

HOUSING
ADVISORY
COMMITTEE



**Thursday, July 26, 2012
9:00 a.m.**

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



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IX. ADJOURNMENT

Next Meeting:

Thursday, August 23, 2012

2012 Meeting Schedule
July 26
August 23
September 27
NEW DATE October 19 – Retreat
October 25
November 15
Friday, December 14 - Luncheon



HOUSING ADVISORY COMMITTEE
Department of Housing Services
July 26, 2012 at 9:00 A.M.

AGENDA

- I. ROLL CALL**
- II. ACTION – APPROVAL OF MINUTES**
 - A. May 24, 2012 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
May 24, 2012, 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

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

STAFF PRESENT

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

COMMITTEE MEMBERS ABSENT

Donna Pottle

GUESTS PRESENT

Renee Bruce called the meeting to order at 9:02 a.m.

I. ROLL CALL - A quorum was present.

II. ACTION - APPROVAL OF MINUTES

Motion: Approve the minutes from April 26, 2012— Ramsay Weit

Second: Ron Lehr

Vote: All approve

III. DISCUSSION - ORAL COMMUNICATIONS

- Ron Lehr commented that the presentation about the Individual Development Account (IDA) and Family Self-Sufficiency (FSS) programs at the May HAC meeting was informative and helpful.
- Renee Bruce will not be available for the HAC meeting scheduled for June 28. Ron Lehr may also miss the June HAC.
- Washington County FY2012-13 budget presentations are currently underway.

IV. EXECUTIVE DIRECTOR'S REPORT

- North Bethany Workforce Housing

The North Bethany ordinance changes have gone through a public hearing. Staff recommendations for the voluntary affordable housing density bonus in North Bethany have gone forward.



There are three affordability options for developers requesting a density bonus—two focused on ownership units, and one on rental units.

- Option 1 – build 20% as workforce housing with no long-term affordability
- Option 2 – build 10% as workforce housing with 30-year affordability.
- Option 3 – build 10% as workforce rental housing with 30-year affordability

The proposed ordinance is available on the County website at:

<http://www.co.washington.or.us/LUT/Divisions/LongRangePlanning/2012-land-use-ordinances.cfm>

Ramsay Weit commented that this incentive may not result in the development of many units, but including this incentive is an important step.

- Nonprofit Corporation Low Income Housing Tax Exemption

Chair Duyck will consider bringing this program to a Board work session after the data from the Cost Study on Homelessness is available (summer 2012).

A meeting with nonprofit housing partners and staff from Washington County and the City of Beaverton took place on Monday, May 21, at 10am to discuss approaches for securing staff and leadership approval in different jurisdictions. City of Beaverton staff is generally supportive, and will approach Mayor Doyle about moving forward in Beaverton.

Val Valfre noted that the HAC may consider recommending this strategy for Board consideration.

- Housing Alliance Initiative—Veterans Workgroup

The workgroup is looking for funding sources and preparing to submit a funding request for the 2013 Biennium session.

- Upcoming Events

Robin Boyce from the Housing Development Center would make a presentation on Low Income Housing Tax Credit (LIHTC) development at the Board work session at 8:30am on June 12. HAC members are welcome to attend. Ron Lehr suggested including some information on 4% tax credit deals as well.

Gary Calvert provided a landlord forum for Washington County landlords on Wednesday, June 23. This event includes valuable information on property management, inspections, and landlord best practices for private landlords in the County.

V. STAFF REPORTS

A. Financial Statement

Michael O'Neill presented financials. Information on the Housing Authority budget for FY2012-13 is included under Section VIII: Resolutions and Action Items.



B. Section 8 and Low Rent Public Housing

- Average vacancy days per unit are 13.09. Twenty days and under is rated as outstanding.
- Occupancy rates remain very high in public housing and for Section 8 vouchers.
- The Public Housing and Section 8 Unified Waitlist have been closed to new applications as of September 1. The waitlist is currently over 5,900.
- Work order effectiveness is very high, but there may be slight decreases in response rates with reduced staffing levels.
- There are 69 FSS participants, with a total of \$201,982 in escrow accounts (~\$3,800 average).

C. Affordable Housing

- Occupancy rates remain high in affordable housing. Occupancy rates vary by property, with some developments maintaining higher occupancy. Generally this is due to building age and location.

D. Special Projects

- Project-Based Vouchers

The FY2012 PHA Plan includes approval to project-base an additional 50 vouchers. Val Valfre will work with the Office of Community Development to determine how these vouchers are allocated. These vouchers will be targeted to high-needs populations identified in the Consolidated Plan that may not be served through Section 8 currently. New vouchers may be allocated to existing categories, or new categories may be created.

Project-based vouchers were awarded to four housing projects in March. An outside certified appraiser will need to approve rent reasonableness for the Bridges to Housing program in order to allocate Project-based vouchers.

Val Valfre will meet with staff from the Office of Community Development next week to assign these vouchers based on Consolidated Plan priorities.

E. Report on Homelessness

Annette Evans presented the following report.

In 2012, Washington County provided 4,500 bed stays through the Severe Weather Shelter (SWS) network, utilizing over 11,000 volunteer hours.

In 2012, the SWS operated four drop-in emergency shelters. Sunrise Church operated a 90-day enrollment program. Of the 40 households who participated in the



SOS program for 90 days, 14 exited the program with jobs and 17 moved into housing. The SOS program had an average cost of \$12 per bed night.

Beaverton First Baptist reported that 6 households exited with jobs, and 4 households (10 people) exited into housing. Four participants were also able to exit into recovery programs.

- Cost Study on Homelessness

The cost study is the first step in the longer process of using a data-driven approach to redirect dollars towards homeless services and programs and using cost/benefit analysis to continue to build political will and increase funding for these services. Other communities, such as Knox County, Tennessee and Asheville, North Carolina have seen significant outcomes with this approach, including a funding pool provided by foundation funding and contributions from local businesses.

The cost study will collect data and costs associated with chronically homeless populations in Washington County, including all household types (single adults, couples, families with children, and unaccompanied youth).

Proposers who submitted for the RFQ were interviewed May 23. The advisory committee will meet on June 14 to make a decision on the consultant to undertake the cost study.

Ron Lehr expressed some concern about overpromising results for interventions and programs. Ramsay Weit clarified that the cost study is simply about costs, and will not include cost savings as a result of implementing programs. The second phase of the project will include a longitudinal analysis of the cost savings/benefits of a recommended program mix. Annette Evans also agreed that it will be important to keep outcomes reasonable, and that if the cost study is able to quantify the systemwide costs of homelessness, the costs and potential savings will be more readily identified.

- HEARTH Act Implementation

Contracts have gone out to partners advising them to comply with new HEARTH Act rules, regulations, and definitions, including more stringent recordkeeping requirements. The new HUD homeless definition will integrate into the CoC Check-up process.

- Federal Continuum of Care (CoC) Check-Up Process

The CoC Check-Up process will work to insure that new recordkeeping requirements do not add unnecessary work for partners and/or barriers for clients.

HSSN approved the 1-year work plan to develop a system-wide coordinated and centralized assessment system.



- Emergency Food and Shelter Program (EFSP)
The RFP for EFSP funding will be released today. Washington County may not meet the threshold requirements for poverty and unemployment to qualify for funding. The most current poverty and unemployment data will be used.
- Supportive Services for Veteran Families (SSVF) Program
No additional update provided in the meeting.
HPAC Homeless Consumer Position Vacancy
No additional update provided in the meeting.
- Oregon Ending Homelessness Advisory Council (EHAC)
No additional update provided in the meeting.

