



# **H**OUSING **A**DVISORY **C**OMMITTEE



**Thursday, May 26, 2016  
9:00 a.m.**

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



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Next Meeting:

Thursday, June 23, 2016

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



**HOUSING ADVISORY COMMITTEE**  
Department of Housing Services  
Housing Conference Room  
May 26, 2016 at 9:00 A.M.

**AGENDA**

- I. ROLL CALL**
- II. ACTION – APPROVAL OF MINUTES**
  - A. March 24, 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**  
**March 24, 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  
Gary Whiting  
Jack Schwab

**COMMITTEE MEMBERS ABSENT**

Ben Sturtz  
Annee vonBorg  
Carina Delgado

**STAFF PRESENT**

Val Valfre, Executive Director  
Komi Kalevor, Assistant Director  
YaLing Huang-Dressel, Finance Manager  
Annette Evans, Homeless Program Coordinator  
Melanie Fletcher, Rental Assistance Manager  
Gary Calvert, Asset Manager  
Kim Armstrong, Program Coordinator

**GUESTS PRESENT**

Tami Cockeram, City of Hillsboro  
Laura Weigel, City of Hillsboro  
Dan Rutzick, City of Hillsboro  
Sia Lindstrom, County Administrative Office  
Andy Back, Land Use and Transportation  
Nichole Weaver, HABOD  
Mike Dahlstrom, Land Use and Transportation  
Danelle Peterson, PSU  
David Tetrick, PSU  
Hayley Mallen, PSU  
Jill Statz, PSU  
Mary Heberling, PSU  
Sambo Kirkman, Land Use and Transportation  
Theresa Cherniak, Land Use and Transportation  
Andrew Singelakis, Land Use and Transportation  
Robert Davis, County Administrative Office  
Shannon Wilson, HABOD  
Edward Gutierrez, CASA of Oregon  
Bryan Robb, Office of Community Development  
Greg Malinowski, Board of Commissioners



I. **ROLL CALL** - A quorum was present.

II. **SPECIAL PRESENTATION**

**Project Introduction: Affordable Housing Development Strategy**  
Open Doors Housing Solutions  
PSU MURP workshop project

LaShanda Williams called the HAC meeting to order at 9:46 a.m. Edward Gutiérrez asked how ‘affordable housing’ was being defined for the MURP workshop project. Kim Armstrong and Val Valfre clarified that affordable housing costs equal 30% of a household’s gross income. The project team would like to focus on recommendations that would support housing affordable to households at or below 50% MFI, as that income group has the largest deficit of affordable housing identified in the 2015-2020 Consolidated Plan.

III. **ACTION - APPROVAL OF MINUTES**

Motion: Approve the minutes from February 25, 2016—Sid Scott

Second: Anapreet Kaur-Gill

IV. **DISCUSSION - ORAL COMMUNICATIONS**

Housing Advisory Committee members, the Housing Authority Board Directors, and County Administration staff introduced themselves.

- Sid Scott reported that the Cornelius Library project, which includes senior housing, was awarded HOME funding and is awaiting State funding announcements. The library is close to its funding goal.
- The Good Neighbor Center’s annual fundraising event was very successful. The storytelling event included a story about the VanPort settlement and its destruction, and the resulting displacement of many of the area’s black community members.
- Anapreet Kaur-Gill noted that North Plains Senior Plaza reached out to Commissioner Terry recently, regarding a resident who needs assistance.

V. **EXECUTIVE DIRECTOR’S REPORT**

The Legislative session has closed, including several measures related to housing. The State allocated additional funding for housing issues, including:

- \$10 million for the Emergency Housing Account and State Homeless Assistance Program to address the immediate crisis of homelessness. The State will work with the Community Action Partnership of Oregon to decide how to best deploy these funds.
- \$2.5 million to ensure the preservation of existing homes, and



- \$2.7 million to continue serving Oregonians impacted by foreclosure through the Oregon Foreclosure Avoidance program, which provides counseling and legal assistance.

Tenant protections were also passed, including stable rent for the first year of tenancy and 90-day notices for rent increases. Property tax exemptions for affordable housing were maintained.

SB 1533 removes the State prohibition on inclusionary zoning within specific guidelines, and permits local governments to impose construction excise taxes (up to 1% of the permit valuation for residential construction, also applicable to commercial and industrial development). Tax revenues generated through this mechanism must be used to fund affordable housing, including incentives for affordable development. The City of Bend has raised significant revenues with a similar tax, and Val Valfre is working with partners to explore this mechanism as a potential revenue source in Washington County. Commissioner Malinowski commented that revenue for land acquisition may be beneficial in developing housing for households at 30-50% MFI.

A ballot measure was passed by the Legislature and will go to the voters in November, directing 1.5% of Oregon lottery funds (est. \$18 million) for outreach to veterans, to connect veterans to Federal VA resources.

### **Housing Authority Operations**

Regional Special Fair Market Rent (FMR) Study: Our regional FMR study has been accepted by HUD, increasing allowable rents 28% from the previous levels. This will increase the housing options available to Section 8 clients by raising the total allowable rent. This will result in more Housing Assistance Payment (HAP) per household, which will require HAWC to monitor its budget closely to avoid a budget shortfall.

HUD allocated regional housing authorities additional HAP funds to mitigate increased costs. HAWC received an additional \$2M in HAP funding, and is working to lease up vouchers quickly to utilize these funds before the end of the year.

Section 8/Public Housing Waitlists: 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.

### **Housing Authority Finances**

No updates were provided at the meeting.



### **Housing Authority Affordable Housing & Services Initiatives**

Orchards at Orenco: Governor Brown recently toured The Orchards and viewed its sustainability innovations and Passive House engineering.

Bridge Meadows in Beaverton: This project was awarded HOME funding, and recently received a \$100,000 gift.

Cornelius Place: This project was awarded HOME funding, and was recently awarded \$500,000 in Oregon lottery funds.

Sunset View Apartments: Preparations for a late summer grand opening for this project are underway.

Blanton Road Veterans Housing: This 20-unit project is now fully funded, and should begin construction soon. The project includes project-based assistance for all 20 units.

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

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

### **Other Initiatives**

Local Implementation and Fast Track Housing Program (LIFT) HB 2198: Legislators passed funding supports to implement Governor Brown's Local Implementation and Fast Track Housing Program (LIFT), designed to provide \$40 million dollars to fund innovative affordable housing projects for families. More information can be found on LIFT at the OHCS website: <http://www.oregon.gov/ohcs/Pages/lift-housing-development-program.aspx>. Sid Scott asked if there were unit goals for this funding stream. Val Valfre commented that current goals for 4,000 units may need to be adjusted to be achievable.

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

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

## **VI. STAFF REPORTS**

### **A. Financial Statement**

Housing Choice Voucher/Section 8 program includes two major funding streams—the Housing Assistance Payment (HAP) funding, which is restricted exclusively to rental assistance for program participants. Housing Choice Voucher/Section 8 Administrative funds are used to pay for staff time and all administrative costs of running the Section 8 program, including occupancy specialists, inspectors, accounting and payment processing, etc. Housing Choice Voucher/Section 8 Administrative funding levels have decreased significantly in the last few years. HUD recently conducted a study of Housing Choice Voucher/Section 8 Administrative fund utilization, which may result in changes to Admin funding in the future.



