



# HOUSING ADVISORY COMMITTEE

## MEETING AGENDA AND INFORMATION PACKET

**THURSDAY, April 25, 2024 • 9:00 am – 11:00 am**

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

and

Zoom Webinar ID: 897 7090 3426 PW: 447841

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, April 25, 2024 • 9:00 am – 11:00 am**

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

Zoom Webinar ID: 897 7090 3426 PW: 447841

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 February 22 and March 28, 2024..... **9:15 A.M.**
- V. EXECUTIVE DIRECTOR’S REPORT
  - A. Executive Director Report..... Page 4 **9:20 A.M.**
- VI. RESOLUTIONS / ACTION ITEMS
  - A. Approve 2023-24 Annual PHA Plan & MTW Supplement.....Page 6 **9:30 A.M**
- VII. STAFF LIASION UPDATE
  - A. Welcome New HAC Member
  - B. Volunteer Appreciation Event
  - C. Collaboration with Solutions Council
- VIII. ONGOING BUSINESS  
N/A
- IX. NEW BUSINESS
  - A. Housing Services and Housing Authority Structure ..... Page 7 **9:50 A.M.**
- X. DEPARTMENT UPDATES AND Q&A
  - A. Budget Orientation..... Page 7 **10:00 A.M.**
  - B. Additional Updates (See Department Written Reports) .....Page 7
- XI MEMBER SUGGESTED FUTURE DISCUSSIONS..... Page 10 **10:25 A.M.**
- XII. MOTION TO ADJOURN **11:00 A.M.**



<b>2024 HAC MEETING SCHEDULE</b>	
Thursday, January 25	<i>[No July Meeting]</i>
Thursday, February 22	Thursday, August 22
Thursday, March 28	Thursday, September 26
Thursday, April 25	Friday, October (TBD) – <i>Forum</i>
Thursday, May 23 – <i>Budget Review</i>	Thursday, November 21
Thursday, June 27	December TBD – <i>Luncheon</i>



## **V. EXECUTIVE DIRECTOR'S REPORT**

---

### **Opal Grand Opening**

On April 11, 2024, local representatives and project partners celebrated the grand opening of The Opal Apartments, a new housing community that will provide 54 affordable homes to older adults in Cedar Mill. It dedicates half its units to serving extremely low-income residents, income at 30% or less of the Area Median Income (AMI), by utilizing 24 project-based vouchers for rental assistance. The remaining half will serve very low-income residents, earning less than 60% of AMI.

The project, developed by a unique partnership between Home First Development Partners and Christ United Methodist Church, was designed by Doug Circosta and constructed by Beaudin Construction. Built for seniors, The Opal will be providing LGBTQ+ residents social services through the non-profit Friendly House and its Elder Pride Services program. Financial contributors include Washington County, mainly through their allocation of the voter-approved Metro Affordable Housing Bond, Oregon Housing and Community Services, Business Oregon, Red Stone Equity Partners, and Beneficial State Bank.

Washington County Chair Kathryn Harrington shared that, "Seniors, and those from the LGBTQ+ community, lack enough inclusive and affordable housing, and that is where innovative bond-funded homes like The Opal come into the picture. People are under pressure from ever-increasing rents, and so it is incumbent upon us to do all we can to help our fellow neighbors. The Opal is a testament to our tenacity as Oregonians, for we will keep on coming together to build a more prosperous future."

"In an area of Washington County where many seniors are being priced out by high rents, The Opal will offer safe and affordable homes that support an inclusive space to build community for individuals 55 and older for years to come," said Metro Council President Lynn Peterson. "With common spaces inside and out, onsite social and wellness services, and nearby shopping and public transit access, The Opal is an apartment community where older adults on fixed incomes will not just live, but truly have the opportunity to thrive."

### **Fair Housing Month**

On April 2nd, the Housing Services Department joined the Office of Community Development to successfully propose to the Board of County Commissioners to proclaim April Fair Housing Month. 2024 commemorates 56 years since the passage of the Fair Housing Act. The US Department of Housing and Urban Development (HUD) theme for this year's Fair Housing Month is "Fair Housing: The 'Act' in Action," while the Fair Housing Council of Oregon's theme for 2024 is "It's Fun Having All Kinds of Neighbors."

