



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



**Thursday, June 23, 2016
9:00 a.m.**

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



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Next Meeting:

NO JULY HAC MEETING
Thursday, August 25, 2016

2016 HAC Schedule
Thursday, June 23
Thursday, August 25
Thursday, September 22
Friday, October 14 – Retreat (Tentative)
Thursday, November 17
Friday, December 9 – Luncheon (Tentative)



HOUSING ADVISORY COMMITTEE
Department of Housing Services
Housing Conference Room
June 23, 2016 at 9:00 A.M.

AGENDA

- I. ROLL CALL**
- II. ACTION – APPROVAL OF MINUTES**
 - A. May 26, 2016 Meeting Minutes
- III. DISCUSSION - ORAL COMMUNICATIONS and MEMBER UPDATES**
- IV. EXECUTIVE DIRECTOR’S REPORT**
- V. STAFF REPORTS**
 - A. Financial Statement: Year-to-Date Income Statements
 - B. Section 8 and Low Rent Public Housing
 - C. Affordable Housing
 - D. Special Projects
 - E. Report on Homelessness
- VI. OLD BUSINESS**
- VII. NEW BUSINESS**
- IX. RESOLUTIONS/ACTION ITEMS**
- X. ADJOURNMENT**



MINUTES
HOUSING ADVISORY COMMITTEE OF WASHINGTON COUNTY
May 26, 2016, 9:00 a.m.

Washington County Department of Housing Services – Juvenile Services Building
111 NE Lincoln Street, Suite 200-L, Hillsboro, OR 97124 –Room JUV 105, Main Floor

COMMITTEE MEMBERS PRESENT

Anapreet Kaur-Gill
Sid Scott
LaShanda Williams
Edward Gutierrez
Jack Schwab
Carina Delgado

COMMITTEE MEMBERS ABSENT

Ben Sturtz
Gary Whiting

STAFF PRESENT

Val Valfre, Executive Director
Komi Kalevor, Assistant Director
YaLing Huang-Dressel, Finance Manager

Melanie Fletcher, Rental Assistance Manager
Gary Calvert, Asset Manager
Kim Armstrong, Program Coordinator

GUESTS PRESENT

I. ROLL CALL - A quorum was present.

II. ACTION - APPROVAL OF MINUTES

Motion: Approve the minutes from March 24, 2016— Anapreet Kaur-Gill

Second: Sid Scott

III. DISCUSSION - ORAL COMMUNICATIONS

Housing Advisory Committee members and staff introduced themselves.

- Edward Gutierrez was welcomed as the recently-appointed Farmworker Community Representative on the HAC. Edward Gutierrez has been with CASA of Oregon for 1 ½ years, and is a long-time Washington County resident.
- Sid Scott shared some information and concepts for a County-owned property at 185th and Baseline (near Willow Creek). The Housing Authority is working on a potential affordable housing project on the site, with 48-57 units of 1-bedroom and studio units. The property is located in the City of Hillsboro.
- LaShanda Williams announced that she has been promoted to a position that will require her to work at the State DHS offices. She will be missed at the HAC, but the committee wished her good luck in her new position.



- Melanie Fletcher provided a brief overview of the Family Self-Sufficiency Program (FSS) and the WorkSystems, Inc Housing Works and Health Careers NW programs.

IV. EXECUTIVE DIRECTOR'S REPORT

The 2016 Legislative session has closed, and policymakers and advocates are beginning work towards the next session.

Housing Authority Operations

"Tiny House" Tour: A tour of two villages in Eugene is scheduled for June 9. The tour will include Directors from Health and Human Services and Land Use and Transportation. The tour will include some discussion of acquiring land and connecting to infrastructure (sewer, water, garbage, etc).

Economic Self-Sufficiency: No updates were provided at the meeting.

Public Housing Agency Annual/Five-Year Plan: The PHA plan is out for public comment currently. The HABOD is scheduled to hold a public hearing and approve the plan for submission to HUD at its April 5, 2016 meeting.

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

Section 8 Housing Choice Voucher Program: No updates were provided at the meeting.

Housing Authority Finances

The County budget process for FY2016-17 is underway. The Housing Authority requested additional funding for a number of initiatives.

Housing Production Opportunity Fund: \$300,000: This is a Thrives priority, and provides gap funding for projects that are ready for construction

Prevention Rent Assistance: \$150,000: This is a Thrives priority to assist households in danger of becoming homeless due to rent burdens.

Community Connect: \$75,000: This will support the single point of entry for HUD-funded homeless programs.

Affordable Housing Development Initiative: \$30,000: This funding will help the Housing Department work with developers and partners to support more projects.

Homeless Program Administration: \$40,000: This funding will support overhead and administrative costs for homeless programs.

Health Careers NW Grant: \$41,000: This funding will support overhead and administrative costs for this grant project.

Homeless To Work Program: \$20,000: This funding will support the cost and administration of the HTW program.



Community Alliance of Tenants Renters Rights Hotline: \$10,000: This funding will allow CAT to continue to offer Renters Rights Hotline support to Washington County residents. Kim Armstrong provided a brief overview of this program for the Committee. Tenants can leave messages for the Hotline, and will receive a call back from a CAT volunteer renter's rights specialist. The specialists provide general information on renter's rights and provide templates for letters and other notices conforming to Oregon landlord-tenant law.

Housing Authority Affordable Housing & Services Initiatives

Orchards at Orenco: No updates were provided at the meeting.

Bridge Meadows in Beaverton: No updates were provided at the meeting.

Cornelius Place: No updates were provided at the meeting.

Sunset View Apartments: The waitlist for this project will likely open in June. Occupancy is expected in September, and the grand opening is planned for October 5, 2016.

Blanton Road Veterans Housing: No updates were provided at the meeting.

Tigard Triangle Project: No updates were provided at the meeting.

Cornell and Murray Project: No updates were provided at the meeting.

Other Initiatives

Local Innovation and Fast Track Housing Development Program (LIFT) HB 2198: No updates were provided at the meeting.

HUD Section 811 Supportive Housing for Persons with Disabilities Program: No updates were provided at the meeting.

Housing Trust Fund: No updates were provided at the meeting.

Oregon State NOFA (Notice of Funding Availability) Timeline: No updates were provided at the meeting.

V. STAFF REPORTS

A. Financial Statement

HAWC programs are generally on track. The Local Fund has been receiving revenue contributions (as required by contract) from Quantama Crossing.

The bond reserve for the affordable housing refinance bond will be fully funded this year. This will free up revenue that can be used for maintenance at those properties.

The proposed FY2016-17 HAWC budget will be presented to the HAC at its May meeting. The HABOD will be asked to approve the FY2016-17 HAWC budget in June.



B. Section 8 and Low Rent Public Housing

- The Public Housing and Section 8 Unified Waitlist are currently not accepting new applications.
- Occupancy rates remain high in public housing (99.18%), and the Section 8 program is maximizing occupancy (93.5%) with available funding.

C. Affordable Housing

- Occupancy rates remain high in affordable housing (98.89%).

D. Special Projects

- Project-Based Vouchers

The new PHA plan will request approval to project-base up to an additional 100 vouchers. HAWC has already awarded about 200 project-based vouchers to existing projects and projects in the pipeline.

- Family Self-Sufficiency

This new report will provide updates for the FSS program in between quarterly reports.

E. Report on Homelessness

Val Valfre provided updates.

- FY2015 Federal McKinney-Vento Homeless Program Award

Washington County was awarded a total of \$3.2M in McKinney-Vento funding, including all Tier 1 and Tier 2 awards. This award includes funding for Clover Court, which will provide additional units of permanently affordable housing through Luke-Dorf, Inc.

- HUD-Funded CoC Program Monitoring Activities

No additional updates were provided at the meeting.

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

The PIT counts have shown increases in chronically homeless persons and homeless seniors, largely due to the lack of affordable housing and rent increases in Washington County.

- Community Outreach to Address Homelessness

No additional updates were provided at the meeting.

- Washington County Thrives Addresses Affordable Housing

No additional updates were provided at the meeting.



- Family Justice Center (FJC)

No additional updates were provided at the meeting.

VI. OLD BUSINESS

The property on 192nd that HAWC acquired as a result of a property tax foreclosure is being rehabbed. Windows and the roof were repaired, and the interior floor was replaced. The property should be ready for occupancy shortly, and will rent for below-market rates to a household at 80% MFI. Gary Calvert provided photos of the property.

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

The Housing Works program has been a very successful effort to connect participants to education and job training over the last few years. The program funding period closed April 30, 2016. Housing Works participants are also eligible for the Health Careers NW program.

This program has been very successful, and has significantly reduced the rental assistance needed for participating families.

- Health Careers NW

WorkSystems, Inc. was awarded a Health & Human Services grant to support low-income job seekers seeking to enter healthcare fields, including healthcare administration.

