



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



**Thursday, February 26, 2015
9:00 a.m.**

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



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Next Meeting:

Thursday, March 26

2015 HAC Meeting Schedule
Thursday, February 26
Thursday, March 26
Thursday, April 23
Thursday, May 21 - Budget
Thursday, June 25
July—no meeting
Thursday, August 27
Thursday, September 24
Friday, October 16 – Retreat (Tentative)
Thursday, November 19
Friday, December 11 – Luncheon (Tentative)



HOUSING ADVISORY COMMITTEE
Department of Housing Services
February 26, 2015 at 9:00 A.M.

AGENDA

- I. ROLL CALL and INTRODUCTION OF NEW MEMBERS**
- II. ACTION – APPROVAL OF MINUTES**
 - A. February 22, 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**
 - A. Orientation: Affordable Housing Program – Gary Calvert
- VIII. RESOLUTIONS/ACTION ITEMS**
- IX. ADJOURNMENT**



MINUTES
HOUSING ADVISORY COMMITTEE OF WASHINGTON COUNTY
January 22, 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
Anapreet Kaur-Gill
LaShanda Williams
Carina Delgado

STAFF PRESENT

Val Valfre, Executive Director
Komi Kalevor, Assistant 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

Karen Shawcross
Jack Schwab

GUESTS PRESENT

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

I. ROLL CALL - A quorum was present.

II. ACTION - APPROVAL OF MINUTES

Motion: Approve the minutes from November 20, 2014 with one correction—

Anapreet Kaur-Gill

Second: David Nase

Vote: All approve

III. DISCUSSION - ORAL COMMUNICATIONS

Val Valfre introduced Komi Kalevor, the new Assistant Director. Komi Kalevor comes to HAWC with a great deal of experience in affordable housing finance and development.

YaLing Huang-Dressel also came on board at HAWC in December. YaLing is the new finance manager, taking the position vacated as a result of Michael O'Neill's retirement.

- Sid Scott will be presenting to the Policy Advisory Board (PAB) regarding the Cornelius Place project. This project will be seeking HOME and CDBG funds to develop the Cornelius Library with 41 affordable units over the library and community space on the ground floor.



- David Nase noted that rents are still increasing slowly. The large amount of construction underway seems to have stabilized rent somewhat, though most new construction is significantly higher-priced than existing stock.
- Anapreet Kaur-Gill noted that North Plains senior housing will increase its rent \$10 a month. There have been no rent increases at this property for three years, and the Board is committed to keeping rents low.
- Gary Whiting reported that interest rates are still very low. There is currently about 2.6 months of single-family ownership inventory in the Portland area, and some locations have less than 1 month of inventory. A neutral market has ~6 months of inventory available.
- LaShanda Williams commented that the Housing Choice Voucher presentation in November was very helpful, and encouraged continued presentation at HAC meetings.

IV. EXECUTIVE DIRECTOR'S REPORT

Housing Authority Finances

HUD Section 8 Program Shortfall Funds: HAWC recovered from its funding shortfall and has resumed leasing vouchers to existing waitlist clients as they become available. Clients impacted by the voucher recall are being issued vouchers currently.

Housing Authority Affordable Housing & Services Initiatives

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

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

Sunset View Apartments: This project should provide 236 units of affordable housing, and will include 24 project-based vouchers to assist extremely low-income residents.

Corinth Gardens: Cascade Housing has proposed a new affordable project in Cornelius, and has been awarded two project-based vouchers to support these affordable units.



V. STAFF REPORTS

YaLing Huang-Dressel started as the new finance manager in December, taking the position vacated as a result of Michael O'Neill's retirement. YaLing came to HAWC from Washington County Land Use and Transportation, and is very familiar with complex County budget processes and tools.

A. Financial Statement

Michael O'Neill presented financials in YaLing Huang-Dressel's absence. HAWC's financials are favorable to budget due to a number of factors, including increased proration of Administrative Fees and increased Administrative Fees due to overleasing earlier in the year.

Future funding will rely on Congressional budgets and HUD allocations. HAWC will continue to work to maximize lease-ups within Congressional and HUD funding restrictions.

The audit committee accepted Washington County financial reports for FY2013-2014. The recent audit report was accepted without modifications. HAWC did have a finding in the recent Federal compliance audit, and a correction plan has been developed and put in place to prevent the finding from recurring in the future.

In response to a question from LaShanda Williams, Melanie Fletcher noted that HAWC is now permitted to perform inspections for Housing Choice Voucher/Section 8 tenants biannually.

B. Section 8 and Low Rent Public Housing

- The Public Housing and Section 8 Unified Waitlist have been closed to new applications since September 1, 2011. The waitlist for Project-Based units is open. The Public Housing and Section 8 Unified Waitlist will likely be opened at some point in the next year. Kim will present an overview on HAWC's draft plan to reopen the waitlist at the next HAC meeting.
- Occupancy rates remain high in public housing and for Section 8 vouchers.
- HAWC will be working to reduce turnaround rates to below 20 days.
- Work order effectiveness is high.

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.

The Hope Spring rapid rehousing program that receives part of its funding through Washington County's McKinney-Vento CoC grant will be closing down as a result of funding cuts. This program has been administered through Lutheran Community Services, and serves homeless women who are victims of domestic violence. HAWC will work with other CoC partners to have another partner take the Hope Spring program on, if possible.

- "Community Connect"—Washington County's New Coordinated and Centralized Assessment System (CCAS)

Data continues to show that more seniors (over 62) are coming into the homeless system as a result of increasing rents resulting in evictions. Washington County is currently underspending its rental assistance dollars. Homeless households with rental assistance are unable to find housing in the current tight market, and underutilized funding will eventually be de-obligated. The supply of rental housing affordable to lower-income households must be increased in order for there to be a sufficient housing supply to serve these high-barrier clients, even when rental assistance funds are available.

- FY2014 Federal McKinney-Vento Homeless Programs

Announcement of FY2014 McKinney-Vento awards are expected by early February.

- Emergency Food and Shelter Program Phase 32 Funding

No additional updates were provided at the meeting.

- Cooperative Agreements to Benefit Homeless Individuals

No additional updates were provided at the meeting.

- Homeless Cost Study

A one-page information sheet was provided to HAC members. This study has been underway since 2012, and was undertaken by the Vision Action Network in partnership with Washington County and other partners. The Washington County study had some data limitations—such as an inability to fully capture costs to the jail and corrections system of keeping households homeless.

