



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



**Thursday, February 27, 2020
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 2017-2027 Strategic Plan



TABLE OF CONTENTS

AGENDA..... Page 4

APPROVAL OF MINUTES Page 5

DISCUSSION..... Page 5

EXECUTIVE DIRECTOR’S REPORT Page 5

STAFF REPORTS

 A. Financial Statement Page 6

 B. Section 8 and Low Rent Public Housing Page 7

 C. Affordable Housing..... Page 10

 D. Programs and Special Projects..... Page 11

 E. Report on Homelessness..... Page 13

 F. Housing Affordability/Development Initiatives Page 15

OLD BUSINESS..... Page 17

NEW BUSINESS..... Page 17

RESOLUTIONS/ACTION ITEMS..... Page 17

ADJOURNMENT Page 17

Next Meeting:

February 27

2020 HAC Schedule
Thursday, January 23
Thursday, February 27
Thursday, March 26
Thursday, April 23
Thursday, May 28 - Budget
Thursday, June 25
Thursday, July 23 – No Meeting
Thursday, August 27
Thursday, September 24
Friday, October 16 - Retreat
Thursday, November 19
Friday, December 11 or 18 - Luncheon



HOUSING ADVISORY COMMITTEE
Juvenile Services Building, Room 258
111 NE Lincoln, Hillsboro, OR 97124
February 27, 2020 at 9:00 A.M.

AGENDA

- I. ROLL CALL**
- II. ACTION – APPROVAL OF MINUTES**
 - A. January 23, 2020, Meeting Minutes
- III. DISCUSSION - ORAL COMMUNICATIONS and MEMBER UPDATES**
- IV. EXECUTIVE DIRECTOR’S REPORT**
- V. STAFF REPORTS**
 - A. Financial 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**



I. ROLL CALL

II. ACTION – APPROVAL OF MINUTES

January 23, 2020, Meeting Minutes

III. DISCUSSION

MEMBER UPDATES

IV. EXECUTIVE DIRECTOR'S REPORT

We're firmly into 2020 and things are off to a great start. Earlier this week, we had the grand opening and ribbon cutting ceremony for Willow Creek Crossing, 120 units of affordable housing along the MAX line and a stone's throw from PCC-Willow Creek. The event had great attendance; we appreciate the HAC members who were able to be there! It was evident how much work it takes to achieve the production of affordable housing, and the partnerships needed to get these projects over the finish line.

The Washington County Metro Bond NOFA is close to being released, most likely in early March. Stay tuned.

A regional effort to fund Permanent Supportive Housing (PSH) is being spearheaded by Here Together and Metro. If this funding source is approved to go on the ballot by Metro Council and then by the voters, the funds will be routed through Housing Services. We, in turn, will collaborate with Washington County's Health and Human Services and local non-profit services providers to provide the wrap around services.

Good news: our staffing has stabilized, and we currently do not have any positions posted!

Thank you,

Komi Kalevor
Director



V. STAFF REPORTS

A. Financial Statement

1. Financial Report to the Housing Advisory Committee

December 2019

<information will be provided at the HAC meeting>



V. STAFF REPORTS
B. Section 8 and Low Rent Public Housing
1. Section 8 Waiting List
January 2020

Wait List Time Based on # of HH Members											
# HH Members	1	2	3	4	5	6	7	8	9	10	Total
#Families	479	135	141	70	36	30	6	5	3	1	906
Average Days	1,732	1,732	1,732	1,732	1,732	1,732	1,732	1,732	1,732	1,732	1,732

Wait List Based on Gender					
Gender	Female		Male		Total
Total	643		263		906

Wait List Based on Race								
Race	Am. Indian	Asian	Black	Native Hawaiian	White	Multiple	Unk.	Total
	10	27	220	10	536	44	59	906

Wait List Based on Ethnicity					
HH Ethnicity	Hispanic	Not Hispanic		Unknown	Total
	154	747		5	906

Wait List Based on HH Type					
Type	Disabled	Elderly	Family	Other	Total
	240	90	353	223	906

