



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



**Thursday, January 24, 2019
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



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Next Meeting:

February 28, 2019

2019 HAC Schedule
Thursday, February 28
Thursday, March 28
Thursday, April 25
Thursday, May 23 - Budget
Thursday, June 27
Thursday, July 25 – No Meeting
Thursday, August 22
Thursday, September 26
Friday, October 4, 11 or 18 - Retreat
Thursday, November 21
Friday, December 6 or 13 - Luncheon



HOUSING ADVISORY COMMITTEE
Department of Housing Services
Juvenile Services Building Room 258
January 24, 2019 at 9:00 A.M.

AGENDA

- I. ROLL CALL**
- II. ACTION – APPROVAL OF MINUTES**
 - A. November 15, 2018 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**



MEETING MINUTES
HOUSING ADVISORY COMMITTEE OF WASHINGTON COUNTY
A. November 15, 2018, 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 105

<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
Katherine Galian	Melisa Dailey, Housing Program Coordinator
Gary Whiting	Melanie Fletcher, Rental Assistance Manager
Charri Schairer	Gary Calvert, Asset Manager
Sheila Greenlaw-Fink	Yaling Huang-Dressel, Housing Controller
Sig Unander	
Teri Smith	
Cindi Otis	
<u>ABSENT</u>	<u>ABSENT</u>
Jason Hitzert	Annette Evans, Homeless Program Manager
Melinda Bell	
Megan Henning	
Joshua Groesz	
Vince Chiotti	

I. ROLL CALL – 9:05 a.m. A quorum was present.

II. ACTION - APPROVAL OF MINUTES FROM September 27 and October 26, 2018

Motion: Sheila Greenlaw-Fink
Second: Ben Sturtz
Vote: All approved



III. DISCUSSION - ORAL COMMUNICATIONS & MEMBER UPDATES

MEMBER UPDATES

Cindi Otis spoke with Deborah Diesen with Harsch Investment Properties and found out they fund their service coordinators by adding \$130 per unit per month plus a salary of \$18/hour for a 30 to 40-hour work week which is on their affordable portfolio. She will verify if the \$130 cost is monthly or yearly. Their service coordinators are not only the liaison between the renter and property manager but they also teach and organize classes to assist renters in a variety of areas as well as plan outings for the residents.

Ben Sturtz reported Orchards at Orenco III is almost fully occupied. Their new Beaverton project will be moving quicker now that the Metro bond has passed and their Vancouver project is 1/3 complete with a planned open date in August 2019. He shared Clark County has received their applications for the levy and HOME funds with 12 different for-profit and non-profit development partners working in the county. At the October housing forum Kenny LaPoint mentioned Oregon is going the direction of Washington in using its most dedicated resources towards the most vulnerable populations, so from the 30 percent AMI population to the 60 percent AMI.

Gary Whiting shared interest rates are not expected to increase the remaining part of the year. Inventories are building again but he doesn't see much change in the market yet. Some home builders are struggling to move their inventory especially in the Cedar Mill area because of over saturation of new homes being built. He mentioned the three-story parking structure at the Sunset transit center was full soon after it opened and now a surface level parking lot will be built adjacent to it. The fees from this new parking lot will be used to build another multi-level lot in the future.

Katherine Galian said in combination with the Mainstream Vouchers are funds from the State called "Barrier Buster Funds" that are allocated to Community Action. This provides the opportunity to help families (non-senior disabled household with at least one disabled adult) who are accessing the Mainstream Vouchers.

Teri Smith shared that CASA has been searching for a director for their real estate development department. They are working toward closing a manufactured home park in Clatskanie in January. They also put an offer on a 53-space manufactured home park in Gresham which was rejected and are trying to work with the seller to come to an agreement.

Sheila Greenlaw-Fink cited a Harvard study from the Joint Center for Housing Studies focused on majority older population areas. Oregon is one of several states that is a majority senior aging population. The committee then discussed several issues regarding housing for seniors and other vulnerable populations.