Based on cost study data, the cost of housing in shelters is about \$61 per person per day, while the cost of providing rental subsidy is about \$17 per household per day. Shelter cost includes all costs—shelter operations, staffing, food, utilities, etc.



- Severe Weather Shelter Response Plan

Severe weather shelters have seen a much higher demand for its shelter beds this year, in spite of a lack of major cold weather events. Nearly 400 more bed stays have occurred this year compared to prior years. Providers have heard more about households using hotel/motels as temporary housing.

Sunset High School students provided a thesis presentation on homelessness in high school students. The presentation suggested that a homeless shelter is needed in the City of Beaverton, and recommend a code change that would permit a shelter to operate in Beaverton.

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

The Point-In-Time count will occur in January. Washington County partners with Clean Water Services, Community Action, Metro, and other agencies for this count.

- Project Homeless Connect

Project Homeless Connect will take place Friday, January 30 at Sunrise Church.

VI. OLD BUSINESS

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

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

- Consolidated Plan Work Group

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

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

VII. NEW BUSINESS

- HAC Vacancies

There are three current and upcoming HAC vacancies. Vacancies were announced at the Washington County Board meeting on 12/23/2014, and applications are available on Washington County's website at

<http://www.co.washington.or.us/CAO/BoardsCommissions/index.cfm>. The Board will be asked to review applications and make appointments for new positions in March.



VIII. RESOLUTIONS/ACTION ITEMS

- Housing Authority Board of Directors – February 3, 2015

The February Board meeting will include approval of the Housing Authority Financial Report and Board action to advance bonds to support the Sunset View project.

PRESENTATION: Public Housing—The Why, The What & The How

Gary Calvert provided information on the history and operations of the Public Housing program. The program began as a slum revitalization program, and the United States Housing Act of 1937 created the US Housing Authority—later combined with the Public Housing Authority and the House & Home Financing Agency to create HUD.

Public housing in the United States was originally created to provide safe and decent housing for poor families. The program was not originally intended to serve extremely low income households or households that need significant support services. However, since Public Housing is one of the few housing models that can serve extremely low-income households, Public Housing can be the ‘housing of last resort’.

Public Housing is owned and operated by the Housing Authority, and the Housing Authority acts as landlord and case manager. Household are eligible for housing based on household size and household income, and there is no time limit for households to remain in public housing. Tenants pay a minimum rent of \$50 or 30% of their adjusted gross income, and there is a maximum flat rent for households that have reached higher income levels. The rental assistance subsidy in the public housing program is tied to the specific housing unit—it is not portable and does not go with the tenant.

The Public Housing program receives Operating and Capital funds from HUD. The Operating Fund is similar to HAP—it covers the gap between tenant rental payments and the cost of operating and maintaining the public housing units. The Capital Fund provides funds for development, financing and modernization of public housing properties. For many older Housing Authorities who own large public housing multifamily properties, these costs can be very significant. HAWC uses most of its capital fund in turnover costs—replacing carpets, cabinets, flooring, decks, roofing, etc. Capital Funds must be obligated within three years of allocation.

HAWC also received Replacement Housing Funds as a result of selling a number of public housing properties under a Section 18 Disposition. These funds accumulate over time, and are to be used to purchase new housing units for the public housing program. HAWC hopes to acquire a duplex with its Replacement Housing Funds in the coming year.

HAWC’s public housing stock is largely made up of single family homes and small plexes. HAWC’s public housing stock is scattered across Washington County, which



helps reduce concentration of poverty but also creates challenges and additional costs in property and case management.

HAWC evictions due to lease violations are largely the result of criminal activity and unreported income violations. Households with unreported income who owe back rent are given an opportunity to pay HAWC back and/or develop a payment plan before eviction.

The Public Housing program staff includes one case manager, a part-time inspector, a maintenance crew and a manager.

HAWC must develop and submit a Public Housing Agency (PHA) Plan to HUD every year. The PHA plan includes policies that guide the public housing program, as well as Capital Fund budgets, progress reports, and other HUD documentation. The PHA plan is reviewed by the Resident Advisory Board (RAD) and goes into a public comment period. The HABOD conducts a public hearing on the PHA plan in April before the PHA plan is submitted to HUD. The next RAD meeting is February 11. The current PHA plan and the draft PHA plan for the coming year are available on HAWC's website at <http://www.co.washington.or.us/Housing/PoliciesPlans/plans.cfm>

HUD evaluates the public housing program based on a number of factors, including physical conditions assessed in the REAC inspections and report. A sample of a Public Housing Assessment System (PHAS) assessment sheet was provided.

Public Housing is the oldest housing program in operation. There has been some movement to convert public housing to alternative housing types, though it is not clear that conversion is the best choice for all public housing stock or HAWC's public housing stock in particular.

ADJOURNMENT

Meeting adjourned at 10:57 a.m.

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



IV. EXECUTIVE DIRECTOR'S REPORT

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

- **Wait List Re-Opening:** Kim Armstrong has been assigned lead in creating a plan to re-open the wait list sometime this spring. We have asked the other Housing Authorities for their best practices to ensure that the process is well-communicated with other agencies and to community citizenry, is safe and respectful, and inclusive. In this last month, she has reached out to various community groups supporting low-income families and individuals with diverse languages, cultures and nationalities, and to the Washington County Community Library System for assistance in extending public access to computer resources to allow on-line applications.

Housing Authority Finances: The Department's budget for FY2015-16 will be submitted on February 27, 2015. We are still projecting based on best available information (FY2015 Federal Omnibus Appropriation Bill) that the Housing Authority's programs should have sufficient funds to accomplish its mission. However, as Appropriation bills do not constitute law, we will be vigilant to any funding adjustments that occur to HUD's key programs.

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

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



- Sunset View Apartments: This project of 236 affordable housing units (60% AMI) is moving forward toward an application for Private Activity Bonds and 4% Low Income Housing Tax Credits. HAWC has negotiated to have 24 of these units allocated to serve extremely low-income families earning up to 30% AMI through the use of project-based vouchers. The Housing Board approved the project proposal and authorized HAWC to request up to \$29,500,000 in private activity bonds from the State. HAWC is in negotiations about a possible partnership.
- Corinth Gardens: This is a new project proposed in the City of Cornelius. Cascade Housing is the developer and was awarded two project-based vouchers to augment their HOME proposal.
- Meyer Memorial Trust: We have agreed to collaborate with Catholic Charities on a project to increase public, landlord, Housing Authority, and tenant understanding of the new 2013 Oregon Housing Choice Voucher law.

