



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



**Thursday, November 19, 2015
9:00 a.m.**

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



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IX. ADJOURNMENT

Next Meeting:

LUNCHEON—Friday, December 11, 1p.m.

2015 HAC Meeting Schedule
Thursday, November 19
Friday, December 11 – Luncheon



HOUSING ADVISORY COMMITTEE
Department of Housing Services
November 19, 2015 at 9:00 A.M.

AGENDA

- I. ROLL CALL**
- II. ACTION – APPROVAL OF MINUTES**
 - A. September 24, 2015 Meeting Minutes
 - B. October 16, 2015 Retreat Minutes
- III. DISCUSSION - ORAL COMMUNICATIONS and MEMBER UPDATES**
 - A. HAC Retreat: Review and Next Steps
- IV. EXECUTIVE DIRECTOR’S REPORT**
- V. STAFF REPORTS**
 - A. Financial Statement: Year-to-Date Income Statements
 - B. Section 8 and Low Rent Public Housing
 - C. Affordable Housing
 - D. Special Projects
 - E. Report on Homelessness
- VI. OLD BUSINESS**
- VII. NEW BUSINESS**
- VIII. RESOLUTIONS/ACTION ITEMS**
- IX. ADJOURNMENT**



MINUTES
HOUSING ADVISORY COMMITTEE OF WASHINGTON COUNTY
September 24, 2015, 9:00 a.m.

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

COMMITTEE MEMBERS PRESENT

Anapreet Kaur-Gill
Ben Sturtz
David Ruelas
Sid Scott
LaShanda Williams
Carina Delgado

STAFF PRESENT

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

COMMITTEE MEMBERS ABSENT

Jack Schwab Gary Whiting
Annee vonBorg

GUESTS PRESENT

Sid Scott called the meeting to order at 9:06 a.m.

I. ROLL CALL - A quorum was present.

II. ACTION - APPROVAL OF MINUTES

Motion: Approve the minutes from August 27, 2015—Ben Sturtz

Second: Anapreet Kaur-Gill

Vote: All approve

III. DISCUSSION - ORAL COMMUNICATIONS

- HAC members and staff introduced themselves.
- David Ruelas, the Housing Director for Bienestar, was appointed as the newest HAC member. He reported that Bienestar will be seeking HOME funds for Cornelius Place, and will also apply for OHCS funding in the future. The Lincoln Street site has been sold, and the new owner plans to turn the site into a bakery.
- Ben Sturtz noted that The Orchards has opened and is fully leased. The project won a Best Overall Project award at the Oregon ON conference.



IV. EXECUTIVE DIRECTOR'S REPORT

Housing Authority Operations

Section 8 Shortfall Funding: HAWC ceased voucher lease-ups several months ago due to a projected funding shortfall. HAWC has applied for shortfall funding, and should receive an update from HUD during the next scheduled phone meeting. HAWC has also applied for HUD set-aside funds. The Housing Authority hopes to start leasing up new vouchers as soon as funds become available.

Housing Authority Finances

No updates were provided at the meeting.

Housing Authority Affordable Housing & Services Initiatives

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

Veterans Housing NOFA: Three applications were received for this funding opportunity. OHCS also received 27 applications for General Housing Account Program (GHAP) funding.

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: No updates were provided at the meeting.

Corinth Gardens: No updates were provided at the meeting.

Meyer Memorial Trust: No updates were provided at the meeting.

Blanton Street: NW Housing Alternatives has applied for GHAP funding for this project, which was awarded Project-based VASH vouchers and Project-based Section 8 vouchers.

Other Initiatives

Val Valfre suggested that the HAC may want to suggest items or areas of concern for affordable housing development and maintenance that could be addressed at local or state levels.

David Ruelas and Ben Sturtz commented that there is currently no real funding source for renovations and preservation of affordable housing that is not subject to an expiring Section 8 or other affordable housing contract ('big P' versus 'little p' preservation). These projects can apply for competitive funding, but that pits existing housing against new development projects. There are probably \$100-200M in rehabilitation needs in existing affordable properties that are not subject to expiring contracts (and are therefore not eligible for OHCS Preservation funding).



Leaving these rehabilitation projects until needs are urgent and require tenant relocation is more costly than dealing with issues earlier. However, without funding, nonprofits struggle to find funding and contractors for rehab projects.

HB 2198: \$100 Million Bonding Proposal: This initiative allocated \$62.5M for affordable housing, including \$40M in GO Bonds, \$20M for mental health related housing in lottery-backed bonds, and \$2.5M for affordable housing preservation.

The Local Innovative and Fast Track Housing Program (LIFT) has been established to develop policy and financial procedures for this funding, which will likely be available beginning in 2017. Val Valfre is serving on the Policy subcommittee. Information is available on OHCS's website here: <http://www.oregon.gov/ohcs/Pages/lift-housing-development-program.aspx>

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

Landlord Guarantee Program: No updates were provided at the meeting.

V. STAFF REPORTS

A. Financial Statement

The Housing Authority started a new fiscal year July 1, 2015. Financial reports will resume next month.

Auditors have completed their on-site work. A financial statement and audit report for FY2014-15 should be ready in January.

B. Section 8 and Low Rent Public Housing

Staff is working to reduce lease-ups and lower costs to get out of shortfall.

- The Public Housing and Section 8 Unified Waitlist have been closed to new applications since September 1, 2011.
- Occupancy rates remain high in public housing (99.2%) and for Section 8 vouchers (94.4%).
- Public Housing turnaround reporting for FY2015-2016 began on July 1, 2015.
- Work order effectiveness is high.

C. Affordable Housing

- Occupancy rates remain high in affordable housing (98.57%).

The rehab on Aloha Park was completed in July, and the remaining equity was released to the Housing Authority. New bike parking will be installed at the property soon, funded with a Metro RTO grant.



The Housing Authority has identified over \$1M in repair needs in the affordable housing portfolio, primarily in parking lot repairs, roof repairs, and exterior painting. Contracts are underway for roof repairs at the Villager and Van Rich apartment complexes.

D. Special Projects

- Project-Based Vouchers

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

E. Report on Homelessness

Annette Evans provided updates on homeless programs.

- Mary Mac House Serving Persons Fleeing Domestic Violence

This facility will serve clients transitioning out of Monika's House, received funding from Washington County in the FY2015-16 budget and a Justice Reinvestment Initiative grant from the state.

The facility will serve 5 households at a time, and clients are being screened now. This program will make more shelter beds available for fleeing victims and reduce the number of actively-fleeing victims that must be turned away due to a lack of available shelter beds.

- Family Justice Center

This initiative is working to develop a single-stop resource center for victims of domestic violence. Law enforcement is actively participating in this project. Partners may have identified a site in Beaverton and hope to establish a center by July 2016.

