



# HOUSING ADVISORY COMMITTEE

## AGENDA AND INFORMATION PACKET

**THURSDAY, June 23, 2022 • 9:00 am – 11:00 am**

Zoom Webinar ID: 840 7750 0319 PW: 699156

Call-in number: 1 253-215-8782

### **OUR MISSION**

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

### **OUR 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

### **OUR 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.



# AGENDA

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- I. MEETING CALLED TO ORDER
- II. DISCUSSION – ORAL COMMUNICATIONS and MEMBER UPDATES
- III. ACTION – APPROVAL OF MINUTES
  - A. May 26, 2022
- IV. EXECUTIVE DIRECTOR’S REPORT
  - A. Executive Director Report..... Page 3
- V. RESOLUTIONS / ACTION ITEMS
  - No items
- VI. ONGOING BUSINESS
  - No items
- VII. NEW BUSINESS
  - No items
- VIII. DEPARTMENT UPDATES
  - A. Housing Development ..... Page 5
  - B. Rental Assistance ..... Page 7
  - C. Public Housing..... Page 10
  - D. Additional Department Updates ..... Page 12
- IX. ADJOURNMENT

<b>2022 HAC MEETING SCHEDULE</b>	
Thursday, January 27	[No July Meeting]
Thursday, February 24	Thursday, August 25
Thursday, March 24	Thursday, September 22
Thursday, April 28	Friday, October TBD – Retreat
Thursday, May 26 – Budget Review	Thursday, November 17
Thursday, June 23	Friday, December TBD – Luncheon



## IV. EXECUTIVE DIRECTOR'S REPORT

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As of May 1, Washington County has entered a return to normal operations, after having begun lifting COVID-19 restrictions and masking requirements in coordination with the state of Oregon on March 12. There are still some exceptions, and masks are still required in health care settings and on public transportation, such as buses, trains, and in airports and on airplanes. Like the rest of the community, our department has had staff out ill with COVID-19 and has had to adjust to our “new normal”. In all cases, we are making an effort to support staff and the clients we serve, while following public health protocols.

The Housing Department move to Adams Crossing is now looking like it will happen in early Fall of 2022. This timeline is still tentative, as there could still be supply chain delays and work is still ongoing.

On June 6<sup>th</sup>, Washington County signed the closing agreement documents for the AHP4 portfolio rehabilitation. The full transaction cost is approximately \$150 million, with \$45 million invested directly into the rehab process for 332 affordable housing units in five apartment building, located across Washington County. A huge thank you to Washington County partners across housing divisions, the County Administrative Office, Land Use & Transportation, Finance, Legal, and our consultants at Brawner!

Staff are working with other housing authorities and the Housing Alliance on a request to OHCS for Emergency Board State funding for rent arrears. Like many affordable housing providers statewide, the authority still has tenants with rent arrears that need to be corrected in the upcoming weeks and months. HAWC has partnered with other housing authorities in the region on how to best support tenants while also recognizing the need to collect rent to sustain operation.

The rental assistance team has successfully leased up 92% of our Emergency Housing Vouchers (EHV). That is worth mentioning as there has been some negative press around EHV lease up in both the Portland metro region and the Seattle metro region. On the topic of leasing up subsidies, the new Regional Long-Term Rental Assistance (RLRA) program which is part of the SHS program has leased up 200 chronically homeless individuals with another 350 out searching. Over the last 18 months, the Housing Department has housed over 350 chronically homeless individuals between our federal EHV, VASH, Mainstream programs and the SHS RLRA program.

Lastly, the authority continues to wait on MTW plan approval from HUD. Once we get that, a host of MTW activities will be implemented through the end of the year including the Beaverton School District program as well as our scheduled rent reform activities.

Thank you for your interest and dedication to affordable housing in Washington County!