Health Careers NW is supported by a research grant, so a control group is used to allow comparison between job seekers receiving services through Health Careers NW and job seekers who do not have access to grant-funded career coaching. Participants assigned to the control group have access to education and job-skills resources through WorkSource, but do not have access to personal assistance through career coaches.

HAWC hopes to enroll 33 job seekers in the first year, and about 100 job seekers over the 5-year grant period.

- Aloha Town Center & Transit Oriented Development (Metro CET Grant)

This project will look at high-capacity transit and design options in the area near 185th and TV Highway, and includes work on reducing displacement of businesses and residents near the commercial center. Scoping and developing an RFP for a consultant is underway, and work should start shortly.

- ODHS Affordable Development Strategy (MURP project)

The MURP team provided an introductory presentation on their project on Thursday March 24, and the final presentation is scheduled for Friday, June 3 from 1-2:30pm in the Public Services Building Auditorium. The meeting is scheduled as a joint Board and Housing Authority Board of Directors worksession.



The project will include an assessment of vacant land available for housing development and recommendations to support additional affordable development in Washington County.

- Housing Affordability Work Plan Item

The LUT 2016 Work Plan includes a Tier 1 task addressing housing affordability. Housing staff will work with Land Use and Transportation on this task and determine how information from projects (including the MURP workshop project) can feed into this effort. If the work plan aims to develop a County housing strategy, including housing for all income levels, it will need to be a broad effort.

The City of Portland is currently exploring a mandatory inclusionary zoning policy and a Construction Excise Tax to provide revenue to support affordable development. It is likely that Portland's policy recommendations and outcomes will inform potential strategies in Washington County.

- HAC Vacancies

One At-Large position is now vacant due to Annee VonBorg's resignation. Recruitment for this position will be open from May 3-June 14, 2016. This position will be for the remaining term, expiring on March 31, 2017.

The Resident position opened due to LaShanda Williams' resignation will be included in the next Boards and Commissions announcement in October. This position will be for the remaining term, expiring on March 31, 2018.

Applications are available on the County website at <http://www.co.washington.or.us/CAO/BoardsCommissions/boardandcommissionform.cfm>

VII. NEW BUSINESS

- HAC Fall 2016 Retreat

The 2016 retreat is tentatively scheduled for Friday, October 14, 2016. The group discussed possible themes and speakers for this event. Val Valfre will contact Kurt Creager to determine if he is available to serve as one of the presenters at the retreat.

VIII. RESOLUTIONS/ACTION ITEMS

YaLing Huang-Dressel presented the FY2016-17 budget to the HAC for review and recommendation to the Housing Authority Board of Directors. The presentation included a general overview of the budget document and questions from HAC members.

The Housing Authority is a component unit of Washington County and the Department of Housing Services, and includes six major budget programs.



- Section 8 Housing Choice Vouchers, including Housing Choice Vouchers and VASH vouchers. HAWC receives restricted funding from HUD for Housing Assistance Payments (HAP) and program administration. HUD provides administration funding at about 79% proration, and the FY2016-17 budget assumes 80% proration.

Melanie Fletcher clarified how Section 8 residents can become rent-burdened through rent increases. Affordability tests are only applied when a tenant leases up. If subsequent rent increases exceed the maximum HAP payment, that cost is borne by the tenant—even if it exceeds 40% of their income.

- Low Rent Public Housing receives funding through HUD. HUD subsidies are based on the difference between tenant rent payments and operating costs for the program. The tenant portion of the rent is limited to 30% of their household's gross income, up to a maximum flat rent. Tenants can remain in public housing as long as they continue to qualify for the program—there is no time limit for the program.
- USDA Kaybern Terrace is a 12-unit complex funded with rental subsidy from the USDA.
- Local Fund is a partially-restricted program, largely funded by management fees and contract payments from agreements with developers and housing providers such as Quantama Crossing.
- Affordable Housing includes 524 units that were refinanced with a County bond measure in 2010. Revenues from these properties are restricted to use at the affordable properties, and will be used to address maintenance needs.
- Aloha Park is an affordable property, and revenues are restricted to use at the Aloha Park property.

Motion: Approve the 2016-17 HAWC operating budget for submission to the Housing Authority Board of Directors—Jack Schwab

Second: Sid Scott

All approve

IX. ADJOURNMENT

Meeting adjourned at 11:01 a.m.

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



V. EXECUTIVE DIRECTOR'S REPORT

The Housing Authority of Washington County (HAWC) is actively engaged in its mission to assist low-income families and individuals in obtaining housing and services leading to self-sufficiency. These efforts are best summarized into the following four primary categories: Operations, Finance, Affordable Housing and Other Initiatives.

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

The Housing Authority is working with government and community partners to increase housing affordability while minimizing displacement and homelessness. Lack of affordable housing is a root cause of homelessness, and HAWC is working with lenders, developers, partners and jurisdictions to facilitate and/or broker affordable housing development. Collaborations with Washington County Thrives, the Community Housing Fund, and the Office of Community Development have been instrumental in advancing these efforts.

- **“Tiny House” Tour:** Staff from Land Use and Transportation (LUT) and Health and Human Services (HHS) joined Housing staff on a visit to Eugene on June 9 to tour Opportunity Village Eugene (OVE). This “village” provides transitional housing and security for homeless families and singles. It is located on City property that is zoned industrial and transferred to OVE through a conditional use permit initially for one year, but extended unanimously due to good results for two more years by the City Council. The site was well-maintained with a security fence and “management” works with all applicants to create a transition plan to move to more permanent housing. We paid special attention to any information associated with funding and/or local zoning and permitting to determine applicability in Washington County.
- **Economic Self-Sufficiency:** In February, we began a new grant with Worksystems called Health Careers NW that is funded through the US Department of Health & Human Services (HHS). This five-year grant focuses on a wide spectrum of health career jobs, including healthcare administration, nursing, dental hygiene, radiography, and twenty other high-demand healthcare fields. This program helps low-income participants increase their self-sufficiency with education and job training in living wage careers.

Health Careers NW is funded by a research grant, so a control group is used to allow comparison between job seekers receiving services through Health Careers NW and job seekers who do not have access to grant-funded career coaching. HAWC has already enrolled 32 of the projected 33 job seekers in the first year, and projects enrolling about 100 job seekers over the 5-year grant period.



- Capital Repair Investment: HAWC has made progress in its efforts to prioritize and address over \$1 million in deferred capital repair issues, to include roofing, parking lots, siding, and exterior painting. Many of these projects are in progress or completed.
- Section 8 Housing Choice Voucher Program: With HUD's approval of our regionally-coordinated Fair Market Rent (FMR) survey for the Greater Metro area, we gained a 28% increase in our FMRs for 2016 from previous levels to better assist voucher holders in either securing affording housing or, if already housed, in not being displaced from existing units due to high rent increases. We were pleased to see that HUD shortly thereafter provided us with over \$2.0 million in Housing Assistance Payments. As a result, we are aggressively issuing new vouchers to households on our waitlist.

Housing Authority Finances: Washington County held its public hearing for the FY2016-17 budget on May 19. The Department of Housing Services' budget is scheduled for formal Board approval on June 28. In addition, on May 26 the Housing Advisory Committee reviewed the FY2016-17 HAWC budget and recommended that the Housing Authority Board of Directors approve the HAWC budget at its June 28 meeting.

The Department of Housing Services submitted several budget requests to promote affordable housing and homeless initiatives through the Housing Authority, the Department of Housing Services and/or partner agencies in response to the current housing crisis. These affordable housing and homelessness initiatives include:

- Housing Production Opportunity Fund: \$300,000: This is a Washington County Thrives priority to accelerate the production of regulated affordable housing, focused on strategic short-term investments to advance the housing production timeline for building and/or preserving affordable housing.
- Prevention Rent Assistance: \$150,000: A second Washington County Thrives priority, this initiative provides immediate short-term support to extremely rent-burdened households who are homeless or at risk of displacement.
- Community Connect: \$75,000: Funding to support Washington County's integrated point of entry for local, state and federal resources for homeless.
- Affordable Housing Development Initiative: \$30,000: Funding for the Washington County Housing Affordability Work Plan and the Housing Production Opportunity Fund to explore options and best practices to encourage construction and preservation of affordable housing.



- Homeless Program Administration: \$40,000: Supports the 10-Year to End Homelessness and the administration costs for Federal McKinney-Vento Homeless grant programs.
- Health Careers NW Grant: \$41,000: The Health Careers NW program (sponsored by Worksystems, Inc.) provides grant funding for training and education for low-income jobseekers entering the health care field. County funding covers non-reimbursable administrative costs associated with the grant.
- Homeless to Work Program: \$20,000: This joint venture with Community Corrections is the only single adult homeless program in the County, and focuses on obtaining income and permanent housing at the end of the participation period. Funding will cover increased administrative costs.
- Community Alliance of Tenants Renter Rights Hotline: \$10,000: Funding will support CAT's Renter's Rights Hotline and tenant education programs that help minimize displacement of low-income renters.