The increased HAP funding will improve HAWC's ability to lease up vouchers. The HAP increase did not include additional Housing Choice Voucher/Section 8 Administrative funds.

The Department of Housing Services budget requests for FY2016-17 are being reviewed, and the CAO's office will consider budget requests in early April. The proposed budget includes an increase in funding for Homeless programs. The budget also includes requests for County funding to support special programs, such as the Health Careers NW program.

HAWC is waiting for information from HUD on expected funding levels for calendar year 2016, which will impact the Housing Authority's FY2016-17 budget.

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 (99.59%), and the Section 8 program is maximizing occupancy (91.9%) with available funding.
- HAWC prepares a Public Housing Agency (PHA) plan for submission to HUD every year. The draft PHA plan is available on the website at <http://www.co.washington.or.us/Housing/PoliciesPlans/plans.cfm>. The new PHA plan will request the option to convert up to 100 additional tenant-based vouchers to project-based to promote new construction and increased affordability. The HABOD hearing and approval of the PHA plan is scheduled for April 5, 2016.

**C. Affordable Housing**

- Occupancy rates remain high in affordable housing (98.41%).

**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 from Laura Araza.

**E. Report on Homelessness**

Annette Evans recently spoke about homelessness on OPB's Think Out Loud program (<https://soundcloud.com/thinkoutloudopb/washington-county-homelessness>). During the show, she told a story about an 82-year-old man who became homeless. A listener contacted OPB and offered to pay 6 months' rent for the man. Annette Evans is working with service providers to try and locate him.





Annette Evans also provided updates.

- FY2015 Federal McKinney-Vento Homeless Program Award

Washington County was awarded \$1.4M in Tier 1 funding in March, which is about half of the County's total request for \$3.2M. The status of the remaining requested funding (including \$1M in rental assistance for formerly homeless residents and funding for a new Luke-Dorf project) will not be known until Tier 2 funding awards are announced. HUD currently has not provided a timeline for Tier 2 funding announcements. If the status of this funding remains unknown in May, it may be necessary to notify clients that their rental assistance could be terminated due to lack of funds in June, 2016.

Current McKinney-Vento funds are fully utilized, due to the Housing Navigator position through Luke-Dorf and increasing rental prices.

Commissioner Malinowski noted that he may be able to discuss this at an upcoming informal meeting with Senator Merkley.

- Severe Weather Shelter Response Plan

This is an unfunded program that relies on volunteer efforts from churches in the community. The program has served more homeless persons this year than any of the prior 9 years of the program, including many more seniors and families with young children.

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

The Point-In-Time Count has taken place. Information is still being finalized.

The Community Connect system collects data on homeless families being screened for resources. Since July 2015:

- 1,513 households have entered the system
- 34% are fleeing domestic violence
- 25% have landlord debt
- 49% report that they have been homeless previously

Annette Evans is looking into the possibility of overnight parking program at churches and faith-based organizations.

- Symposium on Homelessness Hosted by Pacific University

This summer workshop in Forest Grove will focus on homelessness and related issues.

- Gap in Affordable Housing Serving <50% AMI

Many households include one or more low-wage workers who cannot afford to pay rent at current market rates. Without a significant increase in the supply of housing units affordable to households at 50% MFI and under, these households cannot remain housed unless they receive ongoing rental assistance.



## VII. OLD BUSINESS

The property on 192<sup>nd</sup> that HAWC acquired as a result of a property tax foreclosure is being rehabbed. Window and roof work is underway, and the interior floor will be replaced. The property should be ready for occupancy in mid-April.

- 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 will close April 30, 2016. The remaining participants are working to wrap up their efforts and developing plans to complete education and training if needed. Housing Works participants are also eligible for the Health Careers NW program as well.

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 that will 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 will be established to allow comparison between job seekers receiving services through Health Careers NW and job seekers who do not have access to grant-funded career coaching. Participants who are 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. There have been some challenges with the control group selection, which can be disappointing for case managers and clients.

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

- Health Careers NW: Life Skills Supplement

This proposal was based on case worker experience with Housing Works job seekers who struggled to find and keep employment due to soft skills issues. WorkSystems, Inc. is a partner on this effort, and has agreed to support this training through its online Train Oregon platform. This project was not awarded CDBG Services funding, but HAWC will request County General Fund support for the program.

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

This project will look at high-capacity transit and design options in the area near 185<sup>th</sup> and TV Highway, and includes work on reducing displacement of businesses and residents near the commercial center. An IGA with Metro is underway, and work should start shortly.



- ODHS Affordable Development Strategy (MURP project)

The MURP team provided an introductory presentation on their project on Thursday March 24.

There are three MURP workshop projects addressing affordable housing in some fashion. The MURP teams are hoping to coordinate some of their survey work, and will discuss their projects, lessons learned, and best practices.

- Housing Affordability Work Plan Item

The draft LUT 2016 Work Plan includes a Tier 1 task addressing housing affordability. Housing staff will be meeting with Land Use and Transportation to further define 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.

- HAC Vacancies

Three Housing Advisory Committee positions will expire March 31, 2016. Current HAC members are eligible to renew their terms. The Agricultural/Farm Worker representative position is also vacant due to a resignation. The Agricultural/Farm Worker position will be open for recruitment on March 15, 2016, and the position will be for a term expiring March 31, 2017.

## VIII. NEW BUSINESS

Komi Kalevor has been in touch with a number of developers, and will add a web page to HAWC's site to point developers to affordable housing resources in Washington County, including HOME funds, the Community Housing Fund, etc.

HAC members viewed two short videos produced by the Oregon Law Center. The video for Section 8 tenants is available online here:

<https://www.youtube.com/watch?v=qfgBMe75qdY> and the video on non-discrimination for landlords is here: <https://www.youtube.com/watch?v=tGk9HhSTrbQ>.

Val Valfre noted that there is consideration of a field trip to visit Eugene's tiny homes. He noted that this remains an area of interest and it is possible that one or more of the projects underway will assist in identifying a suitable location in Washington County.

## IX. RESOLUTIONS/ACTION ITEMS

## X. ADJOURNMENT

Meeting adjourned at 10:55 a.m.

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



## V. EXECUTIVE DIRECTOR'S REPORT

The short 2016 Legislative Session is over and advocacy groups and legislators are looking forward to the 2017 Session. Since we didn't have a meeting last month, let me recap the bills signed by the Governor relating to housing affordability and related issues that underscore the increased urgency to get people into housing. Additional State funding included:

- \$40 million for the Governor's Local Innovation and Fast Track (LIFT) Development Program to fund innovative affordable housing projects for low-income, DHS-assisted families. More information can be found on LIFT at the OHCS website: <http://www.oregon.gov/ohcs/Pages/lift-housing-development-program.aspx>
- \$10 million for the Emergency Housing Account and State Homeless Assistance Program to address the immediate crisis of homelessness. The State will work with the Community Action Partnership of Oregon to decide how to best deploy these funds.
- \$2.5 million to ensure the preservation of existing homes, and
- \$2.7 million to continue serving Oregonians impacted by foreclosure through the Oregon Foreclosure Avoidance program, which provides counseling and legal assistance.

