



**MEETING MINUTES**  
**HOUSING ADVISORY COMMITTEE OF WASHINGTON COUNTY**  
**August 20, 2020, 9:00 a.m.**

**Zoom Teleconference**

<b><u>COMMITTEE MEMBERS PRESENT</u></b>	<b><u>STAFF PRESENT</u></b>
Katherine Galian (Chair)	Komi Kalevor, Executive Director
Sheila Greenlaw-Fink	Yaling Huang-Dressel, Housing Controller
Gary Whiting	Josh Crites, Assistant Director
Sid Scott	Annette Evans, Homeless Program Manager
Dave Bachman	Shannon Wilson, Housing Development Coordinator
Ben Sturtz	Liz Morris, HCV Manager
Renée Brouse	Emily Nichols, Program Coordinator
Balen Younis	Andrew Crampton, Program Coordinator
Eric Schmidt	
Jason Hitzert	<b><u>ABSENT</u></b>
	Melisa Dailey, Housing Program Coordinator
<b><u>ABSENT</u></b>	
Melinda Bell (Vice-Chair)	
Cindi Otis	
Vince Chiotti	

**I. ROLL CALL – 9:00 a.m.** A quorum was present.

**II. ACTION - APPROVAL OF MINUTES FROM**

March 26, 2020

Motion: Ben Sturtz

Second: Sid Scott

Vote: All approved

April 23, 2020

Motion: Sheila Greenlaw-Fink

Second: Gary Whiting

Vote: All approved

May 8, 2020 (Real Estate Subcommittee)

Motion: Sheila Greenlaw-Fink

Second: Ben Sturtz

Vote: All approved

June 25, 2020

Motion: Renee Brouse

Second: Gary Whiting

Vote: All approved

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

#### **MEMBER UPDATES**

Sheila Greenlaw-Fink announced Community Housing Fund provided a loan to Homeplate Youth Services who has purchased a facility in Beaverton.

Jason Hitzert stated the legislative update to the eviction moratorium was pushed back to October 1. Up until this time tenants should contact their landlord to arrange a payment plan to get caught up on their rent by March 31, 2021.

Ben Sturtz reported the Songbird property on North Williams in Portland is continuing to lease up. River Place phase two (in the south waterfront area) will close in December. This property will also include new offices for Bridge.

Gary Whiting stated the sellers' market continues to remain strong.

Dave Bachman reported rent collection remains strong but there is an increase in renters not paying month over month. Rental assistance payments have helped with back rent, current rent, and up to six months of future rent.

Katherine Galian shared Community Action is in the process of dispersing CARES Act funds into the community to assist with back rents as well as utilities. Since March they have served over 1,200 households disbursing \$1.25 million to the community in rent payments.

#### **ORAL COMMUNICATION**

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

Komi Kalevor referred members to the HAC packet for the executive director's report. He noted the Housing Authority is a special limited partner with The Fields apartments in Tigard with GSL Property Management as the property manager.

### **V. STAFF REPORTS**

#### **A. Financial Statement**

The financial report will be given at the September HAC meeting.

#### **B. Housing Choice Voucher Program**

Liz Morris reported an increase in the number of rent decrease adjustments effective for August for the housing choice voucher program. Due to the pandemic Camp Rosenbaum was canceled. In lieu of camp, backpacks with activities were distributed for kids who were signed up to attend.

### C. Public Housing

Due to time constraints, members were directed to the HAC packet for the update.

### D. Affordable Housing

Due to time constraints, members were directed to the HAC packet for the update.

### E. Programs and Special Projects

Ms. Morris stated there are two project based openings coming up in the fall of 2020 with waitlists opening on Monday. Red Rock Creek Commons will have 24 one-bedroom units with supportive services in partnership with Luke-Dorf, and Cedar Grove will have 8 units (2 to 3 bedrooms).

### F. Report on Homelessness

Annette Evans shared that Safe Sleep Village has 33 individuals in the program with capacity to serve up to 50. The Family Promise program has been full but have three openings they are currently working with Community Action to fill. The local implementation plan committee will be meeting next week to begin efforts to create a plan for the Metro Supportive Housing Services levy in Washington County. The target is for the plan to be completed and approved by March 2021. They are changing the model of how winter sheltering is done in Washington County by shifting away from having individuals moving from site to site each night to a 90-day enrolled program. A couple of sites are not able to continue hosting winter shelters due to lack of insurance coverage with COVID-19 restrictions. They are currently looking at different options to fill in this gap.

### G. Housing Affordability/Development Initiatives

Due to time constraints, members were directed to the HAC packet for the update.

## **VI. OLD BUSINESS**

### **2020 Housing Forum**

Mr. Kalevor stated the following topics have been discussed for the upcoming housing forum in October: transportation, affordable housing, supportive services, and racial equity. It was discussed to hold this year's forum virtually due to the pandemic with a reduced timeframe.

## **VII. NEW BUSINESS**

### **Metro Bond Update**

Komi Kalevor announced Andrew Crampton as the new program coordinator. He reported applications totaling \$71.5 million of the \$80 million NOFA (notice of funding available) were received for the initial Metro Housing bond funds in Washington County. Approval of projects for the bond consists of a four-step process of approval (staff, evaluation committee, housing advisory committee, Board of County Commissioners) with the Metro concept endorsement giving the final approval.

