



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



**Thursday, August 28, 2014
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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Next Meeting:

Thursday, September 25, 2014

2014 HAC Meeting Schedule
Thursday, September 25
Friday, October 17 – Retreat
Thursday, November 20
Friday, December 12 – Luncheon (Tentative)



HOUSING ADVISORY COMMITTEE
Department of Housing Services
August 28, 2014 at 9:00 A.M.

AGENDA

- I. ROLL CALL and INTRODUCTION OF NEW MEMBERS**
- II. ACTION – APPROVAL OF MINUTES**
July 24, 2014 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**
 - A. Elect HAC Chair and Vice-Chair
- IX. ADJOURNMENT**



MINUTES
HOUSING ADVISORY COMMITTEE OF WASHINGTON COUNTY
July 24, 2014, 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

Gary Whiting Sid Scott
David Nase Karen Shawcross
Anapreet Kaur-Gill Carina Delgado
Barbara Smith
Jack Schwab

STAFF PRESENT

Val Valfre, Executive Director
Michael O' Neill, Finance Manager
Gary Calvert, Asset Manager
Annette Evans, Homeless Program Coordinator
Melanie Fletcher, Rental Assistance Manager
Kim Armstrong, Program Coordinator

COMMITTEE MEMBERS ABSENT

LaShanda Williams

GUESTS PRESENT

Val Valfre 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 June 26, 2014—Gary Whiting

Second: Barbara Smith

Vote: All approve

III. DISCUSSION - ORAL COMMUNICATIONS

- Gary Whiting reported that interest rates are low and expected to remain low for the rest of the year. Real estate is doing well and loans are available.
- Karen Shawcross stated that Bienestar has 4 homes purchased with Neighborhood Stabilization Funds. These 4 households are using Individual Development Account (IDA) programs to save money towards homeownership. One of these farmworker families will move to their new home in two weeks!
- Juniper Gardens Phase 2 will hold its opening in early November in Forest Grove.
- David Nase noted that rents continue to rise. Wages are not rising to keep pace with rents, and as a result some property managers have changed income criteria to require 2x rent in income (rather than 3x) to accommodate rising rental rates.
- Sid Scott reported that the construction/contracting industry is improving. There is a lot of local interest in apartment/multifamily construction. The private market is



recovering and catching up from a lack of activity during the recession. Construction costs are escalating very fast. Historically construction costs escalate 3% per year, but current escalations are 8-20% per year.

- Karen Shawcross noted that potential OHCS cost containment restrictions are not taking major construction cost escalation into consideration. Val Valfre commented that OHCS is not currently using this as part of its scoring criteria.
- Anapreet Kaur-Gill stated that her property has not increased rent in 3 years. The property is at 100% occupancy.
- There are new single-family developments underway in North Plains, but there are currently no apartment complexes in North Plains.
- Barbara Smith reported that state funding applications are due shortly. Bank letters of interest are being written for the August 15 application deadline. There is some internal pressure in the banking industry for affordable projects to conform to the standards of conventional market-rate projects. Affordable lenders are being asked to explain why these projects are different.
- Jack Schwab commented that the tight market makes it very difficult to place households transitioning out of homelessness and Shelter Plus Care clients. There is a HUD audit of the Good Neighbor Center's homeless stabilization program coming up. The program has renewed its contract for Continuum of Care funding, and has been reclassified as a rapid rehousing program

IV. EXECUTIVE DIRECTOR'S REPORT

Val Valfre shared the letter from the HUD office regarding the Section 8 shortfall. HAWC is recalling recently-issued vouchers for new clients who have not entered into an agreement with a landlord, and will not grant extensions on outstanding vouchers. HAWC has asked HUD to confirm funding on a monthly basis going forward.

Other housing authorities were impacted by similar errors regarding funding calculations.

Carina Delgado clarified that the households impacted by the voucher recall were all applicants pulled from the waitlist rather than households with current Section 8 vouchers. Val Valfre noted that the recall was undertaken in an effort to insure that HAWC has sufficient funding available for households with current Section 8 assistance. Melanie Fletcher noted that clients with secured units and agreements with landlords were not impacted by the recall. Clients whose vouchers were recalled will be placed back on the waitlist, and will be at the top of the list when HAWC has sufficient funding to issue new vouchers.

Michael O' Neill noted that HAWC expects to be able to lease up these clients in 2015.



Housing Authority Operations

Capacity-Building Grants: The existing grants have been closed out, and an application has been submitted to OHCS for a new grant. If funded, the new grant will provide desktop scanners for all Occupancy Specialists.

Oregon Housing Choice Voucher Bill: This bill went into effect July 1, 2014.

Housing Authority Financing

Aloha Park Refinancing: HAWC had a pre-closing conference call on 7/23, and has commitments from HUD and the lender. The 35-year loan has a 4.18% interest rate, and the closing is scheduled for August 27. The refinance will provide about \$1.2 million in equity, and funds will be released when the required repairs to Aloha Park have been completed and verified.

No residents will be displaced as a result of this refinance, and rent for existing tenants will not increase. Existing income-qualified residents will receive enhanced vouchers that function similarly to Section 8 vouchers to keep their rents low. The property will otherwise remain very affordable for low-income households with its under-market rents.

Val Valfre provided some PHADA information on the Section 8 Administrative fee allocation.

Housing Authority Affordable Housing & Services Initiatives

HUD VASH Voucher Conversion to Project-Based: The letter of support has been submitted to HUD.

New HUD-VASH Allocation: No additional updates were provided.

Housing Affordability, Balance and Choice: This workgroup has been tasked with identifying State-level strategies to increase housing affordability. Smaller work groups have focused on possible land use strategies, funding strategies, and strategies to make housing development cheaper, easier or faster. These small groups will reconvene in September to discuss potential Legislative actions for the next session.

Orchards at Orenco (Phase II): The groundbreaking event took place Jun 17, 2014. The project will use passive building techniques to maximize energy efficiency.

CABHI Grant: No additional updates were provided.



Personnel

Assistant Director: No additional updates were provided.

Administrative Assistant: This position has been filled, and the new staff member will start August 4.

Administrative Specialist II: No additional updates were provided.

Karen Shawcross asked for an update on the Sunset View development in Beaverton. This project is being developed by Pedcor, a private for-profit developer based in Indiana. Although a relatively large developer with affordable housing projects in several states, this is their first West Coast development. This project would provide over 200 new units of affordable housing.

Pedcor has experienced some challenges with getting HUD approval and city permitting issues, and some NIMBY pushback. However, these are being resolved.

There have been some discussions of a partnership with HAWC, wherein HAWC would issue 4% private activity bonds. Whether this moves forward or not will depend on the outcome of Pedcor's efforts to finalize agreements with HUD and receive permit approval from the City of Beaverton.

Val Valfre noted that the first phase of the County audit was completed. As the largest federal program in the County, the Section 8 program is audited every year. The second phase of the audit will be completed in September.

V. STAFF REPORTS

A. Financial Statement

HUD announced that the Section 8 Administrative fee will be prorated at 79% funding (rather than 75%) for the year. This allows HAWC to recover a portion of the Local Fund that has been used to fund Section 8 Administration for this year. HAWC will also be able to budget at 79% for Section 8 Administration until December 2014. The proration for 2015 will depend on upcoming Federal budget allocations.

The Local Fund is HAWC's only source of unrestricted funds. This fund is largely comprised of management fees and cash flow from the affordable housing portfolio. Funds from the Aloha Park refinance will also go into the Local Fund.

HAWC's programs are generally performing as expected, and the May budgets reflect FY2013-14 year-end in general.

HAWC financial reports are completed by August 31. The audit is completed as part of the County audit, which is published in December or January.