Other key legislation passed during this short session includes:

- Protecting tenants by keeping rents stable during the first year of tenancy and requiring 90 days' notice for rent increases (HB 4143)
- Maintaining property tax exemptions for affordable housing developments (HB 4081)
- Providing "gap funds" to keep existing units affordable (SB 5701)
- Appropriating \$2.73 million in foreclosure counseling (SB 5701).

**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) will join Housing staff on a visit to Eugene on June 9 to tour two "Tiny House" villages. This tour will provide information on funding, any compliance challenges with local zoning and permitting, which populations potentially best thrive there and which do not, and any best practices on managing the property (e.g., "House Rules").



- Economic Self-Sufficiency: We completed our Housing Works program grant with Worksystems, Inc. through the U.S. Department of Labor at the end of April. This program has been very successful for 48 low-income participants who “were genuinely served by the program”. Of the clients who were unemployed at program entry, 71% found employment and 94% remained employed after the 3<sup>rd</sup> quarter of working. 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 CNAs. Both of these programs help low-income participants increase their self-sufficiency with education and job training in living wage careers.
- Public Housing Agency Annual/Five-Year Plan: This document was approved by the Housing Authority Board of Directors on April 5 and submitted to HUD. The Board authorized the conversion of up to 100 Housing Choice Vouchers to Project-Based. The approved document may be found on our County webpage and/or reviewed in our lobby.
- 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 budget will move to formal Board approval in late June. The Department 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 HUD Section 8 Administrative Fee proration is estimated at 80% - a very slight increase from last year. HUD continues to add regulatory burdens and unfunded mandates to program requirements, but only funds 80 cents on the dollar based on HUD's own determination of the funding required by an effective Housing Authority. Administrative Fees provide the critical funding needed for staffing and administrative costs.

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 Orengo:** 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 soon. An additional 8 PBVs were awarded in December 2015 to Orchards Phase III. Orchards Phase III did not receive HOME funding, and financing options for the final phase are being considered.
- **Bridge Meadows in Beaverton:** No updates. Bridge Meadows, a proposed 36-unit Intergenerational project to be built in Beaverton, received about 50% of its requested HOME funds. This project was awarded State LIHTC (Low Income Housing Tax Credits) in 2015. This Beaverton project will incorporate the same housing model as the Portland Bridge Meadows development – families with foster children interacting with seniors who volunteer their time to assist these children, and in turn receive reduced rents. This project includes 8 project-based vouchers, HOME funds, and State LIHTC (Low Income Housing Tax Credit) funding. Windermere Stellar recently provided a \$100,000 gift to support this project’s expansion into Beaverton.
- **Cornelius Place:** No updates. Bienestar’s 40-unit mixed-use library and senior housing project was awarded 8 PBVs and \$750,000 in HOME funds in 2015. The project was awarded additional HOME funding in 2016. Cornelius Place was not awarded 9% LIHTC funding in 2015, and discussions are ongoing with the State and key legislators to identify a reasonable funding strategy going forward for the project. It was announced last month that the State would grant the project \$500,000 in Oregon lottery funds. This project will apply for 9% LIHTC funds in June 2016.
- **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. This apartment complex should become ready for occupancy in phases – beginning about August/September 2016 through August 2017. Grand Opening ceremony is tentatively planned for October 5, 2016. No announcement yet on when PEDCOR will begin taking applications for its waitlist.



- Blanton Road Veterans Housing: No updates. Northwest Housing Alternatives' Blanton Road project, a 20-unit development near 185<sup>th</sup> Avenue and TV Highway in Aloha, also presented to the PAB on January 27, 2016, and received its full HOME funding request. NHA was also awarded over \$3 million in State GHAP funds. The Housing Authority awarded 5 Project-based VASH vouchers and 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 is proposed to begin construction by late September with construction completed no later than June 2017.
- Tigard Triangle Project: No updates. This is a 47-unit project proposed by Community Partners for Affordable Housing (CPAH). This project was awarded 8 project-based vouchers.
- Cornell and Murray Project: This proposed 48-unit CPAH project at the corner of NW Cornell and Murray was not awarded HOME funding due to the large number of strong proposals and limited HOME dollars available. This project, however, was awarded 8 project-based vouchers. Good news - the County continues to negotiate exclusively with CPAH regarding transfer of this property site.

Other Initiatives:

- Local Innovation and Fast Track Housing 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 monies 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 March FYTD, cash flow from operations of \$461,684 was favorable to the budget by \$263,117 and unfavorable to the prior year by \$52,889.

Section 8 had positive cash flow from operations of \$36,142 which was \$80,317 favorable to budget. The favorable variance is due to lower administration cost than budgeted.

Public Housing had positive cash flow of \$30,882 which was \$40,764 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 \$14,259 was \$9,026 favorable to budget and favorable to the prior year by \$8,901.

Aloha Park had positive cash flow from operations of \$15,691, favorable to budget by \$13,508; this program is anticipated to operate at breakeven.

The Local Fund had positive cash flow of \$172,496, favorable to budget by \$212,598; the favorable variance is due to unanticipated cash flow distribution from Quatama Crossing Property, which the Authority holds 50% of the 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 assume interest rates stay at the current levels for the remaining bonds.

Affordable Housing had positive cash flow from operations of \$192,214, unfavorable to budget by \$93,096, 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 to recent Accounting pronouncements. Deferred refunding cost, which was previously reflected as a reduction of debt, is now discretely presented just below the Total Assets line; the title of the statement is revised from Statement of Net Assets to Statement of Net Position; and the equity section of the statement has revised terminology.

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

Total unrestricted cash is a positive number: \$2,835,777; however, only \$1,833,410 is truly unrestricted, as \$1,002,367 of the total unrestricted cash is limited to Section 8, Public Housing and Kaybern Terrance programs. Previous year total unrestricted cash had a balance of \$797,685, of which \$864,592 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 – March 2016