ORAL COMMUNICATION

IV. EXECUTIVE DIRECTOR'S REPORT

Komi Kalevor reported the implementing jurisdictions will be meeting with Metro tomorrow to discuss implementation plans for the Metro bond. Metro will present the plans for a Metro appointed oversight committee, then early summer everything will go to the Metro Council for approval and then the program launch will take place. Mr. Kalevor believes the distribution of funds will take place in the fall of 2019. Staffing is looking good but additional staff will be needed to implement the Metro bond. The department is currently recruiting an assistant director and will be looking for a finance person as well as a housing specialist to work with Melanie's group on project-based vouchers that will be partnered with units produced by the Metro bond funds. Mr. Kalevor thanked everyone who attended the forum. He noted several elected officials who attended left feeling positive about what was discussed. The Board of County Commissioners recently approved the ability of the Housing Authority to submit offers to purchase land or buildings for affordable housing. He distributed the draft work plan for the Metro bond and will inform the committee each month as things are updated. The target for the county is 1,315 total units countywide.

V. STAFF REPORTS

A. Financial Statement:

Yaling Dressel distributed updated financial statements from last year and the first quarter of the current fiscal year. They were broken down into the budget data and actual data. She reported Section 8 is breaking even with a cash flow of \$70,000. Low rent income housing cash flow is higher because income levels of the tenants increased. Kaybern Terrace and Aloha Park are breaking even. Cash flow for local funds is higher because of funds received from Quatama Crossing. Tarkington and Hollytree have a combined reserve of \$800,000. Overall the cash flow for the first quarter of the current fiscal year is \$685,000.

B. Section 8 and Low Rent Public Housing

Melanie Fletcher reported they are not in shortfall. Section 8 spending is being monitored closely and they are doing really well on maximizing what is being spent while maintaining good reserves. As mentioned earlier, they are looking to recruit an additional staff member so they can focus on getting the Mainstream non-elderly disabled vouchers out.

C. Affordable Housing

Gary Calvert reported HUD is going to allow the Housing Authority to take the remaining funds from the replacement housing fund and move it to the capital fund program. The Noble House is finishing up and an open house will take place December 14. All of their



properties are 98% occupied and doing well. Mr. Calvert noted capital improvements are taking place at Hollytree and Tarkington. They are starting on a Section 18 application which is disposition of public housing units. The goal is to sell approximately 60 of houses and in turn use the funds from the sales to purchase multifamily public housing units. The clients displaced by the selling of these homes will receive Tenant Protection Vouchers that can be used to relocate anywhere within the county. HUD will also provide funds similar to the RHF that provides more freedom and can be used for things such as capital improvements.

D. Special Projects

No report.

E. Report on Homelessness

No report.

F. Housing Affordability/Development Initiatives

Shannon Wilson talked about the development projects listed on page 28 of the packet. She stated both Willow Creek and The Fields closed in October and are officially under construction. The HAC Real Estate committee has been updated on potential development opportunities and will provide their input on how to prioritize them. There is an existing 67-unit multifamily project that is newly built in the Bethany area called Bethany 5 and is selling for \$294,000 per unit. The real estate committee is assessing if this is a good investment to pursue. If the rents are set with 20 units at 80% AMI and the remaining with rents at 60% there will be \$11 million in gap funds needed.

Ben Sturtz commented the per unit price is not as high as the typical cost for the size of the units for just development construction costs alone. He would like to see a breakdown of the costs per unit by bedroom size to compare it to OHCS. Overall, he believes this is a good opportunity and others on the committee agreed.

Shannon Wilson stated they have been looking at the cost per acre for acquisitions. Currently they are looking at sites in Cornelius and the Tigard triangle that are between 1.5-2.0 acres with a cost of just under \$2 million/acre. The zoning for the properties in Tigard have changed allowing up to a six-story building. In addition, there are no parking minimums for affordable housing in the Tigard triangle area thus allowing flexibility. The committee felt it would be better to assess the viability of purchasing a potential property based on the cost per unit rather than the cost per acre.

VI. OLD BUSINESS

Sid Scott thanked everyone who organized the forum in October.



The Housing Advisory Committee subcommittee group will be dissolved since the Metro bond has passed. Any future advisory issues will be discussed in the real estate or policy subcommittees.