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



V. STAFF REPORTS
B. Section 8 and Low Rent Public Housing
2. Public Housing Average Vacancy Days

Fiscal Year-to-Date

January 2020

<information currently not available due to software upgrades>



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 905 households on the waitlist for December (Nov. report: 925).
- b) Public Housing Average Vacancy Days: *Average vacancy days for the month of January 2020 was at X (Dec. – 14). HUD rates Housing Authorities on cumulative vacancy days on a fiscal year basis. Our goal is 18 days and HAWC achieved XX.XX days through January 2020. HUD rates 20 days or below as an “A”.*

c) Occupancy Rates:

Public Housing: January 98.8% (Dec. report – 98.8%)

Section 8: January 91.6% (Dec. report – 92.7%)

We had 2,704 vouchers leased up in January (Dec. report – 2,706). Our Annual Contributions Contract (ACC) is 2,952¹ vouchers, so we need to lease up 248 vouchers to reach our authorized capacity.

HAWC issued 16 vouchers in December. There are 13 vouchers outstanding and not under lease. Our cumulative monthly allocation of Section 8 HAP funds is 104.92%². 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 January, 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>
<i>Emergency WO’s</i>	<i>X.XX hrs.</i>	<i>3 hrs.</i>	<i>24 hrs.</i>
Routine WO’s	2.47 days	3 days	25 days

¹ Although the housing authority has 2,952 vouchers allocated, due to the utilization of funds (see footnote 2 below) HAWC cannot issue this many vouchers.

² The cumulative utilization of HAWC’s annual budget authority for 2018 was 97.7%. This number should be maintained between 95%-100%; if consistently near 100% the housing authority must engage with HUD’s shortfall prevention team. It is in HAWC’s best interest to be at or near 98% of utilization.



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: 95.5% (12 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): 97.7% (12 vacancies/524 units)
- c) Kaybern Terrace (managed by Infinity): 100% (0 vacancies/12 units)
- d) Aloha Park (managed by Infinity): 100% (0 vacancies/80 units)

The 711 units at Quatama Crossing co-owned in a partnership with the Tudor Foundation and managed by Simpson Property Management are not included, nor are the 236 units at Sunset View in partnership with Pedcor, Inc.

MAINTENANCE ACTIVITIES

Turnovers:

- Maintenance turned over two (2) Public Housing units



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 funding allocation (not total numbers of vouchers) with approval from HUD. As of the end of 2018, the total Project-Based Vouchers (PBV) the Housing Authority could issue is approximately 410. HAWC currently has PBVs 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.

Project-Based Vouchers										
As of:		11/14/2019								
Sponsor	Project	Location	Wait List Preference: Chronically Homeless		Wait List Preference: 30% MFI or Lower		Special Needs		Project-Based VASH	
			Awarded	Project-Based	Awarded	Project-Based	Awarded	Project-Based	Awarded	Project-Based
Allied Argenta	Fir Crest Manor	Beaverton			14	14				
Bienestar	Cornelius Place	Cornelius			11	11				
Bridge Meadows	Bridge Meadows	Beaverton			8	8				
CPAH	Barcelona	Beaverton			8	8				
CPAH	Cedar Grove	Beaverton			8					
CPAH	The Knoll*	Tigard	10	10					2	2
CPAH	Red Rock Creek	Tigard			24					
LifeWorks NW	Tom Brewer House	Beaverton					13	13		
Luke-Dorf	Housing TEAM / SAMHSA	Multiple Locations	5	5						
Luke-Dorf	PLUSS Apartments	Tigard					12	12		
Northwest Housing Alternatives	Alma Gardens	Hillsboro			8	8			6	3
Northwest Housing Alternatives	Pomeroy Place	Aloha			15	15			5	5
Pedcor	Sunset View	Aloha			24	24				
REACH CDC	Orchards at Orenco (Phases 1-3)	Hillsboro			24	24				
REACH CDC	The Mary Ann	Beaverton			8					
	Totals:		15	15	152	112	25	25	13	10
	Total Awarded:		205							
	Total Project-Based:		162							

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: 74
 - 59 Section 8 participants
 - 15 Public Housing participants
- Total Escrow Balance: \$385,406.33
- Highest Escrow Balances:
 - \$32,767 Section 8
 - \$27,866 Public Housing

FSS Program Update

- FSS is recruiting from the FSS waitlist. The program has a capacity of 75 participants.

