



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



**Thursday, February 25, 2016
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 24, 2016

2016 HAC Schedule
Thursday, February 25
Thursday, March 24
Thursday, April 28
Thursday, May 26 - Budget
Thursday, June 23
Thursday, July 28
Thursday, August 25
Thursday, September 22
Friday, October 14 – Retreat (Tentative)
Thursday, November 17
Friday, December 9 – Luncheon (Tentative)



HOUSING ADVISORY COMMITTEE
Department of Housing Services
February 25, 2016 at 9:00 A.M.

AGENDA

- I. ROLL CALL**
- II. ACTION – APPROVAL OF MINUTES**
 - A. January 28, 2016 Meeting Minutes
- III. DISCUSSION - ORAL COMMUNICATIONS and MEMBER UPDATES**
- IV. EXECUTIVE DIRECTOR’S REPORT**
- V. STAFF REPORTS**
 - A. Financial Statement: Year-to-Date Income Statements
 - B. Section 8 and Low Rent Public Housing
 - C. Affordable Housing
 - D. Special Projects
 - E. Report on Homelessness
- VI. OLD BUSINESS**
- VII. NEW BUSINESS**
- VIII. RESOLUTIONS/ACTION ITEMS**
- IX. ADJOURNMENT**



MINUTES
HOUSING ADVISORY COMMITTEE OF WASHINGTON COUNTY
January 28, 2016, 9:00 a.m.

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

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

STAFF PRESENT

Val Valfre, Executive Director
Komi Kalevor, Assistant Director
YaLing Huang-Dressel, Finance Manager
Melanie Fletcher, Rental Assistance Manager
Gary Calvert, Asset Manager
Kim Armstrong, Program Coordinator
Laura Araza, Occupancy Specialist

COMMITTEE MEMBERS ABSENT

Ben Sturtz
Annee vonBorg Carina Delgado

GUESTS PRESENT

LaShanda Williams called the meeting to order at 9:05 a.m.

I. ROLL CALL - A quorum was present.

II. ACTION - APPROVAL OF MINUTES

Motion: Approve the minutes from September 24, 2015—Jack Schwab

Second: David Ruelas

Vote: All approve

Motion: Approve the minutes from October 16, 2015— Jack Schwab

Second: David Ruelas

Vote: All approve

Motion: Approve the minutes from November 19, 2015— Anapreet Kaur-Gill

Second: LaShanda Williams

Vote: All approve



III. DISCUSSION - ORAL COMMUNICATIONS

- There are two new appointees to the Housing Authority Board of Directors (HABOD). Shannon Wilson is the Deputy Director at Community Partners for Affordable Housing (CPAH), and was re-appointed to the HABOD in December after serving the last few months of a vacant term. Nichole Weaver is a public housing resident who went through the Housing Works program, who was appointed to serve as the HABOD Resident representative in December.
- Anapreet Kaur-Gill reported that the North Plains Senior Plaza is installing a new elevator.
- David Ruelas noted that the Cornelius Library has continued to fundraise successfully. Bienestar submitted an application for \$450,000 in HOME funding for the residential portion of the project. Roof repair is underway at Sunset Gardens. It appears that necessary repairs may be more extensive than originally anticipated.
- Gary Whiting noted that the real estate market appears to be similar in 2016 as in the prior year. The Metro area had 1.2 months of inventory in December, with closings, sales prices, and median sales prices up from the prior year.
- Jack Schwab commented that the Good Neighbor Center presented to the Policy Advisory Board (PAB) for a 3-year CDBG services grant to support its children's program.
- The Good Neighbor Center will hold a fundraiser on Friday, March 11. The event will feature professional storytellers, including a story about Vanport and the Vanport Flood.
- LaShanda Williams reported that the SNAP program has implemented program requirements for able-bodied adults without dependents to be working to continue to receive assistance. There is a process for homeless adults to apply for an exemption from this requirement.
- Sid Scott presented to the PAB for HOME funds for Cornelius Place. This project should begin construction in 2017 if State funding is awarded this cycle.
- Sid Scott requested an update on the potential for using "Tiny Homes" for homeless veterans. Val Valfre commented that there has not yet been land identified to support this effort—but there is a 20-unit veterans housing development in process for SW Blanton Road near TV Highway.

IV. EXECUTIVE DIRECTOR'S REPORT

Washington County Thrives is a coalition effort that includes several service and advocacy organizations and government agencies. The coalition is proposing strategies focused on access to affordable housing, workforce development, and early learning opportunities.



Housing Authority Operations

Regional Special Fair Market Rent (FMR) Study: HAWC has received word that HUD will accept the recently-submitted regional FMR study. This will allow the Housing Authorities in the region to increase their FMRs, raising the allowable rent for households receiving Section 8 voucher assistance. This change will not increase funding in the short term, and may result in Housing Authorities serving a smaller number of households and paying more HAP per voucher. This could impact Section 8 Administrative funding, as that is allocated based on total number of vouchers leased.

Kim Armstrong clarified that Fair Market Rent is based on a HUD formula for average rent, and reflects market-driven rental rates—it does not have any relationship to local income or affordable rental costs.

Section 8 Shortfall Funding: HAWC was able to end the year out of shortfall, and has started issuing new vouchers.

Section 8/Public Housing Waitlists: Public Housing has begun pulling waitlist clients who applied for assistance in May 2015. Section 8 will pull existing legacy waitlist clients before beginning to pull from May 2015 applicants.

Section 8 New Hires: Two new Occupancy Specialists have begun work

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

Housing Authority Finances

Audit Outcomes: There were no findings in the recent audit. The Housing Authority is a major recipient of Federal funds, and is a focus in the annual County audit.

Housing Authority Affordable Housing & Services Initiatives

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

Other Initiatives

Local Innovative and Fast Track Housing Program (LIFT) HB 2198: This initiative allocated \$62.5M for affordable housing, including \$40M in GO Bonds, \$20M for mental health related housing in lottery-backed bonds, and \$2.5M for affordable housing preservation.

The proposed program guidelines will be reviewed next week by the State Housing Stability Council. If approved by the Council, the program guidelines will be introduced to the Legislature for comment and revision.

HUD Section 811 Supportive Housing for Persons with Disabilities Program: This program was approved by HUD in 2013, and coordination issues have delayed implementation. This program will provide rental subsidy to eligible clients.

Housing & Human Services Omnibus Bill: There will be a hearing on the Housing Omnibus bill on February 1, 2016.



V. STAFF REPORTS

A. Financial Statement

There were no findings in the recent audit.

HAWC is now out of shortfall. The shortfall in 2015 was largely due to rent increases and rising housing costs. Average Housing Assistance Payment (HAP) was funded at \$615, and actual average HAP was \$649 per household.

The County is moving forward with its budget process for FY2016-2017. Budgets are due in March, with budget hearings in April and May. The Board adopts the budget in June, and the new fiscal year begins July 1. The HAWC budget will include known HUD funding for calendar year 2016 and estimated funding for CY2017.

The HAC will have the opportunity to review the HAWC budget at the May meeting, and will be asked to recommend the budget for Board approval.

Sid Scott asked what unrestricted cash would be used for. YaLing Dressel and Val Valfre clarified that these funds would be used for capital expenses and maintenance at HAWC properties, and may be used for new programs or special projects that support HAWC's mission.

David Ruelas asked for information about Section 18 transfers from Public Housing. YaLing Dressel clarified that those funds are the proceeds from the sale of public housing units in 2008-2009. These funds are being transferred gradually from the Public Housing budget to the Affordable Housing budget, based on the number of Section 8 households living in HAWC Affordable Housing properties.

B. Section 8 and Low Rent Public Housing

HAWC has acquired a new property at 192nd and Baseline as a result of property tax foreclosure. The property is a single-family home that was vacant and occupied illegally prior to foreclosure. HAWC will rehab the property, which will be rented as an affordable unit for a household at 80% MFI.