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.
- Occupancy rates remain high in public housing and for Section 8 vouchers.
- Turnaround days are low and far exceed HUD standards.
- Work order effectiveness is high.
- FSS participation continues to benefit enrolled residents.

C. Affordable Housing

- Occupancy rates remain high in affordable housing.

D. Special Projects

- Project-Based Vouchers

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

F. Report on Homelessness

Annette Evans provided updates on homeless programs.

- “Community Connect”—Washington County’s New Coordinated and Centralized Assessment System (CCAS)

The Community Connect system went live on June 4, and all HUD (and many non-HUD) programs have aligned with the system as of June 16. There has been some concern about the wait time between contact and screening was up to 5 weeks. The July assessment blitz reduced wait times to 23 days, and the goal is to have a 5-day wait time by mid-August.

Shelters typically see a spike in calls during the summer. Currently, Community Connect is receiving ~15 calls a day (vs. 4-5 per day normally). Most (61%) of the households calling Community Connect are at risk of homelessness rather than actually homeless, and are not eligible for most of the resources available.

- FY2013 Federal McKinney-Vento Homeless Programs

Contracts are underway for new programs and renewals. HUD will audit homeless programs and environmental reviews in August.

Funding has been allocated for the next round, but available funds will not be sufficient to cover all existing project renewals. The Washington County CoC has registered as an eligible Continuum of Care, and a NOFA is expected by August.



Some Washington County programs will be shifted to adjust to new HUD regulations and priorities.

- HUD to Perform On-Site Monitoring of CoC Program

HUD will audit the Washington County Continuum of Care programs starting August 4. The audit will include The Good Neighbor Center and the Boys and Girls Aid program.

- Cooperative Agreements to Benefit Homeless Individuals

This program was awarded funding for its third year in July. Annette Evans relayed some personal stories from participants, many of whom have been homeless for many years. Many of these clients have stabilized after years of struggle, and being housed has significantly reduced their use of emergency services.

- Year 7 – A Road Home: 10-Year Plan To End Homelessness

Unfunded strategies in Year 7 include shortfalls in short-term rental assistance. Higher rent costs mean that fewer households can be served with short-term assistance dollars.

- Project Homeless Connect – July 11, 2014

Washington County Occupancy Specialists were present at this event to accept applications for project-based assistance.

- Homeless Costs Study

No additional updates were provided at the meeting.

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

Overall numbers of homeless households have gone down over the last few years. Family homelessness has increased in recent years because funding has been focused on assisting chronically homeless households. As a result of this increase, some funding was shifted to programs that serve family households.

- Homeless Assessment Report – Year 6 Outcomes

No additional updates were provided at the meeting.

VI. OLD BUSINESS

- Aloha-Reedville Study and Livable Community Plan

This was a three-year project focused on the unincorporated Aloha-Reedville area, located between Beaverton and Hillsboro. The project was funded with a Metro CET grant, a HUD Community Challenge Grant, a DOT TIGER 2 grant, and Washington County matching funds. The performance period for the HUD grant funding this project ended on May 21, 2014. The DOT grant performance period ended May 28, 2014. Final reports for funders will be completed in the next 30-90 days.



Harriet Tregoning, the new Director for the Office of Economic Resilience (formerly known as the Office of Sustainable Housing and Communities) will visit Washington County on Friday June 27 to discuss the project and tour the study area.

The Aloha-Reedville project was recently honored with the International Association for Public Participation (IAP2) Cascade Chapter award for Public Participation Project of the Year.

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

No additional updates were provided at the meeting.

- Consolidated Plan Work Group

Information about participating in this process is available here:

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

- HAC Annual Retreat

Val Valfre noted that speakers should be approached for the HAC retreat, scheduled for Friday October 17 at Jenkins Estate. HAC members are encouraged to provide suggestions for speakers or topics.

VII. NEW BUSINESS

- Center for Disease Control (CDC) Partnerships to Improve Community Health (PICH) Grant Proposal

Several Washington County departments, including Housing, Land Use and Transportation, and Health and Human Services, are working to develop a grant proposal for this CDC funding opportunity. If the grant is awarded, it will support activity to increase access to health food and access to opportunities for physical activity for Washington County residents. This will likely include expanding programs that provide vouchers for farmer's market produce and THPRD activities, and may also assist in expanding farmer's markets and community garden access near low-income housing properties.

VIII. RESOLUTIONS/ACTION ITEMS

- Housing Authority Board of Directors Agenda—August 5, 2014

The HABOD is scheduled for approve several HAWC items at its August meeting.

- 2013-14 SEMAP (Section 8 Management Assessment Program)

HAWC expects to be recognized as a high performing housing authority based on the current SEMAP scores.



- 2013-14 Written-off Accounts
This is an annual process to write-off tenant debts for overdue rent or property damages that are not collectable.
- Executive Director Authorizations
This item will allow the Executive Director to take authorized actions and approve expenses under \$100,000, conforming to ORS: 456.
- HUD Mandated Flat Rent Rate Revision
This change will adjust HAWC's flat rents to conform to HUD Fair Market Rent standards. Tenants may choose to pay either 30% of their gross income towards their housing costs, or pay the flat rent rates.
- Elect HAC Chair and Vice-Chair
The HAC Chair and Vice-Chair positions are vacant as a result of HAC term expirations.
The elections of a Chair and Vice-Chair for the HAC were deferred.

IX. ADJOURNMENT

Meeting adjourned at 10:58 a.m.

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



IV. EXECUTIVE DIRECTOR'S REPORT

The Housing Authority has pursued several projects in the last month and continues to make measurable progress toward achieving its key initiatives related to operations, finances, affordable housing and services initiatives, and staffing.

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

- **Capacity-Building Grants:** HAWC has submitted a new application to OHCS for a follow-up capacity grant for funds to purchase 12 small desktop scanners. This will allow Occupancy Specialists to scan tenant paperwork as part of their routine workload. The intent is to measurably reduce voluminous paper files, increase efficiencies through digital imaging and filing, and improve customer service.
- **Oregon Housing Choice Voucher Bill:** As of July 1st, refusing a tenant's application based solely on Section 8 assistance constitutes a possible Fair Housing violation. Currently, Oregon Law Center is preparing litigation related to a violation of the Law for consideration by BOLI (Bureau of Labor and Industries), which has State enforcement authority for Fair Housing issues.

Housing Authority Finances: HUD financing for FY2015 remains an ongoing concern.

- **Aloha Park Refinancing:** The refinance has been approved and is scheduled to close August 27. This has been an arduous project, with voluminous legal documents needing to be recorded. Special thanks to Gary Calvert for being our lead for this important task. Half of the equity will be available immediately, and the second half of the equity funds will be released after the required improvements (including conversion of four units to ADA accessible) are completed.
- **HUD Section 8 Program Shortfall Funds:** HAWC has had conversations with HUD about strategies to compensate for the shortfall resulting from a HUD error. HAWC has taken steps to reduce expenses, preserve housing for existing participants and ensure an end-of-year positive balance. HAWC was awarded \$116,226 in HUD set-aside for "portability" expenses, and anticipates additional Section 8 dollars when our recently-awarded VASH vouchers and the enhanced preservation vouchers resulting from the Aloha Park refinance are funded.

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

- **HUD VASH Voucher Conversion to Project-Based:** HUD has approved the conversion of three (3) VASH vouchers to project-based at Alma Gardens in Orenco.



HAWC will amend the project-based voucher contract with Northwest Housing Alternatives (NHA), and project-base these vouchers as units turn over.