VI. OLD BUSINESS

- Tax Exemptions for Affordable Housing
Next steps in this process will include engaging nonprofit partners to secure jurisdictional support for this program. Organizations will be invited participate at the next HAG meeting.
- Aloha-Reedville Study and Livable Community Plan
The Aloha-Reedville Citizens Advisory Committee (CAC) met on May 9, and upcoming meetings will take place on June 13 and July 11. The June and July CAC meetings will be extended to 5:30-9pm at the TVF&R facility on SW Blanton and 209th. Normally CAC meetings take place 6-8:30pm. These CAC meetings will include small working groups to brainstorm and discuss potential strategies. The project will include workshops in the summer and fall to develop scenarios for consideration. Scenarios will be analyzed and presented to the community for feedback, revision, and the selection of a preferred scenario in the late fall and early winter.

Project staff attended a scenario planning training event in Charlotte, NC on May 7-8 as part of the HUD-provided technical assistance and training for Sustainable Communities grantees.

The current Existing Conditions report and all appendices are available on the project website at
<http://www.co.washington.or.us/LUT/PlanningProjects/alohareedville/document-and-maps.cfm>.
- Workforce Systems, Inc.
HAWC partnered with WorkSystems, Inc and other regional housing authorities to submit an application for a Department of Labor Workforce Innovation Fund Grant. The proposal has been submitted, and there is currently no additional information available.



- Mixed-Income Housing Work Group

The mixed-income housing work met on April 26 and May 17 from 3-4:30pm. The next meeting is scheduled for Thursday, June 21 from 3-4:30pm in the Beaverton City Hall Council chambers, and will include discussion of Washington County Urban Renewal Areas (URAs) and some potential area-specific strategies for mixed-income housing.

VII. NEW BUSINESS

- Aloha Park: Sale Consideration Discussion

An outline of possible sale considerations for Aloha Park was provided to the committee. Aloha Park is a revenue-generating property, but the revenue is restricted for use at the Aloha Park property. The Housing Authority has a significant portfolio of other affordable properties that need additional capital improvements in order to remain in good condition. It may be possible to sell the property and use the equity for improvements on other properties.

A Capital Needs Assessment (CNA) has been conducted for the property. A possible sale may need to include a set-aside of some portion of the reserves for Aloha Park capital needs over the next 30 years.

Laurie Butler asked how much equity might be realized through the sale. Gary Calvert estimated that equity from the sale could be approximately \$2 million. Sale proceeds would likely go to fully-funding County bond reserves, improvements to existing affordable properties, and other activities.

It may be possible to set up a 501(c)(3) to acquire the property, rather than selling to an existing nonprofit. However, the County is less comfortable with this option, and it may concern existing nonprofit development partners. HAWC would like to preserve its valuable relationships with existing partners, and is sensitive to appearing as a competitor.

Peter Hainley commented that his primary concern is the impact on existing Aloha Park residents. Gary Calvert stated that if the property is sold (and the loan paid off before 2014), that all 80 of the current residents would be eligible for enhanced vouchers. These vouchers would allow residents to either remain in Aloha Park and pay rent based on their income (30% of gross), or move to new units with voucher assistance. The use agreement also requires that the property remains affordable through ~2040. A new buyer would have also have access to a limited amount of the cash flow from the property.

Some local nonprofits may be interested in discussing a possible sale, including REACH and Bienestar. The Housing Authority could condition an RFP for a potential sale by requiring qualified buyers to provide high-quality resident services.

The committee generally expressed support for selling the property in order to access the equity, provided that a qualified buyer who provides quality resident services could be found. The group supported pursuing this option on a timeline



that would grant enhanced vouchers to current residents. The group requested additional information on the health and safety improvements needed at other properties, and more detailed explanations of the impact of various options on current residents—this will be provided at a future HAC meeting.

If HAWC wishes to pursue selling the property, the issue should be presented to the Board before December 2012.

VIII. RESOLUTIONS/ACTION ITEMS

The Department of Housing Services budget will also be approved today. The Housing Services budget includes a required County-wide cost-of-living adjustment and increase in County maintenance fees, and a reduction of four staff positions.

The Housing Services budget includes a general fund allocation for the Aloha-Reedville project match. The Homeless Programs budget remains flat, but staff is working with the County Administrative Office to make adjustments to mitigate the lack of funding increases.

- HAWC FY2012-13 Annual Budget

Cash Flow is budgeted to increase slightly in FY2012-13. Current FY12 estimates show shortfalls due to HUD funding reductions in Section 8 and Public Housing.

The Section 8 Administrative shortfall is expected to continue in calendar year 2013 with a reduction from 91% to 80%. To offset this shortfall, HAWC requested and received a one-year, one-time waiver of the bond reserve payment. This one-year waiver will add one year to the time needed to generate the bond reserve.

The Section 8 program includes a surplus in restricted Housing Assistance Payments (HAP). HUD is recapturing a portion of this restricted surplus.

The Public Housing program is projected to have lower billable rent than budgeted for FY2012. This is the result of more aggressive fraud recovery efforts and resulting termination of some clients, as well as lower-income new residents.

The Public Housing program also includes a HUD recapture of reserves.

Kaybern Terrace is a small USDA Rural Development-funded property, and continues to operate near breakeven.

Aloha Park continues to operate well and generate cash flow. Aloha Park revenues are restricted for use on the Aloha Park property.

The Local Fund includes transfers to other programs and a very small amount of unrestricted assets.

The Affordable Housing program continues to operate reasonably well. However, the program is not currently generating sufficient funds to keep the properties in top condition.



Motion: Recommend HAWC FY2012-13 Annual Budget for approval— Dave Nase

Second: Laurie Butler

Vote: All approve

The committee commented that HAWC is doing a good job with the shortfalls and limited funding available, but that HAWC and the County should consider diversifying funding resources in order to improve HAWC's long-term financial stability in the face of ongoing Federal reductions.

IX. ADJOURNMENT

Meeting adjourned at 10:58a.m.

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



IV. EXECUTIVE DIRECTOR'S REPORT

I am very pleased with the stellar work that Staff continues to offer to our clients, our partners and to the Washington County community. These efforts have been ongoing, despite our loss of four critical FTE positions on July 1st due to budget shortfalls. We started the new fiscal year with a two-week visit from our Auditors. From all indications at this time, all went well – to which I extend heartfelt thanks to staff for so effectively accommodating the requests for information. Staff has also stepped up to mitigate, as best as possible, the extended absence of Annette Evans, our Senior Homeless Project Coordinator. We look forward to her return as soon as possible.

We are pleased to have Worksource interns working in our department again this year. This is an excellent opportunity for five young people to gain valuable work skills and practical hands-on experience that should serve them well in future endeavors.

During this last month, we received good news related to three grant awards (SAMHSA, Workforce Innovation, and Supportive Services for Veterans Families) in which HAWC is a participant. While each of these grants contributes measurable benefits to the Washington County community, as an organization – we will need to work efficiently as our resources will be stretched. More information follows – thank you for your support.

- **AWARD - Substance Abuse & Mental Health Services Administration (SAMHSA) Project**

Over a year ago, HAWC collaborated with Luke-Dorf, Inc. on a Substance Abuse and Mental Health Services Administration (SAMHSA) project designed to work with chronically homeless individuals and engage them in permanent supportive housing (funded through Project-based Section 8 vouchers). Other Community Consortium participants include Community Action, Virginia Garcia Memorial Health Center, Cascade AIDS Project, Washington County Community Corrections, Oregon Domestic Violence Resource Center, and Oregon Addictions and Mental Health Division. For HAWC, this initiative was seen as a critical component to the success of the County's 10-Year Plan to End Homelessness.