- The Public Housing and Section 8 Unified Waitlist are currently not accepting new applications.
- Occupancy rates remain high in public housing (99.59%) and for Section 8 vouchers (92.76%).
- There has been more turnover in the Public Housing units. Maintenance is working on these turnovers, as well as rehabbing the new property on 192nd and a transitional housing unit that was damaged by the prior tenants.
- HAWC acquired new box vans to replace the old vehicles.
- Laundry equipment in many of the Public Housing units is aging and will likely need to be replaced soon.
- HAWC prepares a Public Housing Assessment (PHA) plan for submission to HUD every year. The Resident Advisory Board meeting to collect feedback on the PHA plan is February 11, 2016, and the HABOD hearing and approval of the PHA plan is scheduled



for April 5, 2016. The draft PHA plan will be available on HAWC's website by February 10, 2016. The new PHA plan will include the option to convert up to 100 additional vouchers to project-based.

C. Affordable Housing

- Occupancy rates remain high in affordable housing (98.73%).

D. Special Projects

- Project-Based Vouchers

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

E. Report on Homelessness

Annette Evans was not available for the meeting, so Val Valfre provided limited updates.

- Family Justice Center

No additional updates were provided at the meeting.

- Legal Clinics

No additional updates were provided at the meeting.

- FY2015 Federal McKinney-Vento Homeless Programs

No additional updates were provided at the meeting.

- Gap in Affordable Housing Serving <50% AMI

No additional updates were provided at the meeting.

- New Federal Chronic Homeless Definition

The new definition of chronically homeless will require additional documentation. This will impact the resources that homeless persons can access if they cannot document their chronic status, as many programs prioritize chronically homeless persons.

- Severe Weather Shelter Response Plan

No additional updates were provided at the meeting.

- Just Compassion Day Center Opens January 7, 2016

No additional updates were provided at the meeting.

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

The Point-In-Time Count is underway this week.

- Project Homeless Connect

Project Homeless Connect will be held Friday, January 29, from 9am to 4pm at Sunrise Church.



VI. OLD BUSINESS

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

The Housing Works program has been a very successful effort to connect participants to education and job training over the last few years. The Department of Housing Services 2015-16 budget request includes a portion of funding to continue this program.

- Health Careers NW with Worksystems, Inc.

WorkSystems, Inc. was awarded Health & Human Services grant funding that will support Health Careers NW, which operates using a similar model. This 5-year grant will support low-income jobseekers seeking to enter healthcare fields, including healthcare administration. The soft launch for this program is February 1.

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

- Health Careers NW: Life Skills Supplement

HAWC has submitted an application for \$40,000 in CDBG Services funding for a soft skills supplement program. This proposal was based on case worker experience with Housing Works job seekers who struggled to find and keep employment due to soft skills issues. If these job seekers can be provided with soft skills training, it may support better and longer-lasting outcomes for job seekers that access education and training resources through Health Careers NW. A soft skills training outline has been developed, and, if funding is awarded, participants would be provided with a series of soft skills trainings. WorkSystems, Inc. is a partner on this effort, and has agreed to support this training through its online Train Oregon platform.

CDBG award announcements are expected February 11.

- Metro CET Grant

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



VII. NEW BUSINESS

- Affordable Housing Site Identification and Proposal (MURP project)

Washington County submitted a proposal for a Masters of Urban and Regional Planning (MURP) student project through Portland State University (PSU). The team will be completing a workshop project for Washington County between February and June 2016.

The workshop team will assess vacant sites in Washington County that allow multifamily development or could be reclassified to allow multifamily development, identify one or more parcels that could be particularly well-suited for development of affordable housing, and provide development recommendations for affordable housing in those locations.

The work plan (currently underway) will detail desired products and deliverables, including an inventory of assessed sites, criteria for site selection, site analysis of optimal sites, and project strategy outlines (including a community engagement strategy) and project assessments and reports.

VIII. RESOLUTIONS/ACTION ITEMS

- Family Self-Sufficiency (FSS) Program Coordinating Committee

The Family Self-Sufficiency (FSS) program is a 5-year, voluntary program designed to assist low-income families who are currently receiving housing assistance in reaching economic independence by helping access job training, educational resources, savings programs and Individual Development Accounts (IDAs) to meet financial and personal goals for self-sufficiency.

The FSS program must have a Program Coordinating Committee (PCC) for program updates, and to help establish connections to partner agencies that could provide resources or assistance for FSS participants. The PCC must include representatives of the PHA and representatives from its rental assistance programs. It is recommended that the PCC also include representatives of local agencies, non-profit service providers, private business, and any other public or private sector service providers with resources to assist the program.

Regulations permit PHAs to utilize an existing entity as the PCC if the membership of the existing entity generally consists of the required and recommended individuals.

Laura Araza (FSS Coordinator) and Melanie Fletcher (Rental Assistance Program Manager and former FSS Coordinator) request that the HAC consider acting as the FSS PCC.

David Ruelas asked “if the FSS program was available to Spanish speakers?”. The program is accessible to Spanish speakers currently, and HAWC hopes to increase



access for ESL participants with increased FSS funding in the coming year. HAWC is also working to partner with the Vision Action Network (VAN) to provide short-term assistance for unexpected expenses that may make it difficult for participants to advance towards their goals (e.g. unexpected car repairs when participant must drive to work).

Motion: Accept the oversight role of Program Coordinating Committee (PCC) for the Family Self-Sufficiency Program— Sid Scott

Second: LaShanda Williams

Vote: All approve

- 2016 HAC Meeting Schedule

- Thursday, January 28
- Thursday, February 25
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- Friday, October 14 – Retreat (Tentative)
- Thursday, November 17
- Friday, December 9 – Luncheon (Tentative)

Motion: Approve the 2016 HAC Meeting schedule, with the July HAC meeting removed— Jack Schwab

Second: Sid Scott

Vote: All approve

IX. ADJOURNMENT

Meeting adjourned at 11:02 a.m.

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



I. EXECUTIVE DIRECTOR'S REPORT

The short 2016 Legislative Session is underway and includes a number of significant proposals. While housing issues are front and center, the signature objective of this session is the Governor's desire for a minimum wage increase. Action on these items is still being worked in open and closed sessions, it remains to be seen what changes and compromises are negotiated during the session. There are strong advocates for actions to address the housing crisis, so it is likely that some of the renter protections may be enacted. The House leadership made a strong effort to show that housing issues impact communities outside the Metro region, opening up dialogue with other urban and rural areas of the State where housing shortages and rent increases are creating housing instability and burdening citizens, especially seniors, veterans and persons with disabilities who are dependent on fixed incomes.

I am very pleased with staff's efforts to promote our department's mission. We recently initiated our Health Careers NW pilot program, our new regional Workforce training program funded through the US Department of Health & Human Services. We are also completing our three-year Housing Works training program, funded through the US Department of Labor. Both of these programs help low-income participants increase self-sufficiency with education and job training in living wage careers. Our CDBG grant proposal to provide critical soft skills training for these clients to help them succeed in training and retain their new jobs was innovative and well-prepared. Unfortunately, it was not selected for an award. We are considering a request to the County for this funding.

HAWC continues its efforts to work locally and regionally with potential developers of new affordable housing. We met with the Vice President of Tokola Properties, owners of the 4th & Main apartments in Hillsboro and proposed developer of the prior Litho-Times building in Forest Grove, to discuss opportunities to incorporate vouchers into their market-rate developments to allow some units to be affordable to low-income families. We continue to pursue potential collaborations in the Tigard, Cornelius, Forest Grove and Beaverton areas.

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

- **Regional Special Fair Market Rent (FMR) Study:** This study was approved by HUD and a special bulletin was released on February 3, 2016 establishing new FMR rent levels for the seven-county Greater Portland Metro area. The new revised rates were 20% greater than the initial HUD rates provided in December – which is a significant increase. As you may recall, HAWC partnered with Home Forward (lead agency), the Vancouver Housing Authority, and the Housing Authority of Clackamas County to engage Washington State University to produce this Fair Market Rent (FMR) study that we hoped would reflect more accurately the actual rent levels being experienced by our clients. Unfortunately, this rate increase did not come with additional funding. In the short term we will likely issue less vouchers due to the greater expenditure per voucher.