Shannon Wilson stated a presentation on the Metro bond applications will be given to the Board of County Commissioners work session this Tuesday. She noted the total overall goal for Metro bond implementation is to produce 814 units of which 334 are for extremely low-income households and 407 are family sized units of 2 bedroom or larger. The county has an additional goal of 100 units of permanent supportive housing to serve chronically homeless individuals. Recommendations are being sought for concept endorsement approval of 6 of the 7 project applications received. Each of these projects have achieved the development priorities outlined in the local implementation strategy as well as the goals for both Metro and the County. Construction is ready to begin within 6 to 18 months depending on financing structure. She stated racial equity is an important component with these projects so nearly all the projects are either sponsored by or have a partnership with culturally specific organizations. Also, there is a 20% contracting goal for MWESB (Minority, Women and Emerging Small Businesses).

Summary of proposed Metro Housing Bond projects:

1. Aloha sponsored by Bridge Housing with Hacienda CDC as a service partner.
2. Basalt Creek project sponsored by Community Partners for Affordable Housing (CPAH). Service partners include Community Action and Central Cultural.
3. Forest Grove Family Housing sponsored by DCM Communities (developer) and the Housing Authority (owner/operator).
4. Plaza Los Amigos project sponsored by Bienestar and Reach CDC in Cornelius. Service partners include Sequoia Mental Health Services and Latino Build.
5. Terrace Glen sponsored with a partnership between Related Northwest and the Housing Authority. This project is the only one providing 4-bedroom units. Service partners include Homeplate Services and Engage.
6. Tigard Senior Housing sponsored by Northwest Housing Alternatives (NHA) which will be providing residential services as well. Additional potential service partners are the Veterans Administration, Sage, Metro, and Washington County.
7. The City of Beaverton's second Metro bond project is a partnership with Washington County. This number of units in this project count towards Washington County's target. The project is sponsored by Bridge Housing and partnering with Hacienda CDC for resident services.

The total number of units with the NOFA total 548 including one hundred eighty (180) 30% units, 286 family sized units, and 58 PSH units. The City of Beaverton/Bridge project totals 75 units including fourteen (14) 30% units, and 46 family sized units. If all the projects are recommended the total number of units will be 704 leaving 110 units to meet the unit goal for the Metro bond funds.

Ms. Wilson reported on the senior apartment project on Saltzman Road sponsored by Christ United Methodist Church who owns the land and the developer Home First. There is a proposed partnership with Sage and Friendly House. There are issues related to the proposed low cost and durability of the project along with adding a partner to assist the Methodist church to manage the property which has caused delays in it moving forward with the other six proposed Metro bond projects. Another issue is the

proposed service providers are not based in Washington County and not culturally specific. In addition, a request was made to revisit the unit mix proposed.

Ben Sturtz recused himself from the two Bridge-sponsored projects and noted Sid Scott's firm is the architect for the Aloha project.

Dave Bachman from Cascade Management noted two of these applications have solicited services from his company.

Sheila Greenlaw-Fink added CHF as a lender was involved in three of the projects previously. She doesn't believe Dave and Sid have a need to recuse themselves based on the conflict of interest principles as these projects are a community effort.

Mr. Kalevor will contact county counsel but believes Ben Sturtz would be the only one to recuse himself as his company is the developer and owner of two of the projects.

There was discussion regarding the viability of asking sponsors what the additional cost would be to add more 30% units to their project and use some of the remaining Metro bond funds to assist in those additional units.

### **Shortfall**

Liz Morris, HCV Manager, reported the voucher program is currently in shortfall. She noted the county administers about 2,700 rental assistance vouchers and the HAP cost is about \$2.3 million monthly. In 2020-2021 there are commitments that will expand 62 units of the Metro bond funded projects to project based properties that will be coming on board making sure there are subsidies to put toward those. There has been an increase in HAP payments on individual subsidies due to several individuals losing their jobs due to the pandemic. At the end of the year the projected reserve was \$997,000 but now that has decreased to \$500,000 negative which will need to be recouped from HUD. The Housing Authority submitted an application for shortfall funds with HUD with hopes of receiving funding by November.

### **Occupancy Standards**

Joshua Crites stated the Housing Authority is currently utilizing 2,650 vouchers of the 2,900 allotted with utilization decreasing further next year. The Housing Authority of Washington County has the highest per unit cost in Oregon with increases of 42% over the past five to six years. A proposed policy change to the occupancy standards would decrease the bedroom units per person category to help reduce the per unit costs going forward to be able to serve more households. Disabled families would not be affected by this proposal. This proposal would save the Housing Authority around \$1.5 million a year in housing assistance (HAP) payments which would be redirected to serve up to 130-150 additional households. Family decisions need to be made whether to pay more rent to stay in their current unit or move to a smaller unit. The largest group this policy change will impact are single adults with one or more dependents (32%) but it would make up about 49% of the impacted households in total. A very thorough public process will be put in place prior to moving forward with any policy changes on the occupancy standards. If this policy change moves forward it would not happen until July 2021,

taking a full year to take effect. Mr. Crites will look into options to assist families with move in costs if they opt to move to a smaller unit if the policy change takes place. Another issue that will be explored is how to address two unrelated individuals with one voucher moving to a one-bedroom unit.

The next HAC meeting Mr. Crites will give an overview of the Moving To Work (MTW) program.

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

### **RESOLUTION**

Motion: Renée Brouse Moved to approve the 2020 Metro Bond Projects, as presented, for submission to the Washington County Board of Commissioners.

Second: Sid Scott seconded the motion.

Vote: All approved with one abstention by Ben Sturtz.

## **IX. ADJOURNMENT**

Meeting adjourned at 11:00 a.m.

Komi Kalevor  
Secretary/Executive Director