



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



**Thursday, August 24, 2017  
9:00 a.m.**

**Housing Authority of  
Washington County  
Department of Housing Services**



## **Mission**

The Washington County Department of Housing Services provides a continuum of affordable housing options that promote community strength.

## **Strategies**

- Provide rental assistance.
- Assist people in achieving housing stability, focusing on lower income populations.
- Develop, acquire and maintain affordable housing.
- Provide career placement and training opportunities through partner organizations.
- Connect low-income people to additional programs and services.
- Provide home ownership opportunities, where appropriate.
- Collaborate with public and private partners.

## **Equity Statement**

The Department of Housing Services provides housing opportunities to all eligible persons no matter their race, color, religion, national origin, age, disability, familial status, marital or domestic partnership status, sex, gender identity, sexual orientation, veteran status, legal source of income or type of occupation.

In order to be relevant and effective in a rapidly changing and increasingly diverse environment, the Department of Housing Services commits to the principles of diversity, equity and inclusion for all members of the community we serve. Equitable access to resources and opportunity is the means to healthy, economically vibrant people and communities. We believe that authentically listening to, working inclusively with, and being accountable to the community we serve increases innovation and effectiveness and leads to more successful outcomes.

*Mission, Strategies and Equity Statement are from our new Strategic Plan 2017-2027*



## TABLE OF CONTENTS

**AGENDA** ..... Page 4

**MEETING MINUTES** ..... Page 5

**DISCUSSION** ..... Page 13

**EXECUTIVE DIRECTOR’S REPORT** ..... Page 13

**STAFF REPORTS**

    A. Financial Statement..... Page 18

    B. Section 8 and Low Rent Public Housing..... Page 28

    C. Affordable Housing ..... Page 31

    D. Programs and Special Projects..... Page 32

    E. Report on Homelessness ..... Page 34

    F. Housing Affordability/Development Initiatives..... Page 37

**OLD BUSINESS**.....Page 41

**NEW BUSINESS**.....Page 41

**RESOLUTIONS/ACTION ITEMS** ..... Page 42

**ADJOURNMENT** ..... Page 42

Next Meeting:

**Thursday, September 28, 2017**

<b>2017 HAC Schedule</b>
Thursday, September 28
Friday, October 13 – Retreat
Thursday, November 16
Friday, December 8 – Luncheon



**HOUSING ADVISORY COMMITTEE**  
**Department of Housing Services**  
**Juvenile Services Building Room 258**  
**August 24, 2017 at 9:00 A.M.**

**I. AGENDA**

- I. ROLL CALL**
- II. ACTION – APPROVAL OF MINUTES**
  - A. June 22, 2017 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. Programs and Special Projects
  - E. Report on Homelessness
  - F. Housing Affordability/Development Initiatives
- VI. OLD BUSINESS**
- VII. NEW BUSINESS**
- VIII. RESOLUTIONS/ACTION ITEMS**
- IX. ADJOURNMENT**



**II. MEETING MINUTES**  
**HOUSING ADVISORY COMMITTEE OF WASHINGTON COUNTY**  
**June 22, 2017, 9:00 a.m.**

Washington County Department of Housing Services – Juvenile Services Building  
111 NE Lincoln Street, Suite 200-L, Hillsboro, OR 97124  
**Juvenile Services Building Room 258**

**COMMITTEE MEMBERS PRESENT**

Ben Sturtz (Vice-Chair)  
Megan Henning  
Gary Whiting  
Anapreet Kaur-Gill  
Sig Unander

**STAFF PRESENT**

Val Valfre, Executive Director  
Komi Kalevor, Assistant Director  
Annette Evans, Homeless Program Coordinator  
Melanie Fletcher, Rental Assistance Manager  
Gary Calvert, Asset Manager  
Melisa Dailey, Housing Program Coordinator  
Jeff Hanson, Finance Manager

**ABSENT**

Sid Scott (Chair)

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

**II. ACTION - APPROVAL OF MINUTES**

Motion: Approve the minutes from May 25, 2017  
Second: Anapreet Kaur-Gill  
Vote: All approved

**III. DISCUSSION - ORAL COMMUNICATIONS & MEMBER UPDATES**

Anapreet Kaur-Gill said she is still working on the apartment unit that flooded. A new resident is being approved to move into the repaired unit. Other than the unit being renovated from flood damage, they are fully occupied.

Gary Whiting stated the inventory of residential real estate is low and the year-to-date summary activity has been lower in 2017 as opposed to 2016. New listings are down 3.4%, closed sales are down 5.4%, and pending sales are down 7.8% which shows the market is flattening a bit. Mr. Whiting talked about House Bill 2004 which is focused on rent control and explained the proposed rent controls are as restrictive as San Francisco, which isn't favorable for investors and will push them to turn their attention to other areas. He outlined the elements of the bill thus far in his distributed report. Portland's rent control measures include a provision where landlords would provide \$1,000 to \$3,000 in relocation assistance. Depending on the notices and situation, it could take years to remove a tenant from a property.



Val Valfre stated the Legislature had reduced the bill's relocation fee from three months to one month.

Anapreet Kaur-Gill said she did like the provision in the bill stating after the lease term it can go month-to-month. She asked for an explanation of the phrase "declares emergency, effective on passage" that is in the bill.

Mr. Valfre said "effective on passage" means once the governor signs the bill it would be effective immediately and not at a future given date.

Ben Sturtz said they are looking to close on Orchards at Orenco III in July. The City review for Orenco III is taking a long time, and Clean Water Services is another four weeks after the City. REACH has decided to shift the focus of Isabella Court in Vancouver to homeless families. They will be redesigning the one bedroom units into two-bedroom units. There were 49 units in the first phase consisting of 46 one-bedrooms and 3 two-bedrooms and now they will be doing 49 units with a unit mix of 15 two-bedrooms and 34 one-bedrooms.

#### **IV. EXECUTIVE DIRECTOR'S REPORT**

The Housing Authority Board of Directors (HABOD) had their Board meeting last Tuesday and everything on the agenda was passed without any discussion. The Housing Advisory Committee (HAC) by-law changes passed, including the HAC member term limit change from three years to four that was made at the suggestion of the Board of County Commissioners. One agenda item to note is the approval to enter a lawsuit to regain ~\$500,000 of the Housing Authority's money pulled by HUD in 2012. HUD was short funded during the Obama administration by \$1 billion and all housing authority contracts specify when a shortfall occurs that HUD must capture funds pro-rata from among all the housing authorities. HUD decided instead that they would go after the housing authorities that had excess reserves—without consideration that some housing authorities have excess reserves because they have been more efficient. Because of this, \$500,000 was pulled from Washington County's Housing Authority reserves during that time. The initial lawsuit returned a favorable judgment in January 2017 stating HUD had over-exceeded its authority. The Housing Authority of Washington County didn't join the first lawsuit as there was insufficient evidence that federal courts would consider any adverse judgment against HUD, a federal agency. The same legal team is now offering a second opportunity to those that weren't part of the first judgment. The Housing Authority must contribute a fee of \$1,000 to be eligible for the second round which the Board approved. The Board also approved the Housing Authority's proposal to pay its regular property insurance and earthquake insurance that covers the affordable housing portfolio. Finally, there are some budget concerns because HUD's budget for each Housing Authorities' Section 8 administration is reduced to only 74%. The Housing Authority must be very efficient and manage expenditures well in these financially challenging times.

Gary Calvert said they are using their replacement housing funds to purchase a duplex which has been challenging as neither he nor HUD had been through the process before. This morning the seller withdrew from the sale, but through the process Mr. Calvert has



learned which documents are needed so the next time the Housing Authority purchases property with these funds, it will go more smoothly. Another opportunity is four surplus lots on the corner of Rosa and 170<sup>th</sup> which are owned by the Land Use and Transportation Department (LUT).

Val Valfre said they are in the process of binding their strategic plan and will be distributing it soon. The Board of Commissioners passed the County budget and all requested funding was approved. The increased budget gives more flexibility to provide gap funding for affordable housing projects and rent assistance (\$175,000), plus \$75,000 for Community Connect rental assistance.

Cornelius Place – This project was approved for a Housing Production Opportunity Fund grant and also a Community Housing Fund bridge loan for \$1 million in case it is needed.

Sunset View - Senator Merkley visited Sunset View Apartments along with Mayor Doyle of Beaverton and several members of the Beaverton City Council. The grand opening is potentially scheduled for October but it may be moved to August.

Cornell & Murray - There is an adjacent business who does not want to sell their land which prohibits moving forward with the initial design plan of providing a community center. Community Partners for Affordable Housing (CPAH) received approval from the Board to move ahead with a modified plan to instead build a food court.

Willow Creek – The number of units decreased from 122 to 121. Neighbors within a 500 foot radius of the site were invited to a neighborhood meeting this past Monday, although no neighbors attended the meeting. The developers toured Windhaven, a neighboring business, and 30 empty parking spaces were counted at 8:15 p.m. so they believe it's possible to obtain guest parking spaces here. The finance closing date on Willow Creek should be no later than December 2017. A meeting is scheduled with the City of Hillsboro regarding the guest parking issue. A waiver is needed on the size of the commercial area reducing it from 5,000 square feet to 2,500 square feet. They are talking to KinderCare about the commercial space. They may be able to use it to expand their facility which would also be a benefit to residents with children.

## V. STAFF REPORTS

### A. Financial Statement:

Jeff Hanson reported that cash flow operations for the Housing Authority were \$2.2 million which is favorable to the budget by \$1.4 million and favorable to the prior year by \$1 million.

Section 8 has *positive* cash flow of \$211,000 and \$194,000 favorable to the budget; the lower administrative cost was the key reason.

Public housing has a *positive* cash flow of \$152,000 and \$255,000 favorable to the budget and the same favorable to the prior year.



Kaybern Terrace cash flow was \$5,000 which is a little below budget and unfavorable to the prior year by \$9,000. This is due to tree removal and landscaping issues.

Aloha Park had a *negative* cash flow from operations of \$25,000 and unfavorable to the budget by \$50,000 and prior year by \$45,000 but will normalize by the end of the year.

The Local Fund had a *positive* cash flow of \$1,400,000 which is favorable to the budget by \$700,000 and favorable to the prior year by \$800,000. This favorable variance is primarily due to higher cash flow from Quatama Crossing.

Our affordable housing portfolio had a *positive* cash flow of \$400,000 and favorable to the budget by \$277,000. Tenant revenue was increased and there were lower operating costs.

In summary, the Housing Authority's financial status is positive and improving.