	Section 8	Public Housing	Kaybern (USDA)	Aloha Park	Local Fund	Affordable Housing	Total
Operating revenue							
Federal/State operating subsidies	1,384,813	998,324	17,220	-	97,619	5,467	2,503,443
Gross billable rent	-	519,954	47,738	403,099	69,109	3,467,936	4,507,835
Vacancy loss	-	(3,804)	(192)	(13,735)	(1,245)	(52,469)	(71,445)
Premiums (concessions/loss-to-lease)	-	(33)	(40)	(11,243)	-	(84,981)	(96,297)
Other tenant revenue	-	30,203	1,960	4,586	5,169	78,948	120,867
Tenant revenue	-	546,320	49,466	382,707	73,033	3,409,434	4,460,961
Other revenue (incl GF subsidy)	33,263	4,789	816	6,236	231,658	209,443	486,205
<b>Total operating revenue</b>	<b>1,418,076</b>	<b>1,549,433</b>	<b>67,502</b>	<b>388,944</b>	<b>402,311</b>	<b>3,624,345</b>	<b>7,450,610</b>
Operating expenses:							
Repair and maintenance	-	810,490	13,263	133,242	21,378	1,093,587	2,071,959
Operations	1,023,863	282,365	7,614	87,594	148,929	569,963	2,120,328
Utilities	-	68,149	7,428	41,254	5,760	372,968	495,559
Insurance	4,444	28,329	547	14,789	947	68,611	117,667
PILOT	-	45,340	-	-	-	-	45,340
Bad debt, net of recoveries	-	1,806	1,528	10,307	-	29,811	43,452
Other	19,433	1,000	-	-	1,028	-	21,460
<b>Total operating expenses</b>	<b>1,047,740</b>	<b>1,237,480</b>	<b>30,379</b>	<b>287,185</b>	<b>178,042</b>	<b>2,134,940</b>	<b>4,915,766</b>
<b>Net program income</b>	<b>370,336</b>	<b>311,953</b>	<b>37,123</b>	<b>101,758</b>	<b>224,269</b>	<b>1,489,405</b>	<b>2,534,843</b>
Other ongoing cash outflows:							
COCC management/agency overhead	312,939	265,410	-	-	39,570	604	618,523
Bank service charges	2,704	29	25	10	-	216	2,985
Audit fees	18,550	15,631	26	31	2,989	1,193	38,419
Debt service	-	-	22,813	86,027	9,213	1,295,178	1,413,232
<b>Total outflows</b>	<b>334,193</b>	<b>281,071</b>	<b>22,864</b>	<b>86,068</b>	<b>51,773</b>	<b>1,297,190</b>	<b>2,073,159</b>
<b>Cash flow from operations</b>	<b>36,142</b>	<b>30,882</b>	<b>14,259</b>	<b>15,691</b>	<b>172,496</b>	<b>192,214</b>	<b>461,684</b>
Other unrestricted cash inflows (outflows):							
Investment income - unrestricted	1,687	5,515	276	3,678	8,147	5,741	25,045
Capital fund receipts	-	26,225	-	-	-	-	26,225
Capitalized modernization	(1,500)	(170,965)	-	(121,782)	-	(12,426)	(306,672)
Debt Issuance Costs	-	-	-	-	-	-	-
Loan from Berkadia Bank	-	-	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-	-	-
Transfers from General Fund	-	-	-	-	107,793	-	107,793
Transfers to restricted cash - CAO	-	-	-	-	-	(129,483)	(129,483)
Transfers from (to) restricted cash - Repl Res	-	-	-	(27,000)	-	(102,510)	(129,510)
Section 18 transfers from Public Housing	-	-	-	-	1,139	164,309	165,448
<b>Net unrestricted cash flows</b>	<b>36,329</b>	<b>(108,343)</b>	<b>14,535</b>	<b>(129,412)</b>	<b>289,576</b>	<b>117,845</b>	<b>220,530</b>
Restricted cash flows:							
Housing Assistance Payments earned	15,504,372	-	-	-	-	-	15,504,372
Housing Assistance Payments	(15,668,970)	-	-	-	-	-	(15,668,970)
Investment income - restricted	2,087	285	-	-	-	-	2,372
Transfers from unrestricted - CAO	-	-	-	-	-	129,483	129,483
Transfers from (to)unrestricted - Repl Res	-	-	-	27,000	-	102,510	129,510
Purchased from replacement reserves	-	-	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	(165,448)	-	-	-	-	(165,448)
<b>Total restricted cash flows</b>	<b>(162,510)</b>	<b>(165,163)</b>	<b>-</b>	<b>27,000</b>	<b>-</b>	<b>231,993</b>	<b>(68,680)</b>
<b>Net cash flows</b>	<b>(126,181)</b>	<b>(273,506)</b>	<b>14,535</b>	<b>(102,412)</b>	<b>289,576</b>	<b>349,838</b>	<b>151,850</b>



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	2,503,443	2,485,461	17,982	2,530,126	(26,683)
Gross billable rent	4,507,835	4,517,033	(9,198)	4,421,687	86,148
Vacancy loss	(71,445)	(138,543)	67,098	(126,925)	55,480
Premiums (concessions/loss-to-lease)	(96,297)	(67,107)	(29,190)	(94,627)	(1,670)
Other tenant revenue	120,867	115,059	5,808	170,154	(49,287)
Tenant revenue	4,460,961	4,426,444	34,517	4,370,288	90,673
Other revenue (incl GF subsidy)	486,205	273,981	212,224	404,616	81,589
Total operating revenue	7,450,610	7,185,886	264,724	7,305,030	145,580
Operating expenses:					
Repair and maintenance	2,071,959	1,898,623	(173,336)	1,898,973	(172,986)
Operations	2,120,328	2,184,404	64,076	2,173,723	53,395
Utilities	495,559	487,656	(7,903)	460,937	(34,622)
Insurance	117,667	137,850	20,183	124,395	6,728
PILOT	45,340	45,340	0	43,379	(1,961)
Bad debt, net of recoveries	43,452	52,772	9,320	84,501	41,049
Other	21,460	40,021	18,561	26,651	5,191
Total operating expenses	4,915,766	4,846,666	(69,100)	4,812,559	(103,207)
Net program income	2,534,843	2,339,220	195,623	2,492,471	42,372
Other ongoing cash outflows:					
COCC management/agency overhead	618,523	681,551	63,028	526,628	(91,895)
Bank service charges	2,985	3,258	273	3,022	37
Audit fees	38,419	38,982	563	36,599	(1,820)
Debt service	1,413,232	1,416,862	3,630	1,411,649	(1,583)
Total outflows	2,073,159	2,140,653	67,494	1,977,898	(95,261)
Cash flow from operations	461,684	198,567	263,117	514,573	(52,889)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	25,045	10,764	14,281	11,705	13,340
Capital fund receipts	26,225	28,526	(2,301)	25,706	519
Capitalized modernization	(306,672)	(28,526)	(278,146)	(391,827)	85,155
Debt Issuance Costs	-	-	-	(101,794)	101,794
Loan from Berkadia Bank	-	614,817	(614,817)	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers from General Fund	107,793	107,793	-	74,606	33,187
Transfers to restricted cash - CAO	(129,483)	(139,349)	9,866	(297,865)	168,382
Transfers from (to) restricted cash - Repl Res	(129,510)	(129,510)	-	(126,540)	(2,970)
Section 18 transfers from Public Housing	165,448	171,583	(6,135)	759,814	(594,366)
Net unrestricted cash flows	220,530	834,665	(614,135)	468,378	(247,848)
Restricted cash flows:					
Housing Assistance Payments earned	15,504,372	15,335,379	168,993	15,682,869	(178,497)
Housing Assistance Payments	(15,668,970)	(15,335,379)	(333,591)	(15,534,757)	(134,213)
Investment income - restricted	2,372	-	2,372	3,538	(1,166)
Transfers from unrestricted - CAO	129,483	139,349	(9,866)	297,865	(168,382)
Transfers from (to)unrestricted - Repl Res	129,510	129,510	-	126,540	2,970
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	(165,448)	(171,583)	6,135	(759,814)	594,366
Total restricted cash flows	(68,680)	97,276	(165,956)	(183,759)	115,079
Net cash flows	151,850	931,941	(780,091)	284,619	(132,769)