Other Initiatives:

- Housing Trust Fund: The Interim Rule on the Housing Trust Fund was released on January 30, 2015. The Housing and Economic Recovery Act of 2008 (HERA) established a Housing Trust Fund (HTF) to be administered by HUD. The purpose of the HTF is to provide grants to State governments to increase and preserve the supply of rental housing for low-income households, including homeless households, and increase homeownership rates for those households. State and State-designated entities are eligible grantees for HTF. Annual formula grants will be made, of which at least 80% must be used for rental housing; up to 10% for homeownership; and up to 10% for administrative and planning costs. HTF funds may be used for the production or preservation of affordable housing through acquisition, new construction, reconstruction, and/or rehabilitation of nonluxury housing with suitable amenities.

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

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



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

Cash Flow:

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

For December FYTD, cash flow from operations, of \$344,327 is favorable to the budget by \$266,245 and favorable to the prior year by \$153,376.

Section 8 had positive cash flow from operations of \$44,008, which was \$118,172 favorable to budget. The favorable variance is partly due to the increase in proration of Admin fees from 75% to 79% and partly due to lower administration cost than budgeted. The program should be close to zero income or loss for the remainder of the calendar year.

Public Housing had cash flow of \$60,195 which is \$130,896 favorable to budget, mainly due to higher operating revenue from the Cap Fund than budgeted. This variance will continue to grow unless and until these operating funds are used for capital expenditures.

Kaybern Terrace cash flow of \$2,181 was \$1,680 unfavorable to budget.

Aloha Park had cash flow from operations of \$1,499, unfavorable to budget by \$63,661, due to increased debt service and repair activities resulting from the refinance of the property.

The Local Fund had negative cash flow of \$31,467 which is favorable to budget by \$11,899, due to salaries and benefits for the DOL grant lower than budget. Part of the reason is that the new employee did not start at the beginning of the fiscal year.

Affordable Housing had cash flow from operations of \$267,910 favorable to budget by \$70,618, due mainly to low maintenance expenses.

Statement of Net Position (Balance Sheet):

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

The Local Fund is no longer overdrawn. At July 31, the local fund unrestricted cash balance was an overdraft of \$558,845. After the receipt of \$597,118 from the refinance of Aloha Park in August, and other activity, the unrestricted cash balance is a positive \$71,723.

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

Total unrestricted cash is a positive number - \$694,281, for the first time in several years.



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

	Section 8	Public Housing	Kaybern (USDA)	Aloha Park	Local Fund	Affordable Housing	Total
Operating revenue							
Federal/State operating subsidies	902,053	675,481	11,093	7,200	80,758	1,052	1,677,637
Gross billable rent	-	341,744	31,835	266,064	38,907	2,271,494	2,950,045
Vacancy loss	-	(2,606)	(472)	(14,284)	(629)	(45,498)	(63,489)
Premiums (concessions/loss-to-lease)	-	(56)	-	(8,111)	-	(61,323)	(69,490)
Other tenant revenue	-	14,347	1,247	6,340	7,402	62,827	92,163
Tenant revenue	-	353,429	32,610	250,010	45,680	2,227,500	2,909,229
Other revenue (incl GF subsidy)	28,681	4,219	628	4,016	(2,415)	135,022	170,150
Total operating revenue	930,734	1,033,128	44,331	261,226	124,023	2,363,574	4,757,016
Operating expenses:							
Repair and maintenance	-	531,465	12,588	111,304	14,424	565,045	1,234,826
Operations	673,571	194,066	5,242	56,548	109,076	364,885	1,403,388
Utilities	-	43,021	5,090	30,646	3,644	222,745	305,146
Insurance	2,954	18,922	375	10,449	662	47,231	80,593
PILOT	-	25,734	-	-	-	-	25,734
Bad debt, net of recoveries	-	(362)	1,429	203	-	30,429	31,698
Other	20,403	-	-	-	662	-	21,065
Total operating expenses	696,928	812,846	24,725	209,150	128,467	1,230,334	3,102,450
Net program income	233,806	220,282	19,606	52,075	(4,444)	1,133,240	1,654,566
Other ongoing cash outflows:							
HAWC administration	189,798	160,087	50	173	20,881	1,624	372,614
Debt service	-	-	17,375	50,403	6,142	863,705	937,625
Total outflows	189,798	160,087	17,425	50,576	27,023	865,330	1,310,239
Cash flow from operations	44,008	60,195	2,181	1,499	(31,467)	267,910	344,327
Other unrestricted cash inflows (outflows):							
Investment income - unrestricted	316	2,659	137	(83)	3,660	(1,250)	5,438
Capital fund receipts	-	13,537	-	-	-	-	13,537
Capitalized modernization	-	(66,969)	-	-	-	-	(66,969)
Debt Issuance Costs	-	-	-	(135,725)	-	-	(135,725)
Transfers to (from) Local Fund	-	-	-	(597,118)	597,118	-	-
Transfers to restricted cash - CAO	-	-	-	-	-	(156,738)	(156,738)
Transfers from (to) restricted cash - Repl Res	-	-	-	(14,040)	-	(68,340)	(82,380)
Section 18 transfers from Public Housing	-	-	-	-	6,323	501,366	507,689
Net unrestricted cash flows	44,323	9,422	2,318	(745,466)	575,634	542,948	429,179
Restricted cash flows:							
Housing Assistance Payments earned	9,989,363	-	-	-	-	-	9,989,363
Housing Assistance Payments	(10,177,425)	-	-	-	-	-	(10,177,425)
Investment income - restricted	308	3,089	-	-	-	-	3,397
Transfers from unrestricted - CAO	-	-	-	-	-	156,738	156,738
Transfers from (to)unrestricted - Repl Res	-	-	-	14,040	-	68,340	82,380
Purchased from replacement reserves	-	-	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	(507,689)	-	-	-	-	(507,689)
Total restricted cash flows	(187,755)	(504,600)	-	14,040	-	225,078	(453,237)
Net cash flows	(143,431)	(495,178)	2,318	(731,426)	575,634	768,026	(24,057)



