



# HOUSING ADVISORY COMMITTEE

## AGENDA AND INFORMATION PACKET

**THURSDAY, September 22, 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. June 23, 2022 **9:15 A.M.**
- IV. EXECUTIVE DIRECTOR’S REPORT
  - A. Executive Director Report..... Page 3 **9:17 A.M.**
- V. RESOLUTIONS / ACTION ITEMS
  - N/A
- VI. ONGOING BUSINESS
  - A. October HAC Housing Forum..... Page 5 **9:30 A.M.**
- VII. NEW BUSINESS
  - N/A
- VIII. DEPARTMENT UPDATES
  - A. Supportive Housing Services (SHS) ..... Page 6 **9:50 A.M.**
  - B. Continuum of Care (CoC) ..... Page 7 **10:15 A.M.**
  - C. Additional Department Updates..... Page 10
- IX. ADJOURNMENT **10:40 A.M.**

<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 County has begun conducting its Board of County Commissioner meetings in a hybrid setting, starting September 12th, and has asked that all other boards/committees begin transitioning to hybrid meetings as well.

The Housing Department moved to the Adams Crossing building at 161 NW Adams Ave. during the week of September 5<sup>th</sup>, and opened to the public on September 12<sup>th</sup>. The Housing Services Department is located on the top two floors of the three story building, which is centrally located on the County campus just west of the Public Service Building (PSB). Work at Adams Crossing will be ongoing for specific items throughout the office, but the work will not affect our ability to be open to and help our clients.

On August 30<sup>th</sup>, the Housing Authority held a grand opening event for our newly completed project: The Valfre at Avenida 26 in Forest Grove, Oregon. The project is named after former Housing Executive Director Adolf “Val” Valfre and is unique in its status among the Housing Authorities portfolio in that it is owned by the Housing Authority. This came after the recent groundbreaking for Plaza Los Amigos in Cornelius, OR on July 14<sup>th</sup>. Plaza Los Amigos will bring 113 new affordable rental homes, doubling the regulated affordable housing in the City of Cornelius, and utilized the Regional Affordable Housing Bond as a funding source.

Also, on August 30, 2022 Bridge Housing held a groundbreaking photo op for the Aloha Family Housing in Aloha, Oregon. There are 75 units in the development, including one manager’s unit, for the Aloha Family Housing.

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 SHS Team will be holding an Annual Report event “Housing Our Community” on September 23, 2022 that will take place at 3 different locations and times throughout the day and within Washington County. Each location will have a program with speakers, refreshments, and a tour of the location.

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



**VI. RESOLUTIONS/ACTION ITEMS**

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N/A

**VII. ONGOING BUSINESS**

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**October HAC Housing Forum**

Staff will present updated information for the 2022 October HAC Housing Forum, including theme(s) for this year's gathering and proposed speakers.

**VIII. NEW BUSINESS**

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N/A



**IX. DEPARTMENT UPDATES**

**A. Supportive Housing Services (SHS)**

In the new fiscal year, SHS has expanded programming to include Rapid Rehousing and Outreach services, and will soon launch additional shelter capacity. The program is also expanding capacity in our Permanent Supportive Housing program with additional caser managers and RLRA vouchers. The data below represents this program expansion that will support additional housing and shelter capacity for people experiencing homelessness. This data was pulled from the program on 9/15/2022.

The SHS program also completed the [first annual report](#) summarizing the program’s outcomes and capacity expansion over the first year of the regional program.

Housing Case Management Services – Permanent Supportive Housing	
Enrolled in PSH program, working with a case manager	670 households
Housing Placements	406 households
Households enrolled and seeking housing with an RLRA voucher	312 households
Eligible and waiting for PSH program	396 households

Permanent Supportive Housing provides households with a disabling condition and have experienced prolonged homelessness with intensive case management services and Regional Long-term Rent Assistance (RLRA) to ensure permanent housing stability. Once placed in housing, case managers continue to provide wrap around supports.