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	1,384,813	1,399,303	(14,490)	1,370,238	14,575
Gross billable rent		-	-	-	-
Vacancy loss		-	-	-	-
Premiums (concessions/loss-to-lease)		-	-	-	-
Other tenant revenue		-	-	-	-
Tenant revenue	-	-	-	-	-
Other revenue (incl GF subsidy)	33,263	44,296	(11,033)	39,804	(6,541)
Total operating revenue	1,418,076	1,443,599	(25,523)	1,410,042	8,034
Operating expenses:					
Repair and maintenance	-	-	-	-	-
Operations	1,023,863	1,068,390	44,527	1,047,364	23,501
Utilities	-	-	-	-	-
Insurance	4,444	4,572	128	4,431	(13)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	-	-	-	-
Other	19,433	39,000	19,567	25,661	6,228
Total operating expenses	1,047,740	1,111,962	64,222	1,077,456	29,716
Net program income	370,336	331,637	38,699	332,586	37,750
Other ongoing cash outflows:					
COCC management/agency overhead	312,939	353,938	40,999	266,280	(46,659)
Bank service charges	2,704	2,874	170	2,766	62
Audit fees	18,550	19,000	450	17,572	(978)
Debt service	-	-	-	-	-
Total outflows	334,193	375,812	41,619	286,618	(47,575)
Cash flow from operations	36,142	(44,175)	80,317	45,968	(9,826)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	1,687	-	1,687	239	1,448
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	36,329	(44,175)	80,504	46,207	(9,878)
Restricted cash flows:					
Housing Assistance Payments earned	15,504,372	15,335,379	168,993	15,682,869	(178,497)
Housing Assistance Payments	(15,668,970)	(15,335,379)	(333,591)	(15,534,757)	(134,213)
Investment income - restricted	2,087	-	2,087	-	2,087
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	(162,510)	-	(162,510)	148,112	(310,622)
Net cash flows	(126,181)	(44,175)	(82,006)	194,319	(320,500)



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	998,324	958,564	39,760	1,001,675	(3,351)
Gross billable rent	519,954	545,236	(25,282)	497,801	22,153
Vacancy loss	(3,804)	(2,625)	(1,179)	(4,648)	844
Premiums (concessions/loss-to-lease)	(33)	(162)	129	(387)	354
Other tenant revenue	30,203	33,000	(2,797)	33,317	(3,114)
Tenant revenue	546,320	575,449	(29,129)	526,083	20,237
Other revenue (incl GF subsidy)	4,789	5,250	(461)	11,680	(6,891)
Total operating revenue	1,549,433	1,539,263	10,170	1,539,438	9,995
Operating expenses:					
Repair and maintenance	810,490	822,429	11,939	792,430	(18,060)
Operations	282,365	283,647	1,282	295,185	12,820
Utilities	68,149	62,867	(5,282)	58,978	(9,171)
Insurance	28,329	36,053	7,724	28,535	206
PILOT	45,340	45,340	0	43,379	(1,961)
Bad debt, net of recoveries	1,806	-	(1,806)	28,375	26,569
Other	1,000	-	(1,000)	-	(1,000)
Total operating expenses	1,237,480	1,250,336	12,856	1,246,882	9,402
Net program income	311,953	288,927	23,026	292,556	19,397
Other ongoing cash outflows:					
COCC management/agency overhead	265,410	283,283	17,873	218,246	(47,164)
Bank service charges	29	81	52	74	45
Audit fees	15,631	15,445	(186)	14,916	(715)
Debt service	-	-	-	-	-
Total outflows	281,071	298,809	17,738	233,236	(47,835)
Cash flow from operations	30,882	(9,882)	40,764	59,320	(28,438)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	5,515	4,466	1,049	4,528	987
Capital fund receipts	26,225	28,526	(2,301)	25,706	519
Capitalized modernization	(170,965)	(28,526)	(142,439)	(68,048)	(102,917)
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	(108,343)	(5,416)	(102,927)	21,506	(129,849)
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	285	-	285	3,538	(3,253)
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	(759,814)	594,366
Total restricted cash flows	(165,163)	(171,583)	6,420	(756,276)	591,113
Net cash flows	(273,506)	(176,999)	(96,507)	(734,770)	461,264



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	17,220	17,393	(173)	17,011	209
Gross billable rent	47,738	49,241	(1,503)	47,834	(96)
Vacancy loss	(192)	(1,478)	1,286	(673)	481
Premiums (concessions/loss-to-lease)	(40)	-	(40)	-	(40)
Other tenant revenue	1,960	1,285	675	1,138	822
Tenant revenue	49,466	49,049	417	48,299	1,167
Other revenue (incl GF subsidy)	816	1,163	(347)	1,019	(203)
Total operating revenue	67,502	67,605	(103)	66,329	1,173
Operating expenses:					
Repair and maintenance	13,263	18,286	5,023	17,859	4,596
Operations	7,614	7,252	(362)	6,749	(865)
Utilities	7,428	8,552	1,124	8,487	1,059
Insurance	547	695	148	562	15
PILOT	-	-	-	-	-
Bad debt, net of recoveries	1,528	1,472	(56)	1,208	(320)
Other	-	-	-	-	-
Total operating expenses	30,379	36,257	5,878	34,865	4,486
Net program income	37,123	31,348	5,775	31,464	5,659
Other ongoing cash outflows:					
COCC management/agency overhead		-	-	-	-
Bank service charges	25	26	1	19	(6)
Audit fees	26	26	0	25	(1)
Debt service	22,813	26,063	3,250	26,062	3,249
Total outflows	22,864	26,115	3,251	26,106	3,242
Cash flow from operations	14,259	5,233	9,026	5,358	8,901
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	276	217	59	215	61
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	14,535	5,450	9,085	5,573	8,962
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	14,535	5,450	9,085	5,573	8,962





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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	-	-	-	5,400	(5,400)
Gross billable rent	403,099	399,096	4,003	399,096	4,003
Vacancy loss	(13,735)	(16,511)	2,776	(42,795)	29,060
Premiums (concessions/loss-to-lease)	(11,243)	(22,500)	11,257	(11,212)	(31)
Other tenant revenue	4,586	4,950	(364)	15,257	(10,671)
Tenant revenue	382,707	365,035	17,672	360,346	22,361
Other revenue (incl GF subsidy)	6,236	5,550	686	5,749	487
Total operating revenue	388,944	370,585	18,359	371,495	17,449
Operating expenses:					
Repair and maintenance	133,242	111,930	(21,312)	157,771	24,529
Operations	87,594	103,819	16,225	89,214	1,620
Utilities	41,254	46,200	4,946	45,412	4,158
Insurance	14,789	16,875	2,086	19,406	4,617
PILOT	-	-	-	-	-
Bad debt, net of recoveries	10,307	3,375	(6,932)	5,044	(5,263)
Other	-	-	-	-	-
Total operating expenses	287,185	282,199	(4,986)	316,847	29,662
Net program income	101,758	88,386	13,372	54,648	47,110
Other ongoing cash outflows:					
COCC management/agency overhead	-	-	-	-	-
Bank service charges	10	-	(10)	4	(6)
Audit fees	31	176	145	82	51
Debt service	86,027	86,027	(0)	80,816	(5,211)
Total outflows	86,068	86,203	135	80,902	(5,166)
Cash flow from operations	15,691	2,183	13,508	(26,254)	41,945
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	3,678	-	3,678	-	3,678
Capital fund receipts	-	-	-	-	-
Capitalized modernization	(121,782)	-	(121,782)	(294,152)	172,370
Debt Issuance Costs	-	-	-	(101,794)	101,794
Loan from Berkadia Bank	-	614,817	(614,817)	-	-
Transfers to (from) Local Fund	-	(454,415)	454,415	(290,339)	290,339
Transfers from General Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	(27,000)	(27,000)	-	(24,030)	(2,970)
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	(129,412)	135,585	(264,997)	(736,569)	607,157
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	27,000	27,000	-	24,030	2,970
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	27,000	27,000	-	24,030	2,970
Net cash flows	(102,412)	162,585	(264,997)	(712,539)	610,127