Luke-Dorf worked closely with the HAWC and other non-mental health agencies, to bring providers together in a community-based safety net related to Supportive Housing. The project aims to provide multiple levels of support, reducing the burden on any individual provider or funding stream. Grant-funded services are restricted to activities not reimbursable by Medicaid dollars. Participants may apply for entitlements to fund their mental health services; however, participants are not required to engage in mental health services. This is a "housing-first" program that intends to get chronically homeless off the streets.

HAWC conditionally awarded 90 project-based vouchers for chronically homeless persons (38 from the prior allocation and 52 from the new allocation of 100 project-based vouchers authorized in the FY2012 Annual Plan) in 2011 as part of a project



proposal submitted for SAMHSA grant funding. The grant proposal was submitted in May 2011, but did not initially receive grant funding.

On June 3, 2012, Luke-Dorf, Inc. was notified that after a second round review, this project would be awarded SAMHSA funding of \$1.5 million for 3 years. The Community Consortium is in the initial stages of developing this program. A planning meeting to begin work on a Community Collaborative will be scheduled in mid- to late August.

- **AWARD – DOL Workforce Innovation Fund:** We were pleased to hear that WorkSystems, Inc., was awarded a \$5.5 million Workforce Innovation Fund grant from the Department of Labor. This grant proposal was a collaborative effort that included HAWC, three other regional housing authorities (Home Forward, Vancouver Housing Authority, and Clackamas Housing Authority) and the three regional Workforce Investment Boards. More information on this project is included under Old Business.
- **AWARD – VA Supportive Services for Veteran Families Program.** Community Action agencies from the four-county region of Columbia, Clatsop, Tillamook, and Washington County took lead on this important Veterans Affairs award, with collaboration from HAWC and Northwest Oregon Housing Authority, Washington County Disability, Aging and Veterans Services division, and the Salvation Army's Veterans & Family Service Center in Beaverton. The award of \$584,538 will allow supportive services and transitional housing to approximately 80 veteran households
- **Nonprofit Corporation Low-Income Housing Tax Exemption:** Cornelius City Manager Rob Drake expressed support for ORS 307.540-548 Nonprofit Low-Income Property Tax Exemption in June, and offered to submit a proposal to the Cornelius City Council this summer.

The City of Beaverton recently directed staff to develop a proposal supporting this initiative for City Council review. Property tax exemption will be included as a tool in Beaverton's strong urban development initiative program. The City of Hillsboro is also making positive efforts to support this initiative with its City Council, including the possibility of including tax exemption funds in its budget for the 2012-2013 fiscal year. In addition, several Washington County Board members have suggested bringing the topic of tax exemptions to a work session for further review.

- **Housing Alliance Initiative – Veterans Workgroup:** The Housing Alliance has been reviewing options to create a bill to provide dedicated funding for housing and services for military veterans for the next legislative session. I am participating in a Housing Alliance workgroup and attended the Housing Alliance meeting in Salem on June 25 to discuss this issue further.



- **Tri-County Medicaid Collaborative – Supportive Housing Workgroup:** Housing is a key factor in health stabilization, wellness and self-sufficiency. Central City Concern was recently commissioned to conduct a Supported Housing and Supported Services Needs Assessment for the tri-county area to further explore the connections between housing and health. The Executive Directors of the three regional housing authorities and the Directors of Central City Concern, the Portland Housing Bureau, and Washington County Health & Human Services, and the Multnomah County Chief Operating Officer have been invited to an exploratory meeting to discuss how the Tri-County Medicaid Collaborative (TCMC) and the newly funded Center for Medicare & Medicaid Innovation (CMMI) Challenge Grant might work to coordinate delivery of services and housing to vulnerable community members with high utilization rates for emergency and hospital services. Meeting date: TBD
- **Beaverton Neighborhood Pride Project:** The Housing Authority is participating with a host of other community partners in Beaverton in a major effort to stabilize and revitalize target neighborhoods. I will have more to share about this project in future letters
- **Oregon 2012 Consolidated Funding Cycle (CFC).** Proposed awardees were notified on June 27, 2012 of their selection, and awards were formally approved at the Oregon Housing Council meeting on July 13. I was pleased to see that seven Washington County agencies submitted applications – unfortunately, only 5 were selected. While we were very disappointed that two of our local affordable housing projects with strong resumes were not selected, we always knew that it was unlikely that all of our projects would gain awards in a highly competitive Statewide process.
- **Housing Authority Board of Directors August Meeting.** The following items will be presented for approval at the August 7 Housing Authority Board of Directors meeting:
 - SEMAP (Section 8 Management Assessment Program) Certification
 - PHAS (Public Housing Assessment System) Certification
 - Write-off Accounts of Past Tenants in the Low Income Public Housing Program



V. STAFF REPORTS
A. Financial Statement
1. Financial Report to the Housing Advisory Committee
May 2012

Cash Flow:

Along with comparison to budget, comparison to prior year is shown for all programs. The prior year amounts are 11/12 of the actual amounts for the entire fiscal year. **All amounts are Fiscal Year to Date unless otherwise noted.**

Debt service payments, reserve contributions, and insurance expense are spread throughout the year rather than being reflected at the time of disbursement.

For the first nine months of the Fiscal Year, cash flow from operations, of negative \$196,257 fell short of the budgeted amount by \$309,938, and of the prior year by \$343,956. The variance is predominately due to reductions in HUD funding.

Section 8 had negative cash flow of \$61,126, which was \$22,274 unfavorable to budget. The variance due to subsidy loss through June 30 is expected to reach \$99,000 for the fiscal year, and the operating loss for the program should be approximately \$80,000. This loss will be offset by beginning balances of \$65,000 and transfers from the local fund, made possible by a deferral of contributions to the County Affordable Housing Bond Reserve.

Public Housing had negative cash flow of \$539,097, which was \$291,697 unfavorable to budget. \$201,777 of this unfavorable variance is due to reduced funding from HUD. The total funding shortfall should reach \$250,000 by Fiscal Year End. We also have a \$117,411 unfavorable rent variance, due to the declining income of, and thus increased subsidy to, our tenants. Operating expenses have a slightly favorable variance to budget, eliminating the maintenance cost overruns previously reported. The funding and rent shortfalls will continue through the first half of FY13, at which time our subsidy should increase to normal levels, eliminating both the subsidy and the rent variances. Until then, the shortfalls will be taken from existing Public Housing cash reserves.

Aloha Park had positive cash flow of \$96,906, which was \$12,704 favorable to budget. All cash generated by Aloha Park is restricted for use by that property.

Affordable Housing cash flow from operations of \$256,645 is unfavorable to budget by \$16,127 and to the prior year by \$12,345. The cash flow exceeds the amount required to fund County bond reserves year to date by \$11,311. The County bond reserve contribution is waived this year and will be used to offset the Section 8 Administrative Fee shortfall for the next year.

Statement of Net Assets (Balance Sheet) –

Section 8 has unrestricted net assets of \$5,477. To maintain a positive balance we will be applying local funds required to make up for the funding shortfall, as previously mentioned.

Restricted Cash in the Public Housing program will, over time, be transferred to Affordable Housing. The Public Housing balance of \$3,267,458 exceeds the combined Affordable/Local fund deficit of \$2,647,516 by \$619,942, of which up to \$261,000 is reserved for Section 8 relief, and \$60,000 is budgeted for Homeless programs and Aloha/Reedville.