#### B. Section 8 and Low Rent Public Housing

Public housing units are fully occupied and work order response times remain low. They have 264 Project Based Vouchers that are awarded and capability for another 100 that can be awarded.

Melanie Fletcher provided an update on Family Self Sufficiency (FSS). They are waiting to hear about the home ownership assistance program from the State which is set to begin July 1. The FSS coordinators are working to find families that would be good candidates for the money and do not see an issue getting money expensed by December 2018. They are trying to link this program with veterans with VASH vouchers to help with home ownership. Veterans who have either found jobs or start receiving their pensions move out of needing assistance fairly rapidly and they are looking to assist them to move into home ownership.

Low-income youth from across Oregon and Southwest Washington will attend Camp Rosenbaum for a week starting July 23. The camp is located between Seaside and Astoria at Camp Rilea Armed Forces Training Center. The selected kids for this program have all been sent notification letters and confirmations from those families are coming through. The staff consists of a combination of volunteers from housing authorities, Air National Guard, Portland Police, fire fighters, and retired housing authority and military personnel that have assisted in the past. Spirit Mountain Casino started donating to the camp as a result of an employee who volunteers at the camp. Nike is a big supporter as well. Invitations were extended to the Housing Advisory Committee to visit during one of Camp Rosenbaum's guest days.

#### A. Affordable Housing

See the report given by Mr. Calvert in the Executive Director's Report (above).





D. Special Projects

Nothing to report.

E. Report on Homelessness

Annette Evans reported on the homelessness prevention activities:

Clover Court: An extended 30-day comment period was completed on the Environmental Review for the FONSI (Finding of No Significant Impact). They received 54 comments; one in favor and 53 sharing concerns. Of the 53 concerned comments only a few pertained to the Environmental Review and they were regarding the noise factor. The project is just under the maximum noise limit of 75 decibels at 74.8 dB so a waiver was submitted. Concerns were raised such as bald eagles nesting in the area and wetland issues but those have been resolved. The project will have an onsite containment to filter all water. There were also some minor asbestos issues that were resolved. Today is the first day of the HUD 15-day comment period. The HUD grant must be executed by September 2017 or the County will lose the funds.

Crisis Intervention Team: They are working with the law enforcement departments, Washington County mental health, integral health providers, and hospitals to provide training to law enforcement personnel on handling persons with mental health issues. This training is a national model which is a 40-hour session including the clinical and legal aspects, symptoms as well as available resources. The training will begin November 1, 2017 and after receiving feedback from the initial training there will be annual training going forward to train all law enforcement personnel.

A Road Home 10-Year Plan: Ms. Evans indicated that they are beginning Year 10 and will not achieve "function zero" by the end of June 2018. "Function zero" occurs when a local community has homelessness but someone can access resources upon becoming homeless and end their homeless situation. Currently there is a gap of over 400 households/units and people were turned away last winter because of a lack of resources. A community process is being launched to collect community stakeholder input and develop the future and a continued phase. They are looking at second phase keeping the basic plan core updating strategies in five year increments or align it with the County's Consolidated Planning process which is in year two of five, so they could catch up in 2020 with a two-year plan or 2025 with a seven-year plan.

Ms. Evans announced the scheduling of the severe weather shelters has begun. Training will take place in September and October. She will be meeting with all interested parties in July. Last year they provided over 7,000 bed spaces which included over 14,000 volunteer hours. She is in talks with a new church that is interested in participating.

Ms. Evans reported that they are gaining ground on reducing homelessness since implementing the 10-Year Plan to End Homelessness. The last few years there have seen



minor decreases in homelessness and the current focus is to prevent homelessness. A report will be completed in order to assess the effectiveness of the program that will determine the number of households given financial assistance who were able to remain in their homes and avoid homelessness. HUD's "point in time" staff contacted Ms. Evans this week to inquire about the decline in Caucasian homeless larger families (5 to 11 persons/family is a large family) and an increase in larger families from African American, Asian, and Native American/Hawaiian or other races. They are currently assessing what has caused this shift. Ms. Evans will be meeting with the Continuum of Care providers across the state to talk about some of these issues as other counties have seen the same shift.

#### F. Housing Affordability/Development Initiatives

See report given by Komi Kalevor in the Executive Director's Report (above).

Melisa Dailey reported on the County's involvement in Metro's Equitable Housing Grants. They had a couple meetings with Beaverton regarding the Naturally Occurring Affordable Housing (NOAH). An RFP for consultants will be going out by the end of June. Washington County received one of the Metro Affordable Equitable Housing grants looking at taking a couple lots as an example to see how LUT can facilitate a faster permit approval process for housing in general and specifically affordable housing. An identified lot in Aloha is a good possibility for project and the chosen consultants would identify a couple other lots around the county. In about a year all the reports and recommendations should be done. The third grant is in the City of Tigard Triangle District and is beginning to start up. Ms. Dailey hasn't attended a meeting for this particular grant which is looking at affordable housing at one or two example lots. The City of Portland has an equitable housing grant in the Triangle District as well and Metro received a grant to hire consultants to look at other transportation issues. In the next couple of years there will be a lot of data collected and recommendations made on how to develop this area.

The Westside Economic Alliance is hosting a breakfast meeting on Thursday morning June 29<sup>th</sup> with Ron Sims as the keynote speaker. There is still availability to attend but it is filling up quickly.

## VI. OLD BUSINESS

Val Valfre announced the Board of Commissioner's approval to increase the number of members for the Housing Advisory Committee. He asked committee members to let him know if they have any recommendations to fill the open positions.

Gary Whiting said in the June 21<sup>st</sup> News Times edition that there was an article highlighting the Westside Economic Alliance's focus on housing. An entire page was dedicated to affordable housing. He noted the article cited Board Chairman Andy Duyck who stated affordable housing is the County's number one issue but that the Board decided not to go forward with the housing levy based on polling results.



Val Valfre feels, in regards to the levy, that they are in a period of regrouping to assess how to get more support for the levy. They need work on educating people and broader awareness of the issue. It's not that the levy won't happen; it's more a question of when.

Ben Sturtz said Vancouver released the funding application for the first round of grant applications funded by their levy. The \$42 million levy was passed November 2016, and \$3.7 million of funding was available for 2017. The City received seven applications for 237 units. Mr. Sturtz thinks if Washington County passed a future levy each project would have some money to move forward.

Gary Whiting noted the polling numbers on the potential Washington County housing levy were positive at 52%.

Val Valfre said the County's lobbyists strongly recommended having approval in the mid-sixties or more before putting a tax measure before the voters.

## **VII. NEW BUSINESS**

Gary Whiting noted that since the Board is seeking clarity on a host of housing policy objectives, there is a responsibility by the Housing Advisory Committee to present good policy recommendations, especially as the committee will expand with newly approved additional members.

Val Valfre announced the annual HAC Housing Retreat is scheduled for October. The focus of the retreat will be to inform key leaders and the public on strategic options and tools that would incent affordable housing. The committee was asked to offer ideas for the main topic of the Retreat as well as suggestions for the Retreat's venue. The following recommendations were made regarding Retreat topics:

- New styles for housing/tiny homes
- Funding tools available in lieu of a levy
- Right-sizing parking
- Moving the incorporated cities within the county to be on the same page regarding affordable housing (inviting planners from smaller cities to be able to communicate the challenges with affordable housing and steps that can be taken in lieu of money to help out)
- Invite local mayors who are final decision makers to discuss policy

## **VIII. RESOLUTIONS/ACTION ITEMS**

None.



**IX. ADJOURNMENT**

Meeting adjourned at 10:24 a.m.

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

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



### III. DISCUSSION

Discussion items open to the Committee.

### IV. EXECUTIVE DIRECTOR'S REPORT

The Housing Authority remains actively engaged in a variety of programs of considerable importance to the community. These programs reflect collaboration and funding at federal, state, regional and local levels. The variety and significance of these programs is daunting – over \$3.4 million in homeless program administration, new development projects that are coming “on-line” and leasing up residents, to new projects that are in various stages of financing, and on-going regional workforce projects assisting tenants to self-sufficiency.

Each of these initiatives acknowledges directly and indirectly the affordable housing crisis occurring in Washington County and efforts by the Housing Authority and its partners to mitigate and resolve its impact. The following examples reflect these ongoing activities:

- Collaboration on the new Veterans General Housing Account Program (VGHAP) NOFA that was released on July 25, 2017. There are \$8 million set aside for veterans housing and about \$4.2 million for mental health units, which allows up to \$50,000 per Vets SMI (Severe Mental Illness) or SUD (Substance Use Disorder) unit in either supported or supportive housing.
- HAWC is working with Washington County Health & Human Services (HHS) Department to lease a large, multi-bedroom house obtained through a transfer of County foreclosed property to the Housing Authority from County foreclosed property. HHS will use this site to offer mental health services.
- Sunset View: The first three buildings with only 3-bedroom units have been certified and all are near fully leased. A fourth building with only one- and two-bedroom units is near certification and a waitlist is open. This 236-unit, 10-building apartment complex should be fully completed by December 2017.
- The Forest Grove Technical Advisory Committee reviewed the proposed affordable housing report that was presented to the City Council in late July. The Committee is anticipating that further meetings will occur on a quarterly basis to ensure proposed strategies are being initiated and outcomes are being achieved.

We anticipate challenges and opportunities for greater collaboration and success in 2017-2018. Some of these include:

- As I mentioned last month, our continuing challenge is trying to effectively administer a \$32 million agency without the certainty of the actual federal allocations to our key programs as authorized through an approved federal budget. The President did sign the 2017 Omnibus Appropriations Bill which will largely continue FY2016 budget levels through September 2017. However, unless Congress approves a FY2018 budget that offers additional dollars, we may be required to cease further leasing and defer needed capital repairs to our housing portfolio. Update: the Senate and the House have marked up the President's “Skinny” budget with additional monies.



- We are working with the Cities, Metro and county partners (LUT and Office of Community Development) on the three Metro Equitable Housing grants awarded to the City of Beaverton, Cities of Portland-Tigard, and Washington County. Each project has unique challenges and targeted audiences associated with their region.
- Continued efforts on our second Workforce Development grant called Healthcare Northwest for focused training for health career professions.
- Willow Creek Crossing in Hillsboro should close in December 2017 and begin construction.
- The Fields Apartments in Tigard (over 200 units) should close in mid-2018 (pending).
- The Clover Court project consists of three duplexes for chronically homeless persons with severe mental illness and is being funded through HUD Community Development funds. Luke-Dorf will be the project owner.

