



**MEETING MINUTES
HOUSING ADVISORY COMMITTEE OF WASHINGTON COUNTY
May 23, 2019, 9:00 a.m.**

Washington County Department of Housing Services – Juvenile Services Building
111 NE Lincoln Street, Suite 200-L, Hillsboro, OR 97124
Juvenile Services Building Room 258

<u>COMMITTEE MEMBERS PRESENT</u>	<u>STAFF PRESENT</u>
Sid Scott (Chair)	Komi Kalevor, Executive Director
Ben Sturtz (Vice-Chair)	Melanie Fletcher, Rental Assistance Manager
Sig Unander	Gary Calvert, Asset Manager
Gary Whiting	Annette Evans, Homeless Program Manager
Charri Schairer	Yaling Huang-Dressel, Housing Controller
Vince Chiotti	Josh Crites, Assistant Director
Katherine Galian	Melisa Dailey, Housing Program Coordinator
Teri Smith	
Joshua Groesz	
Cindi Otis	
Jason Hitzert	<u>ABSENT</u>
Sheila Greenlaw-Fink	Shannon Wilson, Housing Development Coordinator
Dave Bachman	
<u>ABSENT</u>	<u>OTHER ATTENDEES</u>
Melinda Bell	Val Valfre
	Caroline Roper

I. ROLL CALL – 9:04 a.m. A quorum was present.

II. ACTION - APPROVAL OF MINUTES FROM March 28, 2019

Motion: Gary Whiting

Second: Cindi Otis

Vote: All approved

III. DISCUSSION - ORAL COMMUNICATIONS & MEMBER UPDATES

MEMBER UPDATES

Sid Scott noted the increase of construction costs has begun to soften a little.

Sig Unander toured the new Cornelius Place development. He is concerned some of the units have been leased to individuals who are not local when there are many seniors locally in need of affordable housing.

New Housing Advisory Committee team member Dave Bachman introduced himself. He is the President and CEO of Cascade Management focusing on property management as well as consulting, development services, and tenant relocation services. He commented that a new building has not been opened in Washington County in the last 12 months and demand for seniors, veterans, and those with special needs are increasing. The waiting lists that are open are closing because they are over five years out.

Teri Smith stated that CASA's 300-space manufactured home preservation project did not go through but they do have other offers pending throughout Oregon.

Katherine Galian reported Community Action is still waiting on their final allocations for their work plan process. There are several good changes to the work plan process such as low barrier requirements for approving individuals to assist.

Jason Hitzert reported a bill has been proposed in the legislature to change the authority of raising personal property taxes on mobile homes.

Joshua Groesz with the Salvation Army gave an update on the Veterans and Family Center in Beaverton. They are at full capacity with a few on the waiting list.

Gary Whiting noted the Market Action report this month shows the 10-year treasury at 2.40 months of inventory and the real estate market continues to stay strong.

ORAL COMMUNICATION

IV. EXECUTIVE DIRECTOR'S REPORT

Komi Kalevor reported the Metro bond implementation strategy is consuming a large part of staff time. They have produced a second draft of the LIS with a few changes. Minority women and emerging small business has been increased from 10 percent with an aspirational goal of 20 percent. They have also added a specific number of PSH (permanent supportive housing units) which will be about 100 units. The Move to Work (MTW) letter of interest has been submitted to HUD and they are awaiting a response. He announced Melanie Fletcher will be leaving after 25+ years of service and they are working on posting for her position.

Ms. Fletcher shared she has accepted a position with the Salem Housing Authority as their compliance manager. Mr. Kalevor stated they have an event planned for Melanie on May 31st and invited committee members to attend.

Mr. Kalevor explained HUD proposed a new rule last week regarding non-citizens in federally assisted units. The housing authorities of Oregon are preparing a comment expressing how this new rule will put kids into homelessness because families are more likely to just leave assisted housing than split up.

Ms. Fletcher explained the majority of families this affects are those with parents who are undocumented and children who are citizens, essentially forcing them out of assisted housing and onto the street. This will also increase the costs of replacing those families because the prorated costs for families with undocumented family members pay a higher rental cost.

Mr. Kalevor stated there is another proposal to change the annual contributions contract from a contract to a grant. Yesterday the county chief financial officer stated the \$29 million bond that went into effect 10 years ago when the housing portfolio was in crisis is being refinanced. The average interest rate is 2.8 percent and the estimated savings will be approximately \$280,000 annually.

V. STAFF REPORTS

A. Financial Statement:

Yaling Dressel reported public housing was over \$300,000 favorable to the budget due to maintenance staff costs for the Noble House project that was paid by the Department of Health and Human Services. She gave an overview of the 2019/2020 Washington County Housing Authority proposed budget. She explained the housing authority manages two sets of budgets. The first one is for Department of Housing Services which covers continuum of care homeless programs totaling \$4 million. The second one is the budget for the Housing Authority of Washington County (HAWC) which includes four programs: Section 8, low rent housing, Kaybern Terrace, and Aloha Park. There are also two partially restrictive programs consisting of local funds, which includes all development activities, and affordable housing.