Fair housing is the cornerstone of the work being done in the Housing Services Department and the Office of Community Development. Some residents in Washington County face barriers to housing because of characteristics such as race, ethnicity, gender, gender identity, sexual orientation, immigration status, national



origin, disability, age and other protective classes. Fair housing is one of the tools we use to eliminate these disparities that create inequities in housing opportunity while prioritizing services to populations disproportionately impacted by these disparities. Recognizing Fair Housing Month supports both regional and national efforts to celebrate the strides that have been made as well as recognizes the work that remains to be done.

**Section 18 Presents to Housing Authority Board of Directors**

Melissa Sonsalla and Molly Rogers presented on the Section 18 Disposition at the April 2<sup>nd</sup> Housing Authority Board of Director’s meeting. Board members had the opportunity to listen and learn and provide their input, concerns, and implementation considerations as the process continues. Board members are hopeful in creating an opportunity for preserving affordable housing and creating access to generational wealth. Nevertheless, board members want staff to consider the many unintended circumstances that can emerge throughout this process.

**Introduction of New Staff Member**

Staff would like to welcome Matthew Fullen, as the new Portfolio Manager for Public Housing. Matthew has over a decade of experience in managing affordable housing at Home Forward, private sector property management with Guardian and Cloud Ten and as an entrepreneur/owner. We are thrilled to have him in the manager position for Public Housing. He says he’s looking forward to bringing his skillset to the table as well as learning from the team.

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

Molly Rogers  
Executive Director

---



## **VI. RESOLUTIONS/ACTION ITEMS**

### **A. Approve 2023-24 Annual PHA Plan & MTW Supplement**

Staff will present the drafted Annual PHA Plan and included MTW activities. At this meeting, HAC members can share feedback about the drafted Annual PHA Plan and MTW Supplement. Any feedback submitted will be recorded and included in the MTW submission to HUD. Please note that in 2024, staff are focusing on fully implementing approved waivers, analyzing activities to determine impact and preparing for upcoming proposals. We are not requesting any additional MTW waivers in the submission. The full document can be found at <https://www.washingtoncountyor.gov/housing/plans-policies-reports>.

**Motion Required:** Recommend the FY 2024-25 Annual PHA Plan and MTW Supplement for submission to, and approval by, the Housing Authority Board of Directors.

## **VII. STAFF LIASION UPDATE**

---

### **A. Welcome New HAC Member**

Staff would like to introduce our recently appointed Housing Advisory Committee member, Nathan Teske, who begins his term this month, filling a vacant Member-at-large position. Nathan Teske is currently the Executive Director of Bienestar, a community-based affordable housing developer headquartered in Washington County, predominantly serving the Latinx community. Nathan has worked in the nonprofit sector for almost two decades, and has extensive experience in community-based housing, affordable housing development, and affordable housing policy.

### **B. Volunteer Appreciation Event**

Every year, Washington County hosts an appreciation event for the many volunteers who are part of the County's various boards, committees, and councils. Tonight, Washington County will be holding their Volunteer Appreciation event at the Wingspan Event Center. RSVP has closed. Free parking in the South lot off NE Veterans Drive (lot accessed from NE 34<sup>th</sup> is not free)

### **C. Collaboration with Solutions Council**

Bianeth, staff liaison for the Housing Advisory Committee, attended this month's meeting of the Homeless Solutions Advisory Council to begun creating opportunities for cross-connecting and collaboration between the Solutions Council and the Housing Advisory Committee.

## **VIII. ONGOING BUSINESS**

N/A



## IX. NEW BUSINESS

---

### A. Housing Services and Housing Structure

Melissa Sonsalla, Policy and Planning Manager, will provide an overview of the structure and divisions of the Department of Housing Services and Housing Authority. (ITEM RESCHEDULED FOR MAY MEETING)

## X. DEPARTMENT UPDATES

---

### A. Budget Orientation

Michael Clark, Assistant Director of Finance, will provide an orientation on the housing budget in anticipation of the May budget approval process. This orientation will provide more information on funding structures and the budget approval process.

