



# HOUSING ADVISORY COMMITTEE

## AGENDA AND INFORMATION PACKET

**THURSDAY, May 26, 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. March 24, 2022
- IV. EXECUTIVE DIRECTOR’S REPORT
  - A. Executive Director Report..... Page 3
- V. RESOLUTIONS / ACTION ITEMS
  - A. HAWC Budget Presentation..... Page 4
- VI. ONGOING BUSINESS
  - No items
- VII. NEW BUSINESS
  - A. Beaverton Homeless Workforce Initiative Update..... Page 4
  - B. Expiring Protections for Affordable Housing Development Projects..... Page 4
  - C. 2022/2023 Point in Time (PIT) Homeless Population Survey Update ..... Page 4
- VIII. DEPARTMENT UPDATES
  - A. Housing Development ..... Page 5
  - B. Finance..... Page 6
  - C. Additional Department Updates..... Page 7
- 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. The housing department has seen approximately three COVID 19 cases and are following the public health protocols.

The Housing Department move to Adams Crossing is now looking like it will happen at the end of June 2022, with our first week being open to the public in the new building set for the week of July 4th. This date is still tentative, as there could still be last minute supply delays and work is still ongoing.

AHP4 portfolio rehabilitation update: The financing partners are on board and the project is moving towards closing next week. There are a lot of moving parts currently and staff and consultants are working with HUD to finish out a few core activities.

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. The authority has partnered with other PHAs 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 while 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 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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### A. Housing Authority of Washington County (HAWC) Budget Presentation

Staff will present the FY2022-23 budget for recommendation to the Housing Authority Board of Directors (HABOD). Staff will present a general overview of the budget document and answer questions from HAC members. HAWC would like the HAC to move to recommend approval of the budget by the HABOD at their June 21 meeting.

**Motion Required:** Recommend the FY2022-23 HAWC budget for submission to and approval by the Housing Authority Board of Directors.

## VI. ONGOING BUSINESS

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N/A

## VII. NEW BUSINESS

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### A. Beaverton School District - Partnership Serving Homeless Students

We are currently in the process of finalizing details for a partnership between the housing authority and Beaverton School District to provide Housing Choice Vouchers to 50 families of homeless students in the next school year. This is possible through the flexibility provided by our MTW authority, which allows us to set aside a number of dedicated vouchers to a specific project or partner.

Beaverton School District's McKinney Vento Liaisons will identify and refer the families who are eligible for the program. McKinney Vento is a federal program that provides staff to schools to identify homeless students and ensure they are able to attend their school, typically through extra transportation support. For several years, Beaverton School District has had the highest number of homeless students in the state. (They rank lower when measuring by percentage, because many small school districts rank disproportionately high even with a small count of homeless students.)

We have been actively working with Beaverton School District's McKinney Vento staff to create a Memorandum of Understanding that will allow us to work together to serve these target families. After families are referred, the Housing Authority will provide a Housing Choice Voucher, and the SHS program will coordinate services for housing navigation and stability for 12 months or more as needed. We expect to launch in September and serve 6-8 families a month until the first 50 families are housed.

### B. Expiring Protections for Affordable Housing Development Projects

Shannon Wilson will share information about how the Department is tracking and addressing expiring protections for affordable housing communities in Washington County.

### C. 2022/2023 Point in Time (PIT) Homeless Population Survey Update

Please see [this link](#) to our media release, posted May 4<sup>th</sup> regarding the Tri-County Point in Time Count. Jes Larson will provide an update on this information and answer questions brought forward by the committee.



**VIII. DEPARTMENT UPDATES**

**A. Housing Development**

**Affordable Housing Bond Updates**

1. Lease-up Updates:
  - Viewfinder: fully leased
  - Valfre at Avenida 26: received 88 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. Plaza Los Amigos was approved for an award of additional Affordable Housing Bond funds to fill a funding gap due to a combination of construction cost increases and interest rate increases. These additional Affordable Housing Bond funds were leveraged by additional support from Oregon Housing and Community Services (OHCS) supporting the project with Market Cost Offset Funds (MCOF) recently approved by the state legislature.