Komi Kalevor  
Director



**V. RESOLUTIONS/ACTION ITEMS**

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N/A

**VI. ONGOING BUSINESS**

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N/A

**VII. NEW BUSINESS**

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N/A



## VIII. DEPARTMENT UPDATES

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### A. Housing Development

#### **Affordable Housing Bond Updates**

1. Lease-up Updates:
  - Viewfinder: fully leased
  - Valfre at Avenida 26: received 107 applications to-date for the 36-unit property. Property scheduled to be complete end of July.
2. Five projects currently under construction: Valfre at Avenida 26, Aloha Inn, Terrace Glen, Aloha Family Housing, and Tigard Senior Housing.
3. Two projects scheduled to close before the end of June: Plaza Los Amigos and Saltzman Road Senior Housing.
4. Upcoming project-related events:
  - Wishcamper Affordable Housing Project Groundbreaking – this is a City of Beaverton Affordable Housing Bond project – Wednesday, June 29<sup>th</sup>, 10:30a – Corner of SW Scholls Ferry and SW Mountainside Way in Beaverton
  - Viewfinder Grand Opening – Wednesday, June 29<sup>th</sup>, 3-5p – 11600 SW 72<sup>nd</sup> Ave. Tigard
  - Tigard Senior Housing Groundbreaking – Wednesday, July 13<sup>th</sup>, 3p – location TBD but near Tigard Senior Center.
  - Two additional groundbreakings to be scheduled in July for Tigard Senior Housing, Plaza Los Amigos and Saltzman Road Senior Housing
  - The Valfre at Avenida 26 Grand Opening – Tuesday, August 30<sup>th</sup>, 2-5p – 2525 A St. Forest Grove.



# WASHINGTON COUNTY OREGON

## Metro Affordable Housing Bond Projects in Washington County's Implementation Area:

Project Sponsor	Project Name	Location	Metro Bond Amount	Unit Count	Status
Home First Development	Saltzman Road Senior Apartments	Cedar Mill (unincorporated Wash. Co.)	\$5,400,000	54	Closing 6/2022
Housing Authority of Washington County	Aloha Inn	Aloha (unincorporated Wash. Co.)	\$8,465,000	54	Under Construction
Bienestar and REACH CDC	Plaza Los Amigos	Cornelius	\$13,670,523	113	Closing 6/2022
BRIDGE Housing Corporation	Aloha Housing	Aloha (unincorporated Wash. Co.)	\$10,230,000	82	Under Construction
BRIDGE Housing Corporation	Goldcrest Apartments	Beaverton	\$8,700,000	75	To close
Community Partners for Affordable Housing	Plambeck Gardens	Tualatin	\$14,320,000	116	To close
DCM Communities & HAWC	The Valfre at Avenida 26	Forest Grove	\$3,792,088	36	Under Construction
Northwest Housing Alternatives	Tigard Senior Housing	Tigard	\$6,270,000	58	Under Construction
Related NW	Terrace Glen	Tigard	\$17,484,000	144	Under Construction
Community Development Partners	Viewfinder	Tigard	\$11,583,000	81	Complete
<b>TOTAL</b>			<b>\$99,914,611</b>	<b>813</b>	

Total allocation: \$116,465,532

Remaining Affordable Housing Bond funds: \$16,550,921

Additional Air Conditioning funds: \$1,670,000



**B. Rental Assistance**

**Housing Choice Voucher Program**

HUD Allocated Units			
Program	ACC	Monthly HAP Allocated from HUD	Monthly HAP per Household
Housing Choice Voucher (HCV)	2,706	\$2,450,393.88	\$905.54
Veterans Affairs Supportive Housing (VASH)	247	\$247,741.47	\$1,003.00
Foster Youth Initiative (FYI)	7	\$4,610.52	\$658.65
<b>Subtotal</b>	<b>2,960</b>	<b>\$2,702,745.88</b>	

  