HAWC's efforts to increase housing affordability across the continuum of housing needs are best summarized into the following four primary categories: Operations, Finance, Affordable Housing Development and Other Initiatives.

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

- **Replacement Housing Factor (RHP) Fund:** HAWC has over \$441,000 in RHF as a result of selling public housing units a few years ago. These funds must be used to purchase additional public housing units, and will require nearly \$46,000 in match funds. Gary Calvert has been working with brokers in this tight market and has identified a duplex for purchase. He is preparing the documentation needed by HUD to complete this acquisition. Update: This proposed acquisition fell through, so we are again looking at other properties.

**Housing Authority Finance:** The Department of Housing Services budget includes several efforts 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. I am pleased to report that the financial strength of the Department is sound, which will assist in furthering our affordable housing initiatives and outreach.

As we did in 2016, the Department requested and the County approved general fund allocations in 2017 for countywide efforts supporting affordable housing and homelessness, to include funding for the Housing Production Opportunity Fund (\$500K), Prevention Rent Assistance (\$175K), Community Connect (\$75K), Fair Housing Planning (\$10K), etc.

**Affordable Housing Development Initiatives:** The following operations demonstrate the Department's active involvement in partnerships with for-profit and non-profit housing developers to construct or preserve affordable housing, prevent homelessness and increase self-sufficiency. Most of these projects benefited from the award of project-based vouchers. Too many of these projects have been adversely impacted by a major decrease



in previously planned tax credit equity pricing – resulting in thousands of dollars of unanticipated funding shortfalls or gap. A list of projects with applicable updates is reflected below. Note: Housing Authority projects are demonstrated in more detail in a new table at Section V.F (Staff Reports/Housing Availability/Development Initiatives).

**Project Updates:**

- Orchards III at Orenco: HAWC is once again a limited partner to this Phase III 52-unit project and has awarded 24 Project-Based Vouchers (PBVs) to the site (8 PBVs per Phase) to serve families making 30% or less AMI. At the completion of Phases I, II and III, the site will encompass 167 units. Update: REACH is projecting a project closing date for Orchards III in early August 2017 (Developer: REACH CDC)
- Bridge Meadows in Beaverton: This very innovative 41-unit project will house families with foster children, as well as seniors who volunteer their time to assist these children, and who in return will receive reduced rents. It features 8 PBVs to bring affordability down to 30% AMI or less. Status: As of August 3, the project was about 90% completed. Bridge Meadows anticipates construction completion and lease up within the next few months. (Developer: Bridge Meadows)
- Cornelius Place: Bienestar’s 45-unit mixed-use library and senior housing project was awarded 12 PBVs and HOME funds in 2015 and 2016. It received general fund grants from the County totaling \$300,000 in Housing Production Opportunity Funds (HPOF), additional dollars from the Community Housing Fund, and was approved by the State for 9% LIHTC grant funds. Update: This project is anticipated to close in late summer 2017. (Developer: Bienestar)
- Sunset View Apartments: Construction continues on this large 236-unit, 10-building project and clubhouse in which HAWC is a special limited partner. Three buildings are now complete and leasing and a fourth building is almost ready to come on-line. The project is affordable to households at 60% MFI, with 24 PBVs (10% of total units) to be restricted to households at 30% MFI and below. This will significantly increase the affordability of the project. The development will be completed in phases and should be completed by December. Update: Congresswoman Bonamici visited the site on May 5, followed by Senator Merkley on June 2, 2017, <http://www.pedcormanagement.net/SunsetView.aspx> (Developer: PEDCOR).
- Pomeroy Place Apartments: This Veterans project on Blanton Road is a 20-unit development near 185<sup>th</sup> Avenue and TV Highway in Aloha that received HOME funding, Low-Income Weatherization funds and State GHAP (General Housing Account Program) funds. The Housing Authority also awarded 5 Project-Based VASH vouchers and 15 Project-Based Section 8 vouchers to this project to allow deep rental subsidy for its 20 extremely low-income and homeless veterans and their families. This project began construction in November 2016 and should be completed in late summer 2017. Status: Completion by November 2017. (Developer: Northwest Housing Alternatives)



- Red Rock Creek Commons Project: This is a new construction, possible 48-unit project proposed by Community Partners for Affordable Housing (CPAH) in Tigard. This project was initially awarded 8 PBVs and subsequently requested an increase to 23 PBVs. CPAH submitted a LIFT housing grant application to OHCS but was not approved for funding. CPAH re-designed its proposed project and considered partnering with Luke-Dorf, Inc. for the Mental Health Housing NOFA. However, the financing did not work out, and other initiatives are being considered. Status: CPAH anticipates construction beginning in the Fall of 2018 and lease-up in the Fall of 2019. (Developer: CPAH)
- Cornell and Murray Project: This proposed new construction, 48-unit project by CPAH is located at the corner of NW Cornell and Murray. It will include 8 PBVs. The County is working exclusively with CPAH on this property. Update: The decision by OHCS to defer this year's 9% LIHTC NOFA will result in a delay in moving forward on this project. CPAH has also submitted a proposal for a Metro Equitable Housing grant that would help support this project. Status: This project will await the State's NOFA for 9% Tax Credits applications in January/February 2018. (Developer: CPAH)
- Willow Creek Crossing Project: This proposed mixed-use affordable housing project will feature up to 121 units – offering a mix of studios, 1-bedrooms (in demand by millennials and seniors) 2-bedrooms and 3-bedrooms, and about 2,500 square feet of commercial space. The Housing Authority's partner, DBG Properties, Inc., was successful in garnering \$4.6 million from the State in 2016 LIFT grant funds and also funds from the County's Community Housing Fund. The Housing Authority will serve as a special limited partner. The developer was informed by OHCS that the project qualifies as a HUD DDA (Difficult Development Area), which should now cover all or most of the financing gap through a 30% boost in tax credits. Status: This project is scheduled to go in front of the Hillsboro Planning Commission on August 23, 2017. (Developer: DBG)
- Clover Court Project: This is a proposed \$1.2 million affordable housing project serving homeless persons to be constructed by Luke-Dorf. It will use an award of HUD Federal McKinney-Vento funds to create this new permanent supportive housing project providing six (6) affordable studio units in three duplexes serving chronically homeless persons with mental illness. Status: Transfer of surplus land from the County and a contract for HUD funding were approved by the County Board of Commissioners.
  - HUD Inspector General (IG): DHS was visited by the IG to investigate a complaint regarding Clover Court. A Clover Court-area resident complained to the IG "Hot-Line" that DHS fraudulently awarded the HUD contract for chronically homeless with severe mental illness to Luke-Dorf – by not adhering to the grant's requirements for using "Housing First" guidelines. HUD, who initiated the grant, reviewed the complaint and stated that DHS is





in full compliance. HUD reviewed all of the department's documentation and will then determine whether there are grounds to issue a report. We are confident that they will see no need to do so.

**Other Initiatives:**

- Local Innovation and Fast Track Housing Development Program (LIFT): In 2016, seventeen (17) applicants applied for \$40 million in GO Bonds for innovative projects. The Governor has indicated a budget request in the 2017 biennium for \$70 million and the Speaker for \$100 million in new LIFT funds. Update: The Legislature approved \$80 million dollars for LIFT projects - \$40 million in each year. There is some interest by Washington County non-profit developers in applying for these funds.
- Tri-Met Meeting: Val Valfre and Komi Kalevor met with the TriMet Real estate attorney and project development director to discuss in very broad terms, future development possibilities on underutilized Park & Ride as well as TriMet surplus sites. No concrete plans were made, but stay tuned for more updates in the near future.

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 May FYTD, cash flow from Housing Authority operations of \$2,301,482 was favorable to the budget by \$1,555,694 and favorable to the prior year by \$1,390,789.

Section 8 had positive cash flow from operations of \$199,713 which was \$182,573 favorable to the budget. The favorable variance is due to lower administration cost.

Public Housing had positive cash flow of \$186,674 which was \$289,537 favorable to the budget and \$248,695 favorable to the prior year. The favorable variance is due to higher operating subsidy from the Operating Fund, higher rent collected from the tenants than budgeted.

Kaybern Terrace cash flow of \$6,724 was \$928 favorable to the budget and unfavorable to the prior year by \$7,795. The unplanned landscape cost to remove trees damaging foundations of the neighboring property are a component of the unfavorable variance.

Aloha Park had negative cash flow from operations of \$17,452, unfavorable to the budget by \$44,500 and unfavorable to the prior year by \$36,516. Through the year, outside purchases accumulate in expenses, exceeding the budget each month. Near year-end, a request to HUD to use reserve funds normalizes expenses compared to the budget. This program is anticipated to operate at breakeven.

The Local Fund had positive cash flow of \$1,544,259, favorable to budget by \$870,399 and favorable to the prior year by \$998,855. The favorable variance is primarily due to higher cash flow distribution from Quatama Housing Limited Partnership, which the Authority holds a 50% limited partner interest in the limited partnership.

Affordable Housing had positive cash flow from operations of \$381,562, favorable to the budget by \$256,755, which was partially due to an increase in tenant revenue and lower operation costs and partially due to the deferred partial HOME loan payment.

**Statement of Net Position (Balance Sheet)**

Total unrestricted cash is \$5,751,324, of which \$1,206,089 is limited to Section 8, Public Housing, Kaybern Terrance and Aloha Park programs. Previous year unrestricted cash had a balance of \$3,585,277, of which \$1,915,948 was limited to Section 8, Public Housing and Kaybern Terrace programs.



