



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



**Thursday, April 25, 2013
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 30, 2013

2013 HAC Meeting Schedule
April 25
NEW DATE May 30 - Budget
June 27
July 25
August 22
September 26
October 18 – Retreat (tentative)
November 21
Friday, December 13 – Luncheon (tentative)



HOUSING ADVISORY COMMITTEE
Department of Housing Services
April 25, 2013 at 9:00 A.M.

AGENDA

- I. ROLL CALL**
- II. ACTION – APPROVAL OF MINUTES**
 - A. February 28, 2013 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
February 28, 2013, 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

Ron Lehr Ramsay Weit
LaShanda Williams Tricia Peterson
Renee Bruce David Nase
Peter Hainley

COMMITTEE MEMBERS ABSENT

Donna Pottle
Laurie Butler

STAFF PRESENT

Val Valfre, Executive Director
Michael O'Neill, Financial Manager
Gary Calvert, Asset Manager
Annette Evans, Homeless Programs Coordinator
Kim Armstrong, Program Coordinator

Renee Bruce 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 November 29, 2012 — Ron Lehr

Second: Tricia Peterson

Vote: All approve

Motion: Approve the minutes from January 28, 2013 — Ron Lehr

Second: Tricia Peterson

Vote: All approve

III. DISCUSSION - ORAL COMMUNICATIONS

- Ron Lehr reported that the Housing Authority of Clackamas County bond deal has closed. This deal has been in process since 2008, and will provide funds for a several-million dollar rehab on the 264-unit Eastern Ridge building near Clackamas Town Center. P&C was the original buyer for the tax credits, but backed out. Enterprise was able to buy the tax credits.
- Peter Hainley stated that the extension of the farm worker tax credit is moving forward, and is moving to the Senate Joint Tax Credit Committee. There will be a hearing in the Human Services and Housing Committee for the House version of the bill next week. The Human Services and Housing Committee needs education in order to assess this legislation. Val Valfre noted that the farm worker tax credit bill



has gained a great deal of support in recent months, and attributed this change to efforts by Peter Hainley and other farm worker and agriculture partners.

There is a bill being considered that would provide a capital gains exemption for manufactured housing park owners that sell to nonprofits, resident groups, or housing authorities.

An “Opportunity to Purchase” bill is also being considered, that would allow 100 days to negotiate a deal with residents when selling a manufactured home park.

- The restructuring of Oregon Housing and Community Services (OHCS) is moving forward. Val Valfre and Peter Hainley spent some time with Representative Joe Gallegos discussing OHCS programs and housing issues. There is a consultant under contract researching best practices and models that could impact how these programs can be distributed. A significant concern is how the agency will engage stakeholders and incorporate feedback in the process of reallocating OHCS functions. The restructuring plan is scheduled to be presented in September. Peter Hainley suggested that the process should be slowed down in order to allow sufficient time to determine the best way to manage this restructuring.
- LaShanda Williams commented that she was able to establish an IDA for home rehab.
- February is Black History Month. The second week in February was originally established as Black History Week, and it was expanded to an entire month in 1976.

IV. EXECUTIVE DIRECTOR’S REPORT

- Affordable Housing

The Housing Authority has secured a loan to provide funds to rehabilitate the duplex in Hillsboro that was acquired through the County’s foreclosure process. Community Housing Fund assisted with a low-cost loan.

- Financial Situation

Michael O’Neill will discuss finances in more detail, but it appears that the Housing Authority will be able to manage financial shortfalls reasonably well through CY2013.

- Grants

No additional updates were provided at the HAC meeting.

- Homeless Cost Study

No additional updates were provided at the HAC meeting.

- Policy Issues

Housing Council will meet in Eugene this afternoon.

- Veterans Affairs Supportive Housing (VASH) vouchers

No additional updates were provided at the HAC meeting.



- House Bill 2417 – Veterans Housing

Val Valfre has testified in favor of this bill, which is moving into Ways and Means.

- House Bill 2639 - Section 8 Housing Choice Voucher Bill

The proposed bill would prohibit landlords from discriminating against Section 8 tenants by requiring Section 8 payments to be considered as income. Landlords and housing authorities are involved in the development and revision of the bill.

Housing authorities have had some concern about open-ended requirements to provide data on tenants. There is also some concern about the timeline of the proposed structure for assessing tenant charges.

David Nase suggested that landlords would be more willing to work with Section 8 clients if housing authorities released more tenant information, or if tenants would agree to permit housing authorities to release tenant information.

Renee Bruce and David Nase also noted that abuses of companion animal permissions contribute to landlords becoming frustrated with Section 8.

- Countywide Tax Exemption Initiative

The Board of Commissioners has directed County Council to develop an ordinance enabling this property tax exemption in Washington County. The first reading is scheduled for March 12, and the second reading is scheduled for March 26. The exemption will go into effect after its approval on March 26.

V. STAFF REPORTS

A. Financial Statement

Michael O'Neill presented financials. He expanded on the financial outlook and next year's budget. The Washington County budget covers the Department of Housing Services, which covers personnel costs (salaries, benefits, etc) and the homeless programs. The County has asked for general-funded agencies to cut 3% from the prior year. Housing Services has asked for the same funding for the homeless programs as the prior year (no reduction), which is a small percent of the overall County budget.

County budget reductions will be challenging with a required 2.1% Cost of Living Adjustment (COLA), PERS contribution increases of 3.7%, and increased health insurance costs. Total increases in personnel costs are over 5%, which has caused some concern about the need to do furloughs or reduce staff in order to secure the 3% reduction. County departments have submitted their first draft budgets, which will be reviewed. After review, there may be some overarching County strategy to address budget shortfalls and personnel costs.

The increased personnel costs have been factored into the Housing Authority budget. The lack of clarity in the Federal budget is also a significant concern. Based



on HUD guidance, there will be a 6% reduction in Section 8 HAP funding and Section 8 Administrative fees will be at 69% (91% is the historic rate). Section 8 HAP has restricted reserves from overfunding early in the 2000s. This reserve was partially offset last year, but the remaining restricted reserve will be sufficient to offset Section 8 HAP cuts through December 31, 2013.

Because Section 8 Administrative funding is being paid at higher levels than originally projected the last two years (e.g. in 2012 Section 8 Administrative was projected at 75% and actually funded at 80%), the Housing Authority has ~\$200k available as a result of deferring one bond reserve payment. This reserve will be used to bring Section 8 Administrative funding up to a level that avoids staff reductions and a resulting drop in lease-up rates.

Public Housing shortfalls will also be funded using restricted reserves from prior years.

The bond reserve will be fully paid in about three years.

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 is currently just under 3,900.
- Average vacancy days per unit are 20.50. FY2012-2013 reporting started on July 1, with twenty (20) days and under being rated as outstanding.
- Occupancy rates remain very high in public housing and for Section 8 vouchers.
- Work order effectiveness is very high. Work order goals have been revised to reflect reduced staff levels.
- HUD has directed housing authorities to avoid over-leasing the Section 8 program.

C. Affordable Housing

- Occupancy rates remain high in affordable housing. Occupancy rates vary by property.

The duplex is being rehabbed, and there is a tax-foreclosed property in Banks that the Housing Authority may acquire in March or April.

Renee Bruce commented that she and Gary Calvert attended a Meyer Memorial affordable housing forum recently. The majority of the attendees were from Portland and Multnomah County. The Meyer Memorial initiative funded the Bridges to Housing program. Renee Bruce noted that the forum was instructive, and that she made a few remarks about the importance of supportive services.



