancy loss	(1,245)	(7,877)	6,632	(5,943)	4,698
Premiums (concessions/loss-to-lease)	-	-	-	(13)	13
Other tenant revenue	4,194	3,000	1,194	26,160	(21,966)
Tenant revenue	64,148	56,169	7,979	79,869	(15,721)
Other revenue (incl GF subsidy)	11,902	9,583	2,319	124,996	(113,094)
Total operating revenue	157,082	154,504	2,578	315,730	(158,648)
Operating expenses:					
Repair and maintenance	10,280	20,448	10,168	26,235	15,955
Operations	134,692	113,081	(21,611)	173,760	39,068
Utilities	4,597	5,385	788	4,847	250
Insurance	842	1,147	305	883	41
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	-	-	-	-
Other	906	907	1	880	(26)
Total operating expenses	151,316	140,968	(10,348)	206,605	55,289
Net program income	5,766	13,536	(7,770)	109,125	(103,359)
Other ongoing cash outflows:					
COCC management/agency overhead	35,776	38,547	2,771	36,973	1,197
Bank service charges	-	5	5	3	3
Audit fees	2,875	2,638	(237)	2,751	(124)
Debt service	8,190	8,190	0	8,190	0
Total outflows	46,840	49,380	2,540	47,917	1,077
Cash flow from operations	(41,074)	(35,844)	(5,230)	61,208	(102,282)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	7,056	6,233	823	5,456	1,600
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	(26,335)	26,335
Debt Issuance Costs	-	-	-	-	-
Loan from Berkadia Bank	-	-	-	-	-
Transfers to (from) Local Fund	-	403,925	(403,925)	258,079	(258,079)
Transfers from General Fund	95,816	95,816	-	66,316	29,500
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	-	-	-	-	-
Section 18 transfers from Public Housing	1,139	4,472	(3,333)	12,799	(11,660)
Net unrestricted cash flows	62,937	474,602	(411,665)	377,523	(314,586)
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	62,937	474,602	(411,665)	377,523	(314,586)



VI. STAFF REPORTS
A. Financial Statement
9. Year-To-Date Cash Flow – Expanded
Working Capital Basis
AFFORDABLE HOUSING – UNAUDITED
July 2015 – February 2016

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	5,467	9,204	(3,737)	9,848	(4,381)
Gross billable rent	3,082,492	3,070,917	11,575	3,030,961	51,531
Vacancy loss	(47,016)	(96,948)	49,932	(64,110)	17,094
Premiums (concessions/loss-to-lease)	(79,000)	(39,507)	(39,493)	(73,789)	(5,211)
Other tenant revenue	69,340	64,399	4,941	80,900	(11,560)
Tenant revenue	3,025,816	2,998,862	26,954	2,973,962	51,854
Other revenue (incl GF subsidy)	185,377	183,947	1,430	182,883	2,494
Total operating revenue	3,216,661	3,192,013	24,648	3,166,693	49,968
Operating expenses:					
Repair and maintenance	935,324	820,418	(114,906)	801,243	(134,081)
Operations	507,992	528,069	20,077	479,762	(28,230)
Utilities	327,245	323,537	(3,708)	304,539	(22,706)
Insurance	60,988	69,657	8,669	62,639	1,651
PILOT	-	-	-	-	-
Bad debt, net of recoveries	25,494	42,600	17,106	44,333	18,839
Other	-	-	-	-	-
Total operating expenses	1,857,043	1,784,281	(72,762)	1,692,516	(164,527)
Net program income	1,359,618	1,407,732	(48,114)	1,474,177	(114,559)
Other ongoing cash outflows:					
COCC management/agency overhead	530	857	327	452	(78)
Bank service charges	180	241	61	138	(42)
Audit fees	1,146	1,528	382	1,096	(50)
Debt service	1,151,269	1,151,607	338	1,151,607	338
Total outflows	1,153,126	1,154,233	1,107	1,153,293	167
Cash flow from operations	206,492	253,499	(47,007)	320,884	(114,392)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	4,834	(828)	5,662	520	4,314
Capital fund receipts	-	-	-	-	-
Capitalized modernization	(12,426)	-	(12,426)	-	(12,426)
Debt Issuance Costs	-	-	-	-	-
Loan from Berkadia Bank	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers from General Fund	-	-	-	-	-
Transfers to restricted cash - CAO	(115,096)	(123,865)	8,769	(264,769)	149,673
Transfers from (to) restricted cash - Repl Res	(91,120)	(91,120)	-	(91,120)	-
Section 18 transfers from Public Housing	164,309	167,111	(2,802)	662,591	(498,282)
Net unrestricted cash flows	156,993	204,797	(47,804)	628,106	(471,113)
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	115,096	123,865	(8,769)	264,769	(149,673)
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	206,216	214,985	(8,769)	355,889	(149,673)
Net cash flows	363,209	419,782	(56,573)	983,995	(620,786)