There were discussions regarding the accessibility of the meetings to allow the greatest number of members to attend. It was decided to send out a poll to all HAC members to assess the best times for future HAC meetings and modify the current times if needed in January.

VII. NEW BUSINESS

VIII. RESOLUTIONS/ACTION ITEMS

MOTION REQUIRED: Approval of HAC 2019 meeting calendar.

2019 HAC Schedule
Thursday, January 24
Thursday, February 28
Thursday, March 28
Thursday, April 25
Thursday, May 23 - Budget
Thursday, June 27
Thursday, July 25 – No Meeting
Thursday, August 22
Thursday, September 26
Friday, October 4, 11 or 18 - Retreat
Thursday, November 21 45
Friday, December 6 or 13 7 or 14 - Luncheon

Motion: Cindi Otis
Second: Sig Unander
Vote: All approved

IX. ADJOURNMENT

Meeting adjourned at 11:10 a.m.

Komi Kalevor
Secretary/Executive Director



III. DISCUSSION

MEMBER UPDATES

IV. EXECUTIVE DIRECTOR'S REPORT

Welcome to our first HAC meeting of 2019. I recently emailed you our *Report to the Community, 2018* which I hope you had time to review. It's a great snapshot of what we do in Department of Housing Services/Housing Authority of Washington County. The report has been well received internally and throughout the community.

On November 6, the BOCC approved the Housing Authority's request for the Executive Director to submit offers to purchase land or buildings for affordable housing. The Housing Authority can have \$500,000 under option (total) and a maximum of three properties optioned at one time. We are actively pursuing land as well as existing multifamily apartment homes throughout Washington County and anticipate having property under option in the near future.

Washington County staff continue to meet internally and with Metro, the Cities of Beaverton and Hillsboro staff regarding the Metro Bond implementation. Please see page 25 of this packet for what will be our regular update on the Metro Bond.

Willow Creek Crossing (120 units) and The Fields (264 units) are both under construction. Both projects were able to take advantage of the ideal summer construction season, and weather continues to be less rainy than usual allowing for good progress.

The department is almost fully staffed although a few positions remain unfilled. Gary Calvert is hiring a maintenance technician and an occupancy specialist, and interviews took place this month. Yaling Huang-Dressel hired a financial analyst Michael Clark. Melanie Fletcher is hiring an additional occupancy specialist. Finally, the new Assistant Director recruitment is progressing nicely and almost at the finish line.

Thank you for your continued support.

Komi Kalevor
Secretary / Executive Director



V. STAFF REPORTS
A. Financial Statement
1. Financial Report to the Housing Advisory Committee
(All amounts are expressed in thousands of dollars)
November 2018
Cash Flow from Operations



For November FYTD, cash flow from Housing Authority operations of \$1,011,150 was favorable to budget by \$435,582 and favorable to the prior year by \$111,059.

Section 8 had positive cash flow from operations of \$58,523 which was \$53,467 favorable to budget, the positive variance from the budget is due to higher admin fee percentage (4%) in the current year.

Public Housing had positive cash flow of \$121,084 which was \$76,997 favorable to budget. The positive variance is due to maintenance staff costs have been allocated to the Noble House project, which was paid by the Department of Health and Human Services.

Kaybern Terrace cash flow of \$3,347 was \$1,535 unfavorable to budget and unfavorable to the prior year by \$2,265.

Aloha Park had positive cash flow from operations of \$9,175, favorable to budget by \$7,517 and unfavorable to the prior year by \$14,154.

Affordable Housing had positive cash flow from operations of \$62,689, unfavorable to budget by \$76,677 and unfavorable to prior year by \$3,618. The unfavorable variance is due to higher repair and maintenance expenses, management is conducting property physical assessment and plan to schedule major improvements in order to reduce repair and maintenance expenses.

Local Fund had positive cash flow of \$756,332, favorable to budget by \$375,814 and favorable to the prior year by \$15,318. 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.