**V. STAFF REPORTS**  
**A. Financial Statement**  
**2. Year-To-Date Cash Flow - Expanded**  
Working Capital Basis  
**HOUSING AUTHORITY – UNAUDITED**  
May 2017

	Section 8	Public Housing	Kaybern (USDA)	Aloha Park	Local Fund	Affordable Housing	Total
Operating revenue							
Federal/State operating subsidies	1,840,252	1,269,021	21,704	-	110,926	14,772	3,256,674
Gross billable rent	-	720,354	56,604	486,361	102,032	4,321,530	5,686,881
Vacancy loss	-	-	-	(10,448)	-	(115,434)	(125,882)
Premiums (concessions/loss-to-lease)	-	(1,309)	-	(13,617)	(99)	(56,652)	(71,677)
Other tenant revenue	-	26,373	-	3,642	1,176	102,549	133,739
Tenant revenue	-	745,418	56,604	465,938	103,109	4,251,993	5,623,061
Other revenue (incl GF subsidy)	45,412	8,183	872	8,243	1,756,635	258,710	2,078,055
Total operating revenue	1,885,664	2,022,622	79,180	474,181	1,970,669	4,525,475	10,957,791
Operating expenses:							
Repair and maintenance:							
Salaries and benefits-internal	-	617,493	-	-	-	-	617,493
Salaries and benefits-external	-	-	760	48,401	160	194,139	243,461
Interprogram maintenance chgs	-	(25,207)	-	-	19,703	5,505	-
DHS Overhead	-	134,035	-	-	-	-	134,035
Outside purchases	-	137,091	18,090	112,611	11,124	809,760	1,088,677
Garbage disposal	-	21,989	2,203	20,615	634	134,586	180,026
Architect's fees	-	2,500	-	-	-	-	2,500
Vehicle maintenance	-	10,629	-	-	-	-	10,629
Supplies and misc	-	156,699	1,432	26,829	15,896	127,535	328,392
Repair and maintenance	-	1,055,229	22,485	208,457	47,516	1,271,526	2,605,213
Program operations:							
Salaries and benefits-internal	1,037,507	216,580	-	-	191,480	1,780	1,447,347
Salaries and benefits-external	-	-	2,060	56,077	-	356,736	414,873
Outside management fees	-	-	1,905	15,904	584	144,623	163,016
Internal asset management allocation	-	45,638	2,254	-	17,086	98,365	163,342
DHS allocation	225,205	47,012	-	-	41,563	386	314,167
Training and travel	8,602	674	60	1,305	1,286	5,688	17,614
Dues, subscriptions, publications	1,469	626	-	-	-	45	2,140
Advertising	566	566	-	-	-	645	1,777
Communications	582	1,464	-	4,157	101	24,090	30,394
Postage, printing & photocopy	4,599	1,161	127	618	114	7,375	13,994
Vehicle maintenance	4,320	643	-	-	21	-	4,984
Legal costs	-	1,700	151	1,719	4,533	13,369	21,473
Supplies and other	22,772	5,758	1,513	12,200	41,500	56,901	140,644
Operations	1,305,622	321,821	8,070	91,981	298,268	710,003	2,735,765



**V. STAFF REPORTS**  
**A. Financial Statement**  
**3. Year-To-Date Cash Flow - Expanded**  
Working Capital Basis  
**HOUSING AUTHORITY – UNAUDITED**  
July 2016 – May 2017

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	3,256,674	2,549,765	706,909	2,520,506	736,168
Gross billable rent	5,686,881	4,572,532	1,114,349	4,508,500	1,178,381
Vacancy loss	(125,882)	(133,819)	7,937	(67,762)	(58,120)
Premiums (concessions/loss-to-lease)	(71,677)	(52,312)	(19,365)	(85,517)	13,840
Other tenant revenue	133,739	108,161	25,578	112,978	20,761
Tenant revenue	5,623,061	4,494,563	1,128,498	4,468,201	1,154,860
Other revenue (incl GF subsidy)	2,078,055	932,557	1,145,498	856,114	1,221,941
Total operating revenue	10,957,791	7,976,885	2,980,906	7,844,821	3,112,970
Operating expenses:					
Repair and maintenance:					
Salaries and benefits-internal	617,493	500,763	(116,730)	513,731	(103,762)
Salaries and benefits-external	243,461	260,714	17,253	200,904	(42,557)
Interprogram maintenance chgs	-	-	-	(17,936)	(17,936)
DHS Overhead	134,035	103,296	(30,739)	102,067	(31,968)
Outside purchases	1,088,677	659,319	(429,358)	742,415	(346,262)
Garbage disposal	180,026	149,318	(30,708)	148,049	(31,977)
Architect's fees	2,500	-	(2,500)	-	(2,500)
Vehicle maintenance	10,629	9,968	(661)	10,964	335
Supplies and misc	328,392	245,632	(82,760)	268,800	(59,592)
Repair and maintenance	2,605,213	1,929,010	(676,203)	1,968,994	(636,219)
Program operations:					
Salaries and benefits-internal	1,447,347	1,167,443	(279,904)	1,124,495	(322,852)
Salaries and benefits-external	414,873	372,015	(42,858)	343,825	(71,048)
Outside management fees	163,016	137,848	(25,168)	128,053	(34,963)
Internal asset management allocation	163,342	142,263	(21,079)	138,239	(25,103)
DHS allocation	314,167	239,087	(75,080)	223,829	(90,338)
Training and travel	17,614	14,480	(3,134)	12,388	(5,226)
Dues, subscriptions, publications	2,140	1,675	(465)	1,342	(798)
Advertising	1,777	1,477	(300)	1,422	(355)
Communications	30,394	29,226	(1,168)	28,879	(1,515)
Postage, printing & photocopy	13,994	18,615	4,621	14,845	851
Vehicle maintenance	4,984	5,470	486	4,045	(939)
Legal costs	21,473	9,881	(11,592)	12,949	(8,524)
Supplies and other	140,644	125,556	(15,088)	117,310	(23,334)
Operations	2,735,765	2,265,036	(470,729)	2,151,621	(584,144)



**V. STAFF REPORTS**  
**A. Financial Statement**  
**4. Year-To-Date Cash Flow - Expanded**  
 Working Capital Basis  
 SECTION 8 – UNAUDITED  
 July 2016 – May 2017

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance	YTD Actual
Operating revenue						
Federal/State operating subsidies	1,840,252	1,506,112	334,140	1,442,750	397,502	1,269,021
Gross billable rent	-	-	-	-	-	720,354
Vacancy loss	-	-	-	-	-	-
Premiums (concessions/loss-to-lease)	-	-	-	-	-	(1,309)
Other tenant revenue	-	-	-	-	-	26,373
Tenant revenue	-	-	-	-	-	745,418
Other revenue (incl GF subsidy)	45,412	19,125	26,287	35,728	9,684	8,183
Total operating revenue	1,885,664	1,525,237	360,427	1,478,478	407,186	2,022,622
Operating expenses:						
Repair and maintenance:						
Salaries and benefits-internal	-	-	-	-	-	617,493
Salaries and benefits-external	-	-	-	-	-	-
Interprogram maintenance chgs	-	-	-	-	-	(25,207)
DHS Overhead	-	-	-	-	-	134,035
Outside purchases	-	-	-	-	-	137,091
Garbage disposal	-	-	-	-	-	21,989
Architect's fees	-	-	-	-	-	2,500
Vehicle maintenance	-	-	-	-	-	10,629
Supplies and misc	-	-	-	-	-	156,699
Repair and maintenance	-	-	-	-	-	1,055,229
Program operations:						
Salaries and benefits-internal	1,037,507	881,672	(155,835)	833,163	(204,344)	216,580
Salaries and benefits-external	-	-	-	-	-	-
Outside management fees	-	-	-	-	-	-
Internal asset management allocation	-	-	-	-	-	45,638
DHS allocation	225,205	180,478	(44,727)	165,532	(59,673)	47,012
Training and travel	8,602	4,125	(4,477)	777	(7,825)	674
Dues, subscriptions, publications	1,469	980	(489)	996	(473)	626
Advertising	566	1,125	559	465	(101)	566
Communications	582	1,048	466	961	379	1,464
Postage, printing & photocopy	4,599	6,845	2,246	7,406	2,807	1,161
Vehicle maintenance	4,320	3,750	(570)	2,737	(1,583)	643
Legal costs	-	-	-	-	-	1,700
Supplies and other	22,772	33,750	10,978	45,795	23,023	5,758
Operations	1,305,622	1,113,773	(191,849)	1,057,832	(247,790)	321,821



**V. STAFF REPORTS**  
**A. Financial Statement**  
**5. Year-To-Date Cash Flow - Expanded**  
Working Capital Basis  
**PUBLIC HOUSING (Excl. Kaybern) – UNAUDITED**  
July 2016 – May 2017

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	1,269,021	900,146	368,875	929,564	339,457
Gross billable rent	720,354	519,954	200,400	518,883	201,471
Vacancy loss	-	(3,804)	3,804	(3,764)	3,764
Premiums (concessions/loss-to-lease)	(1,309)	(33)	(1,276)	(259)	(1,050)
Other tenant revenue	26,373	30,203	(3,830)	30,141	(3,768)
Tenant revenue	745,418	546,320	199,098	545,002	200,416
Other revenue (incl GF subsidy)	8,183	7,226	957	17,487	(9,304)
Total operating revenue	2,022,622	1,453,692	568,930	1,492,053	530,569
Operating expenses:					
Repair and maintenance:					
Salaries and benefits-internal	617,493	500,763	(116,730)	513,731	(103,762)
Salaries and benefits-external	-	-	-	-	-
Interprogram maintenance chgs	(25,207)	(17,648)	7,559	(28,789)	(3,582)
DHS Overhead	134,035	103,296	(30,739)	102,067	(31,968)
Outside purchases	137,091	74,926	(62,165)	92,298	(44,793)
Garbage disposal	21,989	19,868	(2,121)	19,930	(2,059)
Architect's fees	2,500	-	(2,500)	-	(2,500)
Vehicle maintenance	10,629	9,968	(661)	10,964	335
Supplies and misc	156,699	127,911	(28,788)	135,005	(21,694)
Repair and maintenance	1,055,229	819,084	(236,145)	845,206	(210,023)
Program operations:					
Salaries and benefits-internal	216,580	202,191	(14,389)	188,447	(28,133)
Salaries and benefits-external	-	-	-	-	-
Outside management fees	-	-	-	-	-
Internal asset management allocation	45,638	39,748	(5,890)	38,624	(7,014)
DHS allocation	47,012	41,369	(5,643)	37,440	(9,572)
Training and travel	674	1,211	537	882	208
Dues, subscriptions, publications	626	695	69	346	(280)
Advertising	566	67	(499)	465	(101)
Communications	1,464	3,143	1,679	2,929	1,465
Postage, printing & photocopy	1,161	750	(411)	291	(870)
Vehicle maintenance	643	1,720	1,077	1,308	665
Legal costs	1,700	-	(1,700)	-	(1,700)
Supplies and other	5,758	3,952	(1,806)	4,139	(1,619)
Operations	321,821	294,846	(26,975)	274,871	(46,950)



**V. STAFF REPORTS**  
**A. Financial Statement**  
**6. Year-To-Date Cash Flow - Expanded**  
Working Capital Basis  
KAYBERN TERRACE (USDA) – UNAUDITED  
July 2016 – May 2017

