



MEETING MINUTES
HOUSING ADVISORY COMMITTEE OF WASHINGTON COUNTY
January 23, 2021, 9:00 a.m.

Zoom online meeting

<u>COMMITTEE MEMBERS PRESENT</u>	<u>STAFF PRESENT</u>
Katherine Galian (Chair)	Komi Kalevor, Executive Director
Melinda Bell (Vice-Chair)	Yaling Huang-Dressel, Housing Controller
Cindi Otis	Josh Crites, Assistant Director
Ben Sturtz	Melisa Dailey, Housing Program Coordinator
Sheila Greenlaw-Fink	Shannon Wilson, Housing Development Manager
Dave Bachman	Annette Evans, Homeless Program Manager
Sid Scott	Liz Morris, HCV Manager
Vince Chiotti	Andrew Crampton, Project Coordinator
Eric Schmidt	Emily Nichols, Program Coordinator
	Will Seals, Asset Manager, Public Housing
<u>ABSENT</u>	
Renee Brouse	<u>ADDITIONAL ATTENDEES</u>
Balen Younis	Caroline Roper, HABOD Member
Jason Hitzert	

I. ROLL CALL – 9:06 a.m. A quorum was present.

II. ACTION - APPROVAL OF MINUTES FROM November 19, 2020

Motion: Sheila Greenlaw-Fink

Second: Cindi Otis

Vote: All approved

Yaling Dressel clarified, page two of the minutes should read, the information is now presented in *net income* instead of *cash flow* giving a more accurate picture of where the housing authority is financially.

Sid Scott noted he made the motion to move to approve the future Housing Advisory Committee meeting dates and Cindi Otis seconded the approval.

III. DISCUSSION - ORAL COMMUNICATIONS & MEMBER UPDATES

MEMBER UPDATES

Cindi Otis shared the COVID vaccine will be available for individuals with developmental disabilities who are older than age 15 as well as their care givers.

Melinda Bell reported the Union Gospel Mission has been raising money via silent auction on their website for the new women and children's center that will be located off of 185th Avenue. When built, this new facility will double the occupancy and double their staff. It will also include a larger learning center.

Dave Bachman reported Cascade Management is continuing forward with safety protocols due to COVID. He noted the average market rent is \$1,400 which continues to increase and vacancies are up which is primarily due to new units coming online.

Sid Scott reported his firm is actively designing and constructing 600 affordable units with more coming online soon.

Ben Sturtz presented an update on the following properties:

- Songbird in northeast Portland is nearly leased up.
- RiverPlace phase 2 broke ground at the end of 2020. This property will include 178 units and future offices for BRIDGE. Most of the units will be targeted for 30 to 60 percent area median income.
- Construction of Hollywood Hub which is a 13 story, 213 unit building with ground floor parking, is estimated to begin in 2022.
- Goldcrest on South Cooper Mountain had positive responses at the neighborhood meeting and pre-application with the City of Beaverton.
- Land has been purchased for a project located on 174th and Alexander Street.
- BRIDGE submitted for the Elmonica project in Beaverton.

Katherine Galian stated Community Action is wrapping up funds for the CARES Act. She noted \$10.7 million were distributed between March and December 2020. She added the annual point-in-time (PIT) count is taking place this month and the counting process has been improved with the use of a web-based app.

ORAL COMMUNICATION

IV. EXECUTIVE DIRECTOR'S REPORT

Komi Kalevor reported the Housing Authority is still following COVID protocol with telecommuting and limited in office work. Jes Larson, previously with Metro, has been hired to handle the supportive housing services manager. With the passing of the Metro supportive housing services (SHS) bond, an additional 12 people will be hired to work with getting these funds out to the community to assist individuals and families in need. This bond will bring in around \$38 to \$40 million annually for Washington County over the next ten years.

An occupancy specialist and an affordable housing coordinator will also be hired. He announced the Housing Authority will be moving in the middle of the year to Adams Crossing which is west of the Public Services Building. He noted 30 new VASH vouchers and 75 new mainstream vouchers are expected this year. Washington County will be receiving about \$15 to \$18 million from the State of Oregon House Bill 4401 - landlord compensation fund. The plan is for landlords to accept 0.80 cents on the dollar for rents they are owed and forgive the remaining portion. The State of Oregon Housing & Community Services (OHCS) will manage the program and the Housing Authority will send the checks to the landlords approved by OHCS. The Federal Treasury Department has awarded Washington County about \$17.9 million in Emergency Rental Assistance funds. The County, acting through Office of Community Development, will be partnering with Community Action to implement the emergency rental assistance in similar fashion to how the CARES Act assistance was implemented.