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	97,619	99,846	(2,227)	124,723	(27,104)
Gross billable rent	69,109	68,678	431	67,124	1,985
Vacancy loss	(1,245)	(8,862)	7,617	(6,686)	5,441
Premiums (concessions/loss-to-lease)	-	-	-	(15)	15
Other tenant revenue	5,169	3,375	1,794	29,430	(24,261)
Tenant revenue	73,033	63,191	9,842	89,852	(16,819)
Other revenue (incl GF subsidy)	231,658	10,781	220,877	140,620	91,038
Total operating revenue	402,311	173,818	228,493	355,195	47,116
Operating expenses:					
Repair and maintenance	21,378	23,006	1,628	29,513	8,135
Operations	148,929	127,216	(21,713)	195,480	46,561
Utilities	5,760	6,058	298	5,453	(307)
Insurance	947	1,290	343	993	46
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	-	-	-	-
Other	1,028	1,021	(7)	990	(38)
Total operating expenses	178,042	158,591	(19,451)	232,429	54,387
Net program income	224,269	15,227	209,042	122,766	101,503
Other ongoing cash outflows:					
COCC management/agency overhead	39,570	43,365	3,795	41,594	2,024
Bank service charges	-	5	5	4	4
Audit fees	2,989	2,745	(244)	2,863	(126)
Debt service	9,213	9,214	1	9,213	(0)
Total outflows	51,773	55,329	3,556	53,674	1,901
Cash flow from operations	172,496	(40,102)	212,598	69,092	103,404
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	8,147	7,013	1,134	6,137	2,010
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	(29,627)	29,627
Debt Issuance Costs	-	-	-	-	-
Loan from Berkadia Bank	-	-	-	-	-
Transfers to (from) Local Fund	-	454,415	(454,415)	290,339	(290,339)
Transfers from General Fund	107,793	107,793	-	74,606	33,187
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	-	-	-	-	-
Section 18 transfers from Public Housing	1,139	4,472	(3,333)	14,399	(13,260)
Net unrestricted cash flows	289,576	533,591	(244,015)	424,946	(135,370)
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	289,576	533,591	(244,015)	424,946	(135,370)



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	5,467	10,355	(4,888)	11,079	(5,612)
Gross billable rent	3,467,936	3,454,782	13,154	3,409,832	58,104
Vacancy loss	(52,469)	(109,067)	56,598	(72,123)	19,654
Premiums (concessions/loss-to-lease)	(84,981)	(44,445)	(40,536)	(83,013)	(1,968)
Other tenant revenue	78,948	72,449	6,499	91,012	(12,064)
Tenant revenue	3,409,434	3,373,720	35,714	3,345,708	63,726
Other revenue (incl GF subsidy)	209,443	206,941	2,502	205,744	3,699
Total operating revenue	3,624,345	3,591,016	33,329	3,562,531	61,814
Operating expenses:					
Repair and maintenance	1,093,587	922,972	(170,615)	901,400	(192,187)
Operations	569,963	594,080	24,117	539,731	(30,232)
Utilities	372,968	363,979	(8,989)	342,607	(30,361)
Insurance	68,611	78,365	9,754	70,468	1,857
PILOT	-	-	-	-	-
Bad debt, net of recoveries	29,811	47,925	18,114	49,874	20,063
Other	-	-	-	-	-
Total operating expenses	2,134,940	2,007,321	(127,619)	1,904,080	(230,860)
Net program income	1,489,405	1,583,695	(94,290)	1,658,451	(169,046)
Other ongoing cash outflows:					
COCC management/agency overhead	604	965	361	508	(96)
Bank service charges	216	272	56	155	(61)
Audit fees	1,193	1,590	397	1,141	(52)
Debt service	1,295,178	1,295,558	380	1,295,558	380
Total outflows	1,297,190	1,298,385	1,195	1,297,362	172
Cash flow from operations	192,214	285,310	(93,096)	361,089	(168,875)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	5,741	(932)	6,673	585	5,156
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	(129,483)	(139,349)	9,866	(297,865)	168,382
Transfers from (to) restricted cash - Repl Res	(102,510)	(102,510)	-	(102,510)	-
Section 18 transfers from Public Housing	164,309	167,111	(2,802)	745,415	(581,106)
Net unrestricted cash flows	117,845	209,630	(91,785)	706,714	(588,869)
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	129,483	139,349	(9,866)	297,865	(168,382)
Transfers from (to)unrestricted - Repl Res	102,510	102,510	-	102,510	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	231,993	241,859	(9,866)	400,375	(168,382)
Net cash flows	349,838	451,489	(101,651)	1,107,089	(757,251)