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	21,704	17,737	3,967	17,517	4,187
Gross billable rent	56,604	49,171	7,433	47,378	9,226
Vacancy loss	-	(1,475)	1,475	(144)	144
Premiums (concessions/loss-to-lease)	-	(41)	41	(30)	30
Other tenant revenue	-	2,018	(2,018)	1,470	(1,470)
Tenant revenue	56,604	49,673	6,931	48,674	7,930
Other revenue (incl GF subsidy)	872	841	31	808	64
Total operating revenue	79,180	68,251	10,929	66,999	12,181
Operating expenses:					
Repair and maintenance:					
Salaries and benefits-internal	-	-	-	-	-
Salaries and benefits-external	760	597	(163)	570	(190)
Interprogram maintenance chgs	-	-	-	-	-
DHS Overhead	-	-	-	-	-
Outside purchases	18,090	12,430	(5,660)	9,551	(8,539)
Garbage disposal	2,203	1,771	(432)	1,672	(531)
Architect's fees	-	-	-	-	-
Vehicle maintenance	-	-	-	-	-
Supplies and misc	1,432	3,498	2,066	961	(471)
Repair and maintenance	22,485	18,296	(4,189)	12,754	(9,731)
Program operations:					
Salaries and benefits-internal	-	-	-	-	-
Salaries and benefits-external	2,060	1,761	(299)	1,714	(346)
Outside management fees	1,905	1,689	(216)	1,600	(305)
Internal asset management allocation	2,254	1,964	(290)	1,908	(346)
DHS allocation	-	-	-	-	-
Training and travel	60	818	758	595	535
Dues, subscriptions, publications	-	-	-	-	-
Advertising	-	-	-	-	-
Communications	-	-	-	33	33
Postage, printing & photocopy	127	99	(28)	114	(13)
Vehicle maintenance	-	-	-	-	-
Legal costs	151	191	40	139	(12)
Supplies and other	1,513	1,314	(199)	1,303	(210)
Operations	8,070	7,836	(234)	7,406	(664)



**V. STAFF REPORTS**  
**A. Financial Statement**  
**7. Year-To-Date Cash Flow - Expanded**  
Working Capital Basis  
ALOHA PARK – UNAUDITED  
July 2016 – May 2017

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	-	-	-	-	-
Gross billable rent	486,361	401,832	84,529	402,098	84,263
Vacancy loss	(10,448)	(16,073)	5,625	(10,820)	372
Premiums (concessions/loss-to-lease)	(13,617)	(13,500)	(117)	(11,417)	(2,200)
Other tenant revenue	3,642	4,425	(783)	3,890	(248)
Tenant revenue	465,938	376,684	89,254	383,752	82,186
Other revenue (incl GF subsidy)	8,243	6,150	2,093	6,355	1,888
Total operating revenue	474,181	382,834	91,347	390,107	84,074
Operating expenses:					
Repair and maintenance:					
Salaries and benefits-internal	-	-	-	-	-
Salaries and benefits-external	48,401	37,950	(10,451)	32,365	(16,036)
Interprogram maintenance chgs	-	-	-	-	-
DHS Overhead	-	-	-	-	-
Outside purchases	112,611	45,735	(66,876)	69,275	(43,336)
Garbage disposal	20,615	18,000	(2,615)	17,271	(3,344)
Architect's fees	-	-	-	-	-
Vehicle maintenance	-	-	-	-	-
Supplies and misc	26,829	10,920	(15,909)	10,377	(16,452)
Repair and maintenance	208,457	112,605	(95,852)	129,288	(79,169)
Program operations:					
Salaries and benefits-internal	-	-	-	-	-
Salaries and benefits-external	56,077	56,480	403	54,887	(1,190)
Outside management fees	15,904	13,400	(2,504)	12,590	(3,314)
Internal asset management allocation	-	-	-	-	-
DHS allocation	-	-	-	-	-
Training and travel	1,305	2,588	1,283	1,720	415
Dues, subscriptions, publications	-	-	-	-	-
Advertising	-	90	90	79	79
Communications	4,157	3,450	(707)	3,823	(334)
Postage, printing & photocopy	618	450	(168)	736	118
Vehicle maintenance	-	-	-	-	-
Legal costs	1,719	1,350	(369)	1,531	(188)
Supplies and other	12,200	9,158	(3,042)	9,510	(2,690)
Operations	91,981	86,966	(5,015)	84,876	(7,105)





**V. STAFF REPORTS**  
**A. Financial Statement**  
**8. Year-To-Date Cash Flow - Expanded**  
Working Capital Basis  
**LOCAL FUND – UNAUDITED**  
July 2016 – May 2017

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	110,926	114,691	(3,765)	119,596	(8,670)
Gross billable rent	102,032	81,000	21,032	69,630	32,402
Vacancy loss	-	(1,283)	1,283	(934)	934
Premiums (concessions/loss-to-lease)	(99)	-	(99)	(41)	(58)
Other tenant revenue	1,176	5,325	(4,149)	3,982	(2,806)
Tenant revenue	103,109	85,043	18,066	72,638	30,471
Other revenue (incl GF subsidy)	1,756,635	683,906	1,072,729	584,347	1,172,288
Total operating revenue	1,970,669	883,640	1,087,029	776,581	1,194,088
Operating expenses:					
Repair and maintenance:					
Salaries and benefits-internal	-	-	-	-	-
Salaries and benefits-external	160	227	67	165	5
Interprogram maintenance chgs	19,703	5,609	(14,094)	2,041	(17,662)
DHS Overhead	-	-	-	-	-
Outside purchases	11,124	13,169	2,045	9,227	(1,897)
Garbage disposal	634	675	41	1,286	652
Architect's fees	-	-	-	-	-
Vehicle maintenance	-	-	-	-	-
Supplies and misc	15,896	2,339	(13,557)	4,280	(11,616)
Repair and maintenance	47,516	22,019	(25,497)	16,999	(30,517)
Program operations:					
Salaries and benefits-internal	191,480	81,169	(110,311)	101,297	(90,183)
Salaries and benefits-external	-	-	-	-	-
Outside management fees	584	468	(116)	500	(84)
Internal asset management allocation	17,086	14,881	(2,205)	14,460	(2,626)
DHS allocation	41,563	16,743	(24,820)	20,541	(21,022)
Training and travel	1,286	675	(611)	4,977	3,691
Dues, subscriptions, publications	-	-	-	-	-
Advertising	-	-	-	-	-
Communications	101	60	(41)	36	(65)
Postage, printing & photocopy	114	4,889	4,775	570	456
Vehicle maintenance	21	-	(21)	-	(21)
Legal costs	4,533	-	(4,533)	1,449	(3,084)
Supplies and other	41,500	16,003	(25,497)	12,513	(28,987)
Operations	298,268	134,888	(163,380)	156,343	(141,925)



**V. STAFF REPORTS**  
**A. Financial Statement**  
**9. Year-To-Date Cash Flow - Expanded**  
Working Capital Basis  
**AFFORDABLE HOUSING – UNAUDITED**  
July 2016 – May 2017

	YTD Actual	YTD Budget	Fav (unfav) Variance	Prior YTD	Fav (unfav) Variance
Operating revenue					
Federal/State operating subsidies	14,772	11,079	3,693	11,079	3,693
Gross billable rent	4,321,530	3,520,575	800,955	3,470,511	851,019
Vacancy loss	(115,434)	(111,184)	(4,250)	(52,100)	(63,334)
Premiums (concessions/loss-to-lease)	(56,652)	(38,738)	(17,914)	(73,770)	17,118
Other tenant revenue	102,549	66,190	36,359	73,495	29,054
Tenant revenue	4,251,993	3,436,843	815,150	3,418,136	833,857
Other revenue (incl GF subsidy)	258,710	215,309	43,401	211,389	47,321
Total operating revenue	4,525,475	3,663,231	862,244	3,640,604	884,871
Operating expenses:					
Repair and maintenance:					
Salaries and benefits-internal	-	-	-	-	-
Salaries and benefits-external	194,139	221,940	27,801	167,804	(26,335)
Interprogram maintenance chgs	5,505	12,039	6,534	8,812	3,307
DHS Overhead	-	-	-	-	-
Outside purchases	809,760	513,059	(296,701)	562,064	(247,696)
Garbage disposal	134,586	109,004	(25,582)	107,890	(26,696)
Architect's fees	-	-	-	-	-
Vehicle maintenance	-	-	-	-	-
Supplies and misc	127,535	100,964	(26,571)	118,177	(9,358)
Repair and maintenance	1,271,526	957,006	(314,520)	964,747	(306,779)
Program operations:					
Salaries and benefits-internal	1,780	2,411	631	1,588	(192)
Salaries and benefits-external	356,736	313,774	(42,962)	287,224	(69,512)
Outside management fees	144,623	122,291	(22,332)	113,363	(31,260)
Internal asset management allocation	98,365	85,670	(12,695)	83,247	(15,118)
DHS allocation	386	497	111	316	(70)
Training and travel	5,688	5,063	(625)	3,437	(2,251)
Dues, subscriptions, publications	45	-	(45)	-	(45)
Advertising	645	195	(450)	413	(232)
Communications	24,090	21,525	(2,565)	21,097	(2,993)
Postage, printing & photocopy	7,375	5,582	(1,793)	5,728	(1,647)
Vehicle maintenance	-	-	-	-	-
Legal costs	13,369	8,340	(5,029)	9,830	(3,539)
Supplies and other	56,901	61,379	4,478	44,050	(12,851)
Operations	710,003	626,727	(83,276)	570,293	(139,710)



**V. STAFF REPORTS**  
**A. Financial Statement**  
**10. Statement of Net Assets**  
**HOUSING AUTHORITY – UNAUDITED**  
**May 2017**