HUD Special Purpose Vouchers			
Program	ACC	Monthly HAP Allocated from HUD	Monthly HAP per Household
Mainstream Vouchers	178	\$160,336.07	\$900.76
Emergency Housing Voucher (EHV)	89	\$82,972.00	\$932.27
<b>Subtotal</b>	<b>267</b>	<b>\$243,308.07</b>	
<b>HUD Total</b>	<b>3,227</b>	<b>\$2,946,053.94</b>	

  

Regional and Referral Based Awards			
Program	Households to be Served	Monthly HAP Allocated from Metro SHS	Monthly HAP per Household
Regional Long-Term Rental Assistance (RLRA)	500	\$687,500.00	\$1,375.00
<b>Subtotal</b>	<b>500</b>	<b>\$687,500.00</b>	
<b>Agency Total</b>	<b>3,727</b>	<b>\$3,633,553.94</b>	

Vouchers and Awards Leased Up									
HUD Programs									
HUD Regular Vouchers (ACC)									
	HCV		VASH		FYI		All Actual UML		
	#	%	#	%	#	%	#	%	
Dec-21	2,469	91.24%	141	73.10%	1	14.29%	2,611	89.73%	
Jan-22	2,480	91.65%▲	144	73.10%▲	1	14.29%	2,625	90.21%▲	
Feb-22	2,489	91.98%▲	146	74.11%▲	1	14.29%	2,636	90.58%▲	
Mar-22	2,488	91.94%▼	146	74.11%	1	14.29%	2,635	90.55%▲	
Apr-22	2,495	92.20%▲	147	74.62%▲	1	14.29%	2,643	90.82%▲	
May-22	2,490	92.02%▼	151	61.13%▼	3	42.86%▲	2,644	89.32%▼	
Jun-22									
Jul-22									
Aug-22									
Sep-22									
Oct-22									
Nov-22									
Dec-22									
<b>Grand Total</b>	<b>12,442</b>	<b>91.96%</b>	<b>734</b>	<b>70.92%</b>	<b>7</b>	<b>20.00%</b>	<b>13,183</b>	<b>90.29%</b>	

\*Grand total percentages are calculated as the number of units leased up over the annualized ACC/Allocation for each program.

Note: Overall utilization decreased from 90.82% to 89.32% as the 50 new VASH vouchers came online effective 5/1/2022. We have 12 months to lease the new VASH award.



Vouchers and Awards Leased Up						
HUD Programs					Regional Programs	
	HUD Special Vouchers				SHS/RLRA	
	Mainstream		EHV			
	#	%	#	%	#	%
Dec-21	171	96.07%	51	57.30%	98	20%
Jan-22	171	96.07%▼	61	68.54%▲	111	22.20%▲
Feb-22	170	95.51%▼	69	77.53%▲	123	24.60%▲
Mar-22	169	94.94%▼	75	84.27%▲	130	26.00%▲
Apr-22	168	94.38%▼	78	87.64%▲	156	31.20%▲
May-22	168	94.38%	79	88.76%▲	189	37.80%▲
Jun-22						
Jul-22						
Aug-22						
Sep-22						
Oct-22						
Nov-22						
Dec-22						
<b>Grand Total</b>	<b>846</b>	<b>95.06%</b>	<b>362</b>	<b>81.35%</b>	<b>709</b>	<b>28.36%</b>

\*Grand total percentages are calculated as the number of units leased up over the annualized ACC/Allocation for each program.

## New Admissions:

Demographics shown for all new lease ups across all Rental Assistance Division Programs.

Participants by Race		
Race	Count	%
American Indian	4	4%
Asian	1	1%
Black	22	21%
Multiple	1	1%
Pacific Islander	0	0%
White	74	71%
Missing Race	2	2%
<b>Grand Total</b>	<b>104</b>	<b>100%</b>

Participants by Ethnicity		
Ethnicity	Count	%
Hispanic or Latina/o/e	40	38%
Not Hispanic or Latina/o/e	64	62%
Missing Ethnicity	0	0%
<b>Total</b>	<b>104</b>	<b>100%</b>



## General Updates

The Rental Assistance Division completed their group and individual IDI assessment debriefs and are excited for the next steps with Housing's EDI work. Several division members attended HUD and MDRC's webinar and introduction to the Tiered Rent study for MTW agencies. The webinar's recording and FAQ will be sent to the





entire team and department for review once we have received it. The annual utility allowance study has been completed by Nelrod, implementation of the new rates will be effective 8/1/2022.