- Section 8/Public Housing Waitlists: HAWC began pulling new clients from the Public Housing waitlist in December, and the Section 8 waitlist in January. Public Housing waitlist pulls include households that submitted applications in May 2015. The Section 8 waitlist will pull the approximately 500 remaining legacy waitlist households before beginning to serve the 2,500 households that submitted applications in May 2015. HAWC will monitor the waitlists to determine when new waitlists applications may be accepted in the future. In the meantime, HAWC will purchase a Yardi waitlist module that will allow clients on the waitlist to update basic information online (including address and contact information). If successful, this effort will reduce staff time needed to process application updates, and allow greater productivity elsewhere.
- Public Housing Agency Annual/Five-Year Plan: The draft document has been completed and was shared with the Resident Advisory Board on February 10, 2016. Public notices were published in the Oregonian, Argus, the Skanner, the Asian Reporter, and El Hispanic News announcing the required 45-day Public Comment period. On April 5, 2016, the Housing Authority Board of Directors will hear public comment and then hopefully approve the document for release to HUD. The draft document may be found on our County webpage and/or reviewed in our lobby.
- Capital Repair Investment: HAWC has begun initiatives to prioritize and address over \$1 million in deferred capital repair issues, to include roofing, parking lots, siding, and exterior painting.

Housing Authority Finances: The Department has begun planning for the FY2016 Department of Housing Services (DHS) budget submission. With a COLA of 0.7%, the budget will remain relatively flat compared to last year. The Department intends to submit several budget requests to promote affordable housing and housing initiatives in response to the current housing crisis. The HUD Section 8 proration is estimated at 80% - a slight increase from last year. HAWC also received funding to support a second Family Self-Sufficiency Coordinator.

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: Orchards Phase III submitted a funding proposal to the Policy Action Board on January 27, 2016 in anticipation of receiving HOME award funds. Unfortunately, it was not funded due to the strong array of proposals and limited HOME dollars to award. HAWC is a limited partner to this project (Phase I and Phase II) and has awarded 16 Project-Based Vouchers (PBVs) to the site (8 PBVs per Phase) to serve families making 30% or less AMI. Phase I held its grand opening in June, and units are now occupied. Phase II is now under construction. An additional 8 PBVs were awarded in December 2015 to Orchards Phase III.



- Bridge Meadows in Beaverton: Bridge Meadows, a proposed 36-unit Intergenerational project to be built in Beaverton, also presented its project proposal to the Policy Action Board on January 27, 2016 in anticipation of receiving HOME award funds. Bridge Meadows was partially successful in its effort, receiving about 50% of its request. There were many strong proposals and insufficient HOME dollars to fund Bridge Meadows at 100%. This project was awarded State LIHTC (Low Income Housing Tax Credits) in 2015. This Beaverton project will incorporate the same housing model as the Portland Bridge Meadows development – families with foster children interacting with seniors who volunteer their time to assist these children, and in turn receive reduced rents. This project includes 8 project-based vouchers, HOME funds, and State LIHTC (Low Income Housing Tax Credit) funding.
- Cornelius Place: Bienestar’s 40-unit mixed-use library and senior housing project was awarded 8 PBVs and \$750,000 in HOME funds in 2015. The project was awarded additional HOME funding in 2016. Cornelius Place was not awarded 9% LIHTC funding in 2015, and discussions are ongoing with the State and key legislators to identify a reasonable funding strategy going forward for the project. This project will apply for 9% LIHTC funds later in 2016.
- Sunset View Apartments: The groundbreaking for this 236-unit project took place on July 14, and construction is underway. The entire project is restricted to families with incomes at 60% area median income or below, except for 24 units (10%) that are project-based and restricted to families earning 30% or less area median income. The 10 apartment buildings should become ready for occupancy in phases – beginning about August 2016 through August 2017. We met the Regional Manager assigned to this project and were pleased that she has great experience in overseeing the successful lease up and operation of over 15 new projects.
- Blanton Road Veterans Housing: Northwest Housing Alternatives Blanton Road project, a 20-unit development near 185th Avenue and TV Highway in Aloha, also presented to the PAB on January 27, 2016, and received its full HOME funding request. NHA was also awarded over \$3 million in State GHAP funds. The Housing Authority awarded 5 Project-based VASH vouchers and 20 Project-based Section 8 vouchers to this project to allow deep rental subsidy for these extremely low-income and homeless veterans.
- Tigard Triangle Project: This is a 47-unit project proposed by Community Partners for Affordable Housing (CPAH). This project was awarded 8 project-based vouchers.
- Cornell and Murray Project: This proposed 48-unit CPAH project at the corner of NW Cornell and Murray was not awarded HOME funding due to the large number of strong proposals and limited HOME dollars available. This project was awarded 8 project-based vouchers.



Other Initiatives:

- Local Innovative and Fast Track Housing Program (LIFT) HB 2198: This initiative received an allocation of \$62.5M for housing, including \$40M in GO Bonds, \$20M for mental health related housing in lottery-backed bonds, and \$2.5M for affordable housing preservation.

OHCS initiated the Local Innovative and Fast Track Housing Program (LIFT) to develop policy and financial guidelines for this funding, which will likely be available beginning in 2017. Val Valfre is serving on the Policy subcommittee. Information is available on OHCS's website here: <http://www.oregon.gov/ohcs/Pages/lift-housing-development-program.aspx> The State Housing Stability Council reviewed the LIFT guidelines and recommended forwarding them to the Legislature on/about February 5, 2016.

- HUD Section 811 Supportive Housing for Persons with Disabilities Program. The State received this award in 2013. Federal agencies and Oregon Health Authority have developed guidelines, and there may be a NOFA released later this year. This program provides only rental subsidy, no capital dollars for construction. Local and regional partners would like to see more capital dollars allocated toward the DD/DI populations, as much of the existing housing is aging.
- Housing & Human Service Omnibus Bill: House Speaker Kotek and Committee Chair Keny-Guyer will present a housing bill addressing major housing issues, including increased protections for renters, \$10M in EHA/SHAP funds, removing the State preemption of inclusionary zoning in ownership and rental housing, and funding for affordable housing and housing preservation.

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



II. 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 \$191,058 is favorable to the budget by \$70,158 and unfavorable to the prior year by \$141,212.

Section 8 had positive cash flow from operations of \$15,053 which was \$50,093 favorable to budget. The favorable variance is due to lower administration cost than budgeted.

Public Housing had positive cash flow of \$29,684 which was \$40,820 favorable to budget; the increase is due to higher operating revenue from the Operating Fund and lower administration cost than budgeted.

Kaybern Terrace cash flow of \$7,785 was \$4,306 favorable to budget and favorable to the prior year by \$4,222.

Aloha Park had positive cash flow from operations of \$5,976, favorable to budget by \$4,572; this program is anticipated to operate at breakeven.

The Local Fund had negative cash flow of \$40,824 which was unfavorable to budget by \$13,279.

Affordable Housing had positive cash flow from operations of \$173,384, unfavorable to budget by \$16,354.

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.

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

Total unrestricted cash is a positive number: \$2,803,216. Previous year unrestricted cash had balance of \$694,281.