Rapid Rehousing – NEW THIS MONTH	
Enrolled in RRH program, working with a case manager	23 households
RRH housing placements	1 household
Eligible and waiting for RRH program	609 households

Rapid Rehousing provides 2-24 months of rent assistance with supportive housing case management services for households who need temporary support to end their homelessness while working towards independent financial and housing stability.

Community Based Housing Worker capacity	
HCMS case managers	39 staff
RRH case managers – NEW	7 staff
Housing Liaisons – NEW	5 staff
Outreach Workers – NEW	10 staff

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. Outreach workers build relationships to connect unsheltered individuals to available housing and shelter programs.



Shelter capacity	
Bridge shelter (non-congregate, motel based)	80 rooms <i>(40 additional room anticipated)</i>
Congregate shelter	20 beds
Alternative Shelter - NEW	<i>(30 beds anticipated)</i>
Winter Only Shelter -	<i>(155 beds anticipated)</i>

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.

## **B. 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 majority of the ERA funds have been committed and the final protections for tenants with rent assistance applications pending expire at the end of this month.

A further challenge looming for both tenants and landlords is the potential for significant rent increases. Per [SB 608 \(2019\)](#), the Oregon Office of Economic Analysis is responsible for calculating and publishing, by September 30 of each year, the maximum annual rent increase percentage allowed by statute ([ORS 90.323](#) or [ORS 90.600](#)) for the following calendar year. Per SB 608, OEA calculates this amount as 7% plus the Consumer Price Index for All Urban Consumers, West Region (All Items), as most recently published by the Bureau of Labor Statistics.

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	173	28	17	253
July	197	84	24	275
August	302	90	14	252
September		92	19	284
October		89	15	246
November		132	16	239
December		96	31	234
<b>Total</b>	<b>1439</b>	<b>773</b>	<b>787</b>	<b>3095</b>

Source: Washington County Civil Court Department



**The allowable rent increase percentage for the 2023 calendar year is 14.6%. The allowable rent increase percentage for the previous year, 2022, was 9.9%**

Significant increases in rent can pose challenges for all tenants and can create challenges for rent assistance programs that are restricted to providing subsidies at HUDs Fair Market Rent levels. Rents increasing beyond what can be fully subsidized can result in a reduced supply of units accessible to voucher holders and extend the lease up time. For CoC programs, this extends the length of time homeless and can have a negative impact on our System Performance Measures which drive scoring for future HUD awards.

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.

The Rural Assistance in Transition from Homelessness (RATH) program, administered by [The Salvation Army](#) and [Forest Grove Foundation](#), is an 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.

### **Federal COC Program Funding, Reporting, and Activities**

The [Emergency Food and Shelter Program](#) (EFSP) Local Board awarded \$868,132 in federal funds which include \$42,443 Off-Site Lodging (Hotel/Motel Vouchers), \$169,774 Food/Meals, \$131,183 Shelter Operations, and \$524,732 Rent/Mortgage Assistance to community partners, for the spending period of 11/1/2021 through 4/30/2023. Updates to the competitive grant application and other grant opportunities are posted [online](#).

Under the FY2021 CoC Program, HUD awarded a grant of \$4,055,487 to provide rent assistance, services, and administration funding for programs this term. On 8/1/2022, HUD announced the [FY2022 CoC Program](#) Notice of Funding Opportunity to apply for competitive funds for the next grant term. Housing Services, the CoC Collaborative Applicant, is preparing the Consolidated application and coordinating the project application competition in response to the [FY2022 CoC Program Request for Proposals](#). The CoC Board met on 9/14/2022 to rate and rank new and renewal project applications for inclusion in the CoC Collaborative Application. Following a [public review](#) period from 9/23/2022 through 9/27/2022, the application will be submitted to HUD on 9/28/2022.

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.
- [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 inform local CoC planning to include racial equity, program bed utilization, analyze contributing factors to homelessness, and unmet needs. Information was also presented at the [April 2022 CoC Board Meeting](#) and [May 2022 HAC Meeting](#).

### **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. Applications for open board positions will be accepted through 9/15/2022, and voting will take place at the HSSN meeting on 10/5/2022.



