



HOUSING ADVISORY COMMITTEE

MEETING AGENDA AND INFORMATION PACKET

THURSDAY, August 24, 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, August 24, 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. May 25, 2023 9:15 A.M.
 - B. June 22, 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
N/A
- VIII. NEW BUSINESS
 - A. Housing Executive Director Recruitment Update Page 4 **9:30 A.M.**
 - B. HAC Forum Planning Update Page 4 **9:40 A.M.**
 - C. Inflation Reduction Act Page 4 **9:50 A.M.**
- IX. DEPARTMENT UPDATES AND Q&A
 - A. Development Updates Page 6 **10:05 A.M.**
 - B. Rental Assistance Updates..... Page 7 **10:20 A.M.**
 - C. 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 Thursday, August 3rd, Washington County held a staff and community forum with the final three candidates of the Housing Executive Director recruitment. 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. Attendees were instructed to use a provided QR code to submit feedback on each candidate immediately following the event, so that the information could be provided to the Executive interview panel. Recruitment for the position began at the beginning of 2023, and is finally within sight of the finish line. More details on this event and the new Director will be provided during the Ongoing Business update regarding the Executive Director recruitment.

On Friday, June 16th, Washington County participated in the groundbreaking of The Plambeck Gardens. The property is located in Tualatin and will contribute 116 much-needed affordable housing units near the Basalt Creek area. More than half of the units being developed will be two-bedroom or larger, with approximately 20% of the units being three or four bedroom to accommodate the differing needs of families. The groundbreaking event included speeches from notable organizations and representatives such as: Tualatin Mayor Frank Bubenik, Washington County Chair Kathryn Harrington, Metro Councilor Gerritt Rosenthal, CPAH Executive Director Rachael Duke, and more. The event concluded with statements from Carol Plambeck, who spoke on her husband's work and being honored through this community's naming. The project is being developed by Community Partners for Affordable Housing (CPAH) with funds from Washington County's allocation of the 2018 voter-approved Regional Metro Affordable Housing Bond.

The Terrace Glen Apartments celebrated their grand opening on Thursday, June 29th; which was made possible in large part thanks to the 2018 voter-approved Metro Affordable Housing Bond. The property is a new housing community providing affordable homes in the heart of the Metzger neighborhood near Washington Square. The Washington County Housing Authority partnered with Related Northwest on the project to build critically needed housing with services for 144 families and seniors. The grand opening event included speeches from notable organizations and representatives such as: Related Northwest's Senior Vice President: Stef Kondor, Washington County Chair: Kathryn Harrington, District 3 Metro Councilor Gerritt Rosenthal, OHCS Director Andrea Bell, and more.

A robust community engagement effort is underway for safe rest pod villages proposed in Cornelius and Aloha with a goal of beginning programming for both locations in August. 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 shelter will provide a proactive, supportive presence in the neighborhood, enforce a *Code of Conduct* for guests, and offer a dedicated phone number for neighbors. We are excited to see these critically needed resources open for service in the coming weeks!

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

N/A

VIII. NEW BUSINESS

A. Housing Executive Director Recruitment Update

In April of this year the Washington County Housing Authority set out to hire a new Executive Director, filling the vacancy left by Komi Kalevor after his planned retirement in June. The recruitment process for this position included initial staff and community member meetings for feedback on the most desired traits to look for in the next Executive Director, followed by a national recruitment effort across a variety of platforms, various interviews with department staff and partners, a staff and community member meet and greet with the final candidates, and culminating in a final set of interviews in front of the County's executive staff for a final decision.

It is with great pleasure that we share Molly Rogers has accepted the Washington County Housing Director position! Molly is an accomplished housing leader in the Portland Metro area. Her most recent role is Interim Director in the Portland Housing Bureau, where she had been their deputy director since 2019. Previously Molly was at Home Forward as the Director of Asset Management and Housing Policy. 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. A few examples include Community Development, Rental Assistance, Asset Management and Affordable Housing Finance for Development. Molly's first day with the County will be October 9th.





B. Housing Advisory Committee Annual 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. A specific theme is chosen for each year, to highlight a certain aspect of the work being done toward finding a housing and homelessness solution; previous themes have included: “Homelessness in Washington County – Major Contributing Factors and Paths Forward”, “Housing Our Community Through Partnerships”, “Housing Instability in a Pandemic – Exposing Inequities”, and many more. Staff will present updated information for the 2023 HAC Housing Forum, including proposed theme(s) for this year’s gathering and more. This year’s forum will be held on Friday, November 3rd.

C. Inflation Reduction Act

Development Manager, Andrew Crampton, will provide a brief presentation on the Inflation Reduction Act of 2022 and its (potential/realized) application with housing in Washington County, followed by a question and answer session. This update was requested of County staff by members of the Housing Advisory Committee during the June 2023 meeting.