- Legal Clinics

The HSSN is working with the Oregon Law Center to provide legal clinics for literally homeless households with criminal issues. Three attorneys are committed to the project, and the Oregon Law Center will schedule appointments in alignment with Community Connect. Clinics will be offered at libraries in Beaverton, Hillsboro, and Tigard. The clinics will also refer clients to Program Assist and housing resources through Community Connect. The first clinic is scheduled for October 15 in Hillsboro.

- FY2015 Federal McKinney-Vento Homeless Programs

The 68-page NOFA for FY2015 funding was released on September 18, 2015, and is due November 20, 2015. This NOFA will renew current CoC projects and may provide some funding for CoC coordination and administration. HUD is asking for a 15% reduction in renewal funding, and HUD will score all new and renewal projects before awarding funds. HUD is scoring based on length of homelessness, percentage of clients that are exiting to permanent housing, and other factors.

There is some additional funding available for permanent supportive housing for priority populations. Annette Evans will issue an RFP for these funds.



Washington County will de-obligate \$224,000 in unused rent assistance funding back to HUD. These funds were awarded to provide rent assistance to high-barrier homeless clients seeking housing, but due to the tight rental market these households were unable to find landlords who would accept them as tenants, even with rental assistance.

- Gap in Affordable Housing Serving <50% AMI

The Affordable Housing Work Group has been brought into the Washington County THRIVES initiative.

- Washington County Public Safety Levy

This is a voter-approved levy that includes funding to support the Washington County shelter network. This renewal continues the levy at current rates, and will support a variety of public safety measures, including shelter services.

The levy will be on the ballot in November.

VI. OLD BUSINESS

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

The Department of Housing Services 2015-16 budget request includes a portion of funding to continue this program.

WorkSystems, Inc. submitted a grant application for Health & Human Services funding that would provide up to 5 years of funding for this program. This grant proposal would focus on Washington County clients, and would continue to support case management staff.

An application for Meyer Memorial Trust funding has also been submitted, and an application for CDBG Services funding will be submitted shortly.

- Metro CET Grant

This project would look at high-capacity transit and design options in the area near 185th and TV Highway. It appears likely that this grant will receive Metro funding, which will support consultants and staff to continue planning efforts.

- Annual HAC Retreat

The annual HAC retreat is scheduled for Friday, October 16 from 8:30am-3pm at the Stable Building at Jenkins Estate. The agenda includes an overview of data related to affordable housing supply and demand in Washington County, the benefits of affordable housing, and a discussion of potential funding tools and creative development solutions.



VII. NEW BUSINESS

• HABOD Vacancies

Shannon Wilson (Community Partners for Affordable Housing) has been appointed to the vacant HABOD position expiring December 31, 2015.

Two Housing Authority Board of Director positions will expire on December 31, 2015. Recruitment for these positions is open, and applications are available on the County website at

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

VIII. RESOLUTIONS/ACTION ITEMS

IX. ADJOURNMENT

Meeting adjourned at 10:33 a.m.

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



MINUTES
HOUSING ADVISORY COMMITTEE OF WASHINGTON COUNTY
October 16, 2015

Stable Building, Jenkins Estate, 8005 SW Grabhorn Rd, Beaverton, OR 97007

COMMITTEE MEMBERS PRESENT

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

COMMITTEE MEMBERS ABSENT

Carina Delgado
Annee vonBorg

STAFF PRESENT

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

GUESTS

Shannon Wilson, CPAH
Greg Malinowski, County Commissioner
Dick Schouten, County Commissioner
Andy Duyck, County Commissioner
Roy Rogers, County Commissioner
Bob Davis, County Administrative Office
Rob Massar, County Administrative Office
Shelia Greenlaw-Fink, Community Housing Fund
Jes Larson, Welcome Home Coalition
Jennie Proctor, Office of Community Development
Bryan Robb, Office of Community Development
Martha McLennan, NW Housing Alternatives
Peter Truax, City of Forest Grove

Val Valfre called the meeting to order at 2:20 p.m.

I. ROLL CALL - A quorum was present.

II. RESOLUTIONS/ACTION ITEMS

• **Elect HAC Chair and Vice-Chair**

County Housing Advisory Committee (HAC) is a nine-member volunteer committee that assists the Housing Authority Board of Directors and the Board of Commissioners by making recommendations on countywide housing policy issues as well as policies affecting operations of the County's core housing programs.



HAC By-Laws state that the duties of the HAC include (but are not limited to) the following:

- Identify, consider, and recommend housing goals and policies;
- Identify and consider the community's needs for low-income housing and the resources available to meet these needs, and recommend to the Housing Authority programs to meet those needs;
- Advise the Housing Authority on applications for federal and state government programs for housing;
- Make recommendations to the Housing Authority for changes and revisions in policies of the Housing Authority;
- Review and recommend action on the budgets of the Housing Authority;
- Review and make recommendations on other matters coming before the Housing Authority and perform such other advisory functions as may be referred by the Housing Authority.

The Chair and Vice-Chair serve for one-year terms, or until their successors are elected. The Chair and Vice-Chair are normally elected at the Annual Meeting (HAC Retreat), but if these positions become vacant between elections, the bylaws state that the committee shall elect successor(s) during its next regular meeting.

The HAC Chair and Vice-Chair positions are vacant as a result of HAC term expirations.

Motion: Re-elect LaShanda Williams for a one-year term as HAC Chair and Sid Scott for a one-year term as HAC Vice-Chair—Jack Schwab

Second: Anapreet Kaur-Gill

Vote: All approve

III. ADJOURNMENT

Meeting adjourned at 2:30 p.m.

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



IV. EXECUTIVE DIRECTOR'S REPORT

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

- **Section 8 Shortfall Funding:** HAWC applied for HUD shortfall funds to help close the budget gap created by rising rents. In order to access HUD shortfall reserves, HUD required that we aggressively restrict costs by agreeing to rescind and cease all voucher lease-ups, to include about 16 vouchers “on the street” without secured units. These 16 families will be returned to a special wait list in priority order and reissued vouchers when additional funding is secured. The strategies employed by our Shortfall Team have been effective in addressing the projected year-end shortfall. The Housing Authority has also applied for and received \$158,976 in HUD Portability set-aside funds, and HUD provided another \$49,922 in Shortfall set-aside funding relief. The culmination of these actions should fully remove the HUD shortfall restrictions.
- **Capital Repair Investment:** HAWC has begun initiatives to prioritize and address over \$1.0 million in deferred capital repair issues, to include roofing, parking lots, siding, and exterior painting.
- **Lobby Security Upgrades:** HAWC has been upgrading the personnel security features of the lobby, due to an increasing number of aggressive client interactions. Our goal is to preserve accessibility for clients, while ensuring staff safety. Our latest upgrade is a video/audio surveillance system for the lobby. Additional measures and training for staff are being planned. Kudos to Gary Calvert and the Maintenance Team for the installation.

