



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



**Thursday, February 27, 2014
9:00 a.m.**

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



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Next Meeting:

Thursday, March 27, 2014

| 2014 HAC Meeting Schedule |
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| Thursday, March 27 |
| Thursday, April 24 |
| Thursday, May 22 - Budget |
| Thursday, June 26 |
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| Thursday, August 28 |
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| Friday, October 17 – Retreat (Tentative) |
| Thursday, November 20 |
| Friday, December 12 – Luncheon (Tentative) |



HOUSING ADVISORY COMMITTEE
Department of Housing Services
February 27, 2014 at 9:00 A.M.

AGENDA

- I. ROLL CALL**
- II. ACTION – APPROVAL OF MINUTES**
 - A. January 23, 2014 Meeting Minutes
- III. DISCUSSION - ORAL COMMUNICATIONS and MEMBER UPDATES**
- IV. EXECUTIVE DIRECTOR’S REPORT**
- V. STAFF REPORTS**
 - A. Financial Statement: Year-to-Date Income Statements
 - B. Section 8 and Low Rent Public Housing
 - C. Affordable Housing
 - D. Special Projects
 - E. Report on Homelessness
- VI. OLD BUSINESS**
- VII. NEW BUSINESS**
- VIII. RESOLUTIONS/ACTION ITEMS**
- IX. ADJOURNMENT**



MINUTES
HOUSING ADVISORY COMMITTEE OF WASHINGTON COUNTY
January 23, 2014, 9:00am

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

COMMITTEE MEMBERS PRESENT

Ron Lehr Peter Hainley
Anapreet Kaur-Gill Tricia Peterson
Sid Scott David Nase
Gary Whiting LaShanda Williams
Renee Bruce

STAFF PRESENT

Val Valfre, Executive Director
Gary Calvert, Asset Manager
Yvette Potter, Program Coordinator

COMMITTEE MEMBERS ABSENT

GUESTS PRESENT

Val Valfre called the meeting to order at 9:05 a.m.

I. ROLL CALL - A quorum was present.

The group did introductions.

II. ACTION - APPROVAL OF MINUTES

Motion: Approve the minutes from September 23, 2013—Peter Hainley

Second: Sid Scott

Vote: All approve

III. DISCUSSION - ORAL COMMUNICATIONS

- Ron Lehr asked about the progress on Oregon Housing and Community Service’s (OHCS) proposed restructuring. Peter Hainley and Val Valfre stated that currently no concrete information is available. A recent meeting convened by Oregon ON to discuss possible models was well-attended and generated a great deal of interaction between attendees. Joint meetings between OHCS and Oregon ON have taken place, and Oregon ON has put forward a proposal for a quasi-governmental committee structure. The Housing Council will meet on February 7, and more information may be available at that meeting.
- Sid Scott noted that project costs have been escalating. This can add millions of dollars to a project by increasing construction and materials costs. Annual escalation rates of 3-4% can add significantly to a long-term project, which includes most affordable projects. Ron Lehr expressed his concern that long delays on affordable projects are inefficient. Peter Hainley noted that part of the hope for the OHCS



restructure is to improve efficiency and reduce uncertainty about funding and timelines.

- Gary Whiting mentioned potential local impacts of recent layoff announcements at Intel and other employers.
- Peter Hainley announced that Meyer Memorial Trust will issue RFPs for ~\$12M in funding under the second phase of their affordable housing initiative. RFPs will also be issued for cost-containment programs and manufactured housing programs. CASA and NOAH are considering seeking funding for a pilot single-family finance product.
- There is a new USDA Multifamily director, Ramona Mitchell. USDA may be considering more regional-level cooperation.

IV. EXECUTIVE DIRECTOR'S REPORT

Senior Manager Change: Adell Potter, the Section 8 manager, has left the Housing Authority to pursue a new career opportunity. Melanie Fletcher has agreed to serve as the interim Section 8 manager while the position classification is updated and recruitment for a new manager takes place.

Peter Hainley asked how the Section 8 manager recruitment could play into succession planning for the Housing Department and the Director position. Val Valfre commented that succession planning has not begun, and that the HAC will be involved in future discussions of the issue. Developing a succession plan and a strategic plan are two items that the Housing Authority would like to use resources from the Aloha Park refinancing to cover. Val Valfre's Housing Council position runs for two more years.

Capacity-Building Grants: The two capacity-building grants awarded to the Housing Authority will provide resources for document scanning of tenant files and other records, and for electronic tablets to facilitate fieldwork by inspectors and maintenance staff. Three temporary workers will be hired to do scanning, and two have already started work.

Aloha Park Refinancing: The prepayment application has been submitted to HUD. The loan documents have been submitted to Berkadia, and will then go to HUD for approval. Closing is expected to be sometime in mid-March. The initial capital needs inspection suggested converting 4 units to make them accessible per HUD Section 504 requirements—however, this property is constructed on a grade that makes an accessibility conversion economically impractical, and HAWC would like to remove this requirement. The final capital needs review suggested that accessibility conversion was not an immediate need. All the common areas on the property will be updated and accessible.

Inspector General and County Audits: Recent audits resulted in no deficiencies being identified. Congratulations to staff!



Housing Works (Worksystems, Inc. DOL Grant Project): Program evaluators visited recently. This program is fairly unique in working with high-barrier workers. HAWC currently has more than 40 clients enrolled in the program.

Partnership with REACH, Inc for The Orchards at Orenco: The Housing Authority plans to enter into a partnership with REACH, Inc. to facilitate increased financial leverage through its property tax exemption. This partnership will help the project (which includes project-based voucher assistance, HOME, and LIHTC funding) close a roughly \$700,000 funding gap resulting from the delay when the project was not awarded LITHC funding in its first year.

Peter Hainley asked if the Housing Authority would provide any additional services. Val Valfre responded that HAWC is not providing services, but will provide an oversight role related to construction, lease-ups and occupancy requirements. HAWC will also review annual budgets and financial statements. Ron Lehr noted his concern about high per-unit costs in many affordable projects. While cost containment on affordable projects is an ongoing concern, the competitive process for limited State funding promotes development standards (LEEDS certification, 60-Year Sustainability, etc.) that exceed those governing development in the private market.

Peter Hainley noted the need to justify how this partnership works in conjunction with HAWC's efforts to encourage local jurisdictions to enable property tax exemption. HAC members discussed the need to develop guidelines for circumstances in which HAWC will enter limited partnerships to provide property tax exemption. A set of draft guidelines will be developed for the group to respond to.

An agenda item to approve this partnership will go to the Housing Authority Board of Directors on February 4.

Motion: Authorize Executive Director to enter into an agreement with REACH Community Development, Inc to develop 57 units of low-income housing in Washington County and recommend approval by the Housing Authority Board of Directors—Anapreet Gill

Second: Sid Scott

Vote: All approve



V. STAFF REPORTS

A. Financial Statement

2012-2013 audited financials are available on the Washington County website. The financials have been approved by the Audit Committee and will be approved by the Housing Authority Board of Directors.

Every 5 years Washington County releases a RFP for an auditing firm to perform Washington County audits, which always includes an audit of the Section 8 program due to the program's size. Michael O'Neill will serve on the selection team this year.

The new Congressional budget funds Section 8 Housing Assistance Payments (HAP) at 100% of need and Section 8 Administrative at 75% of need. This is a welcomed increase over 2013 funding levels, and will mean that HAWC will need to subsidize Section 8 Administration at much lower levels.

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. Screenings are underway to issue new vouchers and increase voucher utilization.
- Occupancy rates remain very high in public housing and for Section 8 vouchers.
- Work order effectiveness is very high. Work order goals have been revised to reflect reduced staff levels.

Peter Hainley asked if HAWC has gotten any calls from landlords regarding the new law prohibiting landlords from refusing to accept Section 8. To date, there have not been any calls. HAWC will team with Multifamily NW (www.multifamilynw.org) to provide landlord training. The regional housing authorities may be able to work cooperatively to provide information or joint trainings.

David Nase asked if HAWC was considering increasing payment standards. Melanie Fletcher noted that payment standards were increased recently, and that the Housing Authority monitors voucher turn-back rates and increases payment standards as needed. Dave Nase suggested encouraging Section 8 clients to participate in Rent Well programs and take steps to address credit and/or background issues that are a barrier for some clients. Melanie Fletcher and Val Valfre noted that HAWC does encourage clients to participate in Rent Well, but more information can be made available.

HAWC was recently awarded FSS funds to support FSS Coordinators in the coming year. Peter Hainley asked how many of the Worksystems participants were dual-enrolled in FSS. All the Worksystems participants are Section 8 clients and eligible for FSS, and are being encouraged to enroll in the program.



C. Affordable Housing

- Occupancy rates remain high in affordable housing.

D. Special Projects

- Project-Based Vouchers

Screening is ongoing to lease up project-based units that are under 100% occupancy. Project-based vouchers for the SAMSHA grant project with Luke-Dorf, Inc. are continuing to lease up.

E. Report on Homelessness

- FY2013 Federal McKinney-Vento Homeless Programs

The FY2013 grant application is complete and will be presented to the Board of County Commissioners. This application requests \$2.6M in funding for local programs. This funding cycle does include sequestration cuts, and some programs will be defunded due to budget constraints. However, the FY2014 budget does include increased funding for homeless programs which should be sufficient to cover program renewals.

The application does have reduced match amounts. Some clients currently being served by local providers may move to new providers covered by Affordable Care Act (ACA) private insurance, reducing match from those local providers.

This application reflects new HUD priorities and HEARTH Act regulations. This included focusing resources on chronic homelessness and permanent housing.

Agencies expect to receive funding notices in mid-March.