V. STAFF REPORTS
A. Financial Statement
2. Year-To-Date Cash Flow - Expanded
Working Capital Basis
HOUSING AUTHORITY – UNAUDITED
July 2011 – June 2012

	Section 8	Public Housing	Kaybern (USDA)	Aloha Park	Local Fund	Affordable Housing
Operating revenue						
Hud operating subsidies	1,562,720	901,537	17,729	40,350	2,678	9,904
Gross billable rent	-	443,027	58,091	483,161	47,790	3,909,563
Vacancy loss	-	(3,345)	(425)	(19,291)	-	(174,595)
Premiums (concessions)	-	(22)	-	(847)	-	(31,208)
Other tenant revenue	-	38,813	-	(8,607)	52	101,048
Tenant revenue	-	478,473	57,666	454,416	47,842	3,804,808
Other revenue (incl GF subsidy)	32,428	3,736	922	8,071	20,821	234,780
Total operating revenue	1,595,148	1,383,746	76,317	502,837	71,341	4,049,492
Operating expenses:						
Repair and maintenance	-	1,179,969	15,638	169,152	3,264	1,057,164
Operations	1,307,869	283,346	7,468	98,437	9,319	639,109
Utilities	-	59,486	8,457	57,233	4,422	368,268
Insurance	4,010	36,423	562	10,253	950	85,096
PILOT	-	43,351	-	-	-	-
Bad debt, net of recoveries	-	236	-	3,940	-	56,821
Other	53,710	640	-	-	1,158	-
Total operating expenses	1,365,589	1,603,451	32,125	339,015	19,113	2,206,458
Net program income	229,559	(219,705)	44,192	163,822	52,228	1,843,034
Other ongoing cash outflows:						
HAWC administration	290,685	319,392	199	151	2,691	1,830
Debt service	-	-	31,854	66,765	11,261	1,584,559
Total outflows	290,685	319,392	32,053	66,916	13,952	1,586,389
Cash flow from operations	(61,126)	(539,097)	12,139	96,906	38,276	256,645
Other unrestricted cash inflows (outflows):						
Investment income - unrestricted	956	13,384	89	207	6,690	(27,564)
Capital fund receipts	-	141,912	-	-	-	-
Capitalized modernization	-	(141,912)	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-	-
Transfers from (to) restricted cash - Repl Re	-	-	-	(27,720)	-	(72,610)
Section 18 transfers from Public Housing	-	-	-	-	6,723	846,405
Net unrestricted cash flows	(60,170)	(525,713)	12,228	69,393	51,689	1,002,876
Restricted cash flows:						
Housing Assistance Payments earned	16,037,246	-	-	-	-	-
Housing Assistance Payments	(17,174,663)	-	-	-	-	-
Investment income - restricted	18,927	25,498	-	-	-	-
Transfers from unrestricted - CAO	-	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	27,720	-	72,610
Purchased from replacement reserves	-	-	-	-	-	(41,031)
Sec 18 transfers to Affordable Housing	-	(853,128)	-	-	-	-
Total restricted cash flows	(1,118,490)	(827,630)	-	27,720	-	31,579
Net cash flows	(1,178,660)	(1,353,343)	12,228	97,113	51,689	1,034,455



V. STAFF REPORTS
A. Financial Statement
3. Year-To-Date Cash Flow – Expanded
Working Capital Basis
HOUSING AUTHORITY – UNAUDITED
July 2011 – June 2012

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	2,534,918	2,816,686	(281,768)	2,974,373	(439,455)
Gross billable rent	4,941,632	5,034,557	(92,925)	4,807,740	133,892
Vacancy loss	(197,656)	(179,840)	(17,816)	(156,067)	(41,589)
Premiums (concessions)	(32,077)	(48,461)	16,384	(41,518)	9,441
Other tenant revenue	131,306	189,783	(58,477)	164,381	(33,075)
Tenant revenue	4,843,205	4,996,039	(152,834)	4,774,536	68,669
Other revenue (incl GF subsidy)	300,758	292,117	8,641	288,595	12,163
Total operating revenue	7,678,881	8,104,842	(425,961)	8,037,504	(358,623)
Operating expenses:					
Repair and maintenance	2,425,187	2,384,076	(41,111)	2,346,947	(78,240)
Operations	2,345,548	2,423,440	77,892	2,352,554	7,006
Utilities	497,866	505,872	8,006	470,599	(27,267)
Insurance	137,294	139,986	2,692	133,198	(4,096)
PILOT	43,351	38,132	(5,219)	43,351	-
Bad debt, net of recoveries	60,997	74,028	13,031	135,438	74,441
Other	55,508	70,005	14,497	99,610	44,102
Total operating expenses	5,565,751	5,635,539	69,788	5,581,697	15,946
Net program income	2,113,130	2,469,303	(356,173)	2,455,807	(342,677)
Other ongoing cash outflows:					
HAWC administration	614,948	629,337	14,389	635,069	20,121
Debt service	1,694,439	1,726,285	31,846	1,673,039	(21,400)
Total outflows	2,309,387	2,355,622	46,235	2,308,108	(1,279)
Cash flow from operations	(196,257)	113,681	(309,938)	147,699	(343,956)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	(6,238)	(20,323)	14,085	(13,468)	7,230
Capital fund receipts	141,912	106,809	35,103	172,811	(30,899)
Capitalized modernization	(141,912)	(106,809)	(35,103)	(323,951)	182,039
Transfers to (from) Local Fund	-	(60,500)	60,500	(104,465)	104,465
Transfers to restricted cash - CAO	-	(245,334)	245,334	(250,962)	250,962
Transfers from (to) restricted cash - Repl Re	(100,330)	(95,260)	(5,070)	(75,152)	(25,178)
Section 18 transfers from Public Housing	853,128	833,044	20,084	817,224	35,904
Net unrestricted cash flows	550,303	525,308	24,995	369,736	180,567
Restricted cash flows:					
Housing Assistance Payments earned	16,037,246	17,054,660	(1,017,414)	17,046,607	(1,009,361)
Housing Assistance Payments	(17,174,663)	(16,666,375)	(508,288)	(16,724,710)	(449,953)
Investment income - restricted	44,425	70,824	(26,399)	65,382	(20,957)
Transfers from unrestricted - CAO	-	245,334	(245,334)	250,962	(250,962)
Transfers from (to)unrestricted - Repl Res	100,330	95,260	5,070	75,152	25,178
Purchased from replacement reserves	(41,031)	-	(41,031)	-	(41,031)
Sec 18 transfers to Affordable Housing	(853,128)	(829,051)	(24,077)	(817,224)	(35,904)
Total restricted cash flows	(1,886,821)	(29,348)	(1,857,473)	(103,831)	(1,782,990)
Net cash flows	(1,336,518)	495,960	(1,832,478)	265,905	(1,602,423)



V. STAFF REPORTS
A. Financial Statement
4. Year-To-Date Cash Flow – Expanded
Working Capital Basis
SECTION 8 – UNAUDITED
July 2011 – June 2012

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	1,562,720	1,637,921	(75,201)	1,615,090	(52,370)
Gross billable rent		-	-	-	-
Vacancy loss		-	-	-	-
Premiums (concessions)		-	-	-	-
Other tenant revenue		-	-	-	-
Tenant revenue	-	-	-	-	-
Other revenue (incl GF subsidy)	32,428	16,200	16,228	18,653	13,775
Total operating revenue	1,595,148	1,654,121	(58,973)	1,633,743	(38,595)
Operating expenses:					
Repair and maintenance	-	-	-	-	-
Operations	1,307,869	1,337,168	29,299	1,326,415	18,546
Utilities	-	-	-	-	-
Insurance	4,010	4,070	60	3,971	(39)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	-	-	-	-
Other	53,710	56,824	3,114	61,038	7,328
Total operating expenses	1,365,589	1,398,062	32,473	1,391,424	25,835
Net program income	229,559	256,059	(26,500)	242,319	(12,760)
Other ongoing cash outflows:					
HAWC administration	290,685	294,911	4,226	294,554	3,869
Debt service	-	-	-	-	-
Total outflows	290,685	294,911	4,226	294,554	3,869
Cash flow from operations	(61,126)	(38,852)	(22,274)	(52,235)	(8,891)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	956	(101)	1,057	4,550	(3,594)
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	-	-
Transfers to (from) Local Fund	-	17,129	(17,129)	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Re	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	(60,170)	(21,824)	(38,346)	(47,685)	(12,485)
Restricted cash flows:					
Housing Assistance Payments earned	16,037,246	17,054,660	(1,017,414)	17,046,607	(1,009,361)
Housing Assistance Payments	(17,174,663)	(16,666,375)	(508,288)	(16,724,710)	(449,953)
Investment income - restricted	18,927	28,259	(9,332)	25,358	(6,431)
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	(1,118,490)	416,544	(1,535,034)	347,255	(1,465,745)
Net cash flows	(1,178,660)	394,720	(1,573,380)	299,570	(1,478,230)