V. STAFF REPORTS
B. Section 8 and Low Rent Public Housing
1. Section 8 Waiting List
December 2018

Wait List Time Based on # of HH Members											
# HH Members	1	2	3	4	5	6	7	8	9	10	Total
#Families	1,054	395	337	169	100	55	18	10	4	1	2,143
Average Days	1,334	1,334	1,334	1,334	1,334	1,334	1,334	1,334	1,334	1,334	1,334

Wait List Based on Gender			
Gender	Female	Male	Total
Total	1,476	667	2,143

Wait List Based on Race								
Race	Am. Indian	Asian	Black	Native Hawaiian	White	Multiple	Unk.	Total
	44	54	514	24	1,263	134	134	2,143

Wait List Based on Ethnicity				
HH Ethnicity	Hispanic	Not Hispanic	Unknown	Total
	330	1,813	0	2,143

Wait List Based on HH Type					
Type	Disabled	Elderly	Family	Other	Total
	691	260	842	350	2,143

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
December 2018

		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)
FY 2017-18							
July	2017	2	32	16.00	2	32	16.00
August	2017	2	36	18.00	4	68	17.00
September	2017	2	44	22.00	6	112	18.67
October	2017	3	49	16.33	9	161	17.89
November	2017	2	29	14.50	11	190	17.27
December	2017	2	32	16.00	13	222	17.08
January	2018	3	53	17.67	16	275	17.19
February	2018	0	0	0.00	16	275	17.19
March	2018	1	25	25.00	17	300	17.65
April	2018	4	88	22.00	21	388	18.48
May	2018	3	70	23.33	24	458	19.08
June	2018	1	15	15.00	25	473	18.92
FY 2018-19							
July	2018	2	33	16.50	2	33	16.50
August	2018	0	0	0.00	2	33	16.50
September	2018	2	28	14.00	4	61	15.25
October	2018	3	68	22.67	7	129	18.43
November	2018	1	22	22.00	8	151	18.88
December	2018	2	46	23.00	10	197	19.70



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 2,143 households on the waitlist for December (November report: 2,188).

b) Public Housing Average Vacancy Days: Average vacancy days for the month of December 2018 was at 23.0(November – 14). HUD rates Housing Authorities on cumulative vacancy days on a fiscal year basis. Our goal is 18 days and HAWC achieved 19.7 days through December 2018. HUD rates 20 days or below as an “A”.

c) Occupancy Rates:
Public Housing: December 97.6% (October report – 96.7%)
Section 8: December 88.5% (October report – 92.3%)

We had 2,572 vouchers leased up in December (October report – 2,610). Our Annual Contributions Contract (ACC) is 2,903¹ vouchers, so we need to lease up 331 vouchers to reach our authorized capacity. (This includes 30 VASH, 45 Mainstream, and 208 allocated PBVs.)

HAWC issued 16 vouchers in December. There are 32 vouchers outstanding and not under lease. Our cumulative monthly allocation of Section 8 HAP funds is 98.48%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 December, 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	2.1 hrs.	3 hrs.	24 hrs.
Routine WO’s	2.4 days	6 days	25 days

¹ Although the housing authority has 2,903 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 is 98.5%. 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: 97.6% (15 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): 97.5% (13 vacancies/524 units)
- c) Kaybern Terrace (managed by Infinity): 100% (0 vacancies/12 units)
- d) Aloha Park (managed by Infinity): 97.5% (2 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.
- Rehabilitation work for the Noble House continued.
- All repairs, painting, landscaping and flooring were completed by Housing Staff on the turned over units.

Special Projects:

- Cleaning services were performed at one (1) Public Housing unit.
- Plumbing services were performed at one (1) Public Housing unit.
- Pest control services were performed at four (4) Public Housing units.
- Concrete replacement services were performed at one (1) Public Housing unit.
- Reported 252 year-to-date non-emergency work orders have been completed in an average of 26.09 days.
- Reported 99% of 72 year-to-date emergency work orders completed within 24 hours.



V. STAFF REPORTS
D. Programs and Special Projects

PROJECT-BASED VOUCHERS

The Housing Authority may authorize project-basing a maximum of 20% of its total voucher 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.