	Section 8	Public Housing	Kaybern (USDA)	Aloha Park	Local Fund	Affordable Housing	Total
<b>Assets</b>							
Current assets:							
Unrestricted cash and cash equivalents	378,252	751,296	77,518	(978)	4,785,897	(240,662)	5,751,324
Restricted cash and cash equivalents	87,184	81,667	1,530	38,358	6,300	317,536	532,575
Accounts receivable, net	29,374	179,818	(2,649)	20,100	184,004	120,365	531,012
Current portion of contracts receivable	—	480	—	—	3,501	—	3,981
Other current assets	364	10,088	61	(8,023)	3,820	25,126	31,437
<b>Total current assets</b>	<b>495,175</b>	<b>1,023,350</b>	<b>76,460</b>	<b>49,458</b>	<b>4,983,522</b>	<b>222,365</b>	<b>6,850,329</b>
Non-current assets:							
Restricted cash and cash equivalents	338,399	—	36,109	332,057	—	2,666,627	3,373,192
Contracts receivable	—	—	—	—	277,244	—	277,244
Bond issuance costs	—	—	—	—	—	—	—
Investment in partnership	—	—	—	—	428,305	—	428,305
Capital assets, non-depreciable	—	3,661,374	50,000	41,617	495,911	4,095,129	8,344,031
Capital assets, depreciable, net	—	2,402,738	(5,051)	730,549	897,111	12,277,246	16,302,593
<b>Total non-current assets</b>	<b>338,399</b>	<b>6,064,112</b>	<b>81,057</b>	<b>1,104,223</b>	<b>2,098,571</b>	<b>19,039,003</b>	<b>28,725,365</b>
<b>Total assets</b>	<b>833,574</b>	<b>7,087,462</b>	<b>157,517</b>	<b>1,153,680</b>	<b>7,082,093</b>	<b>19,261,368</b>	<b>35,575,694</b>
Deferred bond refunding costs	—	—	—	—	—	2,171,050	2,171,050
<b>Total assets and deferred outflow of resources</b>	<b>833,574</b>	<b>7,087,462</b>	<b>157,517</b>	<b>1,153,680</b>	<b>7,082,093</b>	<b>21,432,418</b>	<b>37,746,744</b>
<b>Liabilities</b>							
Current liabilities:							
Unrestricted cash overdraft	—	—	—	—	—	—	—
Accounts payable	51,192	74,612	1,479	1,582	12,161	126,928	267,956
Deferred revenue	(24,069)	3,254	42	103	2,804	2,468	(15,399)
Accrued interest payable - bonds and notes	—	—	2,482	7,070	19	537,253	546,824
Current portion of notes and contracts payable	—	—	5,192	30,442	7,723	303,189	346,546
Current liabilities payable from restricted assets:							
Tenant and other deposits	87,184	81,667	1,530	38,358	6,300	317,536	532,575
Accrued interest payable - bonds payable	—	—	—	—	—	—	—
Current portion of bonds payable	—	—	—	—	—	—	—
<b>Total curr. liabilities payable from restr. assets</b>	<b>87,184</b>	<b>81,667</b>	<b>1,530</b>	<b>38,358</b>	<b>6,300</b>	<b>317,536</b>	<b>532,575</b>
<b>Total current liabilities</b>	<b>114,307</b>	<b>159,533</b>	<b>10,725</b>	<b>77,556</b>	<b>29,007</b>	<b>1,287,375</b>	<b>1,678,503</b>
Non-current liabilities:							
Bonds payable	—	—	—	—	—	26,740,000	26,740,000
Contracts and notes payable	254,701	—	309,203	2,001,794	720,461	535,065	3,821,225
<b>Total non-current liabilities</b>	<b>254,701</b>	<b>—</b>	<b>309,203</b>	<b>2,001,794</b>	<b>720,461</b>	<b>27,275,065</b>	<b>30,561,225</b>
<b>Total liabilities</b>	<b>369,009</b>	<b>159,533</b>	<b>319,929</b>	<b>2,079,349</b>	<b>749,468</b>	<b>28,562,440</b>	<b>32,239,727</b>
<b>Net Position</b>							
Invested in capital assets	—	6,064,112	(269,447)	(1,260,070)	736,959	(9,034,829)	(3,763,275)
Restricted	82,779	—	36,109	332,057	—	2,666,627	3,117,572
Unrestricted	381,786	863,817	70,927	2,344	5,595,666	(761,820)	6,152,720
<b>Total net position</b>	<b>464,565</b>	<b>6,927,929</b>	<b>(162,411)</b>	<b>(925,669)</b>	<b>6,332,625</b>	<b>(7,130,022)</b>	<b>5,507,017</b>
<b>Total liabilities and net position</b>	<b>833,574</b>	<b>7,087,462</b>	<b>157,517</b>	<b>1,153,680</b>	<b>7,082,093</b>	<b>21,432,418</b>	<b>37,746,744</b>



**V. STAFF REPORTS**  
**B. 8 and Low Rent Public Housing**  
**1. Section 8 Waiting List**  
*July 2017*

<b>Wait List Time Based on # of HH Members</b>											
# HH Members	1	2	3	4	5	6	7	8	9	10	Total
#Families	1,122	473	382	194	99	53	19	10	4	1	2,357
Average Days	820	820	820	820	820	820	820	820	820	820	820

<b>Wait List Based on Gender</b>			
Gender	Female	Male	Total
Total	1,631	726	2,357

<b>Wait List Based on Race</b>								
Race	Am. Indian	Asian	Black	Native Hawaiian	White	Multiple	Unk.	Total
	48	58	554	26	1,404	151	116	2,357

<b>Wait List Based on Ethnicity</b>				
HH Ethnicity	Hispanic	Not Hispanic	Unknown	Total
	364	1,993	0	2,357

<b>Wait List Based on HH Type</b>					
Type	Disabled	Elderly	Family	Other	Total
	780	241	958	378	2,357

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



# WASHINGTON COUNTY

## OREGON

### V. STAFF REPORTS

#### B. Section 8 and Low Rent Public Housing

#### 2. Public Housing Average Vacancy Days

*Fiscal Year-to-Date*  
July 2017

#### Average Vacancy Days - Public Housing

FY 2015-16		Vacant Units 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	2015	1	2	2.00	1	2	2.00
August	2015	3	38	12.67	4	40	10.00
September	2015	3	53	17.67	7	93	13.29
October	2015	2	20	10.00	9	113	12.56
November	2015	2	14	7.00	11	127	11.55
December	2015	4	77	19.25	15	204	13.60
January	2016	2	40	20.00	17	244	14.35
February	2016	4	46	11.50	21	290	13.81
March	2016	1	21	21.00	22	311	14.14
April	2016	0	0	0.00	22	311	14.14
May	2016	3	63	21.00	25	374	14.96
June	2016	5	75	15.00	30	449	14.97
<b>FY 2016-17</b>							
July	2016	1	11	11.00	1	11	11.00
August	2016	1	14	14.00	2	25	12.50
September	2016	2	27	13.50	4	52	13.00
October	2016	3	67	22.33	7	119	17.00
November	2016	1	18	18.00	8	137	17.13
December	2016	2	33.0	16.50	10	170	17.00
January	2017	2	31.0	15.50	12	201	16.75
February	2017	1	19	19.00	13	220	16.92
March	2017	2	26	13.00	15	246	16.40
April	2017	5	75	15.00	20	321	16.05
May	2017	3	65	21.67	23	386	16.78
June	2017	2	22	11.00	25	408	16.32
<b>FY 2017-18</b>							
July	2017	2	32	16.00	2	32	16.00



V. STAFF REPORTS  
B. Section 8 and Low Rent Public Housing  
3. Operational Performance Measures

**SECTION 8 AND LOW RENT PUBLIC HOUSING**

- a) Section 8 Waiting List: HAWC’s waitlist is closed. The current waitlist accepted applications from May 2-9, 2015. There are 2,357 households on the waitlist (May report: 2,360).
- b) Public Housing Average Vacancy Days: Average vacancy days for the month of June were at 11.0 and July 2017 were at 16.0 (May report – 21.7). FY2017-18 reporting began July 1. HUD rates Housing Authorities on cumulative vacancy days on a fiscal year basis. Our goal is 18 days and HAWC achieved 16.32 days YTD for FY2016-17. HUD rates 20 days or below as an “A”.

- c) Occupancy Rates:  
Public Housing: July 99%; June 99% (May report – 98%)

Section 8: 94.61% (May report – 95.40%)

We had 2,652 vouchers leased up on the first of July (May report – 2,674). Our Annual Contributions Contract (ACC) is 2,803 vouchers, so we need to lease up 151 vouchers to reach our authorized capacity.

HAWC issued 13 vouchers in July. There are 21 vouchers outstanding and not under lease. Our monthly allocation of Section 8 HAP funds is 107.65%. 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 July, 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	2.21 hrs.	3 hrs.	24 hrs.
Routine WO's	2.96 days	6 days	25 days



**V. STAFF REPORTS**  
**C. Affordable Housing**

**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: 98.3% (11 vacancies/629 units)

- a) Local Fund Properties (managed by HAWC and/or contractors) 100% (0 vacancies/13 units).
- b) Affordable Housing Properties (managed by Infinity): 98.1 % (10 vacancies/524 units)
- c) Kaybern Terrace (managed by Infinity): 100 % (0 vacancies/12 units)
- d) Aloha Park (managed by Infinity): 98.8 % (1 vacancies/80 units)

The 711 units at Quatama Crossing co-owned in a partnership with the Tudor Foundation 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 were completed by Housing staff.
- Carpet and flooring were replaced in three (3) Public Housing units.

Special Projects:

- Arborist services were performed at one (1) Public Housing unit.
- Reported 565 year-to-date non-emergency work orders have been completed in an average of 34.07 days over FY2016-17; reported 125 year-to-date non-emergency work orders have been completed in an average of 34.07 days for July 2017.
- Reported 100% of 89 year-to-date emergency work orders completed within 24 hours for FY2016-17; reported 100% of six (6) year-to-date emergency work orders completed within 24 hours for July 2017.



**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 (i.e., 560 vouchers), with approval from HUD. HAWC currently has Project-Based Vouchers (PBV) allocated to Category I (chronically homeless), Category II (30% or less MFI), “Special Needs” 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.