V. STAFF REPORTS
A. Financial Statement
5. Year-To-Date Cash Flow – Expanded
Working Capital Basis
PUBLIC HOUSING (Excl. Kaybern) – UNAUDITED
July 2011 – June 2012

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	901,537	1,103,314	(201,777)	1,290,337	(388,800)
Gross billable rent	443,027	560,438	(117,411)	558,093	(115,066)
Vacancy loss	(3,345)	(4,077)	732	(3,575)	230
Premiums (concessions)	(22)	(418)	396	(348)	326
Other tenant revenue	38,813	45,260	(6,447)	44,445	(5,632)
Tenant revenue	478,473	601,203	(122,730)	598,615	(120,142)
Other revenue (incl GF subsidy)	3,736	4,147	(411)	4,584	(848)
Total operating revenue	1,383,746	1,708,664	(324,918)	1,893,536	(509,790)
Operating expenses:					
Repair and maintenance	1,179,969	1,210,423	30,454	1,227,847	47,878
Operations	283,346	290,451	7,105	280,683	(2,663)
Utilities	59,486	61,575	2,089	59,238	(248)
Insurance	36,423	36,631	208	35,736	(687)
PILOT	43,351	38,132	(5,219)	43,351	-
Bad debt, net of recoveries	236	(3,004)	(3,240)	61,190	60,954
Other	640	-	(640)	1,467	827
Total operating expenses	1,603,451	1,634,208	30,757	1,709,512	106,061
Net program income	(219,705)	74,456	(294,161)	184,024	(403,729)
Other ongoing cash outflows:					
HAWC administration	319,392	321,856	2,464	326,680	7,288
Debt service	-	-	-	-	-
Total outflows	319,392	321,856	2,464	326,680	7,288
Cash flow from operations	(539,097)	(247,400)	(291,697)	(142,656)	(396,441)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	13,384	18,721	(5,337)	19,535	(6,151)
Capital fund receipts	141,912	106,809	35,103	172,811	(30,899)
Capitalized modernization	(141,912)	(106,809)	(35,103)	(172,811)	30,899
Transfers to (from) Local Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Re	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	(525,713)	(228,679)	(297,034)	(123,121)	(402,592)
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	25,498	42,565	(17,067)	40,024	(14,526)
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	(853,128)	(829,051)	(24,077)	(817,224)	(35,904)
Total restricted cash flows	(827,630)	(786,486)	(41,144)	(777,200)	(50,430)
Net cash flows	(1,353,343)	(1,015,165)	(338,178)	(900,321)	(453,022)



V. STAFF REPORTS
A. Financial Statement
6. Year-To-Date Cash Flow – Expanded
Working Capital Basis
KAYBERN TERRACE (USDA) – UNAUDITED
July 2011 – June 2012

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	17,729	23,413	(5,684)	24,253	(6,524)
Gross billable rent	58,091	56,100	1,991	55,937	2,154
Vacancy loss	(425)	(1,683)	1,258	(470)	45
Premiums (concessions)	-	(23)	23	(18)	18
Other tenant revenue	-	171	(171)	193	(193)
Tenant revenue	57,666	54,565	3,101	55,642	2,024
Other revenue (incl GF subsidy)	922	1,180	(258)	1,327	(405)
Total operating revenue	76,317	79,158	(2,841)	81,222	(4,905)
Operating expenses:					
Repair and maintenance	15,638	14,186	(1,452)	15,670	32
Operations	7,468	12,219	4,751	11,741	4,273
Utilities	8,457	8,931	474	8,456	(1)
Insurance	562	612	50	597	35
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	78	78	(819)	(819)
Other	-	-	-	-	-
Total operating expenses	32,125	36,026	3,901	35,645	3,520
Net program income	44,192	43,132	1,060	45,577	(1,385)
Other ongoing cash outflows:					
HAWC administration	199	3,283	3,084	3,548	3,349
Debt service	31,854	31,854	-	31,854	-
Total outflows	32,053	35,137	3,084	35,402	3,349
Cash flow from operations	12,139	7,995	4,144	10,175	1,964
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	89	72	17	(75)	164
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	(4,748)	4,748
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	12,228	8,067	4,161	5,352	6,876
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	12,228	8,067	4,161	5,352	6,876



V. STAFF REPORTS
A. Financial Statement
7. Year-To-Date Cash Flow – Expanded
Working Capital Basis
ALOHA PARK – UNAUDITED
July 2011 – June 2012

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	40,350	36,072	4,278	28,727	11,623
Gross billable rent	483,161	486,083	(2,922)	336,978	146,183
Vacancy loss	(19,291)	(9,533)	(9,758)	(5,484)	(13,807)
Premiums (concessions)	(847)	(14,691)	13,844	(9,364)	8,517
Other tenant revenue	(8,607)	7,704	(16,311)	1,920	(10,527)
Tenant revenue	454,416	469,563	(15,147)	324,049	130,367
Other revenue (incl GF subsidy)	8,071	9,869	(1,798)	7,035	1,036
Total operating revenue	502,837	515,504	(12,667)	359,811	143,026
Operating expenses:					
Repair and maintenance	169,152	110,757	(58,395)	93,696	(75,456)
Operations	98,437	131,420	32,983	91,031	(7,406)
Utilities	57,233	59,094	1,861	36,489	(20,744)
Insurance	10,253	9,725	(528)	6,549	(3,704)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	3,940	6,532	2,592	3,739	(201)
Other	-	12,476	12,476	9,776	9,776
Total operating expenses	339,015	330,004	(9,011)	241,280	(97,735)
Net program income	163,822	185,500	(21,678)	118,531	45,291
Other ongoing cash outflows:					
HAWC administration	151	4,698	4,547	3,208	3,057
Debt service	66,765	96,600	29,835	47,377	(19,388)
Total outflows	66,916	101,298	34,382	50,585	(16,331)
Cash flow from operations	96,906	84,202	12,704	67,946	28,960
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	207	953	(746)	407	(200)
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	(128,920)	128,920
Transfers to (from) Local Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	(27,720)	(27,720)	-	(19,712)	(8,008)
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	69,393	57,435	11,958	(80,279)	149,672
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	27,720	27,720	-	19,712	8,008
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	27,720	27,720	-	19,712	8,008
Net cash flows	97,113	85,155	11,958	(60,567)	157,680



V. STAFF REPORTS
A. Financial Statement
7. Year-To-Date Cash Flow – Expanded
Working Capital Basis
LOCAL FUND – UNAUDITED
July 2011 – June 2012

