



HOUSING ADVISORY COMMITTEE

MEETING AGENDA AND INFORMATION PACKET

THURSDAY, September 28, 2023 • 9:00 am – 11:00 am

Olympic Conference Room: 161 NW Adams Ave. 2nd Floor, Hillsboro, OR 97124

and

Zoom Webinar ID: 815 5483 5905 PW: 173720

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

THURSDAY, September 28, 2023 • 9:00 am – 11:00 am

Olympic Conference Room: 161 NW Adams Ave. 2nd Floor, Hillsboro, OR 97124

Zoom Webinar ID: 892 7558 8004 PW: 087757

Call-in number: 1 253-215-8782

- I. MEETING CALLED TO ORDER
- II. PUBLIC COMMENTS – ATTENDEES (INCLUDING ONLINE GUESTS)
- III. DISCUSSION – ORAL COMMUNICATIONS and MEMBER UPDATES/ROLL CALL
- IV. ACTION – APPROVAL OF MINUTES
 - A. August 24, 2023 **9:15 A.M.**
- V. EXECUTIVE DIRECTOR’S REPORT
 - A. Executive Director Report..... Page 3 **9:20 A.M.**
- VI. RESOLUTIONS / ACTION ITEMS
 - N/A
- VII. ONGOING BUSINESS
 - A. CATT Presentation Page 4 **9:30 A.M.**
- VIII. NEW BUSINESS
 - A. Housing Executive Director Transition Update Page 4 **9:55 A.M.**
 - B. Washington County Annual Housing Forum Planning Update Page 4 **10:05 A.M.**
- IX. DEPARTMENT UPDATES AND Q&A
 - A. Public Housing Updates Page 6 **10:15 A.M.**
 - B. Written Department Updates Page 11
- X. MEMBER COMMUNITY UPDATE..... Page 14 **10:40 A.M.**
- XI. MOTION TO ADJOURN **11:00 A.M.**

2023 HAC MEETING SCHEDULE	
Thursday, January 20 – <i>(Rescheduled 2022 Forum)</i>	<i>[No July Meeting]</i>
Thursday, February 23	Thursday, August 24
Thursday, March 23	Thursday, September 28
Thursday, April 27	Friday, November 3 – <i>Forum</i>
Thursday, May 25 – <i>Budget Review</i>	Thursday, November 16
Thursday, June 22	Friday, December TBD – <i>Luncheon</i>



V. EXECUTIVE DIRECTOR'S REPORT

On Monday, October 9th, Washington County's newly appointed Housing Executive Director, Molly Rogers, will begin her first official day with the county. Molly was selected at the conclusion of an extensive nationwide recruitment beginning in April 2023 and culminating in a series of final interviews and a staff and community forum event being held in August 2023. The event was open to Housing staff and community partners, including members of the Housing Advisory Committee, by invite only and consisted of an introduction of the evening's event, a timed 10 minute speech from each candidate on their merits and goals, followed by time to socialize and mingle with the candidates. Molly's most recent role is Interim Director of the Portland Housing Bureau, where she had been their deputy director since 2019. With over 20 years of affordable housing leadership under her belt, Molly brings a depth of experience in leading a department and teams, as well as significant subject matter expertise in many areas of housing and homelessness.

From 9am on September 20th, 2023, to 5pm on September 26th, 2023, the Housing Authority of Washington County opened its public housing waitlist for the first time in over three years. 300 available slots for two, three, and four-bedroom units will be offered to selected qualifying families that applied during the open waitlist time frame. The Housing Authority administers the Public Housing Program in the county and offers a range of publicly owned housing units situated in various community locations. Participating families contribute around 30% of their income towards their housing costs, with the Housing Authority covering the remaining amount. The average current tenant's rent, which is based on income, is approximately \$421 per month.

The Homeless Services Division is on track with plans to expand shelter capacity with two new safe rest pod villages in Cornelius and Aloha. Over the summer months, staff worked with contracted providers to prepare the sites and conducted an extensive engagement effort with area neighbors and stakeholders. Washington County held multiple Community Meetings in both online and in-person settings for community members to listen to updates and then provide feedback on the planned shelters. All villages include 24/7 on-site staff trained in safety, housing navigation and employment support. The community-based shelter operator, Open Door, will provide a proactive, supportive presence in the neighborhood, enforce a Code of Conduct for guests, and offer a dedicated phone number for neighbors. The Cornelius location opened September 5th, and the Aloha location is on track to open in late October/ early November. programming in October. We are excited to see these critically needed resources open for service in our community!