The Housing Authority accepted an invitation from HUD to receive 10 more HUD-VASH (Veterans Affairs Supportive Housing) vouchers, which will bring our total to 97. These additional vouchers will provide housing and supportive services to veterans and their families.

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

Project Updates:

- Orchards at Orenco: HAWC is a limited partner to this project (Phase I and Phase II) and has awarded 16 Project-Based Vouchers (PBVs) to the site (8 PBVs per Phase) to serve families making 30% or less AMI. Phase I was recognized as the largest multi-family housing project constructed to "passive house" standards in the nation and is currently fully occupied. Phase II is nearing end of its construction and will be having its grand opening on August 10. An additional 8 PBVs were awarded in December 2015 to Orchards Phase III. Orchards Phase III did not receive HOME funding in last year's cycle, but is considering applying for HOME and 9% LIHTCs this year.
- Bridge Meadows in Beaverton: Bridge Meadows is a proposed 36-unit Intergenerational project. This Beaverton project will incorporate the same housing model as the Portland Bridge Meadows development – families with foster children interacting with seniors who volunteer their time to assist these children, and in turn receive reduced rents. This project includes 8 project-based vouchers, HOME funds,



and State LIHTC (Low Income Housing Tax Credit) funding. Windermere Stellar recently provided a \$100,000 gift to support this project's expansion into Beaverton.

- Cornelius Place: Bienestar's 40-unit mixed-use library and senior housing project was awarded 8 PBVs and HOME funds in 2015 and 2016. The project has been granted \$500,000 in Oregon lottery funds, and will apply for 9% LIHTC funds later this month.
- Sunset View Apartments: Construction continues on this 236-unit, 10-building project and clubhouse. The project is affordable to households at 60% MFI, with 24 project-based units (10%) restricted to households at 30% MFI and below. The development will be completed in phases, with occupancy beginning in September 2016 and continuing through August 2017. Grand Opening ceremony is tentatively planned for October 5, 2016. HAWC has opened its waitlist for project-based assistance, and the property waitlist will be opened in early fall (<http://www.pedcormanagement.net/SunsetView.aspx>).
- Blanton Street Veterans Housing: Northwest Housing Alternatives' Blanton Street project, a 20-unit development near 185th Avenue and TV Highway in Aloha, received HOME funding and State GHAP funds. The Housing Authority awarded 5 Project-based VASH vouchers and 15 Project-based Section 8 vouchers to this project to allow deep rental subsidy for 20 extremely low-income and homeless veterans and their families. This project should begin construction by late September and be completed in summer 2017.
- Tigard Triangle Project: This is a 47-unit project proposed by Community Partners for Affordable Housing (CPAH). This project was awarded 8 project-based vouchers. Construction timeline: TBD
- Cornell and Murray Project: This proposed 48-unit CPAH project at the corner of NW Cornell and Murray was awarded 8 project-based vouchers. The County continues to negotiate exclusively with CPAH regarding transfer of this property site, and the County has submitted a letter of interest for a Metro Equitable Housing grant that would help support this project.

Other Initiatives:

- Local Innovation and Fast Track Housing Development Program (LIFT): This initiative was authorized through passage of HB 2198 and its allocation of allocation of \$62.5M for housing. This allocation included \$40M in GO Q11 Bonds for the LIFT program and \$20M for mental health-related housing and \$2.5M for affordable housing preservation using lottery-backed bonds. The final LIFT program framework was approved by the State Housing Stability Council on May 6, 2016. Subsidy per unit was increased to \$38,000 in response to stakeholder concerns. This funding



level will still require innovative ideas and partnerships to create timely affordable housing projects and design that are less costly to produce. A NOFA may be released in July/August 2016.

- HUD Section 811 Supportive Housing for Persons with Disabilities Program: The State received this award in 2013. Federal agencies and Oregon Health Authority have developed guidelines for this program that provide only project rental assistance, but no capital dollars for construction or rehabilitation. Initial thoughts are that OHCS will look at its current portfolio for placement of these units. If there is insufficient interest, then they will look at projects coming into their competitive NOFA rounds to place this funding. Local and regional partners would like to see more capital dollars allocated toward the DD/DI populations, as much of the existing housing is aging.
- Housing Trust Fund: The Housing Trust Fund was authorized to release funding for affordable housing development. The State of Oregon will receive \$3.0 million this year. Funding restrictions (e.g., eligibility, etc.) will be similar to those associated with the HOME Investment Partnership Program. Specifics and timing on the application process: TBD.
- Oregon State NOFA (Notice of Funding Availability) Timeline:
The following timeline is an estimate only, but good for planning purposes:
 - Estimated LIHTC and HOME NOFAs – late May/Early June NOFA Open; October/November awards
 - Estimated Mental Health Housing NOFA – June NOFA Open; November or December awards
 - Estimated LIFT NOFA – July NOFA Open; December awards

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



VI. STAFF REPORTS
A. Financial Statement

1. Financial Report to the Housing Advisory Committee

Cash Flow

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

For April FYTD, cash flow from operations of \$620,899 was favorable to the budget by \$395,926 and favorable to the prior year by \$45,088.

Section 8 had positive cash flow from operations of \$68,619 which was \$115,587 favorable to budget. The favorable variance is due to lower administration cost than budgeted.

Public Housing had positive cash flow of \$26,510 which was \$35,773 favorable to budget; the increase is due to higher operating revenue from the Operating Fund and lower administration cost than budgeted.

Kaybern Terrace cash flow of \$15,040 was \$9,222 favorable to budget and favorable to the prior year by \$9,083.

Aloha Park had positive cash flow from operations of \$16,955, favorable to budget by \$14,507; this program is anticipated to operate at breakeven.

The Local Fund had positive cash flow of \$288,370, favorable to budget by \$332,621; the favorable variance is due to unanticipated cash flow distribution from Quatama Crossing Property, which the Authority holds 50% of the general partnership interest ownership. The excess cash flow from this property is the result of paying off one of two bonds issued in 2005. The monthly cash flow distribution from this property is projected to be about \$100,000 assuming interest rates stay at the current levels for the remaining bonds.

Affordable Housing had positive cash flow from operations of \$205,404, unfavorable to budget by \$111,785, which was due to a few deferred repair items added (i.e. roof replacement and sidewalk repair) after budget approval process.



Statement of Net Position (Balance Sheet)

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

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

Total unrestricted cash is a positive number: \$2,977,291, which \$1,035,323 of the total unrestricted cash is limited to Section 8, Public Housing and Kaybern Terrance programs. Previous year unrestricted cash had balance of \$1,298,001, which \$985,094 was limited to Section 8, Public Housing and Kaybern Terrance programs.



VI. STAFF REPORTS
A. Financial Statement
2. Year-To-Date Cash Flow - Expanded
Working Capital Basis
HOUSING AUTHORITY – UNAUDITED
July 2015 – April 2016