Housing Authority Finances: The Department's application for Portability Set-aside funds resulted in receipt of an additional \$158,976 from HUD. Overall, our financial status has improved, so that we are better positioned to initiate projects that create new housing and/or preserve our housing portfolio, or provide self-sufficiency opportunities for our clients.

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

- **Veterans Housing NOFA:** The State has issued a NOFA for Veterans housing and services funded by the veterans' portion of the document recording fee. OHCS received 3-4 applications. On November 6, 2015, the State Housing Counsel approved two applications, one from Klamath Falls and one from Medford, providing 26 units of affordable housing for veterans. I anticipate another NOFA in 2016.



- 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 held its grand opening in June, and units are now occupied. Phase II is now under construction. An additional 8 PBVs were awarded to Orchards Phase III.
- Bridge Meadows in Beaverton: Bridge Meadows, a proposed 36-unit Intergenerational project to be built in Beaverton, was awarded LIHTC (Low Income Housing Tax Credits) from the State. The 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. This project includes 8 project-based vouchers, HOME funds, and State LIHTC (Low Income Housing Tax Credit) funding.
- Cornelius Place: Bienestar’s 40-unit mixed-use library and senior housing project was awarded 8 PBVs and \$750,000 in HOME funds. Cornelius Place, however, was not awarded 9% LIHTC funding in the current funding round, and discussions are ongoing with the State and key legislators to identify a reasonable funding strategy for the project. This project will apply for 9% LIHTC funds in 2016.
- Sunset View Apartments: The groundbreaking for this 236-unit project took place on July 14, and construction is underway. The entire project is restricted to families with incomes at 60% area median income or below. In addition, 24 units are project-based and limited to families earning 30% or less area median income. The 10 apartment buildings should become ready for occupancy in phases – beginning about July 2016 through January 2017.
- Corinth Gardens: This project proposal was developed by Cascade Housing and Luke-Dorf in the City of Cornelius. The project was awarded two project-based vouchers, but did not receive HOME funding this cycle. A decision was made by Luke-Dorf to not continue this project and the two PBVs were returned.
- Meyer Memorial Trust: We have agreed to collaborate with Catholic Charities on a project to increase public, landlord, Housing Authority, and tenant understanding of the Oregon Housing Choice Voucher law passed in 2013. The first meeting to discuss planning and coordination was held on June 18, 2015.
- Blanton Street: Northwest Housing Alternatives considered applying for Veterans Housing funds for this small development near 185th and TV Highway in Aloha, but ultimately applied for the State GHAP funding. Award announcements will be made at the Housing Council’s December 2, 2015 meeting. The project was awarded 5 Project-based VASH vouchers and 20 Project-based Section 8 vouchers.



Other Initiatives:

- **HB 2198: \$100 Million Affordable Housing Proposal:** This initiative was “fully funded” until the last few days of the Legislative session, but was finally reduced to an allocation of \$62.5M for housing, including \$40M in GO Bonds, \$20M for mental health related housing in lottery-backed bonds, and \$2.5M for affordable housing preservation.

OHCS initiated the Local Innovative and Fast Track Housing Program (LIFT) to develop policy and financial guidelines for this funding, which will likely be available beginning in 2017. Val Valfre is serving on the Policy subcommittee. Information is available on OHCS’s website here: <http://www.oregon.gov/ohcs/Pages/lift-housing-development-program.aspx>

- **Housing Trust Fund:** The Interim Rule on the Housing Trust Fund requires states who wish to participate in the HTF program to develop a HTF Allocation Plan as part of its state Consolidated Plan. Oregon’s 2015-2020 Consolidated Plan, which will include Oregon’s HTF Allocation Plan, is scheduled to be submitted in January 2016. I was chairing the Stakeholder Advisory Committee which guided the desired outcomes for the report. Prior to approval by the Housing Council, staff is seeking to incorporate equity measures in application and outcomes for rural areas, minorities and people of color. OHCS will also be addressing a legislative requirement for a strategic housing plan for the State – likely to be initiated in concert with stakeholders in late 2016 or early 2017.
- **Landlord Guarantee Program:** The Rent Well Landlord Guarantee was defunded to provide guarantee funds for Section 8 clients in 2014. Rent Well’s Landlord Guarantee Program was a valuable tool for preventing homelessness and rehousing homeless households, and frequently serves clients that may not have access to Section 8 rental assistance. There may be an opportunity to allow both programs access to the current guarantee fund. The State Housing Council will receive an update from representatives of the Housing Choice Voucher Advisory Committee at its meeting in early 2016. Should the State be unwilling to fund this valued program, we may consider initiating an effort to identify funding at the local government level.

Adolph “Val” Valfre, Jr.
Secretary/ Executive Director



V. 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 September FYTD, cash flow from operations, of \$62,595 is favorable to the budget by \$19,287 and unfavorable to the prior year by \$87,459.

Section 8 had negative cash flow from operations of \$10,295 which was \$15,579 favorable to budget. The favorable variance is due to lower administration cost than budgeted. The negative cash flow will be eliminated when the Shortfall Funding restrictions are removed.

Public Housing had positive cash flow of \$1,509 which is \$13,866 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 \$5,918 was \$4,191 favorable to budget and favorable to the prior year by \$4,145.

Aloha Park had negative cash flow from operations of \$1,040, unfavorable to budget by \$1,663; this program is anticipated to operate at breakeven.

The Local Fund had negative cash flow of \$40,261 which is unfavorable to budget by \$25,283, due to the DOL grant income during the first quarter was lower than budgeted.

Affordable Housing had positive cash flow from operations of \$106,764, favorable to budget by \$12,597, due mainly to low operating expenses.

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: \$2,584,453.