VI. STAFF REPORTS
A. Financial Statement
10. Statement of Net Assets
HOUSING AUTHORITY – UNAUDITED
February 2016

Assets	Section 8	Public Housing	Kaybern (USDA)	Aloha Park	Local Fund	Affordable Housing	Total
Current assets:							
Unrestricted cash and cash equivalents	215,694	805,237	55,514	876,690	1,532,796	(1,107,898)	2,378,033
Restricted cash and cash equivalents	96,908	75,227	1,530	37,527	4,900	309,202	525,294
Accounts receivable, net	(64,994)	97,034	2,988	33,160	28,603	175,049	271,839
Current portion of contracts receivable	—	140	—	—	3,420	—	3,560
Other current assets	1,975	18,873	243	(1,945)	277	46,414	65,837
Total current assets	249,583	996,511	60,275	945,433	1,569,996	(577,233)	3,244,564
Non-current assets:							
Restricted cash and cash equivalents	329,348	—	36,107	286,414	—	2,456,387	3,108,255
Contracts receivable	—	—	—	—	330,893	—	330,893
Capital assets, non-depreciable	—	3,686,339	50,000	41,617	356,748	4,095,129	8,229,833
Capital assets, depreciable, net	—	2,649,274	8,772	667,447	737,211	13,188,003	17,250,707
Total non-current assets	329,348	6,335,613	94,879	995,478	1,424,852	19,739,518	28,919,688
Total assets	578,931	7,332,123	155,154	1,940,911	2,994,847	19,162,285	32,164,252
Deferred bond refunding costs	—	—	—	—	—	2,351,971	2,351,971
Total assets and deferred outflow of resources	578,931	7,332,123	155,154	1,940,911	2,994,847	21,514,257	34,516,223
Liabilities							
Current liabilities:							
Accounts payable	(6,033)	82,886	2,163	—	8,953	19,375	107,343
Deferred revenue	23,461	4,404	12	8	30,517	2,451	60,852
Accrued interest payable - bonds and notes	—	—	2,519	—	53	233,217	235,789
Current portion of notes and contracts payable	—	—	4,724	28,005	11,435	98,327	142,491
Current liabilities payable from restricted assets:							
Tenant and other deposits	96,908	75,227	1,530	37,527	4,900	309,202	525,294
Total curr. liabilities payable from restr. assets	96,908	75,227	1,530	37,527	4,900	309,202	525,294
Total current liabilities	114,336	162,516	10,948	65,540	55,857	662,572	1,071,769
Non-current liabilities:							
Contracts and notes payable	148,756	—	315,538	2,040,305	658,783	27,978,202	31,141,584
Total non-current liabilities	148,756	—	315,538	2,040,305	658,783	27,978,202	31,141,584
Total liabilities	263,092	162,516	326,485	2,105,845	714,640	28,640,774	32,213,353
Net Position							
Invested in capital assets	—	6,335,613	(261,490)	(1,359,246)	423,742	(8,441,426)	(3,302,807)
Restricted	181,499	—	36,107	286,414	—	2,456,387	2,960,406
Unrestricted	134,341	833,994	54,051	907,898	1,856,466	(1,141,478)	2,645,271
Total net position	315,839	7,169,607	(171,332)	(164,934)	2,280,207	(7,126,517)	2,302,870
Total liabilities and net position	578,931	7,332,123	155,154	1,940,911	2,994,847	21,514,257	34,516,223



VI. STAFF REPORTS
B. Section 8 and Low Rent Public Housing
1. Section 8 Waiting List
March 2016

Wait List Time Based on # of HH Members											
# HH Members	1	2	3	4	5	6	7	8	9	10	Total
VO#Families	111	38	34	23	18	15	3	4	0	0	246
Average Days	2,372	1,779	1,818	1,792	1,802	1,775	1,860	1,784	n/a	n/a	2,055
VOLOTT#Families	1,129	532	415	211	118	54	20	10	4	1	2,495
Average Days	327	327	327	327	327	327	327	327	327	327	327