- Housing Affordability, Balance and Choice: HAWC is working with the Housing Alliance, Oregon ON and the Oregon Housing Authorities to determine possible state-level actions to increase housing options in the 2015 legislative session. Currently, subcommittees are discussing specific strategies to be presented to at the next full workgroup meeting, scheduled for Thursday, August 28 from 1-4pm in Salem. Work group materials are available online at <http://affordabilitybalancechoice.org>.
- Orchards at Orenco: HAWC is a limited partner to this project and has awarded eight Project-Based Vouchers for the site to serve families making 30% or less AMI. HAWC will also be a limited partner for Phase II of this project.
- Bridge Meadows in Beaverton: This is a proposed Intergenerational project to be built in Beaverton. The Beaverton project will incorporate the same housing model as the Portland Bridge Meadows development – families with foster children interacting with seniors who volunteer their time to assist these children. We have accepted an invitation to visit the Portland site and explore possible future collaboration.

Personnel: The Housing Authority is working to fill staff vacancies.

- Assistant Director: This position has been vacant since mid-2008. The Assistant Director's role is to provide leadership and management staff backup, and is responsible for day-to-day operations. Recruitment opened for this position on August 16 and will close September 12, 2014.
- Administrative Specialist II: This position has been filled, and the new staff member will start September 2, 2014.

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



V. STAFF REPORTS
A. Financial Statement
1. Financial Report to the Housing Advisory Committee
June 2014

Cash Flow:

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

For FY2013-14, cash flow from operations of \$334,471 is favorable to the budgeted gain of \$217,614 by \$116,857 and favorable to the prior year by \$392,159.

Section 8 had negative cash flow of \$145,208, which was \$16,094 unfavorable to budget. So while the program lost \$188,852 from July – December, it actually regained \$43,644 from January – June due to increased funding from HUD from a 75% proration to 79%. If the proration stays at 79%, no further transfers of local funds will be needed for the rest of the calendar year.

Public Housing had negative cash flow FYTD of \$52,026, which is \$111,620 favorable to budget. The Public Housing program has ample unrestricted cash to absorb any losses.

Kaybern Terrace cash flow of \$1,746 was \$13,069 unfavorable to budget due to turnover expenses and bad debt in excess of budget.

Aloha Park had FYTD positive cash flow from operations of \$50,983, unfavorable to budget by \$29,889. Other unrestricted cash flows included \$102,534 of spending for rehab associated with the upcoming refinance, partially offset by \$61,342 transferred from residual receipt reserves.

The local fund ended up with positive cash flow of \$24,319, made up of a loss in the DOL Workforce project of \$55,978 offset by operating revenue and management fees and the cleanup of an old payable account determined to be invalid.

Affordable Housing cash flow from operations of \$454,657, favorable to budget by \$43,972. Affordable Housing cash flow exceeds, by \$141,509 FYTD, the amount required to fund the bond reserve, as required by the bond agreement with the County.

Statement of Net Position (Balance Sheet):

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

The Local Fund is now overdrawn, and will need a funding source to return to a positive balance. However, further transfers from the Local Fund to Section 8 may be unnecessary, due to increased proration from HUD for Section 8 Administration.

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



V. STAFF REPORTS
A. Financial Statement
2. Year-To-Date Cash Flow - Expanded
Working Capital Basis
HOUSING AUTHORITY – UNAUDITED
July 2013 – June 2014

	Section 8	Public Housing	Kaybern (USDA)	Aloha Park	Local Fund	Affordable Housing	Total
Operating revenue							
Federal/State operating subsidies	1,639,603	1,155,938	23,101	43,293	56,384	13,806	2,932,125
Gross billable rent	-	621,110	63,787	532,128	87,032	4,409,148	5,713,205
Vacancy loss	-	(3,443)	(1,932)	(12,651)	-	(109,701)	(127,727)
Premiums (concessions/loss-to-lease)	-	(853)	(542)	(19,321)	-	(29,423)	(50,139)
Other tenant revenue	-	28,889	1,828	6,790	364	109,795	147,666
Tenant revenue	-	645,703	63,141	506,946	87,396	4,379,819	5,683,005
Other revenue (incl GF subsidy)	59,383	7,349	1,040	9,783	118,896	268,656	465,107
Total operating revenue	1,698,986	1,808,990	87,282	560,022	262,676	4,662,281	9,080,237
Operating expenses:							
Repair and maintenance	-	1,045,411	28,697	231,809	19,175	1,193,031	2,518,123
Operations	1,440,433	350,092	8,597	131,159	159,884	702,117	2,792,282
Utilities	-	67,819	10,005	59,094	7,705	435,255	579,878
Insurance	5,806	43,721	842	11,248	1,564	101,905	165,086
PILOT	-	53,619	-	-	-	-	53,619
Bad debt, net of recoveries	-	19,092	2,593	2,548	-	46,525	70,758
Other	42,521	-	-	-	3,294	-	45,815
Total operating expenses	1,488,760	1,579,754	50,734	435,858	191,622	2,478,833	6,225,561
Net program income	210,226	229,236	36,548	124,164	71,054	2,183,448	2,854,676
Other ongoing cash outflows:							
HAWC administration	355,434	281,262	52	347	34,450	2,112	673,657
Debt service	-	-	34,750	72,834	12,285	1,726,679	1,846,548
Total outflows	355,434	281,262	34,802	73,181	46,735	1,728,791	2,520,205
Cash flow from operations	(145,208)	(52,026)	1,746	50,983	24,319	454,657	334,471
Other unrestricted cash inflows (outflows):							
Investment income - unrestricted	698	5,256	249	(69)	6,118	(8,183)	4,069
Capital fund receipts	-	110,917	-	-	-	-	110,917
Capitalized modernization	-	(161,911)	-	(102,534)	(8,855)	(13,372)	(286,672)
Gain on sale of assets	-	-	-	-	-	-	-
Transfers to (from) Local Fund	188,000	-	-	-	(211,412)	-	(23,412)
Transfers to restricted cash - CAO	-	-	-	-	-	(370,531)	(370,531)
Transfers from (to) restricted cash - Repl Res	-	-	-	31,102	-	(136,680)	(105,578)
Section 18 transfers from Public Housing	-	-	-	-	16,009	1,017,889	1,033,898
Net unrestricted cash flows	43,490	(97,764)	1,995	(20,518)	(173,821)	943,780	697,162
Restricted cash flows:							
Housing Assistance Payments earned	18,161,860	-	-	-	-	-	18,161,860
Housing Assistance Payments	(19,133,991)	-	-	-	-	-	(19,133,991)
Investment income - restricted	-	10,427	-	-	-	-	10,427
Transfers from unrestricted - CAO	-	-	-	-	-	370,531	370,531
Transfers from (to) unrestricted - Repl Res	-	-	-	(31,102)	-	136,680	105,578
Purchased from replacement reserves	-	-	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	(1,033,898)	-	-	-	-	(1,033,898)
Total restricted cash flows	(972,131)	(1,023,471)	-	(31,102)	-	507,211	(1,519,493)
Net cash flows	(928,641)	(1,121,235)	1,995	(51,620)	(173,821)	1,450,991	(822,331)



V. STAFF REPORTS
A. Financial Statement
3. Year-To-Date Cash Flow – Expanded
Working Capital Basis
HOUSING AUTHORITY – UNAUDITED
July 2013 – June 2014