	Section 8	Public Housing	Kaybern (USDA)	Aloha Park	Local Fund	Affordable Housing	Total
Operating revenue							
Federal/State operating subsidies	1,566,506	1,110,985	19,337	-	116,874	14,772	2,828,473
Gross billable rent	-	577,831	52,882	447,443	77,020	3,853,390	5,008,565
Vacancy loss	-	(3,937)	(192)	(14,297)	(1,245)	(57,655)	(77,326)
Premiums (concessions/loss-to-lease)	-	(33)	(40)	(12,574)	(54)	(90,348)	(103,049)
Other tenant revenue	-	34,733	1,960	5,040	5,309	84,702	131,745
Tenant revenue	-	608,594	54,610	425,612	81,030	3,790,089	4,959,936
Other revenue (incl GF subsidy)	38,849	5,089	915	7,252	367,697	233,039	652,840
Total operating revenue	1,605,355	1,724,668	74,862	432,864	565,601	4,037,900	8,441,249
Operating expenses:							
Repair and maintenance	-	918,950	15,151	146,266	35,570	1,232,813	2,348,751
Operations	1,141,298	312,089	8,417	96,417	175,091	632,475	2,365,788
Utilities	-	74,044	8,718	49,196	6,109	415,187	553,254
Insurance	4,938	31,451	608	16,432	1,052	76,234	130,715
PILOT	-	50,378	-	-	-	-	50,378
Bad debt, net of recoveries	-	2,165	1,528	11,972	-	34,585	50,250
Other	21,957	1,000	-	-	1,272	-	24,229
Total operating expenses	1,168,194	1,390,077	34,422	320,283	219,093	2,391,295	5,523,364
Net program income	437,161	334,591	40,440	112,582	346,508	1,646,604	2,917,886
Other ongoing cash outflows:							
Internal management/agency overhead	347,287	292,420	-	-	44,913	668	685,289
Bank service charges	2,704	29	25	10	-	252	3,021
Audit fees	18,550	15,631	27	31	2,989	1,193	38,420
Debt service	-	-	25,348	95,586	10,237	1,439,087	1,570,258
Total outflows	368,542	308,081	25,400	95,626	58,138	1,441,200	2,296,987
Cash flow from operations	68,619	26,510	15,040	16,955	288,370	205,404	620,899
Other unrestricted cash inflows (outflows):							
Investment income - unrestricted	1,920	6,100	312	4,206	9,315	6,712	28,565
Capital fund receipts	-	28,280	-	-	-	-	28,280
Capitalized modernization	(1,500)	(170,965)	-	(121,782)	(12,500)	(12,426)	(319,172)
Debt Issuance Costs	-	-	-	-	-	-	-
Loan from Berkadia Bank	-	-	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-	-	-
Transfers from General Fund	-	-	-	-	119,770	-	119,770
Transfers to restricted cash - CAO	-	-	-	-	-	(143,870)	(143,870)
Transfers from (to) restricted cash - Repl Res	-	-	-	(30,000)	-	(113,900)	(143,900)
Section 18 transfers from Public Housing	-	-	-	-	1,139	164,309	165,448
Net unrestricted cash flows	69,039	(110,075)	15,352	(130,620)	406,094	106,230	356,020
Restricted cash flows:							
Housing Assistance Payments earned	17,242,223	-	-	-	-	-	17,242,223
Housing Assistance Payments	(17,408,840)	-	-	-	-	-	(17,408,840)
Investment income - restricted	2,307	285	-	-	-	-	2,592
Transfers from unrestricted - CAO	-	-	-	-	-	143,870	143,870
Transfers from (to)unrestricted - Repl Res	-	-	-	30,000	-	113,900	143,900
Purchased from replacement reserves	-	-	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	(165,448)	-	-	-	-	(165,448)
Total restricted cash flows	(164,309)	(165,163)	-	30,000	-	257,770	(41,702)
Net cash flows	(95,270)	(275,238)	15,352	(100,620)	406,094	364,000	314,317



VI. STAFF REPORTS
A. Financial Statement
3. Year-To-Date Cash Flow – Expanded
Working Capital Basis
HOUSING AUTHORITY – UNAUDITED
July 2015 – April 2016

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	2,828,473	2,761,623	66,850	2,811,252	17,221
Gross billable rent	5,008,565	5,018,926	(10,361)	4,912,985	95,580
Vacancy loss	(77,326)	(153,937)	76,611	(141,029)	63,703
Premiums (concessions/loss-to-lease)	(103,049)	(74,563)	(28,486)	(105,141)	2,092
Other tenant revenue	131,745	127,844	3,901	189,059	(57,314)
Tenant revenue	4,959,936	4,918,270	41,666	4,855,875	104,061
Other revenue (incl GF subsidy)	652,840	304,424	348,416	449,574	203,266
Total operating revenue	8,441,249	7,984,317	456,932	8,116,701	324,548
Operating expenses:					
Repair and maintenance	2,348,751	2,109,580	(239,171)	2,109,972	(238,779)
Operations	2,365,788	2,427,109	61,321	2,415,251	49,463
Utilities	553,254	541,841	(11,413)	512,151	(41,103)
Insurance	130,715	153,166	22,451	138,217	7,502
PILOT	50,378	50,378	1	48,198	(2,180)
Bad debt, net of recoveries	50,250	58,635	8,385	93,890	43,640
Other	24,229	44,467	20,238	29,612	5,383
Total operating expenses	5,523,364	5,385,176	(138,188)	5,347,291	(176,073)
Net program income	2,917,886	2,599,141	318,745	2,769,410	148,476
Other ongoing cash outflows:					
Internal management/agency overhead	685,289	757,277	71,988	585,142	(100,147)
Bank service charges	3,021	3,619	598	3,359	338
Audit fees	38,420	38,982	562	36,599	(1,821)
Debt service	1,570,258	1,574,290	4,032	1,568,499	(1,759)
Total outflows	2,296,987	2,374,168	77,181	2,193,599	(103,388)
Cash flow from operations	620,899	224,973	395,926	575,811	45,088
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	28,565	11,961	16,604	13,005	15,560
Capital fund receipts	28,280	31,695	(3,415)	28,562	(282)
Capitalized modernization	(319,172)	(31,695)	(287,477)	(435,364)	116,192
Debt Issuance Costs	-	-	-	(113,104)	113,104
Loan from Berkadia Bank	-	683,130	(683,130)	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers from General Fund	119,770	119,770	-	82,895	36,875
Transfers to restricted cash - CAO	(143,870)	(154,832)	10,962	(330,961)	187,091
Transfers from (to) restricted cash - Repl Res	(143,900)	(143,900)	-	(140,600)	(3,300)
Section 18 transfers from Public Housing	165,448	171,583	(6,135)	844,238	(678,790)
Net unrestricted cash flows	356,020	912,685	(556,666)	524,482	(168,463)
Restricted cash flows:					
Housing Assistance Payments earned	17,242,223	17,039,310	202,913	17,425,410	(183,187)
Housing Assistance Payments	(17,408,840)	(17,039,310)	(369,530)	(17,260,841)	(147,999)
Investment income - restricted	2,592	-	2,592	3,931	(1,339)
Transfers from unrestricted - CAO	143,870	154,832	(10,962)	330,961	(187,091)
Transfers from (to)unrestricted - Repl Res	143,900	143,900	-	140,600	3,300
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	(165,448)	(171,583)	6,135	(844,238)	678,790
Total restricted cash flows	(41,702)	127,149	(168,851)	(204,177)	162,475
Net cash flows	314,317	1,039,834	(725,517)	320,305	(5,988)



VI. STAFF REPORTS
A. Financial Statement
4. Year-To-Date Cash Flow – Expanded
Working Capital Basis
SECTION 8 – UNAUDITED
July 2015 – April 2016

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	1,566,506	1,554,781	11,725	1,522,487	44,019
Gross billable rent		-	-	-	-
Vacancy loss		-	-	-	-
Premiums (concessions/loss-to-lease)		-	-	-	-
Other tenant revenue		-	-	-	-
Tenant revenue	-	-	-	-	-
Other revenue (incl GF subsidy)	38,849	49,218	(10,369)	44,227	(5,378)
Total operating revenue	1,605,355	1,603,999	1,356	1,566,714	38,641
Operating expenses:					
Repair and maintenance	-	-	-	-	-
Operations	1,141,298	1,187,097	45,799	1,163,739	22,441
Utilities	-	-	-	-	-
Insurance	4,938	5,080	142	4,923	(15)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	-	-	-	-
Other	21,957	43,333	21,376	28,512	6,555
Total operating expenses	1,168,194	1,235,510	67,316	1,197,174	28,980
Net program income	437,161	368,489	68,672	369,540	67,621
Other ongoing cash outflows:					
Internal management/agency overhead	347,287	393,264	45,977	295,867	(51,420)
Bank service charges	2,704	3,193	489	3,073	369
Audit fees	18,550	19,000	450	17,572	(978)
Debt service	-	-	-	-	-
Total outflows	368,542	415,457	46,915	316,512	(52,030)
Cash flow from operations	68,619	(46,968)	115,587	53,028	15,591
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	1,920	-	1,920	265	1,655
Capital fund receipts	-	-	-	-	-
Capitalized modernization	(1,500)	-	(1,500)	-	(1,500)
Debt Issuance Costs	-	-	-	-	-
Loan from Berkadia Bank	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers from General Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	69,039	(46,968)	116,007	53,293	15,746
Restricted cash flows:					
Housing Assistance Payments earned	17,242,223	17,039,310	202,913	17,425,410	(183,187)
Housing Assistance Payments	(17,408,840)	(17,039,310)	(369,530)	(17,260,841)	(147,999)
Investment income - restricted	2,307	-	2,307	-	2,307
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	(164,309)	-	(164,309)	164,569	(328,878)
Net cash flows	(95,270)	(46,968)	(48,302)	217,862	(313,132)



VI. STAFF REPORTS
A. Financial Statement
5. Year-To-Date Cash Flow – Expanded
Working Capital Basis
PUBLIC HOUSING (Excl. Kaybern) – UNAUDITED
July 2015 – April 2016