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

	Section 8	Public Housing	Kaybern (USDA)	Aloha Park	Local Fund	Affordable Housing	Total
Operating revenue							
Federal/State operating subsidies	449,852	330,524	6,233	-	18,219	-	804,827
Gross billable rent	-	173,870	16,153	133,032	21,530	1,155,272	1,499,857
Vacancy loss	-	(1,746)	-	(5,092)	-	(33,204)	(40,042)
Premiums (concessions/loss-to-lease)	-	(33)	-	(3,923)	-	(17,222)	(21,178)
Other tenant revenue	-	13,272	160	2,389	668	27,364	43,853
Tenant revenue	-	185,363	16,313	126,406	22,198	1,132,210	1,482,490
Other revenue (incl GF subsidy)	9,884	1,210	323	1,704	27	70,046	83,193
Total operating revenue	459,736	517,097	22,869	128,110	40,444	1,202,256	2,370,511
Operating expenses:							
Repair and maintenance	-	259,508	4,326	39,554	3,187	320,182	626,758
Operations	339,106	95,015	2,419	32,540	54,725	189,045	712,850
Utilities	-	30,055	2,370	18,569	1,984	115,982	168,960
Insurance	1,481	9,363	182	4,930	316	22,870	39,143
PILOT	-	15,113	-	-	-	-	15,113
Bad debt, net of recoveries	-	1,622	-	4,853	-	14,282	20,757
Other	7,436	1,000	-	-	329	-	8,765
Total operating expenses	348,024	411,678	9,296	100,445	60,540	662,362	1,592,345
Net program income	111,712	105,419	13,572	27,664	(20,096)	539,894	778,165
Other ongoing cash outflows:							
COCC management/agency overhead	103,696	89,227	-	-	14,354	196	207,473
Bank service charges	898	10	25	-	-	88	1,020
Audit fees	17,413	14,674	25	29	2,740	1,120	36,000
Debt service	-	-	7,604	28,676	3,071	431,726	471,077
Total outflows	122,007	103,910	7,655	28,704	20,164	433,130	715,570
Cash flow from operations	(10,295)	1,509	5,918	(1,040)	(40,261)	106,764	62,595
Other unrestricted cash inflows (outflows):							
Investment income - unrestricted	570	1,833	82	615	2,572	1,119	6,791
Capital fund receipts	-	17,466	-	-	-	-	17,466
Capitalized modernization	(1,500)	(28,577)	-	(121,782)	-	(4,242)	(156,101)
Debt Issuance Costs	-	-	-	-	-	-	-
Loan from Berkadia Bank	-	-	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-	-	-
Transfers from General Fund	-	-	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-	(43,161)	(43,161)
Transfers from (to) restricted cash - Repl Res	-	-	-	(9,000)	-	(34,170)	(43,170)
Section 18 transfers from Public Housing	-	-	-	-	1,139	164,309	165,448
Net unrestricted cash flows	(11,224)	(7,769)	6,000	(131,207)	(36,550)	190,619	9,868
Restricted cash flows:							
Housing Assistance Payments earned	5,375,295	-	-	-	-	-	5,375,295
Housing Assistance Payments	(5,294,546)	-	-	-	-	-	(5,294,546)
Investment income - restricted	756	285	-	-	-	-	1,041
Transfers from unrestricted - CAO	-	-	-	-	-	43,161	43,161
Transfers from (to)unrestricted - Repl Res	-	-	-	9,000	-	34,170	43,170
Purchased from replacement reserves	-	-	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	(165,448)	-	-	-	-	(165,448)
Total restricted cash flows	81,505	(165,163)	-	9,000	-	77,331	2,673
Net cash flows	70,280	(172,932)	6,000	(122,207)	(36,550)	267,950	12,541



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	804,827	828,487	(23,660)	843,375	(38,548)
Gross billable rent	1,499,857	1,505,678	(5,821)	1,473,897	25,960
Vacancy loss	(40,042)	(46,182)	6,140	(42,308)	2,266
Premiums (concessions/loss-to-lease)	(21,178)	(22,369)	1,191	(31,542)	10,364
Other tenant revenue	43,853	38,353	5,500	56,718	(12,865)
Tenant revenue	1,482,490	1,475,481	7,009	1,456,763	25,727
Other revenue (incl GF subsidy)	83,193	91,327	(8,134)	134,871	(51,678)
Total operating revenue	2,370,511	2,395,295	(24,784)	2,435,009	(64,499)
Operating expenses:					
Repair and maintenance	626,758	632,878	6,120	632,990	6,232
Operations	712,850	728,140	15,290	724,572	11,722
Utilities	168,960	162,552	(6,408)	153,645	(15,315)
Insurance	39,143	45,951	6,808	41,465	2,322
PILOT	15,113	15,113	(0)	14,460	(653)
Bad debt, net of recoveries	20,757	17,591	(3,166)	28,167	7,410
Other	8,765	13,340	4,575	8,884	119
Total operating expenses	1,592,345	1,615,565	23,220	1,604,183	11,838
Net program income	778,165	779,730	(1,565)	830,826	(52,661)
Other ongoing cash outflows:					
COCC management/agency overhead	207,473	227,184	19,711	175,543	(31,930)
Bank service charges	1,020	1,087	67	1,007	(13)
Audit fees	36,000	35,863	(137)	33,672	(2,328)
Debt service	471,077	472,288	1,211	470,550	(527)
Total outflows	715,570	736,422	20,852	680,772	(34,798)
Cash flow from operations	62,595	43,308	19,287	150,054	(87,459)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	6,791	3,588	3,203	3,902	2,889
Capital fund receipts	17,466	9,509	7,957	8,569	8,897
Capitalized modernization	(156,101)	(9,509)	(146,592)	(130,609)	(25,492)
Debt Issuance Costs	-	-	-	(33,931)	33,931
Loan from Berkadia Bank	-	204,939	(204,939)	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers from General Fund	-	35,931	(35,931)	24,869	(24,869)
Transfers to restricted cash - CAO	(43,161)	(46,450)	3,289	(99,288)	56,127
Transfers from (to) restricted cash - Repl Res	(43,170)	(43,170)	-	(42,180)	(990)
Section 18 transfers from Public Housing	165,448	171,583	(6,135)	253,271	(87,823)
Net unrestricted cash flows	9,868	369,729	(359,861)	134,657	(124,789)
Restricted cash flows:					
Housing Assistance Payments earned	5,375,295	5,111,793	263,502	5,227,623	147,672
Housing Assistance Payments	(5,294,546)	(5,111,793)	(182,753)	(5,178,252)	(116,294)
Investment income - restricted	1,041	-	1,041	1,179	(138)
Transfers from unrestricted - CAO	43,161	46,450	(3,289)	99,288	(56,127)
Transfers from (to)unrestricted - Repl Res	43,170	43,170	-	42,180	990
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	(165,448)	(171,583)	6,135	(253,271)	87,823
Total restricted cash flows	2,673	(81,963)	84,636	(61,253)	63,926
Net cash flows	12,541	287,766	(275,225)	73,404	(60,863)



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	449,852	466,434	(16,582)	456,746	(6,894)
Gross billable rent		-	-	-	-
Vacancy loss		-	-	-	-
Premiums (concessions/loss-to-lease)		-	-	-	-
Other tenant revenue		-	-	-	-
Tenant revenue	-	-	-	-	-
Other revenue (incl GF subsidy)	9,884	14,765	(4,881)	13,268	(3,384)
Total operating revenue	459,736	481,199	(21,463)	470,014	(10,278)
Operating expenses:					
Repair and maintenance	-	-	-	-	-
Operations	339,106	356,132	17,026	349,122	10,016
Utilities	-	-	-	-	-
Insurance	1,481	1,524	43	1,477	(4)
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	-	-	-	-
Other	7,436	13,000	5,564	8,554	1,118
Total operating expenses	348,024	370,656	22,632	359,153	11,129
Net program income	111,712	110,543	1,169	110,861	851
Other ongoing cash outflows:					
COCC management/agency overhead	103,696	117,979	14,283	88,760	(14,936)
Bank service charges	898	958	60	922	24
Audit fees	17,413	17,480	67	16,167	(1,246)
Debt service	-	-	-	-	-
Total outflows	122,007	136,417	14,410	105,849	(16,158)
Cash flow from operations	(10,295)	(25,874)	15,579	5,012	(15,307)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	570	-	570	80	490
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	(11,224)	(25,874)	14,650	5,092	(16,316)
Restricted cash flows:					
Housing Assistance Payments earned	5,375,295	5,111,793	263,502	5,227,623	147,672
Housing Assistance Payments	(5,294,546)	(5,111,793)	(182,753)	(5,178,252)	(116,294)
Investment income - restricted	756	-	756	-	756
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	81,505	-	81,505	49,371	32,134
Net cash flows	70,280	(25,874)	96,154	54,463	15,817