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

Community Action and other HSSN providers have worked diligently to develop this system. Community Action will perform the screening and assessment, and refer clients to appropriate service providers. Community Action will seek increased CDBG funding to cover staff costs, and flexible local funds to cover immediate client needs will also be necessary.

- Cooperative Agreements to Benefit Homeless Individuals

This project is in its second year with Luke-Dorf, Inc.

- Supportive Services for Veteran Families (SSVF) Program

Community Action is serving clients for under this program.

- Severe Weather Shelter Response Plan

Shelters are operating at capacity, and report a shift in clients seeking shelter this year. Shelters report that current clients are actively seeking services and job



opportunities, and tend to be shorter-term shelter clients rather than the chronically homeless population shelters have seen in prior years.

- Project Homeless Connect

Project Homeless Connect will be held Friday, January 24 at Sunrise Church from 9am-4pm.

- Homeless Costs Study

Approval has been received to continue with Phase 2 of the Cost Study.

- 2014 Point-In-Time (PIT) Homeless Census

The HUD-mandated annual Point In Time count takes place January 22-31, 2014.

VI. OLD BUSINESS

- Aloha-Reedville Study and Livable Community Plan

The draft Aloha-Reedville Study and Livable Community Plan is available on the project website for public review and comment at <http://www.co.washington.or.us/alohareedville>. The Technical Advisory Committee (TAC) has reviewed the plan, and the Citizen's Advisory Committee (CAC) will provide comment later in the month. The plan consists of 31 Action/Issue papers, discussed in four strategies that support the overall vision of the main plan.

The plan will be finalized and go into production in February.

HUD has granted a 90-day no-cost extension to allow ordinance recommendations to move forward in the 2014 Ordinance Season. The extension will also allow additional discussion of alternative governance models and continued engagement with communities of color and traditional underrepresented communities.

VII. NEW BUSINESS

- Upgrades for HAWC Properties

The Housing Authority had the opportunity to salvage appliances and material from an 8-unit property that is being demolished in order to widen Oleson Road. Estimated value was \$15,000. These items will be used to update public and affordable housing properties.

The new list of tax foreclosed properties will be released February 1. HAWC may be able to acquire one or more properties and convert them to affordable housing.

- HAC Term Expirations

Four HAC terms (Social Service Organization representative, Agricultural/Farmworker representative, Housing Authority representative, and one



At-Large position) will expire on March 31, 2014. The County has opened recruitment for these positions, and applications are available on the County's website at <http://www.co.washington.or.us/CAO/BoardsCommissions/index.cfm>. HAC members are encouraged to work with Val to recommend new committee members.

VIII. RESOLUTIONS/ACTION ITEMS

- Section 8 Administrative Plan

The Section 8 Administrative Plan includes changes to streamline processing and reduce waitlist preferences to better serve our clients. HAC members discussed seeking additional streamlining of the application process and requesting additional reduction of HUD certification requirements.

Motion: Recommend the Section 8 Administrative Plan for submission to the Housing Authority Board of Directors—Peter Hainley

Second: Anapreet Kaur-Gill

Vote: All approve

IX. ADJOURNMENT

Meeting adjourned at 11:05a.m.

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



IV. EXECUTIVE DIRECTOR'S REPORT

We begin the year 2014 with a more sustainable financial outlook. The Ryan-Murray Budget Resolution Act provided two years of predictability for federal funding and removed the continuing adverse impact of sequestration on federal domestic discretionary funding, which includes the Department of Housing and Urban Development (HUD). Most importantly, it raised Section 8 Housing Assistance Payments (i.e., to landlords) from a 94% proration in 2013 to 100%, and raised Section 8 Administration fees (i.e., funds for staffing and operational costs) from a 69% proration to about 75%. After several years of low funding and attrition, this modest increase will certainly not restore our much neglected capacity or reserves, but it will move us away from sheer "survival" mode until December 2014.

FY2014 PHA Plan: The FY2014 PHA plan is currently out for public comment. The comment period has been publicized in The Oregonian, The Argus, The Skanner, El Hispanic News, the Beaverton Leader, and the Forest Grove Reader, and the draft PHA plan is available online at <http://www.co.washington.or.us/Housing/PoliciesPlans/plans.cfm>. Housing Authority staff will meet with program participants at a Resident Advisory Board (RAB) meeting in early February to present the PHA Plan and ask for feedback. On April 1, 2014, the Housing Authority will present the PHA Plan at a Public Hearing at the Housing Authority Board of Directors meeting.

Capacity-Building Grants: As mentioned previously, the Housing Authority of Washington County received two capacity-building grants totaling nearly \$60,000, which will allow HAWC to convert to a paperless file system and purchase mobile devices for housing inspectors. Three full-time temporary workers have been employed to perform the scanning. We have also secured the mobile devices for the housing inspectors and maintenance staff, and will begin associated training.

Aloha Park Refinancing: The refinancing of Aloha Park Apartments in Aloha continues to move forward. Our request for prepayment has been submitted to HUD and our application/loan documents have been forwarded to Berkadia. As previously noted, this 80-unit property (8 project-based Section 8 units, 72 below-market affordable housing units) has positive cash flow, but the revenue is restricted to use at that property only. HAWC is refinancing the property to gain access to its equity to support capital improvements to the entire affordable housing portfolio.

OHCS Transition: I devoted a considerable amount of time both in Portland and in Salem supporting this transformation review of the Oregon Housing & Community Services Department (OHCS). As you may know, last year the Governor limited OHCS' budget to 1 year and ask them to come back to the legislature in February 2014 to present a business model that met his priorities for more efficient government, to include elimination/consolidation of departments and services. Extensive research and reflection have been done on the following questions: Should OHCS remain a standalone albeit smaller agency or should its many programs be transferred to other Oregon Departments in the spirit of



promoting smaller government and attaining greater efficiency? Should Housing programs and Community Services programs remain together in an agency, particularly if Community Services program budgets are less likely to be sustainable? If it remains as a single agency, should its emphasis be on Housing Finance? If so, should it retain its role as an Oregon “department” or perhaps become a “quasi-governmental” agency with less emphasis to political appointment turnover? I have been significantly involved in evaluating proposed housing financing and community services models as a member of the OHCS Transition Advisory Committee, Oregon Opportunity Network and the Oregon Housing Council. In mid-December, the OHCS Director briefed the Governor on her proposed plan for the department and received his support. This proposal was then briefed to the Legislature in February where it received Committee support, including support for some gap funding for the 2014-15 period. The current proposal continues the OHCS as a department, with yet-to-be determined oversight by a new Housing Commission with collaborative partners. There is expected to be some attrition of staff and possibly some selected paring of programs and associated administrative processes. Most, if not all, of the existing Committees will eventually be dissolved.

Veterans Housing Bill (HB2417): I will meet with the rule-making group on February 26, 2014 to determine procedures on how to best utilize funds directed to the OHCS department as a result of the increased Document Recording Fee (DRF) (HB 2417) to better serve our veterans. The Bill enables a \$5.00 increase in the DRF from \$15.00 to \$20.00, and allows these dollars to flow to housing development, homeownership, and emergency services. I testified in support of this Bill and see good opportunities for this funding to make a positive difference in our veterans’ housing and welfare.

Set-Aside Funding Availability for Project-Basing HUD-VASH Vouchers: HUD has announced a set-aside of approximately \$7.0 million in HUD-VASH funding to support approximately 1,000 units of project-based voucher (PBV) assistance nationwide. These PBVs will enable homeless veterans to access affordable housing with an array of supportive services that comply with the *Housing First* model. We can only submit one application per project with a limit of 75 VASH vouchers. I have sent an email to HSSN service providers and non-profit housing developers to determine their interest in pursuing this proposal.

Veterans Affairs Meeting with Northwest Housing Alternatives (NHA): I facilitated this meeting at NHA’s request to review potential opportunities for housing chronically homeless veterans in permanent housing. We reviewed three options wherein the Housing Authority would participate – (1) Using the Set-Aside Funding referenced above; (2) Conversion of Tenant-based HUD-VASH vouchers to project-based, and (3) Conversion of Tenant-based Section 8 vouchers to project-based with a preference for veterans. NHA will continue to review the feasibility of its participation.

Other Bills: I have also been working with the Housing Alliance and Oregon Housing Authorities Association on the Section 8 Bill that was approved last year and becomes effective 1 July 2014. We are coordinating with Multifamily NW to provide a series of trainings around the state for member and non-member landlords to explain the new bill



and educate landlords about compliance. We will also seek to provide FAQs to Section 8 case workers to allow them to better assist landlords and tenants related to the Statute's requirements. We are also working with the Housing Alliance on an Inclusionary Housing bill for the next legislative session in 2015.

A handwritten signature in black ink that reads "Adolph Valfre, Jr." in a cursive script.

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



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

Cash Flow:

Along with comparison to budget, comparison to prior year is shown for all programs. The budget column reflects a FYTD proration of the actual budget, except that Section 8 and Public Housing HUD operating subsidies are adjusted to reflect budgeted revenue, which is less the first half of the fiscal year than the second half

For December FYTD, the cash basis loss from Housing Authority operations of \$81,727 is unfavorable to the budgeted loss of \$40,269 by \$41,458 and the prior year by \$52,878.

Section 8 had negative cash flow of \$188,852, which was \$21,384 unfavorable to budget. December expenditures included a one-time hit of \$24,149 for vacation cash out of the Section 8 manager and related overhead allocations. Section 8's loss is budgeted to be offset by transfers from the Local Fund through December 31. Funding for January on has increased, but it is not yet known whether the funding will be sufficient without additional local funds.

Public Housing had negative cash flow FYTD of \$79,653, which is \$48,319 favorable to budget. Public Housing appears to be in a stable positive cash flow situation for the first time in many years.

Kaybern Terrace is near to budget.