D. Special Projects

- Project-Based Vouchers

Screening is ongoing to lease up project-based units that are under 100% occupancy. Project-based vouchers for the SAMSHA grant project with Luke-Dorf, Inc. are beginning to lease up, and the program has having some success working with landlords to accept tenants through this program.

E. Report on Homelessness

Annette Evans noted that she has received a few calls from housing providers and clients who are concerned that sequestration cuts could impact their housing assistance. The Federal McKinney-Vento funds that are currently providing housing assistance are FY2011 dollars, and will not be impacted by sequestration cuts. Additionally, the current McKinney-Vento grant application is for funding allocated for FY2012, which are also not subject to sequestration cuts impacting FY2013 funding levels. Washington County Continuum of Care (CoC) funding may be subject to cuts if the grant application does not meet threshold requirements.

At a recent event, HUD informed Continuums of Care that they should prioritize projects based on data outcomes and focus on rapid rehousing and rapid program exits. Transitional housing programs nationally have high expenses and low outcomes, and HUD is encouraging CoCs to move away from transitional programs in favor of permanent housing. HUD also encouraged CoCs to focus on ending homelessness rather than expanding their scope to include addressing larger issues such as poverty.

The national priority is ending homelessness through a “housing-first” approach using rapid rehousing and diversion. CoCs are encouraged to train case managers and define assessment needs based on vulnerability indexing. CoCs are to perform and document written standards for performance and targeting, and develop and implement a coordinated and transparent assessment system by 2014. CoCs should have written standards and procedures for CoC and Emergency Solutions programs, and these funds must work in tandem. CoCs must conduct annual reviews for all CoC and Emergency Solutions programs. Washington County’s CoC has been doing annual reviews of HUD-funded programs for several years.

The HSSN will have its annual review and presentation of CoC programs on Wednesday, March 6.

Ramsay Weit asked how programs will do annual reports going forward. Annette Evans noted that future reporting will include more information and data measures. System-wide CoC performance assessments in the future will include assessment of non-HUD-funded programs that coordinate with CoC programs.

Columbus, Ohio was able to increase the number of households served (from 660 to over 1,100) through a rapid total assessment and rehousing program. Length of stay



decreased from 45 days to less than 20 days (2-10 days average). They also divert 39% households through a Kinship Care program that provides assistance funding and case management for up to 6 months to doubled-up households. Columbus, Ohio's CoC has a recidivism rate of less than 5%.

Ramsay Weit asked if the Corrections Transitional Housing program would continue to receive HUD funds. Annette Evans clarified that the program may need to seek to improve its outcomes, but that HUD did acknowledge that transitional programs may be needed for some populations.

HUD announced that grant applications have been scored and award announcements are expected shortly.

Shelter Plus Care currently has available housing assistance, and ten applications for Shelter Plus Care have been received.

- Federal McKinney-Vento Homeless Programs
No additional updates were provided at the meeting
- Emergency Food and Shelter Program—Phase 30 Funding
No additional updates were provided at the meeting.
- Section 811 Project Rental Assistance Demonstration
No additional updates were provided at the meeting
- Point In Time (PIT) Homeless Count—January 22 to 31, 2013
No additional updates were provided at the meeting.
- Project Homeless Connect—January 25, 2013
No additional updates were provided at the meeting
- Severe Weather Shelters in Washington County
No additional updates were provided at the meeting.
- Year 5 Work Plan, Implementation of the 10-Year Plan
No additional updates were provided at the meeting.
- “Running on Empty” Study Published
No additional updates were provided at the meeting.



VI. OLD BUSINESS

- May HAC meeting reschedule

The May HAC meeting was rescheduled for Thursday May 30.

- Aloha Park

Gary Calvert reported that HUD and the Housing Authority have generally agreed to move forward with refinancing the property. Berkadia, the current lender, will need to complete and submit a 223-F to the HUD loan committee. The refinance should realize about \$1M in equity that would be used to rehab Aloha Park and other properties and also contribute to the required debt service reserve in the affordable housing portfolio.

- Aloha-Reedville Study and Livable Community Plan

The Citizen's Advisory Committee (CAC) met on Wednesday, February 13 from 6-8pm, and was presented with draft possibilities for several key focus areas in the community and asked to express a level of support and feedback for prioritizing potential improvements. The presentation of options, question phrasing, and illustrations will be refined prior to the public event on Tuesday March 5 at Aloha High School. This event will include a public presentation and keypad polling to gauge the public's level of support for these options.

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

HAWC continues to work with Worksystems, Inc. and the other regional housing authorities on this project, which will assist 50 clients from Section 8 and/or Public Housing to increase their earned income.

- Mixed-Income Housing Work Group

No additional updates were provided at the meeting.

- City of Tigard Goal 10 Review

No additional updates were provided at the meeting.

VII. NEW BUSINESS

- Tax Exemptions for Affordable Housing

The Board of Commissioners has directed County Council to develop an ordinance enabling this property tax exemption in Washington County. The first reading is scheduled for March 12, and the second reading and first public hearing are scheduled for March 26. The exemption will go into effect after its approval on March 26.



Ramsay Weit asked for clarification on whether properties could be eligible for property tax exemption if they are located in TVF&R or the Hillsboro School District's. Kim Armstrong and Val Valfre reiterated that unless and until the governing body for the individual property (the city for properties located within city limits, or Washington County for properties in unincorporated areas), those properties are not eligible for property tax exemption—regardless of the actions of other taxing districts. That is, properties in the City of Hillsboro would not be eligible for tax exemption until the City of Hillsboro passes an ordinance enabling the program, but properties in unincorporated Washington County will be eligible to apply for an exemption as of March 26 (assuming the Board approves the ordinance).

- 2013 PHA Plan

The public hearing for the 2013 PHA plan will be held on April 2, 2013.

VIII. RESOLUTIONS/ACTION ITEMS

IX. ADJOURNMENT

Meeting adjourned at 10:30a.m.

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



IV. EXECUTIVE DIRECTOR'S REPORT

There has been no lack of drama related to budget and housing issues in the last month. Efforts to avoid sequestration in the federal budget failed, and considerably complicates the ability of many non-defense discretionary programs, including ours, to effectively administer their programs. On the State front, funding issues again take center stage – particularly related to PERS and education.

Financial Situation: The draft budget for the Housing Authority is presented for your review and recommendation for submission to the County. In addition to the 5% Sequestration cut, this budget continues major reductions in HUD prorations. For example, we anticipate receiving 83% of the funding needed to operate the public housing program, 67% of the funding needed to administer the housing voucher program, and 93% of the funding needed to subsidize Section 8 rental payments to private landlords for the remainder of the fiscal year.

The President's budget offers some improvement to these pro-rations, but (1) this is early in the process; (2) the House and Senate already have approved their budget resolutions, and (3) all three versions still retain an austere funding environment. As mentioned by a respected colleague of mine, "we have been under a continuing resolution for 38 months during the last five years. Congress' inability to pass a budget represents a total collapse of functioning government".

HUD put this into perspective in their FY2014 budget proposal:

"The requested level of administrative fee funding is critical. In 2012, a number of PHAs 'turned in the keys' and gave up administration of the Housing Choice Voucher (HCV) program due to the severity of the 2012 cuts. In calendar year 2012, HUD transferred the administration of the HCV program from 29 PHAs to other agencies because those PHAs determined that they were unable to sustain future operations with such deep prorations of administrative fee funding. The number of transfer to date is already 13. Transfers in 2012 exceeded the number of transfers that took place over the course of each of the 3 preceding calendar years (2011 – 25 transfers; 2010 – 24 transfers; and 2009 – 16 transfers), and 2013 transfers are on pace to do the same. The process of transitioning administration of programs that essentially go out of business to other administrative entities can be extremely disruptive to families and owners in the impacted communities. The reduction in administrative fees also contributed to several PHAs refusing new allocations of HUD-VASH vouchers in 2012. At least six PHAs indicated an inability to take on additional vouchers, citing increased costs associated with administering such vouchers, being short-staffed, or otherwise underfunded."