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

	Section 8	Public Housing	Kaybern (USDA)	Aloha Park	Local Fund	Affordable Housing	Total
<b>Assets</b>							
Current assets:							
Unrestricted cash and cash equivalents	217,873	726,164	58,330	891,857	1,752,669	(811,116)	2,835,777
Restricted cash and cash equivalents	99,370	75,627	1,530	38,005	4,900	311,303	530,735
Accounts receivable, net	(37,507)	95,629	3,103	17,388	48,272	(3,752)	123,134
Current portion of contracts receivable	—	140	—	—	3,420	—	3,560
Other current assets	1,481	15,752	182	(3,588)	281	38,790	52,899
<b>Total current assets</b>	<b>281,217</b>	<b>913,313</b>	<b>63,145</b>	<b>943,663</b>	<b>1,809,543</b>	<b>(464,775)</b>	<b>3,546,106</b>
Non-current assets:							
Restricted cash and cash equivalents	189,341	—	36,107	290,898	—	2,482,164	2,998,510
Contracts receivable	—	—	—	—	315,559	—	315,559
Capital assets, non-depreciable	—	3,686,339	50,000	41,617	356,748	4,095,129	8,229,833
Capital assets, depreciable, net	—	2,649,274	8,772	667,447	737,211	13,188,003	17,250,707
<b>Total non-current assets</b>	<b>189,341</b>	<b>6,335,613</b>	<b>94,879</b>	<b>999,963</b>	<b>1,409,518</b>	<b>19,765,295</b>	<b>28,794,609</b>
<b>Total assets</b>	<b>470,558</b>	<b>7,248,925</b>	<b>158,024</b>	<b>1,943,626</b>	<b>3,219,061</b>	<b>19,300,521</b>	<b>32,340,715</b>
Deferred bond refunding costs	—	—	—	—	—	2,351,971	2,351,971
<b>Total assets and deferred outflow of resources</b>	<b>470,558</b>	<b>7,248,925</b>	<b>158,024</b>	<b>1,943,626</b>	<b>3,219,061</b>	<b>21,652,492</b>	<b>34,692,686</b>
<b>Liabilities</b>							
Current liabilities:							
Accounts payable	9,586	61,650	2,163	—	6,428	25,112	104,939
Deferred revenue	23,461	5,912	12	5	31,117	2,311	62,818
Accrued interest payable - bonds and notes	—	—	2,519	—	53	334,717	337,289
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	99,370	75,627	1,530	38,005	4,900	311,303	530,735
Total curr. liabilities payable from restr. assets	99,370	75,627	1,530	38,005	4,900	311,303	530,735
<b>Total current liabilities</b>	<b>132,417</b>	<b>143,189</b>	<b>10,948</b>	<b>66,015</b>	<b>53,932</b>	<b>771,771</b>	<b>1,178,272</b>
Non-current liabilities:							
Contracts and notes payable	151,493	—	315,144	2,037,951	657,898	27,978,202	31,140,688
<b>Total non-current liabilities</b>	<b>151,493</b>	<b>—</b>	<b>315,144</b>	<b>2,037,951</b>	<b>657,898</b>	<b>27,978,202</b>	<b>31,140,688</b>
<b>Total liabilities</b>	<b>283,910</b>	<b>143,189</b>	<b>326,092</b>	<b>2,103,967</b>	<b>711,830</b>	<b>28,749,973</b>	<b>32,318,960</b>
<b>Net Position</b>							
Invested in capital assets	—	6,335,613	(261,096)	(1,356,892)	424,626	(8,441,426)	(3,299,175)
Restricted	38,222	—	36,107	290,898	—	2,482,164	2,847,390
Unrestricted	148,427	770,123	56,921	905,653	2,082,604	(1,138,218)	2,825,510
<b>Total net position</b>	<b>186,649</b>	<b>7,105,736</b>	<b>(168,068)</b>	<b>(160,341)</b>	<b>2,507,231</b>	<b>(7,097,480)</b>	<b>2,373,726</b>
<b>Total liabilities and net position</b>	<b>470,558</b>	<b>7,248,925</b>	<b>158,024</b>	<b>1,943,626</b>	<b>3,219,061</b>	<b>21,652,492</b>	<b>34,692,686</b>



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

<b>Wait List Time Based on # of HH Members</b>											
<b># HH Members</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>Total</b>
<b>VOLOTT#Families</b>	1,128	533	415	212	118	53	20	10	4	1	<b>2,494</b>
<b>Average Days</b>	359	359	359	359	359	359	359	359	359	359	<b>359</b>

<b>Wait List Based on Gender</b>					
<b>Gender</b>	<b>Female</b>		<b>Male</b>		<b>Total</b>
<b>VOLOTT Total</b>	1,741		753		<b>2,494</b>

<b>Wait List Based on Race</b>								
<b>Race</b>	<b>Am. Indian</b>	<b>Asian</b>	<b>Black</b>	<b>Native Hawaiian</b>	<b>White</b>	<b>Multiple</b>	<b>Unk.</b>	<b>Total</b>
<b>VOLOTT</b>	54	62	582	28	1,483	164	121	<b>2,494</b>

<b>Wait List Based on Ethnicity</b>						
<b>HH Ethnicity</b>	<b>Hispanic</b>		<b>Not Hispanic</b>		<b>Unknown</b>	<b>Total</b>
<b>VOLOTT</b>	389		2,105		0	<b>2,494</b>

<b>Wait List Based on HH Type</b>					
<b>Type</b>	<b>Disabled</b>	<b>Elderly</b>	<b>Family</b>	<b>Other</b>	<b>Total</b>
<b>VOLOTT</b>	833	210	1,063	388	<b>2,494</b>

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  
April 2016*

#### Average Vacancy Days - Public Housing

		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)
<b>FY 2014-15</b>							
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
<b>FY 2015-16</b>							
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



**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 2,494 households on the VOLOTT waitlist who submitted applications in May 2015 (last report: 2,495).
- b) Public Housing Average Vacancy Days: Vacancy days for the month of April 2016 were at 14.14 (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: 99.18 % (last report – 99.59%)  
Section 8: 93.5 % (last report – 91.9%)

We had 2,612 vouchers leased up on the first of April (last report – 2,567). Our Annual Contributions Contract (ACC) is 2,793 vouchers, so we need to lease up 181 vouchers to reach our authorized capacity. HAWC has issued 76 vouchers since April 1, 2016. There are 88 vouchers outstanding and not under lease. Our monthly allocation of Section 8 HAP funds is 95.3%. 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: 98.89 % (7 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): 99.24 % (4 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 completed no turnovers in April.

Special Projects:

- Contract services were performed at the Specialty Housing unit at 205 SW 192<sup>nd</sup> in Beaverton.
  - Furnace replacement/duct cleaning
  - Replace all windows
  - Replace roof
- Tree service was performed at three (3) Public Housing units.
- Reported 725 year-to-date non-emergency work orders have been completed in an average of 12.17 days.
- Reported 100% of 46 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	14						
The Orchards at Orenco (REACH CDC)				24	8	7						
Alma Gardens (Northwest Housing Alternatives)				8	8	8				3	3	3
The Barcelona (CPAH)				8	8	8						
Housing TEAM- SAHMSA (Luke-Dorf, Inc)	24	24	24									
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	36	36	36	126	39	37	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 (as of May 1, 2016):

- Total current FSS households:
  - 88 (77 Section 8, 11 Public Housing)
- Total FSS participants w/escrow balance:
  - 44 Section 8 clients have an escrow balance
  - 10 PH clients have an escrow balance
- Total Escrow Balance: \$262,541
- Highest Escrow Balances:
  - Voucher \$21,304
  - PH \$11,495
- Three active Individual Development Accounts (IDA, \$3 to \$1 matched account administered by CASA of Oregon)
- Four enrolling IDAs
- 11 IDAs referred to community partners

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.
- Working on coordinating a meeting with the new Sr. Loan Advisor, Meredith Cole, in the Beaverton Office of the Portland Housing Center. We are hoping to align our programs to offer home ownership opportunities.



**VI. STAFF REPORTS**  
**E. Report on Homelessness**

• **FEDERAL FY2015 MCKINNEY-VENTO HOMELESS PROGRAM AWARD**

On May 2, 2016, the U.S. Department of Housing and Urban Development (HUD) announced a second round of grant awards. Washington County Department of Housing Services will receive a total of \$3,393,016 to renew existing housing and service programs and construct Clover Court, a new 6-unit permanent supportive housing program in partnership with Luke-Dorf, Inc.

On December 18, 2015, Congress passed and President Obama signed into law a spending bill that will fund all discretionary federal operations under the Federal FY2016 budget. This includes \$2.250 billion for the McKinney-Vento Homeless Assistance Grants program, which represents a \$115 million or 5.4 percent increase over FY2015 funding.

Federal Homeless Program Funds	FY2011	FY2012	FY2013	FY2014 <sup>1</sup>	FY2015 <sup>2</sup>	FY2016 <sup>3</sup>	President Budget FY2017 <sup>4</sup>
	\$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 Not Yet Available	
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 <sup>5</sup>	\$152,317	\$165,058	\$164,525 <sup>6</sup>	

• **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 purpose of on-site monitoring is to assess the quality of performance over a period of time, provide information regarding the

<sup>1</sup> FY2014 Omnibus Appropriations; January 17, 2014.