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	1,110,985	1,065,071	45,914	1,112,973	(1,988)
Gross billable rent	577,831	605,818	(27,987)	553,112	24,719
Vacancy loss	(3,937)	(2,917)	(1,020)	(5,164)	1,227
Premiums (concessions/loss-to-lease)	(33)	(180)	147	(430)	397
Other tenant revenue	34,733	36,667	(1,934)	37,019	(2,286)
Tenant revenue	608,594	639,388	(30,794)	584,536	24,058
Other revenue (incl GF subsidy)	5,089	5,833	(744)	12,978	(7,889)
Total operating revenue	1,724,668	1,710,292	14,376	1,710,487	14,181
Operating expenses:					
Repair and maintenance	918,950	913,810	(5,140)	880,478	(38,472)
Operations	312,089	315,162	3,073	327,985	15,896
Utilities	74,044	69,853	(4,191)	65,531	(8,513)
Insurance	31,451	40,059	8,608	31,705	254
PILOT	50,378	50,378	1	48,198	(2,180)
Bad debt, net of recoveries	2,165	-	(2,165)	31,528	29,363
Other	1,000	-	(1,000)	-	(1,000)
Total operating expenses	1,390,077	1,389,262	(815)	1,385,425	(4,652)
Net program income	334,591	321,030	13,561	325,062	9,529
Other ongoing cash outflows:					
Internal management/agency overhead	292,420	314,758	22,338	242,495	(49,925)
Bank service charges	29	90	61	83	54
Audit fees	15,631	15,445	(186)	14,916	(715)
Debt service	-	-	-	-	-
Total outflows	308,081	330,293	22,212	257,494	(50,587)
Cash flow from operations	26,510	(9,263)	35,773	67,568	(41,058)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	6,100	4,963	1,137	5,032	1,068
Capital fund receipts	28,280	31,695	(3,415)	28,562	(282)
Capitalized modernization	(170,965)	(31,695)	(139,270)	(75,609)	(95,356)
Debt Issuance Costs	-	-	-	-	-
Loan from Berkadia Bank	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers from General Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	(110,075)	(4,300)	(105,775)	25,553	(135,628)
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	285	-	285	3,931	(3,646)
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	(165,448)	(171,583)	6,135	(844,238)	678,790
Total restricted cash flows	(165,163)	(171,583)	6,420	(840,307)	675,144
Net cash flows	(275,238)	(175,883)	(99,355)	(814,754)	539,516



VI. STAFF REPORTS
A. Financial Statement
6. Year-To-Date Cash Flow – Expanded
Working Capital Basis
KAYBERN TERRACE (USDA) – UNAUDITED
July 2015 – April 2016

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	19,337	19,326	11	18,901	436
Gross billable rent	52,882	54,713	(1,831)	53,149	(267)
Vacancy loss	(192)	(1,642)	1,450	(748)	556
Premiums (concessions/loss-to-lease)	(40)	-	(40)	-	(40)
Other tenant revenue	1,960	1,428	532	1,264	696
Tenant revenue	54,610	54,498	112	53,666	944
Other revenue (incl GF subsidy)	915	1,293	(378)	1,133	(218)
Total operating revenue	74,862	75,117	(255)	73,700	1,162
Operating expenses:					
Repair and maintenance	15,151	20,318	5,167	19,845	4,694
Operations	8,417	8,059	(358)	7,498	(919)
Utilities	8,718	9,503	785	9,429	711
Insurance	608	772	164	625	17
PILOT	-	-	-	-	-
Bad debt, net of recoveries	1,528	1,635	107	1,342	(186)
Other	-	-	-	-	-
Total operating expenses	34,422	40,287	5,865	38,739	4,317
Net program income	40,440	34,830	5,610	34,961	5,479
Other ongoing cash outflows:					
Internal management/agency overhead		-	-	-	-
Bank service charges	25	28	3	21	(4)
Audit fees	27	26	(1)	25	(2)
Debt service	25,348	28,958	3,610	28,958	3,610
Total outflows	25,400	29,012	3,612	29,004	3,604
Cash flow from operations	15,040	5,818	9,222	5,957	9,083
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	312	241	71	239	73
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	-	-
Debt Issuance Costs	-	-	-	-	-
Loan from Berkadia Bank	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers from General Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	15,352	6,059	9,293	6,196	9,156
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	15,352	6,059	9,293	6,196	9,156



VI. STAFF REPORTS
A. Financial Statement
7. Year-To-Date Cash Flow – Expanded
Working Capital Basis
ALOHA PARK – UNAUDITED
July 2015 – April 2016

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	-	-	-	6,000	(6,000)
Gross billable rent	447,443	443,440	4,003	443,440	4,003
Vacancy loss	(14,297)	(18,346)	4,049	(47,551)	33,254
Premiums (concessions/loss-to-lease)	(12,574)	(25,000)	12,426	(12,458)	(116)
Other tenant revenue	5,040	5,500	(460)	16,952	(11,912)
Tenant revenue	425,612	405,594	20,018	400,384	25,228
Other revenue (incl GF subsidy)	7,252	6,167	1,085	6,387	865
Total operating revenue	432,864	411,761	21,103	412,771	20,093
Operating expenses:					
Repair and maintenance	146,266	124,367	(21,899)	175,301	29,035
Operations	96,417	115,351	18,934	99,127	2,710
Utilities	49,196	51,333	2,137	50,458	1,262
Insurance	16,432	18,750	2,318	21,563	5,131
PILOT	-	-	-	-	-
Bad debt, net of recoveries	11,972	3,750	(8,222)	5,604	(6,368)
Other	-	-	-	-	-
Total operating expenses	320,283	313,551	(6,732)	352,053	31,770
Net program income	112,582	98,210	14,372	60,718	51,864
Other ongoing cash outflows:					
Internal management/agency overhead		-	-	-	-
Bank service charges	10	-	(10)	5	(5)
Audit fees	31	176	145	82	51
Debt service	95,586	95,586	0	89,795	(5,791)
Total outflows	95,626	95,762	136	89,882	(5,744)
Cash flow from operations	16,955	2,448	14,507	(29,164)	46,119
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	4,206	-	4,206	-	4,206
Capital fund receipts	-	-	-	-	-
Capitalized modernization	(121,782)	-	(121,782)	(326,836)	205,054
Debt Issuance Costs	-	-	-	(113,104)	113,104
Loan from Berkadia Bank		683,130	(683,130)	-	-
Transfers to (from) Local Fund		(504,906)	504,906	(322,599)	322,599
Transfers from General Fund		-	-	-	-
Transfers to restricted cash - CAO		-	-	-	-
Transfers from (to) restricted cash - Repl Res	(30,000)	(30,000)	-	(26,700)	(3,300)
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	(130,620)	150,672	(281,292)	(818,403)	687,783
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO		-	-	-	-
Transfers from (to)unrestricted - Repl Res	30,000	30,000	-	26,700	3,300
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	30,000	30,000	-	26,700	3,300
Net cash flows	(100,620)	180,672	(281,292)	(791,703)	691,083



VI. STAFF REPORTS
A. Financial Statement
7. Year-To-Date Cash Flow – Expanded
Working Capital Basis
LOCAL FUND – UNAUDITED
July 2015 – April 2016

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	116,874	110,940	5,934	138,581	(21,707)
Gross billable rent	77,020	76,308	712	74,582	2,438
Vacancy loss	(1,245)	(9,847)	8,602	(7,429)	6,184
Premiums (concessions/loss-to-lease)	(54)	-	(54)	(17)	(37)
Other tenant revenue	5,309	3,750	1,559	32,699	(27,390)
Tenant revenue	81,030	70,212	10,818	99,836	(18,806)
Other revenue (incl GF subsidy)	367,697	11,979	355,718	156,245	211,452
Total operating revenue	565,601	193,131	372,470	394,662	170,939
Operating expenses:					
Repair and maintenance	35,570	25,561	(10,009)	32,794	(2,776)
Operations	175,091	141,351	(33,740)	217,200	42,109
Utilities	6,109	6,731	622	6,059	(50)
Insurance	1,052	1,433	381	1,103	51
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	-	-	-	-
Other	1,272	1,134	(138)	1,100	(172)
Total operating expenses	219,093	176,210	(42,883)	258,256	39,163
Net program income	346,508	16,921	329,587	136,406	210,102
Other ongoing cash outflows:					
Internal management/agency overhead	44,913	48,183	3,270	46,216	1,303
Bank service charges	-	6	6	4	4
Audit fees	2,989	2,745	(244)	2,863	(126)
Debt service	10,237	10,238	1	10,237	(0)
Total outflows	58,138	61,172	3,034	59,320	1,182
Cash flow from operations	288,370	(44,251)	332,621	77,086	211,284
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	9,315	7,792	1,523	6,819	2,496
Capital fund receipts	-	-	-	-	-
Capitalized modernization	(12,500)	-	(12,500)	(32,918)	20,418
Debt Issuance Costs	-	-	-	-	-
Loan from Berkadia Bank	-	-	-	-	-
Transfers to (from) Local Fund	-	504,906	(504,906)	322,599	(322,599)
Transfers from General Fund	119,770	119,770	-	82,895	36,875
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	-	-	-	-	-
Section 18 transfers from Public Housing	1,139	4,472	(3,333)	15,998	(14,859)
Net unrestricted cash flows	406,094	592,689	(186,595)	472,479	(66,385)
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	406,094	592,689	(186,595)	472,479	(66,385)