**IX. DEPARTMENT UPDATES**

**B. Additional Department Updates**

**1. Financial Statement**

Financial statement report to be sent before September meeting, separate from meeting packet.

**2. Rental Assistance**

**Program Updates**

HUD awarded OR022, the Housing Authority of Washington County, 25 new Housing Choice Vouchers. Access to new vouchers that are not part of a special program is rare for HUD and we welcome the addition. The Division is currently going through an audit and will post the details as they are known. The PBV HAP contracts for Bonita Villa and Aloha Park were added as part of the 100 PBV Affordable Housing project. As we lease these projects by the end of the year, the PBV utilization numbers will take a dip. The Division continues to recruit new positions as we have had some promotions within the department and back fill.

**Voucher Utilization**

Vouchers and Awards Leased Up								
HUD Programs								
	HUD Regular Vouchers (ACC)						All Actual UML	
	HCV		VASH		FYI		#	%
	#	%	#	%	#	%	#	%
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	2,492	92.09%▼	152	61.54%▼	3	42.86%▲	2,647	89.43%▼
Jun-22	2,502	92.46%▲	147	59.51%▼	3	42.86%	2,652	89.59%▲
Jul-22	2,492	92.09%▼	148	59.92%▲	3	42.86%	2,643	89.29%▼
Aug-22	2,563	94.72%▲	147	59.51%▼	3	42.86%	2,713	91.66%▲
Sep-22								
Oct-22								
Nov-22								
Dec-22								
<b>Grand Total</b>	<b>20,001</b>	<b>92.39%</b>	<b>1,177</b>	<b>66.27%</b>	<b>16</b>	<b>28.57%</b>	<b>21,194</b>	<b>90.26%</b>

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

The Veteran Affairs Supportive Housing utilization has decreased due the additional award that was implemented effective May 1, 2022. The department is working with the VA on some alternate strategies to improve utilization.



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%▼	55	61.80%▲	111	22.20%▲
Feb-22	170	95.51%▼	63	70.79%▲	123	24.60%▲
Mar-22	169	94.94%▼	68	76.40%▲	130	26.00%▲
Apr-22	168	94.38%▼	71	79.78%▲	156	31.20%▲
May-22	165	92.70%▼	75	84.27%▲	195	39.00%▲
Jun-22	162	91.01%▼	75	84.27%▲	233	46.60%▲
Jul-22	159	89.33%▼	78	87.64%▲	365	73.00%▲
Aug-22	159	89.33%	84	100.00%▲	414	82.80%▲
Sep-22						
Oct-22						
Nov-22						
Dec-22						
<b>Grand Total</b>	<b>1,323</b>	<b>92.91%</b>	<b>569</b>	<b>79.92%</b>	<b>1,727</b>	<b>43.18%</b>

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

## New Admission Demographics

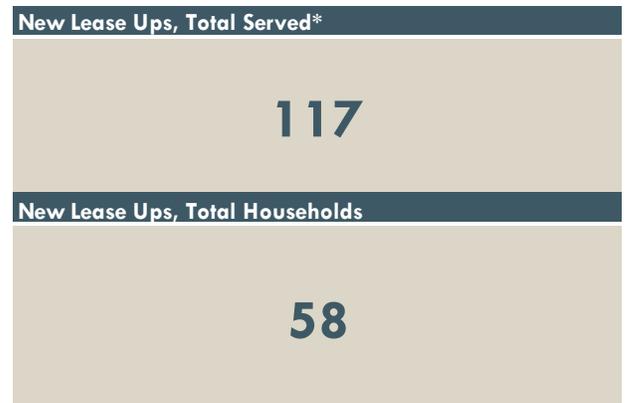
August 2022

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

New Lease Up Participants by Race		
Race	Count	%
American Indian	5	4%
Asian	5	4%
Black	16	14%
Missing race	1	1%
Multiple	5	4%
Pacific Islander	3	3%
White	82	70%
<b>Grand Total</b>	<b>117</b>	<b>100%</b>

New Lease Up Participants by Ethnicity		
Ethnicity	Count	%
Hispanic or Latina/o/e	36	31%
Not Hispanic or Latina/o/e	80	68%
x-missing ethnicity	1	1%
<b>Total</b>	<b>117</b>	<b>100%</b>