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	1,677,637	1,543,437	134,200	1,496,468	181,169
Gross billable rent	2,950,045	2,901,439	48,606	2,856,603	93,442
Vacancy loss	(63,489)	(81,239)	17,750	(63,864)	375
Premiums (concessions/loss-to-lease)	(69,490)	(37,922)	(31,568)	(25,070)	(44,420)
Other tenant revenue	92,163	74,255	17,908	73,833	18,330
Tenant revenue	2,909,229	2,856,533	52,696	2,841,503	67,726
Other revenue (incl GF subsidy)	170,150	163,203	6,947	232,554	(62,404)
Total operating revenue	4,757,016	4,563,173	193,843	4,570,525	186,491
Operating expenses:					
Repair and maintenance	1,234,826	1,236,462	1,636	1,265,749	30,923
Operations	1,403,388	1,410,903	7,515	1,396,143	(7,245)
Utilities	305,146	302,941	(2,205)	289,939	(15,207)
Insurance	80,593	77,471	(3,122)	82,543	1,950
PILOT	25,734	25,896	162	26,810	1,076
Bad debt, net of recoveries	31,698	32,151	453	35,379	3,681
Other	21,065	26,348	5,283	22,908	1,843
Total operating expenses	3,102,450	3,112,172	9,722	3,119,471	17,021
Net program income	1,654,566	1,451,001	203,565	1,451,054	203,512
Other ongoing cash outflows:					
HAWC administration	372,614	475,425	102,811	336,829	(35,785)
Debt service	937,625	897,494	(40,131)	923,274	(14,351)
Total outflows	1,310,239	1,372,919	62,680	1,260,103	(50,136)
Cash flow from operations	344,327	78,082	266,245	190,951	153,376
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	5,438	(1,509)	6,947	2,006	3,432
Capital fund receipts	13,537	60,819	(47,282)	55,459	(41,922)
Capitalized modernization	(66,969)	(60,819)	(6,150)	(136,650)	69,681
Debt Issuance Costs	(135,725)	-	(135,725)	-	(135,725)
Transfers to (from) Local Fund	-	123,900	(123,900)	(11,706)	11,706
Transfers to restricted cash - CAO	(156,738)	(156,736)	(2)	(185,266)	28,528
Transfers from (to) restricted cash - Repl Res	(82,380)	(83,460)	1,080	(52,789)	(29,591)
Section 18 transfers from Public Housing	507,689	535,414	(27,725)	516,949	(9,260)
Net unrestricted cash flows	429,179	495,691	(66,512)	378,954	50,225
Restricted cash flows:					
Housing Assistance Payments earned	9,989,363	9,330,307	659,056	9,080,930	908,433
Housing Assistance Payments	(10,177,425)	(9,558,002)	(619,423)	(9,566,996)	(610,429)
Investment income - restricted	3,397	3,194	203	5,214	(1,817)
Transfers from unrestricted - CAO	156,738	156,736	2	185,266	(28,528)
Transfers from (to)unrestricted - Repl Res	82,380	83,460	(1,080)	52,789	29,591
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	(507,689)	(535,414)	27,725	(516,949)	9,260
Total restricted cash flows	(453,237)	(519,719)	66,482	(759,746)	306,509
Net cash flows	(24,057)	(24,028)	(29)	(380,792)	356,735



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	902,053	860,530	41,523	819,802	82,251
Gross billable rent		-	-	-	-
Vacancy loss		-	-	-	-
Premiums (concessions/loss-to-lease)		-	-	-	-
Other tenant revenue		-	-	-	-
Tenant revenue	-	-	-	-	-
Other revenue (incl GF subsidy)	28,681	17,527	11,154	29,692	(1,011)
Total operating revenue	930,734	878,057	52,677	849,494	81,240
Operating expenses:					
Repair and maintenance	-	-	-	-	-
Operations	673,571	683,933	10,362	720,217	46,646
Utilities	-	-	-	-	-
Insurance	2,954	2,903	(51)	2,903	(51)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	-	-	-	-
Other	20,403	24,313	3,910	21,261	858
Total operating expenses	696,928	711,149	14,221	744,381	47,453
Net program income	233,806	166,908	66,898	105,113	128,693
Other ongoing cash outflows:					
HAWC administration	189,798	241,072	51,274	177,717	(12,081)
Debt service	-	-	-	-	-
Total outflows	189,798	241,072	51,274	177,717	(12,081)
Cash flow from operations	44,008	(74,164)	118,172	(72,604)	116,612
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	316	-	316	349	(34)
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	-	-
Debt Issuance Costs	-	-	-	-	-
Transfers to (from) Local Fund	-	148,326	(148,326)	94,000	(94,000)
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	44,323	74,162	(29,839)	21,745	22,578
Restricted cash flows:					
Housing Assistance Payments earned	9,989,363	9,330,307	659,056	9,080,930	908,433
Housing Assistance Payments	(10,177,425)	(9,558,002)	(619,423)	(9,566,996)	(610,429)
Investment income - restricted	308	-	308	-	308
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	(187,755)	(227,695)	39,940	(486,066)	298,311
Net cash flows	(143,431)	(153,533)	10,102	(464,321)	320,890



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	675,481	570,064	105,417	608,374	67,107
Gross billable rent	341,744	307,608	34,136	310,555	31,189
Vacancy loss	(2,606)	(1,456)	(1,150)	(1,722)	(884)
Premiums (concessions/loss-to-lease)	(56)	(141)	85	(427)	371
Other tenant revenue	14,347	13,537	810	14,445	(98)
Tenant revenue	353,429	319,548	33,881	322,852	30,577
Other revenue (incl GF subsidy)	4,219	3,345	874	3,675	544
Total operating revenue	1,033,128	892,957	140,171	934,901	98,227
Operating expenses:					
Repair and maintenance	531,465	498,265	(33,200)	522,707	(8,758)
Operations	194,066	185,928	(8,138)	175,048	(19,018)
Utilities	43,021	36,384	(6,637)	33,910	(9,111)
Insurance	18,922	19,287	365	21,861	2,939
PILOT	25,734	25,896	162	26,810	1,076
Bad debt, net of recoveries	(362)	-	362	9,546	9,908
Other	-	-	-	-	-
Total operating expenses	812,846	765,760	(47,086)	789,882	(22,964)
Net program income	220,282	127,197	93,085	145,019	75,263
Other ongoing cash outflows:					
HAWC administration	160,087	197,898	37,811	140,631	(19,456)
Debt service	-	-	-	-	-
Total outflows	160,087	197,898	37,811	140,631	(19,456)
Cash flow from operations	60,195	(70,701)	130,896	4,388	55,807
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	2,659	2,668	(9)	2,628	31
Capital fund receipts	13,537	60,819	(47,282)	55,459	(41,922)
Capitalized modernization	(66,969)	(60,819)	(6,150)	(80,956)	13,987
Debt Issuance Costs	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	9,422	(68,033)	77,455	(18,481)	27,903
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	3,089	3,194	(105)	5,214	(2,125)
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	(507,689)	(535,414)	27,725	(516,949)	9,260
Total restricted cash flows	(504,600)	(532,220)	27,620	(511,735)	7,135
Net cash flows	(495,178)	(600,253)	105,075	(530,216)	35,038