As of:		11/30/2018		Wait List Preference: Chronically Homeless		Wait List Preference: 30% MFI or Lower		Special Needs		Project-Based VASH	
Sponsor	Project	Location	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						
Bridge Meadows	Bridge Meadows Beaverton	Beaverton			8	8					
CPAH	Barcelona	Beaverton			8	8					
CPAH	Cornell and Murray	Beaverton			8						
CPAH	The Knoll	Tigard	12	12							
CPAH	Tigard Triangle	Tigard			23						
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 Alternatives	Alma Gardens	Hillsboro			8	8			3	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					
Totals:			32	32	143	101	25	25	8	8	
Total Awarded:			208								
Total Project-Based:			166								

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: 72
 - 59 Section 8 participants
 - 13 Public Housing participants
- Total Escrow Balance: \$306,781.18
- Highest Escrow Balances:
 - \$26,531.71 Section 8
 - \$17,738.54 Public Housing

Program Update

- FSS is enrolling now from FSS waiting list.

HCV PROGRAM UPDATE

- 45 Mainstream (Non-Elderly/Disabled) Vouchers added to count as of 11/1/2018.
- 30 Veterans Affairs Supportive Housing (VASH) Vouchers added to count as of 12/1/2018.
- Outreach to applicants for the Mainstream program began in December, 2018. Anticipate issuing Mainstream Vouchers in Jan/Feb 2019.



V. STAFF REPORTS
E. Report on Homelessness

SEVERE WEATHER SHELTER RESPONSE PLAN

Nearly 400 individuals received overnight shelter and meals at the eight shelter sites during the first 2-months of operation. The shelters continue to serve a high number of people with special needs that include chronic health issues, substance addition, mental health, etc. The winter shelter schedule is updated weekly and available online at www.co.washington.or.us/homeless.

CLOVER COURT – 6-UNITS PERMANENT SUPPORTIVE HOUSING

Construction includes site work and the retaining wall. Despite a break-in and theft of tools from the contractor's trailer, occupancy of the units is anticipated by June 2019. An Open House will be held to invite partner agencies and the neighbors surrounding Clover Court to view the housing and Community Center. The \$1.6 million project will serve chronically homeless adults with disabilities.



<https://www.co.washington.or.us/housing/proposed-clover-court-development.cfm>

METRO-FUNDED TRI-COUNTY HOUSING EQUITY PLAN

Washington County Housing Services is a partner agency in the Metro-funded Tri-county Housing Equity planning grant to address the regional needs for permanent supportive housing (PSH) serving homeless individuals and families. The plan's goals recommend strategies in creating new resources, regional alignment and collaboration, and increased capacity to meet implementation of 10% goal by 2022. Washington County's need for PSH identifies 226 new units based on current chronic homeless data and current inventory turnover rate. Implementation of the PSH plan will have funding implications for local governments to provide the supportive services that are not reimbursable through Medicaid, Medicare, OHP, etc., with local dollars aligned with *A Road Home*. The draft plan is scheduled for release in late January 2019.

PROCLAMATION: NATIONAL HUNGER AND HOMELESSNESS AWARENESS

On November 6, 2018, the Washington County Board of Commissioners proclaimed November 10-18 National Hunger and Homelessness Awareness Week, that coincided with a food drive supporting the Oregon Food Bank and donations of hygiene and clothing for homeless shelters. County employees donated \$1,312 in cash and 1,367 pounds in food to the Oregon Food Bank.



9TH CIRCUIT COURT OF APPEALS RULING: MARTIN V. BOISE

On September 4, 2018, the 9th Circuit Court of Appeals affirmed that the state may not criminalize conduct that is an unavoidable consequence of being homeless, to include sitting, lying or sleeping on the streets where there are more homeless persons than available shelter beds or in the absence of other adequate alternatives. The HSSN will be convening a stakeholder group to develop a plan that will provide alternatives that may include the creation of a year-round emergency shelter serving adult-only households in Washington County.