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	2,678	2,678	-	2,678	-
Gross billable rent	47,790	48,742	(952)	43,946	3,844
Vacancy loss	-	(1,462)	1,462	(4,329)	4,329
Premiums (concessions)	-	-	-	(241)	241
Other tenant revenue	52	7,608	(7,556)	4,615	(4,563)
Tenant revenue	47,842	54,888	(7,046)	43,991	3,851
Other revenue (incl GF subsidy)	20,821	36,667	(15,846)	38,533	(17,712)
Total operating revenue	71,341	94,233	(22,892)	85,202	(13,861)
Operating expenses:					
Repair and maintenance	3,264	27,564	24,300	25,862	22,598
Operations	9,319	10,960	1,641	15,954	6,635
Utilities	4,422	3,329	(1,093)	3,157	(1,265)
Insurance	950	863	(87)	930	(20)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	-	-	149	149
Other	1,158	705	(453)	27,329	26,171
Total operating expenses	19,113	43,421	24,308	73,381	54,268
Net program income	52,228	50,812	1,416	11,821	40,407
Other ongoing cash outflows:					
HAWC administration	2,691	2,576	(115)	5,082	2,391
Debt service	11,261	13,272	2,011	11,261	-
Total outflows	13,952	15,848	1,896	16,343	2,391
Cash flow from operations	38,276	34,964	3,312	(4,522)	42,798
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	6,690	9,247	(2,557)	8,601	(1,911)
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	-	-
Transfers to (from) Local Fund	-	(77,629)	77,629	(104,465)	104,465
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Re	-	-	-	-	-
Section 18 transfers from Public Housing	6,723	10,722	(3,999)	10,085	(3,362)
Net unrestricted cash flows	51,689	(22,696)	74,385	(90,301)	141,990
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	51,689	(22,696)	74,385	(90,301)	141,990



V. STAFF REPORTS
A. Financial Statement
9. Year-To-Date Cash Flow – Expanded
Working Capital Basis
AFFORDABLE HOUSING – UNAUDITED
July 2011 – June 2012

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Hud operating subsidies	9,904	13,288	(3,384)	13,288	(3,384)
Gross billable rent	3,909,563	3,883,194	26,369	3,812,786	96,777
Vacancy loss	(174,595)	(163,085)	(11,510)	(142,209)	(32,386)
Premiums (concessions)	(31,208)	(33,329)	2,121	(31,546)	338
Other tenant revenue	101,048	129,040	(27,992)	113,209	(12,161)
Tenant revenue	3,804,808	3,815,820	(11,012)	3,752,240	52,568
Other revenue (incl GF subsidy)	234,780	224,054	10,726	218,462	16,318
Total operating revenue	4,049,492	4,053,162	(3,670)	3,983,990	65,502
Operating expenses:					
Repair and maintenance	1,057,164	1,021,146	(36,018)	983,873	(73,291)
Operations	639,109	641,222	2,113	626,732	(12,377)
Utilities	368,268	372,943	4,675	363,259	(5,009)
Insurance	85,096	88,085	2,989	85,415	319
PILOT	-	-	-	-	-
Bad debt, net of recoveries	56,821	70,422	13,601	71,178	14,357
Other	-	-	-	-	-
Total operating expenses	2,206,458	2,193,818	(12,640)	2,130,457	(76,001)
Net program income	1,843,034	1,859,344	(16,310)	1,853,533	(10,499)
Other ongoing cash outflows:					
HAWC administration	1,830	2,013	183	1,997	167
Debt service	1,584,559	1,584,559	-	1,582,546	(2,013)
Total outflows	1,586,389	1,586,572	183	1,584,543	(1,846)
Cash flow from operations	256,645	272,772	(16,127)	268,990	(12,345)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	(27,564)	(49,215)	21,651	(46,486)	18,922
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	(17,472)	17,472
Transfers to (from) Local Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	(245,334)	245,334	(250,962)	250,962
Transfers from (to) restricted cash - Repl Res	(72,610)	(67,540)	(5,070)	(55,440)	(17,170)
Section 18 transfers from Public Housing	846,405	822,322	24,083	807,139	39,266
Net unrestricted cash flows	1,002,876	733,005	269,871	705,769	297,107
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	-	245,334	(245,334)	250,962	(250,962)
Transfers from (to)unrestricted - Repl Res	72,610	67,540	5,070	55,440	17,170
Purchased from replacement reserves	(41,031)	-	(41,031)	-	(41,031)
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	31,579	312,874	(281,295)	306,402	(274,823)
Net cash flows	1,034,455	1,045,879	(11,424)	1,012,171	22,284



V. STAFF REPORTS
A. Financial Statement
10. Statement of Net Assets
HOUSING AUTHORITY – UNAUDITED
June 30, 2012

Assets	Section 8	Public Housing	Kaybern (USDA)	Aloha Park	Local Fund	Affordable Housing	Total
Current assets:							
Unrestricted cash and cash equivalents	8,455	1,481,449	23,345	77,945	967,074	(3,550,585)	(992,317)
Restricted cash and cash equivalents	183,592	57,059	1,080	33,304	31,700	272,878	579,613
Accounts receivable, net	(9,683)	50,850	(1,099)	20,235	(347)	114,156	174,112
Current portion of contracts receivable	—	4,913	—	—	2,436	—	7,349
Other current assets	364	9,049	51	4,382	190	26,617	40,653
Total current assets	182,728	1,603,320	23,377	135,866	1,001,053	(3,136,934)	(190,590)
Non-current assets:							
Restricted cash and cash equivalents	2,162,227	3,267,458	36,115	96,736	100	722,056	6,284,692
Contracts receivable	—	—	—	—	438,037	—	438,037
Capital assets, non-depreciable	—	3,913,190	50,000	41,617	201,672	4,095,129	8,301,608
Capital assets, depreciable, net	—	4,223,807	65,218	177,540	569,603	17,557,839	22,594,007
Total non-current assets	2,162,227	11,404,455	151,333	315,893	1,209,412	22,375,024	37,618,344
Total assets	2,344,955	13,007,775	174,710	451,759	2,210,465	19,238,090	37,427,754
Liabilities							
Current liabilities:							
Accounts payable	(7,862)	137,407	—	10,882	419	90,419	231,265
Deferred revenue	—	(25,643)	12	(692)	4	2,681	(23,638)
Accrued interest payable - bonds and notes	—	—	2,405	894	162	551,409	554,870
Current portion of notes and contracts payable	—	—	6,156	64,142	8,876	289,201	368,375
Current liabilities payable from restricted assets:							
Tenant and other deposits	183,593	57,060	1,080	33,304	31,700	272,878	579,615
Total curr. liabilities payable from restr. assets	183,593	57,060	1,080	33,304	31,700	272,878	579,615
Total current liabilities	175,731	168,824	9,653	108,530	41,161	1,206,588	1,710,487
Non-current liabilities:							
Contracts and notes payable	—	—	330,724	87,128	701,144	26,643,780	27,762,776
Total non-current liabilities	—	—	330,724	87,128	701,144	26,643,780	27,762,776
Total liabilities	175,731	168,824	340,377	195,658	742,305	27,850,368	29,473,263
Net Assets							
Invested in capital assets, net of related debt	—	8,136,997	(221,662)	67,886	61,255	(5,280,013)	2,764,463
Restricted	2,163,747	3,267,458	36,115	96,736	100	722,056	6,286,212
Unrestricted	5,477	1,434,496	19,880	91,479	1,406,805	(4,054,321)	(1,096,184)
Total net assets	2,169,224	12,838,951	(165,667)	256,101	1,468,160	(8,612,278)	7,954,491
Total liabilities and net assets	2,344,955	13,007,775	174,710	451,759	2,210,465	19,238,090	37,427,754



V. STAFF REPORTS
B. Section 8 and Low Rent Public Housing
1. Section 8 Waiting List
June 2012

Wait List Time Based on # of HH Members												
# HH Members	1	2	3	4	5	6	7	8	9	10	11	Total
#Families	2,062	1,432	981	545	311	146	65	33	13	6	1	5,595
Average Days	915	894	923	921	888	872	1,011	915	1,100	756	1,217	911