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

Michael Buonocore
Interim Director



VI. RESOLUTIONS/ACTION ITEMS

N/A

VII. ONGOING BUSINESS

A. CATT Presentation

Kristin Burke, the Washington County Behavioral Health Special Projects Supervisor, will provide information about Washington County’s efforts to increase access to substance use treatment services for community members who struggle with problem substance use. This project, the Center for Addictions Triage and Treatment (CATT), will bring a comprehensive array of new services once it opens.

VIII. NEW BUSINESS

A. Housing Executive Director Transition Update

In June of this year the Washington County Housing Authority brought on Michael Buonocore as Interim Executive Director, filling the vacancy left by Komi Kalevor after his planned retirement. Michael’s contract with Washington County was set so that it would be long enough that he would be with the County through the recruitment process for the Executive Director position, and for some time after the appointed candidate began their new role. Washington County was able to find an appoint a new Executive Director, Molly Rogers, during Michael’s tenure as Interim Director. While Michael will be here for some time after Molly begins her new role, Michael has accepted a new appointment as Interim Director of the Portland Housing Bureau.

Michael has already begun working with the Portland Housing Bureau as of September 18th, splitting his time between there and Washington County. During his tenure here as Interim Director, Michael’s leadership has helped oversee the Housing Authority’s official purchase of the Woodspring Apartments, the opening of the Cornelius Safe Rest Pod shelter, the Public Housing waitlist opening, the adoption of Ordinance 896 regulating public camping, and more. We are excited for Michael and his new position, but will also miss him here with Washington County.





B. Washington County Annual Housing Forum

Every year the Housing Authority puts together a forum in the Fall to provide updates and information to all of our community partners on Housing in Washington County. This year's forum will be held on Friday, November 3rd from 9am to 12pm (noon) at the Wingspan Event & Conference Center in Hillsboro, OR. The event is expected to have a wide variety of attendees from being open to the public, and will encourage the important conversations of Housing in our communities by holding multiple times in the event for table of attendees to discuss views with one another.



IX. DEPARTMENT UPDATES

A. Public Housing Updates

Program	Units	B. Occupancy Rates			
		May - 23	Jun - 23	Jul - 23	Aug - 23
Public Housing	244	98.4%	98.4%	98.4%	98.4%

Average Vacancy Days

HAWC closed August with an occupancy rate of 98.4%. Two units were leased in August bringing the average YTD vacancy period to 43 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 orders 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 May, the average maintenance response time for emergency and routine work orders was:

Work Order Performance				Waitlist			
Emergency W/O	Aug - 23			1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
	Avg. Time	Routine W/O	Avg. Time				
5	3.6 hours	222	15.6 days	691	199	26	21

Affordable Housing

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

Occupancy Rates	
	Aug - 23
AHP4 (332 units)	70%
Bond Portfolio (297 units)	91%
Specialty Housing Portfolio (13 units)	76.9%
Valfre at Avenida 26 (36 units)	89%



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
TOTAL	-	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

Bonita Villa (96 units): There are four buildings at the property labeled A – D. Buildings A, B and C are complete. Renovation work on Building D is in progress.

The Ridge at Bull Mountain (96 units): There are 12 buildings at the property labeled A – L. All buildings are re-occupied with minor site work remaining.

Aloha Park (80 units): There are seven buildings at the property labeled 1 –7. All buildings are occupied except for Building 4 which is undergoing repairs from the fire loss in October of 2022.

Villager (36 units): Renovation work is in progress.

Parkside (24 units): Renovation work is in progress.



B. Additional Department Updates

1. Homeless Services

The Homeless Services team will provide a detailed report in the November meeting packet.

2. Development

Cedar Rising, an 82-unit affordable family housing project delivered by BRIDGE Housing, is approaching completion, with initial occupancy to occur tentatively in mid-November. Located along SW 197th Avenue and near Tualatin Valley (TV) Highway, the project will support families with over half of the units two-bedrooms or larger. The four-story building is near frequent transit and will be an important component of the Aloha community. This will be the seventh completed Metro Housing Bond project.

This year will continue a busy construction completion schedule, with Alongside Apartments to be delivered by Northwest Housing Alternatives in early September. The project contains 58 apartment home, in a 4-story elevator-served building for seniors 62 and older who income qualify. The project will be supported with 23 project-based vouchers for deeply affordable units. The project is well located close to Tigard Senior Center, Fanno Creek Trail, Tigard Public Library, Downtown Tigard and public transit.

On September 26, 2023, the Housing Authority Board of Directors authorizing the waiving of contingencies and the Authority will move forward and purchase by the end of 2023 a 2.98-acre property in North Bethany along NW Brugger and Kaiser Road. The Authority has been seeking a land bank property to capture existing land values and prepare for future affordable funding opportunities, including at the state level with the approximately \$600 million in expected funding reserved for affordable multifamily housing development.