We will discuss the budget situation at the meeting, however, let me just say that we have sufficient reserves in our HUD programs and local fund to continue operations through the end of CY2013. In CY2014 and CY2015, our financial health will depend on the approved proration for the respective programs and their associated level of reserves.



Tax Exemption: The Washington County Board of Commissioners approved Ordinance 761 authorizing ORS 307:540-548 on March 26, 2013, allowing non-profit corporations to submit applications requesting property tax exemption for housing developments in unincorporated Washington County. This action was a major step to support the development and preservation of affordable housing in this County. Washington County joins the City of Tigard and the taxing districts of TVF&R, Tigard-Tualatin School District and Hillsboro School District in approving this ordinance. As a result, we received applications for tax exemption from two nonprofit corporations for 104 affordable housing units. This is a great start, and discussions are ongoing with remaining cities and taxing districts to expand the number of participating jurisdictions to enable a truly countywide tax exemption program.

Affordable Housing: In addition to our newly acquired duplex in Hillsboro, the Board approved HAWC's acquisition of a 3-bedroom house in Banks. The cost to the Authority will be \$10,000 plus some relatively minor maintenance costs. It will be a beautiful family home in a very nice subdivision.

State Legislation: We have been directly or indirectly supporting the following legislative bills:

- Housing for Veterans (HB 2417). Veterans across Oregon face housing challenges of all kinds. I have been testifying before several Committees to ensure that veterans have the continuum of services that they need including permanent housing, short and long term housing assistance, and wrap-around services.
- Section 8 Housing Bill (HB 2639). The purpose of this bill is to remove barriers for tenants with Section 8 vouchers to renting in preferred communities. It provides some assistance to landlords and amends ORS 659A.421 to clarify that receipt of federal rent subsidies and other housing assistance (i.e., in particular Section 8 vouchers) is not grounds for denying tenancy.
- Agricultural Workforce Housing Tax Credit (HB 2980). This is a key tool for housing development – ensuring that there is decent housing for workers in Oregon's agricultural industry. Purpose is to extend the sunset beyond 2014.
- Resident Purchase of Manufactured Home Parks (HB 3007). Manufactured homes represent the largest number of affordable housing units in Oregon and across the United States. This bill merely allows the residents of the manufactured home park a 100-day window to make an offer to purchase the park. The owner is not obligated to accept it, but just allows some time to give the residents an opportunity to preserve their living environment.

There are many programs ongoing that are doing well despite fiscal uncertainties and daily challenges – Aloha-Reedville, the SAMHSA grant, Worksystems partnerships, and our many homeless programs, to name a few. We have a very dedicated team – thanks.



V. STAFF REPORTS
A. Financial Statement
1. Financial Report to the Housing Advisory Committee
February 2013

Cash Flow

Along with comparison to budget, comparison to prior year is shown for all programs. The budget column reflects a YTD proration of the actual budget, except that Section 8 and Public Housing HUD operating subsidies are adjusted to reflect budgeted revenue, which is less the first half of the fiscal year than the second half. Some budget amounts have been adjusted to different lines, to reflect changes in actual cost allocation processes.

For February YTD, cash flow from operations, of negative \$142,749 fell short of the budgeted amount by \$47,145, and of the prior year by \$136,918. The variance was predominately due to activity in Aloha Park and the Affordable Housing portfolio. Details are below.

Section 8 had negative cash flow of \$98,671, which was \$2,023 favorable to budget. The variance is made up of \$60,268 reduction in funding from HUD, due to sequestration, offset by operating savings.

Public Housing had negative cash flow of \$354,192, which was \$8,478 unfavorable to budget. An unbudgeted revenue from sale of vehicles of \$24,000 is offset by \$25,966 in maintenance costs higher than budget. This \$25,000 is a budget error rather than overspending, due to underbudgeting maintenance salaries. This is offset by savings spread among other programs.

Aloha Park had positive cash flow of \$62,173, which was \$24,487 unfavorable to budget due to high maintenance and operating costs, and rent lower than budget. Unfortunately, all cash generated by Aloha Park is restricted for use by that property, and HUD requires us to deposit any profit, at year end, into a "Retained Earnings Reserve" which can only be tapped with HUD's approval, so under the use it or lose it theory, this unfavorable variance could be considered a good thing.

Affordable Housing cash flow from operations of \$217,983 was unfavorable to budget by \$16,785 due to high maintenance costs by Infinity Property Management. The Affordable Housing cash flow exceeds by \$27,091 YTD of the amount required to fund the bond reserve, as required by the bond agreement with the County.

Statement of Net Assets (Balance Sheet):

Section 8 has expended all of its unrestricted net assets, due to funding reductions, and \$4,936 has been transferred from the local fund to cover the shortfall. Due to sequestration and other anticipated Congressional action, we are anticipating that we will need to transfer approximately \$125,000 in local funds available for Section 8 relief to make up for expected shortfalls through June 30.

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 2015.



V. STAFF REPORTS
A. Financial Statement
2. Year-To-Date Cash Flow - Expanded
Working Capital Basis
HOUSING AUTHORITY – UNAUDITED
July 2012 – February 2013

	Section 8	Public Housing	Kaybern (USDA)	Aloha Park	Local Fund	Affordable Housing	Total
Operating revenue							
Hud operating subsidies	1,069,914	522,281	15,458	29,028	1,947	5,941	1,644,569
Gross billable rent	-	339,982	42,248	354,752	35,052	2,905,541	3,677,575
Vacancy loss	-	(809)	-	(10,616)	-	(99,512)	(110,937)
Premiums (concessions)	-	(19)	-	(12,126)	-	(33,527)	(45,672)
Other tenant revenue	-	25,189	-	4,770	1,718	87,917	119,594
Tenant revenue	-	364,343	42,248	336,780	36,770	2,860,419	3,640,560
Other revenue (incl GF subsidy)	16,339	34,614	740	6,326	26,334	173,329	257,682
Total operating revenue	1,086,253	921,238	58,446	372,134	65,051	3,039,689	5,542,811
Operating expenses:							
Repair and maintenance	-	731,638	10,158	131,292	6,902	813,112	1,693,102
Operations	909,201	217,172	5,080	80,043	23,322	472,289	1,707,107
Utilities	-	46,929	6,642	37,920	4,811	274,765	371,067
Insurance	2,916	28,356	530	9,254	877	68,066	109,999
PILOT	-	26,304	-	-	-	-	26,304
Bad debt, net of recoveries	-	(1,478)	-	2,764	100	41,987	43,373
Other	25,163	-	-	-	860	-	26,023
Total operating expenses	937,280	1,048,921	22,410	261,273	36,872	1,670,219	3,976,975
Net program income	148,973	(127,683)	36,036	110,861	28,179	1,369,470	1,565,836
Other ongoing cash outflows:							
HAWC administration	247,644	226,509	40	132	2,861	1,334	478,520
Debt service	-	-	23,166	48,556	8,190	1,150,153	1,230,065
Total outflows	247,644	226,509	23,206	48,688	11,051	1,151,487	1,708,585
Cash flow from operations	(98,671)	(354,192)	12,830	62,173	17,128	217,983	(142,749)
Other unrestricted cash inflows (outflows):							
Investment income - unrestricted	853	6,508	124	233	4,832	(10,122)	2,428
Capital fund receipts	-	106,211	-	-	-	-	106,211
Capitalized modernization	-	(106,211)	-	-	-	-	(106,211)
Transfers to (from) Local Fund	4,936	-	-	-	(4,936)	-	-
Transfers to restricted cash - CAO	-	-	-	-	-	(190,888)	(190,888)
Transfers from (to) restricted cash - Repl Res	-	-	-	(20,160)	-	(92,560)	(112,720)
Section 18 transfers from Public Housing	-	-	-	-	6,972	658,120	665,092
Net unrestricted cash flows	(92,882)	(347,684)	12,954	42,246	23,996	582,533	221,163
Restricted cash flows:							
Housing Assistance Payments earned	11,521,603	-	-	-	-	-	11,521,603
Housing Assistance Payments	(12,420,255)	-	-	-	-	-	(12,420,255)
Investment income - restricted	(6,890)	13,586	-	-	-	-	6,696
Transfers from unrestricted - CAO	-	-	-	-	-	190,888	190,888
Transfers from (to)unrestricted - Repl Res	-	-	-	20,160	-	92,560	112,720
Purchased from replacement reserves	-	-	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	(665,092)	-	-	-	-	(665,092)
Total restricted cash flows	(905,542)	(651,506)	-	20,160	-	283,448	(1,253,440)
Net cash flows	(998,424)	(999,190)	12,954	62,406	23,996	865,981	(1,032,277)