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	2,932,125	2,989,110	(56,985)	2,606,241	325,884
Gross billable rent	5,713,205	5,640,573	72,632	5,532,537	180,668
Vacancy loss	(127,727)	(197,299)	69,572	(160,436)	32,709
Premiums (concessions/loss-to-lease)	(50,139)	(70,017)	19,878	(54,672)	4,533
Other tenant revenue	147,666	183,425	(35,759)	185,025	(37,359)
Tenant revenue	5,683,005	5,556,682	126,323	5,502,454	180,551
Other revenue (incl GF subsidy)	465,107	428,840	36,267	332,943	132,164
Total operating revenue	9,080,237	8,974,632	105,605	8,441,638	638,599
Operating expenses:					
Repair and maintenance	2,518,123	2,540,110	21,987	2,472,083	(46,040)
Operations	2,792,282	2,748,304	(43,978)	2,589,304	(202,978)
Utilities	579,878	573,305	(6,573)	558,084	(21,794)
Insurance	165,086	170,242	5,156	162,047	(3,039)
PILOT	53,619	42,964	(10,655)	42,923	(10,696)
Bad debt, net of recoveries	70,758	68,940	(1,818)	88,538	17,780
Other	45,815	40,206	(5,609)	44,158	(1,657)
Total operating expenses	6,225,561	6,184,071	(41,490)	5,957,137	(268,424)
Net program income	2,854,676	2,790,561	64,115	2,484,501	370,175
Other ongoing cash outflows:					
HAWC administration	673,657	726,399	52,742	697,091	23,434
Debt service	1,846,548	1,846,548	-	1,845,098	(1,450)
Total outflows	2,520,205	2,572,947	52,742	2,542,189	21,984
Cash flow from operations	334,471	217,614	116,857	(57,688)	392,159
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	4,069	(7,817)	11,886	4,085	(16)
Capital fund receipts	110,917	45,009	65,908	138,948	(28,031)
Capitalized modernization	(286,672)	(45,009)	(241,663)	(367,096)	80,424
Gain on sale of assets	-	-	-	24,176	(24,176)
Transfers to (from) Local Fund	(23,412)	(11,147)	(12,265)	-	(23,412)
Transfers to restricted cash - CAO	(370,531)	(299,776)	(70,755)	(346,473)	(24,058)
Transfers from (to) restricted cash - Repl Res	(105,578)	(169,080)	63,502	(166,920)	61,342
Section 18 transfers from Public Housing	1,033,898	1,027,567	6,331	1,019,493	14,405
Net unrestricted cash flows	697,162	757,361	(60,199)	248,525	448,637
Restricted cash flows:					
Housing Assistance Payments earned	18,161,860	17,953,344	208,516	17,594,637	567,223
Housing Assistance Payments	(19,133,991)	(18,723,460)	(410,531)	(18,720,521)	(413,470)
Investment income - restricted	10,427	23,846	(13,419)	9,687	740
Transfers from unrestricted - CAO	370,531	299,776	70,755	346,473	24,058
Transfers from (to)unrestricted - Repl Res	105,578	169,080	(63,502)	166,920	(61,342)
Purchased from replacement reserves	-	(65,838)	65,838	(25,368)	25,368
Sec 18 transfers to Affordable Housing	(1,033,898)	(1,027,567)	(6,331)	(1,019,493)	(14,405)
Total restricted cash flows	(1,519,493)	(1,370,819)	(148,674)	(1,647,665)	128,172
Net cash flows	(822,331)	(613,458)	(208,873)	(1,399,140)	576,809



V. STAFF REPORTS
A. Financial Statement
4. Year-To-Date Cash Flow – Expanded
Working Capital Basis
SECTION 8 – UNAUDITED
July 2013 – June 2014

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	1,639,603	1,703,729	(64,126)	1,594,641	44,962
Gross billable rent	-	-	-	-	-
Vacancy loss	-	-	-	-	-
Premiums (concessions/loss-to-lease)	-	-	-	-	-
Other tenant revenue	-	-	-	-	-
Tenant revenue	-	-	-	-	-
Other revenue (incl GF subsidy)	59,383	25,244	34,139	30,600	28,783
Total operating revenue	1,698,986	1,728,973	(29,987)	1,625,241	73,745
Operating expenses:					
Repair and maintenance	-	-	-	-	-
Operations	1,440,433	1,431,929	(8,504)	1,366,726	(73,707)
Utilities	-	-	-	-	-
Insurance	5,806	6,797	991	4,374	(1,432)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	-	-	-	-
Other	42,521	38,877	(3,644)	42,861	340
Total operating expenses	1,488,760	1,477,603	(11,157)	1,413,961	(74,799)
Net program income	210,226	251,370	(41,144)	211,280	(1,054)
Other ongoing cash outflows:					
HAWC administration	355,434	380,484	25,050	358,597	3,163
Debt service	-	-	-	-	-
Total outflows	355,434	380,484	25,050	358,597	3,163
Cash flow from operations	(145,208)	(129,114)	(16,094)	(147,317)	2,109
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	698	(646)	1,344	1,081	(383)
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	-	-
Gain on sale of assets	-	-	-	-	-
Transfers to (from) Local Fund	188,000	167,793	20,207	60,282	127,718
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	43,490	38,033	5,457	(85,954)	129,444
Restricted cash flows:					
Housing Assistance Payments earned	18,161,860	17,953,344	208,516	17,594,637	567,223
Housing Assistance Payments	(19,133,991)	(18,723,460)	(410,531)	(18,720,521)	(413,470)
Investment income - restricted	-	6,711	(6,711)	(8,911)	8,911
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to) unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	(972,131)	(763,405)	(208,726)	(1,134,795)	162,664
Net cash flows	(928,641)	(725,372)	(203,269)	(1,220,749)	292,108



V. STAFF REPORTS
A. Financial Statement
5. Year-To-Date Cash Flow – Expanded
Working Capital Basis
PUBLIC HOUSING (Excl. Kaybern) – UNAUDITED
July 2013 – June 2014

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	1,155,938	1,200,263	(44,325)	891,542	264,396
Gross billable rent	621,110	509,974	111,136	521,518	99,592
Vacancy loss	(3,443)	(1,214)	(2,229)	(1,785)	(1,658)
Premiums (concessions/loss-to-lease)	(853)	(29)	(824)	(19)	(834)
Other tenant revenue	28,889	37,784	(8,895)	51,560	(22,671)
Tenant revenue	645,703	546,515	99,188	571,274	74,429
Other revenue (incl GF subsidy)	7,349	53,479	(46,130)	13,995	(6,646)
Total operating revenue	1,808,990	1,800,257	8,733	1,476,811	332,179
Operating expenses:					
Repair and maintenance	1,045,411	1,115,128	69,717	1,096,631	51,220
Operations	350,092	355,548	5,456	336,875	(13,217)
Utilities	67,819	72,509	4,690	66,650	(1,169)
Insurance	43,721	42,360	(1,361)	41,252	(2,469)
PILOT	53,619	42,964	(10,655)	42,923	(10,696)
Bad debt, net of recoveries	19,092	(355)	(19,447)	21,883	2,791
Other	-	-	-	-	-
Total operating expenses	1,579,754	1,628,154	48,400	1,606,214	26,460
Net program income	229,236	172,103	57,133	(129,403)	358,639
Other ongoing cash outflows:					
HAWC administration	281,262	335,749	54,487	331,984	50,722
Debt service	-	-	-	-	-
Total outflows	281,262	335,749	54,487	331,984	50,722
Cash flow from operations	(52,026)	(163,646)	111,620	(461,387)	409,361
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	5,256	8,715	(3,459)	8,854	(3,598)
Capital fund receipts	110,917	45,009	65,908	138,948	(28,031)
Capitalized modernization	(161,911)	(45,009)	(116,902)	(174,190)	12,279
Gain on sale of assets	-	-	-	24,176	(24,176)
Transfers to (from) Local Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	(97,764)	(154,931)	57,167	(463,599)	365,835
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	10,427	17,135	(6,708)	18,598	(8,171)
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	(1,033,898)	(1,027,567)	(6,331)	(1,019,493)	(14,405)
Total restricted cash flows	(1,023,471)	(1,010,432)	(13,039)	(1,000,895)	(22,576)
Net cash flows	(1,121,235)	(1,165,363)	44,128	(1,464,494)	343,259