<sup>2</sup> FY2015 Omnibus Appropriations, December 16, 2015

<sup>3</sup> FY2016 Omnibus Appropriations, December 18, 2016

<sup>4</sup> FY2017 President's Budget, February 9, 2016

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

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



homeless participants served which is critical for making informed decisions about program effectiveness and management efficiency, and to identify instances of fraud, waste and abuse of public funds.

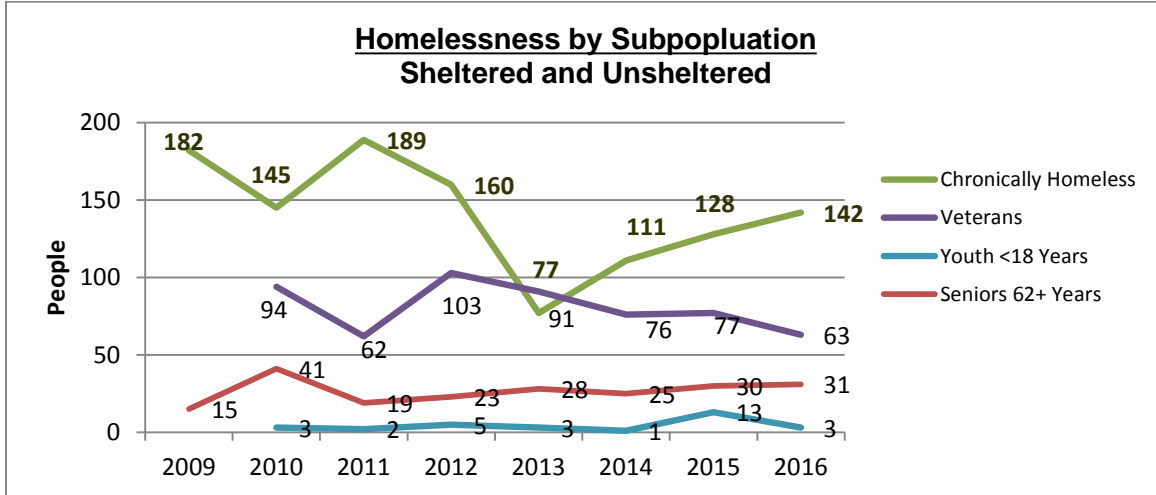
During May and June, onsite monitoring visits for the Legacy Shelter Plus Care program will be performed at eight service provider agencies, to include: Cascade AIDS Project, Community Action, Good Neighbor Center, Housing Independence, LifeWorks NW, Sequoia Mental Health Services, Inc., Luke-Dorf, Inc.,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

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

Collecting comprehensive, non-duplicated data on the number, characteristics and service needs of individuals, families, and unaccompanied youth experiencing homelessness is a federal requirement in seeking funds under the McKinney-Vento Title IV Homeless Assistance Program, and support local homeless planning and program development.

The 2016 annual homeless point-in-time count (census) was performed under the leadership of Community Action, Luke-Dorf, Inc., HomePlate, and community partner organizations that performed the interview process with 571 individuals in 418 households. An additional 24 individuals in 21 households were reported living doubled-up, and but for the ability to live with family and friends these individuals would bring the total homeless persons to 595.

The homeless census reports a decrease in homeless veterans and unaccompanied youth less than 18 years of age. Ending veteran homelessness is a national priority, and increased funding provided by the Veterans Affairs (VA) and Housing And Urban Development (HUD) has demonstrated the outcomes of preventing and ending homelessness. An increase is reported in two subpopulations: the chronically homeless individuals with disabilities and seniors age 62 years and older. Chronic homeless have background/credit history issues and lack of rental history that result in limited access to housing in a low vacancy rate housing market. Seniors and people living on fixed incomes are being displaced given the increased rent costs and no fault notice to vacate (no cause eviction) as landlords vacate units for rehab and then raise rent costs for new tenants.



- **COMMUNITY OUTREACH TO ADDRESS HOMELESSNESS**

Annette Evans is working with the Hillsboro Downtown Partnership that includes business owners, local city law enforcement and economic development staff, and Community Action Organization to address concerns of an increased number of homeless panhandling for food and money, using business restrooms, defecating in business doorways and residential yards, and concerns of safety during evening hours when employees walk to transportation and are approached by individuals.

Business representatives understand the issues homeless persons encounter while living on the streets. To address these issues while supporting the homeless in accessing services and housing, the businesses request more street patrols for safety and seek to implement initiatives to address the garbage and human waste and panhandling issues. To support self-esteem and positive engagement between business owners and homeless/unemployed people living in the downtown center, two initiatives are being vetted: 1) Placement of public restrooms in the downtown areas that could be used by homeless as well as people visiting businesses and attending the farmer market or other community events; and 2) Partner with business and other organizations to integrate employment opportunities for the homeless/unemployed/under-employed, e.g. wash windows, set-up events, pull weeds/landscaping, etc.

Business representatives received Community Connect referral cards at the April meeting, and report a positive interaction between business employees and the homeless when the cards are distributed. Reporter Travis Loose is covering the issues voiced by business and neighborhood community members, and published a story in the May 13 edition of the Hillsboro Tribune entitled "Washington County Green Card" on May 12. The story is available online at <http://portlandtribune.com/ht/117-hillsboro-tribune-news/306575-183340-washington-countys-green-card>



- **WASHINGTON COUNTY THRIVES ADDRESSES AFFORDABLE HOUSING**

The success of “A Road Home”, the county’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

- **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.



## VII. OLD BUSINESS

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

The performance period for this project ended on April 30, 2016. The program has been very successful for HAWC, and HAWC is happy to continue partnering with Worksystems, Inc. in the new Health Careers NW grant.

- **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. The soft launch for this program was February 1.

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

- **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 185<sup>th</sup> and TV Highway. Several team members toured the project area on March 30, 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 will produce a vacant land inventory and analysis of parcels, as well development recommendations for affordable housing and feedback from



community members. The workshop team has interviewed a variety of stakeholders (including for-profit and nonprofit developers) and conducted focus groups and public outreach with low-income residents and general community members as part of this project. The final report will be presented at a joint BOCC and HABOD worksession scheduled for Friday, June 3 from 1-2:30pm in the auditorium at the Public Services Building.

- **HOUSING AFFORDABILITY WORK PLAN ITEM**

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

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**

Edward Gutiérrez was appointed to the Agricultural/Farm Worker representative position on May 16, 2016. This position will be for the remaining term, expiring on March 31, 2017.

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.

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

## VIII. NEW BUSINESS

- **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.





**IX. RESOLUTIONS/ACTION ITEMS**

• **HAWC BUDGET PRESENTATION**

Staff will present the FY2016-17 budget to the HAC for review and recommendation to the Board at the May 26 meeting. Staff will present a general overview of the budget document and answer questions from HAC members. HAWC would like the HAC to make a motion to recommend approval of the budget by the Board of County Commissioners.

ACTION REQUIRED: Approve 2016-17 HAWC budget for submission to the Housing Authority Board of Directors.

**X. ADJOURNMENT**