With recruitments resuming, the Occupancy Specialist II positions and Software Application Specialist positions have interviews scheduled for the first week of June. On May 27, 2022 the division said goodbye to Cheryl Whited, long-term Housing staff member. Cheryl left after 44 years of service in housing and is looking forward to training and showing her dogs.

### Project-Based Vouchers:

Total Leased	Total Contract	Utilization Rate
202	218	93%
Projects Leased	Units Leased	Units Eligible
Alma Gardens	8	8
Alma Gardens - VASH	5	5
Barcelona	8	8
Bridge Meadows	8	8
Cedar Grove	8	8
Cornelius Place	11	11
Fir Crest Manor	14	14
Housing Team/SAMHSA Pacific Village	0	1
Housing Team/SAMHSA Gateway	2	2
The Knoll	7	7
The Knoll - VASH	5	5
The Mary Ann	8	8
Orchards	15	16
Orchards-REACH	8	8
PLUSS	10	12
Pomeroy Place	15	15
Pomeroy Place - VASH	5	5
Red Rock Creek Commons	24	24
Sunset View	22	24
Tom Brewer House	8	13
The Viewfinder	7	8
The Viewfinder - VASH	4	8
<b>Grand Total HAP</b>	<b>202</b>	<b>218</b>

**Awarded:** Project has been allocated project-based vouchers contingent on satisfying RFP requirements

**Project-Based:** Project is ready for occupancy and vouchers are attached to specific project-based voucher housing units in the property.

### FSS Programs & Special Projects

In May HUD published Final Rules for the Family Self Sufficiency. The Final Rule amends current regulations to support efficiency and access to the FSS program. The FSS team is preparing to revise the FSS action plan to implement the changes before the compliance deadline of December 2022. One significant change is that the new rules allow PHA's to use forfeit escrow funds for supportive services instead of requiring that these funds be reclaimed by HUD. This flexible supportive services funding source will be a great benefit to the program.



<b>Participating Households</b>	
Housing Choice Vouchers	50
Public Housing	13
VASH	1
<b>Total Participating Households</b>	<b>64</b>

<b>Escrow Balances</b>	
Households with Escrow Balance >\$0	30 (47%)
Total Escrow Balance	\$326,537
Highest Escrow Balance	\$53,757
Average Escrow Balance	\$5,102

<b>Monthly Escrow</b>	
Households Accumulating Monthly Escrow	18 (28%)
Total Monthly Escrow	\$13,024
Highest Monthly Escrow	\$1,097
Average Monthly Escrow	\$64

<b>Average Increase in Annual Earned Income</b>	
Households showing increase in Annual Earned Income	20 (31%)
Total Increase in Annual Earned Income	\$719,558
Highest Increase in Annual Earned Income	\$98,168
Average Increase in Annual Earned Income	\$11,243



**C. Public Housing**

Occupancy Rates					
Program	Units	Feb - 22	Mar - 22	Apr - 22	May - 22
Public Housing	244	99.5%	98.3%	98.3%	99.2%

**Average Vacancy Days**

Two public housing units were leased in May with an average vacancy time of 48 days. HAWC’s goal for vacancy days is 18 days. HUD rates Housing Authorities on cumulative vacancy days on a fiscal year basis and rates 20 days or less as an “A”. HAWC’s average vacancy period for FY 2021-22 is 84 days.