V. STAFF REPORTS
A. Financial Statement
6. Year-To-Date Cash Flow – Expanded
Working Capital Basis
KAYBERN TERRACE (USDA) – UNAUDITED
July 2013 – June 2014

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	23,101	23,883	(782)	23,389	(288)
Gross billable rent	63,787	61,200	2,587	63,318	469
Vacancy loss	(1,932)	(1,836)	(96)	(850)	(1,082)
Premiums (concessions/loss-to-lease)	(542)	-	(542)	-	(542)
Other tenant revenue	1,828	-	1,828	500	1,328
Tenant revenue	63,141	59,364	3,777	62,968	173
Other revenue (incl GF subsidy)	1,040	1,143	(103)	1,145	(105)
Total operating revenue	87,282	84,390	2,892	87,502	(220)
Operating expenses:					
Repair and maintenance	28,697	15,695	(13,002)	18,900	(9,797)
Operations	8,597	7,986	(611)	7,581	(1,016)
Utilities	10,005	10,261	256	9,813	(192)
Insurance	842	829	(13)	795	(47)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	2,593	-	(2,593)	1,678	(915)
Other	-	-	-	-	-
Total operating expenses	50,734	34,771	(15,963)	38,767	(11,967)
Net program income	36,548	49,619	(13,071)	48,735	(12,187)
Other ongoing cash outflows:					
HAWC administration	52	54	2	40	(12)
Debt service	34,750	34,750	-	34,750	-
Total outflows	34,802	34,804	2	34,790	(12)
Cash flow from operations	1,746	14,815	(13,069)	13,945	(12,199)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	249	220	29	200	49
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	-	-
Gain on sale of assets	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	1,995	15,035	(13,040)	14,145	(12,150)
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	1,995	15,035	(13,040)	14,145	(12,150)



V. STAFF REPORTS
A. Financial Statement
7. Year-To-Date Cash Flow – Expanded
Working Capital Basis
ALOHA PARK – UNAUDITED
July 2013 – June 2014

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	43,293	43,542	(249)	43,560	(267)
Gross billable rent	532,128	532,128	-	532,128	-
Vacancy loss	(12,651)	(15,964)	3,313	(14,413)	1,762
Premiums (concessions/loss-to-lease)	(19,321)	(18,189)	(1,132)	(17,001)	(2,320)
Other tenant revenue	6,790	7,155	(365)	6,397	393
Tenant revenue	506,946	505,130	1,816	507,111	(165)
Other revenue (incl GF subsidy)	9,783	9,774	9	9,795	(12)
Total operating revenue	560,022	558,446	1,576	560,466	(444)
Operating expenses:					
Repair and maintenance	231,809	202,848	(28,961)	208,324	(23,485)
Operations	131,159	124,592	(6,567)	124,987	(6,172)
Utilities	59,094	58,587	(507)	56,442	(2,652)
Insurance	11,248	14,297	3,049	12,228	980
PILOT	-	-	-	-	-
Bad debt, net of recoveries	2,548	4,270	1,722	1,720	(828)
Other	-	-	-	-	-
Total operating expenses	435,858	404,594	(31,264)	403,701	(32,157)
Net program income	124,164	153,852	(29,688)	156,765	(32,601)
Other ongoing cash outflows:					
HAWC administration	347	146	(201)	141	(206)
Debt service	72,834	72,834	-	72,834	-
Total outflows	73,181	72,980	(201)	72,975	(206)
Cash flow from operations	50,983	80,872	(29,889)	83,790	(32,807)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	(69)	361	(430)	345	(414)
Capital fund receipts	-	-	-	-	-
Capitalized modernization	(102,534)	-	(102,534)	(99,577)	(2,957)
Gain on sale of assets	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	31,102	(30,240)	61,342	(30,240)	61,342
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	(20,518)	50,993	(71,511)	(45,682)	25,164
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to) unrestricted - Repl Res	(31,102)	30,240	(61,342)	30,240	(61,342)
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	(31,102)	30,240	(61,342)	30,240	(61,342)
Net cash flows	(51,620)	81,233	(132,853)	(15,442)	(36,178)



V. STAFF REPORTS
A. Financial Statement
7. Year-To-Date Cash Flow – Expanded
Working Capital Basis
LOCAL FUND – UNAUDITED
July 2013 – June 2014

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	56,384	2,921	53,463	39,438	16,946
Gross billable rent	87,032	54,155	32,877	53,872	33,160
Vacancy loss	-	-	-	-	-
Premiums (concessions/loss-to-lease)	-	-	-	-	-
Other tenant revenue	364	2,654	(2,290)	2,153	(1,789)
Tenant revenue	87,396	56,809	30,587	56,025	31,371
Other revenue (incl GF subsidy)	118,896	75,722	43,174	14,406	104,490
Total operating revenue	262,676	135,452	127,224	109,869	152,807
Operating expenses:					
Repair and maintenance	19,175	10,664	(8,511)	9,097	(10,078)
Operations	159,884	90,801	(69,083)	50,545	(109,339)
Utilities	7,705	7,435	(270)	5,777	(1,928)
Insurance	1,564	1,173	(391)	1,299	(265)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	155	155	100	100
Other	3,294	1,329	(1,965)	1,297	(1,997)
Total operating expenses	191,622	111,557	(80,065)	68,115	(123,507)
Net program income	71,054	23,895	47,159	41,754	29,300
Other ongoing cash outflows:					
HAWC administration	34,450	7,608	(26,842)	4,692	(29,758)
Debt service	12,285	12,285	-	12,285	-
Total outflows	46,735	19,893	(26,842)	16,977	(29,758)
Cash flow from operations	24,319	4,002	20,317	24,777	(458)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	6,118	5,858	260	7,893	(1,775)
Capital fund receipts	-	-	-	-	-
Capitalized modernization	(8,855)	-	(8,855)	(71,433)	62,578
Gain on sale of assets	-	-	-	-	-
Transfers to (from) Local Fund	(211,412)	(178,940)	(32,472)	(60,282)	(151,130)
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	-	-	-	-	-
Section 18 transfers from Public Housing	16,009	10,772	5,237	36,174	(20,165)
Net unrestricted cash flows	(173,821)	(158,308)	(15,513)	(62,871)	(110,950)
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	(173,821)	(158,308)	(15,513)	(62,871)	(110,950)



V. STAFF REPORTS
A. Financial Statement
9. Year-To-Date Cash Flow – Expanded
Working Capital Basis
AFFORDABLE HOUSING – UNAUDITED
July 2013 – June 2014