The Authority is moving forward with predevelopment on Phase 2 of the portfolio rehab. This project will rehabilitate 260 units at five properties across Washington County. Development staff and project consultants have been in coordination with the project design team to acquire needed permits, have received final pricing numbers on construction costs from the project contractor, and plan to requested Private Activity Bonds in October from the State Treasury Office. The project will close in December and construction will begin in early 2024.

The Housing Authority is also pursuing new construction opportunities, including submitting a 9% Low Income Housing Tax Credit pre-application to seek competitive funding for an affordable housing development that will include Permanent Supportive Housing. The Authority also continues to work closely with Metro's Site Acquisition team on their acquisition of the site at 209th Avenue and TV Highway in Aloha for the Authority to develop a family housing project.

Finally, the Authority continues to develop policy and procedures around preservation of existing affordable housing. Development staff have contacted property owners of properties that have expiring affordability over the next ten years and held initial conversations with them about affordability preservation partnership opportunities. Staff are also tracking federal grant and state incentive programs



to assist with these opportunities and will be preparing a set of policy recommendations to the Housing Advisory Committee and then the Washington County Board of Commissioners.

3. Rental Assistance

The Rental Assistance Division has wrapped up the 3rd out of 4 rounds for the Tiered Rent enrollments. The final in person enrollments will take place in November. Thirty-six Project Based Vouchers were awarded to phase II of the Affordable Housing rehabilitation project. The team is currently working on sending applications to current residents to apply. Lease up for Mainstream is underway after the waitlist purge. 200 households were removed from the 2021 HCV waitlist lottery for non-response or request to be removed.

HUD Programs				
HUD Allocated Units	ACC	Unit Months Leased	Monthly HAP Expense	Monthly HAP per Household
Housing Choice Voucher (HCV)	2,732	2,559	\$2,820,469.00	\$1,102.18
Veterans Affairs Supportive Housing (VASH)	247	208	\$204,623.00	\$983.76
Foster Youth Initiative (FYI)	16	13	\$16,957.00	\$1,304.38
Subtotal	2,995	2,780	\$3,042,049.00	\$1,094.26
HUD Special Purpose Vouchers				
	ACC	Unit Months Leased	Monthly HAP Expense	Monthly HAP per Household
Mainstream Vouchers	208	139	\$164,831.00	\$1,185.83
Emergency Housing Voucher (EHV)	89	80	\$99,602.00	\$1,245.03
Subtotal	297	219	\$264,433.00	\$1,207.46
HUD Total	3,292	2,999	\$3,306,482.00	\$1,102.53

Regional and Referral Based Awards				
	Target Households	Unit Months Leased	Monthly HAP Expense	Monthly HAP per Household
Regional Long-Term Rental Assistance (RLRA)	800	886	\$1,503,560.00	\$1,697.02
SHS Rapid Rehousing (SHSRRH)	400	262	\$468,636.00	\$1,788.69
Subtotal	1,200	1,148	\$1,972,196.00	\$1,717.94
Agency Total	4,492	4,147	\$5,278,678.00	\$1,272.89



WASHINGTON COUNTY OREGON

Utilization for HCV, VASH and FYI continue to climb.

Vouchers and Awards Leased Up											
HUD Programs											
	HUD Regular Vouchers (ACC)										
	HCV			VASH			FYI			All Actual UML	
	ACC	#	%	ACC	#	%	ACC	#	%	#	%
Dec-22	2,732	2,514	92.02%	247	161	65.18%	7	9	128.57%	2,684	89.89%
Jan-23	2,732	2,521	92.28%▼	247	166	67.21%▲	7	9	128.57%	2,696	90.29%▲
Feb-23	2,732	2,525	92.42%▲	247	170	68.83%▲	7	7	100.00%▼	2,702	90.49%▲
Mar-23	2,732	2,536	92.83%▲	247	173	70.04%▲	16	7	43.75%▼	2,716	90.68%▲
Apr-23	2,732	2,543	93.08%▲	247	173	70.04%	16	6	37.50%▼	2,722	90.88%▲
May-23	2,732	2,551	93.37%▲	247	185	74.90%▲	16	9	56.25%▲	2,745	91.65%▲
Jun-23	2,732	2,549	93.30%▼	247	200	80.97%▲	16	9	56.25%	2,758	92.09%▲
Jul-23	2,732	2,556	93.56%▲	247	204	82.59%▲	16	11	68.75%▲	2,771	92.52%▲
Aug-23	2,732	2,559	93.67%▲	247	208	84.21%▲	16	13	81.25%▲	2,780	92.82%▲
Grand Total	21,856	20,340	93.06%	1,976	1,479	74.85%	110	71	64.55%	21,890	91.43%

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

Mainstream vouchers are currently being processed to increase utilization. Over 150 applications were mailed out in the last month. Emergency Housing Vouchers plan to lease by the 9/30/2023 deadline with as many shoppers as can lease up. After October, the program will no longer be able to re-issue a voucher after attrition. RLRA and SHS/RRH continue to grow.