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	11,093	12,312	(1,219)	11,551	(458)
Gross billable rent	31,835	32,786	(951)	31,894	(59)
Vacancy loss	(472)	(984)	512	(966)	494
Premiums (concessions/loss-to-lease)	-	(235)	235	(271)	271
Other tenant revenue	1,247	831	416	914	333
Tenant revenue	32,610	32,398	212	31,571	1,039
Other revenue (incl GF subsidy)	628	537	91	520	108
Total operating revenue	44,331	45,247	(916)	43,642	689
Operating expenses:					
Repair and maintenance	12,588	12,685	97	14,349	1,761
Operations	5,242	4,742	(500)	4,299	(943)
Utilities	5,090	4,906	(184)	5,003	(87)
Insurance	375	375	0	421	46
PILOT	-	-	-	-	-
Bad debt, net of recoveries	1,429	1,271	(158)	1,297	(132)
Other	-	-	-	-	-
Total operating expenses	24,725	23,979	(746)	25,369	644
Net program income	19,606	21,268	(1,662)	18,273	1,333
Other ongoing cash outflows:					
HAWC administration	50	32	(18)	26	(24)
Debt service	17,375	17,375	0	17,375	0
Total outflows	17,425	17,407	(18)	17,401	(24)
Cash flow from operations	2,181	3,861	(1,680)	872	1,309
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	137	123	14	125	12
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	-	-
Debt Issuance Costs	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	2,318	3,984	(1,666)	997	1,321
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	2,318	3,984	(1,666)	997	1,321



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	7,200	21,654	(14,454)	21,647	(14,447)
Gross billable rent	266,064	258,238	7,826	266,064	-
Vacancy loss	(14,284)	(12,912)	(1,372)	(6,326)	(7,958)
Premiums (concessions/loss-to-lease)	(8,111)	(7,900)	(211)	(9,661)	1,550
Other tenant revenue	6,340	15,090	(8,750)	3,395	2,945
Tenant revenue	250,010	252,516	(2,506)	253,473	(3,463)
Other revenue (incl GF subsidy)	4,016	4,440	(424)	4,892	(876)
Total operating revenue	261,226	278,610	(17,384)	280,012	(18,786)
Operating expenses:					
Repair and maintenance	111,304	96,855	(14,449)	115,906	4,602
Operations	56,548	65,766	9,218	65,581	9,033
Utilities	30,646	30,710	64	29,547	(1,099)
Insurance	10,449	6,750	(3,699)	5,624	(4,825)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	203	3,000	2,797	1,274	1,071
Other	-	-	-	-	-
Total operating expenses	209,150	203,081	(6,069)	217,932	8,782
Net program income	52,075	75,529	(23,454)	62,080	(10,005)
Other ongoing cash outflows:					
HAWC administration	173	98	(75)	174	1
Debt service	50,403	10,271	(40,132)	36,417	(13,986)
Total outflows	50,576	10,369	(40,207)	36,591	(13,985)
Cash flow from operations	1,499	65,160	(63,661)	25,489	(23,990)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	(83)	6	(89)	60	(143)
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	(51,267)	51,267
Debt Issuance Costs	(135,725)	-	(135,725)	-	(135,725)
Transfers to (from) Local Fund	(597,118)	-	(597,118)	-	(597,118)
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	(14,040)	(15,120)	1,080	15,551	(29,591)
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	(745,466)	50,046	(795,512)	(10,167)	(735,299)
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	14,040	15,120	(1,080)	(15,551)	29,591
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	14,040	15,120	(1,080)	(15,551)	29,591
Net cash flows	(731,426)	65,166	(796,592)	(25,718)	(705,708)



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	80,758	71,491	9,267	28,192	52,566
Gross billable rent	38,907	44,381	(5,474)	43,516	(4,609)
Vacancy loss	(629)	-	(629)	-	(629)
Premiums (concessions/loss-to-lease)	-	-	-	-	-
Other tenant revenue	7,402	250	7,152	182	7,220
Tenant revenue	45,680	44,631	1,049	43,698	1,982
Other revenue (incl GF subsidy)	(2,415)	5,963	(8,378)	59,448	(61,863)
Total operating revenue	124,023	122,085	1,938	131,338	(7,315)
Operating expenses:					
Repair and maintenance	14,424	14,838	414	9,589	(4,835)
Operations	109,076	102,485	(6,591)	79,944	(29,132)
Utilities	3,644	4,542	898	3,853	209
Insurance	662	662	0	782	120
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	-	-	-	-
Other	662	2,035	1,373	1,647	985
Total operating expenses	128,467	124,562	(3,905)	95,815	(32,652)
Net program income	(4,444)	(2,477)	(1,967)	35,523	(39,967)
Other ongoing cash outflows:					
HAWC administration	20,881	34,746	13,865	17,225	(3,656)
Debt service	6,142	6,143	1	6,143	1
Total outflows	27,023	40,889	13,866	23,368	(3,655)
Cash flow from operations	(31,467)	(43,366)	11,899	12,155	(43,622)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	3,660	5,790	(2,130)	2,936	724
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	(4,428)	4,428
Debt Issuance Costs	-	-	-	-	-
Transfers to (from) Local Fund	597,118	(24,426)	621,544	(105,706)	702,824
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	-	-	-	-	-
Section 18 transfers from Public Housing	6,323	8,951	(2,628)	8,005	(1,682)
Net unrestricted cash flows	575,634	(53,051)	628,685	(87,038)	662,672
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	575,634	(53,051)	628,685	(87,038)	662,672