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

	Section 8	Public Housing	Kaybern (USDA)	Aloha Park	Local Fund	Affordable Housing	Total
Operating revenue							
Federal/State operating subsidies	913,092	659,651	11,050	-	58,912	4,486	1,647,191
Gross billable rent	-	351,240	32,125	264,536	45,660	2,311,669	3,005,230
Vacancy loss	-	(2,953)	(192)	(5,703)	-	(32,608)	(41,456)
Premiums (concessions/loss-to-lease)	-	(33)	(40)	(6,944)	-	(61,973)	(68,990)
Other tenant revenue	-	19,770	1,960	3,723	774	53,299	79,526
Tenant revenue	-	368,024	33,853	255,612	46,434	2,270,387	2,974,310
Other revenue (incl GF subsidy)	20,509	2,855	612	3,109	27	138,795	165,907
Total operating revenue	933,601	1,030,529	45,515	258,722	105,373	2,413,668	4,787,408
Operating expenses:							
Repair and maintenance	-	522,595	10,018	87,988	4,802	676,774	1,302,178
Operations	676,900	187,541	5,500	59,988	100,905	380,289	1,411,123
Utilities	-	49,367	5,059	28,375	3,381	245,983	332,165
Insurance	2,963	18,727	365	9,859	631	45,741	78,285
PILOT	-	30,227	-	-	-	-	30,227
Bad debt, net of recoveries	-	1,732	1,528	9,154	-	26,362	38,776
Other	13,511	1,000	-	-	662	-	15,172
Total operating expenses	693,373	811,188	22,471	195,365	110,380	1,375,148	3,207,925
Net program income	240,228	219,341	23,044	63,357	(5,007)	1,038,520	1,579,483
Other ongoing cash outflows:							
COCC management/agency overhead	205,580	174,618	-	-	26,871	394	407,462
Bank service charges	1,770	19	25	-	-	144	1,959
Audit fees	17,824	15,020	26	29	2,804	1,146	36,850
Debt service	-	-	15,209	57,351	6,142	863,452	942,155
Total outflows	225,174	189,657	15,260	57,381	35,817	865,136	1,388,425
Cash flow from operations	15,053	29,684	7,785	5,976	(40,824)	173,384	191,058
Other unrestricted cash inflows (outflows):							
Investment income - unrestricted	1,035	3,679	175	2,116	5,200	3,438	15,643
Capital fund receipts	-	25,285	-	-	-	-	25,285
Capitalized modernization	(1,500)	(67,833)	-	(121,782)	-	(4,242)	(195,357)
Debt Issuance Costs	-	-	-	-	-	-	-
Loan from Berkadia Bank	-	-	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-	-	-
Transfers from General Fund	-	-	-	-	71,862	-	71,862
Transfers to restricted cash - CAO	-	-	-	-	-	(86,322)	(86,322)
Transfers from (to) restricted cash - Repl Res	-	-	-	(18,000)	-	(68,340)	(86,340)
Section 18 transfers from Public Housing	-	-	-	-	1,139	164,309	165,448
Net unrestricted cash flows	14,588	(9,185)	7,960	(131,689)	37,376	182,227	101,277
Restricted cash flows:							
Housing Assistance Payments earned	10,297,859	-	-	-	-	-	10,297,859
Housing Assistance Payments	(10,502,513)	-	-	-	-	-	(10,502,513)
Investment income - restricted	1,530	285	-	-	-	-	1,815
Transfers from unrestricted - CAO	-	-	-	-	-	86,322	86,322
Transfers from (to)unrestricted - Repl Res	-	-	-	18,000	-	68,340	86,340
Purchased from replacement reserves	-	-	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	(165,448)	-	-	-	-	(165,448)
Total restricted cash flows	(203,124)	(165,163)	-	18,000	-	154,662	(195,625)
Net cash flows	(188,536)	(174,348)	7,960	(113,689)	37,376	336,889	(94,348)



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	1,647,191	1,656,975	(9,784)	1,686,751	(39,560)
Gross billable rent	3,005,230	3,011,356	(6,126)	2,947,791	57,439
Vacancy loss	(41,456)	(92,362)	50,906	(84,618)	43,162
Premiums (concessions/loss-to-lease)	(68,990)	(44,738)	(24,252)	(63,085)	(5,905)
Other tenant revenue	79,526	76,707	2,819	113,436	(33,910)
Tenant revenue	2,974,310	2,950,963	23,347	2,913,525	60,785
Other revenue (incl GF subsidy)	165,907	182,656	(16,749)	269,744	(103,837)
Total operating revenue	4,787,408	4,790,594	(3,186)	4,870,020	(82,612)
Operating expenses:					
Repair and maintenance	1,302,178	1,265,752	(36,426)	1,265,984	(36,194)
Operations	1,411,123	1,456,275	45,152	1,449,154	38,031
Utilities	332,165	325,106	(7,059)	307,292	(24,873)
Insurance	78,285	91,900	13,615	82,931	4,646
PILOT	30,227	30,227	1	28,919	(1,308)
Bad debt, net of recoveries	38,776	35,181	(3,595)	56,334	17,558
Other	15,172	26,681	11,509	17,767	2,595
Total operating expenses	3,207,925	3,231,122	23,197	3,208,381	456
Net program income	1,579,483	1,559,472	20,011	1,661,639	(82,156)
Other ongoing cash outflows:					
COCC management/agency overhead	407,462	454,367	46,905	351,085	(56,377)
Bank service charges	1,959	2,172	213	2,017	58
Audit fees	36,850	37,458	608	35,168	(1,682)
Debt service	942,155	944,575	2,421	941,099	(1,056)
Total outflows	1,388,425	1,438,572	50,147	1,329,369	(59,056)
Cash flow from operations	191,058	120,900	70,158	332,270	(141,212)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	15,643	7,177	8,466	7,803	7,840
Capital fund receipts	25,285	19,017	6,268	17,137	8,148
Capitalized modernization	(195,357)	(19,017)	(176,340)	(261,218)	65,861
Debt Issuance Costs	-	-	-	(67,862)	67,862
Loan from Berkadia Bank	-	409,878	(409,878)	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers from General Fund	71,862	71,862	-	49,737	22,125
Transfers to restricted cash - CAO	(86,322)	(92,899)	6,577	(198,577)	112,255
Transfers from (to) restricted cash - Repl Res	(86,340)	(86,340)	-	(84,360)	(1,980)
Section 18 transfers from Public Housing	165,448	171,583	(6,135)	506,543	(341,095)
Net unrestricted cash flows	101,277	602,161	(500,884)	301,473	(200,196)
Restricted cash flows:					
Housing Assistance Payments earned	10,297,859	10,223,586	74,273	10,455,246	(157,387)
Housing Assistance Payments	(10,502,513)	(10,223,586)	(278,927)	(10,356,505)	(146,008)
Investment income - restricted	1,815	-	1,815	2,359	(544)
Transfers from unrestricted - CAO	86,322	92,899	(6,577)	198,577	(112,255)
Transfers from (to)unrestricted - Repl Res	86,340	86,340	-	84,360	1,980
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	(165,448)	(171,583)	6,135	(506,543)	341,095
Total restricted cash flows	(195,625)	7,656	(203,281)	(122,506)	(73,119)
Net cash flows	(94,348)	609,817	(704,165)	178,967	(273,315)



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	913,092	932,869	(19,777)	913,492	(400)
Gross billable rent		-	-	-	-
Vacancy loss		-	-	-	-
Premiums (concessions/loss-to-lease)		-	-	-	-
Other tenant revenue		-	-	-	-
Tenant revenue	-	-	-	-	-
Other revenue (incl GF subsidy)	20,509	29,531	(9,022)	26,536	(6,027)
Total operating revenue	933,601	962,400	(28,799)	940,028	(6,427)
Operating expenses:					
Repair and maintenance	-	-	-	-	-
Operations	676,900	712,260	35,360	698,244	21,344
Utilities	-	-	-	-	-
Insurance	2,963	3,048	85	2,954	(9)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	-	-	-	-
Other	13,511	26,000	12,489	17,107	3,596
Total operating expenses	693,373	741,308	47,935	718,305	24,932
Net program income	240,228	221,092	19,136	221,723	18,505
Other ongoing cash outflows:					
COC management/agency overhead	205,580	235,959	30,379	177,520	(28,060)
Bank service charges	1,770	1,916	146	1,844	74
Audit fees	17,824	18,257	433	16,885	(939)
Debt service	-	-	-	-	-
Total outflows	225,174	256,132	30,958	196,249	(28,925)
Cash flow from operations	15,053	(35,040)	50,093	25,474	(10,421)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	1,035	-	1,035	159	876
Capital fund receipts	-	-	-	-	-
Capitalized modernization	(1,500)	-	(1,500)	-	(1,500)
Debt Issuance Costs	-	-	-	-	-
Loan from Berkadia Bank	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers from General Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	14,588	(35,040)	49,628	25,633	(11,045)
Restricted cash flows:					
Housing Assistance Payments earned	10,297,859	10,223,586	74,273	10,455,246	(157,387)
Housing Assistance Payments	(10,502,513)	(10,223,586)	(278,927)	(10,356,505)	(146,008)
Investment income - restricted	1,530	-	1,530	-	1,530
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	(203,124)	-	(203,124)	98,741	(301,865)
Net cash flows	(188,536)	(35,040)	(153,496)	124,374	(312,910)