### B. Additional Department Updates

#### 1. Homeless Services

The Homeless Services Division will be providing quarterly updates to the HAC. Our last update was provided in February, and we will plan to provide an update in May that will likely encompass much of our content for our Metro Q3 report.

#### 2. Public Housing

The Public Housing Division has hired Matthew Fullen as the new Portfolio Manager. He has over a decade of experience in managing affordable housing at Home Forward, and private sector property management with Guardian and Cloud Ten and as an entrepreneur/owner. During this transition, the public housing team will refine their monthly HAC reporting and will provide a complete update in the next HAC meeting.



**3. Rental Assistance**

<b>HUD Programs</b>				
<b>HUD Allocated Units</b>				
	ACC	Unit Months Leased	Monthly HAP Expense	Monthly HAP per Household
Housing Choice Voucher (HCV)	2,732	2,605	\$3,048,406.00	\$1,170.21
Veterans Affairs Supportive Housing (VASH)	247	208	\$213,229.00	\$1,025.14
Foster Youth to Independence (FYI)	30	24	\$35,100.00	\$1,462.50
<b>Subtotal</b>	<b>3,009</b>	<b>2,837</b>	<b>\$3,296,735.00</b>	<b>\$1,162.05</b>
<b>HUD Special Purpose Vouchers</b>				
	ACC	Unit Months Leased	Monthly HAP Expense	Monthly HAP per Household
Mainstream Vouchers	208	162	\$205,187.00	\$1,266.59
Emergency Housing Voucher (EHV)	89	87	\$120,509.00	\$1,385.16
<b>Subtotal</b>	<b>297</b>	<b>249</b>	<b>\$325,696.00</b>	<b>\$1,308.02</b>
<b>HUD Total</b>	<b>3,306</b>	<b>3,086</b>	<b>\$3,622,431.00</b>	<b>\$1,173.83</b>

<b>Regional and Referral Based Awards</b>				
	Target Households	Unit Months Leased	Monthly HAP Expense	Monthly HAP per Household
Regional Long-Term Rental Assistance (RLRA)*	1,540	1,076	\$1,845,015.00	\$1,714.70
SHS Rapid Rehousing (SHSRRH)**	400	377	\$644,952.00	\$1,710.75
<b>Subtotal</b>	<b>1,940</b>	<b>1,453</b>	<b>\$2,489,967.00</b>	<b>\$1,713.67</b>
<b>Agency Total</b>	<b>5,246</b>	<b>4,539</b>	<b>\$6,112,398.00</b>	<b>\$1,346.64</b>

\*includes ORAY RLA

\*\*includes EO and ORAY RRH



## New Admissions by Race and Ethnicity

Washington County Housing Services Department

Rental Assistance Division

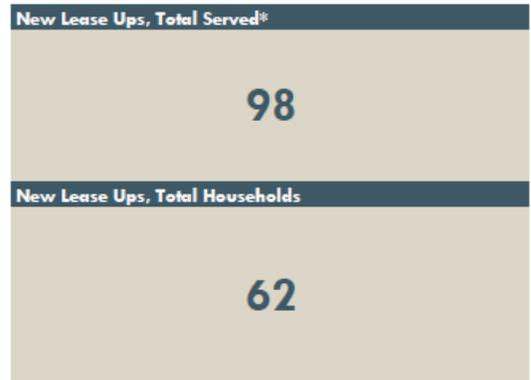
March 2024

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

New Lease Up Participants by Race		
Race	Count	%
American Indian	2	2%
Asian	0	0%
Black	12	12%
Missing race	7	7%
Multiple	5	5%
Pacific Islander	3	3%
White	69	70%
<b>Grand Total</b>	<b>98</b>	<b>100%</b>

New Lease Up Participants by Ethnicity		
Ethnicity	Count	%
Hispanic or Latina/o/e	25	26%
Not Hispanic or Latina/o/e	73	74%
x-missing ethnicity	0	0%
<b>Total</b>	<b>98</b>	<b>100%</b>