Wait List Based on Gender				
Gender	Female		Male	Total
VO Total	184		62	246
VOLOTT Total	1,742		753	2,495

Wait List Based on Race								
Race	Am. Indian	Asian	Black	Native Hawaiian	White	Multiple	Unk.	Total
VO	2	11	34	0	191	3	5	246
VOLOTT	54	62	583	28	1,483	164	121	2,495

Wait List Based on Ethnicity					
HH Ethnicity	Hispanic		Not Hispanic	Unknown	Total
VO	60		184	2	246
VOLOTT	389		2,106	0	2,495

Wait List Based on HH Type					
Type	Disabled	Elderly	Family	Other	Total
VO	18	11	120	97	246
VOLOTT	835	205	1,063	392	2,495

VO= existing legacy waitlist, including clients who applied for assistance before September 1, 2011.

VOLOTT= new waitlist, including clients who applied for the waitlist in May 2015 and were selected for the waitlist via random lottery.



WASHINGTON COUNTY

OREGON

VI. STAFF REPORTS

B. Section 8 and Low Rent Public Housing

2. Public Housing Average Vacancy Days

*Fiscal Year-to-Date
March 2016*

Average Vacancy Days - Public Housing

FY 2014-15		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	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	90	22.50	14	313	22.36
February	2015	4	37	9.25	18	350	19.44
March	2015	3	58	19.33	21	408	19.43
April	2015	1	15	15.00	22	423	19.23
May	2015	4	51	12.75	26	474	18.23
June	2015	2	23	11.50	28	497	17.75
FY 2015-16							
July	2015	1	2	2.00	1	2	2.00
August	2015	3	38	12.67	4	40	10.00
September	2015	3	53	17.67	7	93	13.29
October	2015	2	20	10.00	9	113	12.56
November	2015	2	14	7.00	11	127	11.55
December	2015	4	77	19.25	15	204	13.60
January	2016	2	40	20.00	17	244	14.35
February	2016	4	46	11.50	21	290	13.81
March	2016	1	21	21.00	22	311	14.14



VI. STAFF REPORTS
C. Affordable Housing

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

- a) Section 8 Waiting List: 246 on the legacy VO list currently, last report: 617. The waitlist was closed on September 1, 2011. Existing waitlist clients will be served as vouchers become available. HAWC accepted applications for a new waitlist from May 2-9, 2015. There are 2,495 households on the VOLOTT waitlist who submitted applications in May 2015 (last report: 2,495).
- b) Public Housing Average Vacancy Days: Vacancy days for the month of January 2016 were at 14.14 (last report – 13.81). FY2015-16 reporting began July 1. HUD rates Housing Authorities on cumulative vacancy days on a fiscal year basis. Our goal is 18 days. HUD rates 20 days or below as an “A”.
- c) Occupancy Rates:
 *Public Housing: 99.59 % (last report – 99.59%)
 *Section 8: 91.9 % (last report – 91.9%)

We had 2,567 vouchers leased up on the first of March (last report – 2,569). Our Annual Contributions Contract (ACC) is 2,793 vouchers, so we need to lease up 226 vouchers to reach our authorized capacity. HAWC has issued 30 vouchers since March 1, 2016. There are 52 vouchers outstanding and not under lease. Our monthly allocation of Section 8 HAP funds is 86.9%*. Our goal of budget authority is 95% minimum.

*NOTE: Current HAP allocation is unusually low due to an unexpected \$2M increase in HAP funding received in response to the recent FMR increase.

- 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 February, 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	1.92 hrs	3 hrs	24 hrs
Routine WO's	9.18 days	6 days	25 days



- **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: 98.89 % (7 vacancies/629 units)

- a) Local Fund Properties (managed by HAWC and/or contractors) 84.62 % (2 vacancy/13 units)
- b) Affordable Housing Properties (managed by Infinity): 99.43 % (3 vacancies/524 units)
- c) Kaybern Terrace (managed by Infinity): 100 % (0 vacancies/12 units)
- d) Aloha Park (managed by Infinity): 98.75 % (1 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 one (1) Public Housing unit and one (1) Transitional Housing unit.
- All repairs, painting and landscaping was completed by Housing staff.
- Carpet was replaced in one (1) Public Housing unit and one (1) Transitional Housing unit.