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	659,651	639,043	20,608	667,784	(8,133)
Gross billable rent	351,240	363,491	(12,251)	331,867	19,373
Vacancy loss	(2,953)	(1,750)	(1,203)	(3,099)	146
Premiums (concessions/loss-to-lease)	(33)	(108)	75	(258)	225
Other tenant revenue	19,770	22,000	(2,230)	22,211	(2,441)
Tenant revenue	368,024	383,633	(15,609)	350,722	17,302
Other revenue (incl GF subsidy)	2,855	3,500	(645)	7,787	(4,932)
Total operating revenue	1,030,529	1,026,176	4,353	1,026,293	4,236
Operating expenses:					
Repair and maintenance	522,595	548,288	25,693	528,286	5,691
Operations	187,541	189,099	1,558	196,791	9,250
Utilities	49,367	41,912	(7,455)	39,319	(10,048)
Insurance	18,727	24,036	5,309	19,023	296
PILOT	30,227	30,227	1	28,919	(1,308)
Bad debt, net of recoveries	1,732	-	(1,732)	18,917	17,185
Other	1,000	-	(1,000)	-	(1,000)
Total operating expenses	811,188	833,562	22,374	831,255	20,067
Net program income	219,341	192,614	26,727	195,038	24,303
Other ongoing cash outflows:					
COCC management/agency overhead	174,618	188,855	14,237	145,497	(29,121)
Bank service charges	19	54	35	50	31
Audit fees	15,020	14,841	(179)	14,333	(687)
Debt service	-	-	-	-	-
Total outflows	189,657	203,750	14,093	159,880	(29,777)
Cash flow from operations	29,684	(11,136)	40,820	35,158	(5,474)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	3,679	2,978	701	3,019	660
Capital fund receipts	25,285	19,017	6,268	17,137	8,148
Capitalized modernization	(67,833)	(19,017)	(48,816)	(45,365)	(22,468)
Debt Issuance Costs	-	-	-	-	-
Loan from Berkadia Bank	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers from General Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	(9,185)	(8,158)	(1,027)	9,949	(19,134)
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	285	-	285	2,359	(2,074)
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	(165,448)	(171,583)	6,135	(506,543)	341,095
Total restricted cash flows	(165,163)	(171,583)	6,420	(504,184)	339,021
Net cash flows	(174,348)	(179,741)	5,393	(494,235)	319,887



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	11,050	11,596	(546)	11,340	(290)
Gross billable rent	32,125	32,828	(703)	31,890	235
Vacancy loss	(192)	(985)	793	(449)	257
Premiums (concessions/loss-to-lease)	(40)	-	(40)	-	(40)
Other tenant revenue	1,960	857	1,103	759	1,201
Tenant revenue	33,853	32,699	1,154	32,200	1,653
Other revenue (incl GF subsidy)	612	776	(164)	680	(68)
Total operating revenue	45,515	45,071	444	44,220	1,295
Operating expenses:					
Repair and maintenance	10,018	12,192	2,174	11,907	1,889
Operations	5,500	4,837	(663)	4,500	(1,000)
Utilities	5,059	5,702	643	5,658	599
Insurance	365	463	98	375	10
PILOT	-	-	-	-	-
Bad debt, net of recoveries	1,528	981	(547)	805	(723)
Other	-	-	-	-	-
Total operating expenses	22,471	24,175	1,704	23,245	774
Net program income	23,044	20,896	2,148	20,975	2,069
Other ongoing cash outflows:					
COCC management/agency overhead		-	-	-	-
Bank service charges	25	17	(8)	13	(12)
Audit fees	26	25	(1)	24	(2)
Debt service	15,209	17,375	2,166	17,375	2,166
Total outflows	15,260	17,417	2,157	17,412	2,152
Cash flow from operations	7,785	3,479	4,306	3,563	4,222
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	175	145	30	144	31
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	-	-
Debt Issuance Costs	-	-	-	-	-
Loan from Berkadia Bank	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers from General Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	7,960	3,624	4,336	3,707	4,253
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	7,960	3,624	4,336	3,707	4,253



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	-	-	-	3,600	(3,600)
Gross billable rent	264,536	266,064	(1,528)	266,064	(1,528)
Vacancy loss	(5,703)	(11,008)	5,305	(28,530)	22,827
Premiums (concessions/loss-to-lease)	(6,944)	(15,000)	8,056	(7,475)	531
Other tenant revenue	3,723	3,300	423	10,171	(6,448)
Tenant revenue	255,612	243,357	12,255	240,230	15,382
Other revenue (incl GF subsidy)	3,109	3,700	(591)	3,832	(723)
Total operating revenue	258,722	247,057	11,665	247,662	11,060
Operating expenses:					
Repair and maintenance	87,988	74,620	(13,368)	105,181	17,193
Operations	59,988	69,212	9,224	59,476	(512)
Utilities	28,375	30,800	2,425	30,275	1,900
Insurance	9,859	11,250	1,391	12,938	3,079
PILOT	-	-	-	-	-
Bad debt, net of recoveries	9,154	2,250	(6,904)	3,362	(5,792)
Other	-	-	-	-	-
Total operating expenses	195,365	188,132	(7,233)	211,232	15,867
Net program income	63,357	58,925	4,432	36,430	26,927
Other ongoing cash outflows:					
COCC management/agency overhead	-	-	-	-	-
Bank service charges	-	-	-	3	3
Audit fees	29	169	140	79	50
Debt service	57,351	57,352	1	53,877	(3,474)
Total outflows	57,381	57,521	140	53,959	(3,422)
Cash flow from operations	5,976	1,404	4,572	(17,529)	23,505
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	2,116	-	2,116	-	2,116
Capital fund receipts	-	-	-	-	-
Capitalized modernization	(121,782)	-	(121,782)	(196,102)	74,320
Debt Issuance Costs	-	-	-	(67,862)	67,862
Loan from Berkadia Bank	-	409,878	(409,878)	-	-
Transfers to (from) Local Fund	-	(302,944)	302,944	(193,559)	193,559
Transfers from General Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	(18,000)	(18,000)	-	(16,020)	(1,980)
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	(131,689)	90,338	(222,027)	(491,072)	359,383
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	18,000	18,000	-	16,020	1,980
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	18,000	18,000	-	16,020	1,980
Net cash flows	(113,689)	108,338	(222,027)	(475,052)	361,363



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	58,912	66,564	(7,652)	83,149	(24,237)
Gross billable rent	45,660	45,785	(125)	44,749	911
Vacancy loss	-	(5,908)	5,908	(4,458)	4,458
Premiums (concessions/loss-to-lease)	-	-	-	(10)	10
Other tenant revenue	774	2,250	(1,476)	19,620	(18,846)
Tenant revenue	46,434	42,127	4,307	59,902	(13,468)
Other revenue (incl GF subsidy)	27	7,188	(7,161)	93,747	(93,720)
Total operating revenue	105,373	115,879	(10,506)	236,798	(131,425)
Operating expenses:					
Repair and maintenance	4,802	15,337	10,535	19,676	14,874
Operations	100,905	84,812	(16,093)	130,321	29,416
Utilities	3,381	4,039	658	3,636	255
Insurance	631	860	229	662	31
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	-	-	-	-
Other	662	681	19	660	(2)
Total operating expenses	110,380	105,729	(4,651)	154,955	44,575
Net program income	(5,007)	10,150	(15,157)	81,843	(86,850)
Other ongoing cash outflows:					
COCC management/agency overhead	26,871	28,910	2,039	27,729	858
Bank service charges	-	4	4	3	3
Audit fees	2,804	2,638	(166)	2,751	(53)
Debt service	6,142	6,143	1	6,142	(0)
Total outflows	35,817	37,695	1,878	36,625	808
Cash flow from operations	(40,824)	(27,545)	(13,279)	45,218	(86,042)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	5,200	4,675	525	4,092	1,108
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	(19,751)	19,751
Debt Issuance Costs	-	-	-	-	-
Loan from Berkadia Bank	-	-	-	-	-
Transfers to (from) Local Fund	-	302,944	(302,944)	193,559	(193,559)
Transfers from General Fund	71,862	71,862	-	49,737	22,125
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	-	-	-	-	-
Section 18 transfers from Public Housing	1,139	4,472	(3,333)	9,599	(8,460)
Net unrestricted cash flows	37,376	356,408	(319,032)	282,454	(245,078)
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	37,376	356,408	(319,032)	282,454	(245,078)