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	13,806	14,772	(966)	13,671	135
Gross billable rent	4,409,148	4,483,116	(73,968)	4,361,701	47,447
Vacancy loss	(109,701)	(178,285)	68,584	(143,388)	33,687
Premiums (concessions/loss-to-lease)	(29,423)	(51,799)	22,376	(37,652)	8,229
Other tenant revenue	109,795	135,832	(26,037)	124,415	(14,620)
Tenant revenue	4,379,819	4,388,864	(9,045)	4,305,076	74,743
Other revenue (incl GF subsidy)	268,656	263,478	5,178	263,002	5,654
Total operating revenue	4,662,281	4,667,114	(4,833)	4,581,749	80,532
Operating expenses:					
Repair and maintenance	1,193,031	1,195,775	2,744	1,139,131	(53,900)
Operations	702,117	737,448	35,331	702,590	473
Utilities	435,255	424,513	(10,742)	419,402	(15,853)
Insurance	101,905	104,786	2,881	102,099	194
PILOT	-	-	-	-	-
Bad debt, net of recoveries	46,525	64,870	18,345	63,157	16,632
Other	-	-	-	-	-
Total operating expenses	2,478,833	2,527,392	48,559	2,426,379	(52,454)
Net program income	2,183,448	2,139,722	43,726	2,155,370	28,078
Other ongoing cash outflows:					
HAWC administration	2,112	2,358	246	1,637	(475)
Debt service	1,726,679	1,726,679	-	1,725,229	(1,450)
Total outflows	1,728,791	1,729,037	246	1,726,866	(1,925)
Cash flow from operations	454,657	410,685	43,972	428,504	26,153
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	(8,183)	(22,325)	14,142	(14,288)	6,105
Capital fund receipts	-	-	-	-	-
Capitalized modernization	(13,372)	-	(13,372)	(21,896)	8,524
Gain on sale of assets	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers to restricted cash - CAO	(370,531)	(299,776)	(70,755)	(346,473)	(24,058)
Transfers from (to) restricted cash - Repl Res	(136,680)	(138,840)	2,160	(136,680)	-
Section 18 transfers from Public Housing	1,017,889	1,016,795	1,094	983,319	34,570
Net unrestricted cash flows	943,780	966,539	(22,759)	892,486	51,294
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	370,531	299,776	70,755	346,473	24,058
Transfers from (to) unrestricted - Repl Res	136,680	138,840	(2,160)	136,680	-
Purchased from replacement reserves	-	(65,838)	65,838	(25,368)	25,368
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	507,211	372,778	134,433	457,785	49,426
Net cash flows	1,450,991	1,339,317	111,674	1,350,271	100,720



V. STAFF REPORTS
A. Financial Statement
10. Statement of Net Assets
HOUSING AUTHORITY – UNAUDITED
June 2014

	Section 8	Public Housing	Kaybem (USDA)	Aloha Park	Local Fund	Affordable Housing	Total
Assets							
Current assets:							
Unrestricted cash and cash equivalents	(66,195)	830,206	46,081	(26,999)	(631,528)	(149,864)	1,701
Restricted cash and cash equivalents	66,920	71,735	1,230	38,637	3,975	301,168	483,665
Accounts receivable, net	318,781	12,774	1,651	2,721	77,784	78,006	491,717
Current portion of contracts receivable	—	176	—	—	3,327	—	3,503
Other current assets	—	5,835	—	4,583	7,308	16,100	33,826
Total current assets	319,506	920,726	48,962	18,942	(539,134)	245,410	1,014,412
Non-current assets:							
Restricted cash and cash equivalents	(94,137)	1,173,531	36,104	140,773	—	1,715,838	2,972,109
Contracts receivable	—	—	—	—	401,527	—	401,527
Capital assets, non-depreciable	—	3,625,840	50,000	76,116	367,256	4,095,129	8,214,341
Capital assets, depreciable, net	—	3,723,529	36,419	350,220	790,703	15,358,249	20,259,120
Total non-current assets	(94,137)	8,522,900	122,523	567,109	1,559,486	21,169,216	31,847,097
Total assets	225,369	9,443,626	171,485	586,051	1,020,352	21,414,626	32,861,509
Deferred refunding costs	—	—	—	—	—	2,713,813	2,713,813
Total assets and deferred outflow of resources	225,369	9,443,626	171,485	586,051	1,020,352	24,128,439	35,575,322
Liabilities							
Current liabilities:							
Accounts payable	14,081	61,256	7,074	13,878	4,898	53,633	154,820
Deferred revenue	—	3,285	12	—	4,108	2,958	10,363
Accrued interest payable - bonds and notes	—	—	2,584	118	663	666,182	669,547
Current portion of notes and contracts payable	—	—	3,911	20,277	10,041	492,964	527,193
Current liabilities payable from restricted assets:							
Tenant and other deposits	66,920	71,735	1,230	38,637	3,975	301,168	483,665
Total curr. liabilities payable from restr. assets	66,920	71,735	1,230	38,637	3,975	301,168	483,665
Total current liabilities	81,001	136,276	14,811	72,910	23,685	1,516,905	1,845,588
Non-current liabilities:							
Contracts and notes payable	96,486	—	322,985	—	710,955	28,481,382	29,611,808
Total non-current liabilities	96,486	—	322,985	—	710,955	28,481,382	29,611,808
Total liabilities	177,487	136,276	337,796	72,910	734,640	29,998,287	31,457,396
Net Position							
Invested in capital assets	—	7,349,369	(240,477)	406,059	436,963	(6,807,155)	1,144,759
Restricted net position	4,145	1,173,531	36,104	140,773	—	1,715,838	3,070,391
Unrestricted net position	43,737	784,450	38,062	(33,691)	(151,251)	(778,531)	(97,224)
Total net position	47,882	9,307,350	(166,311)	513,141	285,712	(5,869,848)	4,117,926
Total liabilities and net position	225,369	9,443,626	171,485	586,051	1,020,352	24,128,439	35,575,322



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

Wait List Time Based on # of HH Members										
# HH Members	1	2	3	4	5	6	7	8	9	Total
#Families	305	179	151	93	50	41	12	9	2	842
Average Days	1,723	1,697	1,708	1,708	1,550	1,531	1,876	1,620	1,696	1,690

Wait List Based on Gender			
Gender	Female	Male	Total
Total	597	245	842

Wait List Based on Race								
Race	Am. Indian	Asian	Black	Native Hawaiian	White	Multiple	Unk.	Total
	9	37	131	6	627	8	24	842

Wait List Based on Ethnicity				
HH Ethnicity	Hispanic	Not Hispanic	Unknown	Total
	193	643	6	842

Wait List Based on HH Type					
Type	Disabled	Elderly	Family	Other	Total
	180	83	436	143	842



WASHINGTON COUNTY
OREGON

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

*Fiscal Year-to-Date
July 2014*

Average Vacancy Days - Public Housing

	Units Turned Over	Vacancy Days	Average Vacancy	Total Vacant Units	Total Vacancy Days	Total Average
	This Month	This Month	Days Per Unit This	(FY cumulative total)	(FY cumulative total)	Vacancy Days Per
FY 2013-14			Month			Unit
						(FY cumulative total)
July 2013	0	0	0.00	0	0	0.00
August 2013	3	29	9.67	3	29	9.67
September 2013	2	19	9.50	5	48	9.60
October 2013	6	63	10.50	11	111	10.09
November 2013	3	52	17.33	14	163	11.64
December 2013	1	9	9.00	15	172	11.47
January 2014	2	34	17.00	17	206	12.12
February 2014	3	51	17.00	20	257	12.85
March 2014	2	26	13.00	22	283	12.86
April 2014	2	29	14.50	24	312	13.00
May 2014	4	86	21.50	28	398	14.21
June 2014	3	57	19.00	31	455	14.68
FY 2014-15						
July 2014	1	16	16.00	1	16	16.00



V. STAFF REPORTS
C. Affordable Housing

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

a) Section 8 Waiting List: July: 842 last month: 832. 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. A public notice will be issued when the waitlist is re-opened, but not likely until 2015. There is a call-back of vouchers due to insufficient HUD funding.

b) Public Housing Average Vacancy Days: Vacancy days for the month of July 2014 were at 16 (last month – 19). FY2014 reporting begins 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 month – 99%)
*Section 8: 97.7% (last month – 99.3%)

We had 2,694 vouchers leased up on the first of August (last month – 2,694). Eleven (11) new vouchers were issued, and 13 applicants with vouchers are searching for housing (last month 23 new, 55 looking). Our monthly allocation of Section 8 HAP funds is xx.x%. 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 July, the average maintenance response time for emergency and routine work orders for the public housing portfolio is as follows:

	<u>Avg. Response</u>	<u>Our Goal</u>	<u>HUD Standard</u>
Emergency WO's	2.63 hrs	3 hrs	24 hrs
Routine WO's	4.48days	7 days	25 days

f) FSS Participation
Total FSS participants: 85 (71 from Section 8 and 14 from Public Housing)
Total FSS participants w/escrow balance: 49
Total Escrow Balance: \$170,810
Average Escrow Balance: \$3,486
Highest Escrow Accounts: \$16,767 (Section 8) and \$19,294 (Public Housing)
Individual Development Accounts (IDA): 3



- **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 Quatama 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 98.69% (8 vacancies / 613 units), last month. NTR – 97%.