V. STAFF REPORTS
A. Financial Statement
3. Year-To-Date Cash Flow – Expanded
Working Capital Basis
HOUSING AUTHORITY – UNAUDITED
July 2012 – February 2013

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	1,644,569	1,722,203	(77,634)	1,831,531	(186,962)
Gross billable rent	3,677,575	3,666,757	10,818	3,598,704	78,871
Vacancy loss	(110,937)	(146,974)	36,037	(142,642)	31,705
Premiums (concessions)	(45,672)	(50,299)	4,627	(23,117)	(22,555)
Other tenant revenue	119,594	84,871	34,723	99,547	20,047
Tenant revenue	3,640,560	3,554,355	86,205	3,532,492	108,068
Other revenue (incl GF subsidy)	257,682	197,197	60,485	218,473	39,209
Total operating revenue	5,542,811	5,473,755	69,056	5,582,496	(39,685)
Operating expenses:					
Repair and maintenance	1,693,102	1,552,858	(140,244)	1,732,506	39,404
Operations	1,707,107	1,696,372	(10,735)	1,578,276	(128,831)
Utilities	371,067	370,509	(558)	365,461	(5,606)
Insurance	109,999	102,768	(7,231)	101,447	(8,552)
PILOT	26,304	26,304	-	27,989	1,685
Bad debt, net of recoveries	43,373	42,660	(713)	54,686	11,313
Other	26,023	42,653	16,630	42,752	16,729
Total operating expenses	3,976,975	3,834,124	(142,851)	3,903,117	(73,858)
Net program income	1,565,836	1,639,631	(73,795)	1,679,379	(113,543)
Other ongoing cash outflows:					
HAWC administration	478,520	503,707	25,187	452,891	(25,629)
Debt service	1,230,065	1,231,528	1,463	1,232,319	2,254
Total outflows	1,708,585	1,735,235	26,650	1,685,210	(23,375)
Cash flow from operations	(142,749)	(95,604)	(47,145)	(5,831)	(136,918)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	2,428	(7,776)	10,204	(3,689)	6,117
Capital fund receipts	106,211	63,833	42,378	109,687	(3,476)
Capitalized modernization	(106,211)	(63,833)	(42,378)	(122,380)	16,169
Transfers to (from) Local Fund	-	(5,314)	5,314	(18,141)	18,141
Transfers to restricted cash - CAO	(190,888)	(190,892)	4	-	(190,888)
Transfers from (to) restricted cash - Repl Re	(112,720)	(111,280)	(1,440)	(76,280)	(36,440)
Section 18 transfers from Public Housing	665,092	632,845	32,247	616,422	48,670
Net unrestricted cash flows	221,163	221,979	(816)	499,788	(278,625)
Restricted cash flows:					
Housing Assistance Payments earned	11,521,603	12,256,420	(734,817)	11,670,875	(149,272)
Housing Assistance Payments	(12,420,255)	(12,806,100)	385,845	(12,464,247)	43,992
Investment income - restricted	6,696	35,509	(28,813)	31,817	(25,121)
Transfers from unrestricted - CAO	190,888	190,892	(4)	-	190,888
Transfers from (to)unrestricted - Repl Res	112,720	111,280	1,440	76,280	36,440
Purchased from replacement reserves	-	(42,613)	42,613	(41,445)	41,445
Sec 18 transfers to Affordable Housing	(665,092)	(632,845)	(32,247)	(616,422)	(48,670)
Total restricted cash flows	(1,253,440)	(887,457)	(365,983)	(1,343,142)	89,702
Net cash flows	(1,032,277)	(665,478)	(366,799)	(843,354)	(188,923)



V. STAFF REPORTS
A. Financial Statement
4. Year-To-Date Cash Flow – Expanded
Working Capital Basis
SECTION 8 – UNAUDITED
July 2012 – February 2013

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	1,069,914	1,130,182	(60,268)	1,140,957	(71,043)
Gross billable rent		-	-	-	-
Vacancy loss		-	-	-	-
Premiums (concessions)		-	-	-	-
Other tenant revenue		-	-	-	-
Tenant revenue	-	-	-	-	-
Other revenue (incl GF subsidy)	16,339	11,239	5,100	23,092	(6,753)
Total operating revenue	1,086,253	1,141,421	(55,168)	1,164,049	(77,796)
Operating expenses:					
Repair and maintenance	-	-	-	-	-
Operations	909,201	923,711	14,510	892,433	(16,768)
Utilities	-	-	-	-	-
Insurance	2,916	3,003	87	2,916	-
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	-	-	-	-
Other	25,163	41,202	16,039	39,459	14,296
Total operating expenses	937,280	967,916	30,636	934,808	(2,472)
Net program income	148,973	173,505	(24,532)	229,241	(80,268)
Other ongoing cash outflows:					
HAWC administration	247,644	274,199	26,555	212,841	(34,803)
Debt service	-	-	-	-	-
Total outflows	247,644	274,199	26,555	212,841	(34,803)
Cash flow from operations	(98,671)	(100,694)	2,023	16,400	(115,071)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	853	(480)	1,333	692	161
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	-	-
Transfers to (from) Local Fund	4,936	96,473	(91,537)	-	4,936
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Re	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	(92,882)	(4,701)	(88,181)	17,092	(109,974)
Restricted cash flows:					
Housing Assistance Payments earned	11,521,603	12,256,420	(734,817)	11,670,875	(149,272)
Housing Assistance Payments	(12,420,255)	(12,806,100)	385,845	(12,464,247)	43,992
Investment income - restricted	(6,890)	11,724	(18,614)	13,523	(20,413)
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	(905,542)	(537,956)	(367,586)	(779,849)	(125,693)
Net cash flows	(998,424)	(542,657)	(455,767)	(762,757)	(235,667)



V. STAFF REPORTS
A. Financial Statement
5. Year-To-Date Cash Flow – Expanded
Working Capital Basis
PUBLIC HOUSING (Excl. Kaybern) – UNAUDITED
July 2012 – February 2013