**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. HUD standard for completion time on emergency work order is 24 hours and 25 days for routine work orders. HAWC’s goal is 3 hours for emergency work orders and 3 days on routine work orders. For January, the average maintenance response time for emergency and routine work orders was:

Work Order Performance				Waitlist			
Emergency W/O	May - 22			1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
	Avg. Time	Routine W/O	Avg. Time				
4	4.8 hours	194	12.16 days	788	375	60	31

**Affordable Housing**

HAWC owns and operates affordable properties included in financial reports under Affordable Housing, Bond Portfolio, and Specialty Housing

Occupancy Rates	
	May - 22
Affordable Housing (332 units)	86.7%
Bond Portfolio (263 units)	97.0%
Specialty Housing Portfolio (28 units)	96.4%



**HAWC Partnership Affordable Projects**

Project Name	City	St.	1 BR	2BR	3 BR	4 BR	Total Units	Year Completed
Covey Run	Forest Grove				26	14	40	2001
Gateway Commons	Hillsboro		18	51	44		113	2004
Quatama Crossing	Beaverton		222	423	66		711	2006
The Orchards at Orenco Station	Hillsboro		40	17			57	2015
The Orchards at Orenco II Station	Hillsboro		44	14			58	2016
The Orchards at Orenco III Station	Hillsboro			33	19		52	2018
Sunset View Apartments	Beaverton		88	112	36		236	2016
The Fields	Tigard		128	104	32		264	2020
Willow Creek Crossing	Hillsboro	38	71	11			120	2020
<b>TOTAL</b>	-	38	611	765	197	14	1,651	

Note #1: Cascade Housing Inc., the development partner, has sold Covey Run and is in the process of selling Gateway Commons. Affordability covenants are unaffected.

**Portfolio Rehab**

HAWC is proud to report we successfully closed on the project on June 6<sup>th</sup> and the project will be entering the construction phase. LMC has begun to mobilize and will begin construction at Bonita and The Ridge in June, followed by Aloha Park in late August.



## VIII. DEPARTMENT UPDATES

### D. Additional Department Updates

#### 1. Financial Statement

No report available this month, we will have a financial report in the August packet.

#### 2. Supportive Housing Services (SHS)

The first fiscal year of the SHS program concluded June 30, 2022. Yearend data are being compiled and will be available August 15, 2022, in our Q4 report. Below are some preliminary data pulled about the program on June 15, 2022.

Permanent Supportive Housing (PSH) need	
Enrolled in PSH program, working with a case manager	572 households
Eligible and waiting for PSH program	317 households

Households must have a disabling condition and have experienced prolonged homelessness to be eligible for PSH, a program that provides intensive case management services and long-term rent assistance to ensure housing stability.

Housing case managers	
Positions hired, trained, and providing services	34 case managers
Positions funded	38 case managers

Housing case managers provide wrap around supports to address housing, healthcare, financial and other needs for a household, first solving for housing and then supporting the general wellbeing and stability of the family or individual.

Regional Long Term Rent Assistance (RLRA) utilization	
Housed with voucher	227 households
Seeking housing with voucher	396 households

Long-term rent assistance provides monthly payments to a landlord for the portion of market rate rent that a low-income family or individual cannot afford. The tenant pays 28.5% of their income and RLRA pays the remaining portion.

Shelter capacity (year-round)	
Bridge shelter (non-congregate, motel based)	80 rooms
Congregate shelter	20 beds

Shelter is a temporary solution for unhoused families and individuals. Programs provide basic hygiene and nutritional needs as well as case management to ensure safety and help participants work towards housing placement.

#### 3. Continuum of Care (CoC) Homeless Division

[A Road Home](#) is the County’s comprehensive plan focused on preventing and ending homelessness through a system-level approach to achieve the strategies outlined in 6 goals. The [FY2021/22 Work Plan](#) to provide



prevention assistance, housing and services is a multi-disciplinary approach to address the socioeconomic factors and interconnected causes of homelessness.

[Community Alliance of Tenants](#) (CAT) Washington County Office of Community Development and Department of Housing Services partnered with (CAT) provides tenant services in Washington County to include Renters Hotline at 503-288-0130.