HCV PROGRAM UPDATE

Metro 300- HAWC is in the beginning stages of implementation.

Meyer Memorial Grant- HAWC is working on finalizing contracts with providers. The program will serve 15 high costs and high needs individuals.

- HAWC received 34 new Mainstream vouchers to house elderly, disabled and homeless members of our community.
- The per unit costs of the voucher program continue to escalate. Because of that, we anticipate that we will not be leasing in 2020.
- HUD approved HAWC to project base 200 Project Based Vouchers for the Metro Bond.
- Rental Assistance Division will be implementing the Kaiser Metro 300 program in February



V. STAFF REPORTS
E. Report on Homelessness

PERMANENT SUPPORTIVE HOUSING (PSH) ACTIVITIES

- HereTogether has asked the Metro Council to refer a ballot measure in the May Primary Election that would fund homeless services and housing stability resources. In 2019 the HereTogether coalition convened elected officials and providers across the tri-county regional to identify a regional approach with a new funding stream to address homelessness through supportive housing services. A community forum was hosted in Beaverton on February 10 that provided information on the measure and was attended by more than 160 people. <https://heretogetheroregon.org/>
- Tri-County Equitable Housing Strategy to Expand Supportive Housing for People Experiencing Chronic Homelessness is being implemented through local and regional efforts. Jes Larson, Metro, hosted a regional meeting with Housing Authority and staff from each of the tri-county jurisdictions in February to addressing the service funds to support the permanent supportive housing (PSH) activities outlined in the report and discussion on a regional emergency shelter application that will seek capital funds through a future notice of funding by the Oregon Housing & Community Services (OHCS). <https://www.csh.org/resources/tri-county-equitable-housing-strategy-to-expand-supportive-housing-for-people-experiencing-chronic-homelessness/>

HOMELESS SYSTEM FUNDING, REPORTING AND ACTIVITIES

- HUD FY2019 CoC Program Grant award was released on January 14 that provides partial funding valued at \$3,651,027 to Washington County. The Tier 1 award includes two new projects: Reentry Housing providing 20-units of tenant-based rent assistance targeted to serve justice-involved persons, and Sojourner's House providing 10-units of tenant-based rent assistance targeted to serve survivors of domestic violence. The Tier 2 project applications valued at \$598,766 are pending award announcements. The FY2019 CoC Program application is available online at <https://www.co.washington.or.us/Housing/EndHomelessness/homeless-programs-and-events.cfm>
- Built for Zero (BfZ) is a national initiative aimed at ending chronic homelessness through a comprehensive list of persons and prioritizing the most vulnerable for housing. Implementation will include creation of a By-Name List with data extrapolated from HMIS that includes persons completing a Community Connect housing assessment, homeless outreach engagements and shelter participation. The By-Name List will track inflow (new) and outflow (recently housed or no longer in the community) data on chronically homeless in our community. Case Conferencing sessions will begin in February that will extrapolate the names of chronic homeless persons from the By-Name List based on Community Connect assessment score and vulnerability data. The By-Name Case Conferencing policy was drafted and presented to the CoC Board on February 14, with case conferencing scheduled February 28. <https://www.co.washington.or.us/Housing/EndHomelessness/by-name-case-conferencing.cfm>