Aloha Park had FYTD cash flow of \$13,385, unfavorable to budget by \$27,048, due to high maintenance outlays for property upgrades prior to the impending refinancing.

The local fund had negative cash flow of \$2,679, made up of a loss in the DOL project due to 6,934 required match, offset by positive amounts for the Local Fund properties.

Affordable Housing cash flow from operations of \$169,654 was unfavorable to budget by \$35,683. Affordable Housing cash flow exceeds, by \$19,766 FYTD, the amount required to fund the bond reserve, as required by the bond agreement with the County.

Statement of Net Assets (Balance Sheet):

The Local Fund has unrestricted net assets of \$109,560. The Section 8 unrestricted net asset balance at 12/31 is \$4,412. Administrative funding for Section 8 for Calendar Year 2014 may not be sufficient to cover costs, so Local Fund subsidies of Section 8 will likely need to continue, albeit at a lower level. Some Local Fund relief may come from the upcoming refinance of Aloha Park.

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



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

| | Section 8 | Public Housing | Kaybern (USDA) | Aloha Park | Local Fund | Affordable Housing | Total |
|--|--------------|-------------------|-------------------|---------------|---------------|-----------------------|-------------|
| Operating revenue | | | | | | | |
| Federal/State operating subsidies | 740,736 | 538,081 | 11,925 | 21,681 | 38,211 | 1,347 | 1,351,981 |
| Gross billable rent | - | 311,589 | 31,759 | 266,064 | 42,234 | 2,202,611 | 2,854,257 |
| Vacancy loss | - | (1,351) | (878) | (6,244) | - | (76,275) | (84,748) |
| Premiums (concessions) | - | (64) | - | (9,198) | - | (15,438) | (24,700) |
| Other tenant revenue | - | 14,898 | 268 | 4,851 | 175 | 59,537 | 79,729 |
| Tenant revenue | - | 325,072 | 31,149 | 255,473 | 42,409 | 2,170,435 | 2,824,538 |
| Other revenue (incl GF subsidy) | 25,317 | 1,801 | 528 | 4,962 | 6,771 | 131,639 | 171,018 |
| Total operating revenue | 766,053 | 864,954 | 43,602 | 282,116 | 87,391 | 2,303,421 | 4,347,537 |
| Operating expenses: | | | | | | | |
| Repair and maintenance | - | 521,029 | 10,060 | 121,330 | 19,060 | 633,879 | 1,305,358 |
| Operations | 733,310 | 182,080 | 4,536 | 66,352 | 46,629 | 348,945 | 1,381,852 |
| Utilities | - | 36,248 | 4,794 | 29,536 | 4,258 | 207,072 | 281,908 |
| Insurance | 2,903 | 21,816 | 421 | 12,253 | 782 | 53,398 | 91,573 |
| PILOT | - | 21,480 | - | - | - | - | 21,480 |
| Bad debt, net of recoveries | - | 438 | (55) | 2,538 | - | 25,384 | 28,305 |
| Other | 23,238 | - | - | - | 2,632 | - | 25,870 |
| Total operating expenses | 759,451 | 783,091 | 19,756 | 232,009 | 73,361 | 1,268,678 | 3,136,346 |
| Net program income | 6,602 | 81,863 | 23,846 | 50,107 | 14,030 | 1,034,743 | 1,211,191 |
| Other ongoing cash outflows: | | | | | | | |
| HAWC administration | 195,454 | 161,516 | 53 | 305 | 10,567 | 1,750 | 369,645 |
| Debt service | - | - | 17,375 | 36,417 | 6,142 | 863,339 | 923,273 |
| Total outflows | 195,454 | 161,516 | 17,428 | 36,722 | 16,709 | 865,089 | 1,292,918 |
| Cash flow from operations | (188,852) | (79,653) | 6,418 | 13,385 | (2,679) | 169,654 | (81,727) |
| Other unrestricted cash inflows (outflows): | | | | | | | |
| Investment income - unrestricted | 344 | 2,533 | 116 | 37 | 2,866 | (5,467) | 429 |
| Capital fund receipts | - | 14,498 | - | - | - | - | 14,498 |
| Capitalized modernization | - | (14,498) | - | - | (8,855) | - | (23,353) |
| Gain on sale of assets | - | - | - | - | - | - | - |
| Transfers to (from) Local Fund | 188,000 | - | - | - | (188,000) | - | - |
| Transfers to restricted cash - CAO | - | - | - | - | - | (149,886) | (149,886) |
| Transfers from (to) restricted cash - Repl Res | - | - | - | (15,120) | - | (68,340) | (83,460) |
| Section 18 transfers from Public Housing | - | - | - | - | 10,744 | 503,659 | 514,403 |
| Net unrestricted cash flows | (508) | (77,120) | 6,534 | (1,698) | (185,924) | 449,620 | 190,904 |
| Restricted cash flows: | | | | | | | |
| Housing Assistance Payments earned | 9,001,132 | - | - | - | - | - | 9,001,132 |
| Housing Assistance Payments | (9,343,712) | - | - | - | - | - | (9,343,712) |
| Investment income - restricted | 2,190 | 5,881 | - | - | - | - | 8,071 |
| Transfers from unrestricted - CAO | - | - | - | - | - | 149,886 | 149,886 |
| Transfers from (to) unrestricted - Repl Res | - | - | - | 15,120 | - | 68,340 | 83,460 |
| Purchased from replacement reserves | - | - | - | - | - | - | - |
| Sec 18 transfers to Affordable Housing | - | (514,403) | - | - | - | - | (514,403) |
| Total restricted cash flows | (340,390) | (508,522) | - | 15,120 | - | 218,226 | (615,566) |
| Net cash flows | (340,898) | (585,642) | 6,534 | 13,422 | (185,924) | 667,846 | (424,662) |



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

| | YTD Actual | YTD Budget | Fav (unfav) Variance | Prior YTD | Fav (unfav) Variance |
|--|---------------|---------------|-------------------------|--------------|-------------------------|
| Operating revenue | | | | | |
| Federal/State operating subsidies | 1,351,981 | 1,345,502 | 6,479 | 1,303,121 | 48,860 |
| Gross billable rent | 2,854,257 | 2,820,287 | 33,970 | 2,766,269 | 87,988 |
| Vacancy loss | (84,748) | (98,650) | 13,902 | (80,218) | (4,530) |
| Premiums (concessions) | (24,700) | (35,010) | 10,310 | (27,336) | 2,636 |
| Other tenant revenue | 79,729 | 91,713 | (11,984) | 92,513 | (12,784) |
| Tenant revenue | 2,824,538 | 2,778,342 | 46,196 | 2,751,227 | 73,311 |
| Other revenue (incl GF subsidy) | 171,018 | 214,421 | (43,403) | 166,472 | 4,546 |
| Total operating revenue | 4,347,537 | 4,338,265 | 9,272 | 4,220,820 | 126,717 |
| Operating expenses: | | | | | |
| Repair and maintenance | 1,305,358 | 1,270,061 | (35,297) | 1,236,044 | (69,314) |
| Operations | 1,381,852 | 1,374,164 | (7,688) | 1,294,654 | (87,198) |
| Utilities | 281,908 | 286,655 | 4,747 | 279,042 | (2,866) |
| Insurance | 91,573 | 85,123 | (6,450) | 81,024 | (10,549) |
| PILOT | 21,480 | 21,482 | 2 | 21,462 | (18) |
| Bad debt, net of recoveries | 28,305 | 34,470 | 6,165 | 44,269 | 15,964 |
| Other | 25,870 | 20,104 | (5,766) | 22,079 | (3,791) |
| Total operating expenses | 3,136,346 | 3,092,059 | (44,287) | 2,978,574 | (157,772) |
| Net program income | 1,211,191 | 1,246,206 | (35,015) | 1,242,246 | (31,055) |
| Other ongoing cash outflows: | | | | | |
| HAWC administration | 369,645 | 363,200 | (6,445) | 348,546 | (21,099) |
| Debt service | 923,273 | 923,275 | 2 | 922,549 | (724) |
| Total outflows | 1,292,918 | 1,286,475 | (6,443) | 1,271,095 | (21,823) |
| Cash flow from operations | (81,727) | (40,269) | (41,458) | (28,849) | (52,878) |
| Other unrestricted cash inflows (outflows): | | | | | |
| Investment income - unrestricted | 429 | (3,908) | 4,337 | 2,043 | (1,614) |
| Capital fund receipts | 14,498 | 22,505 | (8,007) | 69,474 | (54,976) |
| Capitalized modernization | (23,353) | (22,505) | (848) | (183,548) | 160,195 |
| Gain on sale of assets | - | - | - | 12,088 | (12,088) |
| Transfers to (from) Local Fund | - | 78,323 | (78,323) | - | - |
| Transfers to restricted cash - CAO | (149,886) | (149,888) | 2 | (173,237) | 23,351 |
| Transfers from (to) restricted cash - Repl Res | (83,460) | (84,540) | 1,080 | (83,460) | - |
| Section 18 transfers from Public Housing | 514,403 | 513,784 | 619 | 509,747 | 4,656 |
| Net unrestricted cash flows | 190,904 | 313,502 | (122,598) | 124,258 | 66,646 |
| Restricted cash flows: | | | | | |
| Housing Assistance Payments earned | 9,001,132 | 8,748,978 | 252,154 | 8,797,319 | 203,813 |
| Housing Assistance Payments | (9,343,712) | (9,361,730) | 18,018 | (9,360,261) | 16,549 |
| Investment income - restricted | 8,071 | 11,924 | (3,853) | 4,844 | 3,227 |
| Transfers from unrestricted - CAO | 149,886 | 149,888 | (2) | 173,237 | (23,351) |
| Transfers from (to)unrestricted - Repl Res | 83,460 | 84,540 | (1,080) | 83,460 | - |
| Purchased from replacement reserves | - | (32,919) | 32,919 | (12,684) | 12,684 |
| Sec 18 transfers to Affordable Housing | (514,403) | (513,784) | (619) | (509,747) | (4,656) |
| Total restricted cash flows | (615,566) | (913,103) | 297,537 | (823,832) | 208,266 |
| Net cash flows | (424,662) | (599,601) | 174,939 | (699,574) | 274,912 |