- **MAINTENANCE ACTIVITIES**

Turnovers:

- Maintenance turned over one (1) Public Housing unit for new residents, including cleaning, repairs, replacing carpet, painting and landscaping.
- All repairs, painting and landscaping was completed by Housing staff.
- Carpet was replaced in one (1) Public Housing unit.
- Cleaning was performed in two (2) Public Housing units.

Special Projects:

- Pest control service was performed in one (1) Public Housing unit.
- Tree service was performed at two (2) Public Housing units.
- Reported 101 year-to-date non-emergency work orders have been completed in an average of 4.48 days.
- Reported 100% of 3 year-to-date emergency work orders have been completed within 24 hours.



V. STAFF REPORTS
D. Programs and Special Projects

• **PROJECT-BASED VOUCHERS**

	Total Allocated	Total Awarded	Remaining Available
Category I (chronic homeless)	102	102	0
Category II (30% MFI or less)	98	54	44
Special Needs	25	25	0
Total PBVs	225	181	44

There are 225 project-based vouchers (PBV) allocated as follows: 102 PBVs in Category I (chronically homeless), 25 “special needs” category vouchers, and 114 PBVs in Category II (30% or less MFI).

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

	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	7
LifeWorks NW (Tom Brewer House)							13	13	10
CPAH (The Knoll)	12	12	12						
Enterprise Community Partners (Fircrest Manor Apartments)				15	15	7			
REACH CDC (The Orchards at Orenco)				16					
Northwest Housing Alternatives (Alma Gardens)				8	8	8			
Bridges To Housing (Bonita and The Colonies)				7	7	5			
CPAH (The Barcelona)				8					
Luke-Dorf (Housing TEAM- SAHMSA)	90	35	38						
Total PBVS	102	47	50	54	30	20	25	25	17



V. STAFF REPORTS
E. Report on Homelessness

- **“COMMUNITY CONNECT” – WASHINGTON COUNTY’S NEW COORDINATED AND CENTRALIZED ASSESSMENT SYSTEM (CCAS)**

Implemented in January 2014, Community Connect operates as a centralized intake system to determine household need and eligibility for homeless prevention, diversion and intervention housing programs. The system is administered by Community Action Organization, in collaboration with private and public housing programs serving homeless persons. The system is providing real-time data on homelessness in our community, and highlights the gaps in resources and policy that will inform future planning efforts and funding prioritization.

Challenges the new system encountered in August include:

An increase in calls for assistance, from average 3 to 5 per day to 10+ per day. A lack of sufficient assessment specialists increases the time from screening (first call to Community Connect) to the assessment appointment where housing referral/placement occurs (average 15 days; goal is 5 days).

An increase in calls from persons 75 years of age and older, with very few resources available to assist this aging population living on fixed incomes to meet increased housing rents.

During the first seven months of operation, data outcomes include:

853 screened households, with 61% at risk of homelessness and 39% literally homeless

64% Last Permanent Address in Washington County

15 days from screening to assessment appointment (Goal = 5 days)

346 assessed households

15% homeless recidivism (in Washington County homeless program during past 24 months)

33% owe previous landlord (average \$2,441 per household)

43% criminal history

54% self-reporting mental illness; 18% hospitalized for mental health issues in last 12 months

4% homeless veterans

66% Last Permanent Address in Washington County

To learn more about the Community Connect system, visit our webpage at <http://www.co.washington.or.us/Housing/EndHomelessness/community-connect.cfm>



• **FY2014 FEDERAL MCKINNEY-VENTO HOMELESS PROGRAMS**

The U.S. Department of Housing and Urban Development (HUD) released the FY2014 CoC Program Registration Notice, the first step in preparing to compete for federal grant funds serving the homeless in our community. Washington County Department of Housing Services is the jurisdiction’s Collaborative Applicant working on behalf of provider agencies to compete for funds under the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act.

Washington County completed the HUD registration and submitted the Continuum of Care (CoC) Annual Renewal Demand in the amount of \$2,644,497 to renew funding for transitional, rapid re-housing and permanent housing programs, and part-time staffing positions for administering the Homeless Management Information System (HMIS) and CoC Planning. HUD anticipates a shortfall of funds to renew all projects nationally. Locally, the CoC will rank and rate projects based on a comprehensive scoring system of performance, serving a priority target population, de-obligation of federal funds, etc.

The announcement for the FY2014 Notice of Funding Available (NOFA) grant competition is anticipated in late September.

The President’s FY2015 budget includes \$2.4 billion for HUD Homeless Assistance Grants, an increase of \$301 million more than the FY2014 budget.

Local HUD McKinney-Vento CoC Program Homeless Assistance funding:

Federal Homeless Program Funds	FY2010	FY2011	FY2012	FY2013	FY2014¹	FY2015²
	\$1.846 billion	\$1.901 billion	\$1.901 billion	\$1.929 billion	\$2.105 billion	\$2.406 billion
CoC Program Competitive Grant Funding	\$1.686 billion	\$1.676 billion	\$1.651 billion	\$1.714 billion	\$1.8 billion	n/a
County Award – CoC Program	\$2.1 million	\$2.1 million	\$2.3 million	\$2.6 million	HUD Application not yet released	
Emergency Shelter & Solutions Grant (ESG) Formula Funding	\$160 million	\$225 million	\$250 million	\$215 million	\$250 million	n/a
County ESG Entitlement Formula Funds	\$88,350	\$137,797	\$157,499	\$134,781 ³	\$152,317	

¹ FY2014 Omnibus Appropriations; January 17, 2014.

² FY2015 President’s Budget; March 4, 2014.

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



- **ON-SITE MONITORING OF COC PROGRAM**

The U.S. Department of Housing and Urban Development (HUD) completed an on-site monitoring the week of August 4 to include full review of the Department of Housing Services' financial management policies and recordkeeping, sponsor agency administration, program compliance to federal regulations, and general CoC administration activities. HUD reported the Department of Housing Services has demonstrated strong fiscal management of the programs, observed programs serving high-need homeless individuals, strong administration practices with sponsor agencies, and overall good CoC administration. With the new HEARTH Act regulations, HUD identified areas for compliance to include housing quality inspections (HQS) for all units receiving leasing and rent assistance funds, Civil Rights & Fair Housing at the sponsor level that includes written strategy for outreach to affirmatively further fair housing practices, and completion of a conflict of interest for federal award subrecipients.

This HUD audit included on-site monitoring of two HUD-funded programs under the CoC Program – the Housing Stabilization Program managed by the Good Neighbor Center and the Transitional Living Program managed by Boys And Girls Aid.

HUD will release a full report on the monitoring outcomes by September, and the Department of Housing Services will have 30 days to correct any findings noted, if applicable.