Special Projects:

- Window replacement was performed at one (1) Public Housing unit.
- Deck and fencing replacement were performed at three (3) Public Housing units.
- Concrete service was performed at one (1) Transitional Housing unit.
- Reported 658 year-to-date non-emergency work orders have been completed in an average of 11 days.
- Reported 100% of 43 year-to-date emergency work orders completed within 24 hours.



VI. STAFF REPORTS
D. Programs and Special Projects

• **PROJECT-BASED VOUCHERS**

The Housing Authority may authorize project-basing a maximum of 20% of its total voucher allocation, with approval from HUD. HAWC currently has project-based vouchers (PBV) allocated to Category I (chronically homeless), “special needs” vouchers, Category II (30% or less MFI), and VASH (for homeless veterans).

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

	Category I (chronic homeless)			Category II (30% MFI or under)			Special Needs			Project-Based VASH		
	Awarded	Project-based	Leased	Awarded	Project-based	Leased	Awarded	Project-based	Leased	Awarded	Project-based	Leased
Pluss Apartments (Luke-Dorf, Inc)							12	12	9			
Tom Brewer House (LifeWorks NW)							13	13	13			
The Knoll (CPAH)	12	12	12									
Fircrest Manor Apartments (Enterprise Community Partners)				15	15	14						
The Orchards at Orenco (REACH CDC)				24	8	7						
Alma Gardens (Northwest Housing Alternatives)				8	8	8				3	3	3
The Barcelona (CPAH)				8	8	8						
Housing TEAM- SAHMSA (Luke-Dorf, Inc)	28	28	28									
Cornelius Place (Bienestar)				8								
Bridge Meadows (Beaverton)				8								
Tigard Triangle (CPAH)				8								
Blanton Street Veterans Housing (Northwest Housing Alternatives)				15						5		
Sunset View Apartments (Pedcor)				24								
Cornell & Murray (CPAH)				8								
Total PBVS	40	40	40	126	39	37	25	25	22	8	3	3

Awarded= Project has been allocated project –based vouchers contingent on satisfying RFP requirements.

Project-Based= Project is ready for occupancy and vouchers are attached to specific project-based voucher housing units in the property.

Leased= Units with project-based voucher assistance is occupied by an eligible client. HAWC provides HAP assistance to bring client’s rent down to 30% of client’s adjusted gross income.



- **FAMILY SELF-SUFFICIENCY (FSS) PROGRAM UPDATES**

Participant Information (as of April 8, 2016):

- Total current FSS households:
 - 82 (70 Section 8, 11 Public Housing, 1 Project Based)
- Total FSS participants w/escrow balance:
 - 44 Section 8 clients have an escrow balance
 - 10 PH clients have an escrow balance
- Total Escrow Balance:
 - Voucher \$212,308.33
 - PH \$ 36,980.78
- Highest Escrow Balances:
 - Voucher \$20,777.59
 - PH \$10,841.52
- Two current Individual Development Accounts (IDA, \$3 to \$1 matched account administered by CASA of Oregon)

Current Program Achievements

- One client was awarded a small business owners scholarship, including a 10 week business course.
- Added second FSS case manager –Lonya Meier
Lonya has supported clients as a FSS case manager in previous years and will be enrolling 25 new families
- Submitted the FY16 FSS Coordinator Grant NOFA application
- Awarded \$20,000 in IDA savings match dollars, we will be enrolling new savers in the next few months
- With the Housing Works Grant ending, FSS will be co-enrolling the final participants in order to continue to offer case management and support through their retention stage of the program.

(Still pending)

- We are looking to build a partnership with a non-profit organization to add grant funded resources to remove barriers to education and employment.
- Working on coordinating a meeting with the new Sr. Loan Advisor, Meredith Cole, in the Beaverton Office of the Portland Housing Center. We are hoping to align our programs to offer home ownership opportunities.



VI. STAFF REPORTS
E. Report on Homelessness

• **FEDERAL FY2015 MCKINNEY-VENTO HOMELESS PROGRAM AWARD**

On March 8, 2016 the U.S. Department of Housing and Urban Development (HUD) announced \$22.4 million award in Oregon through the Tier 1 portion of the Continuum of Care Program grant process, which is part of a national award of \$1.6 billion for high-priority homeless housing and service programs. HUD will announce the remaining Tier 2 awards at a later date.