Wait List Based on Gender			
Gender	Female	Male	Total
Total	3,891	1,704	5,595

Wait List Based on Race								
Race	Am. Indian	Asian	Black	Native Hawaiian	White	Multiple	Unk.	Total
	55	184	698	43	4,347	80	188	5,595

Wait List Based on Ethnicity				
HH Ethnicity	Hispanic	Not Hispanic	Unknown	Total
	1,034	4,487	74	5,595

Wait List Based on HH Type					
Type	Disabled	Elderly	Family	Other	Total
	1,477	395	2,841	882	5,595



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

Fiscal Year-to-Date
June 2012

Average Vacancy Days - Public Housing

Month	Total Vacant Units	Total Counted Vacancy Days	Average Vacancy Days Per Unit
July 2010*	2	31	14.50
August 2010	5	98	18.60
September 2010	6	116	18.33
October 2010	9	228	24.33
November 2010	12	288	23.00
December 2010	16	328	19.50
January 2011	21	450	20.43
February 2011	24	486	19.21
March 2011	27	502	17.59
April 2011	34	544	15.12
May 2011	39	620	15.03
June 2011	43	651	15.14
<hr/>			
July 2011**	3	36	12.00
August 2011	7	100	14.29
September 2011	13	191	14.69
October 2011	15	225	15.00
November 2011	21	311	14.81
December 2011	27	383	14.19
January 2012	27	383	14.19
February 2012	28	397	14.18
March 2012	31	426	13.74
April 2012	35	458	13.09
May 2012	38	510	13.42
June 2012	42	566	13.48

* Begin FY 2011 Reporting

** Begin FY 2012 Reporting



V. STAFF REPORTS
C. Affordable Housing

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

- a) Section 8 Waiting List: June 5,594— (May 5,740). 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 June 2012 were at 13.48 (last month – 13.42). FY2012 reporting began July 1. Vacancy days are measured on a fiscal year basis. Our goal is 18 days and HUD rates 20 days or below as an “A”. This measurement reflects the time period between the existing tenant turning in the keys to the unit, the maintenance staff readying the unit for occupancy and the new tenant taking possession of the keys/unit.
- c) Occupancy Rates:
 *Public Housing: 98.77% (last month – 99.58%).
 *Section 8: 98% (last month – 98%). Our monthly allocation of Section 8 HAP funds is 99%. Our goal of budget authority is 95% minimum.

We had 2,565 vouchers leased up in June (last month – 2,574). Fourteen (14) new vouchers were issued, and 44 applicants with vouchers are searching for housing (last month 15 new, 40 looking).

- 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 May, the average maintenance response time for emergency and routine work orders for the public housing portfolio reflected increased unit move outs and is as follows:

	<u>Avg. Response</u>	<u>Our Goal</u>	<u>HUD Standard</u>
Emergency WO's	2.07hrs	3.0 hrs	24 hrs
Routine WO's	4.08 days	3 days/24 hrs	25 days

- f) FSS Participation
 Total FSS Participants: 72 (59 from Section 8 and 13 from Public Housing)
 Total FSS participants w/escrow balance: 43 (33 from Section 8 and 10 from Public Housing)
 Total Escrow Balance: \$190,441
 Average Escrow Balance: \$2,645
 Highest Escrow Accounts: \$17,369 and \$18,106

• **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.

- a) Infinity-Managed Properties: 96.74% Occupancy (20 vacancies / 613 units), compared to 97.17% (17 vacancies / 613 units), last month. NTR – 97%.



- **MAINTENANCE ACTIVITIES**

Special Projects:

- Completed all repairs from annual inspections.
- Vinyl flooring replaced in one (1) Public Housing unit.
- Water heater replaced at two (2) Public Housing units.
- Cabinet replaced in one (1) Public Housing unit.
- Upgraded the camera system at 7th Street Complex.
- Garage door replaced at one (1) Public Housing unit.
- Garage door replaced at one (1) Transitional Housing unit.
- Concrete driveways and sidewalks replaced at four (4) Public Housing units.
- Exhaust duct modified and/or installed at two (20) Public Housing units.
- Gutters were replaced in four (4) occupied Public Housing units.
- Burn spot in vinyl flooring repaired in one (1) Public Housing unit.
- Roof repaired on one (1) Public Housing unit.
- Pest Control Services performed at two (2) Public Housing units.

Turnovers:

- Completed four (4) Public Housing unit turnovers with an average of 10.25 Maintenance days per unit.
- Turnover cleaning was completed in four (4) turnover units by a contracted vendor.
- Carpet replaced on three (3) turnovers by contracted vendor.
- Interior painting completed on all turnovers by in-house maintenance staff.



V. STAFF REPORTS
D. Programs and Special Projects

• **PROJECT-BASED VOUCHERS**

	Total Allocated	Total Awarded	Remaining Available
Category I (chronic homeless)	102	12	90
Category II (30% or under MFI)	98	46	52
Special Needs	25	25	0
Total PBVs	225	83	142

With the additional 50 project-based vouchers authorized in the FY2012 PHA plan allocated to Category II, there are 225 project-based vouchers (PBV) allocated as follows: 102 PBVs in Category I (chronically homeless), 25 “special needs” category vouchers, and 98 PBVs in Category II (30% or less MFI).

	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	10
LifeWorks NW (Tom Brewer House)							13	13	10
CPAH (The Knoll)	12	12	12						
Enterprise Community Partners (Fircrest Manor Apartments)				15	in process				
REACH CDC (The Orchard, new development)				8					
Northwest Housing Alternatives (new development)				8					
Bridges To Housing				7					
CPAH (The Barcelona, new development)				8					
Total PBVs	12	12	12	46	0	0	25	25	20

Note: One client moved out of The Knoll as of 6/30/12. Fircrest lease-ups are being finalized.

* 2012 CFC Selectee – NW Housing Alternatives

** 2012 CFC Non-Selectees – REACH CDC and CPAH



V. STAFF REPORTS
E. Report on Homelessness

NOTE: Annette Evans is out on medical leave. Detailed Homelessness reports will resume when she returns.

- **COST STUDY ON HOMELESSNESS**

The Vision Action Network and the Washington County Department of Housing Services convened a Homeless Cost Study Advisory Committee to provide oversight to the development of a cost study on homelessness. A Request For Qualifications (RFQ) was published seeking proposals to design and conduct a cost study on chronic homelessness with two proposals received. Interviews were held, with selection of the proposal submitted by Dr. Thomas Potiowsky, Northwest Economic Research Center (NERC). The Cost Study Advisory Committee was briefed on the selection of NERC at their June 14 meeting

The purpose of this study is to understand the amount of money various systems (hospitals, law enforcement, emergency medical services, jail, community corrections, etc.) are currently spending on services that do not permanently end homelessness. The report will reveal the economics of homelessness and inform strategic planning around resource utilization and performance outcomes in alignment with the County's 10-Year Plan to End Homelessness.

The next meeting is scheduled for July 31, 2012.

VI. OLD BUSINESS

- **TAX EXEMPTIONS FOR AFFORDABLE HOUSING**

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

As of February 2012, TVF&R and the Hillsboro School District had approved this exemption program for three-year pilot periods. Reviews of the ORS 307.540-548 clarified that the governing body (the city or county with legislative authority over the property) must approve the ordinance and participate in the exemption program in order for any exemption to be legal — service districts alone are not sufficient under the law. Housing staff has met with City of Hillsboro staff and the new Hillsboro City Manager to seek their support in proposing an ordinance to the Council for approval this year.