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	1,052	7,386	(6,334)	6,903	(5,851)
Gross billable rent	2,271,494	2,258,426	13,068	2,204,574	66,920
Vacancy loss	(45,498)	(65,887)	20,389	(54,851)	9,353
Premiums (concessions/loss-to-lease)	(61,323)	(29,646)	(31,677)	(14,712)	(46,611)
Other tenant revenue	62,827	44,547	18,280	54,898	7,929
Tenant revenue	2,227,500	2,207,440	20,060	2,189,910	37,590
Other revenue (incl GF subsidy)	135,022	131,391	3,631	134,328	694
Total operating revenue	2,363,574	2,346,217	17,357	2,331,141	32,433
Operating expenses:					
Repair and maintenance	565,045	613,819	48,774	603,203	38,158
Operations	364,885	368,049	3,164	351,061	(13,824)
Utilities	222,745	226,399	3,654	217,628	(5,117)
Insurance	47,231	47,494	263	50,953	3,722
PILOT	-	-	-	-	-
Bad debt, net of recoveries	30,429	27,880	(2,549)	23,263	(7,166)
Other	-	-	-	-	-
Total operating expenses	1,230,334	1,283,641	53,307	1,246,108	15,774
Net program income	1,133,240	1,062,576	70,664	1,085,033	48,207
Other ongoing cash outflows:					
HAWC administration	1,624	1,579	(45)	1,056	(568)
Debt service	863,705	863,705	(0)	863,340	(365)
Total outflows	865,330	865,284	(46)	864,396	(934)
Cash flow from operations	267,910	197,292	70,618	220,637	47,273
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	(1,250)	(10,096)	8,846	(4,092)	2,842
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	-	-
Debt Issuance Costs	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers to restricted cash - CAO	(156,738)	(156,736)	(2)	(185,266)	28,528
Transfers from (to) restricted cash - Repl Res	(68,340)	(68,340)	-	(68,340)	-
Section 18 transfers from Public Housing	501,366	526,463	(25,097)	508,945	(7,579)
Net unrestricted cash flows	542,948	488,583	54,365	471,884	71,064
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	156,738	156,736	2	185,266	(28,528)
Transfers from (to)unrestricted - Repl Res	68,340	68,340	-	68,340	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	225,078	225,076	2	253,606	(28,528)
Net cash flows	768,026	713,659	54,367	725,490	42,536



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

	Section 8	Public Housing	Kaybern (USDA)	Aloha Park	Local Fund	Affordable Housing	Total
Assets							
Current assets:							
Unrestricted cash and cash equivalents	27,319	733,211	46,113	(47,315)	71,723	(136,770)	694,281
Restricted cash and cash equivalents	82,216	73,764	1,230	32,902	2,600	300,782	493,495
Accounts receivable, net	75,725	154,491	3,751	86	50,532	293,610	578,195
Current portion of contracts receivable	—	176	—	—	3,327	—	3,503
Other current assets	2,954	25,111	375	18,865	3,725	62,845	113,875
Total current assets	188,214	986,753	51,469	4,538	131,908	520,466	1,883,349
Non-current assets:							
Restricted cash and cash equivalents	(50,609)	668,931	36,105	1,543,722	—	1,940,916	4,139,064
Contracts receivable	—	—	—	—	371,972	—	371,972
Capital assets, non-depreciable	—	3,639,377	50,000	41,617	352,092	4,095,129	8,178,215
Capital assets, depreciable, net	—	3,130,651	22,596	341,930	752,850	14,266,440	18,514,467
Total non-current assets	(50,609)	7,438,958	108,700	1,927,269	1,476,913	20,302,485	31,203,717
Total assets	137,606	8,425,711	160,170	1,931,806	1,608,821	20,822,951	33,087,066
Deferred bond refunding costs	—	—	—	—	—	2,532,893	2,532,893
Total assets and deferred outflow of resources	137,606	8,425,711	160,170	1,931,806	1,608,821	23,355,844	35,619,958
Liabilities							
Current liabilities:							
Accounts payable	12,987	56,682	7,074	13,878	5,103	55,940	151,663
Deferred revenue	—	1,457	24	211	3,065	2,603	7,360
Accrued interest payable - bonds and notes	—	—	2,553	7,269	84	627,572	637,479
Current portion of notes and contracts payable	—	—	4,298	62,985	10,707	97,964	175,955
Current liabilities payable from restricted assets:							
Tenant and other deposits	82,216	73,764	1,230	32,902	2,600	300,782	493,495
Total curr. liabilities payable from restr. assets	82,216	73,764	1,230	32,902	2,600	300,782	493,495
Total current liabilities	95,204	131,903	15,179	117,245	21,559	1,084,862	1,465,951
Non-current liabilities:							
Contracts and notes payable	137,952	—	320,836	2,037,435	675,394	28,481,382	31,652,999
Total non-current liabilities	137,952	—	320,836	2,037,435	675,394	28,481,382	31,652,999
Total liabilities	233,156	131,903	336,015	2,154,680	696,953	29,566,244	33,118,950
Net Position							
Invested in capital assets	—	6,770,028	(252,539)	(1,716,873)	418,841	(7,684,885)	(2,465,428)
Restricted	(185,189)	668,931	36,105	1,543,722	—	1,940,916	4,004,483
Unrestricted	89,639	854,850	40,589	(49,722)	493,027	(466,431)	961,953
Total net position	(95,550)	8,293,808	(175,846)	(222,873)	911,868	(6,210,400)	2,501,008
Total liabilities and net position	137,606	8,425,711	160,170	1,931,806	1,608,821	23,355,844	35,619,958



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

Wait List Time Based on # of HH Members										
# HH Members	1	2	3	4	5	6	7	8	9	Total
#Families	267	157	135	75	43	36	12	9	1	735
Average Days	1,882	1,1861	1,871	1,871	1,749	1,642	2,061	1,805	1,301	1,856

Wait List Based on Gender					
Gender	Female		Male		Total
Total	532		203		735

Wait List Based on Race								
Race	Am. Indian	Asian	Black	Native Hawaiian	White	Multiple	Unk.	Total
	7	36	112	5	546	8	21	735

Wait List Based on Ethnicity						
HH Ethnicity	Hispanic		Not Hispanic		Unknown	Total
	176		553		6	735

Wait List Based on HH Type					
Type	Disabled	Elderly	Family	Other	Total
	146	71	380	138	735