With the Tier 1 funding award, Washington County Department of Housing Services will receive \$1,459,532 to renew existing housing and service programs, nearly half of the \$3.2 million requested in the grant application. The pending Tier 2 grant request will renew \$1.4 million in tenant-based rent assistance for Legacy Shelter Plus Care and \$409,250 in new funds for construction of a 6-unit Clover Court housing project.

On December 18, Congress passed and President Obama signed into law a spending bill that will fund all discretionary federal operations through FY2016. This includes \$2.250 billion for the McKinney-Vento Homeless Assistance Grants program, which represents a \$115 million or 5.4 percent increase over FY2015 funding.

Federal Homeless Program Funds	FY2011	FY2012	FY2013	FY2014 ¹	FY2015 ²	FY2016 ³	President Budget FY2017 ⁴
	\$1.901 billion	\$1.901 billion	\$1.929 billion	\$2.105 billion	\$2.135 billion	\$2.250 billion	\$2.664 billion
CoC Program Competitive Grant Funding	\$1.6 billion	\$1.6 billion	\$1.7 billion	\$1.8 billion	\$1.9 billion	\$1.918 billion	\$2.394 billion
County Grant Award – CoC Program	\$2.1 million	\$2.3 million	\$2.6 million	\$2.7 million	\$1.5 million award \$1.7 million Tier 2 award pending	NOFA Not Yet Available	
Emergency Shelter & Solutions Grant (ESG) Formula Funding	\$225 million	\$250 million	\$215 million	\$250 million	\$250 million	\$250 million	\$270 million
County ESG Entitlement Formula Funds	\$137,797	\$157,499	\$134,781 ⁵	\$152,317	\$165,058	\$164,525 ⁶	

¹ FY2014 Omnibus Appropriations; January 17, 2014.

² FY2015 Omnibus Appropriations, December 16, 2015

³ FY2016 Omnibus Appropriations, December 18, 2016

⁴ FY2017 President's Budget, February 9, 2016

⁵ FY2013 Emergency Solutions Grant reduced by Sequestration; HUD published May 30, 2013.



- **SEVERE WEATHER SHELTER RESPONSE PLAN**

In its 9th year of operation, winter shelters opened November 1 and closed operations the end of March 2016. Seven church shelters reported 6,414 bed stays provided to homeless individuals that includes individuals and families with small children. Food and shelter services were provided by more than 14,510 volunteer hours during the past four months. The number of people seeking shelter exceeded shelter capacity most of the winter due to the rise in homelessness, resulting in people turned away in an effort to ensure safety for the shelter guests and volunteers operating the shelter.

- **2016 POINT-IN-TIME (PIT) HOMELESS CENSUS**

Collecting comprehensive, non-duplicated data on the number, characteristics and service needs of individuals, families, and unaccompanied youth experiencing homelessness is a federal requirement in seeking funds under the McKinney-Vento Title IV Homeless Assistance Program, and support local homeless planning and program development.

The 2016 annual homeless point-in-time count (census) was performed under the leadership of Community Action, Luke-Dorf, Inc., HomePlate, and community partner organizations that performed the interview process with 571 individuals in 418 households. An additional 24 individuals in 21 households were reported living doubled-up, and but for the ability to live with family and friends these individuals would bring the total homeless persons to 595.

The Annual Point-In-Time Homeless Census reports decreased by 20 individuals; however, the number of chronically homeless individuals has increased to 142 persons, as compared to 128 individuals interviewed in 2015. Veteran homelessness continues to decline with 63 homeless veterans, as compared to 77 veterans in 2015.

- **COMMUNITY OUTREACH TO ADDRESS HOMELESSNESS**

The presence of homeless persons walking the streets panhandling for food and money, using business restrooms, defecating in business doorways and residential yards has raised concerns within downtown city centers, businesses, restaurant owners, and residential neighborhoods. Community members are seeking a public response to homelessness to include requests for installation of portable restroom facilities, shower/hygiene resources, meal sites to feed the hungry, and information on how to connect homeless persons with resources.

⁶ FY2016 Emergency Solution Grant reduced; ESG formula is based on percentage of CDBG funds that decreased



To address community concerns and requests for information, Annette Evans will be presenting in April to the Hillsboro Downtown Partnership on April 19, the Sisters of St. Mary's of Oregon on April 23, and Bethel United Church of Christ on April 24. The outreach and information will focus on the County's 10-Year Plan vision and outcomes, socioeconomic triggers that lead to homelessness, resources available, and how to assist homeless in accessing homeless services.