IX. DEPARTMENT UPDATES

A. Development Updates

Washington County is in full implementation mode for the Metro Affordable Housing Bond. With the celebration of the grand opening of Terrace Glen Apartments in Tigard, four projects totaling 315 units have now been completed. All four projects have Housing Authority partnership, ownership, or General Partner roles. Located on a 2.88-acre parcel within the Washington Square District, Terrace Glen Apartments contains 144 apartments for low and very low-income families and seniors. Three units have been designated as Permanent Support Housing (PSH) for homeless youth between 18 and 24 years of age. Terrace Glen Apartments is a public-private partnership with Related Northwest and the Housing Authority of Washington County. EngAGE, a local nonprofit, is the on-site resident service provider and will conduct a wide array of programs with a focus on arts education. The Immigrant and Refugee Community Organization (IRCO) provides outreach support as well as supplemental on-site services. HomePlate provides services for the three permanent supportive housing units.

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 homes, 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.

BRIDGE Housing has renamed their Aloha Family Housing project, Cedar Rising. This place-based name invokes the Western Red Cedar, which is indigenous to Oregon. Cedars are seen as symbols of generosity and providence. The BRIDGE team also consulted with Spanish and Cantonese community members to ensure a name was chosen that would translate well to commonly spoken languages in the Aloha community. The project will reach substantial completion in mid-fall, 2023 however due to electrical panel delays impacting the affordable housing industry, will likely reach temporary certificate of occupancy at the end of the year. This will be the seventh completed Metro Housing Bond project.

The Housing Authority continues to pursue new construction development opportunities. The Authority and the regional government Metro are in negotiations for Metro to acquire and dispose to the Authority a 3-acre site in Aloha to support 85-100 units of new construction affordable housing with the Authority as General Partner of the project through a tax credit partnership. In addition, the Authority is also in due diligence to purchase an approximately 3-acre site in North Bethany using its Local Fund proceeds from development activity. The Authority will put together a funding strategy over the next 18-months to develop as General Partner an approximately 100-unit new construction project.



Finally, the Development Division has hired their third staff member, Laura Cole Jackson. Laura holds a Master of Architecture degree from the University of Oregon and a Master of Real Estate Development degree from Portland State University with Graduate Certificates in Affordable Housing Development and Real Estate Investment and Finance. In addition to working with several architecture firms, Laura co-founded and is the Executive Director of Renovate PDX. This nonprofit is focused on assisting Portland-area BIPOC and other low-income community members with renovating and repairing their homes, empowering their communities and preventing displacement. Laura is an active member of CREW, which supports women in commercial real estate, and is also active in the Architecture Foundation of Oregon. She has previously volunteered with Architects in Schools. One of the things she is most proud of is being a contributing researcher/editor for the book “Design Like You Give a Damn” (Metropolis Books 2006) that she completed during her fellowship with Architecture for Humanity. Welcome, Laura!

B. Rental Assistance

General Updates:

The summer has not been short of activity in the Rental Assistance Division (RAD), as the Division is observing the normal increase in moves (informally called move season), new Project-Based Vouchers sites and contracts opening, waiting list purge, utilization goals, research study implementation for MTW, and so forth. The division is currently processing Mainstream Voucher applications to increase utilization of that program.

Voucher Utilization

Vouchers and Awards Leased Up											
HUD Programs											
	HUD Regular Vouchers (ACC)										
	HCV			VASH			FYI			All Actual UML	
	ACC	#	%	ACC	#	%	ACC	#	%	#	%
Dec-22	2,732	2,515	92.06%	247	161	65.18%	7	9	128.57%	2,737	91.66%
Jan-23	2,732	2,522	92.31%▼	247	166	67.21%▲	7	9	128.57%	2,697	90.32%▼
Feb-23	2,732	2,526	92.46%▲	247	170	68.83%▲	7	7	100.00%▼	2,703	90.52%▲
Mar-23	2,732	2,537	92.86%▲	247	173	70.04%▲	16	7	43.75%▼	2,717	90.72%▲
Apr-23	2,732	2,544	93.12%▲	247	173	70.04%	16	6	37.50%▼	2,723	90.92%▲
May-23	2,732	2,552	93.41%▲	247	185	74.90%▲	16	9	56.25%▲	2,746	91.69%▲
Jun-23	2,732	2,548	93.27%▼	247	199	80.57%▲	16	9	56.25%	2,756	92.02%▲
Jul-23	2,732	2,555	93.52%▲	247	203	82.19%▲	16	11	68.75%▲	2,769	92.45%▲
Grand Total	19,124	17,784	92.43%	1,729	1,269	73.40%	94	58	60.64%	19,111	91.24%