**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. Financial Statement**

Financial Statement will be sent separately.



**VIII. DEPARTMENT UPDATES**

**C. Additional Department Updates**

**1. 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)	197	\$197,591.38	\$1,003.00
Foster Youth Initiative (FYI)	7	\$4,610.52	\$658.65
<b>Subtotal</b>	<b>2,910</b>	<b>\$2,652,595.78</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>3,177</b>	<b>\$2,895,903.85</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>3,677</b>	<b>\$3,583,403.85</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									
Jun-22									
Jul-22									
Aug-22									
Sep-22									
Oct-22									
Nov-22									
Dec-22									
<b>Grand Total</b>	<b>9,952</b>	<b>91.94%</b>	<b>583</b>	<b>73.98%</b>	<b>4</b>	<b>14.29%</b>	<b>10,539</b>	<b>90.54%</b>	

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



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						
Jun-22						
Jul-22						
Aug-22						
Sep-22						
Oct-22						
Nov-22						
Dec-22						
<b>Grand Total</b>	<b>678</b>	<b>95.22%</b>	<b>283</b>	<b>79.49%</b>	<b>520</b>	<b>26.00%</b>

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

## General Updates

The Rental Assistance Division is gearing up for the move to Adam's Crossing (late June), MTW implementation (effective 7/1/2022) and Administrative Plan updates (effective 7/1/2022). The team was formally trained on the Move with Continued Assistance process, which marks the 3<sup>rd</sup> formal standard procedure launch.

HUD published updated FMRS effective 4/11/2022 and the Voucher Payment Standards have increased as a result. Effective date of changes are 5/1/2022 for New Admissions, Moves and contract rent increases and 7/1/2022 for Annual Recertifications. The RLRA 120% FMR max rent was effective with the change on 4/11/2022. HUD also published the 2022 Income limits, which were effective 4/18/2022. As this effects eligibility, the system and department has been updated for immediate implementation.





**Project Based Vouchers:**

<b>Total Leased</b>	<b>Total Contract</b>	<b>Utilization Rate</b>
<b>190</b>	<b>218</b>	<b>87%</b>
<b>Projects Leased</b>	<b>Units Leased</b>	<b>Units Eligible</b>
Alma Gardens	8	8
Alma Gardens - VASH	4	5
Barcelona	8	8
Bridge Meadows	8	8
Cedar Grove	8	8
Comelius Place	11	11
Fir Crest Manor	14	14
Housing Team/SAMHSA Pacific Village	0	1
Housing Team/SAMHSA Gateway	2	2
The Knoll	6	7
The Knoll - VASH	4	5
The Mary Ann	7	8
Orchards	12	16
Orchards-REACH	8	8
PLUSS	8	12
Pomeroy Place	14	15
Pomeroy Place - VASH	5	5
Red Rock Creek Commons	24	24
Sunset View	21	24
Tom Brewer House	7	13
The Viewfinder	5	8
The Viewfinder - VASH	6	8
<b>Grand Total HAP</b>	<b>190</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.



**2. FSS Programs & Special Projects**

<b>Participating Households</b>	
Housing Choice Vouchers	44
Public Housing	12
VASH	1
<b>Total Participating Households</b>	<b>57</b>

  

<b>Escrow Balances</b>	
Households with Escrow Balance >\$0	29 (51%)
Total Escrow Balance	\$321,525
Highest Escrow Balance	\$52,839
Average Escrow Balance	\$5,641

  

<b>Monthly Escrow</b>	
Households Accumulating Monthly Escrow	18 (32%)
Total Monthly Escrow	\$13,465
Highest Monthly Escrow	\$1,209
Average Monthly Escrow	\$236

  

<b>Average Increase in Annual Earned Income</b>	
Households showing increase in Annual Earned Income	20 (35%)
Total Increase in Annual Earned Income	\$777,435
Highest Increase in Annual Earned Income	\$98,168
Average Increase in Annual Earned Income	\$13,639