WASHINGTON COUNTY
OREGON

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

Fiscal Year-to-Date
January 2014

Average Vacancy Days - Public Housing

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



V. STAFF REPORTS
C. Affordable Housing

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

- a) Section 8 Waiting List: 735 currently, last report: 868. 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, likely in 2015.
- b) Public Housing Average Vacancy Days: Vacancy days for the month of January 2015 were at 27 (last month – 28.25). FY2014-15 reporting begins July 1. HUD rates Housing Authorities, however, on cumulative vacancy days on a fiscal year basis. Our goal is 18 days. HUD rates 20 days or below as an “A”. Our cumulative total is 23.64, up from 22.30 last month. We will be monitoring this to restore our rate to below 20 days.
- c) Occupancy Rates:
 *Public Housing: 99.18% (last report – 99.77%)
 *Section 8: 95.68 % (last report – 95%)

We had 2,660 vouchers leased up on the first of February (last report – 2,643). Our Annual Contributions Contract (ACC) is for 2780 vouchers, so we need to lease up over 100 vouchers to reach our authorized capacity. HAWC issued 76 new vouchers since January 1, 2015, and currently there are 58 applicants with vouchers searching for housing (last report 8 new, 15 looking). Our monthly allocation of Section 8 HAP funds is 103.7%. Our goal of budget authority is 95% minimum. HAWC will issue vouchers to existing waitlist clients to bring voucher utilization closer to 100%.

- 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 January, the average maintenance response time for emergency and routine work orders for the public housing portfolio is as follows:

	<u>Avg. Response</u>	<u>Our Goal</u>	<u>HUD Standard</u>
Emergency WO's	1.85 hrs	3 hrs	24 hrs
Routine WO's	6.07 days	7 days	25 days

- f) FSS Participation
 Total FSS participants: 87 (76 from Section 8 and 11 from Public Housing)
 Total FSS participants w/escrow balance: 48
 Total Escrow Balance: \$185,460
 Highest Escrow Accounts: \$19,504 (Section 8) and \$11,329x (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: 96.25% Occupancy (23 vacancies / 613 units), compared to 96.08% (24 vacancies / 613 units), last report. NTR – 97%.

- **MAINTENANCE ACTIVITIES**

Turnovers:

- Maintenance turned over four (4) Public Housing units for new residents.
- All repairs, painting and landscaping was completed by Housing staff.
- Carpet was replaced in three (3) Public Housing units.
- Cleaning was performed in four (4) Public Housing units.

Special Projects:

- Siding repair was performed on four (4) Public Housing properties.
- Tree services were performed on one (1) Public Housing property.
- Reported 674 year-to-date non-emergency work orders have been completed in an average of 6.71 days.
- Reported 96% of 24 year-to-date emergency work orders have been completed within 24 hours.



V. STAFF REPORTS
D. Programs and Special Projects

- **PROJECT-BASED VOUCHERS**

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

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

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

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



WASHINGTON COUNTY OREGON

	Awarded	Project-based	Leased	Awarded	Project-based	Leased	Awarded	Project-based	Leased
Luke-Dorf (Pluss Apartments)							12	12	6
LifeWorks NW (Tom Brewer House)							13	13	10
CPAH (The Knoll)	12	12	11						
Enterprise Community Partners (Fircrest Manor Apartments)				15	15	11			
REACH CDC (<i>The Orchards at Orenco</i>)				16					
Northwest Housing Alternatives (Alma Gardens)				8	8	8			
Bridges To Housing (Bonita and The Colonies)				7	7	6			
CPAH (The Barcelona)				8					
Luke-Dorf (Housing TEAM- SAHMSA)	90	41	40						
Bienestar (Cornelius Place)				8					
Bridge Meadows (Beaverton)				8					
Luke-Dorf (Corinth Gardens)				2					
Total PBVS	102	53	51	72	30	25	25	25	16



V. STAFF REPORTS
E. Report on Homelessness

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

On January 26, 2015 the U.S. Department of Housing and Urban Development (HUD) announced the award of \$2,720,993 in FY2014 McKinney-Vento CoC Program Homeless Assistance funds to the Washington County Department of Housing Services, in partnership with nonprofit provider agencies. The award represents 100% funding of submitted housing project applications, and includes \$33,056 in new funds for the Homeless Program Coordinator position.

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

The President's proposed FY2016 Budget was announced for the federal fiscal year beginning October 1, 2015, and reflects an increase of \$345 million across HUD programs. This increase would provide for renewal of all current homeless programs, as well as provide funding for an estimated 25,000 new permanent supportive housing beds for people experiencing chronic homelessness and fund new rapid re-housing beds for an additional 15,000 families. The proposed \$1.4 billion for Veterans Homeless Assistance programs will remain flat as compared to FY2015 appropriation, and no new HUD-VASH vouchers are proposed in FY2016. Nationally, communities are reporting a decline in veteran homelessness.

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

¹ FY2014 Omnibus Appropriations; January 17, 2014.

² FY2015 Omnibus Appropriations, December 16, 2014

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



- **EMERGENCY FOOD AND SHELTER PROGRAM PHASE 32 FUNDING**

The Emergency Food and Shelter Program (EFSP) was created in 1983 to supplement the work of local social service organizations within the United States to help hungry and homeless people in need of emergency assistance. The EFSP National Board uses a formula involving population and poverty data provided by the US Census, and unemployment data provided by the Bureau of Labor Statistics to determine eligibility of a civil jurisdiction to receive an allocation of funds.

A delay in distributing the Phase 32 funds awarded has occurred due to Federal requirements to audit Phase 31 fiscal records and reports, of which this audit was reported complete in February 2015. With the audits complete, the release of Phase 32 funds should occur by April. The EFSP Local Board announced the Phase 32 funding as follows: \$233,686 Washington, \$142,315 Clackamas, \$382,605 Multnomah, and \$237,648 Clark County in the state of Washington.