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



WASHINGTON COUNTY OREGON

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	146	70.19%	89	77	87%	800	575	71.88%	400	65	16.25%
Jan-23	208	145	69.71%▼	89	77	86.52%	800	612	76.50%▲	400	78	19.50%▲
Feb-23	208	142	68.27%▼	89	75	84.27%▼	800	669	83.63%▲	400	94	23.50%▲
Mar-23	208	141	67.79%▼	89	75	84.27%	800	701	87.63%▲	400	115	28.75%▲
Apr-23	208	141	67.79%▲	89	76	85.39%▲	800	746	93.25%▲	400	144	36.00%▲
May-23	208	140	67.31%▼	89	78	87.64%▲	800	798	99.75%▲	400	176	44.00%▲
Jun-23	208	140	67.31%▲	89	79	88.76%▲	800	824	103.00%▲	400	202	50.50%▲
Jul-23	208	139	66.83%▼	89	78	87.64%▼	800	856	107.00%▲	400	241	60.25%▲
Grand Total	1456	988	67.38%	623	538	86.36%	5,600	5,206	92.96%	2,800	1,050	37.50%

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

New Admission Demographics

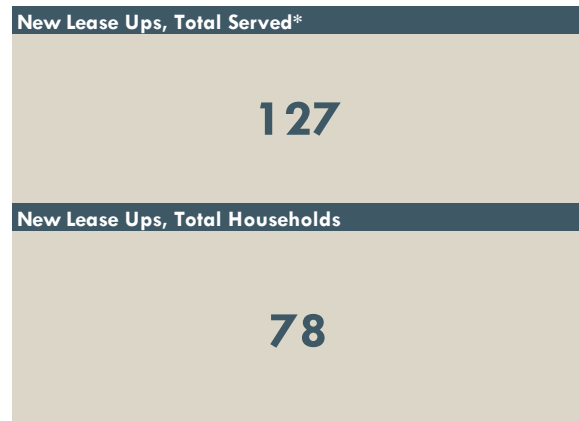
July 2023

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	0	0%
Black	6	5%
Missing race	0	0%
Multiple	7	6%
Pacific Islander	8	6%
White	101	80%
Grand Total	127	100%

New Lease Up Participants by Ethnicity		
Ethnicity	Count	%
Hispanic or Latina/o/e	40	31%
Not Hispanic or Latina/o/e	87	69%
x-missing ethnicity	0	0%
Total	127	100%

New Lease Up Participants by Race and Ethnicity, Combined		
Hispanic or Latina/o/e	Count	%
American Indian	5	3%
Black	0	0%
Missing Race	0	0%
Multiple	1	1%
White	67	42%
Not Hispanic or Latina/o/e		
American Indian	0	0%
Asian	0	0%
Black	6	4%
Missing Race	0	0%
Multiple	6	4%
Pacific Islander	8	5%
White	67	42%
Grand Total	160	100%



*All household members



Family Self-Sufficiency

Participating Households

Housing Choice Vouchers	55
Public Housing	10
VASH	2
Mainstream	2
FYI	5
Total Participating Households	74

Escrow Balances

Households with Escrow Balance >\$0	41 (55%)
Total Escrow Balance	\$336,571
Highest Escrow Balance	\$29,104
Average Escrow Balance	\$4,548

Monthly Escrow

Households Accumulating Monthly Escrow	33 (45%)
Total Monthly Escrow	\$19,110
Highest Monthly Escrow	\$1,169
Average Monthly Escrow	\$258

Average Increase in Annual Earned Income

Households showing increase in Annual Earned Income	38 (51%)
Total Increase in Annual Earned Income	\$982,974
Highest Increase in Annual Earned Income	\$63,645
Average Increase in Annual Earned Income	\$13,283

Project-Based Vouchers

PBV Utilization	01/23	02/23	03/23	04/23	05/23	06/23	07/23	
HCV	Leased	246	252	256	260	265	259	265
	Total Under Contract	304	304	304	304	304	304	304
	Unleased	58	52	48	44	39	45	39
	% Utilization	81%	83%	84%	86%	87%	85%	87%
VASH	Leased	21	21	19	19	18	20	21
	Total Under Contract	22	22	22	22	22	22	22
	Unleased	1	1	3	3	4	2	1
	% Utilization	95%	95%	86%	86%	82%	91%	95%
RLRA	Leased	0	0	0	0	20	23	23
	Total Under Contract	0	0	0	0	54	54	54
	Unleased	0	0	0	0	34	31	31
	% Utilization	-	-	-	-	37%	43%	43%
Total	Leased	267	273	275	279	303	302	309
	Total Under Contract	326	326	326	326	326	326	326
	Unleased	59	53	51	47	23	24	17
	% Utilization	82%	84%	84%	86%	93%	93%	95%