[Community Action Emergency Rent Assistance](#) assists low-income households with rent in arrears. In partnership with the State of Oregon, Community Action administers the Oregon Emergency Rent Assistance Program.

The [Annual Action Plan](#), of the Consolidated Plan, is presented by the Office of Community Development and the Cities of Beaverton and Hillsboro. The goals and outcomes identified in the Action Plan align with ESG, CDBG, HOME and other resources identified in the Consolidated Plan’s Strategic Plan which describes how federal funds and other local and state resources will be deployed to address community development and affordable housing. A draft of FY2022 [Action Plan](#) is available online. A Public Hearing for the draft [HOME-ARP Allocation Plan](#) will be held on 7/14/2022 at 7:00 p.m.

Eviction Court Cases filed by Month	2022	2021	2020	2019
January	113	30	286	294
February	100	28	250	257
March	117	39	98	267
April	168	33	5	232
May	269	32	12	262
June		28	17	253
July		84	24	275
August		90	14	252
September		92	19	284
October		89	15	246
November		132	16	239
December		96	31	234
<b>Total</b>	<b>767</b>	<b>773</b>	<b>787</b>	<b>3095</b>

Source: Washington County Civil Court Department

The Rural Assistance in Transition from Homelessness (RATH) program is a new effort providing rural cities and unincorporated areas with local access to prevention and housing retention, outreach, basic needs, intensive case management and health care navigation services, housing navigation, and tenancy supports services. Administering the program is [The Salvation Army](#) and [Forest Grove Foundation](#).

### Federal CoC Program Funding, Reporting, and Activities

The [Emergency Food and Shelter Program](#) (EFSP) Local Board received Request For Proposals to allocate \$868,132 in federal funds to include \$42,443 Off-Site Lodging (Hotel/Motel Vouchers), \$169,774 Food/Meals, \$131,183 Shelter Operations, and \$524,732 Rent/Mortgage Assistance. The proposals are currently under review. Updates to the competitive grant application and other grant opportunities are posted [online](#).

HUD announced the [FY2021 CoC Program](#) grant award that will provide \$4,055,487 in rent assistance, services and administration funding for programs.

The county’s [Homeless Management Information System \(HMIS\)](#) is administered by Housing Services CoC staff in partnership with the Portland Housing Bureau that contracts with WellSky, the HMIS software vendor.

The HUD McKinney-Vento Homeless Assistance Act, as amended, requires local CoC’s to plan and implement a coordinated system of care. CoC’s are required to submit to HUD annual reports to demonstrate systemic response outcomes.



- [System Performance Measurement \(SPM\)](#) report uses established metrics to provide HUD and the CoC with system-level performance as a coordinated system. The SPM is used by HUD in awarding CoC Program grant funding and demonstrates coordination with ESG Program recipients and all other homeless assistance stakeholders in the community. The CoC Board approved local SPM report is available [online](#).
- [Point In Time \(PIT\) Homeless Count and Housing Inventory \(HIC\)](#) occurred on 1/26/2022 to enumerate data on people experiencing homelessness who are “unsheltered” (e.g. living on the street and places not meant for human habitation) and “sheltered” (e.g. emergency shelter, transitional housing and safe have). Additionally, persons in housing beds/units will be reported to HUD in the CoC’s Housing Inventory Chart (HIC). The PIT and HIC reports informs local CoC planning to include racial equity, program bed utilization, analyze contributing factors to homelessness, and unmet needs. The CoC Board approved local PIT and HIC is available [online](#).

### **CoC Governance and Community Engagement**

The CoC is governed by the [Housing and Supportive Services Network \(HSSN\)](#), a consortium of more than 60 citizen advocates, public and nonprofit provider agencies working collaboratively to plan, coordinate and provide housing and services in a system of care that aligns with priorities outlined in local plans, *A Road Home*, the *SHS Program LIP*, the *2020-2024 Consolidate Plan*, and the Federal strategic plan *Home, Together*. [Meeting agendas](#) are available online and provides updates on CoC Board Elections.