



MEETING MINUTES
HOUSING ADVISORY COMMITTEE OF WASHINGTON COUNTY
March 28, 2019, 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

<u>COMMITTEE MEMBERS PRESENT</u>	<u>STAFF PRESENT</u>
Sid Scott (Chair)	Shannon Wilson, Housing Development Coordinator
Ben Sturtz (Vice-Chair)	Komi Kalevor, Executive Director
Sig Unander	Melanie Fletcher, Rental Assistance Manager
Gary Whiting	Gary Calvert, Asset Manager
Charri Schairer	Annette Evans, Homeless Program Manager
Sheila Greenlaw-Fink	Yaling Huang-Dressel, Housing Controller
Melinda Bell	Josh Crites, Assistant Director
Cindi Otis	
Vince Chiotti	<u>STAFF ABSENT</u>
Katherine Galian	Melisa Dailey, Housing Program Coordinator
Teri Smith	
Joshua Groesz	
	<u>OTHER ATTENDEES</u>
<u>ABSENT</u>	Val Valfre
Jason Hitzert	Caroline Roper

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

II. ACTION - APPROVAL OF MINUTES FROM February 28, 2019

Motion: Cindi Otis
Second: Katherine Galian
Vote: All approved

III. DISCUSSION - ORAL COMMUNICATIONS & MEMBER UPDATES

MEMBER UPDATES

Sid Scott reported the estimated cost of his firm's affordable housing project in Beaverton will be about \$21 million. This is due to placing powerlines underground via PGE as well as building a parking garage. They are also implementing a green roof as there is not an adequate area to address stormwater.

Sheila Greenlaw-Fink expressed her excitement over the first Metro bond project and looks forward to subsequent projects. She was excited to see the County Chair and others who came together to talk about the flexible subsidy fund to obtain the needed funding to provide services for the affordable housing projects that will be implemented through the Metro bond.

Gary Whiting distributed a summary from the Oregon Association of Realtors. He corrected a statement of the previous minutes stating the interest rates of 2.6% and 2.7% was referring to the 10-year treasury and not mortgage money. The 10-year treasury is what mortgage money tracks and it has now fallen to 2.3% to 2.4% resulting in mortgage loans as low as 4.0% interest or less.

Teri Smith with CASA of Oregon noted they have recently closed on their 37-space manufactured housing preservation project from last year in Clatskanie. They have signed a purchase and sale agreement for a 42-space park in Estacada. Their real estate team is working on three NOFA's as well as a couple tax credit projects and a HOME project. They have offered the Housing Director position to someone and are waiting to make the announcement until the paperwork is signed and returned. They are finishing up 18-months of work with the Center for Equity and Inclusion which will guide all aspects of their work going forward.

Cindi Otis reported on Bill 2947 which requires the Department of Human Services to present options for living independence to adults with developmental disabilities. It also requires the department to train case workers on various housing options and to provide a list of resources for obtaining housing support.

Sig Unander is excited to see the grand opening of Cornelius Place especially with the expansion of the library which almost closed down several years ago.

Katherine Galian with Community Action reported they are starting to work with the Center for Equity and Inclusion. She noted the DHS branch in Washington County (Self Sufficiency and Child Welfare) has started a collaborative process of staffing the most urgent families. This is a collaborative work assisting families in the best way possible contributing resources from each department that works best for each family. Energy and Emergency Rent Assistance Manager Jessie Adams has moved on from Community Action and is now working with Community Partnership of Oregon as their coordinator for the rural continuum of care. Saul Chavez-Hernandez will be the new Energy and Emergency Rent Assistance Manager. She extended an invitation to their annual Kaleidoscope event taking place on April 12, 2019. Presentations were made to several cities on the west side of Washington County regarding rental assistance and Community Connect. A follow-up event will take place on April 19th explaining these two systems, capacity limitations, and what can be done to address homelessness.

Melinda Bell shared she has been added to the task force at Home Plate. They are currently looking for a new home and the project is called A Home for Home Plate. She reported things are moving forward with the construction of a new building for Women's

Life Change which will be located off of Highway 26 and 185th. It will take between three and five years to raise funds for this project.