As of:		7/31/2017								
Sponsor	Project		Category I Chronically Homeless		Category II 30% MFI or Lower		Special Needs		Project-Based VASH	
			Awarded	Project-Based	Awarded	Project-Based	Awarded	Project-Based	Awarded	Project-Based
Bienestar	Cornelius Place	Cornelius			11					
DBG Properties	Willow Creek				15					
DBG Properties	The Fields				26					
Bridge Meadows	Bridge Meadows Beaverton	Beaverton			8					
CPAH	Barcelona	Beaverton			8	8				
CPAH	Cornell and	Beaverton			8					
CPAH	The Knoll	Tigard	12	12						
CPAH	Tigard Triangle	Tigard			23					
Allied Argenta (Change of Ownership)	Fir Crest Manor	Beaverton			14	14				
LifeWorks NW	Tom Brewer House	Beaverton					13	13		
Luke-Dorf	Housing TEAM / SAMHSA	Multiple Locations	20	20						
Luke-Dorf	PLUSS Apartments	Tigard					12	12		
Northwest Housing	Alma Gardens	Hillsboro			8	8			3	3
Northwest Housing	Pomeroy Place	Aloha			15				5	
Pedcor	Sunset View	Aloha			24					
REACH CDC	Orchards at Orenco (Phases 1- 3)	Hillsboro			24	16				
<b>Totals:</b>			<b>32</b>	<b>32</b>	<b>184</b>	<b>46</b>	<b>25</b>	<b>25</b>	<b>8</b>	<b>3</b>
<b>Total Awarded:</b>			<b>249</b>							
<b>Total Project-Based:</b>			<b>106</b>							

**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.





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

### Participant Information:

- Total current FSS households: 77
  - 66 Section 8 participants
  - 11 Public Housing participants
- Total Escrow Balance: \$371,601
- Highest Escrow Balances:
  - \$26,243 Section 8
  - \$20,040 Public Housing

### Enrollments

There are currently five new Family Self-Sufficiency participants in the enrollment process.

### IDA

We are enrolling new IDA savers with our 2017 award. One participant enrolled 7/20/2017 and three more will be enrolling in the coming months.

### Graduations

In total, three participants graduated during the month of July with approximately \$50,000 in escrow savings between them.

One participant just graduated PSU with her Master's in Family and Addiction Counseling. She will also be graduating Family Self-Sufficiency on 8/15/2017 with approximately \$14,000 in escrow money. She will be using this money to pay off some past due bills, buy professional clothes for her upcoming interviews, and to establish a savings account for her future needs.

### HOAP Grant

Unfortunately, the Department's application for Home Ownership Assistance Program (HOAP) funding from the State of Oregon was not funded. The State had sufficient funds for 19 applicants and 22 applications were received. Most applicants scored very closely to one another, but our application scored below the funding line. We will be reaching out to colleagues at organizations that were funded to confer about their programs and determine if there are areas we can strengthen to ensure funding when a future round is offered.



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

**“CLOVER COURT” PERMANENT SUPPORTIVE HOUSING PROJECT**

Clover Court is a new construction 6-unit housing project targeted to re-house chronic homeless adults experiencing severe mental illness. The project is a partnership between Washington County, the owner of property at 170<sup>th</sup> and Bany Road in unincorporated Washington County, and Luke-Dorf.

On July 25, 2017, the Washington County Board of Commissioners received public comment and approved the transfer of County-owned property to Luke-Dorf for the development of affordable housing. On August 1, 2017, the Board of Commissioners approved entering into a \$413,057 CoC Program Grant Agreement with the U.S. Department of Housing and Urban Development to fund a portion of the construction costs and provide funding for a service coordinator position.

Luke-Dorf is scheduling a Community meeting to receive public comment. The Community Meeting is a component of the Type III Development process required by Washington County Land Use and Transportation. Construction is anticipated to begin in mid-2018. Information on this process is online at

<http://www.co.washington.or.us/lut/divisions/currentplanning/applications/index.cfm>

**SEVERE WEATHER SHELTER (SWS) RESPONSE PLAN**

The Severe Weather Shelter (SWS) network of providers met on July 14 to discuss policy and a timeline for implementing the 2017/18 SWS Response Plan. A network of eight (8) SWS providers is committed to providing a continuum of sheltering with many sites opening in November and closing in March.

During the Winter 2016/17 shelter season, the SWS network provided 7,970 bed stays to homeless persons with hot meals and other basic needs. This work was accomplished through the commitment of 20,998 volunteer hours, as compared to 6,414 bed stays with 14,510 volunteer hours in Winter 2015/16.

**FY2017 CoC PROGRAM GRANT COMPETITION**

On July 14, the U.S. Department of Housing and Urban Development (HUD) released a Notice of Funding Available (NOFA) that will provide \$2 billion in federal funds for the FY2017 Continuum of Care (CoC) Program grant competition. Washington County will request \$3.3 million in funds to renew existing programs, with an additional \$196,748 available to fund a new permanent housing project. The HSSN will review and score new project proposals at the September 6 meeting, with the HSSN Workgroup making final decision on September 8. The application is due to HUD by September 28, 2017.



Federal Homeless Program Funds	FY2011	FY2012	FY2013	FY2014 <sup>1</sup>	FY2015 <sup>2</sup>	FY2016 <sup>3</sup>	FY2017 <sup>4</sup>
	\$1.901 billion	\$1.901 billion	\$1.929 billion	\$2.105 billion	\$2.135 billion	\$2.250 billion	\$2.383 billion
CoC Program Competitive Grant Funding	\$1.6 billion	\$1.6 billion	\$1.7 billion	\$1.8 billion	\$1.9 billion	\$1.918 billion	\$2.113 billion
County Grant Award – CoC Program	\$2.1 million	\$2.3 million	\$2.6 million	\$2.7 million	\$3.4 million	\$3.4 million	NOFA not released – anticipated June/July
Emergency Shelter & Solutions Grant (ESG) Formula Funding	\$225 million	\$250 million	\$215 million	\$250 million	\$250 million	\$250 million	\$270 million
County ESG Entitlement Formula Funds <sup>5</sup>	\$137,797	\$157,499	\$134,781	\$152,317	\$165,058	\$164,525	\$166,014

### **EVICITION COURT CASES ON THE RISE**

The rising rents and other socioeconomic factors are reflected in the rising trends in eviction cases filed with the court. Washington County renewed funding of \$150,000 to prevent eviction for severely rent burdened households. The funds are aligned with Community Connect and administered by Community Action. The following chart reports the number of eviction cases filed by month by year.

Evictions By Month	2017	2016	2015	2014	2013	2012	2011	2010	2009
January	286	278	284	281	249	290	291	341	499
February	263	226	155	199	214	254	234	280	355
March	206	201	178	185	195	231	291	263	299
April	213	235	211	184	184	228	274	310	326
May	225	246	224	208	238	247	273	309	357
June	260	277	227	224	216	306	300	330	357
July	238	255	283	257	250	270	284	353	348

### **THE CRISIS INTERVENTION TEAM (CIT) MODEL FOR POLICE RESPONSE TO MENTAL HEALTH CRISES**

The Crisis Intervention Team (CIT) model is a collaborative approach to safely and effectively addressing the needs of persons with mental illness, link them to appropriate services, and divert them from the criminal justice system. The national model has been successfully utilized by enforcement agencies to increase safety for both the officer and the individual experiencing mental illness and substance abuse. Law enforcement, mental health practitioners, hospitals, and other public health agencies have come together to

<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 H.R. 244 Omnibus Appropriations, May 5, 2017

<sup>5</sup> Emergency Solution Grant formula is based on percentage of CDBG funds



develop a 40-hour training course beginning in October 2017 for city and county law enforcement personnel.

Given the interface of law enforcement with homeless individuals and families, Annette Evans has participated in the CIT curriculum planning and will be a Trainer providing law enforcement resource tools to assist the homeless in Washington County.

### **A ROAD HOME: 10-YEAR PLAN TO END HOMELESSNESS (2008-2018)**

Annette Evans is preparing the Year 9 Annual Homeless Assessment Report: Outcomes and Challenges. The draft Year 9 report will be presented to the Homeless Plan Advisory Committee (HPAC) on October 19, whereby the committee will provide comment and recommendation for presentation to the Board of County Commissioners.

The Year 10 Work Plan was adopted by the Housing and Supportive Services Network (HSSN) in support of the vision outlined in A Road Home, and work has begun to prioritize funds to prevent and end homelessness through the various strategies embraced in the plan.

Looking forward, the HPAC reviewed the next phase of A Road Home at their July 20 meeting and approved the timeline for staff to begin planning and development of the work plan to create the next phase of the plan that will be effective 7/1/18. The next phase of the plan will embody the framework of the current plan to achieve our vision in preventing and ending homelessness through housing first, wrap-around services and income opportunity. Community Stakeholder meetings will be facilitated to provide the public with an opportunity for input into the strategies and content of the Plan's next phase. A website link will be made available to provide public access to the information on timeline, public planning meetings and documentation sharing.

### **CITY OF BEAVERTON HOSTS DISCUSSION ON HOMELESSNESS**

On July 20, the City of Beaverton facilitated a discussion where agencies reported on the greatest challenges they experience in working with homeless persons (e.g. mental health), possible areas of collaboration and communication, and support by the City to establish shelter and services in Beaverton. A copy of the Blue Ribbon Committee on Homelessness was shared with attendees.



**V. STAFF REPORTS**  
**F. Housing Affordability/Development Initiatives**

*The Housing Authority of Washington County (HAWC), a separate legal entity of Washington County's Department of Housing Services, is responsible for Development and Portfolio Management. HAWC, either directly or through a wholly owned affiliate, may work with developers, financial institutions, and government agencies, to build, acquire, and/or rehabilitate, thriving affordable housing communities in Washington County.*

**HOUSING DEVELOPMENT**

**Staff**

Val Valfre continues to participate on the State's 4% Low Income Housing Tax Credit (LIHTC) Ad Hoc Workgroup to identify administrative and legislative changes that could unleash the untapped leveraging potential of these non-competitive tax credits for affordable housing development. He is also assisting local housing development as Chair of the Community Housing Fund (CHF) and is participating on the Forest Grove Affordable Housing Committee and on the Southwest Corridor Economic Development Strategy Project Oversight Committee (SPOC).

Komi Kalevor serves as Department Lead on affordable housing development projects in our pipeline. This includes overseeing the development process for the 121-unit Willow Creek Crossing project in Hillsboro and the 264-unit Fields Apartments in Tigard. He coordinates essential communication with the State, other jurisdictions and funding entities, and local developers.

Melisa Dailey as our Affordable Housing Program Coordinator participates on the three Metro Equitable Development Housing grant teams associated with City of Beaverton, City of Tigard-Portland, and Washington County. She is also participating with the Aloha Tomorrow project and oversees the Nonprofit Corporation Low-income housing property tax exemption for Washington County. Update: the REI Force of Nature Grant application was not chosen for funding. The Housing Authority partnered with Adventures Without Limits (AWL) to provide outdoor activities for mothers and daughters. AWL thinks the program is strong and worthy of pursuing and is going to submit the grant to two additional foundations.

Based on approval of the County Budget on June 20, 2017, the Department will begin recruitment for a Housing Development Coordinator to facilitate and encourage accelerated affordable housing development in the County.