New Lease Up Participants by Race and Ethnicity, Combined		
Hispanic or Latina/o/e	Count	%
Black	1	1%
White	35	30%
Not Hispanic or Latina/o/e		
American Indian	5	4%
Asian	5	4%
Black	15	13%
Multiple	5	4%
Pacific Islander	3	3%
White	47	40%
Missing Race and Ethnicity	1	1%
<b>Grand Total</b>	<b>117</b>	<b>100%</b>



\*All household members



**Project Based Vouchers**

Note, the decrease in utilization is due to the addition of 100 new units that are currently leasing by the end of 2022. We will co

Total Leased	Total Contract	Utilization Rate
<b>212</b>	<b>322</b>	<b>66%</b>
Projects Leased	Units Leased	Units Eligible
Alma Gardens	8	8
Alma Gardens - VASH	5	5
Aloha Park	1	32
Barcelona	8	8
Bonita Villa	1	25
Bridge Meadows	8	8
Cedar Grove	8	8
Cornelius Place	11	11
Fir Crest Manor	12	15
Housing Team/SAMHSA Pacific Village	0	1
Housing Team/SAMHSA Gateway	2	2
The Knoll	8	8
The Knoll - VASH	3	4
The Mary Ann	7	8
Orchards	14	16
Orchards-REACH	8	8
PLUSS	10	12
Pomeroy Place	15	15
Pomeroy Place - VASH	5	5
Red Rock Creek Commons	24	24
Ridge at Bull Mountain	2	38
Sunset View	24	24
Tom Brewer House	8	13
The Valfre	6	8
The Viewfinder	7	8
The Viewfinder - VASH	7	8
<b>Grand Total HAP</b>	<b>212</b>	<b>322</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.

**Family Self-Sufficiency**

The Family Self-Sufficiency Action Plan was uploaded to HUD for review and approval. The hard work of Peter Ladley and Em Nichols helped move this project forward.



<b>Participating Households</b>	
Housing Choice Vouchers	49
Public Housing	14
VASH	1
<b>Total Participating Households</b>	<b>64</b>

<b>Escrow Balances</b>	
Households with Escrow Balance >\$0	31 (48%)
Total Escrow Balance	\$272,186
Highest Escrow Balance	\$31,472
Average Escrow Balance	\$4,253

<b>Monthly Escrow</b>	
Households Accumulating Monthly Escrow	20 (31%)
Total Monthly Escrow	\$12,112
Highest Monthly Escrow	\$1,097
Average Monthly Escrow	\$189

<b>Average Increase in Annual Earned Income</b>	
Households showing increase in Annual Earned Income	22 (34%)
Total Increase in Annual Earned Income	\$565,328
Highest Increase in Annual Earned Income	\$53,494
Average Increase in Annual Earned Income	\$8,833

### **3. Housing Development**

The Housing Development report is unavailable for September due to staffing changes, but will return in the next HAC packet.

### **4. Public Housing**

Program	Units	Occupancy Rates			
		May - 22	Jun - 22	Jul - 22	Aug - 22
Public Housing	244	99.2%	99.2%	99.2%	98.7%

#### **Average Vacancy Days**

Two public housing units were leased in August with an average vacancy time of 113 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”.



**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 August, the average maintenance response time for emergency and routine work orders was:

Work Order Performance				Waitlist			
Emergency W/O	Aug - 22			1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
	Avg. Time	Routine W/O	Avg. Time				
8	6.5 hours	167	15.62 days	758	354	45	21

**Affordable Housing**

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

Occupancy Rates	
	Aug - 22
Affordable Housing (332 units)	85.9%
Bond Portfolio (263 units)	98.6%
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.

**AHP4 Portfolio Rehab**

Construction remains on schedule at Bonita and The Ridge at Bull Mountain. Current progress of construction at Bonita includes shoring of wester façade of Building A to prepare for rot repair and crawl space water mitigation in the same building. Roofing replacement at The Ridge also began this month.