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	330,524	319,521	11,003	333,892	(3,368)
Gross billable rent	173,870	181,745	(7,875)	165,934	7,936
Vacancy loss	(1,746)	(875)	(871)	(1,549)	(197)
Premiums (concessions/loss-to-lease)	(33)	(54)	21	(129)	96
Other tenant revenue	13,272	11,000	2,272	11,106	2,166
Tenant revenue	185,363	191,816	(6,453)	175,361	10,002
Other revenue (incl GF subsidy)	1,210	1,750	(540)	3,893	(2,683)
Total operating revenue	517,097	513,087	4,010	513,146	3,951
Operating expenses:					
Repair and maintenance	259,508	274,144	14,636	264,144	4,636
Operations	95,015	94,549	(466)	98,394	3,379
Utilities	30,055	20,956	(9,099)	19,659	(10,396)
Insurance	9,363	12,018	2,655	9,512	149
PILOT	15,113	15,113	(0)	14,460	(653)
Bad debt, net of recoveries	1,622	-	(1,622)	9,458	7,836
Other	1,000	-	(1,000)	-	(1,000)
Total operating expenses	411,678	416,780	5,102	415,627	3,949
Net program income	105,419	96,307	9,112	97,519	7,900
Other ongoing cash outflows:					
COCC management/agency overhead	89,227	94,428	5,201	72,749	(16,478)
Bank service charges	10	27	17	25	15
Audit fees	14,674	14,209	(465)	13,723	(951)
Debt service	-	-	-	-	-
Total outflows	103,910	108,664	4,754	86,497	(17,413)
Cash flow from operations	1,509	(12,357)	13,866	11,022	(9,513)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	1,833	1,489	344	1,509	324
Capital fund receipts	17,466	9,509	7,957	8,569	8,897
Capitalized modernization	(28,577)	(9,509)	(19,068)	(22,683)	(5,894)
Debt Issuance Costs	-	-	-	-	-
Loan from Berkadia Bank	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers from General Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	-	-	-	-	-
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	(7,769)	(10,868)	3,099	(1,583)	(6,186)
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	285	-	285	1,179	(894)
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	(253,271)	87,823
Total restricted cash flows	(165,163)	(171,583)	6,420	(252,092)	86,929
Net cash flows	(172,932)	(182,451)	9,519	(253,675)	80,743



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	6,233	5,798	435	5,670	563
Gross billable rent	16,153	16,414	(261)	15,945	208
Vacancy loss	-	(493)	493	(224)	224
Premiums (concessions/loss-to-lease)	-	-	-	-	-
Other tenant revenue	160	428	(268)	379	(219)
Tenant revenue	16,313	16,350	(37)	16,100	213
Other revenue (incl GF subsidy)	323	388	(65)	340	(17)
Total operating revenue	22,869	22,536	333	22,110	759
Operating expenses:					
Repair and maintenance	4,326	6,096	1,770	5,952	1,626
Operations	2,419	2,418	(1)	2,250	(169)
Utilities	2,370	2,851	481	2,829	459
Insurance	182	232	50	187	5
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	491	491	403	403
Other	-	-	-	-	-
Total operating expenses	9,296	12,088	2,792	11,621	2,325
Net program income	13,572	10,448	3,124	10,489	3,083
Other ongoing cash outflows:					
COCC management/agency overhead	-	-	-	-	-
Bank service charges	25	9	(16)	6	(19)
Audit fees	25	24	(1)	23	(2)
Debt service	7,604	8,688	1,084	8,687	1,083
Total outflows	7,655	8,721	1,066	8,716	1,061
Cash flow from operations	5,918	1,727	4,191	1,773	4,145
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	82	72	10	72	10
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	6,000	1,799	4,201	1,845	4,155
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	-	-	-	-	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	-	-	-	-	-
Net cash flows	6,000	1,799	4,201	1,845	4,155



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	-	-	-	1,800	(1,800)
Gross billable rent	133,032	133,032	-	133,032	-
Vacancy loss	(5,092)	(5,504)	412	(14,265)	9,173
Premiums (concessions/loss-to-lease)	(3,923)	(7,500)	3,577	(3,737)	(186)
Other tenant revenue	2,389	1,650	739	5,086	(2,697)
Tenant revenue	126,406	121,678	4,728	120,115	6,291
Other revenue (incl GF subsidy)	1,704	1,850	(146)	1,916	(212)
Total operating revenue	128,110	123,528	4,582	123,831	4,279
Operating expenses:					
Repair and maintenance	39,554	37,310	(2,244)	52,589	13,035
Operations	32,540	34,607	2,067	29,737	(2,803)
Utilities	18,569	15,400	(3,169)	15,137	(3,432)
Insurance	4,930	5,625	695	6,469	1,539
PILOT	-	-	-	-	-
Bad debt, net of recoveries	4,853	1,125	(3,728)	1,681	(3,172)
Other	-	-	-	-	-
Total operating expenses	100,445	94,067	(6,378)	105,613	5,168
Net program income	27,664	29,461	(1,797)	18,218	9,446
Other ongoing cash outflows:					
COCC management/agency overhead	-	-	-	-	-
Bank service charges	-	-	-	1	1
Audit fees	29	162	133	75	46
Debt service	28,676	28,676	0	26,939	(1,737)
Total outflows	28,704	28,838	134	27,015	(1,689)
Cash flow from operations	(1,040)	623	(1,663)	(8,797)	7,757
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	615	-	615	-	615
Capital fund receipts	-	-	-	-	-
Capitalized modernization	(121,782)	-	(121,782)	(98,051)	(23,731)
Debt Issuance Costs	-	-	-	(33,931)	33,931
Loan from Berkadia Bank	-	204,939	(204,939)	-	-
Transfers to (from) Local Fund	-	(151,472)	151,472	(96,780)	96,780
Transfers from General Fund	-	-	-	-	-
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	(9,000)	(9,000)	-	(8,010)	(990)
Section 18 transfers from Public Housing	-	-	-	-	-
Net unrestricted cash flows	(131,207)	45,090	(176,297)	(245,569)	114,362
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	-	-	-	-	-
Transfers from (to)unrestricted - Repl Res	9,000	9,000	-	8,010	990
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	9,000	9,000	-	8,010	990
Net cash flows	(122,207)	54,090	(176,297)	(237,559)	115,352