- Federal FY2019 System Performance Measurements (SPM) are due to HUD by February 28. Annette Evans prepared the report for six measurements: 1) Length of Time Homeless; 2) Exits to Permanent Housing with Return to Homelessness; 3) Number of Homeless People in Shelter and Transitional Housing; 4) Employment and Income Growth at Exit; 5) Number of People Homeless for the First Time; and 6) Exits to Permanent Housing. The CoC Board will review the report and approve submittal to HUD, and the HSSN will utilize the data to further strategic planning and resource prioritization. A copy of the SPM report is available online at <https://www.co.washington.or.us/Housing/EndHomelessness/system-performance.cfm>
- OHCS and the U.S. Department of Housing & Urban Development (HUD) convene statewide data sharing forum. In recognition of the need for consistent and accurate data gathering and state-wide reporting to inform policy choices regarding homelessness, SB 5512 Budget Note provides that OHCS will report on options to implement a statewide Homeless Management Information System (HMIS) that enables clear outcome tracking for homeless persons. A series of monthly stakeholder meetings will be held to collect best practices, assess current HMIS and technical infrastructure and develop a recommendation by the end of June 2020.
- Washington County Public Safety Levy funds \$900,000 annually to operate low-barrier family and youth shelters through a 5-year levy. The renewal of the levy has been approved by the Board of County Commissioners to include a first-time increase from \$.42 cents per thousand to \$.47 cents per thousand. A component of the levy is to continue funding of the shelters, add housing and employment navigator positions to work across the shelter network and provide short-term rent assistance to re-house survivors of domestic violence in a Sojourner's House program. The measure will be on the May ballot.

COMMUNITY ENGAGEMENT

- U.S. Census staff presented an overview of the Census 2020 to the Housing & Supportive Services Network (HSSN) membership that included a coordination plan to engage with the homeless at known campsites, meal sites, shelters, and other congregate settings in support of the census activities beginning March 30th. <https://www.co.washington.or.us/Census2020/index.cfm>
- Emergency Shelter for Adult-only Households remains a significant gap with zero year-round beds for adults in Washington County. Brenda Durbin, Clackamas County, is convening representatives from Multnomah, Washington and Clackamas to discuss a regional application to OHCS in response to a capital funding notice anticipated in early 2020. Siting a shelter location is underway with review of public surplus property, discussion on expanding an existing shelter that will allow reprogramming of a family shelter, as well as review of property on the market that could be acquired.



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.

POLICY - EQUITABLE HOUSING ORDINANCES

The equitable housing study conducted by Washington County, *Equitable Housing Site Barriers and Solutions* (2018), was funded by Metro and adopted by the Board of County Commissioners on June 5, 2018. The ordinance changes/updates recommended in the report will be implemented over the next two to three years during Washington County's "ordinance season". The 2020 Land Use & Transportation (LUT) Housing workplan is:

2020 Housing Affordability/Housing Bill (HB) 2001 Implementation

LUT will collaborate with Housing Services and Community Development departments to modify County regulations to encourage development of a greater variety of housing types and enhance housing affordability and ensure compliance with state law changes in HB 2001 and 2003. Options being explored in 2020 include:

- a) HB 2001/2003 Rulemaking Advisory Committee and TAC participation
- b) Density bonuses and other incentives for affordable housing
- c) Encouraging a greater variety of housing types, including smaller housing types and alternative arrangements (e.g., cottage or cluster housing, micro-housing, tiny houses)
- d) Considering possible Community Development Code (CDC) changes to allow affordable multifamily uses in the Institutional land use district
- e) Middle housing CDC cleanup (Phase I)

HOUSING DEVELOPMENT PROJECTS

Project Status: Construction completed; 90 units leased as of 2/18/20.

Willow Creek Crossing (Hillsboro)		
Housing Units: 120		Commercial: 1,725 SF
38 Studio	71 1BR	11 2BR
Ownership: Partnership of Housing Authority/DBG		Total Project Costs: \$31.9M Funding: \$4.6M LIFT; LIHTC; Conduit Bonds
Project Update:		
<ul style="list-style-type: none"> • Construction start: August 2018. Oct. 31 – 100% complete. • Received Certificate of Occupancy February 2020 • Lease-up started mid-October • Grand opening celebration took place 2/19/20 		



Project Status: Under construction.