VI. STAFF REPORTS
A. Financial Statement
9. Year-To-Date Cash Flow – Expanded
Working Capital Basis
AFFORDABLE HOUSING – UNAUDITED
July 2015 – April 2016

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	14,772	11,505	3,267	12,310	2,462
Gross billable rent	3,853,390	3,838,647	14,743	3,788,702	64,688
Vacancy loss	(57,655)	(121,185)	63,530	(80,137)	22,482
Premiums (concessions/loss-to-lease)	(90,348)	(49,383)	(40,965)	(92,236)	1,888
Other tenant revenue	84,702	80,499	4,203	101,125	(16,423)
Tenant revenue	3,790,089	3,748,578	41,511	3,717,453	72,636
Other revenue (incl GF subsidy)	233,039	229,934	3,105	228,604	4,435
Total operating revenue	4,037,900	3,990,017	47,883	3,958,367	79,533
Operating expenses:					
Repair and maintenance	1,232,813	1,025,524	(207,289)	1,001,554	(231,259)
Operations	632,475	660,089	27,614	599,702	(32,773)
Utilities	415,187	404,421	(10,766)	380,674	(34,513)
Insurance	76,234	87,072	10,838	78,298	2,064
PILOT	-	-	-	-	-
Bad debt, net of recoveries	34,585	53,250	18,665	55,416	20,831
Other	-	-	-	-	-
Total operating expenses	2,391,295	2,230,356	(160,939)	2,115,644	(275,651)
Net program income	1,646,604	1,759,661	(113,057)	1,842,723	(196,119)
Other ongoing cash outflows:					
Internal management/agency overhead	668	1,072	404	564	(104)
Bank service charges	252	302	50	173	(79)
Audit fees	1,193	1,590	397	1,141	(52)
Debt service	1,439,087	1,439,508	421	1,439,509	422
Total outflows	1,441,200	1,442,472	1,272	1,441,387	187
Cash flow from operations	205,404	317,189	(111,785)	401,336	(195,932)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	6,712	(1,035)	7,747	650	6,062
Capital fund receipts	-	-	-	-	-
Capitalized modernization	(12,426)	-	(12,426)	-	(12,426)
Debt Issuance Costs	-	-	-	-	-
Loan from Berkadia Bank	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers from General Fund	-	-	-	-	-
Transfers to restricted cash - CAO	(143,870)	(154,832)	10,962	(330,961)	187,091
Transfers from (to) restricted cash - Repl Res	(113,900)	(113,900)	-	(113,900)	-
Section 18 transfers from Public Housing	164,309	167,111	(2,802)	828,239	(663,930)
Net unrestricted cash flows	106,230	214,533	(108,303)	785,364	(679,134)
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	143,870	154,832	(10,962)	330,961	(187,091)
Transfers from (to)unrestricted - Repl Res	113,900	113,900	-	113,900	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	257,770	268,732	(10,962)	444,861	(187,091)
Net cash flows	364,000	483,265	(119,265)	1,230,225	(866,225)



VI. STAFF REPORTS
A. Financial Statement
10. Statement of Net Assets
HOUSING AUTHORITY – UNAUDITED
April 2016

Assets	Section 8	Public Housing	Kaybern (USDA)	Aloha Park	Local Fund	Affordable Housing	Total
Current assets:							
Unrestricted cash and cash equivalents	232,467	744,525	58,331	883,147	1,893,295	(834,475)	2,977,291
Restricted cash and cash equivalents	102,188	75,567	1,530	37,493	5,050	315,248	537,075
Accounts receivable, net	(19,987)	99,130	3,583	25,682	37,252	145,299	290,960
Current portion of contracts receivable	—	140	—	—	3,420	—	3,560
Other current assets	988	12,630	122	(5,231)	3,364	31,167	43,040
Total current assets	315,656	931,993	63,566	941,091	1,942,382	(342,761)	3,851,926
Non-current assets:							
Restricted cash and cash equivalents	194,253	—	36,107	295,382	—	2,507,941	3,033,683
Contracts receivable	—	—	—	—	315,225	—	315,225
Capital assets, non-depreciable	—	3,688,394	50,000	41,617	356,748	4,095,129	8,231,888
Capital assets, depreciable, net	—	2,649,274	8,772	667,447	737,211	13,188,003	17,250,707
Total non-current assets	194,253	6,337,668	94,879	1,004,447	1,409,185	19,791,072	28,831,503
Total assets	509,908	7,269,661	158,445	1,945,538	3,351,566	19,448,311	32,683,430
Deferred bond refunding costs	—	—	—	—	—	2,351,971	2,351,971
Total assets and deferred outflow of resources	509,908	7,269,661	158,445	1,945,538	3,351,566	21,800,283	35,035,401
Liabilities							
Current liabilities:							
Accounts payable	7,010	82,212	2,163	100	22,265	10,995	124,745
Deferred revenue	23,461	5,823	12	537	31,117	2,204	63,153
Accrued interest payable - bonds and notes	—	—	2,519	—	53	436,218	438,790
Current portion of notes and contracts payable	—	—	4,724	28,005	11,435	98,327	142,491
Current liabilities payable from restricted assets:							
Tenant and other deposits	102,188	75,567	1,530	37,493	5,050	315,248	537,075
Total curr. liabilities payable from restr. assets	102,188	75,567	1,530	37,493	5,050	315,248	537,075
Total current liabilities	132,658	163,602	10,948	66,134	69,920	862,992	1,306,254
Non-current liabilities:							
Contracts and notes payable	159,690	—	314,750	2,035,589	657,014	27,978,202	31,145,245
Total non-current liabilities	159,690	—	314,750	2,035,589	657,014	27,978,202	31,145,245
Total liabilities	292,349	163,602	325,698	2,101,724	726,933	28,841,194	32,451,499
Net Position							
Invested in capital assets	—	6,337,668	(260,702)	(1,354,530)	425,511	(8,441,426)	(3,293,479)
Restricted	35,742	—	36,107	295,382	—	2,507,941	2,875,172
Unrestricted	181,818	768,391	57,342	902,961	2,199,122	(1,107,426)	3,002,208
Total net position	217,560	7,106,059	(167,253)	(156,186)	2,624,633	(7,040,911)	2,583,902
Total liabilities and net position	509,908	7,269,661	158,445	1,945,538	3,351,566	21,800,283	35,035,401



VI. STAFF REPORTS
B. Section 8 and Low Rent Public Housing
1. Section 8 Waiting List
May 2016

Wait List Time Based on # of HH Members											
# HH Members	1	2	3	4	5	6	7	8	9	10	Total
VOLOTT#Families	1,128	531	417	210	119	53	20	10	4	1	2,493
Average Days	390	390	390	390	390	390	390	390	390	390	390

Wait List Based on Gender				
Gender	Female		Male	Total
VOLOTT Total	1,740		753	2,493

Wait List Based on Race								
Race	Am. Indian	Asian	Black	Native Hawaiian	White	Multiple	Unk.	Total
VOLOTT	54	62	582	28	1,482	164	121	2,493

Wait List Based on Ethnicity				
HH Ethnicity	Hispanic	Not Hispanic	Unknown	Total
VOLOTT	389	2,104	0	2,493

Wait List Based on HH Type					
Type	Disabled	Elderly	Family	Other	Total
VOLOTT	832	212	1,061	388	2,493

Prior legacy waitlist, including clients who applied for assistance before September 1, 2011, was exhausted in May 2016.