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	18,219	33,282	(15,063)	41,574	(23,355)
Gross billable rent	21,530	22,893	(1,363)	22,375	(845)
Vacancy loss	-	(2,954)	2,954	(2,229)	2,229
Premiums (concessions/loss-to-lease)	-	-	-	(5)	5
Other tenant revenue	668	1,125	(457)	9,810	(9,142)
Tenant revenue	22,198	21,064	1,134	29,951	(7,753)
Other revenue (incl GF subsidy)	27	3,594	(3,567)	46,873	(46,846)
Total operating revenue	40,444	57,940	(17,496)	118,398	(77,954)
Operating expenses:					
Repair and maintenance	3,187	7,670	4,483	9,838	6,651
Operations	54,725	42,406	(12,319)	65,159	10,434
Utilities	1,984	2,019	35	1,818	(166)
Insurance	316	430	114	331	15
PILOT	-	-	-	-	-
Bad debt, net of recoveries	-	-	-	-	-
Other	329	340	11	330	1
Total operating expenses	60,540	52,865	(7,675)	77,476	16,936
Net program income	(20,096)	5,075	(25,171)	40,922	(61,018)
Other ongoing cash outflows:					
COCC management/agency overhead	14,354	14,455	101	13,865	(489)
Bank service charges		2	2	1	1
Audit fees	2,740	2,525	(215)	2,634	(106)
Debt service	3,071	3,071	(0)	3,071	(0)
Total outflows	20,164	20,053	(111)	19,571	(593)
Cash flow from operations	(40,261)	(14,978)	(25,283)	21,351	(61,612)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	2,572	2,338	234	2,046	526
Capital fund receipts	-	-	-	-	-
Capitalized modernization	-	-	-	(9,876)	9,876
Debt Issuance Costs	-	-	-	-	-
Loan from Berkadia Bank	-	-	-	-	-
Transfers to (from) Local Fund	-	151,472	(151,472)	96,780	(96,780)
Transfers from General Fund	-	35,931	(35,931)	24,869	(24,869)
Transfers to restricted cash - CAO	-	-	-	-	-
Transfers from (to) restricted cash - Repl Res	-	-	-	-	-
Section 18 transfers from Public Housing	1,139	4,472	(3,333)	4,800	(3,661)
Net unrestricted cash flows	(36,550)	179,235	(215,785)	139,970	(176,520)
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	(36,550)	179,235	(215,785)	139,970	(176,520)



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

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	-	3,452	(3,452)	3,693	(3,693)
Gross billable rent	1,155,272	1,151,594	3,678	1,136,611	18,661
Vacancy loss	(33,204)	(36,356)	3,152	(24,041)	(9,163)
Premiums (concessions/loss-to-lease)	(17,222)	(14,815)	(2,407)	(27,671)	10,449
Other tenant revenue	27,364	24,150	3,214	30,337	(2,973)
Tenant revenue	1,132,210	1,124,573	7,637	1,115,236	16,974
Other revenue (incl GF subsidy)	70,046	68,980	1,066	68,581	1,465
Total operating revenue	1,202,256	1,197,005	5,251	1,187,510	14,746
Operating expenses:					
Repair and maintenance	320,182	307,658	(12,524)	300,467	(19,715)
Operations	189,045	198,028	8,983	179,910	(9,135)
Utilities	115,982	121,326	5,344	114,202	(1,780)
Insurance	22,870	26,122	3,252	23,489	619
PILOT	-	-	-	-	-
Bad debt, net of recoveries	14,282	15,975	1,693	16,625	2,343
Other	-	-	-	-	-
Total operating expenses	662,362	669,109	6,747	634,693	(27,669)
Net program income	539,894	527,896	11,998	552,817	(12,923)
Other ongoing cash outflows:					
COCC management/agency overhead	196	322	126	169	(27)
Bank service charges	88	91	3	52	(36)
Audit fees	1,120	1,463	343	1,050	(70)
Debt service	431,726	431,853	127	431,853	127
Total outflows	433,130	433,729	599	433,124	(6)
Cash flow from operations	106,764	94,167	12,597	119,693	(12,929)
Other unrestricted cash inflows (outflows):					
Investment income - unrestricted	1,119	(311)	1,430	195	924
Capital fund receipts	-	-	-	-	-
Capitalized modernization	(4,242)	-	(4,242)	-	(4,242)
Debt Issuance Costs	-	-	-	-	-
Loan from Berkadia Bank	-	-	-	-	-
Transfers to (from) Local Fund	-	-	-	-	-
Transfers from General Fund	-	-	-	-	-
Transfers to restricted cash - CAO	(43,161)	(46,450)	3,289	(99,288)	56,127
Transfers from (to) restricted cash - Repl Res	(34,170)	(34,170)	-	(34,170)	-
Section 18 transfers from Public Housing	164,309	167,111	(2,802)	248,472	(84,163)
Net unrestricted cash flows	190,619	180,347	10,272	234,902	(44,283)
Restricted cash flows:					
Housing Assistance Payments earned	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-
Investment income - restricted	-	-	-	-	-
Transfers from unrestricted - CAO	43,161	46,450	(3,289)	99,288	(56,127)
Transfers from (to)unrestricted - Repl Res	34,170	34,170	-	34,170	-
Purchased from replacement reserves	-	-	-	-	-
Sec 18 transfers to Affordable Housing	-	-	-	-	-
Total restricted cash flows	77,331	80,620	(3,289)	133,458	(56,127)
Net cash flows	267,950	260,967	6,983	368,360	(100,410)