Mr. Kalevor was excited to announce the purchase of the Aloha Quality Inn and the potential acquisition of the Econolodge in Hillsboro which will be a County property. Currently \$99 million of the \$116 million of Metro bond funds are distributed among 10 projects. Lastly, an announcement was made regarding eight open positions on the Housing Advisory Committee.

V. STAFF REPORTS

A. Financial Statement:

Yaling Dressel reported on the following:

- Section 8 currently has a net loss. Last July they were placed in shortfall due to COVID (tenants lost jobs and paid less in rent therefore the Housing Authority's HAP portion increased, which occurred through the nation) and were not able to issue any vouchers serving about 2,600 families in the 2020 calendar year. HUD also included an additional \$1.8 million dollars for HAP in 2021 which will increase the number of families being served this coming year. This additional funding will bring Section 8 back to a positive net worth.
- Kaybern Terrace is breaking even.
- Aloha Park is one of four properties the development team has been working on to syndicate. This will provide the funding to address deferred maintenance which has been needed for over 10 to 15 years.
- Cornelius Village had a net loss of \$40,000. This property has several issues that need to be repaired. Staff are preparing a plan with the property management company to address them to bring the property back to a breakeven point.
- The property management company for affordable housing will change in March 2020. Three properties out of this bundle will be included in the syndication project to be able to bring the properties up-to-date and to a sustainable status.

Ms. Dressel noted the landlord compensation funds were not factored into the overview of the financial standings of the referenced properties. The Housing Authority budget increased by \$40 million to \$120 million with the additional funding coming from Metro

Supportive Housing Services measure and the affordable housing portion brings in about \$40 million dollars annually.

B. Housing Choice Voucher Program

Liz Morris stated 2,561 vouchers were leased up as of December 2020. With the normal attrition and the funds provided for this program they will be increasing these numbers and their utilization. This will allow the waitlist to become active to fill those openings. She gave an overview of income sources for the families in the program. The 30 new VASH vouchers will be available in March 2021 with one year to lease them up.

C. Public Housing

Will Seals stated public housing occupancy rates remain high at 99.2% at the end of 2020 and work order effectiveness is well below HUDs standard. They have contracted with Bureau Veritas to perform a green physical needs assessment of the public housing portfolio. This will provide an independent and objective summary on the major building components within the portfolio to strategically utilize the capital funds in the future.

D. Affordable Housing

The affordable housing portfolio occupancy is 99.6%. They are working with the consultants Brawner & Company to finalize the scope for the renovation of Bonita, Aloha Park, Villager and Parkside apartments and will be selecting a contractor in February.

Josh Crites added both Tarkington and Hollytree have project based voucher contracts through the state that they were able to end and reup for another 15 years which extends the affordability of these properties. By doing this, they have asked for an increase to market prices using rent comparability studies which will provide more than \$500,000 per year. This will not affect the tenants as the money is coming from the additional subsidies from the project based contracts. This secures the affordable housing portfolio for the future.

E. Special Projects

Ms. Morris noted that project based vouchers are a part of the overall utilization. There will be an increase in utilization because there are two properties that that have come online and are currently being leased up. Red Rock Creek Commons, which has 24 project based vouchers, came online at the end of November 2020. Cedar Grove started to lease up in December 2020 with eight project based vouchers.

The Kaiser Metro 300 program is designed for disabled homeless individuals who are aged 50 years or older. As of the end of December 2020, 68 people have leased up nearing closer to their goal of 80.

Emily Nichols reported on the Family Self Sufficiency (FSS) program explaining the addition of a new category, average increases in annual earned income. The highest increase in this category was \$50,000 which highlights the success of the program. One family is graduating with \$32,000 in their escrow account which they are using to purchase a home. This family's success is due to their participation in both FSS and the Health Careers Northwest program to become a certified recovery mentor. There will be additional graduations later this year resulting in lower escrow balances in the coming months. Two enrollment events will be held in February 2021 with a goal of enrolling 30 families into the program by June.