**3. Public Housing**

Program	Units	Occupancy Rates			
		Jan - 22	Feb - 22	Mar - 22	Apr - 22
Public Housing	244	100%	99.5%	98.3%	98.3%

**Average Vacancy Days**

No units were leased in April. 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”. For the third quarter of FY 21-22, HAWC’s average is 90 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	Apr - 22			1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
	Avg. Time	Routine W/O	Avg. Time				
7	3.01 hours	213	10.24 days	789	376	60	31

**4. Affordable Housing / Portfolio Rehab**

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

Occupancy Rates	
	Apr - 22
Affordable Housing (332 units)	85.5%
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.

HUD reviews, and additional lender requirements has delayed the closing on the project. HAWC is targeting early June with construction commencing shortly thereafter. Some of the temporary relocations have already started on the first buildings at Bonita and The Ridge at Bull Mountain.



## 5. Supportive Housing Services (SHS)

### Quarterly Report

The [Q3 report](#) was completed and presented to the Board of County Commissioners on May 10<sup>th</sup>. They approved the report, and it was submitted to Metro. Housing placements are beginning to occur more rapidly now that programs and staff are up and running. The program that has capacity to house 730 households with supportive housing, had placed 159 by the end of Q3, though more than 200 by the time of this HAC report. The program has adjusted its year one goal aiming to achieve 300 housing placements by the end of the fiscal year, and will grow to more than 1000 slots of supportive housing in year two.

### Workforce Development Pilot

A request for proposal (RFP) was released in May to qualified SHS suppliers, requesting interest to create a workforce development pilot that will train and support people with lived experience to secure permanent employment in the expanded field of housing services. A selection process will be held this summer and the program aims to launch in the fall, training and providing supportive employment for 30 participants over the coming year.

### Shelter capacity and planning

The SHS program added 20 beds of year-round shelter establishing an expanded contract for shelter services in Tigard. Just Compassion has agreed to run their winter-only shelter as a year-round program and will expand this program in coming years when their new campus is complete to 40 year-round beds. Concurrently, staff are working to plan new shelter programs with the City of Beaverton and City of Hillsboro at the two sites that have been recently purchased and are expected to open in Winter 2023. Staff are actively seeking viable sites for permanent or long-term shelter services where either congregate and alternative shelter programs can be operated, with the goal to achieve 250 year-round shelter beds across the county.

### Preparing contracts for FY22/23

Staff are currently meeting with service providers to discuss continued and expanded programming in the coming fiscal year. The Housing Case Management Services (HCMS) program providing supportive housing in partnership with the Regional Long Term Rent Assistance (RLRA) program will grow from a capacity for 730 placements to 1120 in the coming months. In addition, 400 slots for Rapid Rehousing (RRH) will be added to provide temporary case management and rent assistance to Population B households.

Outreach services will also be expanded as the temporary funding from ESG-COVID expires and the county assumes this programming responsibility from Community Action with SHS funding. 16 outreach workers in eight organizations will respond to unsheltered community needs across the county. In total, 22 organizations have been asked to contract as providers of these services, most organizations providing two or more programs to build strong staff teams and provide a dynamic set of housing services for the communities they serve. Contracts will be executed in time for the new fiscal year and continue to expand throughout the program year as agencies are ready to take on additional programming.



## **Revenue update**

The regional SHS program is projected to collect \$38 million in revenue to fund the Supportive Housing Services program in Washington County. While tax collection was slow in early months of the first fiscal year, revenue has since increase significantly. In May, total revenue received had reached \$44 million, with one month remaining in the fiscal year. This has enabled the program to pay off the county interfund loan in full. \$50 million is forecasted for Washington County's FY 22/23 program.

## **6. Continuum of Care (CoC) Homeless Division**

No report this month as the CoC program is currently undergoing a leadership transition with Annette Evans having retired and Leslie Gong taking over as Interim Program Manager.