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



WASHINGTON COUNTY

OREGON

VI. STAFF REPORTS

B. Section 8 and Low Rent Public Housing

2. Public Housing Average Vacancy Days

*Fiscal Year-to-Date
May 2016*

Average Vacancy Days - Public Housing

FY 2014-15		Units Turned Over This Month	Vacancy Days This Month	Average Vacancy Days Per Unit This Month	Total Vacant Units (FY cumulative total)	Total Vacancy Days (FY cumulative total)	Total Average Vacancy Days Per Unit (FY cumulative total)
July	2014	1	16	16.00	1	16	16.00
August	2014	2	29	14.50	3	45	15.00
September	2014	1	16	16.00	4	61	15.25
October	2014	1	26	26.00	5	87	17.40
November	2014	1	23	23.00	6	110	18.33
December	2014	4	113	28.25	10	223	22.30
January	2015	4	90	22.50	14	313	22.36
February	2015	4	37	9.25	18	350	19.44
March	2015	3	58	19.33	21	408	19.43
April	2015	1	15	15.00	22	423	19.23
May	2015	4	51	12.75	26	474	18.23
June	2015	2	23	11.50	28	497	17.75
FY 2015-16							
July	2015	1	2	2.00	1	2	2.00
August	2015	3	38	12.67	4	40	10.00
September	2015	3	53	17.67	7	93	13.29
October	2015	2	20	10.00	9	113	12.56
November	2015	2	14	7.00	11	127	11.55
December	2015	4	77	19.25	15	204	13.60
January	2016	2	40	20.00	17	244	14.35
February	2016	4	46	11.50	21	290	13.81
March	2016	1	21	21.00	22	311	14.14
April	2016	0	0	0.00	22	311	14.14
May	2016	3	63	21.00	25	374	14.96



VI. STAFF REPORTS
C. Affordable Housing

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

- a) Section 8 Waiting List: The legacy VO waitlist (for applications received before 2011 was exhausted in May 2016. HAWC accepted applications for a new waitlist from May 2-9, 2015. There are 2,493 households on the VOLOTT waitlist (last report: 2,494).
- b) Public Housing Average Vacancy Days: Vacancy days for the month of May 2016 were at 14.96 (last report – 14.14). FY2015-16 reporting began July 1. HUD rates Housing Authorities on cumulative vacancy days on a fiscal year basis. Our goal is 18 days. HUD rates 20 days or below as an “A”.
- c) Occupancy Rates:
Public Housing: 98.18 % (last report – 99.18%)
Section 8: 93.37 % (last report – 93.5%)

We had 2,608 vouchers leased up on the first of May (last report – 2,612). Our Annual Contributions Contract (ACC) is 2,793 vouchers, so we need to lease up 185 vouchers to reach our authorized capacity. Note that HAWC’s ACC will increase to 2803 as of June 1, 2016 due to 10 new VASH vouchers!

HAWC has issued 68 vouchers since May 1, 2016. There are 108 vouchers outstanding and not under lease. Our monthly allocation of Section 8 HAP funds is 90.55%. 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 April, the average maintenance response time for emergency and routine work orders for the public housing portfolio is as follows:

	<u>Avg. Response</u>	<u>Our Goal</u>	<u>HUD Standard</u>
Emergency WO’s	2.3 hrs.	3 hrs.	24 hrs.
Routine WO’s	16.6 days	6 days	25 days



- **AFFORDABLE HOUSING**

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

Total Occupancy: 98.57% (9 vacancies/629 units)

- a) Local Fund Properties (managed by HAWC and/or contractors) 92.31 % (1 vacancy/13 units)
- b) Affordable Housing Properties (managed by Infinity): 98.85 % (6 vacancies/524 units)
- c) Kaybern Terrace (managed by Infinity): 100 % (0 vacancies/12 units)
- d) Aloha Park (managed by Infinity): 100 % (0 vacancies/80 units)

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

- **MAINTENANCE ACTIVITIES**

Turnovers:

- Maintenance turned over three (3) Public Housing units.
- Repairs, painting, and landscaping were completed by Housing staff.
- Carpet and flooring was replaced in three (3) Public Housing units and one (1) Specialty Housing unit.

Special Projects:

- Tree service was performed at one (1) Public Housing unit.
- Gutter replacement was performed at one (1) Public Housing unit.
- Reported 771 year-to-date non-emergency work orders have been completed in an average of 14.67 days.
- Reported 100% of 47 year-to-date emergency work orders completed within 24 hours.



VI. STAFF REPORTS
D. Programs and Special Projects

• **PROJECT-BASED VOUCHERS**

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

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

	Category I (chronic homeless)			Category II (30% MFI or under)			Special Needs			Project-Based VASH		
	Awarded	Project-based	Leased	Awarded	Project-based	Leased	Awarded	Project-based	Leased	Awarded	Project-based	Leased
Pluss Apartments (Luke-Dorf, Inc)							12	12	10			
Tom Brewer House (LifeWorks NW)							13	13	13			
The Knoll (CPAH)	12	12	12									
Fircrest Manor Apartments (Enterprise Community Partners)				15	15	13						
The Orchards at Orenco (REACH CDC)				24	8	8						
Alma Gardens (Northwest Housing Alternatives)				8	8	7				3	3	3
The Barcelona (CPAH)				8	8	8						
Housing TEAM- SAHMSA (Luke-Dorf, Inc)	22	22	22									
Cornelius Place (Bienestar)				8								
Bridge Meadows (Beaverton)				8								
Tigard Triangle (CPAH)				8								
Blanton Street Veterans Housing (Northwest Housing Alternatives)				15						5		
Sunset View Apartments (Pedcor)				24								
Cornell & Murray (CPAH)				8								
Total PBVS	34	34	34	126	39	36	25	25	23	8	3	3

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

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

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



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

Participant Information:

- Total current FSS households: 86
 - 75 Section 8 participants
 - 11 Public Housing participants
- Total Escrow Balance: \$274,770
- Highest Escrow Balances:
 - \$21,870 Section 8
 - \$12,110 Public Housing
- Five active Individual Development Accounts (IDA, \$3 to \$1 matched account administered by CASA of Oregon)

Pending program actives

- We are looking to build a partnership with a non-profit organization to add grant funded resources to remove barriers to education and employment.



VI. STAFF REPORTS
E. Report on Homelessness

• **FEDERAL MCKINNEY-VENTO HOMELESS PROGRAM**

The President’s FY2017 budget requests nearly \$6 billion in targeted homelessness assistance across federal agencies, with 2.664 billion or an 11% increase over the FY2016 Homeless Assistance Programs (McKinney-Vento Act). The President’s budget would add 25,500 units of permanent supportive housing – enough to end chronic homelessness.

In May 2016, Congress advanced appropriations bills to include \$2.487 billion approved by the House and \$2.330 billion approved by the Senate. Both bills provide most housing and community development programs with either increased or level funding.

Federal Homeless Program Funds	FY2011	FY2012	FY2013	FY2014¹	FY2015²	FY2016³	President Budget FY2017⁴
	\$1.901 billion	\$1.901 billion	\$1.929 billion	\$2.105 billion	\$2.135 billion	\$2.250 billion	\$2.664 billion
CoC Program Competitive Grant Funding	\$1.6 billion	\$1.6 billion	\$1.7 billion	\$1.8 billion	\$1.9 billion	\$1.918 billion	\$2.394 billion
County Grant Award – CoC Program	\$2.1 million	\$2.3 million	\$2.6 million	\$2.7 million	\$3.4 million	NOFA Anticipated in July	
Emergency Shelter & Solutions Grant (ESG) Formula Funding	\$225 million	\$250 million	\$215 million	\$250 million	\$250 million	\$250 million	\$270 million
County ESG Entitlement Formula Funds	\$137,797	\$157,499	\$134,781 ⁵	\$152,317	\$165,058	\$164,525 ⁶	

• **CoC SYSTEM PERFORMANCE MEASUREMENT**

The McKinney-Vento Act requires all jurisdictional Continuum of Care (CoC) receiving Federal funds under the Act design a local system to assist people experiencing homelessness. This requirement is broadened in the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act, and is used as selection criteria to award projects under HUD competitive grant opportunities.

¹ FY2014 Omnibus Appropriations; January 17, 2014.

² FY2015 Omnibus Appropriations, December 16, 2015

³ FY2016 Omnibus Appropriations, December 18, 2016

⁴ FY2017 President’s Budget, February 9, 2016

⁵ FY2013 Emergency Solutions Grant reduced by Sequestration; HUD published May 30, 2013.

⁶ FY2016 Emergency Solution Grant reduced; ESG formula is based on percentage of CDBG funds that decreased



The CoC system performance measurements provide local stakeholders with data for evaluation and prioritization of funding, and creates accountability on how well the entire CoC serves people experiencing homelessness, to include street outreach activities, emergency shelter, safe haven, and housing programs; e.g. transitional, rapid re-housing, permanent supportive and permanent housing.

The system performance outcomes were first used in the FY2015 CoC Program grant competition in 2015. The system performance measurements include:

1. Length of time persons remain homeless;
2. The extent to which persons exit homelessness to permanent housing and return to homelessness;
3. # of homeless persons;
4. Jobs (earned income) and other income growth for homeless persons in CoC Program-funded projects;
5. # of first-time homeless persons;
6. Homeless prevention and housing placement of persons defined in Category 3 in CoC Program-funded projects [not applicable for Washington County]; and
7. Permanent housing placement and retention indicators.

A matrix is being developed with system performance benchmark data and current performance outcomes. This will be provided in future reports.