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	4,486	6,903	(2,417)	7,386	(2,900)
Gross billable rent	2,311,669	2,303,188	8,481	2,273,221	38,448
Vacancy loss	(32,608)	(72,711)	40,103	(48,082)	15,474
Premiums (concessions/loss-to-lease)	(61,973)	(29,630)	(32,343)	(55,342)	(6,631)
Other tenant revenue	53,299	48,300	4,999	60,675	(7,376)
Tenant revenue	2,270,387	2,249,147	21,240	2,230,472	39,915
Other revenue (incl GF subsidy)	138,795	137,961	834	137,162	1,633
Total operating revenue	2,413,668	2,394,011	19,657	2,375,020	38,648
Operating expenses:					
Repair and maintenance	676,774	615,315	(61,459)	600,934	(75,840)
Operations	380,289	396,055	15,766	359,822	(20,467)
Utilities	245,983	242,653	(3,330)	228,404	(17,579)
Insurance	45,741	52,243	6,502	46,979	1,238
PILOT	-	-	-	-	-
Bad debt, net of recoveries	26,362	31,950	5,588	33,250	6,888
Other	-	-	-	-	-
Total operating expenses	1,375,148	1,338,216	(36,932)	1,269,389	(105,759)
Net program income	1,038,520	1,055,795	(17,275)	1,105,631	(67,111)
Other ongoing cash outflows:					
COCC management/agency overhead	394	643	249	339	(55)
Bank service charges	144	181	37	104	(40)
Audit fees	1,146	1,528	382	1,096	(50)
Debt service	863,452	863,705	253	863,705	253
Total outflows	865,136	866,057	921	865,244	108
Cash flow from operations	173,384	189,738	(16,354)	240,387	(67,003)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	3,438	(621)	4,059	390	3,048
Capital fund receipts	-	-	-	-	-
Capitalized modernization	(4,242)	-	(4,242)	-	(4,242)
Debt Issuance Costs	-	-	-	-	-
Loan from Berkadia Bank	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers from General Fund	-	-	-	-	-
Transfers to restricted cash - CAO	(86,322)	(92,899)	6,577	(198,577)	112,255
Transfers from (to) restricted cash - Repl Res	(68,340)	(68,340)	-	(68,340)	-
Section 18 transfers from Public Housing	164,309	167,111	(2,802)	496,944	(332,635)
Net unrestricted cash flows	182,227	194,989	(12,762)	470,804	(288,577)
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	86,322	92,899	(6,577)	198,577	(112,255)
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	154,662	161,239	(6,577)	266,917	(112,255)
Net cash flows	336,889	356,228	(19,339)	737,721	(400,832)



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

	Section 8	Public Housing	Kaybern (USDA)	Aloha Park	Local Fund	Affordable Housing	Total
Assets							
Current assets:							
Unrestricted cash and cash equivalents	177,607	816,042	54,277	891,800	1,496,272	(632,782)	2,803,216
Restricted cash and cash equivalents	92,504	75,957	1,380	38,037	4,750	313,087	525,716
Accounts receivable, net	(14,853)	93,359	1,589	14,688	38,984	6,052	139,817
Current portion of contracts receivable	—	140	—	—	3,420	—	3,560
Other current assets	2,963	25,115	365	1,342	487	61,661	91,932
Total current assets	258,220	1,010,613	57,610	945,866	1,543,913	(251,981)	3,564,242
Non-current assets:							
Restricted cash and cash equivalents	166,598	—	36,106	277,445	—	2,404,833	2,884,982
Contracts receivable	—	—	—	—	331,560	—	331,560
Capital assets, non-depreciable	—	3,685,399	50,000	41,617	356,748	4,095,129	8,228,893
Capital assets, depreciable, net	—	2,649,274	8,772	667,447	737,211	13,188,003	17,250,707
Total non-current assets	166,598	6,334,673	94,879	986,510	1,425,519	19,687,964	28,696,142
Total assets	424,819	7,345,285	152,489	1,932,376	2,969,432	19,435,983	32,260,384
Deferred bond refunding costs	—	—	—	—	—	2,351,971	2,351,971
Total assets and deferred outflow of resources	424,819	7,345,285	152,489	1,932,376	2,969,432	21,787,954	34,612,355
Liabilities							
Current liabilities:							
Accounts payable	15,437	64,027	2,163	—	5,746	11,091	98,463
Deferred revenue	23,461	5,127	12	—	31,646	3,082	63,328
Accrued interest payable - bonds and notes	—	—	2,519	—	53	621,819	624,391
Current portion of notes and contracts payable	—	—	4,724	28,005	11,435	98,327	142,491
Current liabilities payable from restricted assets:							
Tenant and other deposits	92,504	75,957	1,380	38,037	4,750	313,087	525,716
Total curr. liabilities payable from restr. assets	92,504	75,957	1,380	38,037	4,750	313,087	525,716
Total current liabilities	131,402	145,112	10,798	66,042	53,630	1,047,406	1,454,389
Non-current liabilities:							
Contracts and notes payable	169,124	—	316,325	2,044,989	660,553	27,978,202	31,169,192
Total non-current liabilities	169,124	—	316,325	2,044,989	660,553	27,978,202	31,169,192
Total liabilities	300,525	145,112	327,123	2,111,031	714,182	29,025,608	32,623,581
Net Position							
Invested in capital assets	—	6,334,673	(262,277)	(1,363,929)	421,972	(8,441,426)	(3,310,987)
Restricted	(1,904)	—	36,106	277,445	—	2,404,833	2,716,480
Unrestricted	126,198	865,501	51,537	907,829	1,833,278	(1,201,060)	2,583,282
Total net position	124,294	7,200,174	(174,634)	(178,655)	2,255,250	(7,237,653)	1,988,775
Total liabilities and net position	424,819	7,345,285	152,489	1,932,376	2,969,432	21,787,954	34,612,355



V. STAFF REPORTS
B. Section 8 and Low Rent Public Housing
1. Section 8 Waiting List
January 2016

Wait List Time Based on # of HH Members											
# HH Members	1	2	3	4	5	6	7	8	9	10	Total
VO#Families	196	141	112	72	40	32	11	9	1	0	614
Average Days	2,335	2,224	2,158	2,158	2,100	2,048	2,278	2,096	2,424	n/a	2,222
VOLOTT#Families	1,129	538	415	211	118	54	20	9	4	1	2,499
Average Days	270	270	270	270	270	270	270	270	270	270	270

Wait List Based on Gender				
Gender	Female		Male	Total
VO Total	454		160	614
VOLOTT Total	1,746		753	2,499

Wait List Based on Race								
Race	Am. Indian	Asian	Black	Native Hawaiian	White	Multiple	Unk.	Total
VO	6	35	98	4	449	5	17	614
VOLOTT	55	62	584	28	1,482	164	124	2,499

Wait List Based on Ethnicity				
HH Ethnicity	Hispanic	Not Hispanic	Unknown	Total
VO	149	458	7	614
VOLOTT	389	2,110	0	2,499

Wait List Based on HH Type					
Type	Disabled	Elderly	Family	Other	Total
VO	107	47	353	107	614
VOLOTT	838	199	1,068	394	2,499