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

| | YTD Actual | YTD Budget | Fav (unfav) Variance | Prior YTD | Fav (unfav) Variance |
|--|---------------|---------------|-------------------------|--------------|-------------------------|
| Operating revenue | | | | | |
| Federal/State operating subsidies | 740,736 | 748,956 | (8,220) | 797,321 | (56,585) |
| Gross billable rent | - | - | - | - | - |
| Vacancy loss | - | - | - | - | - |
| Premiums (concessions) | - | - | - | - | - |
| Other tenant revenue | - | - | - | - | - |
| Tenant revenue | - | - | - | - | - |
| Other revenue (incl GF subsidy) | 25,317 | 12,622 | 12,695 | 15,300 | 10,017 |
| Total operating revenue | 766,053 | 761,578 | 4,475 | 812,621 | (46,568) |
| Operating expenses: | | | | | |
| Repair and maintenance | - | - | - | - | - |
| Operations | 733,310 | 715,966 | (17,344) | 683,364 | (49,946) |
| Utilities | - | - | - | - | - |
| Insurance | 2,903 | 3,399 | 496 | 2,187 | (716) |
| PILOT | - | - | - | - | - |
| Bad debt, net of recoveries | - | - | - | - | - |
| Other | 23,238 | 19,439 | (3,799) | 21,431 | (1,807) |
| Total operating expenses | 759,451 | 738,804 | (20,647) | 706,982 | (52,469) |
| Net program income | 6,602 | 22,774 | (16,172) | 105,639 | (99,037) |
| Other ongoing cash outflows: | | | | | |
| HAWC administration | 195,454 | 190,242 | (5,212) | 179,299 | (16,155) |
| Debt service | - | - | - | - | - |
| Total outflows | 195,454 | 190,242 | (5,212) | 179,299 | (16,155) |
| Cash flow from operations | (188,852) | (167,468) | (21,384) | (73,660) | (115,192) |
| Other unrestricted cash inflows (outflows): | | | | | |
| Investment income - unrestricted | 344 | (323) | 667 | 541 | (197) |
| Capital fund receipts | - | - | - | - | - |
| Capitalized modernization | - | - | - | - | - |
| Gain on sale of assets | - | - | - | - | - |
| Transfers to (from) Local Fund | 188,000 | 167,793 | 20,207 | 30,141 | 157,859 |
| Transfers to restricted cash - CAO | - | - | - | - | - |
| Transfers from (to) restricted cash - Repl Res | - | - | - | - | - |
| Section 18 transfers from Public Housing | - | - | - | - | - |
| Net unrestricted cash flows | (508) | 2 | (510) | (42,978) | 42,470 |
| Restricted cash flows: | | | | | |
| Housing Assistance Payments earned | 9,001,132 | 8,748,978 | 252,154 | 8,797,319 | 203,813 |
| Housing Assistance Payments | (9,343,712) | (9,361,730) | 18,018 | (9,360,261) | 16,549 |
| Investment income - restricted | 2,190 | 3,356 | (1,166) | (4,456) | 6,646 |
| Transfers from unrestricted - CAO | - | - | - | - | - |
| Transfers from (to)unrestricted - Repl Res | - | - | - | - | - |
| Purchased from replacement reserves | - | - | - | - | - |
| Sec 18 transfers to Affordable Housing | - | - | - | - | - |
| Total restricted cash flows | (340,390) | (609,396) | 269,006 | (567,398) | 227,008 |
| Net cash flows | (340,898) | (609,394) | 268,496 | (610,376) | 269,478 |



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

| | YTD Actual | YTD Budget | Fav (unfav) Variance | Prior YTD | Fav (unfav) Variance |
|--|---------------|---------------|-------------------------|--------------|-------------------------|
| Operating revenue | | | | | |
| Federal/State operating subsidies | 538,081 | 553,986 | (15,905) | 445,771 | 92,310 |
| Gross billable rent | 311,589 | 254,987 | 56,602 | 260,759 | 50,830 |
| Vacancy loss | (1,351) | (607) | (744) | (893) | (458) |
| Premiums (concessions) | (64) | (15) | (49) | (10) | (54) |
| Other tenant revenue | 14,898 | 18,892 | (3,994) | 25,780 | (10,882) |
| Tenant revenue | 325,072 | 273,258 | 51,814 | 285,637 | 39,435 |
| Other revenue (incl GF subsidy) | 1,801 | 26,740 | (24,939) | 6,998 | (5,197) |
| Total operating revenue | 864,954 | 853,984 | 10,970 | 738,406 | 126,548 |
| Operating expenses: | | | | | |
| Repair and maintenance | 521,029 | 557,566 | 36,537 | 548,317 | 27,288 |
| Operations | 182,080 | 177,776 | (4,304) | 168,439 | (13,641) |
| Utilities | 36,248 | 36,255 | 7 | 33,325 | (2,923) |
| Insurance | 21,816 | 21,180 | (636) | 20,626 | (1,190) |
| PILOT | 21,480 | 21,482 | 2 | 21,462 | (18) |
| Bad debt, net of recoveries | 438 | (178) | (616) | 10,942 | 10,504 |
| Other | - | - | - | - | - |
| Total operating expenses | 783,091 | 814,081 | 30,990 | 803,111 | 20,020 |
| Net program income | 81,863 | 39,903 | 41,960 | (64,705) | 146,568 |
| Other ongoing cash outflows: | | | | | |
| HAWC administration | 161,516 | 167,875 | 6,359 | 165,992 | 4,476 |
| Debt service | - | - | - | - | - |
| Total outflows | 161,516 | 167,875 | 6,359 | 165,992 | 4,476 |
| Cash flow from operations | (79,653) | (127,972) | 48,319 | (230,697) | 151,044 |
| Other unrestricted cash inflows (outflows): | | | | | |
| Investment income - unrestricted | 2,533 | 4,358 | (1,825) | 4,427 | (1,894) |
| Capital fund receipts | 14,498 | 22,505 | (8,007) | 69,474 | (54,976) |
| Capitalized modernization | (14,498) | (22,505) | 8,007 | (87,095) | 72,597 |
| Gain on sale of assets | - | - | - | 12,088 | (12,088) |
| 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 | (77,120) | (123,614) | 46,494 | (231,803) | 154,683 |
| Restricted cash flows: | | | | | |
| Housing Assistance Payments earned | - | - | - | - | - |
| Housing Assistance Payments | - | - | - | - | - |
| Investment income - restricted | 5,881 | 8,568 | (2,687) | 9,299 | (3,418) |
| Transfers from unrestricted - CAO | - | - | - | - | - |
| Transfers from (to)unrestricted - Repl Res | - | - | - | - | - |
| Purchased from replacement reserves | - | - | - | - | - |
| Sec 18 transfers to Affordable Housing | (514,403) | (513,784) | (619) | (509,747) | (4,656) |
| Total restricted cash flows | (508,522) | (505,216) | (3,306) | (500,448) | (8,074) |
| Net cash flows | (585,642) | (628,830) | 43,188 | (732,251) | 146,609 |



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

| | YTD Actual | YTD Budget | Fav (unfav) Variance | Prior YTD | Fav (unfav) Variance |
|--|---------------|---------------|-------------------------|--------------|-------------------------|
| Operating revenue | | | | | |
| Federal/State operating subsidies | 11,925 | 11,942 | (17) | 11,695 | 230 |
| Gross billable rent | 31,759 | 30,600 | 1,159 | 31,659 | 100 |
| Vacancy loss | (878) | (918) | 40 | (425) | (453) |
| Premiums (concessions) | - | - | - | - | - |
| Other tenant revenue | 268 | - | 268 | 250 | 18 |
| Tenant revenue | 31,149 | 29,682 | 1,467 | 31,484 | (335) |
| Other revenue (incl GF subsidy) | 528 | 572 | (44) | 573 | (45) |
| Total operating revenue | 43,602 | 42,196 | 1,406 | 43,752 | (150) |
| Operating expenses: | | | | | |
| Repair and maintenance | 10,060 | 7,849 | (2,211) | 9,450 | (610) |
| Operations | 4,536 | 3,995 | (541) | 3,792 | (744) |
| Utilities | 4,794 | 5,131 | 337 | 4,907 | 113 |
| Insurance | 421 | 415 | (6) | 398 | (23) |
| PILOT | - | - | - | - | - |
| Bad debt, net of recoveries | (55) | - | 55 | 839 | 894 |
| Other | - | - | - | - | - |
| Total operating expenses | 19,756 | 17,390 | (2,366) | 19,386 | (370) |
| Net program income | 23,846 | 24,806 | (960) | 24,366 | (520) |
| Other ongoing cash outflows: | | | | | |
| HAWC administration | 53 | 27 | (26) | 20 | (33) |
| Debt service | 17,375 | 17,375 | - | 17,375 | - |
| Total outflows | 17,428 | 17,402 | (26) | 17,395 | (33) |
| Cash flow from operations | 6,418 | 7,404 | (986) | 6,971 | (553) |
| Other unrestricted cash inflows (outflows): | | | | | |
| Investment income - unrestricted | 116 | 110 | 6 | 100 | 16 |
| Capital fund receipts | - | - | - | - | - |
| Capitalized modernization | - | - | - | - | - |
| Gain on sale of assets | - | - | - | - | - |
| Transfers to (from) Local Fund | - | - | - | - | - |
| Transfers to restricted cash - CAO | - | - | - | - | - |
| Transfers from (to) restricted cash - Repl Res | - | - | - | - | - |
| Section 18 transfers from Public Housing | - | - | - | - | - |
| Net unrestricted cash flows | 6,534 | 7,514 | (980) | 7,071 | (537) |
| 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 | 6,534 | 7,514 | (980) | 7,071 | (537) |