FEDERAL CoC PROGRAM FUNDING (HEARTH ACT)

Washington County submitted a CoC Program competitive grant application seeks \$3,858,293 in HUD funds to renew 235 units of rent subsidy/services and request new “DV and PSH bonus” funds that include \$185,531 for a 10-unit Sojourner’s House providing tenant-based rent and services for persons experiencing domestic violence, and \$202,170 for a 15-unit Shelter Plus Care Chronic Expansion project providing rent subsidy in permanent supportive housing. Application online <https://www.co.washington.or.us/Housing/EndHomelessness/homeless-programs-and-events.cfm>

Federal Homeless Program Funds	FY2013	FY2014³	FY2015⁴	FY2016⁵	FY2017⁶	FY2018⁷
	\$1.929 billion	\$2.105 billion	\$2.135 billion	\$2.250 billion	\$2.383 billion	\$2.513 billion
CoC Program Competitive Grant Funding & Other	\$1.7 billion	\$1.8 billion	\$1.9 billion	\$1.918 billion	\$2.113 billion	\$2.243 billion
County Grant Award – CoC Program	\$2.6 million	\$2.7 million	\$3.4 million	\$3.4 million	\$3.5 million	\$3,858,293
Emergency Shelter & Solutions Grant (ESG) Formula Funding	\$215 million	\$250 million	\$250 million	\$250 million	\$270 million	\$270 million
County ESG Entitlement Formula Funds ⁸	\$134,781	\$152,317	\$165,058	\$164,525	\$166,014	\$169,025

ANNUAL POINT-IN-TIME (PIT) HOMELESS COUNT

Community Action is leading the annual census activities that will engage and interview with homeless individuals and families January 23 through 30, with data outcomes reported as sheltered populations residing in shelter, transitional and safe haven housing on the night of January 23, and unsheltered populations living in places not meant for human habitation. Data outcomes will be available in late February.

³ FY2014 Omnibus Appropriations; January 17, 2014.

⁴ FY2015 Omnibus Appropriations, December 16, 2015

⁵ FY2016 Omnibus Appropriations, December 18, 2016

⁶ FY2017 H.R. 244 Omnibus Appropriations, May 5, 2017

⁷ FY2018 H.R. 1625 Omnibus Appropriations, March 23, 2018

⁸ Emergency Solution Grant formula is based on percentage of CDBG funds



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

Komi Kalevor serves as Department Lead on affordable housing development projects in our pipeline. This includes overseeing the development process for the 120-unit Willow Creek Crossing project in Hillsboro and the 264-unit Fields Apartments in Tigard. In coordination with Asset Manager Gary Calvert, he oversees acquisition of surplus and foreclosed property for conversion to affordable housing. He coordinates essential communication with the State, other jurisdictions and funding entities, and local developers.

Shannon Wilson is our Housing Development Coordinator. She assists Mr. Kalevor with facilitating and encouraging accelerated affordable housing development in the County including affordable housing owned by the Housing Authority.

Melisa Dailey, as our Affordable Housing Program Coordinator, facilitates awareness of affordable housing tools and strategies, and participates on the three Metro Equitable Development Housing grant teams associated with City of Beaverton, City of Tigard-Portland, and Washington County. She also oversees the Nonprofit Corporation Low-income housing property tax exemption (ORS 307:540-548) for Washington County.

POLICY – METRO BOND/CONSTITUTIONAL AMENDMENT

The two immediate policy issues effecting Washington County and affordable housing are the Metro Bond and a proposed amendment at the State level for affordable housing. The \$652.8 million Metro Bond was approved by voters on Nov. 6. The bond will provide funds for the tri-county Metro jurisdictions to use for construction and preservation of affordable housing which is housing for those under 80% of the area median income. The second policy issue that went to voters (statewide) was a constitutional amendment that will allow bond revenue to fund nongovernmental affordable housing – this constitutional amendment also passed on Nov. 6.