New Lease Up Participants by Race and Ethnicity, Combined		
Hispanic or Latina/o/e	Count	%
American Indian	2	2%
Black	1	1%
Missing Race	1	1%
Multiple	1	1%
White	20	20%
Not Hispanic or Latina/o/e	Count	%
American Indian	0	0%
Asian	0	0%
Black	11	11%
Missing Race	6	6%
Multiple	4	4%
Pacific Islander	3	3%
White	49	50%
<b>Grand Total</b>	<b>98</b>	<b>100%</b>



\*All household members



**Family Self Sufficiency**

Washington County Housing Services Department

Rental Assistance Division

March 2024

<b>Participating Households</b>	
Housing Choice Vouchers	56
Public Housing	9
VASH	2
Mainstream	3
FYI	12
<b>Total Participating Households</b>	<b>82</b>

<b>Escrow Balances</b>	
Households with Escrow Balance >\$0	41 (50%)
Total Escrow Balance	\$410,678
Highest Escrow Balance	\$36,039
Average Escrow Balance	\$5,133

<b>Monthly Escrow</b>	
Households Accumulating Monthly Escrow	24 (29%)
Total Monthly Escrow	\$14,434
Highest Monthly Escrow	\$1,255
Average Monthly Escrow	\$180

<b>Average Increase in Annual Earned Income</b>	
Households showing increase in Annual Earned Income	31 (38%)
Total Increase in Annual Earned Income	\$1,076,576
Highest Increase in Annual Earned Income	\$122,387
Average Increase in Annual Earned Income	\$13,457

**4. Development**

Oregon Housing and Community Services (OHCS) has launched the new Oregon Centralized Application (ORCA) process through which OHCS allocates funding for affordable rental housing development. The intent is for development teams to submit intake forms describing their planned projects over the next 2–3-year horizon. This will allow the Agency to understand the pipeline of developments across the entire state for the first time. This work comes after months of engagement to build the new Oregon Centralized Application (ORCA) process. Next steps for launching the Oregon Centralized Application include a presentation at Housing Stability Council on May 3 to receive final guidance on the evaluation criteria. HAWC development staff are preparing their intake submissions for several planned projects in the pipeline, which include the planned resyndication of the Woodspring apartments, the new construction project at Aloha 209th funded by Metro Site acquisitions funds, the land-bank property along NW Brugger Road in North Bethany, and the future permanent supporting housing



project along Elm Street in Forest Grove. In addition, staff have been discussing with the City of Hillsboro the planned redevelopment of the Hillsboro Bridge shelter into new construction of regulated affordable housing. Washington County was accepted to participate in the fifth iteration of the PSH Institute cohort, which is co-managed by OHCS and the Corporation for Supportive Housing (CSH). The Institute helps supportive housing partners learn how to navigate the complex process of developing housing with support services, with development teams participating across the state. In addition, they utilize lessons learned from the institute and funding eligibility to pair OHCS soft funding with a competitive 9% application to develop 50-units of affordable housing with wrap-around supportive services at a property the County has purchased in Forest Grove. The County will be selecting a service provider to partner on the project and participate in the PSH Institute.

On Monday April 15, development staff presented to Metro’s Oversight Committee the County’s Annual Report on implementation of the Metro Affordable Housing Bond. Staff gave an update on project progress, described how Washington County is on track to exceed all unit production goals, including family-sized units, deeply affordable units, and Permanent Supportive Housing units. The committee received feedback on successes and challenges with the affordable housing industry to implement the Metro affordable housing bond. Some lessons learned are the need to sequence, as a region, the affordable housing pipeline taking in consideration the private activity bond constraints, the importance of development network support for meeting workforce participation goals, and the importance of activating the support network of community groups that serve low-income people in order to help meet expedited lease-ups.

## **XI. MEMBER SUGGESTED FUTURE DISCUSSIONS**

---

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. These topics can be utilized for future committee meetings as presentation or update material to the committee and the public. 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.