ORAL COMMUNICATION

IV. EXECUTIVE DIRECTOR'S REPORT

Komi Kalevor reported requests were made at the Board of Commissioners work session this past week to reappoint both Sid Scott and Gary Whiting to the Housing Advisory Committee (HAC). David Backman, Executive Officer of Cascade Management, applied for the property management vacancy on the HAC.

The budget for next fiscal year is being assimilated which includes two new staff positions. Yaling Dressel will give a report on the Housing Authority proposed budget in May when the HAC then votes on its approval. Housing Services is asking for \$218,000 to contract with an outside consultant to manage a re-entry navigator program (individuals released from jail) working alongside the sheriff which will serve up to 25 people. Ms. Dressel added the contract with this outside consultant would be for two years and if the program is working well they will work on extending the program.

Mr. Kalevor reported the Housing Authority is now fully staffed aside from the program specialist for the continuum of care program. He shared that HUD has several initiatives, such as Moving to Work (MTW) and Section 18, housing authorities can apply for.

Josh Crites stated the Moving to Work program is an initiative HUD started 20 years ago. It gives the housing authority flexibility to try new things and weigh different regulations they would not normally be able to implement with the goal of helping residents increase their earned income and move toward self-sufficiency. Due to "fungability" allowed by participating in MTW, funds could be moved between housing authority programs which could allow the Housing Authority to increase the number of affordable units and provide more efficiency in operations. He noted HUD is allowing 100 new agencies into the Moving to Work program in the next several years.

Mr. Kalevor noted ten years ago the Washington County Housing Authority portfolio was struggling and the county issued \$29 million in credit bonds of which the balance is now \$26 million. They are in the midst of refinancing this loan providing a savings of up to \$100,000 annually.

V. STAFF REPORTS

A. Financial Statement:

Yaling Dressel reported there is a reduction in Section 8 because they are awaiting the amount of housing assistance dollars they will be receiving from HUD. The delay stems from the government shutdown earlier this year. Public housing has a cash flow of \$453,000 as of January. The larger cash flow is because of the time maintenance staff spent working on the rehabilitation on Noble House which was reimbursed. She added

they had \$500,000 in replacement housing funds (RHF) and used \$350,000 to purchase a home last fiscal year. The leftover dollars from RHF of \$110,000 was placed under reserve adding to the larger cash flow. Kaybern Terrace is breaking even and Aloha Park has a cash flow of \$23,000 and will break even as well. Affordable housing includes ten multi-family properties which are aging. They are discussing options on how to revitalize these properties.

B. Section 8 and Low Rent Public Housing

Melanie Fletcher reported there are 1,800 families on the waiting list but staff are slowly working through the list. They are currently using about 96 percent of their funds and this should increase as leases are filled. Work is progressing on assigning the Main Stream Vouchers as well. There are seven to eight potential individuals for the VASH vouchers, as well.

C. Affordable Housing

Komi Kalevor reported on behalf of Gary Calvert. Occupancy at all affordable and public housing properties are near 95 percent. The public hearing for the PHA plan is next week. The Section 18 request to HUD can move forward once it is approved by the Housing Authority Board of Directors. Affordable housing has a negative cash flow as there have been several major repairs that have taken place this year. Aside from modest rent increases, discussions need to take place regarding how to increase the cash flow in the future while still keeping rents affordable.

D. Special Projects

None.

E. Report on Homelessness

Included in the presentation given by Annette Evans under New Business.

F. Housing Affordability/Development Initiatives

Included in the presentation given by Shannon Wilson under New Business.

VI. OLD BUSINESS

Sid Scott announced the offsite Housing Advisory Committee meeting will take place at Holly Tree Village at 6:00 p.m. in August instead of June.