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 schedule and changes are:

- ◇ **2018 Ordinance consideration track items summary (see below for ordinance details)**
 - Reduced setbacks for multifamily dwellings under 35 feet tall
 - Reduce minimum landscaping requirements for some housing
 - Private Street flexibility for one-side sidewalks
 - Flexible Development Path for regulated affordable housing
 - Amend Section 203-processing Type I, II and III Development Actions to include 100-day review for qualified regulated affordable housing projects, per state law
 - Reduce minimum driveway width standards to 10 feet
 - Clarify on-street parking requirements
 - Amend ADU standards as needed to comply with state law

- ◇ **2018 start then 2019 Ordinance consideration (additional analysis required)**
 - Residential density bonus for regulated affordable housing
 - Planned Development (PD) Open Space amendments:
 - Allow drainage hazard/flood plains/etc. to count toward 50% of PD open space requirements
 - Reduce PD open space in general
 - Reduce PD open space in Community Business District (CBD)
 - Reduce PD open space for regulated affordable housing
 - Additional updates/amendments for ADU standards (compliance with Oregon Department of Land Conservation Development recommendations)

- ◇ **2019 Ordinance consideration (additional analysis required)**
 - Ground floor non-residential standards in Transit Oriented : Retail Commercial (TO:RC) and CBD
 - On street parking standards
 - Cluster Housing
 - Evaluate County land use districts within ½ -1 mile of centers and corridors

Washington County Community Development Code (CDC): Changes by Land Use and Transportation

Ordinance 832 - Portions of the Community Development Code (CDC) need to be updated to better comply with Fair Housing best practices, as well as state and federal laws and regulations. Work in 2018 included updates to the County's group care definitions and requirements, including the list of group care types. The County also considered temporary day/overnight homeless shelter operations at religious institutions as a type of group care that serves populations entitled to Fair Housing protections.



(The proposed changes were approved at the Sept. 18 10:00 am BOCC meeting.)

Ordinance 841- The ordinance proposes an alternative land use review option for certain regulated affordable housing and would amend the CDC to provide both site development flexibility and density bonuses to encourage and facilitate regulated affordable housing development inside the Urban Growth Boundary (UGB).

Ordinance No. 841 would provide an alternative land use review option that allows for the following:

- ◇ *Through Type II review –*
 - Density increase up to 30 percent
 - Building height increase
 - Lot dimension, setback and landscaping reductions
 - Increased flexibility in parking provisions
 - Waiver of limitation allowing residential uses only above ground floor non-residential uses (in certain districts where normally applies)
- ◇ *Through Type III review –*
 - Density increase up to 50 percent
 - Applicant’s proposal of alternatives to certain district provisions of the CDC, regarding building façades and parking areas/structures, when alternatives will otherwise provide for pedestrian-oriented/transit-oriented design
 - Exemption from certain denial criteria, consistent with exemptions for similar Type III uses

(The proposed changes were approved at the Sept. 18 10:00 am BOCC meeting.)

Ordinance 842- proposes limited amendments to the CDC to facilitate development of housing. The ordinance amends certain setbacks within three districts, corrects/clarifies standards of the Transit-Oriented: Retail Commercial (TO:RC) district related to day care facility classification and housing, reduces certain landscape area requirements, allows omission of sidewalk on one side of a private street in some cases, reduces minimum residential driveway widths, and updates related parking standards.

(The proposed changes were approved at the Sept. 18 10:00 am BOCC meeting.)

HAWC Development Projects

Project Status: Under construction.

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 • Recommended for \$300,000 grant by City of Hillsboro. Approved by City Council on 5/15. • Award of \$500,000 in Transit Oriented Development funds from Metro is committed. 		



- Received \$250,000 grant for construction from Meyer Memorial Trust

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: \$60.4	
Funding: \$9.8M LIFT; LIHTC; Conduit Bonds			
Project Update:			
<ul style="list-style-type: none"> Construction start: August 2018 			

Project Status: Construction underway.

Clover Court (Beaverton)	
6 Housing Units (Permanent Supportive Housing)	
6 Studios in 3 Duplexes	
Ownership: DHS/Luke-Dorf, Inc.	Total Project Costs: \$1.6M
Funding: \$413,058 HUD; \$240,000 FHLB	
Project Update:	
<ul style="list-style-type: none"> No LUBA motion was filed. The project team decided to not have a groundbreaking ceremony out of respect for the neighbors who opposed the project. The Hearing Officer's decision for the Type III Land Use Application was approved on Feb. 16, 2018. An intent to appeal to LUBA must be filed (including postmarked) within 21 days which is March 9. Environmental Review (ER) was completed and received a Finding of No Significant Impact (FONSI) 	

Project Status: Concept project. Would go in for 2019 NOFA.