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

| | YTD Actual | YTD Budget | Fav (unfav) Variance | Prior YTD | Fav (unfav) Variance |
|--|---------------|---------------|-------------------------|--------------|-------------------------|
| Operating revenue | | | | | |
| Federal/State operating subsidies | 21,681 | 21,771 | (90) | 21,780 | (99) |
| Gross billable rent | 266,064 | 266,064 | - | 266,064 | - |
| Vacancy loss | (6,244) | (7,982) | 1,738 | (7,207) | 963 |
| Premiums (concessions) | (9,198) | (9,095) | (103) | (8,501) | (697) |
| Other tenant revenue | 4,851 | 3,578 | 1,273 | 3,199 | 1,652 |
| Tenant revenue | 255,473 | 252,565 | 2,908 | 253,556 | 1,917 |
| Other revenue (incl GF subsidy) | 4,962 | 4,887 | 75 | 4,898 | 64 |
| Total operating revenue | 282,116 | 279,223 | 2,893 | 280,234 | 1,882 |
| Operating expenses: | | | | | |
| Repair and maintenance | 121,330 | 101,424 | (19,906) | 104,164 | (17,166) |
| Operations | 66,352 | 62,298 | (4,054) | 62,494 | (3,858) |
| Utilities | 29,536 | 29,294 | (242) | 28,221 | (1,315) |
| Insurance | 12,253 | 7,149 | (5,104) | 6,114 | (6,139) |
| PILOT | - | - | - | - | - |
| Bad debt, net of recoveries | 2,538 | 2,135 | (403) | 860 | (1,678) |
| Other | - | - | - | - | - |
| Total operating expenses | 232,009 | 202,300 | (29,709) | 201,853 | (30,156) |
| Net program income | 50,107 | 76,923 | (26,816) | 78,381 | (28,274) |
| Other ongoing cash outflows: | | | | | |
| HAWC administration | 305 | 73 | (232) | 71 | (234) |
| Debt service | 36,417 | 36,417 | - | 36,417 | - |
| Total outflows | 36,722 | 36,490 | (232) | 36,488 | (234) |
| Cash flow from operations | 13,385 | 40,433 | (27,048) | 41,893 | (28,508) |
| Other unrestricted cash inflows (outflows): | | | | | |
| Investment income - unrestricted | 37 | 181 | (144) | 173 | (136) |
| Capital fund receipts | - | - | - | - | - |
| Capitalized modernization | - | - | - | (49,789) | 49,789 |
| Gain on sale of assets | - | - | - | - | - |
| Transfers to (from) Local Fund | - | - | - | - | - |
| Transfers to restricted cash - CAO | - | - | - | - | - |
| Transfers from (to) restricted cash - Repl Res | (15,120) | (15,120) | - | (15,120) | - |
| Section 18 transfers from Public Housing | - | - | - | - | - |
| Net unrestricted cash flows | (1,698) | 25,494 | (27,192) | (22,843) | 21,145 |
| Restricted cash flows: | | | | | |
| Housing Assistance Payments earned | - | - | - | - | - |
| Housing Assistance Payments | - | - | - | - | - |
| Investment income - restricted | - | - | - | - | - |
| Transfers from unrestricted - CAO | - | - | - | - | - |
| Transfers from (to)unrestricted - Repl Res | 15,120 | 15,120 | - | 15,120 | - |
| Purchased from replacement reserves | - | - | - | - | - |
| Sec 18 transfers to Affordable Housing | - | - | - | - | - |
| Total restricted cash flows | 15,120 | 15,120 | - | 15,120 | - |
| Net cash flows | 13,422 | 40,614 | (27,192) | (7,723) | 21,145 |



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

| | YTD Actual | YTD Budget | Fav (unfav) Variance | Prior YTD | Fav (unfav) Variance |
|--|---------------|---------------|-------------------------|--------------|-------------------------|
| Operating revenue | | | | | |
| Federal/State operating subsidies | 38,211 | 1,461 | 36,750 | 19,719 | 18,492 |
| Gross billable rent | 42,234 | 27,078 | 15,156 | 26,936 | 15,298 |
| Vacancy loss | - | - | - | - | - |
| Premiums (concessions) | - | - | - | - | - |
| Other tenant revenue | 175 | 1,327 | (1,152) | 1,077 | (902) |
| Tenant revenue | 42,409 | 28,405 | 14,004 | 28,013 | 14,396 |
| Other revenue (incl GF subsidy) | 6,771 | 37,861 | (31,090) | 7,203 | (432) |
| Total operating revenue | 87,391 | 67,727 | 19,664 | 54,935 | 32,456 |
| Operating expenses: | | | | | |
| Repair and maintenance | 19,060 | 5,333 | (13,727) | 4,549 | (14,511) |
| Operations | 46,629 | 45,402 | (1,227) | 25,275 | (21,354) |
| Utilities | 4,258 | 3,718 | (540) | 2,889 | (1,369) |
| Insurance | 782 | 587 | (195) | 650 | (132) |
| PILOT | - | - | - | - | - |
| Bad debt, net of recoveries | - | 78 | 78 | 50 | 50 |
| Other | 2,632 | 665 | (1,967) | 649 | (1,983) |
| Total operating expenses | 73,361 | 55,783 | (17,578) | 34,062 | (39,299) |
| Net program income | 14,030 | 11,944 | 2,086 | 20,873 | (6,843) |
| Other ongoing cash outflows: | | | | | |
| HAWC administration | 10,567 | 3,804 | (6,763) | 2,346 | (8,221) |
| Debt service | 6,142 | 6,143 | 1 | 6,143 | 1 |
| Total outflows | 16,709 | 9,947 | (6,762) | 8,489 | (8,220) |
| Cash flow from operations | (2,679) | 1,997 | (4,676) | 12,384 | (15,063) |
| Other unrestricted cash inflows (outflows): | | | | | |
| Investment income - unrestricted | 2,866 | 2,929 | (63) | 3,947 | (1,081) |
| Capital fund receipts | - | - | - | - | - |
| Capitalized modernization | (8,855) | - | (8,855) | (35,717) | 26,862 |
| Gain on sale of assets | - | - | - | - | - |
| Transfers to (from) Local Fund | (188,000) | (89,470) | (98,530) | (30,141) | (157,859) |
| Transfers to restricted cash - CAO | - | - | - | - | - |
| Transfers from (to) restricted cash - Repl Res | - | - | - | - | - |
| Section 18 transfers from Public Housing | 10,744 | 5,386 | 5,358 | 18,087 | (7,343) |
| Net unrestricted cash flows | (185,924) | (79,158) | (106,766) | (31,440) | (154,484) |
| 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 | (185,924) | (79,158) | (106,766) | (31,440) | (154,484) |



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

| | YTD Actual | YTD Budget | Fav (unfav) Variance | Prior YTD | Fav (unfav) Variance |
|--|---------------|---------------|-------------------------|--------------|-------------------------|
| Operating revenue | | | | | |
| Federal/State operating subsidies | 1,347 | 7,386 | (6,039) | 6,836 | (5,489) |
| Gross billable rent | 2,202,611 | 2,241,558 | (38,947) | 2,180,851 | 21,760 |
| Vacancy loss | (76,275) | (89,143) | 12,868 | (71,694) | (4,581) |
| Premiums (concessions) | (15,438) | (25,900) | 10,462 | (18,826) | 3,388 |
| Other tenant revenue | 59,537 | 67,916 | (8,379) | 62,208 | (2,671) |
| Tenant revenue | 2,170,435 | 2,194,432 | (23,997) | 2,152,538 | 17,897 |
| Other revenue (incl GF subsidy) | 131,639 | 131,739 | (100) | 131,501 | 138 |
| Total operating revenue | 2,303,421 | 2,333,557 | (30,136) | 2,290,875 | 12,546 |
| Operating expenses: | | | | | |
| Repair and maintenance | 633,879 | 597,889 | (35,990) | 569,566 | (64,313) |
| Operations | 348,945 | 368,727 | 19,782 | 351,296 | 2,351 |
| Utilities | 207,072 | 212,257 | 5,185 | 209,701 | 2,629 |
| Insurance | 53,398 | 52,393 | (1,005) | 51,050 | (2,348) |
| PILOT | - | - | - | - | - |
| Bad debt, net of recoveries | 25,384 | 32,435 | 7,051 | 31,579 | 6,195 |
| Other | - | - | - | - | - |
| Total operating expenses | 1,268,678 | 1,263,701 | (4,977) | 1,213,192 | (55,486) |
| Net program income | 1,034,743 | 1,069,856 | (35,113) | 1,077,683 | (42,940) |
| Other ongoing cash outflows: | | | | | |
| HAWC administration | 1,750 | 1,179 | (571) | 819 | (931) |
| Debt service | 863,339 | 863,340 | 1 | 862,615 | (724) |
| Total outflows | 865,089 | 864,519 | (570) | 863,434 | (1,655) |
| Cash flow from operations | 169,654 | 205,337 | (35,683) | 214,249 | (44,595) |
| Other unrestricted cash inflows (outflows): | | | | | |
| Investment income - unrestricted | (5,467) | (11,163) | 5,696 | (7,144) | 1,677 |
| Capital fund receipts | - | - | - | - | - |
| Capitalized modernization | - | - | - | (10,948) | 10,948 |
| Gain on sale of assets | - | - | - | - | - |
| Transfers to (from) Local Fund | - | - | - | - | - |
| Transfers to restricted cash - CAO | (149,886) | (149,888) | 2 | (173,237) | 23,351 |
| Transfers from (to) restricted cash - Repl Res | (68,340) | (69,420) | 1,080 | (68,340) | - |
| Section 18 transfers from Public Housing | 503,659 | 508,398 | (4,739) | 491,660 | 11,999 |
| Net unrestricted cash flows | 449,620 | 483,264 | (33,644) | 446,240 | 3,380 |
| Restricted cash flows: | | | | | |
| Housing Assistance Payments earned | - | - | - | - | - |
| Housing Assistance Payments | - | - | - | - | - |
| Investment income - restricted | - | - | - | - | - |
| Transfers from unrestricted - CAO | 149,886 | 149,888 | (2) | 173,237 | (23,351) |
| Transfers from (to) unrestricted - Repl Res | 68,340 | 69,420 | (1,080) | 68,340 | - |
| Purchased from replacement reserves | - | (32,919) | 32,919 | (12,684) | 12,684 |
| Sec 18 transfers to Affordable Housing | - | - | - | - | - |
| Total restricted cash flows | 218,226 | 186,389 | 31,837 | 228,893 | (10,667) |
| Net cash flows | 667,846 | 669,653 | (1,807) | 675,133 | (7,287) |