Vouchers and Awards Leased Up													
HUD Programs								Regional Programs					
	HUD Special Vouchers							SHS/RLRA					
	Mainstream				EHV			RLRA			SHS/RRH		
	ACC	#	%	%	ACC	#	%	Target Households	#	%	Target Households	#	%
Dec-22	208	145	69.71%	69.71%	89	77	87%	800	575	71.88%	400	65	16.25%
Jan-23	208	144	69.23%	69.23%▼	89	77	86.52%	800	612	76.50%▲	400	78	19.50%▲
Feb-23	208	141	67.79%	67.79%▼	89	75	84.27%▼	800	669	83.63%▲	400	94	23.50%▲
Mar-23	208	139	66.83%	66.83%▼	89	75	84.27%	800	701	87.63%▲	400	115	28.75%▲
Apr-23	208	139	66.83%	66.83%	89	76	85.39%▲	800	746	93.25%▲	400	144	36.00%▲
May-23	208	138	66.35%	66.35%▼	89	78	87.64%▲	800	798	99.75%▲	400	176	44.00%▲
Jun-23	208	138	66.35%	66.35%	89	79	88.76%▲	800	829	103.63%▲	400	202	50.50%▲
Jul-23	208	138	66.35%	66.35%	89	77	86.52%▼	800	861	107.63%▲	400	244	61.00%▲
Aug-23	208	139	66.83%	66.83%▲	89	80	89.89%▲	800	886	110.75%▲	400	262	65.50%▲
Grand Total	1664	1,116	67.07%	67.07%	712	617	86.66%	6,400	6,102	95.34%	3,200	1,315	41.09%

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



New Admissions by Race and Ethnicity

Washington County Housing Services Department
Rental Assistance Division

August 2023

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

New Lease Up Participants by Race		
Race	Count	%
American Indian	3	2%
Asian	0	0%
Black	19	13%
Mixing race	0	0%
Multiple	11	7%
Pacific Islander	7	5%
White	109	73%
Grand Total	149	100%

New Lease Up Participants by Ethnicity		
Ethnicity	Count	%
Hispanic or Latino/a/o	54	36%
Not Hispanic or Latino/a/o	95	64%
x-mixing ethnicity	0	0%
Total	149	100%

New Lease Up Participants by Race and Ethnicity, Combined		
	Count	%
Hispanic or Latino/a/o		
American Indian	1	1%
Black	2	1%
Mixing Race	0	0%
Multiple	1	1%
White	50	34%
Not Hispanic or Latino/a/o		
American Indian	2	1%
Asian	0	0%
Black	17	11%
Mixing Race	0	0%
Multiple	10	7%
Pacific Islander	7	5%
White	59	40%
Grand Total	149	100%



*All households are served.



Family Self Sufficiency
Washington County Housing Services Department
Rental Assistance Division
August 2023

Participating Households		
Housing Choice Vouchers		56
Public Housing		10
VASH		2
Mainstream		2
FYI		5
Total Participating Households		75

Escrow Balances		
Households with Escrow Balance > \$0	42	42 (56%)
Total Escrow Balance		\$3,542,58
Highest Escrow Balance		\$29,927
Average Escrow Balance		\$4,723

Monthly Escrow		
Households Accumulating Monthly Escrow	29	29 (39%)
Total Monthly Escrow		\$16,409
Highest Monthly Escrow		\$1,169
Average Monthly Escrow		\$219

Average Increase in Annual Earned Income		
Households showing increase in Annual Earned Income	32	32 (43%)
Total Increase in Annual Earned Income		\$862,018
Highest Increase in Annual Earned Income		\$81,718
Average Increase in Annual Earned Income		\$11,494

4. Finance

Interviews for the next Finance Assistant Director, formerly known as the Controller, were held on Wednesday, September 27th, 2023. An update on the chosen candidate and their start date with Washington County will be provided in the November meeting packet. Recruitment for this position began in early August, directly following the final interviews for the Executive Director position. The Finance Assistant Director position had been vacant since the departure of Amy Mettler in earlier this year.

X. MEMBER COMMUNITY UPDATES

This portion of the agenda is intended to allow committee members to bring up questions or discussions regarding any housing or homelessness matters that they have within their community, and to provide a grounded discourse on the current housing related matters that the public sees and interacts with on a regular basis within the different communities in Washington County. Members may also share any insights, programs, or initiatives that they or their organization may be working on in the community to bring more awareness and support to the matter, or to receive feedback from the other committee members or members of the public in the meeting attendance.