Mr. Kalevor noted they like to have between 6-18 months of reserves. The affordable portfolio has about one year's reserve of \$1.7 million.

Ms. Dressel added the unrestricted reserve is between \$5 million and \$6 million.

B. Section 8 and Low Rent Public Housing

Melanie Fletcher reported Section 8 waitlist numbers continues to decline. They received their estimated funding for the 2020 calendar year from the HUD field office. With this information they have made preliminary projections leading to easing up on leasing this year to avoid shortfall in 2020. They are still moving through the waiting list and getting vouchers out. The VASH vouchers have increased by 30 and they are

working closely with Community Action on Mainstream vouchers to try and target those who are homeless or at risk and who are non-elderly disabled.

C. Affordable Housing

Komi Kalevor reported on behalf of Shannon Wilson who is in Tigard at a pre-application meeting on the 80-unit Metro bond phase one project. He stated they have a proposal from Community Development Partners where HAWC will be a special limited partner. Of the 80 units, 33 of them will be 30 percent median family income as required by the Metro bond. They will be applying for 8 PBVs and 8 VASH vouchers. The total cost of the project is approximately \$28.6 million which will include 25 one-bedrooms, 45 two-bedrooms, and 10 three-bedrooms. For minority contracting, the aim is for 20 percent and they are working with Bremik Construction. He noted Willow Creek is about 75 percent complete and projected to start leasing up in December 2019. A grand opening ceremony is tentatively scheduled for February 2020. They are still grading the site for The Fields project in Tigard. There are also three other potential Metro bond projects they are working on in Cedar Mill, Tualatin, and Forest Grove.

D. Special Projects

Melanie Fletcher reported Marilann Terrace has been added to the project-based vouchers. They are currently working hard to enroll more participants in the FSS program.

E. Report on Homelessness

Annette Evans reported the HUD field office invited Mr. Kalevor, Jennie Proctor, and hers to a Congressional debriefing on June 26th to talk about the challenges and opportunities with Housing and Urban Development (HUD) funded programs within the local community. Mr. Kalevor will be speaking on housing authority programs. Ms. Proctor will be speaking about CDBG and ESG, and HOME programs, and Ms. Evans will be speaking about CoC. She noted the ongoing work and discussions making permanent supportive housing a priority due to the *Tri-County Equitable Housing Strategy*. HUD is coming to Washington County the week of August 19th to monitor the County's programs. Ms. Evans is working with a Portland State University homeless research team who is providing data to support the Here Together initiative, a non-profit that will be focusing on permanent supportive housing and implementation. HUD is looking for data on the number of people in each jurisdiction age 55 and older in the point-in-time count as a comparison.

F. Housing Affordability/Development Initiatives

Gary Calvert stated they are about 30 days out from notifying tenants in the public housing units they have earmarked to sell under the Section 18 program. It will probably be early 2020 before the selling of these properties will begin. The capital funds are down to about \$40,000 after the purchase of the last public housing unit. Overall, they are currently in an okay position. He met with the owners of Wood Spring in Tigard

which is 70-units of affordable senior housing. In 2020 this building's affordability requirements will expire and the housing authority is hoping to maintain the affordability requirements rather than the seniors living there face rent increases.

VI. OLD BUSINESS

N/A

VII. NEW BUSINESS

Metro Bond Update

Melisa Dailey noted the second draft of the LIS is on the Board of County Commissioners website and will be posted to the Housing's Metro bond website today. Some of the changes to the second draft include adding more specific language and adding to the MWESB and equity sections.

Mr. Kalevor added the County is proposing budgeting \$4 million for closing the gap on new affordable housing projects. This is the Housing Production Opportunity Fund which is dedicated for gap resources from the County general fund and overseen by the County Administrative Office. The housing authority makes recommendations on how the HPOF funds are allocated.

Presentations

Melisa Dailey presented on policy initiatives at the current Legislative session. Senate Bill 608 regarding no cause eviction and rent increase limits passed. She asked Jason Hitzert to give an overview on current bills in this legislative session.

Jason Hitzert briefly shared on bills that look likely to pass in the legislature. He highlighted Bill 2139 which gives counties the ability to set tax policies on personal property related to manufactured housing.

Additional Discussion Items

The Housing Advisory Committee briefly discussed the viability of each subcommittee and the legal processes of communicating within each of the committees as it relates to public information laws.

VIII. RESOLUTIONS/ACTION ITEMS

RESOLUTION

Motion: Ben Sturtz moved to approve the FY2019-2020 Housing Authority budget and for it to be sent to the Housing Authority Board of Directors for adoption.

Second: Katherine Galian seconded the motion.

Vote: The motion unanimously passed.

IX. ADJOURNMENT

Meeting adjourned at 11:02 a.m.

Komi Kalevor
Secretary/Executive Director