Fields Apartments (Tigard)			
Housing Units: 264			
~100,000 SF GFA	128 1BR	104 2BR	32 3BR
Ownership: Partnership of Housing Authority/DBG		Total Project Costs: \$60.4M	
Funding: \$9.8M LIFT; LIHTC; Conduit Bonds			
Project Update:			
<ul style="list-style-type: none"> Construction start: August 2018. Jan. 31 – 69% complete. 			

Project Status: Finance closing in June 2020.

CDP Metro Bond Project (Tigard)			
Housing Units: 81		Project Based Vouchers: 8	VASH Vouchers: 8
0 Studio	26 1BR	45 2BR	10 3BR
Ownership: Partnership of Housing Authority/CDP		Total Project Costs: \$32.7M	
Funding: Metro Bond; 4% LIHTC			
Project Update:			
<ul style="list-style-type: none"> 4% tax LIHTC application submitted September 2019 Concept endorsement from Metro approved in July 2019 			

Project Status: To be released in RFP to local non-profits.

SW 170 th & Rosa (Aloha)	
4 Units Workforce Housing	
Ownership: Washington County	Total Project Costs: \$
Project Update:	
<ul style="list-style-type: none"> Property is Washington County surplus land Goal is for Housing Authority to acquire this property in 2020 4 R-5 lots Single Family. May look at higher density; Unit size/type/development costs unknown Target 80% MFI 	

Partner Development Projects

Project Status: Under construction.

Red Rock Creek Commons (Tigard)			
Housing Units: 48		Project Based Vouchers: 24	
0 Studio	48 1BR	0 2BR	0 3BR
Ownership: CPAH		Total Project Costs: \$18.4	
Funding: LIFT; 4% LIHTC; HPOF			
Project Update:			
<ul style="list-style-type: none"> Successful in receiving LIFT award from OHCS. Also uses 4% tax credits. All units are for <50% AMI; 24 units are for mental health housing in partnership with Luke-Dorf 			

Project Status: Under construction.

Montebello (Hillsboro)			
Housing Units: 48			
0 Studio	24 2BR	21 3BR	3 4BR
Ownership: Bienestar		Total Project Costs:	
Funding:			
Project Update:			
<ul style="list-style-type: none"> Anticipated completion March 11 Will possibly have a rededication ceremony Rehabilitation project. Constructed in 1989. 			



Project Status: Under construction.

Cedar Grove (Beaverton)			
Housing Units: 44		Project Based Vouchers: 8	
0 Studio	1BR	2BR	3BR
Ownership: CPAH		Total Project Costs: \$15.5M	
		Funding: 9% LIHTC, HOME, GHAP	
Project Update:			
<ul style="list-style-type: none"> • Successful 9% NOFA application in August 2018 • Washington County property 			

VI. OLD BUSINESS

VII. NEW BUSINESS

Washington County Volunteer Celebration

The celebration takes place on April 23, 2020, and you are all invited. Thank you for serving on the HAC. (5:30 pm - 7:30 pm at the Fair Complex Cloverleaf Building).

Section 8 Admin Plan and the Public Housing Admissions and Continued Occupancy Plan (ACOP)

Changes we are working on for the April HABOD meeting.

Metro Bond Update

Washington County, along with the Cities of Beaverton and Hillsboro, continue to work with Metro for implementation of the Metro Bond funds. Some things to note are:

- The Phase I projects are currently in progress. The Housing Authority’s Phase I project was approved by Metro in July. Closing is tentatively scheduled for June 2020
- Program roll out is early March. The NOFA will be published to our website at that time.

For more up to date information, see the links below:

Link to Washington County’s Bond website:

<https://www.co.washington.or.us/Housing/AffordableHousingBond/index.cfm>

Link to Metro’s Community Oversight Committee membership list:

<https://www.oregonmetro.gov/public-projects/regional-affordable-housing-bond/oversight-committee>

Link to Metro Bond Work Plan Approved by Metro Council:

<https://oregonmetro.legistar.com/View.ashx?M=F&ID=7008257&GUID=51E9BFA9-5355-4D08-9448-304288761156>

VIII. RESOLUTIONS/ACTION ITEMS

IX. ADJOURNMENT