**Policy**

Funding reductions (immediate/short term): One major challenge for years 2017-18 is to address projected reductions in federal public housing operations subsidy. These funding reductions have been occurring for some time, but we previously had the benefit of building up reserves over time to address contingencies. HUD, however, has recaptured much of



that reserve, and our remaining reserve is considerably below required levels. If this funding loss is not reversed, it will make the traditional public housing model unsustainable.

Given the uncertainty of continued funding for public housing and the Section 8 Housing Choice Voucher Program, we are exploring the feasibility of several operational options. One of these is HUD’s Rental Assistance Demonstration (RAD) program, wherein public housing assets are sold or converted to Project-based units. Staff visited the Vancouver Housing Authority last October to discuss the challenges and insights related to their RAD projects, and may seek additional insight from the Housing Authority in Lane County which is pursuing their own RAD project. Several questions still need to be answered: do we convert or sell all 243 units or just the single family units? How do we comply with HUD’s 1 for 1 replacement guidelines? Do we need to hire a consultant to guide our efforts? Other options could be utilizing HUD Section 18 Demo/Disposition wherein we sell our scattered sites and use the funds to create more efficient multi-family housing projects, or outsourcing management responsibilities.

To see how the FY18 budget cuts will effect different communities go to <https://affordablehousingonline.com/FY18-HUD-Budget-Cuts>, an interactive website created by Affordable Housing Online.

Washington County’s projected cuts as of 8/8/17:

Program	Funding Lost
Community Development Block Grant	\$3,095,425
Public Housing Capital Fund	\$353,501
Public Housing Operating Fund	\$106,703
Housing Choice Voucher	\$4,984,127
Section 811 Housing for Persons with Disabilities	\$48,094
<b>TOTAL</b>	<b>\$8,587,850</b>

Compared to the numbers reported two months ago, these reflect a \$1.7 million increase in projected losses to the Housing Choice Voucher program.

Update: Both the Senate and the House Authorization Committees have restored some of these projected cuts back to the FY17 budget baseline.



**Development Projects**

Sunset View (Beaverton)			
<b>Housing Units: 236</b>		<b>Project Based Vouchers: 24</b>	
0 Studio	88 1BR	112 2BR	36 3BR
<b>Ownership:</b> Partnership of Housing Authority / PEDCOR Investment		<b>Total Project Costs:</b> \$50.5M <b>Funding:</b> LIHTC; Housing Rev. Bonds; Perm.Loan	
<b>Project Update:</b>			
<ul style="list-style-type: none"> <li>• Certificates of Occupancy have been issued for four buildings. Each contains 12 3BR units for a total of 36 units currently renting up. The fourth building features 1- and 2-bedrooms.</li> <li>• Final tenant move-ins, tentatively November 2017.</li> </ul>			

  

Willow Creek Crossing (Hillsboro)			
<b>Commercial</b>	<b>Housing Units: 121</b>	<b>Project Based Vouchers: 15</b>	
2,444 sq. ft.	44 Studio	66 1BR	6 2BR 5 3BR
<b>Ownership:</b> Partnership of Housing Authority/DBG		<b>Total Project Costs:</b> \$26.7M <b>Funding:</b> \$4.6M LIFT; LIHTC; Conduit Bonds	
<b>Project Update:</b>			
<ul style="list-style-type: none"> <li>• Ongoing meetings with the City of Hillsboro staff to request a decrease in the number of parking spaces from 183 (1.5 spaces/unit) to 101 (0.83 spaces/unit).</li> <li>• Finalized conduit bond and 4% LIHTC application with OHCS on 3/13/17, with approval pending appraisal.</li> <li>• Planning Commission meeting on 8/23/17.</li> <li>• Construction start: December 2017</li> </ul>			

  

Fields Apartments (Tigard)			
<b>Housing Units: 264</b>		<b>Project Based Vouchers: 26</b>	
0 Studio	128 1BR	104 2BR	32 3BR
<b>Ownership:</b> Partnership of Housing Authority/DBG		<b>Total Project Costs:</b> \$53.5M <b>Funding:</b> \$9.8M LIFT; LIHTC; Conduit Bonds	
<b>Project Update:</b>			
<ul style="list-style-type: none"> <li>• Planning Commission meeting on August 14, 2017</li> <li>• Construction start: mid 2018</li> </ul>			

  

Clover Court (Beaverton)	
<b>6 Housing Units (Permanent Supportive Housing)</b>	
6 Studios in 3 Duplexes	
<b>Ownership:</b> DHS/Luke-Dorf, Inc.	<b>Total Project Costs:</b> \$1.2M <b>Funding:</b> \$413,058 HUD
<b>Project Update:</b>	
<ul style="list-style-type: none"> <li>• Environmental Review (ER) was completed and received a Finding of No Significant Impact (FONSI)</li> <li>• Land Transfer and HUD Contract approved by Board of County Commissioners.</li> </ul>	

  

SW 170th (Beaverton)	
<b>4 Single Family Homes (Workforce Rental Housing)</b>	
<b>Ownership:</b> Housing Authority	<b>Total Project Costs:</b> \$
<b>Project Update:</b>	
<ul style="list-style-type: none"> <li>• Accept transfer of ownership later in 2017; properties are Washington County surplus land</li> <li>• 4 lots Zoned R-5 Single Family – may look at higher density</li> <li>• Unit size and type, and development costs not known yet</li> <li>• Target 80% MFI</li> </ul>	



### **CITY OF HILLSBORO – AFFORDABLE HOUSING WORK SESSIONS**

Planning staff with the City of Hillsboro have initiated work sessions with their city council regarding affordable housing. The first session (Part I) took place on May 2, 2017, and provided overviews of housing trends, need indicators, existing conditions and current city support activities. The Part II session occurred in July and focused on policies, tools and programs that are available to cities in Oregon to stimulate affordable housing development and preservation.

At this point it seems city staff are open to considering steps to further the provision of affordable housing. The Part II session offered several recommendations for further exploration, and ultimately implementation, on the part of the City of Hillsboro that will assist our region in narrowing the affordable housing gap.

### **RIGHTSIZING THE PARKING CODE PROJECT**

The LUT Department identified parking standards as a high priority through the County's Greening the Code project in 2012 and also through the Aloha-Reedville Study and Livable Community Plan in 2014. Also, the 2015-2020 and 2010-2015 Consolidated Plans and the Portland State University MURP report identified parking reductions for affordable housing as a priority. After incorporating the desire to conduct a parking standards study into the 2016 Long Range Planning Work Program, LUT initiated the Rightsizing the Parking Code study. Results indicate existing parking standards often result in constructing an oversupply of parking which can result in inefficient land use, higher development costs, incentivizes driving rather than other travel modes, and dis-incentivizes redevelopment in older built-out areas. Staff presented the study results at an April 19, 2017, Planning Commission Work Session and will conduct further work sessions to obtain guidance on how to proceed with changes to the County's policies and/or development code. Housing staff is in communication with LUT to discuss and promote recommendations that will benefit affordable housing providers.

### **METRO EQUITABLE HOUSING GRANTS**

Metro has offered a new equitable housing planning and development grant program (<http://oregonmetro.gov/housinggrants>), intended to help reduce barriers to equitable housing development across the Metro region. The program will make up to \$500,000 available in 2016, in grants of \$50,000 to \$100,000. Three Washington County entities submitted applications for consideration – City of Beaverton, City of Tigard and Washington County, and all three were successful. HAWC participated in grant proposal development and provided letters of support for each of these projects, and has been invited to participate on the working committees.

HAWC has attended meetings with the City of Beaverton regarding “Naturally Occurring Affordable Housing” (NOAH), and discussed preservation strategies and funding mechanisms in very general terms. The City of Beaverton is in the process of releasing an RFP to hire a consultant or consultant team to move forward with formally starting the study, and anticipates completion of the report mid-2018.





HAWC also attended meetings for the SW Corridor that are jointly conducted by the Cities of Portland and Tigard and Metro. Val Valfre is attending the SWEDS Project Oversight Committee (SPOC) meetings. The SPOC committee oversees all of the groups and organizations for the SW Corridor Equitable Development Strategy and reviews and approves recommendations from staff and the advisory groups regarding all project deliverables. Melisa Dailey is on the SW Corridor Equity + Housing Advisory Group (EHAG). This group is looking at the housing component for the SW Corridor with a focus on race and social equity which will lead to an Equitable Housing Strategy (EHS), as well as Tigard's Opportunity Site Analysis (one of the Metro equitable housing grants), and the housing component of Metro's SW Equitable Development Strategy (SWEDS).

HAWC will also be involved with Washington County's Equitable Housing grant which is overseen by Land Use and Transportation (LUT). The project will take two to three hypothetical projects through the development review process and look at barriers to, and solutions for, equitable housing.

## VI. OLD BUSINESS

### **HAC VACANCIES**

The Board authorized an increase in the HAC membership from 9 to 15 members and the resulting appointment of a Housing Authority-assisted member and a Social Services representative. We are currently looking for applicants for seven (7) vacancies on the HAC:

- Two at-large representatives
- One Veterans representative
- One Property Management professional
- One Minority Group representative
- One Finance professional
- One Planning professional

The online application is available on the County website at:

<https://washco.granicus.com/boards/forms/424/apply/733778?code=86a3c570-a302-4924-a6fd-a66a1e9830c3>

## VII. NEW BUSINESS

### **HOUSING RETREAT**

The Housing Advisory Committee Retreat is scheduled for October 13, 2017. This is an opportunity for HAC Members to host a special meeting that informs key leaders and stakeholders on relevant affordable housing issues in Washington County. The HAC discussed the upcoming Retreat and staff has moved forward to secure a favorable Retreat location and speakers of interest. Margaret Salazar, Director of Oregon Housing and Community Services has agreed to be our Keynote Speaker and share information on existing programs like LIFT and LIHTC to promote affordable housing, as well as several new incentives recently created by the Legislature. Rounding out the agenda so far is Josh



Lehner, an Economist from the Oregon Office of Economic Analysis to discuss the Washington County housing market and Jim Long, Affordable Housing Program Manager for the City of Bend, who will discuss their Construction Excise Tax program. We are still working on the agenda timing and on an overarching theme that promotes interest. Any ideas are welcomed – please forward to Melisa.

**FUTURE EVENTS**

- September 5, 2017 – HABOD meeting. Several agenda items proposed.
- October 13, 2017 – HAC Housing Retreat from 8:30 a.m.-2:00 p.m. at The River House (Rood Bridge Park).

**VIII. RESOLUTIONS/ACTION ITEMS**

No resolutions at this time.

**IX. ADJOURNMENT**