- **“BY NAME LIST” OF ALL HOMELESS PERSONS**

Annette Evans has developed a team to begin developing a Washington County Homeless “By Name List (BNL)” of all persons living on the street and in shelter. Members of the team include outreach workers for youth and chronic homeless, a case worker for the US Veteran Affairs, and Community Action. This national initiative has been adopted in 25 cities to end veteran homelessness.

Washington County is the lead agency for creating and maintaining the BNL that is populated with information from homeless outreach, HMIS (point-in-time), shelters, and VA-funded programs including veteran transitional housing and Supportive Services for Veteran Families (SSVF) services and housing. Washington County has initially prioritized the BNL to address veteran and chronic homelessness. The BNL process will require regular updates (bi-weekly or monthly) in order to ensure it has the most up-to-date information on veterans and chronic homeless living in Washington County. This list is not a wait list – it is a list that provides key community partners involved in ending veteran and chronic homelessness an understanding of who the people are that need to be re-housed at any given time, and not just the numbers of people.



- **HUD-FUNDED COC PROGRAM MONITORING ACTIVITIES**

The Department of Housing Services administers \$3 million in federal CoC Program funds annually, and is required to perform on-site monitoring of subrecipient and program partner agencies. The on-site monitoring is performed to assess the subrecipient's fiscal management and performance, to review compliance with program regulations, to review past performance outcomes, and gather critical information for making informed decisions about program effectiveness and to identify instances of fraud, waste and abuse of public funds.

During May and June, onsite monitoring visits for the Legacy Shelter Plus Care program will be performed at eight service provider agencies, to include: Cascade AIDS Project, Community Action, Good Neighbor Center, Housing Independence, LifeWorks NW, Sequoia Mental Health Services, Inc., Luke-Dorf, Inc., and Open Door Counseling Center.

- **EMERGENCY FOOD AND SHELTER PROGRAM - PHASE 33 FUNDING**

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

The Federal FY2015 appropriation is \$120 million. The National EFSP Board allocated \$798,074 to the tri-county region that includes county allocations as follows: \$353,580 Portland/Multnomah, \$140,862 Clackamas and \$303,632 Washington. Clark County in Washington received zero allocation, creating a gap in funds for the Clark County Food Bank, emergency shelters, and emergency rent assistance programs. Washington County received an increase in the allocation based on increased poverty.

Historical EFSP funding in Washington County:

\$303,632 FY2015 EFSP: \$91,090 shelter; \$142,707 rent; \$69,835 food/meals
\$233,686 FY2014 EFSP: \$68,704 shelter; \$107,635 rent; \$52,733 food/meals, \$4,614
Administration
\$193,869 FY2013 EFSP: \$59,161 shelter; \$91,118 rent; \$41,590 food/meals
\$204,489 FY2012 EFSP: \$73,616 shelter; \$89,975 rent; \$40,898 food/meals
\$ 62,988 FY2011 State EFSP Set-aside: \$0.00 shelter; \$50,390 rent; \$12,598
food/meals
\$376,296 FY2010 EFSP/ARRA: \$135,467 shelter; \$162,829 rent; \$78,000 food/meals
\$281,091 FY2009 EFSP: \$87,291 shelter; \$101,840 rent; \$49,800 food/meals



- **CASCADIA RISING '16 EARTHQUAKE EXERCISE**

A multi-agency regional 9.0 magnitude earthquake along the Cascadia Subduction Zone earthquake exercise was held on June 7 to June 10. The exercise provided local staff the opportunity to assess the needs of community shelter/mass care, develop proposed sites and resources, work with the American Red Cross (ARC) staff to activate the shelters, and develop messaging to the public.

In Washington County, a trailer with 100 cots and 200 blankets is available in support of ARC operations, and the exercise demonstrated a gap in resources and the process for requesting additional supplies. During the exercise, it was reported that local city emergency coordination centers activated shelters utilizing the existing Severe Weather Shelter system developed for homeless persons. In preparedness, the Housing and Supportive Services Network (HSSN) membership receive annual training on emergency preparedness with many agencies developing a response and recovery plan for homeless facilities.

- **FAMILY JUSTICE CENTER (FJC)**

Chief Lee Dobrowolski, Hillsboro Police Department, reported on changes in leadership for the Family Justice Center (FJC) initiative, and introduced Patrick Lemmon as the new Interim Project Director. The Family Justice Center model is a national best practice that helps victims and their children access services they need in one place, to include police officers, prosecutors, advocates, chaplains, counselors, medical professionals, and other services. The property search is on hold while the FJC completes funding, governance and operations policies.

- **WASHINGTON COUNTY THRIVES ADDRESSES AFFORDABLE HOUSING**

The jurisdiction's 10-Year Plan to End Homelessness is directly linked to the availability and access to affordable housing units targeted for people at or below 50 percent area median income. The rising cost of housing consumes scarce local, state and federal rent subsidy resources, resulting in fewer households accessing resources to prevent and end homelessness. The need for affordable housing to serve people at or below 50% Area Median Income (AMI) is an action item that emerged from the findings of the Homeless Cost Study Report released in January 2015, with oversight provided by Vision Action Network (VAN) and the Homeless Plan Advisory Committee (HPAC).

Since 2009, VAN and Community Action have co-facilitated the Washington County Thrives, a consortium of public and private leaders focused on poverty and the safety-net resources need to prevent homelessness. At the April 27 Thrives meeting a presentation by Chair Andy Duyck, Washington County Board of Commissioners,



highlighted the County's focus on affordable housing and homelessness. Following Chair Duyck's presentation, the Thrives membership began developing case study language in support of the three strategies that will be presented to local leaders in the coming months, and emphasize the need to address poverty through a focused effort on:

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

VII. OLD BUSINESS

- **HEALTH CAREERS NW**

WorkSystems, Inc. was awarded Health & Human Services grant funding to support Health Careers NW, which operates using a model similar to the cohort training model in Housing Works. This 5-year grant will support low-income job seekers seeking to enter healthcare fields, including healthcare administration.

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

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

Washington County Land Use & Transportation was awarded \$400,000 in Metro CET (Construction Excise Tax) grants to continue planning efforts in the Aloha Town Center/Tualatin Valley Highway Transit-Oriented Development (TOD) area. Grant funds will support consultants and staff to continue planning efforts, including considering high-capacity transit and design options, for the area near 185th and TV Highway. Several team members toured the project area in March, and the RFP to secure a consultant will be released soon. County staff will provide existing conditions data and information for the project, and the consultant will lead much of the visioning and public engagement efforts for this project.

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

Washington County Housing and Land Use & Transportation is working with a Masters of Urban and Regional Planning (MURP) graduate student team called Open Doors Housing Solutions to assess vacant land and make development



recommendations for affordable housing in target areas in Washington County. The project includes a vacant land inventory and analysis of parcels, as well development recommendations for affordable housing and feedback from community members. The final report was presented at a joint BOCC and HABOD worksession on Friday, June 3 from 1-2:30pm in the auditorium at the Public Services Building.

The final report is available for download at <https://www.pdx.edu/usp/master-of-urban-and-regional-planning-workshop-projects>

- **HOUSING AFFORDABILITY WORK PLAN ITEM**

The LUT 2016 Work Plan includes a Tier 1 (e.g. high-priority) task directly addressing housing affordability in Washington County.

Housing will be an active partner in this task, and is already engaged with LUT on several related projects, including the Aloha Town Center /TV Highway Transit-Oriented Development Plan and Group care and Fair Housing Community.

- **HAC VACANCIES**

One At-Large position is now vacant due to Annee VonBorg's resignation. Recruitment for this position will be open from May 3-June 14, 2016. This position will be for the remaining term, expiring on March 31, 2017.

One Resident position is now vacant due to LaShanda Williams' resignation. Recruitment for this position will be included in the next Boards and Commissions announcement in October. This position will be for the remaining term, expiring on March 31, 2018.

Applications are available on the County website at <http://www.co.washington.or.us/CAO/BoardsCommissions/boardandcommissionform.cfm>

- **HAC FALL 2016 RETREAT**

The 2016 Housing Advisory Committee Retreat that is tentatively scheduled for Friday, October 14, 2016. Although early, it is not too early to begin focusing on themes and speakers for this important annual event.



VIII. NEW BUSINESS

- **HAC MEETING SCHEDULE**

There is not a HAC meeting scheduled for July. The next HAC meeting will be Thursday, August 25.

IX. RESOLUTIONS/ACTION ITEMS

- **BOC and HABOD MEETINGS**

The Board of Commissioners is scheduled to approve the FY 2016-17 Washington County budget at its June 28 meeting. The Housing Authority Board of Directors is scheduled to approve the HAWC budget on the same date.

X. ADJOURNMENT