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	522,281	537,067	(14,786)	635,189	(112,908)
Gross billable rent	339,982	325,731	14,251	325,081	14,901
Vacancy loss	(809)	(2,462)	1,653	(2,518)	1,709
Premiums (concessions)	(19)	(19)	-	(15)	(4)
Other tenant revenue	25,189	28,254	(3,065)	28,227	(3,038)
Tenant revenue	364,343	351,503	12,840	350,775	13,568
Other revenue (incl GF subsidy)	34,614	3,420	31,194	3,797	30,817
Total operating revenue	921,238	891,990	29,248	989,761	(68,523)
Operating expenses:					
Repair and maintenance	731,638	705,672	(25,966)	868,028	136,390
Operations	217,172	207,749	(9,423)	193,340	(23,832)
Utilities	46,929	44,172	(2,757)	42,738	(4,191)
Insurance	28,356	27,285	(1,071)	26,526	(1,830)
PILOT	26,304	26,304	-	27,989	1,685
Bad debt, net of recoveries	(1,478)	(237)	1,241	14,491	15,969
Other	-	586	586	427	427
Total operating expenses	1,048,921	1,011,531	(37,390)	1,173,539	124,618
Net program income	(127,683)	(119,541)	(8,142)	(183,778)	56,095
Other ongoing cash outflows:					
HAWC administration	226,509	226,173	(336)	237,110	10,601
Debt service	-	-	-	-	-
Total outflows	226,509	226,173	(336)	237,110	10,601
Cash flow from operations	(354,192)	(345,714)	(8,478)	(420,888)	66,696
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	6,508	8,307	(1,799)	9,536	(3,028)
Capital fund receipts	106,211	63,833	42,378	109,687	(3,476)
Capitalized modernization	(106,211)	(63,833)	(42,378)	(109,687)	3,476
Transfers to (from) Local Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Re	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	(347,684)	(337,407)	(10,277)	(411,352)	63,668
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	13,586	18,235	(4,649)	18,294	(4,708)
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	(665,092)	(632,845)	(32,247)	(616,422)	(48,670)
Total restricted cash flows	(651,506)	(614,610)	(36,896)	(598,128)	(53,378)
Net cash flows	(999,190)	(952,017)	(47,173)	(1,009,480)	10,290



V. STAFF REPORTS
A. Financial Statement
6. Year-To-Date Cash Flow – Expanded
Working Capital Basis
KAYBERN TERRACE (USDA) – UNAUDITED
July 2012 – February 2013

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	15,458	13,118	2,340	14,923	535
Gross billable rent	42,248	40,800	1,448	42,248	-
Vacancy loss	-	(1,224)	1,224	(283)	283
Premiums (concessions)	-	-	-	-	-
Other tenant revenue	-	-	-	222	(222)
Tenant revenue	42,248	39,576	2,672	42,187	61
Other revenue (incl GF subsidy)	740	697	43	669	71
Total operating revenue	58,446	53,391	5,055	57,779	667
Operating expenses:					
Repair and maintenance	10,158	10,862	704	11,318	1,160
Operations	5,080	5,953	873	5,463	383
Utilities	6,642	6,319	(323)	6,651	9
Insurance	530	421	(109)	409	(121)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	-	-	(652)	(652)
Other	-	-	-	-	-
Total operating expenses	22,410	23,555	1,145	23,189	779
Net program income	36,036	29,836	6,200	34,590	1,446
Other ongoing cash outflows:					
HAWC administration	40	154	114	60	20
Debt service	23,166	23,167	1	23,167	1
Total outflows	23,206	23,321	115	23,227	21
Cash flow from operations	12,830	6,515	6,315	11,363	1,467
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	124	143	(19)	68	56
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Re	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	12,954	6,658	6,296	11,431	1,523
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	243	(243)	-	-
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	-	243	(243)	-	-
Net cash flows	12,954	6,901	6,053	11,431	1,523



V. STAFF REPORTS
A. Financial Statement
7. Year-To-Date Cash Flow – Expanded
Working Capital Basis
ALOHA PARK – UNAUDITED
July 2012 – February 2013

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	29,028	30,225	(1,197)	29,257	(229)
Gross billable rent	354,752	361,162	(6,410)	351,670	3,082
Vacancy loss	(10,616)	(12,011)	1,395	(15,021)	4,405
Premiums (concessions)	(12,126)	(9,709)	(2,417)	(565)	(11,561)
Other tenant revenue	4,770	3,220	1,550	(6,052)	10,822
Tenant revenue	336,780	342,663	(5,883)	330,033	6,747
Other revenue (incl GF subsidy)	6,326	5,837	489	5,740	586
Total operating revenue	372,134	378,725	(6,591)	365,030	7,104
Operating expenses:					
Repair and maintenance	131,292	122,752	(8,540)	120,863	(10,429)
Operations	80,043	72,885	(7,158)	73,209	(6,834)
Utilities	37,920	36,993	(927)	38,624	704
Insurance	9,254	7,602	(1,652)	8,032	(1,222)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	2,764	3,169	405	3,906	1,142
Other	-	-	-	-	-
Total operating expenses	261,273	243,401	(17,872)	244,634	(16,639)
Net program income	110,861	135,324	(24,463)	120,396	(9,535)
Other ongoing cash outflows:					
HAWC administration	132	108	(24)	110	(22)
Debt service	48,556	48,556	-	48,556	-
Total outflows	48,688	48,664	(24)	48,666	(22)
Cash flow from operations	62,173	86,660	(24,487)	71,730	(9,557)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	233	1,399	(1,166)	151	82
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Re	(20,160)	(20,160)	-	(20,160)	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	42,246	67,899	(25,653)	51,721	(9,475)
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	538	(538)	-	-
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	20,160	20,160	-	20,160	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	20,160	20,698	(538)	20,160	-
Net cash flows	62,406	88,597	(26,191)	71,881	(9,475)



V. STAFF REPORTS
A. Financial Statement
7. Year-To-Date Cash Flow – Expanded
Working Capital Basis
LOCAL FUND – UNAUDITED
July 2012 – February 2013

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	1,947	1,947	-	1,947	-
Gross billable rent	35,052	35,753	(701)	34,774	278
Vacancy loss	-	-	-	-	-
Premiums (concessions)	-	-	-	-	-
Other tenant revenue	1,718	-	1,718	35	1,683
Tenant revenue	36,770	35,753	1,017	34,809	1,961
Other revenue (incl GF subsidy)	26,334	9,589	16,745	13,881	12,453
Total operating revenue	65,051	47,289	17,762	50,637	14,414
Operating expenses:					
Repair and maintenance	6,902	1,543	(5,359)	2,602	(4,300)
Operations	23,322	6,550	(16,772)	(49,123)	(72,445)
Utilities	4,811	3,461	(1,350)	3,111	(1,700)
Insurance	877	712	(165)	691	(186)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	100	-	(100)	(231)	(331)
Other	860	865	5	2,866	2,006
Total operating expenses	36,872	13,131	(23,741)	(40,084)	(76,956)
Net program income	28,179	34,158	(5,979)	90,721	(62,542)
Other ongoing cash outflows:					
HAWC administration	2,861	1,645	(1,216)	1,558	(1,303)
Debt service	8,190	9,652	1,462	8,190	-
Total outflows	11,051	11,297	246	9,748	(1,303)
Cash flow from operations	17,128	22,861	(5,733)	80,973	(63,845)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	4,832	10,958	(6,126)	5,395	(563)
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	-	-
Transfers to (from) Local Fund	(4,936)	(101,787)	96,851	(18,141)	13,205
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Re	-	-	-	-	-
Section 18 transfers from Public Housing	6,972	4,754	2,218	5,678	1,294
Net unrestricted cash flows	23,996	(63,214)	87,210	73,905	(49,909)
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	23,996	(63,214)	87,210	73,905	(49,909)