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

Assets	Section 8	Public Housing	Kaybern (USDA)	Aloha Park	Local Fund	Affordable Housing	Total
Current assets:							
Unrestricted cash and cash equivalents	79,724	955,711	52,954	937,997	1,434,727	(876,660)	2,584,453
Restricted cash and cash equivalents	87,856	75,734	1,380	37,660	4,750	310,771	518,151
Accounts receivable, net	25,558	138,437	1,959	(31,504)	24,556	(145,509)	13,497
Current portion of contracts receivable	—	140	—	—	3,420	—	3,560
Other current assets	4,444	30,987	547	6,271	803	34,439	77,491
Total current assets	197,583	1,201,008	56,840	950,425	1,468,255	(676,960)	3,197,152
Non-current assets:							
Restricted cash and cash equivalents	433,163	—	36,106	263,992	—	2,327,502	3,060,763
Contracts receivable	—	—	—	—	333,127	—	333,127
Capital assets, non-depreciable	—	3,677,580	50,000	41,617	356,748	4,095,129	8,221,075
Capital assets, depreciable, net	—	2,649,274	8,772	667,447	740,948	13,188,003	17,254,444
Total non-current assets	433,163	6,326,854	94,878	973,057	1,430,823	19,610,633	28,869,409
Total assets	630,746	7,527,862	151,718	1,923,481	2,899,079	18,933,674	32,066,560
Deferred bond refunding costs	—	—	—	—	—	2,351,971	2,351,971
Total assets and deferred outflow of resources	630,746	7,527,862	151,718	1,923,481	2,899,079	21,285,645	34,418,532
Liabilities							
Current liabilities:							
Accounts payable	14,085	152,299	2,163	—	6,093	11,439	186,078
Deferred revenue	—	83,446	12	—	31,135	2,482	117,075
Accrued interest payable - bonds and notes	—	—	2,519	—	53	317,317	319,889
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	87,856	75,734	1,380	37,660	4,750	310,771	518,151
Total curr. liabilities payable from restr. assets	87,856	75,734	1,380	37,660	4,750	310,771	518,151
Total current liabilities	101,940	311,479	10,798	65,665	53,466	740,335	1,283,683
Non-current liabilities:							
Contracts and notes payable	145,695	—	317,506	2,051,953	666,939	27,978,202	31,160,295
Total non-current liabilities	145,695	—	317,506	2,051,953	666,939	27,978,202	31,160,295
Total liabilities	247,636	311,479	328,304	2,117,618	720,405	28,718,537	32,443,979
Net Position							
Invested in capital assets	—	6,326,854	(263,458)	(1,370,894)	419,322	(8,441,426)	(3,329,601)
Restricted	285,134	—	36,106	263,992	—	2,327,502	2,912,733
Unrestricted	97,977	889,529	50,766	912,764	1,759,352	(1,318,968)	2,391,421
Total net position	383,110	7,216,383	(176,586)	(194,137)	2,178,674	(7,432,892)	1,974,553
Total liabilities and net position	630,746	7,527,862	151,718	1,923,481	2,899,079	21,285,645	34,418,532



V. STAFF REPORTS
B. Section 8 and Low Rent Public Housing
1. Section 8 Waiting List
October 2015

Wait List Time Based on # of HH Members										
# HH Members	1	2	3	4	5	6	7	8	9	Total
#Families	189	140	111	70	41	32	11	8	1	603
Average Days	2,249	2,130	2,061	2,055	2,025	1,959	2,189	2,006	2,335	2,129

Wait List Based on Gender					
Gender	Female		Male		Total
Total	449		154		603

Wait List Based on Race								
Race	Am. Indian	Asian	Black	Native Hawaiian	White	Multiple	Unk.	Total
	6	35	94	4	442	5	17	603

Wait List Based on Ethnicity						
HH Ethnicity	Hispanic		Not Hispanic		Unknown	Total
	149		448		6	603

Wait List Based on HH Type					
Type	Disabled	Elderly	Family	Other	Total
	103	43	352	105	603



WASHINGTON COUNTY

OREGON

V. STAFF REPORTS

B. Section 8 and Low Rent Public Housing

2. Public Housing Average Vacancy Days

*Fiscal Year-to-Date
October 2015*

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



V. STAFF REPORTS
C. Affordable Housing

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

- a) Section 8 Waiting List: 603 currently, last report: 602. The waitlist was closed on September 1, 2011. Existing waitlist clients will be served as vouchers become available. HAWC accepted applications for a new waitlist from May 2-9, 2015.
- b) Public Housing Average Vacancy Days: Vacancy days for the month of October 2015 were at 12.56 (last report – 13.29). 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: 98.73% (last report – 99%)
 *Section 8: 93.4 % (last report – 94.4%)

We had 2,609 vouchers leased up on the first of October (last report – 2,637). Our Annual Contributions Contract (ACC) is 2,793 vouchers, so we need to lease up 184 vouchers to reach our authorized capacity. There are 16 vouchers outstanding and not under lease. Our monthly allocation of Section 8 HAP funds is 100.5%. 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 October, 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	2.5 hrs	3 hrs	24 hrs
Routine WO's	6.73days	7 days	25 days

- f) FSS Participation
 Total FSS participants: 81 (79 from Section 8 and 12 from Public Housing)
 Total Escrow Balance: \$243,733
 Highest Escrow Accounts: \$21,166 (Section 8) and \$7,618 (Public Housing)
 Individual Development Accounts (IDA): 5, plus 8 on the waiting list



- **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: 98.73% (8 vacancies/628 units)

- a) Local Fund Properties (managed by HAWC and/or contractors) 100% (0 vacancies/12 units)
- b) Affordable Housing Properties (managed by Infinity): 98.47% (8 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 two (2) Public Housing units.
- All repairs, painting and landscaping was completed by Housing staff.
- Cleaning was performed at one (1) Public Housing unit.
- Carpet was replaced in one (1) Public Housing unit.

Special Projects:

- Pest control services were performed at one (1) Public Housing unit.
- Tree service was performed at one (1) Public Housing unit.
- Reported 266 year-to-date non-emergency work orders have been completed in an average of 9.69 days.
- Reported 100% of 13 year-to-date emergency work orders completed within 24 hours.



V. STAFF REPORTS
D. Programs and Special Projects

• **PROJECT-BASED VOUCHERS**

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

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

	Category I (chronic homeless)			Category II (30% MFI or under)			Special Needs			Project-Based VASH		
	Awarded	Project-based	Leased	Awarded	Project-based	Leased	Awarded	Project-based	Leased	Awarded	Project-based	Leased
Luke-Dorf (Pluss Apartments)							12	12	8			
LifeWorks NW (Tom Brewer House)							13	13	12			
CPAH (The Knoll)	12	12	12									
Enterprise Community Partners (Fircrest Manor Apartments)				15	15	12						
REACH CDC (The Orchards at Orenco)				24	8	8						
Northwest Housing Alternatives (Alma Gardens)				8	8	8				3	3	3
Bridges To Housing (Bonita and The Colonies)				0	0	0						
CPAH (The Barcelona)				8								
Luke-Dorf (Housing TEAM- SAHMSA)	33	33	33									
Bienestar (Cornelius Place)				8								
Bridge Meadows (Beaverton)				8								
CPAH (SW Clinton)				8								
Northwest Housing Alternatives (Blanton Street)				15						5*		
Total PBVS	45	45	45	94	31	28	25	25	20	3	3	3

*contingent on HUD & VA approval



V. STAFF REPORTS
E. Report on Homelessness

- **MARY MAC HOUSE SERVING PERSONS FLEEING DOMESTIC VIOLENCE**

Beginning in September 2015, five households have exited the domestic violence shelter and entered the Mary Mac House, a new transitional housing program funded by County General Fund and a two-year Oregon Justice Reinvestment Initiative (JRI) grant. The program will provide a continuity of services from shelter to community-based permanent housing, and will focus on the continued progress of the survivor to work toward self-sufficiency using leased housing as a platform for rapid transition back into the community. The Mary Mac House will provide stability for school-age children as they continue education in their school of origin and support for adults as they locate permanent housing and employment.

- **FAMILY JUSTICE CENTER (FJC)**

The Washington County Family Justice Center (FJC) Steering Committee is under negotiation for a 3 acre site with current buildings providing 24,000 square feet of office and program space.