Chair Duyck will consider bringing this program to a Board work session after the data from the Cost Study on Homelessness is available (summer 2012).



A meeting with nonprofit housing partners and staff from Washington County and the City of Beaverton took place on Monday, May 21 to discuss approaches for securing staff and leadership approval in different jurisdictions. Mayor Doyle has given direction to City of Beaverton staff to move forward with a proposal for Council. Rob Drake, the City Manager for Cornelius, also expressed support for the proposal in June, and staff provided sample ordinance language and other information to assist implementing this program in Cornelius. Washington County staff will continue working with the City of Hillsboro to facilitate the development of an appropriate ordinance for approval later this year.

Meeting date	Jurisdiction	Name	Position	Support	Additional Activity
November 2010	City of Tigard	Craig Dirksen Craig Prosser	Mayor City Manager	Supportive-- currently adopted & supported in Tigard	
November 2010	City of Hillsboro	Jerry Willey Sara Jo Chaplan	Mayor (former) City Manager	General program support	4/2: meeting with new Seek Council support
January 2011	Hillsboro School District	Mike Scott Adam Stewart	Superintendent CFO	Board approved support on 2/28/12, effective July 1, 2012-June 30, 2015	
February 2011	City of Beaverton	Denny Doyle Don Mazziotti	Mayor Community Development Director	Supportive	Seek Council support
February 2011	Tigard-Tualatin School District	Rob Saxton	Superintendent	Supportive-- currently partners with Tigard	
March 2011	Beaverton School District	Ron Porterfield Claire Hertz	Deputy Superintendent CFO	General program support	
July 2011	City of Forest Grove	Peter Truax Michael Sykes	Mayor City Manager	General program support	
August 2011	Forest Grove School District	Yvonne Curtis Michael Schofield	Superintendent Business Director	General program support	
October 2011	TVF&R	Mike Duyck Dustin Morrow Debra Guzman	Fire Chief Deputy Chief CFO	Board approved support in December 2011, effective July 1, 2012-June 30, 2015	Would like to work with to improve safety at aff
April 2012	Washington County	Andy Duyck	BOC Chair	under consideration	Awaiting Cost Study re
June 2012	City of Cornelius	Rob Drake	City Manager	General program support	No eligible properties c adopting ordinance

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

The Citizen Advisory Committee (CAC) meet on June 14, 2012 to continue small-group work to brainstorm and developing possible strategies to address broad categories — Housing, Transportation, and Economic Development. Work groups presented their ideas at the July 11 CAC meeting, and the CAC discussed several possible alternatives for the study area. The June and July meetings were been extended to 5:30-9pm, to allow for additional work group time in lieu of a Saturday workshop. CAC meetings normally take place from 6-8:30pm in the TVF&R facility on SW Blanton and 209th. There is no August CAC meeting—the CAC will reconvene on September 12.



The initial alternative concepts discussed at the July CAC will be developed into early draft scenarios by the project team. These will go back to the CAC in September, and will also be used in stakeholder and public workshops to develop alternative scenarios for analysis in the fall. The next major public event for the project has been tentatively scheduled as an all-day workshop on Saturday, October 13.

The community survey remains open online at Survey Monkey (<http://www.surveymonkey.com/s/VH7FYQ2>), and a survey link will be posted on the Aloha-Reedville website soon. A Spanish-language version will be posted in the very near future.

Additional outreach, engagement, and capacity-building activity, including workshops and special events targeting faith-based communities, Hispanic community members, renters, and other groups will be included in Phase 2 work. The Center for Intercultural Organizing has been engaged to assist in engaging and building capacity for immigrant communities in the study area, and Centro Cultural of Washington County has been contracted to assist with more targeted outreach to the Latino community.

Project staff has had a number of opportunities to engage with peer organizations and receive capacity-building training in scenario planning and other tools that will assist in this planning effort. FHWA will host an all-day workshop for project staff and other local planning agencies on Tuesday, August 14 to discuss FHWA's project to develop a database of livability performance measures. Staff is also working with FHWA staff to discuss a scenario planning capacity-building training in Washington County, which may be scheduled sometime in the fall or early winter.

The current Existing Conditions report and all appendices are available on the project website at

<http://www.co.washington.or.us/LUT/PlanningProjects/alohareedville/document-and-maps.cfm>.

- **WORKFORCE INNOVATION GRANT WITH WORKSYSTEMS, INC.**

HAWC partnered with WorkSystems, Inc to submit an application for a Department of Labor (DOL) Workforce Innovation Fund grant. Other partners include the Housing Authority of Clackamas County, Home Forward, the Housing Authority of Vancouver, the Workforce Investment Council of Clackamas County and the Southwest Washington Workforce Investment Board.

The DOL grant supports innovative approaches to the design and delivery of employment and training services that generate long-term improvements in the performance of the public workforce system, resulting in better and more cost-effective employment outcomes. The goal of our regional grant project is to help 480 Section 8 households build the life and employment skills necessary to attain self-sufficiency. Grant partners will work together to invest resources to train and support public housing residents with the shared goal of increasing employment and earning potential. The alliance will work to eliminate program redundancies, identify and



resolve barriers to aligned service delivery, and build a sustainable partnership model.

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

On June 14, WorkSystems, Inc announced that the consortium was awarded a \$5.5 million Workforce Innovation Fund grant from the US Department of Labor. Only 26 grants were awarded nationally. The first project team meeting has been scheduled for Monday, July 30.

- **MIXED-INCOME HOUSING WORK GROUP**

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

The next group meeting is scheduled for Thursday, August 16, from 3-4:30pm at a TBD Beaverton location.

- **CITY OF TIGARD GOAL 10 REVIEW**

Washington County Housing Services Department will provide a staff member to participate on the Technical Advisory Committee for the City of Tigard's Goal 10 Population and Housing Review. Kim Armstrong will represent the Housing Department. Steve Kelley from Washington County Department of Land Use and Transportation (LUT) Planning will also work on this project. The first meeting is scheduled for Wednesday, July 18.

VII. NEW BUSINESS

- **EXTENDED BOC WORK SESSION: AFFORDABLE HOUSING**

The Board of Commissioners has expressed interest in holding an extended work session focused on discussing affordable housing in Washington County. Time and date are still TBD...

Tentative goals for this work session are to:

- Provide information on the value to the County in providing housing affordable to all community members



- Secure Board commitment to develop and adopt a proactive housing policy for the County that supports the development of housing affordable to all community members
- Secure Board direction for staff to develop a list of options for supporting the development and operation of affordable housing for Board review, consideration, and (ideally) adoption.
- **MEYER MEMORIAL TRUST APPLICATION REVIEW**

Peter Hainley suggested that the Housing Department consider submitting a Meyer Memorial Trust application to promote the ongoing and future collaborative initiatives of the Homeless Program and the faith community. A draft proposal and budget were developed to support an Employment Mentorship Program that assists homeless persons and those at risk of homelessness pursue job opportunities. Mr. Hainley provided a very constructive review – however, the revision is awaiting the return of Ms. Evans.
- **HAC RETREAT**

The HAC Annual Retreat was rescheduled for Friday October 19, 2012. Jenkins Estate has been reserved for the event. This year’s retreat will focus on discussions of regional affordable housing policies and policy development, as well as opportunities to promote affordable housing in current and future planning efforts across the region (such as the SW Corridor project, the Beaverton Creekside Master Plan project, the City of Tigard’s Goal Ten update, Metro equity planning, Regional Opportunity Mapping, etc.).

Metro Council President Tom Hughes and Metro Councilor-elect Sam Chase have been invited to speak at the retreat. Suggestions for additional speakers and/or presenters are welcome.

VIII. RESOLUTIONS/ACTION ITEMS

IX. ADJOURNMENT