



**MEETING MINUTES**  
**HOUSING ADVISORY COMMITTEE OF WASHINGTON COUNTY**  
**February 25, 2021, 9:00 a.m.**

**Juvenile Services Building, Room 258**

<b><u>COMMITTEE MEMBERS PRESENT</u></b>	<b><u>STAFF PRESENT</u></b>
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	Will Seals, Asset Manager, Public Housing
Vince Chiotti	Jes Larson, SHS Program Manager
Eric Schmidt	Andrew Crampton, Project Coordinator
Balen Younis	
Jason Hitzert	<b><u>ABSENT</u></b>
	Liz Morris, HCV Manager
<b><u>ABSENT</u></b>	
Renee Brouse	

**I. ROLL CALL** – 9:03 a.m. A quorum was present.

**II. ACTION - APPROVAL OF MINUTES FROM January 28, 2021**

Motion: Eric Schmidt  
Second: Cindi Otis  
Vote: All approved

**III. DISCUSSION - ORAL COMMUNICATIONS & MEMBER UPDATES**

**MEMBER UPDATES**

Eric Schmidt noted Mayor Beaty raised concern at the latest Beaverton Committee for Community Involvement (BCCI) meeting over the potential location of Beaverton's Metro Affordable Housing Bond Project C. One suggested location of this 66 unit senior housing project is where the 20 year old community center building is located. This would also infringe on Beaverton's community garden.

Balen Younis shared the refugees he works with are experiencing struggles with evictions and limited incomes especially in light of COVID hardships.

Sheila Greenlaw-Fink encouraged everyone to attend the Housing Land Advocates meeting as it is free this year. This event will be held virtually over two half days this year.

Sid Scott reported his firm is involved with several affordable housing projects. He noted wood prices have more than doubled in the last three months impacting the cost of their current projects. They will be working with Habitat for Humanity on a couple of duplex projects in Newberg. He suggested including the community center in the building of Beaverton's Project C instead of tearing it down.

Dave Bachman reported they are in the process of completing three affordable housing project lease ups. Rent collections have been slow as have the declarations for the landlord compensation fund.

Jason Hitzert shared the budget forecast at the legislature has been projected to come in with a \$574 million kicker.

Melinda Bell reported they are currently accepting new woman and children in the women's shelter at the Union Gospel Mission. A negative COVID test is required for admission. Ms. Bell has been appointed to the oversight and accountability council for Measure 110.

Cindi Otis announced all her customers are fully vaccinated against COVID-19.

Katherine Galian stated several people are coming into Community Action with large rental arrears. They are working with those who come in to sign the landlord declaration to get protection from the state moratorium. She added survey data is being collected to be used in the Issues of Poverty document for the annual community needs assessment.

## **ORAL COMMUNICATION**

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

Komi Kalevor introduced Jes Larson who is the new Supportive Housing Services Program Manager.

Jes Larson shared the last three and a half years she worked at Metro with the regional government to build out the housing work focusing on investments to support housing work across the region. Prior to her work at Metro she worked in coalition building with Welcome Home. She has also worked with Cascadia Behavioral Health and Northwest Pilar Project working with people with disabilities experiencing prolonged homelessness.

Mr. Kalevor stated Washington County is expected to receive \$38 million this July from the Metro supportive housing levy which passed last May. The continuum of care funds will continue as is and the new levy will be a great addition to help deliver housing and supportive services. He noted the gradual decrease in COVID risk factors in Washington County recently which will modify current policies regarding reopening of the lobby and telecommuting that were implemented during the pandemic. He announced the hiring of Leslie Gong as Affordable Housing Coordinator. Ms. Gong previously worked at the Respite Center. A Housing Development Analyst is in the recruitment process. With the growth of the Housing Authority staff, they will be moving to the Adams Crossing building later this year. Lastly, he shared the Landlord Compensation fund (House Bill 4401) is moving forward with an IGA from the State of Oregon expecting \$22 to 28 million for Washington County

## **V. STAFF REPORTS**

### **A. Financial Statement:**

Yaling Dressel reported Section 8 was originally budgeted with a net loss but due to COVID and Cares Act funding the loss is less than expected because of the \$1.8 million in housing assistance payments (HAP). Public Housing is stable with little reduction for the subsidy portion. They are working on submitting 2021 allocation for the operating subsidies of about \$800,000. Notification for capital fund subsidies of \$700,000 have been received which will assist in making improvements and maintaining the existing portfolio to a standard that will reduce operating costs. Kaybern Terrace, Aloha Park, and Cornelius Village are breaking even. The local fund will have more funds than budgeted because of Willow Creek Crossing which is fully leased and eligible to receive a developer fee of about \$320,000. The Housing Authority will also be receiving a developer's fee for The Fields Apartments as well after full occupancy which is expected by Fall 2021. The overall financial picture is stable but also presents the challenge to invest in the current portfolio to create a sustainable future. The financial statement in the report does not include capital programs such as homeless programs which are under the Department of Housing Services.

### **B. Housing Choice Voucher Program**

Josh Crites explained a significant number of income changes occurred last year due to the pandemic. With the voucher program, when client income goes down the rent is also adjusted downward and the Housing Authority subsidy increases. This brought the Housing Authority into shortfall. Currently, they are in a position to start leasing up from the waitlist which will be implemented in the next few months. Payment standards will increase from 90% of the fair market rents up to 100% fair market rents. An internal team is being developed within the SHS program for the voucher department division focusing on SHS long term rental assistance.