V. STAFF REPORTS
A. Financial Statement
9. Year-To-Date Cash Flow – Expanded
Working Capital Basis
AFFORDABLE HOUSING – UNAUDITED
July 2012 – February 2013

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	5,941	9,664	(3,723)	9,259	(3,318)
Gross billable rent	2,905,541	2,903,311	2,230	2,844,931	60,610
Vacancy loss	(99,512)	(131,277)	31,765	(124,820)	25,308
Premiums (concessions)	(33,527)	(40,571)	7,044	(22,538)	(10,989)
Other tenant revenue	87,917	53,397	34,520	77,116	10,801
Tenant revenue	2,860,419	2,784,860	75,559	2,774,689	85,730
Other revenue (incl GF subsidy)	173,329	166,415	6,914	171,293	2,036
Total operating revenue	3,039,689	2,960,939	78,750	2,955,241	84,448
Operating expenses:					
Repair and maintenance	813,112	712,029	(101,083)	729,696	(83,416)
Operations	472,289	479,524	7,235	462,953	(9,336)
Utilities	274,765	279,564	4,799	274,337	(428)
Insurance	68,066	63,745	(4,321)	62,873	(5,193)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	41,987	39,728	(2,259)	37,173	(4,814)
Other	-	-	-	-	-
Total operating expenses	1,670,219	1,574,590	(95,629)	1,567,032	(103,187)
Net program income	1,369,470	1,386,349	(16,879)	1,388,209	(18,739)
Other ongoing cash outflows:					
HAWC administration	1,334	1,428	94	1,211	(123)
Debt service	1,150,153	1,150,153	-	1,152,407	2,254
Total outflows	1,151,487	1,151,581	94	1,153,618	2,131
Cash flow from operations	217,983	234,768	(16,785)	234,591	(16,608)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	(10,122)	(28,103)	17,981	(19,531)	9,409
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	(12,693)	12,693
Transfers to (from) Local Fund	-	-	-	-	-
Transfers to restricted cash - CAO	(190,888)	(190,892)	4	-	(190,888)
Transfers from (to) restricted cash - Repl Re	(92,560)	(91,120)	(1,440)	(56,120)	(36,440)
Section 18 transfers from Public Housing	658,120	628,091	30,029	610,744	47,376
Net unrestricted cash flows	582,533	552,744	29,789	756,991	(174,458)
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	4,769	(4,769)	-	-
Transfers from unrestricted - CAO	190,888	190,892	(4)	-	190,888
Transfers from (to)unrestricted - Repl Res	92,560	91,120	1,440	56,120	36,440
Purchased from replacement reserves	-	(42,613)	42,613	(41,445)	41,445
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	283,448	244,168	39,280	14,675	268,773
Net cash flows	865,981	796,912	69,069	771,666	94,315



V. STAFF REPORTS
A. Financial Statement
10. Statement of Net Assets
HOUSING AUTHORITY – UNAUDITED
February 28, 2013

Assets	Section 8	Public Housing	Kaybern (USDA)	Aloha Park	Local Fund	Affordable Housing	Total	
Assets								
Current assets:								
Unrestricted cash and cash equivalents	6,383	1,068,401	35,164	157,863	135,157	(2,555,238)	(1,152,270)	1
Restricted cash and cash equivalents	150,706	63,480	1,230	36,943	31,700	285,415	569,474	2
Accounts receivable, net	31,396	32,347	4,419	14,143	172	289,788	372,265	3
Current portion of contracts receivable	—	2,013	—	—	2,717	—	4,730	4
Other current assets	1,458	18,458	265	—	395	52,377	72,953	5
Total current assets	189,943	1,184,699	41,078	208,949	170,141	(1,927,658)	(132,848)	6
Non-current assets:								7
Restricted cash and cash equivalents	1,210,112	2,546,390	36,091	98,215	—	995,048	4,885,856	8
Contracts receivable	—	—	—	—	430,563	—	430,563	9
Capital assets, non-depreciable	—	3,892,344	50,000	41,617	201,838	4,095,129	8,280,928	11
Capital assets, depreciable, net	—	3,762,624	50,243	165,688	532,568	16,406,601	20,917,724	12
Total non-current assets	1,210,112	10,201,358	136,334	305,520	1,164,969	21,496,778	34,515,071	13
Total assets	1,400,055	11,386,057	177,412	514,469	1,335,110	19,569,120	34,382,223	14
Liabilities								15
Current liabilities:								16
Accounts payable	45,658	66,172	2,227	6,356	3,210	73,027	196,650	17
Deferred revenue	—	56,919	50	65	2	2,586	59,622	19
Accrued interest payable - bonds and notes	—	—	2,612	519	138	257,703	260,972	20
Current portion of notes and contracts payable	—	—	3,558	68,779	9,433	300,294	382,064	21
Current liabilities payable from restricted assets:								22
Tenant and other deposits	150,706	63,480	1,230	36,943	31,700	285,415	569,474	23
Total curr. liabilities payable from restr. assets	150,706	63,480	1,230	36,943	31,700	285,415	569,474	24
Total current liabilities	196,364	186,571	9,677	112,662	44,483	919,025	1,468,782	25
Non-current liabilities:								26
Contracts and notes payable	—	—	328,082	35,158	694,016	26,358,297	27,415,553	27
Total non-current liabilities	—	—	328,082	35,158	694,016	26,358,297	27,415,553	28
Total liabilities	196,364	186,571	337,759	147,820	738,499	27,277,322	28,884,335	29
Net Assets								30
Invested in capital assets, net of related debt	—	7,654,968	(231,398)	103,368	30,958	(6,156,860)	1,401,036	31
Restricted	1,203,691	2,546,390	36,092	98,215	—	995,048	4,879,436	32
Unrestricted	—	998,128	34,959	165,066	565,653	(2,546,390)	(782,584)	33
Total net assets	1,203,691	11,199,486	(160,347)	366,649	596,611	(7,708,202)	5,497,888	34
Total liabilities and net assets	1,400,055	11,386,057	177,412	514,469	1,335,110	19,569,120	34,382,223	35



V. STAFF REPORTS
B. Section 8 and Low Rent Public Housing
1. Section 8 Waiting List
March 2013

Wait List Time Based on # of HH Members											
# HH Members	1	2	3	4	5	6	7	8	9	10	Total
#Families	1,530	930	640	389	210	103	46	22	9	6	3,885
Average Days	1,152	1,100	1,129	1,181	1,079	1,103	1,222	1,120	1,389	1,029	1,134

Wait List Based on Gender			
Gender	Female	Male	Total
Total	2,674	1,211	3,885

Wait List Based on Race								
Race	Am. Indian	Asian	Black	Native Hawaiian	White	Multiple	Unk.	Total
	33	142	489	28	3,027	50	116	3,885

Wait List Based on Ethnicity				
HH Ethnicity	Hispanic	Not Hispanic	Unknown	Total
	758	3,092	35	3,885

Wait List Based on HH Type					
Type	Disabled	Elderly	Family	Other	Total
	1,043	278	1,881	683	3,885