- **YEAR 7 – A ROAD HOME: 10-YEAR PLAN TO END HOMELESSNESS**

On June 4, the HSSN adopted the Year 7 Work Plan goals and strategies to end homelessness. The Work Plan is a fluid document that tracks progress of the Plan's goals in preventing and ending homelessness. Quarterly progress reports will be posted on the county website at

<http://www.co.washington.or.us/Housing/EndHomelessness/upload/YEAR-7-WORK-PLAN-approved-6-4-2014.pdf>

Sixty percent of the \$6.1 million Year 7 budget as is funded, with a potential shortfall of 40 percent of the budget, as follows:

\$4.2 million (68%)	Funds Available
\$1.0 million (18%)	Funds Pending Grant Award and/or Final Budget Approval
\$.9 million (14%)	Total Unfunded

The \$850,000 unfunded portion of Year 7 will impact outcomes in the following goals:

\$182,000	Prevent People From Becoming Homeless (Goal 1)
\$518,000	Move People Into Housing (Goal 2)
\$ 85,000	Link People to Appropriate Services and Remove Barriers (Goal 3)
\$ 65,000	Increase Income And Economic Opportunities (Goal 4)



- **HOMELESS COST STUDY**

Vision Action Network and the Department of Housing Services co-convened a Homeless Cost Study Advisory Committee to provide oversight to a research project on the cost of services provided to chronic homeless individuals and families who live without a housing plan in-place. In September 2013, Northwest Economic Research Center (NERC) released A Study of Emergency Services for Chronic Homeless People in Washington County – to view the study, visit <http://visionactionnetwork.org/content/view/77/324/>.

Phase 2 of this research is a longitudinal study that will compare the cost of services for a two-year period following the participant's access to permanent housing. Cost data collection is nearing completion, and NERC is poised to complete a draft report by September.

A presentation on the Homeless Cost Study findings will be presented to the Washington County Board of Commissioners following a joint meeting of the Homeless Cost Study Advisory Committee and the Homeless Plan Advisory Committee scheduled for September 11, 2014.

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

Planning is underway to conduct the annual Point-In-Time (PIT) homeless count on January 22 through January 31, 2015. Collecting comprehensive, non-duplicated data on the number, characteristics and service needs of individuals, families, and unaccompanied youth experiencing homelessness is a critical component of local homeless planning and program development.

Amassing resources to complete the annual homeless count is difficult given the short timeframe to: 1) cover the 727 square miles that comprise Washington County as a jurisdiction, 2) access and engage with homeless persons living doubled-up with family and friends, and 3) secure adequate outreach staff and volunteers to canvass the rural/unincorporated areas of the county where homeless campers are known to frequent. The street outreach component of the homeless count will include interviews of homeless persons participating in Severe Weather Shelters and the Project Homeless Connect event.

- **HOMELESS ASSESSMENT REPORT – YEAR 6 OUTCOMES**

Data compilation from the countywide Homeless Management Information System (HMIS) and provider agencies is used to prepare the Homeless Assessment Report on outcomes and challenges that highlights the implementation of the strategies outlined in A Road Home: 10-Year Plan to End Homelessness. The Year 6 report will be presented to the Homeless Plan Advisory Committee (HPAC) at which time the HPAC will have an opportunity to provide comment prior to the report presentation to the Washington County Board of Commissioners. The final report will be available by the end of 2014.



VI. OLD BUSINESS

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

The Aloha-Reedville Study and Livable Community Plan report and components have been finalized and printed. Limited hard copies are available by request, and the plan and supporting documents are available on the project website at <http://www.co.washington.or.us/LUT/PlanningProjects/alohareedville/index.cfm>

The grant project performance period ended May 21, 2014. Staff is currently working on final reports to funders and developing workplans for ongoing implementation efforts. Action items and recommendations from the Aloha-Reedville Plan will be carried forward in the LUT ordinance workplans for 2014 and 2015, the Transportation System Plan update, the Consolidated Plan update, and ongoing County improvement efforts such as Minor Betterments.

The second organizing committee meeting is scheduled for Tuesday, August 19 from 6-7:30pm at the Blanton TVF&R center.

- **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. Participants will receive occupational skills training in one of four growing employment sectors—construction, healthcare, office/clerical, or manufacturing. Participants will also received 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. HAWC has been awarded additional client enrollment slots as a result of its success in the project so far. The program orientations were scheduled for May and June for job seekers interested in any of the available career fields. From these three orientations, we were able to enroll 29 new participants into the Housing Works program, and have 10 more on our wait list for the next cohort. Grant funds support a dedicated case manager for program participants, and provide resources for education, classes, on-the-job training, and internships. The Housing Authority received additional grant funds to support a second case manager to serve 30 additional Housing Works participants for the duration of the grant. The second Housing Works case manager started July 14, 2014.



- **CONSOLIDATED PLAN WORK GROUP**

The Housing Department is supporting the Office of Community Development's efforts to coordinate the Washington County 2015-2020 Consolidated Plan, including the cities of Hillsboro and Beaverton and community partners. The planning effort kicked off in October and the Work Group has met each month since then.

The Draft Strategic Plan for program year 2015 is available for public review and comment from Monday, July 14, 2014 through Friday, July 25, 2014, at the Washington County Office of Community Development and Beaverton City Hall (Mayor's Office) during regular business hours. Copies of the draft plan documents can be obtained at the County's website:

<http://www.co.washington.or.us/CommunityDevelopment>. Click on "Consolidated Plan 2015-2020", then "Comment!" to find and comment on the Year 1 Strategic Plan and the Objective Statements and Community Development Plan that support the Strategic Plan.

- **HAC ANNUAL RETREAT**

The HAC Annual Retreat is scheduled for Friday, October 17 at Jenkins Estate, located at 8005 SW Grabhorn Road in Beaverton.

The Annual Retreat has been an excellent forum to inform public officials and HAC members of timely affordable housing issues, opportunities/challenges in Washington County, and ongoing initiatives and needs of the Housing Authority.

Confirmed speakers include Andrew Wilch from the City of Salem discussing Rental Assistance Demonstration (RAD) programs and Karin Kelly-Torregroza from the Vision Action Network (VAN) discussing the Homeless Cost Study.

Possible topics for a third speaker include:

- New Project Developments – REACH Orchards Phase II, Bienestar Cornelius Place mixed use Library/Affordable Housing, CPHA Barcelona project; PEDCOR Sunset Gardens (1 or more)
- Housing Affordability Balance Choice workgroup recommendations – Janet Byrd/Housing Alliance
- Washington County Consolidated Plan (2015-2020)
- Others? (A request was made to Intel, but they regretfully declined.)

VIII. NEW BUSINESS



IX. RESOLUTIONS/ACTION ITEMS

• **ELECT HAC CHAIR AND VICE-CHAIR**

The Washington County Housing Advisory Committee (HAC) is a nine-member volunteer committee that assists the Housing Authority Board of Directors and the Board of Commissioners by making recommendations on countywide housing policy issues as well as policies affecting operations of the County's core housing programs.

HAC By-Laws state that the duties of the HAC include (but are not limited to) the following:

- Identify, consider, and recommend housing goals and policies;
- Identify and consider the community's needs for low-income housing and the resources available to meet these needs, and recommend to the Housing Authority programs to meet those needs;
- Advise the Housing Authority on applications for federal and state government programs for housing;
- Make recommendations to the Housing Authority for changes and revisions in policies of the Housing Authority;
- Review and recommend action on the budgets of the Housing Authority;
- Review and make recommendations on other matters coming before the Housing Authority and perform such other advisory functions as may be referred by the Housing Authority.

The Chair and Vice-Chair serve for one-year terms, or until their successors are elected. The Chair and Vice-Chair are normally elected at the Annual Meeting (HAC Retreat), but if these positions become vacant between elections, the by-laws state that the committee shall elect successor(s) during its next regular meeting.

The appointment of Renee Bruce, former HAC Chair, expired on March 31, 2014. At the May 29, 2014 HAC meeting, the Committee decided to defer the nomination and election of a Chair and Vice-Chair to the June 26, 2014 meeting.

Recommendation: The HAC should nominate and elect a Chair and a Vice-Chair from its members.

ACTION REQUIRED: Elect a Chair and Vice-Chair for the HAC, or make a motion to defer the election.

IX. ADJOURNMENT