F. Report on Homelessness

Annette Evans reported with the CARES Act funding they were able to serve 642 people. The Family Promise shelter closed when the executive orders were enacted in March 2020. They have since reopened with non-congregate shelter operations and have had great success in serving individuals and families with 77% transitioning into permanent housing upon exiting the program. The Office of Community Development and the cities of Hillsboro and Beaverton completed their CBDG CB3 coronavirus allocation plan at the January 2021 HSSN with a plan to provide some of those resources to Family Promise shelters in order to continue operations. An application has been submitted to the Oregon Housing Community Services for their grant opportunity. The winter shelters have served 290 people to date and the City of Hillsboro has approved the use of the Civic Center to open a 30-bed winter shelter in partnership with Project Homeless Connect that will begin operating January 31 through March 15, 2021. With the additional beds it brings the capacity to serve over 200 people in the winter shelter network. Care Oregon is working within the shelters to provide virtual events to assist individuals applying for health insurance and provide training on how to use the health insurance they have. The Homeless Plan Advisory Committee met and recommended the 2020 Homeless Assessment report be released to the Board of County Commissioners and the public.

F. Housing Affordability/Development Initiatives

Shannon Wilson shared a chart that was presented to the Board of County Commissioners when they sought endorsement on the concept for the Saltzman Road senior apartments project. The total unit production goal is 814 units. Katie Warden, AmeriCorps member, has renewed her position as the affordable housing outreach associate with the Housing Authority. A virtual ribbon cutting ceremony took place in December at The Fields apartments which is a partnership between the Housing Authority and DBG Properties. The grand opening video is available on the website for viewing.

Andrew Crampton reported on the Aloha Quality Inn project. The hotel will provide 54 units of permanent supportive housing. Housing contracted with Angelo Planning Group to assist with the occupancy change to residential and also with Kittelson Engineering to quantify the project's impacts to the area with a reasonable impact fee. Interim uses are being discussed for this property during renovation. They are working on a deferred maintenance and construction plan in order to use the property immediately upon renovation and sequencing the permitting for the design related work for the conversion.

VI. OLD BUSINESS

NA

VII. NEW BUSINESS

Year End Report

Mr. Kalevor commended staff on their hard work. The funding they are receiving from the mark up to market rents on Tarkington and Hollytree along with the additional VASH and mainstream vouchers were highlights this past year. When the Saltzman Road senior housing was presented to the Board, Commissioner Willey suggested a media blitz later in the year as the Housing Department is on point to achieve or exceed their goals with the Metro bond. From the \$99 million in Metro bond funds they have in process, they have leveraged \$171 million of tax credits, bonds, bank loans, and grants bringing \$271 million of development activity into Washington County.

Supportive Housing Services Local Implementation Plan (LIP)

Josh Crites announced the Moving to Work application was submitted January 2021 and acknowledged by HUD. The submittal was under Cohort 2 and out of the 30 agencies that were invited to submit, HUD will select 10. He shared the Supportive Services Housing (SHS) bond was supported by 58% of the voters throughout the Metro region. The funding for the SHS measure will run for 10 years from January 1, 2021 through December 31, 2030. The accountability period runs from July 1, 2021 through June 30, 2022. The program is funded by a one percent tax on taxable income of more than \$125,000 for individuals, \$200,000 for couples filing jointly, and one percent tax on profits on businesses with receipts of more than \$5 million. The City of Portland will be collecting the tax with funding allocated by July 1, 2021. The local implementation plan on this measure outlines how to implement the program equitably and transparently. Washington County has convened a local implementation advisory committee to lay the foundation for the LIP development. He presented an overview of the strategy going forward to be able house families beginning in July 2021. He noted sustainable investments with effective oversight is a key factor in building the program into the future. The hope is to deliver the local implementation plan to Metro by April 2020 and to have the intergovernmental agreement signed to receive the funds when they are available in July.

VIII. RESOLUTIONS/ACTION ITEMS

IX. ADJOURNMENT

Meeting adjourned at 10:58 a.m.

Komi Kalevor
Secretary/Executive Director