WASHINGTON COUNTY

OREGON

V. STAFF REPORTS

B. Section 8 and Low Rent Public Housing

2. Public Housing Average Vacancy Days

*Fiscal Year-to-Date
March 2013*

Average Vacancy Days - Public Housing

FY2011-2012	Units Turned Over	Vacancy Days	Average Vacancy	Total Vacant Units	Total Vacancy Days	Total Average
	This Month	This Month	Days Per Unit This Month	(FY cumulative total)	(FY cumulative total)	Vacancy Days Per Unit (FY cumulative total)
July 2011	3	36	12.00	3	36	12.00
August 2011	4	64	16.00	7	100	14.29
September 2011	6	91	15.17	13	191	14.69
October 2011	2	34	17.00	15	225	15.00
November 2011	6	86	14.33	21	311	14.81
December 2011	6	74	12.33	27	383	14.19
January 2012	0	0	0.00	27	383	14.19
February 2012	1	14	14.00	28	397	14.18
March 2012	3	29	9.67	31	426	13.74
April 2012	4	32	8.00	35	458	13.09
May 2012	3	52	17.33	38	510	13.42
June 2012	4	56	14.00	42	566	13.48
FY 2012-13						
July 2012	4	105	26.25	4	105	26.25
August 2012	6	101	16.83	10	206	20.60
September 2012	2	43	21.50	12	249	20.75
October 2012	2	30	15.00	14	279	19.93
November 2012	4	90	22.50	18	369	20.50
December 2012	0	0	0	18	369	20.50
January 2013	0	0	0.00	18	369	20.50
February 2013	1	15	15.00	19	384	20.21
March 2013	2	11	5.50	21	406	19.33



V. STAFF REPORTS
C. Affordable Housing

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

- a) Section 8 Waiting List: March: 3,885 last month 3,897. 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.
- b) Public Housing Average Vacancy Days: Vacancy days for the month of March 2013 were at 19.33 (last month – 20.21). FY2012 reporting began July 1. Vacancy days are measured on a fiscal year basis. Our goal is 18 days and HUD rates 20 days or below as an “A”. This measurement reflects the time period between the existing tenant turning in the keys to the unit, the maintenance staff readying the unit for occupancy and the new tenant taking possession of the keys/unit.
- c) Occupancy Rates:
*Public Housing: 99.59% (last month – 99.59%).

We had 2,618 vouchers leased up in March (last month – 2,629). Ten (10) new vouchers were issued, and 28 applicants with vouchers are searching for housing (last month 18 new, 49 looking). Our monthly allocation of Section 8 HAP funds is 100%. 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 reflected increased unit move outs and is as follows:

	<u>Avg. Response</u>	<u>Our Goal</u>	<u>HUD Standard</u>
Emergency WO's	2.06 hrs	5.0 hrs	24 hrs
Routine WO's	8.94 days	7 days	25 days

- f) FSS Participation
Total FSS participants: 70 (59 from Section 8 and 11 from Public Housing)
Total FSS participants w/escrow balance: 41
Total Escrow Balance: \$149,080
Average Escrow Balance: \$ 3,636
Highest Escrow Accounts: \$12,202 (Section 8) and \$21,974 (Public Housing)
IDA Accounts: 0

• **AFFORDABLE HOUSING**

The 613 affordable housing units solely owned by HAWC are consolidated for reporting purposes under our private property management group, Infinity Property Management, to provide consistent reporting. Kaybern Terrace is now managed by Infinity and included in the affordable unit count. (The 711 units at Quantama Crossing co-owned in a partnership and managed by Simpson Property Management are not included.)

- a) Infinity-Managed Properties: 97.55% Occupancy (15 vacancies / 613 units), compared to 98.37% (10 vacancies / 613 units), last month. NTR – 97%.



- **MAINTENANCE ACTIVITIES**

Special Projects:

- Preventative maintenance was performed on 23 inspected pre-REAC units.
- Spot repair services performed on one (1) Specialty Housing unit.
- Siding repairs performed on one (1) Public Housing unit.
- Arborist services have been performed at one (1) Public Housing unit.
- Reported 73 non-emergency work orders have been completed this month.
- Reported 8 emergency work orders have been completed this month.
- Replaced vinyl flooring underlayment in one (1) Public Housing bathroom.
- Pest control service was performed on one (1) Public Housing unit.
- Gutters replaced on one (1) Transitional Housing unit.
- Roofing replaced on one (1) Specialty Housing unit duplex.
- Replaced exterior doors and vinyl flooring on one (1) Specialty Housing unit duplex.
- Landscaping season is getting into high gear.

Turnovers:

- There were two (2) Public Housing turnovers this month.
- Cleaning was completed on two (2) turnovers by a contracted vendor.
- Carpet replaced on one (1) turnover by contracted vendor (CAP fund).

Staff Training:

- Administrative staff and senior technicians are continuing purchasing training.
- Staff attended Maintenance Fair and received training on new Energy Star appliances.



V. STAFF REPORTS
D. Programs and Special Projects

• **PROJECT-BASED VOUCHERS**

	Total Allocated	Total Awarded	Remaining Available
Category I (chronic homeless)	102	102	0
Category II (30% MFI or less)	98	46	52
Special Needs	25	25	0
Total PBVs	225	173	52

There are 225 project-based vouchers (PBV) allocated as follows: 102 PBVs in Category I (chronically homeless), 25 “special needs” category vouchers, and 98 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—the Housing Authority does not hold voucher slots vacant prior to project-basing. Vouchers are project-based as units become available and residents leave the Section 8 tenant-based voucher program.

	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	12
CPAH (The Knoll)	12	12	12						
Enterprise Community Partners (Fircrest Manor Apartments)				15	15	6			
REACH CDC (The Orchard, new development)				8					
Northwest Housing Alternatives (new development)				8					
Bridges To Housing (Bonita and The Colonies)				7	7	5			
CPAH (The Barcelona, new development)				8					
Luke-Dorf (Housing TEAM- SAHMSA)	90	5	5						
Total PBVS	102	17	17	46	22	11	25	25	21



V. STAFF REPORTS
E. Report on Homelessness

• **FY2012 FEDERAL MCKINNEY-VENTO HOMELESS PROGRAMS**

On March 13, 2013, the U.S. Department of Housing and Urban Development (HUD) awarded \$1.5 billion nationally to renew CoC Program funding for more than 7,000 homeless programs. Washington County Department of Housing Services will receive \$2,234,798 in Tier 1 competitive project funding awards, with \$231,766 in Tier 2 pending award under additional consideration by HUD based on remaining FY2012 Federal funds and scoring of the Washington County grant application

The fiscal impacts of the Sequestration will begin rolling out. Due to the anticipated cuts in FY2013 McKinney-Vento Homeless Assistance funding, Continuums of Care (CoC) and CoC Program recipients will be impacted via the FY2013 CoC Program Competition that will begin later this year. Washington County's HSSN has begun discussions on potential impacts to existing programs that may be impacted by the Federal funding cuts in the FY2013 CoC Program Competition.

The following is an historical overview of local HUD McKinney-Vento Homeless Assistance funding under the new HEARTH Act.

Federal Homeless Program Funds	FY 2010 \$1,846 billion	FY 2011 \$1,901 billion	FY 2012 \$1,901 billion	FY 2013 [proposed] \$2,231 billion
CoC Program Competitive Grant Funding	\$1.686 billion	\$1.676 billion	\$1.651 billion	\$1.643 billion ¹
Award – CoC Program	\$2.1 million	\$2.1 million	\$2.2 million ²	*NOFA not yet released ³
Emergency Shelter & Solutions Grant (ESG) Formula Funding	\$160 million	\$225 million	\$250 million	\$286 million
ESG Entitlement Formula Funds	\$88,350	\$137,797	\$157,499	Est. \$157,499 ⁴
OHCS allocation of State ESG to Community Action in Washington County	\$0	\$22,645	\$80,144	Est. \$80,144
<i>NOTE: Net funds diverted (loss of funding) from Washington County to the State (OHCS) for City's with >50,000 people</i>	<i>n/a⁵</i>	<i>\$63,110</i>	<i>\$100,182</i>	<i>Est. \$100,182</i>

¹ H.R. 933 will fund \$1.929 billion in CoC Program and Emergency Solutions Grant at most of FY2012 levels through 9/30/2013.