VII. NEW BUSINESS

Presentations

Annette Evans explained what the homeless division of the Washington County Housing Services Department encompasses. They are the lead continuum of care

agency with the U.S. Department of Housing and Urban Development (HUD). One of the primary functions is the coordination of continuum of care both locally and regionally addressing the system of integrated care. This includes outreach through emergency crisis intervention, shelters, housing, services, and ultimately permanent affordable housing. The other piece is planning and looking at how to address gaps in the continuum of care. This work is done collaboratively with community partners. The homeless division also has the responsibility to ensure the county wide HMIS (homeless management information system) data is accurate and adding new partners to the system each year. Currently there are 133 users in Washington County which is an increase of 47 from two years ago. Ms. Evans shared a program they have developed called A Road Home which was adopted by the Board of County Commissioners in 2008 and revised in 2018. The new plan is called *A Road Home – Community Plan to Prevent and End Homelessness*. They have prioritized funding and resources to implement the plan to include the writing of the continuum of care grant. This year they are asking for \$600,000 from the County with the balance of \$2 million from the State and \$1.3 million from the federal government. This year \$4.5 million in homeless funds have been implemented through the Washington County Housing Services Department. Another facet of the department is responding to calls from the community to address homeless individuals illegally camping or loitering and then finding ways to assist them. All of this work must be reported to outline performance. Ms. Evans stated people are homeless longer and not able to obtain housing because of screening requirements. There is also a decrease in permanent supportive housing because most of it is tenant-based rent assistance programs and as rents increase the number of people who can be served decreases. There is a need for additional rent for permanent supportive housing (PSH) which is being addressed through a Metro funded 2040 planning grant. A PSH presentation will be made to the Board of County Commissioners on April 9th at their worksession. She also noted an uncounted population which are those coming out of the criminal justice system. There are barriers for these individuals to find jobs when they don't have a place to stay or an address to place on an application. Last year 21 percent of those jailed in Washington County were homeless individuals. The *A Road Home – Community Plan to Prevent and End Homelessness* is a 7-year community plan which ends in June 2025 in order to coincide with the Community Development Department's consolidated plan planning process and streamline the information.

Shannon Wilson explained the Housing Authority created her position to increase the capacity to do housing development. She noted Komi Kalevor began the process with Sunset View and now there are two projects currently under development. The strategic plan for the Housing Authority has a goal to produce 1,000 units over the next 10 years (2017-2027). Willow Creek Crossing and The Fields will have a total of 384 units. With the passing of the Metro bond, they could exceed the original goal in this ten-year plan. Updates were given on both Willow Creek and The Fields. Both of these projects are funded with low income housing tax credits LIFT (local innovation fast track) funds from the state. The Willow Creek Crossing project also has additional funding from other sources. These units will all lease out at 60% MFI. The key documents of the Metro bond include Metro's affordable housing bond work plan, the Local Implementation Strategy (LIS), and intergovernmental agreements (IGAs). Below is the working timeline for the Metro bond implementation in Washington County:

March-May 2019 – Community engagement
May-June 2019 – Review of local LIS and IGA's approval.
November – Rolling out of the official bond selection process.
January-March 2020 – Review of the first round of projects.

Washington County has a project they are looking to implement as a phase one project which is a new 80-unit construction project in the Tigard triangle. Phase one projects do not have to follow the above timeline.

Metro Bond Update

Shannon Wilson presented an update on the Metro bond. The full amount of the Metro bond is \$658 million of which Washington County will receive \$188 million. This is divided between Washington County, the City of Beaverton, and the City of Hillsboro. The unit targets are 218 for Beaverton, 284 for Hillsboro, and 814 for Washington County. These units are limited to within the Metro jurisdictional boundary of Washington County. Washington County's guiding principles for the Metro bond are defined in the Draft Local Implementation Strategy (LIS) which will be presented to the Board of County Commissioners on April 16 with formal approval scheduled in June.

Additional Discussion Items

It was decided the Housing Advisory Committee would review Washington County's Metro Bond Local Implementation Strategy.

Val Valfre stated there is a coordination project with DHS and OHCS to use the Section 811 funds.

Sheila Greenlaw-Fink will email the Housing Advisory Committee about upcoming opportunities to provide support for affordable housing.

Annette Evans stated the Homeless Plan Advisory Committee (HPAC) discussed how to provide housing to low wage earners in January. The result of these discussions led to obtaining two tables focusing on affordable housing at the annual Business West Expo event taking place on Thursday April 4th in Beaverton.

VIII. RESOLUTIONS/ACTION ITEMS

N/A

IX. ADJOURNMENT

Meeting adjourned at 10:59 a.m.

Komi Kalevor
Secretary/Executive Director