V. STAFF REPORTS
A. Financial Statement
10. Statement of Net Assets
HOUSING AUTHORITY – UNAUDITED
December 31, 2013

| Assets | Section 8 | Public Housing | Kaybern (USDA) | Aloha Park | Local Fund | Affordable Housing | Total |
|---|----------------|-------------------|-------------------|----------------|------------------|-----------------------|-------------------|
| Current assets: | | | | | | | |
| Unrestricted cash and cash equivalents | 5,009 | 724,065 | 43,871 | 90,755 | (299,358) | (1,299,434) | (735,092) |
| Restricted cash and cash equivalents | 12,411 | 69,097 | 1,230 | 36,868 | 33,975 | 298,330 | 451,911 |
| Accounts receivable, net | 44,065 | 104,318 | 4,135 | 35,418 | 9,560 | 204,445 | 401,941 |
| Current portion of contracts receivable | — | 1,150 | — | — | 3,254 | — | 4,404 |
| Other current assets | 2,068 | 27,322 | 421 | 3,415 | 782 | 65,555 | 99,563 |
| Total current assets | 63,553 | 925,952 | 49,657 | 166,456 | (251,787) | (731,104) | 222,727 |
| Non-current assets: | | | | | | | |
| Restricted cash and cash equivalents | 798,818 | 1,688,480 | 36,103 | 120,840 | — | 1,426,853 | 4,071,094 |
| Contracts receivable | — | — | — | — | 403,163 | — | 403,163 |
| Capital assets, non-depreciable | — | 3,640,338 | 50,000 | 66,797 | 364,837 | 4,095,129 | 8,217,101 |
| Capital assets, depreciable, net | — | 3,561,618 | 36,419 | 247,686 | 781,848 | 15,344,878 | 19,972,449 |
| Total non-current assets | 798,818 | 8,890,436 | 122,522 | 435,323 | 1,549,848 | 20,866,860 | 32,663,807 |
| Total assets | 862,371 | 9,816,388 | 172,179 | 601,779 | 1,298,061 | 20,135,756 | 32,886,534 |
| Liabilities | | | | | | | |
| Current liabilities: | | | | | | | |
| Accounts payable | 62,802 | 45,132 | 3,352 | 69,672 | 7,729 | 5,528 | 194,215 |
| Deferred revenue | — | 6,627 | 38 | — | — | 2,721 | 9,386 |
| Accrued interest payable - bonds and notes | — | — | 2,584 | 118 | 113 | 650,797 | 653,612 |
| Current portion of notes and contracts payable | — | — | 3,911 | 54,893 | 10,041 | 311,730 | 380,575 |
| Current liabilities payable from restricted assets: | | | | | | | |
| Tenant and other deposits | 12,411 | 69,097 | 1,230 | 36,868 | 33,975 | 298,330 | 451,911 |
| Total curr. liabilities payable from restr. assets | 12,411 | 69,097 | 1,230 | 36,868 | 33,975 | 298,330 | 451,911 |
| Total current liabilities | 75,213 | 120,856 | 11,115 | 161,551 | 51,858 | 1,269,106 | 1,689,699 |
| Non-current liabilities: | | | | | | | |
| Contracts and notes payable | 146,686 | — | 324,620 | — | 715,773 | 26,046,303 | 27,233,382 |
| Total non-current liabilities | 146,686 | — | 324,620 | — | 715,773 | 26,046,303 | 27,233,382 |
| Total liabilities | 221,899 | 120,856 | 335,735 | 161,551 | 767,631 | 27,315,409 | 28,923,081 |
| Net Assets | | | | | | | |
| Invested in capital assets, net of related debt | — | 7,201,956 | (242,111) | 259,590 | 420,870 | (6,918,026) | 722,279 |
| Restricted | 636,060 | 1,688,480 | 36,103 | 120,840 | — | 1,426,853 | 3,908,336 |
| Unrestricted | 4,412 | 805,096 | 42,452 | 59,798 | 109,560 | (1,688,480) | (667,162) |
| Total net assets | 640,472 | 9,695,532 | (163,556) | 440,228 | 530,430 | (7,179,653) | 3,963,453 |
| Total liabilities and net assets | 862,371 | 9,816,388 | 172,179 | 601,779 | 1,298,061 | 20,135,756 | 32,886,534 |



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

| Wait List Time Based on # of HH Members | | | | | | | | | | | |
|--|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|--------------|
| # HH Members | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | Total |
| #Families | 822 | 430 | 319 | 189 | 116 | 62 | 21 | 12 | 10 | 1 | 1,981 |
| Average Days | 1,489 | 1,431 | 1,511 | 1,554 | 1,384 | 1,446 | 1,753 | 1,402 | 1,621 | 1,621 | 1,481 |

| Wait List Based on Gender | | | |
|----------------------------------|--------|------|--------------|
| Gender | Female | Male | Total |
| Total | 1,381 | 600 | 1,981 |

| Wait List Based on Race | | | | | | | | |
|--------------------------------|------------|-------|-------|-----------------|-------|----------|------|--------------|
| Race | Am. Indian | Asian | Black | Native Hawaiian | White | Multiple | Unk. | Total |
| | 18 | 71 | 271 | 15 | 1,530 | 19 | 57 | 1,981 |

| Wait List Based on Ethnicity | | | | |
|-------------------------------------|----------|--------------|---------|--------------|
| HH Ethnicity | Hispanic | Not Hispanic | Unknown | Total |
| | 406 | 1,559 | 16 | 1,981 |

| Wait List Based on HH Type | | | | | |
|-----------------------------------|----------|---------|--------|-------|--------------|
| Type | Disabled | Elderly | Family | Other | Total |
| | 428 | 173 | 928 | 452 | 1,981 |



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

| | Units Turned Over | Vacancy Days | Average Vacancy | Total Vacant Units | Total Vacancy Days | Total Average |
|-------------------|-------------------|--------------|--------------------------|-----------------------|-----------------------|-----------------------|
| | This Month | This Month | Days Per Unit This Month | (FY cumulative total) | (FY cumulative total) | Vacancy Days Per Unit |
| | | | | | | (FY cumulative total) |
| FY 2012-13 | | | | | | |
| July 2012 | 4 | 105 | 26.25 | 4 | 105 | 26.25 |
| August 2012 | 6 | 101 | 16.83 | 10 | 206 | 20.60 |
| September 2012 | 2 | 43 | 21.50 | 12 | 249 | 20.75 |
| October 2012 | 2 | 30 | 15.00 | 14 | 279 | 19.93 |
| November 2012 | 4 | 90 | 22.50 | 18 | 369 | 20.50 |
| December 2012 | 0 | 0 | 0 | 18 | 369 | 20.50 |
| January 2013 | 0 | 0 | 0.00 | 18 | 369 | 20.50 |
| February 2013 | 1 | 15 | 15.00 | 19 | 384 | 20.21 |
| March 2013 | 2 | 22 | 11.00 | 21 | 406 | 19.33 |
| April 2013 | 2 | 20 | 10.00 | 23 | 426 | 18.52 |
| May 2013 | 8 | 144 | 18.00 | 31 | 570 | 18.39 |
| June 2013 | 3 | 80 | 26.67 | 34 | 650 | 19.12 |
| FY 2013-14 | | | | | | |
| July 2013 | 0 | 0 | 0.00 | 0 | 0 | 0.00 |
| August 2013 | 3 | 30 | 10.00 | 3 | 30 | 10.00 |
| September 2013 | 2 | 21 | 10.50 | 5 | 51 | 10.20 |
| October 2013 | 6 | 65 | 10.83 | 11 | 116 | 10.55 |
| November 2013 | 3 | 56 | 18.67 | 14 | 172 | 12.29 |
| December 2013 | 1 | 9 | 9.00 | 15 | 181 | 12.07 |
| January 2014 | 2 | 34 | 17.00 | 17 | 215 | 12.65 |



V. STAFF REPORTS
C. Affordable Housing

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

- a) Section 8 Waiting List: January: 1,981 last month 2,364. The waitlist was closed on September 1, 2011. Existing waitlist clients will be served as vouchers become available, but no new applications will be accepted until the waitlist is reopened.
- b) Public Housing Average Vacancy Days: Vacancy days for the month of January 2014 were at 17.00 (last month – 9.00). FY2014 reporting began July 1. Vacancy days are measured on a fiscal year basis. Our goal is 18 days and HUD rates 20 days or below as an “A”. This measurement reflects the time period between the existing tenant turning in the keys to the unit, the maintenance staff readying the unit for occupancy and the new tenant taking possession of the keys/unit.
- c) Occupancy Rates:
*Public Housing: 99.5% (last month – 100%)
*Section 8: 99% (last month – 98%)

We had 2,634 vouchers leased up in January (last month – 2,592). Thirty (30) new vouchers were issued, and 92 applicants with vouchers are searching for housing (last month 16 new, 74 looking). Our monthly allocation of Section 8 HAP funds is 100.8%. 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 reflected increased unit move outs and is as follows:

| | <u>Avg. Response</u> | <u>Our Goal</u> | <u>HUD Standard</u> |
|----------------|----------------------|-----------------|---------------------|
| Emergency WO's | 3.00 hrs | 5.0 hrs | 24 hrs |
| Routine WO's | 5.29 days | 7 days | 25 days |

- f) FSS Participation
Total FSS participants: 81 (67 from Section 8 and 14 from Public Housing)
Total FSS participants w/escrow balance: 43
Total Escrow Balance: \$162,221
Average Escrow Balance: \$3,773
Highest Escrow Accounts: \$15,482 (Section 8) and \$16,072 (Public Housing)
IDA Accounts: 4

• **AFFORDABLE HOUSING**

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

- a) Infinity-Managed Properties: 98.16% Occupancy (11 vacancies / 613 units), compared to 97.72% (14 vacancies / 613 units), last month. NTR – 97%.