Woodsprings Apartments 32 Project-Based Vouchers (PBVs) are expected to be awarded and located at the property. To help further preserve the affordable housing in the community, 32 PBV subsidies were awarded from the Housing Authority of Washington County (HAWC). Utilizing PBVs in a currently leased property adds an additional layer to the process: Current residents may apply between July 28, 2023 – August 9, 2023. This will enable us to identify how many current residents are eligible for the 32 PBVs. If more are eligible, HAWC will conduct a lottery for those that applied and add the additional participants to the Woodsprings waitlist. If less than 32 are eligible, we will start to pull off the General PBV waitlist and lease any vacant units. Staff will be onsite to aid current residents with the application and questions during the opening period.

Terrace Glen The Special Purpose Voucher (SPV) team is currently leasing the 8 PBVs attached to the new building in Tigard.

Alongside Senior Housing Located in Tigard, this property is coming online mid-August with 23 PBVs total (18 regular PBV and 5 VASH PBV) for 62+ households.



C. Additional Department Updates

1. Homeless Services

Program updates

The division closed out the fiscal year meeting and surpassing most of our goals as a part of the regional Supportive Housing Services program. This includes:

- 626 households placed into Permanent Supportive Housing (surpassing the annual goal of 500)
- Expanding our culturally specific providers, adding Virginia Garcia, NARA, and Greater Good Northwest to the network
- And expending an estimated 90% of the budgeted program, a significant increase of spending over the first program year.

The Homeless Plan Advisory Body reviewed and supported the division’s plan to fully invest carry-over funding from Supportive Housing Services revenue unspent in the first two years. The estimated \$83million will be invested in program priorities that include Built infrastructure (shelters, access centers, and PSH hotel acquisition); System infrastructure (capacity building for network providers); Upstream programming (eviction prevention); and Fiscal stability (program reserves). The funds are expected to be fully deployed in 2-4 years.

Finally, two new shelter programs are on track to open soon. The Cornelius Safe Rest Pods will open on September 5th, serving up to 40 individuals experiencing homelessness; and the Aloha Safe Rest Pods are on track to open in late October, serving an additional 30-40 households. This new capacity is a part of the Governor’s executive orders strategy and will bring the County shelter capacity system to approximately 500 year-round shelter beds.

Program outcomes

Permanent Supportive Housing provides households with a disabling condition and have experienced prolonged homelessness with intensive case management services and long-term/permanent Rent Assistance to ensure permanent housing stability. Once placed in housing, case managers continue to provide wrap around supports for as long as needed.

Housing Case Management Services – Permanent Supportive Housing – As of 8/16/23	
Enrolled in PSH program, working with a case manager	1,286 households
HCMS Households Housed	891 households
Shelter Plus Care (SPC) Households Housed	187 households
Households enrolled and seeking housing with an RLRA or SPC voucher	173 households
Eligible and waiting for PSH program	528 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.

Rapid Rehousing - As of 8/16/23	
Enrolled in RRH program, working with a case manager	420 households
SHS RRH households housed	215 household
CoC RRH households housed	69 Households
Eligible and waiting for RRH program	894 households

Homeless Prevention & Diversion supports families to maintain existing housing through immediate and short-term financial assistance to prevent an episode of homelessness or divert a household from entering shelter or a housing assistance program.

Homelessness Prevention - 3/1/23 to 8/16/23	
Eviction Prevention Assistance	583 households
Eviction Prevention Applications Pending	51 Households

2. Finance

Accounting is currently working on the year end close, and is aiming to finalize the FY22-23 Trial Balance by 08/31/2023.

3. Public Housing

4. Occupancy Rates					
Program	Units	Apr - 23	May - 23	Jun - 23	Jul - 23
Public Housing	244	98.4%	98.4%	98.4%	98.4%

Average Vacancy Days

HAWC closed Jul with an occupancy rate of 98.4%. 1 unit was leased in July bringing the average YTD vacancy period to 46 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			
Jul - 23							
Emergency W/O	Avg. Time	Routine W/O	Avg. Time	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
4	6.3 hours	186	15.8 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	
Jul - 23	
AHP4 (332 units)	78%
Bond Portfolio (297 units)	97%
Specialty Housing Portfolio (13 units)	76.9%
Valfre at Avenida 26 (36 units)	94%

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 and C are complete and occupied. Renovation work on Building C and 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 and final work on the community building remaining.

Aloha Park (80 units): There are seven buildings at the property labeled 1 –7. All buildings are occupied aside from Building 4. Building 4 began restoration work in June.

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

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

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.