### **C. Public Housing**

Will Seals reported Public Housing occupancy rates are high at 99.2% with work order effectiveness high as well. He noted the affordable housing portfolio occupancy rates are also high at 97.5%. The green physical needs assessment is under way with the data collection phase.

#### D. Affordable Housing

Mr. Kalevor reported the family self-sufficiency (FSS) program participant numbers have decreased because of staff turnover.

#### E. Special Projects

Mr. Crites reported Kaiser Metro 300 is nearing the goal of 80 participants and with the SHS measure this allows a permanent solution for families. The Health Careers Northwest program is running well with many participants also taking part in the FSS program saving money toward home ownership and other eligible purchases.

#### F. Report on Homelessness

Annette Evans shared 74 additional emergency beds were made available which increased capacity to 274 beds. There were discussions regarding extending the winter shelters to assist in preventing disease while awaiting availability of COVID vaccinations. She will be working with the County's Emergency Operations Center to place a FEMA request for the extension. The focus of shelters this year has been on healthcare, wellness, and housing. Care Oregon partnered to provide laptops to the shelters to assist clients in accessing virtual education and navigation of their healthcare insurance. The Oregon Department of Human Services, through their aging and people with disabilities division, partnered to address individuals who have challenges of daily living and needing additional care than what is available at the shelters. The sheltered point in time (PIT) data is being finalized. The continuum of care application awarded \$4.2 million with hopes to have contracts come into Washington County in the next two months. *A Road Home 2020* homeless assessment report has been distributed giving an overview of homelessness in Washington County to help plan for how to continue to address this issue in the future.

Jes Larson outlined one of the significant components of the local implementation plan (LIP) for the Supportive Housing Services program is assessing the unmet needs in the community after the distribution of federal resources. Revenue from taxes from the SHS bond will be used to invest in programs to meet needs for individuals experiencing prolonged homelessness. The local implementation plan will be finalized in the next couple of weeks with the public comment taking place in mid-March. After public comment the final draft will go to the Board for approval on April 6. The funding of expanded programs will take place in July.

#### F. Housing Affordability/Development Initiatives

Shannon Wilson reported all Washington County Metro housing bond projects are moving forward. The Saltzman Road senior housing project is currently in review at Metro for concept endorsement. The Forest Grove family housing project will begin construction this summer and the Viewfinder project in Tigard is scheduled to be completed in October. A presentation at the Metro Community Oversight committee will provide an overview on all work achieved in 2020. Ms. Wilson noted a survey is available on the Housing Authority website reaching out to communities of color. The feedback will assist in considerations for their design plans.

Andrew Crampton stated the Aloha Inn project will be used as a non-congregate shelter while renovations are taking place. Once renovation is completed the facility will be used as permanent supportive housing.

## **VI. OLD BUSINESS**

It was decided to include the following items to be included on the agenda for the next HAC meeting.

- Melinda Bell will give a presentation on the Union Gospel Mission Women's Center.
- Presentation of information on the use of the terms homeless vs. houseless to come to a resolution on which terminology to use going forward.

## **VII. NEW BUSINESS**

Mr. Kalevor explained the affordable housing portfolio contains about 643 aging units that have years of deferred maintenance. Due to the Consolidated Appropriations Act the annual percentage rates on 4% tax credits have been fixed and this has led to additional resources on the 4% tax credits. An application for private activity bonds will also be submitted to the state as part of the financing to address the planned portfolio rehabilitation of the first four (4) out of ten (10) HAWC owned projects.

Ms. Wilson noted the Brawner Group have been advising and leading the structuring for financing of the four properties involved in this endeavor. This will primarily include the 4% low income housing tax credit, a permanent loan of private activity bonds, cash flow during stabilization (rental revenue), and a sponsor loan (equity the housing authority has in the projects). The current debt will be refinanced and rolled up into the new financing structure.

Mr. Crites added plans are under development to address the maintenance issues at the four properties. The following maintenance issues will be addressed:

- Bonita Villa: Water management issue; inside of the units will have upgraded wiring and re-piping the inside supply lines; a new pedestrian walkway and community center.
- Villager: New roof, balconies, and new play structure.
- Parkside: Community room and laundry room will be renovated.
- Aloha Park: A safer pedestrian access to the transit area, new roof system, and windows.
- All four properties: Curb appeal including the outside lighting; resurfacing the parking lots; replacing the balconies; new kitchen cabinets; new flooring, new bathroom fixtures; upgrade the fans for better airflow and lower humidity.

After reviewing the RFP responses, LMC Construction was chosen mainly due to their experience with occupied rehabs. They also have a dedicated staff member who focus on utilizing minority subcontractors on this project. In March, preapplication for the low income housing tax credit (LIHTC) will take place and private activity bonds will be requested in April or later in this year. The projected month to break ground is November 2021 with significant work completed on Bonita Villa and Aloha Park by December 2022 and the balance completed by May 2023.

#### **VIII. RESOLUTIONS/ACTION ITEMS**

NA

#### **IX. ADJOURNMENT**

Meeting adjourned at 11:00 a.m.

Komi Kalevor  
Secretary/Executive Director