- **MAINTENANCE ACTIVITIES**

Turnovers:

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

Special Projects:

- Replaced two (2) ranges in Public Housing units.
- Replaced one (1) bath in Public Housing unit.
- Replaced kitchen, bathroom, hallway, and utility flooring in one (1) Public Housing unit.
- Preventative maintenance was performed on twenty-eight (28) inspected pre-REAC units.
- Reported 464 year-to-date non-emergency work orders have been completed.
- Reported 50 year-to-date emergency work orders have been completed.
- Escorted HUD Physical Needs Inspectors through 44 Public Housing Units,
- Received surplus items from County foreclosed apartment property, including:
 - Six (6) refrigerators
 - Seven (7) ranges
 - Three (3) washer and dryer sets
 - Four (4) bedroom doors
 - Three (3) dishwashers
 - Miscellaneous bathroom hardware and fixtures



V. STAFF REPORTS
D. Programs and Special Projects

• **PROJECT-BASED VOUCHERS**

| | Total Allocated | Total Awarded | Remaining Available |
|-------------------------------|-----------------|---------------|---------------------|
| Category I (chronic homeless) | 102 | 102 | 0 |
| Category II (30% MFI or less) | 98 | 62 | 36 |
| Special Needs | 25 | 25 | 0 |
| Total PBVs | 225 | 189 | 36 |

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

Remaining available project-based vouchers and project-based vouchers that have been awarded but are not yet leased are being utilized as tenant-based vouchers—the Housing Authority does not hold voucher slots vacant prior to project-basing. Vouchers are project-based as units become available and residents leave the Section 8 tenant-based voucher program.

| | Category I (chronic homeless) | | | Category II (30% MFI or under) | | | Special Needs | | |
|--|----------------------------------|---------------|--------|-----------------------------------|---------------|--------|---------------|---------------|--------|
| | Awarded | Project-based | Leased | Awarded | Project-based | Leased | Awarded | Project-based | Leased |
| Luke-Dorf (Pluss Apartments) | | | | | | | 12 | 12 | 7 |
| LifeWorks NW (Tom Brewer House) | | | | | | | 13 | 13 | 11 |
| CPAH (The Knoll) | 12 | 12 | 12 | | | | | | |
| Enterprise Community Partners (Fircrest Manor Apartments) | | | | 15 | 15 | 10 | | | |
| REACH CDC (The Orchards at Orenco) | | | | 16 | | | | | |
| Northwest Housing Alternatives (Alma Gardens) | | | | 8 | 8 | 8 | | | |
| Bridges To Housing (Bonita and The Colonies) | | | | 7 | 7 | 5 | | | |
| CPAH (The Barcelona) | | | | 8 | | | | | |
| Luke-Dorf (Housing TEAM- SAHMSA) | 90 | 31 | 31 | | | | | | |
| Bienestar (Benessere Village) | | | | 8 | | | | | |
| Total PBVs | 102 | 43 | 43 | 62 | 30 | 23 | 25 | 25 | 18 |



V. STAFF REPORTS
E. Report on Homelessness

• **FY2013 FEDERAL MCKINNEY-VENTO HOMELESS PROGRAMS**

On January 30, a collaborative FY2013 Continuum of Care (CoC) Program grant application was submitted to the U.S. Department of Housing and Urban Development. The competitive application requests \$2,615,044 in CoC Program Homeless Assistance funds to retain current homeless housing programs in Washington County. The effects of the cuts imposed by sequestration in FY2013 will create a shortfall in funds to renew all current projects at a national level, and emphasizes the competitive nature of this grant application.

The FY2014 Omnibus Appropriations Bill was signed by President Obama on January 17, 2014, providing a 9 percent increase for homeless assistance grants, with a 2 percent cut to the Community Development Block Grant program (CDBG) that has provided funding for homeless programs in support of the county's 10-Year Plan.

Historical summary of local HUD McKinney-Vento CoC Program Homeless Assistance funding.

| Federal Homeless Program Funds | FY2010 \$1.846 billion | FY2011 \$1.901 billion | FY2012 \$1.901 billion | FY2013 \$1.929 billion | FY2014 ¹ \$2.105 billion |
|--|---------------------------|---------------------------|---------------------------|---------------------------------------|--|
| CoC Program Competitive Grant Funding | \$1.686 billion | \$1.676 billion | \$1.651 billion | \$1.714 billion | \$1.8 billion |
| County Award – CoC Program | \$2.1 million | \$2.1 million | \$2.3 million | *Application pending \$2.6 million | |
| Emergency Shelter & Solutions Grant (ESG) Formula Funding | \$160 million | \$225 million | \$250 million | \$215 million | \$250 million |
| County ESG Entitlement Formula Funds | \$88,350 | \$137,797 | \$157,499 | \$134,781 ² | Est.\$157,499 |
| OHCS allocation of State ESG to Community Action in Washington County | \$0 | \$22,645 | \$80,144 | \$61,280 | |
| NOTE: Net funds diverted from Washington County to the State (OHCS) for City's with >50,000 people (Beaverton & Hillsboro) | n/a ³ | \$63,110 | \$100,182 | Est.\$100,182 | |

¹ FY2014 Omnibus Appropriations; January 17, 2014.

² FY2013 Emergency Solutions Grant reduced by Sequestration; HUD published May 30, 2013.

³ Beaverton and Hillsboro diverted funds under Emergency Shelter Grant Program.



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

The HEARTH Act works to address homelessness among individuals and families by expanding the emphasis on proven, cost-effective solutions, to include implementation of a communitywide centralized assessment system, and investing in housing programs that lead to permanent housing; e.g. rapid re-housing, permanent supportive housing, and prevention assistance.

The centralized assessment system is a requirement of the federal CoC Program and Emergency Solution Grant (ESG) funds under the new Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act. The Centralized Assessment System embodies the vision outlined in A Road Home: 10-Year Plan to End Homelessness in Washington County that addresses a universal point of referral (Goal 1, Strategy 1.1).

The policy governing operations of the Community Connect is available online at http://www.co.washington.or.us/Housing/EndHomelessness/upload/Community-Connect_Centralized-Assessment-System-Adopted-by-CoC.pdf

| System Development Task | Status of Task |
|---|--|
| Define Access Point(s) | <u>COMPLETE</u> : Community Action will provide physical sites (Beaverton and Hillsboro) and a mobile assessment access point performed by outreach workers. |
| Develop Screening, Assessment and Scoring Tools | <u>COMPLETE</u> : The Screening and Assessment tools were developed within HMIS, with Community Action serving as the lead agency for maintaining the HMIS tools. |
| Define HMIS Data Gathering and Sharing | <u>COMPLETE</u> : Department of Housing Services is developing a report that will print daily to provide available bed data in HMIS. |
| Develop Coordinated Intake and Referral Process | <u>COMPLETE</u> : Twenty-two (22) programs have agreed to align with the <i>Community Connect</i> system. |
| Develop Resources to Staff the System | In process: Community Action has reprogrammed .5 FTE staff to support the initial system integration – additional staffing is needed before the system can go public. |
| Prepare written standards and policy; formal adoption by HSSN | <u>COMPLETE</u> : Annette Evans is writing the policies and will present to the CoC Board for review by 12/13/2013. |
| Implement the Centralized Assessment System | In process: Internal “pilot test” targeted for January 2014, with the system going public after evaluation of system components and staffing secured. |
| Define Media to Market the System | In process: Develop after internal testing of the system, the written standards and policies, and staff is designated - as early as April 2014. |



- **COOPERATIVE AGREEMENTS TO BENEFIT HOMELESS INDIVIDUALS**

Luke-Dorf, Inc. is the local lead agency implementing the Housing TEAM (Transition, Engagement and Mentoring) Program, in partnership with the Housing Authority of Washington County providing 90 units of Section 8 Project-based Rental Assistance (PRA) to be phased in over 3 years. The collaborative project addresses a Federal Strategic Plan priority to end chronic homelessness by 2015, and is a federal-funded Substance Abuse and Mental Health Services Administration (SAMHSA) Cooperative Agreements to Benefits Homeless Individuals (CABHI) grant that provides chronic homeless adults with housing and services to address their mental health and substance addiction.

| Housing Placement 90 units Total (Cumulative) | # Chronic Homeless Enrolled (Cumulative) | # Chronic Homeless in Leased Units (Cumulative) | # Project-based Units under MOU (Cumulative) |
|---|---|--|--|
| 50 Units Total (Years 1 - 2) July 2012 to June 2014 | 43 people | 36 (3 units S+C & VASH) | 45 (15 of the units are awaiting turnover) |
| 90 Units Total (Years 1 - 3) July 2012 to June 2015 | | | |

In this second year of operation, many of the units committed to the 90-unit Project-based Section 8 subsidy have not yet turned-over to be available for Housing TEAM Program clients. Currently, there are 151 individuals on the Project-based Section 8 Wait List hoping to participate in the Housing TEAM Program.