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

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



WASHINGTON COUNTY

OREGON

V. STAFF REPORTS

B. Section 8 and Low Rent Public Housing

2. Public Housing Average Vacancy Days

*Fiscal Year-to-Date
January 2016*

Average Vacancy Days - Public Housing

FY 2014-15		Units Turned Over This Month	Vacancy Days This Month	Average Vacancy Days Per Unit This Month	Total Vacant Units (FY cumulative total)	Total Vacancy Days (FY cumulative total)	Total Average Vacancy Days Per Unit (FY cumulative total)
July	2014	1	16	16.00	1	16	16.00
August	2014	2	29	14.50	3	45	15.00
September	2014	1	16	16.00	4	61	15.25
October	2014	1	26	26.00	5	87	17.40
November	2014	1	23	23.00	6	110	18.33
December	2014	4	113	28.25	10	223	22.30
January	2015	4	90	22.50	14	313	22.36
February	2015	4	37	9.25	18	350	19.44
March	2015	3	58	19.33	21	408	19.43
April	2015	1	15	15.00	22	423	19.23
May	2015	4	51	12.75	26	474	18.23
June	2015	2	23	11.50	28	497	17.75
FY 2015-16							
July	2015	1	2	2.00	1	2	2.00
August	2015	3	38	12.67	4	40	10.00
September	2015	3	53	17.67	7	93	13.29
October	2015	2	20	10.00	9	113	12.56
November	2015	2	14	7.00	11	127	11.55
December	2015	4	77	19.25	15	204	13.60
January	2016	2	40	20.00	17	244	14.35



V. STAFF REPORTS
C. Affordable Housing

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

- a) Section 8 Waiting List: 614 on the legacy VO list currently, last report: 612. The waitlist was closed on September 1, 2011. Existing waitlist clients will be served as vouchers become available. HAWC accepted applications for a new waitlist from May 2-9, 2015. There are 2,499 households on the VOLOTT waitlist who submitted applications in May 2015.
- b) Public Housing Average Vacancy Days: Vacancy days for the month of January 2016 were at 14.35 (last report – 13.6). FY2015-16 reporting began July 1. HUD rates Housing Authorities on cumulative vacancy days on a fiscal year basis. Our goal is 18 days. HUD rates 20 days or below as an “A”.
- c) Occupancy Rates:
 *Public Housing: 98.77% (last report – 99.59%)
 *Section 8: 91.97 % (last report – 92.76%)

We had 2,569 vouchers leased up on the first of January (last report – 2,579). Our Annual Contributions Contract (ACC) is 2,780 vouchers, so we need to lease up 224 vouchers to reach our authorized capacity. HAWC has issued 50 vouchers between January 1-31, 2016. There are 45 vouchers outstanding and not under lease. Our monthly allocation of Section 8 HAP funds is 99.9%. 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 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	2.36 hrs	3 hrs	24 hrs
Routine WO's	10.75 days	6 days	25 days

- f) FSS Participation
 Total FSS participants: 87 (75 from Section 8 and 12 from Public Housing)
 Total Escrow Balance: \$266,088
 Highest Escrow Accounts: \$25,482 (Section 8) and \$9,544 (Public Housing)
 Individual Development Accounts (IDA): 5



- **AFFORDABLE HOUSING**

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

Total Occupancy: 97.13% (18 vacancies/628 units)

- a) Local Fund Properties (managed by HAWC and/or contractors) 100 % (0 vacancies/12 units)
- b) Affordable Housing Properties (managed by Infinity): 97.52 % (13 vacancies/524 units)
- c) Kaybern Terrace (managed by Infinity): 100 % (0 vacancies/12 units)
- d) Aloha Park (managed by Infinity): 97.5 % (2 vacancies/80 units)

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

- **MAINTENANCE ACTIVITIES**

Turnovers:

- Maintenance turned over two (2) Public Housing units.
- All repairs, painting and landscaping was completed by Housing staff.
- Cleaning was performed at two (2) Public Housing units.
- Carpet was replaced in two (2) Public Housing units.

Special Projects:

- Cabinet replacement services were performed at one (1) Public Housing unit.
- Siding replacement service was performed at one (1) Public Housing unit.
- Bathtub replacement service was performed at one (1) Public Housing units.
- Reported 483 year-to-date non-emergency work orders have been completed in an average of 10.15 days.
- Reported 100% of 34 year-to-date emergency work orders completed within 24 hours.



V. STAFF REPORTS
D. Programs and Special Projects

• **PROJECT-BASED VOUCHERS**

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

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

	Category I (chronic homeless)			Category II (30% MFI or under)			Special Needs			Project-Based VASH		
	Awarded	Project-based	Leased	Awarded	Project-based	Leased	Awarded	Project-based	Leased	Awarded	Project-based	Leased
Luke-Dorf (Pluss Apartments)							12	12	10			
LifeWorks NW (Tom Brewer House)							13	13	13			
CPAH (The Knoll)	12	12	12									
Enterprise Community Partners (Fircrest Manor Apartments)				15	15	13						
REACH CDC (The Orchards at Orenco)				24	8	7						
Northwest Housing Alternatives (Alma Gardens)				8	8	8				3	3	3
CPAH (The Barcelona)				8	8	8						
Luke-Dorf (Housing TEAM- SAHMSA)	29	29	29									
Bienestar (Cornelius Place)				8								
Bridge Meadows (Beaverton)				8								
CPAH (Tigard Triangle)				8								
Northwest Housing Alternatives (Blanton Street)				15						5		
CPAH (Cornell & Murray)				8								
Total PBVS	41	41	41	102	39	36	25	25	23	8	3	3

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

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

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



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

Participant Information:

- 88 enrolled participants
- 4 working on master's degrees
- 3 currently at Zero Assistance because income is over program guidelines and they will be completely off assistance by April 2016
- 60% of participants have an established escrow account due to an increase in earned income
- Average escrow account is \$9,883

Success in the past 6 months

- 1 participant purchased a home (11/1/2015)
- 1 participant is closing on a home (3/25/2016)
- 1 participant received a master's degree
- 2 participants have completed bachelor's degrees
- 4 participants have participated in the IDA saver program (2 used funds to help pay for master's programs)
- 1 completed a nursing program and has a FT job as an ER nurse in McMinnville
- 1 has been accepted to the TVF&R firefighter internship program in Forest Grove/Cornelius

Current Program benchmarks

- HAWC was awarded funds for an additional FSS case manager to help expand the FSS enrollment.
- We are looking to build a partnership with a non-profit organization to add grant funded resources to remove barriers to education and employment.
- We are requesting a funding increase to the IDA Saver program to expand enrollment for small business, home ownership, and secondary education savings.



V. STAFF REPORTS
E. Report on Homelessness

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

On November 18, Washington County Department of Housing Services submitted a competitive grant application seeking \$3.2 million in CoC Program funds to renew \$2.7 million in existing homeless housing programs, \$491,110 in new funds for construction of a 6-unit Clover Court housing project and a one-year CoC Planning grant that will fund the Homeless Program Coordinator work to coordinate planning, develop policy in compliance with HEARTH Act implementation and development of programs and funding opportunities.

HUD released the Notice of Funding Available (NOFA) on September 18 that establishes the funding priorities in alignment with Opening Doors, the federal strategic plan to end veteran homelessness by 2015, chronic homelessness by 2017 and youth/family homelessness by 2020.

The success of Washington County’s homeless system in meeting these federal and local goals is contingent upon access to affordable housing. A gap of 14,000 units exists and a 2% vacancy rate are compounding the ability to fully utilize federal subsidy funds as homeless people are not able to access housing.

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

	FY2010	FY2011	FY2012	FY2013	FY2014 ¹	FY2015 ²	FY2016 ³
Federal Homeless Program Funds	\$1.846 billion	\$1.901 billion	\$1.901 billion	\$1.929 billion	\$2.105 billion	\$2.135 billion	\$2.25 billion
CoC Program Competitive Grant Funding	\$1.6 billion	\$1.6 billion	\$1.6 billion	\$1.7 billion	\$1.8 billion	\$1.9 billion	\$1.918 billion
County Grant Award – CoC Program	\$2.1 million	\$2.1 million	\$2.3 million	\$2.6 million	\$2.7 million	Grant Application submitted 11/18/15.	
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 ⁴	\$152,317	\$165,058	

¹ FY2014 Omnibus Appropriations; January 17, 2014.