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

The success of "A Road Home", the county's 10-year plan to end homelessness is directly linked to the availability and access to affordable housing units targeted for people at or below 50 percent area median income. The rising cost of housing consumes scarce local, state and federal rent subsidy resources, resulting in fewer households accessing resources to prevent and end homelessness. During the January point-in-time homeless census and housing inventory performed by community stakeholders, Washington County reports a decrease of 24 beds/units as a result of program capacity reductions.

The need for affordable housing to serve people at or below 50% Area Median Income (AMI) is an action item that emerged from the findings of the Homeless Cost Study Report released in January 2015, with oversight provided by the Homeless Plan Advisory Committee (HPAC).

The All Thrives collaborative will be meeting on April 27 to review the case studies being developed in support of the three Thrives priorities, and to begin promoting the strategies developed at the January meeting. The approved strategies will be presented to local leaders in the coming months, and emphasize the need to address poverty through a focused effort on:

- Shortfall in Affordable Housing
- Increase access to Workforce Development
- Increase access to Early Learning and Education

VII. OLD BUSINESS

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

The performance period for this project will end on April 30, 2016. The program has been very successful for HAWC, and HAWC is happy to continue partnering with Worksystems, Inc. in the new Health Careers NW grant.

- **HEALTH CAREERS NW**

WorkSystems, Inc. was awarded Health & Human Services grant funding to support Health Careers NW, which operates using a model similar to the cohort training model in Housing Works. This 5-year grant will support low-income job seekers seeking to



enter healthcare fields, including healthcare administration. The soft launch for this program was February 1.

Health Careers NW is funded by a research grant, so a control group will be established to allow comparison between job seekers receiving services through Health Careers NW and job seekers who do not have access to grant-funded career coaching. HAWC hopes to enroll 33 job seekers in the first year, and about 100 job seekers over the 5-year grant period.

- **ALOHA TOWN CENTER & TRANSIT ORIENTED DEVELOPMENT (METRO CET GRANT)**

Washington County Land Use & Transportation was awarded \$400,000 in Metro CET (Construction Excise Tax) grants to continue planning efforts in the Aloha Town Center/Tualatin Valley Highway Transit-Oriented Development (TOD) area. Grant funds will support consultants and staff to continue planning efforts, including considering high-capacity transit and design options, for the area near 185th and TV Highway. Several team members toured the project area on March 30, and other project work should begin soon.

- **ODHS AFFORDABLE DEVELOPMENT STRATEGY (MURP project)**

Washington County Housing and Land Use & Transportation is working with a Masters of Urban and Regional Planning (MURP) graduate student team called Open Doors Housing Solutions to assess vacant land and make development recommendations for affordable housing in target areas in Washington County. The project will produce a vacant land inventory and analysis of parcels, as well development recommendations for affordable housing and feedback from community members. The workshop team will connect with stakeholders (including for-profit and nonprofit developers) and conduct public outreach during the process.

- **HOUSING AFFORDABILITY WORK PLAN ITEM**

The draft LUT 2016 Work Plan includes a Tier 1 (e.g. high-priority) task directly addressing housing affordability in Washington County.

Housing will be an active partner in this task, and is already engaged with LUT on several related projects, including the Aloha Town Center /TV Highway Transit-Oriented Development Plan and Group care and Fair Housing Community.



- **HAC VACANCIES**

The Agricultural/Farm Worker representative position is also vacant due to David Ruelas' resignation. Recruitment for this position is open March 15, 2016-April 26, 2016, and the Board is scheduled to make an appointment on May 3, 2016. This position will be for the remaining term, expiring on March 31, 2017.

One At-Large position is now vacant due to Annee VonBorg's resignation. Recruitment for this position will be open from May 3-June 14, 2016. This position will be for the remaining term, expiring on March 31, 2017.

Applications are available on the County website at <http://www.co.washington.or.us/CAO/BoardsCommissions/boardandcommissionform.cfm>

VIII. NEW BUSINESS

- **HAC FALL 2016 RETREAT**

The 2016 Housing Advisory Committee Retreat that is tentatively scheduled for Friday, October 14, 2016. Although early, it is not too early to begin focusing on a central theme for this important annual event.

IX. RESOLUTIONS/ACTION ITEMS

- **HAWC BUDGET PRESENTATION**

Staff will present the FY2016-17 budget to the HAC for review and recommendation to the Board at the May 26 meeting.

X. ADJOURNMENT