The focus of the Mental Health and Special Needs Community Consortium Steering Committee is shifting from implementing the program to alignment with the Affordable Care Act, and increasing access to housing and services county-wide through the established partnerships and program policies developed in the first year of the Housing TEAM Program.

- **SEVERE WEATHER SHELTER RESPONSE PLAN**

During the recent snow event, six churches opened and operated as overnight shelter sites providing meals and daytime warming centers. On any given day during the 4-day snow event, more than 140 homeless people were served at local church shelters.

In its 7th year of operation, the Severe Weather Shelter Response Plan has played a critical role in preventing the loss of life for homeless persons through two major snow events and several arctic freezing incidents where the daytime high remained below freezing. The shelter sites are located in Forest Grove, Hillsboro, Tigard, Sherwood, and Tualatin.



- **MEYER MEMORIAL TRUST FUNDS SHELTER/WARMING CENTERS**

Meyer Memorial Trust awarded \$300,000 in funds to Community Action Team, Inc. who partnered with the Community Action network in Oregon to assist homeless families and individuals with emergency cold-weather sheltering. Community Action, in partnership with Washington County Department of Housing Services, submitted a proposal to support Washington County Severe Weather Shelter providers, and received \$22,000 in funds that will be used by the shelter providers to expand their shelter operations.

Shelter providers began reporting the early and prolonged cold weather beginning in November was drawing down financial resources at their shelter sites, and concerns were raised regarding the ability to stay open throughout the normal winter season. In addition, the need to expand bed capacity to absorb the loss of beds when Beaverton First Baptist shelter closed this winter was draining valued resources.

The period of funding is January 1 through May 30, 2014. Community Action will administer the funds and the Department of Housing Services will coordinate the faith-based shelter activities, data outcomes and reporting to Community Action.

- **PROJECT HOMELESS CONNECT**

More than 365 people attended the 8th annual Project Homeless Connect (PHC) on Friday, January 24, at Sunrise Church, with a slight reduction in attendance as compared to previous years. The semi-annual event is held on one-day in January and July and provides free resources and on-site dental care for homeless persons and people at risk of homelessness. The Washington County Department of Housing Services is a fiscal sponsor of the event.

The next event is scheduled for July 11, 2014, at Sunrise Church. For more information on this event, visit www.phcwashco.org.

- **HOMELESS COST STUDY**

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

Phase 2 of this research is a longitudinal study that will compare the cost of services for a two-year period following the participant's access to permanent housing. The Homeless Cost Study Phase 2 is in progress. Approval from the Internal Review Boards of Providence, Legacy and PSU was received on February 11, which has taken a bit longer than expected. Participant re-recruitment will begin shortly, with the study targeted for completion by June 2014.



- **2014 POINT-IN-TIME (PIT) HOMELESS CENSUS**

Community Action and Luke-Dorf, Inc., in coordination and partnership with homeless provider agencies and Hands On Greater Portland volunteers completed the Federal mandated annual point-in-time (PIT) homeless count. The PIT was performed during the last 10 days of January (January 22 through January 31, 2014) and included a blitz approach whereby PIT teams saturated a specific geographic area of the county on each day of the 10-day count.

Data collected during the street count interviews and non-HMIS shelter providers is currently being entered into the Homeless Management Information System (HMIS), where the data quality will be reviewed and de-duplication of homeless individuals performed. A preliminary report is targeted to be available March 17.

Collecting comprehensive, non-duplicated data on the number, characteristics and service needs of individuals, families, and unaccompanied youth experiencing homelessness is a critical component of local homeless planning and program development. The Oregon Housing and Community Services (OHCS) is no longer directly involved in leading the point-in-time homeless count statewide efforts, and strongly encourages local CoC's to align their homeless count with the federal HUD definitions as defined in 24 CFR Part 91.5.

Washington County historical homeless count data, to include literally homeless (federal definition) and people living doubled-up (state definition):

January 2014 = To be released in April 2014
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



VI. OLD BUSINESS

- **TAX EXEMPTIONS FOR AFFORDABLE HOUSING**

The Washington County Board of Commissioners approved Ordinance 761 enabling the nonprofit low-income property tax exemption program on March 26, 2013. The City of Beaverton City Council approved an ordinance enabling tax exemption in July 2013, followed by Metro, Beaverton School District and THPD. Washington County will support similar efforts in the rest of Washington County.

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

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

The Aloha-Reedville Study and Livable Community Plan report and components are in the process of being finalized and prepared for production. The plan and supporting documents are available on the project website at <http://www.co.washington.or.us/LUT/PlanningProjects/alohareedville/index.cfm>

The final public event for the project will be held Thursday, March 20 from 6-8:30pm at PCC Willow Creek. This event will be a town-hall style public meeting, and will include Commission Schouten and representatives from partner, including CPO6 and 7, the Aloha Business Association, the Center for Intercultural Organizing, and other agencies.

The final Leadership Coordinating Committee (LCC) meeting is scheduled for Friday, March 28, from 3-5pm in Hillsboro. The final Citizen's Advisory Committee (CAC) celebration will be held in the first part of April.

The entire plan is a series of nested documents with increasing specificity and detail. There are six parts to the plan:

1. The Executive Summary and Aloha-Reedville Study and Livable Community Plan report provides the overarching narrative of the planning effort and draws entirely from its accompanying documents:
2. Town Center Framework Plan - describes current conditions, issues, goal and recommendations to work towards a vision for the commercial center at 185th and TV Hwy
3. Economic Development Strategies - describes conditions, issues, goals and tools as well as some recommendations to enhance the vitality of businesses and jobs
4. Bicycle and Pedestrian Plan - describes concurrent planning efforts and provides recommendations for active transportation improvements



5. Corridor, Town Center, Land Use, and Streetscape Strategy - addresses potential changes to encourage private investment and achieve community aspirations for a vital TV Hwy Corridor and Town Center
6. Housing Equity and Opportunity Strategy - describes current conditions and recommendations to increase housing supply and diversity, improve housing quality, provide housing that is affordable to a range of incomes, and support neighborhoods that meet the needs of Aloha-Reedville's diverse residents.

Each of the documents (2 - 6) are based on the specific and individual actions in the 31 Action/Issue Papers (also available online). Action/Issue Papers provide the details on implementation (suggested Community Development Code changes for instance) and the estimated costs for many of the actions.

County staff hopes to work with the Center for Intercultural Organizing (CIO) to develop a strategy to continue to engage broadly with the community and actively partner with community groups such as Centro Cultural, the Community Alliance of Tenants (CAT) OPAL (<http://www.opalpdx.org>), the Asian-Pacific American Network of Oregon, Adelante Mujeres (www.adelantemujeres.org), and the Oregon Somali Family Education Center (OSFEC).

The grant project performance period has been extended to May 2014. The extension will allow project staff to use grant funds to cover staff time for ordinance changes supporting the Aloha-Reedville plan in the 2014 Ordinance Season, as well as allowing additional time to discuss possible alternative governance models and develop a plan to continue broad and inclusive engagement and inclusion.

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

The *Housing Works* project will help Section 8 and/or public housing residents build the life and employment skills necessary to attain self-sufficiency. Participants will receive occupational skills training in one of four growing employment sectors— construction, healthcare, office/clerical, or manufacturing. Participants will also received job attachment support that will include internships, On-The-Job training, and job placement assistance.

HAWC's goal is to serve 50 clients over the 18 months of the grant program, doubling the number of jobseekers that may be served (33 client 'slots' are already available through our current partnership with WorkSystems). Grant funds support a dedicated case manager for program participants, and provide resources for education, classes, on-the-job training, and internships.

- **CONSOLIDATED PLAN WORK GROUP**

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



groups, including a group focused on planning and development code changes, will be formed as the process moves forward.

- **FY2013 PROJECT-BASED VOUCHER AWARDS**

A Request for Proposal (RFP) was released in November 2013 to allocate 24 project-based vouchers (PBVs) for extremely low income (under 30% AMI) households. The purpose of this allocation was to complement the County's Comprehensive Plan and the County's 10-Year Plan to End Homelessness. We had two applicants requesting 8 project-based vouchers each – Bienestar for their project (Benessere Village) for seniors in Hillsboro, and REACH Inc. for The Orchards at Orenco, Phase II, for workforce housing. Both applications were reviewed and awarded project-based vouchers.

VIII. NEW BUSINESS

- **SET-ASIDE FUNDING AVAILABILITY FOR PROJECT-BASING HUD-VASH VOUCHERS**

HUD has announced a set-aside of approximately \$7.0 million in HUD-VASH funds to support approximately 1,000 units of project-based voucher (PBV) assistance nationwide. These PBVs will enable homeless veterans to access affordable housing with an array of supportive services that comply with the *Housing First* model. This represents an increasingly rare opportunity to get federal rent subsidy, while providing essential housing and supports to our deserving heroes. A solicitation was made to the HSSN service providers and nonprofit housing developers to determine their level of interest.

VIII. RESOLUTIONS/ACTION ITEMS

- **UPCOMING MEETING DATES**

- **March 4:** No HABOD Meeting
- **March 18:** DHS FY2014-15 Budget Agenda Item to HABOD
- **April 1:** PHA Plan Public Hearing at HABOD

IX. ADJOURNMENT