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

- **LEGAL CLINICS**

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

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

Washington County will seek \$3.2 million in competitive CoC Program funds to renew \$2.7 million in existing homeless housing and service programs and \$491,110 in new funds for construction of a 6-unit Clover Court housing project and a one-year CoC Planning grant. HUD released the Notice of Funding Available (NOFA) on September 18 that establishes the funding priorities in alignment with Opening



Doors, the federal strategic plan to end veteran homelessness by 2015, chronic homelessness by 2017 and youth/family homelessness by 2020.

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

The President’s proposed FY2016 Budget for federal fiscal year beginning October 1, 2015, reflects an increase of \$345 million across HUD programs. The House Appropriations Subcommittee budget includes \$2.185 billion, a modest increase as compared to \$2.135 billion in FY2015.

Federal Homeless Program Funds	FY2010	FY2011	FY2012	FY2013	FY2014¹	FY2015²	Proposed FY2016
	\$1.846 billion	\$1.901 billion	\$1.901 billion	\$1.929 billion	\$2.105 billion	\$2.135 billion	\$2.480 billion
CoC Program Competitive Grant Funding	\$1.6 billion	\$1.6 billion	\$1.6 billion	\$1.7 billion	\$1.8 billion	\$1.9 billion	\$2.23 billion
County Grant Award – CoC Program	\$2.1 million	\$2.1 million	\$2.3 million	\$2.6 million	\$2.7 million	Grant Application submit by 11/20/15.	
Emergency Shelter & Solutions Grant (ESG) Formula Funding	\$160 million	\$225 million	\$250 million	\$215 million	\$250 million	\$250 million	\$250 million
County ESG Entitlement Formula Funds	\$88,350	\$137,797	\$157,499	\$134,781 ³	\$152,317	\$165,058	

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

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

Washington County de-obligated (returned) \$221,742 in HUD McKinney-Vento homeless rent assistance funds due to the inability to fully utilize these competitive grant funds as homeless households were not able to access housing due to the low vacancy rate and being screened out of housing by property managers/landlords.

¹ FY2014 Omnibus Appropriations; January 17, 2014.

² FY2015 Omnibus Appropriations, December 16, 2015

³ FY2013 Emergency Solutions Grant reduced by Sequestration; HUD published May 30, 2013.



The need for affordable housing will be a priority addressed by the Washington County Thrives, a coalition of public and private partner organizations formed in 2009 to address the short-term need for safety net resources during the recession, and long-term strategies to reduce poverty:

- Living Wage Employment
 - Affordable Housing
 - Early Learning and Education
- **WASHINGTON COUNTY PUBLIC SAFETY LEVY (Measure 34-236)**

On November 3, 2015 the voters of Washington County passed the Public Safety Levy, as reported on November 6, with 72.71% casting a yes vote and 27.29% casting a no vote. The levy will generate an estimated \$135.4 million over five years, with 3% (estimated \$840,000 annually) of levy funds supporting emergency homeless shelter operations and victims' assistance to adults and children who are victims of domestic violence.

- **2015 HOMELESS ASSESSMENT REPORT: YEAR 7**

The Homeless Plan Advisory Committee (HPAC) approved the submittal of the 2015 Homeless Assessment Report to the Board of County Commissioners. The report findings will be presented to the County Commissioners on November 24, followed by publication and release to local, state and federal leaders, community stakeholders and uploaded to the county website at <http://www.co.washington.or.us/Housing/EndHomelessness/a-road-home.cfm> .

The report highlights an increase in homelessness as a result of the tight housing market with less than 2% vacancy rate and rent increases greater than 35%. The Community Connect system reports an increase in homelessness with 1,043 households served during Year 7, with 35% experiencing domestic violence, 49% report having a criminal history, 27% owe landlord debt, and 24% have returned to homelessness within two years of exiting a homeless program in Washington County. In addition, other community indicators are showcasing the vulnerability of our senior and people on fixed incomes, and home owners that continue to struggle in meeting mortgage payments as an increase in home foreclosures is reported.



VI. OLD BUSINESS

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

The Department of Housing Services 2015-16 budget request includes a portion of funding to continue this program. WorkSystems, Inc. was awarded Health & Human Services grant funding to continue this program model with a focus on healthcare occupations. The kickoff meeting for partners is scheduled for November 12, 2015.

Grant proposals have also been submitted for Meyer Memorial Trust and CDBG Services funding to support this program.

- **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.

- **HABOD VACANCIES**

Two Housing Authority Board of Directors positions will expire on December 31, 2015—the At-Large position currently filled by Shannon Wilson (CPAH) and the Resident position filled by Tricia Peterson. Recruitment for these positions is open, and applications are available on the County website at <http://www.co.washington.or.us/CAO/BoardsCommissions/boardandcommissionform.cfm>

VII. NEW BUSINESS

- **HAC HOLIDAY LUNCHEON**

The HAC holiday luncheon will be held on Friday, December 11, 2015, beginning at 1pm. The luncheon will be in the private dining room at Mingo, located at 12600 SW Cres St, Beaverton, OR 97005, near the Beaverton Central MAX station. Information is available on Mingo's website at <http://www.mingowest.com>.



VIII. RESOLUTIONS/ACTION ITEMS

- **FAMILY SELF-SUFFICIENCY (FSS) PROGRAM COORDINATING COMMITTEE**

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

The FSS program requires that the head of household agree to enter into a Contract of Participation for five years with a personalized set of goals to improve their circumstances and become independent. Sample goals include earning a degree, obtaining employment, developing savings, and buying or renting a home. A significant factor in the success of the program is building a network of professionals and organizations to provide education, networking opportunities, and other services to help FSS families achieve their goals. The program also helps clients budget and develop a plan to face the realities of self-sufficiency.

The FSS requirements are that all family members become independent of welfare/TANF, and that the head of household seek and maintain suitable employment. As the family participates in the program and through employment sees increases in their earned income, an interest-bearing FSS escrow account is established. A portion of the increases in the family's share of the rent because of increases in earned income are credited to the FSS escrow account. In other words, the escrow credit comes from the money that Housing Authority no longer has to pay to the landlord because the family is paying more and this "savings" gets deposited into their FSS escrow account.

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

The FSS program has been long-established in Washington County, and connections to partner agencies and community resources have been formed and require very little maintenance. Because of this, maintaining a PCC has been very challenging for the Department.

Regulations permit PHAs to utilize an existing entity as the PCC if the membership of the existing entity generally consists of the required and recommended individuals. The membership of the HAC fundamentally meets this requirement.



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

ACTION REQUIRED: Accept the oversight role of Program Coordinating Committee (PCC) for the Family Self-Sufficiency Program

- **2016 HAC MEETING SCHEDULE**

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

ACTION REQUIRED: Adopt 2016 HAC meeting dates

IX. ADJOURNMENT