Historical EFSP funding in Washington County:

\$233,686 2014 EFSP: \$68,704 shelter, \$107,635 rent, \$52,733 food/meals, \$4,614 Administration
\$193,869 2013 EFSP: \$59,161 shelter, \$91,118 rent, \$41,590 food/meals
\$204,489 2012 EFSP: \$73,616 shelter, \$89,975 rent, \$40,898 food/meals
\$ 62,988 2011 State Set-aside: \$0.00 shelter, \$50,390 rent, \$12,598 food/meals
\$376,296 2010 EFSP/ARRA: \$135,467 shelter, \$162,829 rent, \$78,000 food/meals
\$281,091 2009 EFSP: \$87,291 shelter, \$101,840 rent, \$49,800 food/meals

- **SEVERE WEATHER SHELTER RESPONSE PLAN**

In its 8th year of operation, winter shelters opened November 1 and will continue operations through the end of March 2015. During the first three months of operation, six church shelters report 3,636 bed stays provided to homeless individuals that includes singles, couples and families with children. This service was provided by 9010 volunteer hours. The shelters have been running at capacity due to the rise in homelessness, and participated in the annual Point-In-Time Homeless Count the last week of January.

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

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

Community Action, Luke-Dorf, Inc. and HomePlate provided the leadership to form outreach teams that collected comprehensive, non-duplicated data on the number,



characteristics and service needs of individuals, families, and unaccompanied youth experiencing homelessness. The PIT data collection is a federal requirement that jurisdictions perform to receive McKinney-Vento Title IV Homeless Assistance funds. The data is used locally to inform planning efforts in developing programs and prioritizing funds that serve the diverse homeless population residing in Washington County.

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

January 2015: Tentative data scheduled for release March 4, 2015

January 2014 = 1,011

January 2013 = 1,153

January 2012 = 1,331

January 2011 = 1,356

January 2010 = 1,383

January 2009 = 1,243

January 2008 = 1,145

January 2007 = 1,241

January 2006 = 1,162

January 2005 = 787

- **PROJECT HOMELESS CONNECT**

The 9th annual Project Homeless Connect (PHC) was held on Friday, January 30, 2015, from 9 a.m. to 4 p.m. at Sunrise Church. The one-day one-stop event provided free resources and on-site health care for homeless persons and people at risk of homelessness. The Washington County Department of Housing Services is a fiscal sponsor of the event that served approximately 400 people. For more information, visit www.phcwashco.org.

- **EVICTION COURT CASES ON THE DECLINE**

The Housing and Supportive Services Network (HSSN) is a network of more than 60 public and private partner agencies working collectively to end homelessness through prevention (e.g. addressing poverty) and services for people with special needs (e.g. disabling conditions). This coalition of partners has been addressing the housing crisis that exists within Washington County as a result of increased rents, low vacancy rates, housing barriers (screened out) due to bad credit that includes eviction(s), debt owed, criminal history, etc. Despite these challenges, a noted achievement is the 36% reduction in eviction court cases filed.



As identified in *A Road Home: 10-Year Plan to End Homelessness*, prevention of homelessness was a key focus and more specifically the barriers to re-housing homeless families as a result of evictions. The HSSN implemented housing counseling and resource referral coordination provided at Community Resource Orientations and Community Connect, with outcomes demonstrated by a continued decline in the number of eviction court cases filed annually.

4,222 eviction cases in 2007

2,687 eviction cases in 2014

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

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

- Develop affordable housing serving extremely low- (30% MFI) and low-income households (50% MFI); e.g. a household of 4 people making less than \$34,700 annually is low-income and needs housing rents based on <50% MFI.
- Develop property owner/management partnerships through education on the need for housing vulnerable populations and alignment of supportive service providers.
- Work to develop policy on community service work conversion rates.
- Secure funds for hotel/motel vouchers, and support for faith-based Severe Weather Shelter operations.
- Increased access to job skills and employment opportunities.

VI. OLD BUSINESS

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

The *Housing Works* project is a collaboration between 3 Workforce Investment Boards (Counties of Clark, Washington & Multnomah, and Clackamas) and 4 Housing Authorities (Portland, Washington County, Clackamas County, and Vancouver) funded by a Department of Labor grant. The grant was awarded in 2012 and the performance period runs through October 2015. The group is requesting an extension and seeking other funding to continue the program.

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



HAWC's goal is to serve 75 clients over the 18 months of the grant program. HAWC was awarded 25 additional client enrollment slots as a result of its success in the project so far. Grant funds support dedicated case managers for program participants, and provide resources for education, classes, on-the-job training, and internships.

- **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 2013 and the Work Group has met each month since then.

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. A draft version of the Plan will be available for public comment in March 2015.

- **HAC VACANCIES**

There is one current HAC vacancy due to member resignation and two upcoming vacancies due to term expiration on 3/31/2015. The current vacancy is an At-Large position. The expiring terms are David Nase's At-Large position and LaShanda Williams Housing Authority Representative position. LaShanda Williams is eligible to renew her appointment and has indicated her interest in doing so.

HAC terms are three years, unless appointments are filling an existing vacancy. One At-Large position will be filling a vacant term that will expire on 3/31/2017, and the two new appointments will expire 3/31/2018. Vacancies were announced at the Washington County Board meeting on 12/23/2014, and applications are available on Washington County's website at <http://www.co.washington.or.us/CAO/BoardsCommissions/index.cfm>. The Board will be asked to review applications and make appointments for new positions in March.

VIII. NEW BUSINESS

- **OREGON HOUSING AUTHORITY (OHA) ASSOCIATION MEETING**

Val Valfre attended a two-day OHA meeting in Newberg, February 19-20. Topics included an update from HUD representatives, State and Federal Legislative priorities, and OAHTC (Oregon Affordable Housing Tax Credits) workgroup results.



- **VETERANS NOFA**

There is an Oregon Housing and Community Services (OHCS) conference call scheduled for February 23 to discuss veterans' document recording fee funding for permanent affordable housing and services.

- **STATE CONSOLIDATED & STRATEGIC PLAN STAKEHOLDER ADVISORY COMMITTEE (SAC)**

The SAC will have its first meeting to determine balance of the State housing priorities, review analysis of impediments to Fair Housing Choice, and build on an organizational strategic plan for Oregon Housing and Community Services (OHCS). This group will also work with OHCS to develop a Consolidated Plan, including a Housing Trust Fund Allocation Plan for Oregon. Val Valfre will chair this Committee.

IX. RESOLUTIONS/ACTION ITEMS

- **TEFRA NOTICE & HEARING (March 17, 2015)**

Prior to considering official authorization to issue bonds for Sunset View Apartments, the Tax Equity and Fiscal Responsibility Act of 1982 (TEFRA) requires the County Board of Commissioners to conduct a formal public hearing. Notice of the hearing must be published of record fourteen days in advance. A Resolution & Order is associated with this action.

IX. ADJOURNMENT