² FY2012 CoC Program award for renewal projects in Tier 1 ranking, with \$231,766 in Tier 2 ranking awaiting HUD award pending Federal funds available and the scoring level of the application. Total grant request was \$2,466,564.

³ FY2013 CoC Program Notice Of Funding Available (NOFA) has not been released.

⁴ FY2013 Emergency Solutions Grant does not reflect potential changes as a result of Sequestration.

⁵ Beaverton and Hillsboro diverted funds under Emergency Shelter Grant Program unknown.



- **2013 POINT IN TIME (PIT) HOMELESS COUNT**

Washington County continues to see a trend in the decline of people doubled-up and literally homeless, as reported by the 1,147 people counted during the last 10 days of January 2013 [Note: PIT data not final at time of preparing this report]. The data collected from interviews with homeless persons was entered into the Homeless Management Information System (HMIS) for de-duplication, with a noted reduction in homelessness reported.

Nationally, the PIT count process is used as a primary data source to understand national homelessness trends and track progress against the goals and objectives contained in Opening Doors, the Federal Strategic Plan to End Homelessness. Locally, the PIT count data informs local housing and service provider agency's on the need and gaps within the Washington County homeless response system.

Washington County historical homeless count data:

	Federal Homeless Definition ⁶	State Homeless Definition ⁷	% Literally Homeless
2013	432	1,147	38%
2012	751	1,331	56%
2011	752	1,356	55%
2010	950	1,383	69%
2009	748	1,243	60%
2008	772	1,145	67%
2007	680	1,241	55%
2006	661	1,162	57%
2005	*	787	n/a

- **HOMELESS COST STUDY**

Vision Action Network (VAN) and the Department of Housing Services convened a Homeless Cost Study Advisory Committee to provide oversight to the cost study development that will target research on the high cost of providing services to chronic homeless individuals and families without a housing plan in-place.

Northwest Economic Research Center (NERC) is working with cost providers to gather cost data on 20 individuals and 22 family households, with anticipated research results targeted to be available in June 2013. At the May 30 meeting, the Committee will continue work on developing messaging around the study results,

⁶ Federal homeless definition includes people living in shelter and housing designated to provide temporary living arrangement, and people with a primary nighttime residence that is a place not designed for or ordinarily used as a regular sleeping accommodation (place not meant for human habitation).

⁷ State homeless definition expands the Federal definition to include people sharing the housing of other person due to loss of housing, economic hardship, personal safety, or facing impending eviction from a private dwelling unit and have not found a subsequent residence and resources needed to obtain housing.



build interest in funding a longitudinal cost-benefit study, and develop data-driven talking points. The messaging will look at the target audiences to receive the study results and will propose action step that may redirect current funds and/or provide new funding to end homelessness. A September roll-out of the study is being planned.

VI. OLD BUSINESS

- **TAX EXEMPTIONS FOR AFFORDABLE HOUSING**

The goal of this effort is to create a streamlined, consistent process for applying for and receiving a property tax exemption across Washington County. This initiative supports the Consolidated Plan recommendation for intergovernmental cooperation and consistency, and is one of the key strategies of the County's 10-Year Plan to End Homelessness.

The Washington County Board of Commissioners approved Ordinance 761 enabling the nonprofit low-income property tax exemption program on March 26, 2013. Applications were submitted by Innovative Housing and Community Partners for Affordable Housing (CPHA) for three properties (40 units in Aloha, 32 units in Oleson Woods apartments and 32 units in Metzger Park apartments). Applications are being reviewed by Housing and Assessment and Taxation staff.

The City of Beaverton has expressed general support for this program, and Housing staff will discuss next steps with City of Beaverton staff. Washington County's support is likely to encourage Beaverton leadership to move forward.

- **ALOHA-REEDVILLE STUDY AND LIVABLE COMMUNITY PLAN**
Sustainable Housing and Communities

The project team presented the Aloha-Reedville community with a series of questions about key strategies at a number of events during the month of March. These questions ask community members to express support for a variety of strategies and possible implementation actions.

The Citizen's Advisory Committee (CAC) will meet on Wednesday, April 10 from 6-8pm to review a summary of the approximately 260 responses received. Overall, the community appears to support further exploration of community-funded approaches to support improvements such as sidewalks and street lighting. Survey responses also favored exploring a housing maintenance code and developing a process to permit some small-scale neighborhood commercial development. Other options, such as street build-outs and bikeways, did not show a very clear preference, suggesting that those decisions should be made on a project-by-project basis.

The project team is developing workplans for the coming year, including potential changes to County policy, ordinances, and revisions to the Community Development Code.



The Center for Intercultural Organizing and Centro Cultural continues to assist with additional outreach, engagement, and capacity-building activity, including workshops and special events during Phase 2. Washington County has contracted with Community Alliance of Tenants (CAT) OPAL (<http://www.opalpdx.org>), the Asian-Pacific American Network of Oregon, Adelante Mujeres (www.adelantemujeres.org), Centro Cultural, and the Oregon Somali Family Education Center (OSFEC) to do targeted stakeholder outreach and leadership training for their constituents, to enable them to participate more effectively in this project and future planning efforts. The community groups hosted a public event called *Aloha Unite!* bringing together all the CBOs and their constituents from 6-8pm Wednesday, March 20 at the PCC Willow Creek Campus.

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

The *Housing Works* project will help Section 8 and/or public housing residents build the life and employment skills necessary to attain self-sufficiency. Grant partners will work together to invest resources to train and support residents with the shared goal of increasing employment and earning potential. Participants will receive occupational skills training in one of three growing employment sectors—healthcare, office/clerical, or manufacturing. Participants will also receive job attachment support that will include internships, On-The-Job training, and job placement assistance.

HAWC's goal is to serve 50 clients over the 18 months of the grant program, doubling the number of jobseekers that may be served (25 client 'slots' are already available through our current partnership with WorkSystems). Grant funds will support a dedicated case manager for program participants, and provide resources for education, classes, on-the-job training, and internships.

Seventeen clients are currently enrolled in the program and have completed Career Link.

- **MIXED-INCOME HOUSING WORK GROUP**

This work group will explore the general concept of mixed-income housing and its feasibility in Washington County, and was an action identified in the 2010-2015 Consolidated Plan Action Plan. The work group is not constrained, and may consider any number of configurations of mixed-income housing at a variety of income levels, and may consider its feasibility in the County overall and/or in specific locations. The work group may explore any number of options and recommend configurations and strategies that appear to be most useful for Washington County.

The next group meeting will be scheduled shortly.



- **CITY OF TIGARD GOAL 10 REVIEW**

Washington County Housing Services Department is part of the Technical Advisory Committee for the City of Tigard's Goal 10 Population and Housing Review. Kim Armstrong will represent the Housing Department. Steve Kelley from Washington County Department of Land Use and Transportation (LUT) Planning will also work on this project.

VII. NEW BUSINESS

- **ALOHA PARK APARTMENTS REFINANCING**

After a review with County staff, we will be submitting an application to request refinancing of the Aloha Park Apartments. This 80-unit property has a positive cash flow, but revenue from the property is restricted. HAWC will refinance the property in order to gain access to the equity to support capital improvements to the entire affordable housing portfolio. This process will include a capital needs assessment, an environmental review, appraisal, etc. Once negotiations with HUD are complete, loan documents will go to the Housing Authority Board of Directors for review and approval.

VIII. RESOLUTIONS/ACTION ITEMS

- **HAWC FY2014 BUDGET**

ACTION REQUIRED: Approve 2014 HAWC budget for submission to the Housing Authority Board of Directors.

IX. ADJOURNMENT