Alder Grove (Hillsboro)	
Housing Units: 200	
Ownership: Partnership of Housing Authority/DBG	Total Project Costs: TBD
Funding: 2019 LIFT, 4% LIHTC, Conduit Bonds	
Project Update:	
<ul style="list-style-type: none"> Project would be in partnership with TriMet to provide housing on part of the underutilized Willow Creek MAX Park & Ride site and adjacent property. HAWC plans to submit an Unsolicited Proposal (process established by TriMet) to attain site control for a portion of the Park & Ride site. Received a \$100,000 Metro 2040 Planning Grant for predevelopment work at the site. 	

Project Status: Pipeline project.

SW 170th (Beaverton)	
4 Single Family Homes (Workforce Rental Housing)	
Ownership: Housing Authority	Total Project Costs: \$
Project Update:	
<ul style="list-style-type: none"> Properties are Washington County surplus land 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: Completed. Lease-up is underway.

Orchards at Orenco III (Hillsboro)			
Housing Units: 52		Project Based Vouchers: 8	
0 Studio	0 1BR	33 2BR	19 3BR
Ownership: REACH CDC / Housing Authority Limited Partner		Total Project Costs: \$14.8M	
Funding: LIHTC; HOME; OAHTC; E Trust of			



	Oregon
Project Update:	

Project Status: Under construction.

Cornelius Place (Cornelius)			
Housing Units: 45 (for seniors)		Project Based Vouchers: 11	
0 Studio	42 1BR	3 2BR	0 3BR
Ownership: Bienestar/BRIDGE Housing Corp.		Total Project Costs: \$18.4	
		Funding: LIHTC; GHAP; OAHTC; HOME; HPOF	
Project Update:			
<ul style="list-style-type: none"> Under construction. 			

Project Status: Received funding in 2018 LIFT NOFA application round.

Red Rock Creek Commons (Tigard)			
Housing Units: 48		Project Based Vouchers: 23	
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; 8 units are for mental health housing in partnership with Luke-Dorf 			

Project Status: Received funding in 2018 NOFA application round.

Montebello (Hillsboro)			
Housing Units: 48		Project Based Vouchers:	
0 Studio	24 2BR	21 3BR	3 4BR
Ownership: Bienestar		Total Project Costs:	
		Funding:	
Project Update:			
<ul style="list-style-type: none"> Rehabilitation project. Constructed in 1989. 			

Project Status: Received funding in 2018 NOFA application round.

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

Project Status: Pipeline project. Did not receive funding in 2018 NOFA application round.

Village at Washington Square (Tigard)			
Housing Units: 26		Project Based Vouchers:	
1BR	2BR	3BR	4BR
Ownership: CPAH		Total Project Costs:	
		Funding:	
Project Update:			
<ul style="list-style-type: none"> Rehabilitation project. Constructed in 2002. NOFA application submitted in 2018 – was not funded. 			



VI. OLD BUSINESS

VII. NEW BUSINESS

Presentation:

Melanie Fletcher and Gary Calvert will review the programs they oversee.

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. Please see the attached timeline and summary sheet of general information. Some things to note are:

- The Phase I projects are currently in progress. The Housing Authority's Phase I project will likely be the acquisition of a multifamily property in Aloha.
- A draft of the County's implementation plan will be reviewed by Metro Council at the end of January.
- The IGAs (Intergovernmental Agreements) should be in draft format sometime in March.
- Program roll out is early summer

Authority's Audited Financial Statements:

The Housing Authority's FY2017-2018 audits are complete and meet the reporting requirements on the Governmental Finance Officer's Association and the Governmental Accounting Standards Board (GASB).

Diversity and Equity

The County strives to be a leader in diversity, equity and inclusion, and members of the HAC have expressed interest in training on this topic. At this time, there is not a training specific to boards and commissions. But, we are providing a link that you can access on your own time to review a presentation for supervisors called "A Culture of Leadership".

<http://county/HR-Corner/upload/Module-4-A-Culture-of-Leadership.pdf>

VIII. RESOLUTIONS/ACTION ITEMS

N/A

IX. ADJOURNMENT