² FY2015 Omnibus Appropriations, December 16, 2015

³ FY2016 Omnibus Appropriations, December 18, 2016



- **NEW FEDERAL CHRONIC HOMELESS DEFINITION**

Washington County Continuum of Care (CoC) has fully implemented the new Federal Chronic Homeless Rule (24 CFR Parts 91 and 578.3) released on December 4, 2015. The U.S. Department of Housing and Urban Development rule defines the length of time to be 12 months continuously or at least four occasions in the last three years “where those occasions cumulatively total at least 12 months” (the current definition does not require multiple occasions to total to at least 12 months). The definition expands to include unaccompanied and parenting youth less than 17 years if they meet the disability and length of homelessness criteria.

- **SEVERE WEATHER SHELTER RESPONSE PLAN**

In its 9th year of operation, winter shelters opened November 1 and will continue operations through the end of March 2016. Seven church shelters reported 4314 bed stays provided to homeless individuals that includes singles, couples and families. This service was provided by 10,372 volunteer hours. The shelters have been running at capacity due to the rise in homelessness.

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

Community Action, Luke-Dorf, Inc., and HomePlate agencies led the annual point-in-time (PIT) homeless census activities performed January 22 to 31, 2016. Collecting comprehensive, non-duplicated data on the number, characteristics and service needs of individuals, families, and unaccompanied youth experiencing homelessness is a federal requirement in seeking funds under the McKinney-Vento Title IV Homeless Assistance Program, and support local homeless planning and program development.

Washington County PIT data, to include both literally homeless (federal definition) and people living doubled-up (state definition) will be posted online at www.co.washington.or.us/homeless by end of March 2016.

- **PROJECT HOMELESS CONNECT**

The 10th annual Project Homeless Connect (PHC) was held on Friday, January 29, 2016, at Sunrise Church. An estimated 400 people attended the one-day event that provides 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. For more information on this event, visit www.phcwashco.org.

⁴ FY2013 Emergency Solutions Grant reduced by Sequestration; HUD published May 30, 2013.



- **FAMILY JUSTICE CENTER (FJC)**

The Washington County Family Justice Center (FJC) Steering Committee has formed a Property Search Workgroup to locate a site for the future FJC. The proposed opening of the FJC is scheduled for late 2016.

The FJC model is a national best practice that helps victims and their children access services they need in one place, to include police officers, prosecutors, advocates, chaplains, counselors, medical professionals, and other services. Following a series of community stakeholder planning meetings hosted in June, work is underway to submit application for a 501c3 status, hire a project director, and begin work in four core workgroups: Funding and Sustainability, Governance, Operations/Service Delivery, and Communication/Outreach.

- **LEGAL CLINICS**

The Washington County Housing and Supportive Services Network (HSSN) fully integrated a new component of service into the Community Connect system to include Legal Clinics. The Oregon Law Center provides pro-bono legal services to address barriers to re-housing homeless persons as a result of civil legal issues that may involve housing/landlord tenant, access to public benefits (e.g., SSI, food stamps), camping/trespass, sidewalk obstruction, bankruptcy, etc.

The Legal Clinics are held monthly at alternating library sites in Hillsboro and Beaverton, with plans to expand to the Tigard/Tualatin area.

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

The current trend in homelessness is on the rise (39% since 2013) despite re-housing efforts. The need for affordable housing to serve people at or below 50% Area Median Income (AMI) is an action item that emerged from the findings of the Homeless Cost Study Report released in January 2015, with oversight provided by the Homeless Plan Advisory Committee (HPAC).

On January 27, an All Thrives membership meeting was convened by the Vision Action Network (VAN) to finalize strategies that will work in alignment with the Thrives priorities. The approved strategies will be presented to local leaders in the coming months, and emphasize the need to address poverty through a focused effort on:

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



VI. OLD BUSINESS

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

The Department of Housing Services 2015-16 budget request included a portion of funding to continue this program. The program has been very successful for HAWC, and HAWC is happy to continue partnering with Worksystems for Health Careers NW.

- **HEALTH CAREERS NW**

WorkSystems, Inc. was awarded Health & Human Services grant funding to support Health Careers NW, which operates using a model similar to the cohort training model in Housing Works. This 5-year grant will support low-income jobseekers seeking to enter healthcare fields, including healthcare administration. The soft launch for this program is February 1.

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

- **HEALTH CAREERS NW: Life Skills Supplement**

HAWC has submitted an application for \$40,000 in CDBG Services funding for a soft skills supplement program. This proposal was based on case worker experience with Housing Works job seekers who struggled to find and keep employment due to soft skills issues. If these job seekers can be provided with soft skills training, it may support better and longer-lasting outcomes for job seekers that access education and training resources through Health Careers NW.

A soft skills training outline has been developed, and, if funding is awarded, participants would be provided with a series of soft skills trainings. WorkSystems, Inc. is a partner on this effort, and has agreed to support this training through its online Train Oregon platform.

CDBG award announcements are expected February 11.



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

Washington County Land Use & Transportation was awarded \$400,000 in Metro CET (Construction Excise Tax) grants to continue planning efforts in the Aloha Town Center/Tualatin Valley Highway Transit-Oriented Development (TOD) area. Grant funds will support consultants and staff to continue planning efforts, including considering high-capacity transit and design options, for the area near 185th and TV Highway. Work is expected to begin on this project in February or March 2016.

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

Washington County Housing and Land Use & Transportation will be working with a MURP graduate student team called Open Doors Housing Solutions to assess vacant land and make development recommendations for affordable housing in target areas in Washington County. The project will produce a vacant land inventory and SWAT analysis of parcels, as well development recommendations for affordable housing and feedback from community members. The workshop team will connect with stakeholders (including nonprofit developers) and conduct public outreach during the process. A MOU and work plan is underway, and project work will be completed between February and June 2016.

- **HAC VACANCIES**

Three Housing Advisory Committee positions will expire on March 31, 2016.

Vacancies by category:

- 1 – Elderly or Minority Representative (currently filled by Anapreet Kaur-Gill)
- 1 – Real Estate, Development, Finance (currently filled by Gary Whiting)
- 1 – Legal/Design Professional (currently filled by Sid Scott)

These positions are for three-year terms, expiring on March 31, 2019. Current HAC members should notify Kim Armstrong if they would like to renew their terms.

The Agricultural/Farm Worker representative position is also vacant due to David Ruelas' resignation. This position will be for the remaining term, expiring on March 31, 2017.

Recruitment for these positions is open, and applications are available on the County website at

<http://www.co.washington.or.us/CAO/BoardsCommissions/boardandcommissionform.cfm>



VII. NEW BUSINESS

- **HOUSING AFFORDABILITY WORK PLAN ITEM**

The draft LUT 2016 Work Plan includes a Tier 1 (e.g. high-priority) task directly addressing housing affordability in Washington County. From the Draft Work Plan (available online here:

<http://www.co.washington.or.us/LUT/Divisions/LongRangePlanning/PlanningPrograms/annual-work-program.cfm>)

Housing Affordability.

Many households in the region are seeing rents and housing prices rise faster than incomes. While disproportionately affecting lower income households, “even households with moderate incomes are finding themselves being priced out of neighborhoods where they work or go to school...” 1 Housing affordability is a complicated issue requiring a multi-pronged, multi-disciplinary, regional approach. Metro has started a regional dialogue, and a number of Washington County cities have started to consider possible approaches to make a dent in the problem.

This work program proposes a Tier 1 task 1.18 to work both locally and regionally to explore options for encouraging the development of affordable housing. LUT is proposing to work together with the Departments of Housing Services and Community Development to research and develop options to address these issues. On the land use side, such options might include reductions in development requirements and alternative housing types.

Work on several other Tier 1 tasks will be viewed through an affordable housing lens, where staff will seek opportunities to positively influence housing affordability. These tasks include: 1.14 Right Sizing the Parking Code; 1.9 Aloha Town Center /TV Highway Transit-Oriented Development Plan; 1.24 Development within the UGB in cities with voter approved annexations; 1.25 Murray/Cornell redevelopment; and 1.32 Group care and Fair Housing.

Housing will be an active partner in this task, and is already engaged with LUT on several related projects, including the Aloha Town Center /TV Highway Transit-Oriented Development Plan and Group care and Fair Housing Community Development Code changes. The MURP Affordable Development Strategy project will also inform this effort.



VIII. RESOLUTIONS/ACTION ITEMS

IX. ADJOURNMENT