

PUBLIC NOTICE:



Home Forward
BOARD OF COMMISSIONERS
will meet on
Tuesday, October 18, 2022
At 5:30 pm
Zoom Register here:

<https://homeforward.zoom.us/j/85619371306?pwd=Z3h4YVBIQlpRVHJEb1lkeU4yaTladz09>



MEMORANDUM

To: Community Partners

Date: October 12, 2022

From: Ivory N. Mathews, Chief Executive Officer

Subject: Home Forward Board of Commissioners October Meeting

The Board of Commissioners of Home Forward will meet on Tuesday, October 18 at 5:30 PM virtually using the Zoom platform. The meeting will be accessible to the public via phone and electronic device.

If you would like to provide public testimony or view the meeting, please use this link to sign up:

<https://homeforward.zoom.us/j/85619371306?pwd=Z3h4YVBIQlpRVHJEb1lkeU4yaTladz09>

The commission meeting is open to the public.

AGENDA



BOARD OF COMMISSIONERS MEETING

HOME FORWARD
135 SW ASH STREET
PORTLAND, OREGON

VIA ZOOM

<https://homeforward.zoom.us/j/85619371306?pwd=Z3h4YVBIQlpRVHJEb1lkeU4yaTladz09>

OCTOBER 18, 2022, 5:30 PM

AGENDA

INTRODUCTION AND WELCOME

PUBLIC COMMENT

General comments not pertaining to specific resolutions. Any public comment regarding a specific resolution will be heard when the resolution is considered.

MEETING MINUTES

Topic
Minutes of August 16, 2022 Board of Commissioners Virtual Meeting
Minutes of September 20, 2022 Board of Commissioners Virtual Meeting

CONSENT CALENDAR

Following Reports and Resolutions:			
22-10	Topic	Presenter/POC	Phone #
01	Authorize the Modification of the Portland Housing Bureau Loans on the Helen Swindells	Tonya Evans Donna Kelley	503.802.8437 503.802.8485
02	Authorize the Property Sale of Progress House	Tonya Evans	503.802.8437

MISSION MOMENT

Topic	Presenter
K'Ching	Shalonna Jackson Michael Mangum K'Ching Graduates

RESOLUTIONS/REPORTS

Following Reports and Resolutions:			
22-10	Topic	Presenter/POC	Phone #
03	Authorize the Submission of Low-Income Housing Tax Credits and Funding Applications for Peaceful Villa Apartments Redevelopment	April Berg Jeff Lane	503.802.8585 503.802.8591

THE NEXT MEETING OF THE BOARD OF COMMISSIONERS

Home Forward is currently operating in a state of emergency. We will continue to conduct board-related business as it is currently scheduled but will update the public on the venue or forum by which it occurs as we assess the situation.

The next Board Work Session will be on Wednesday, November 2, 2022 at 5:30 PM. The next Board of Commissioners meeting will be Tuesday, November 15, 2022 at 5:30 PM.

EXECUTIVE SESSION

The Board of Commissioners of Home Forward may meet in Executive Session pursuant to ORS 192.660(2)(3) to discuss a pending real estate transaction. Only representatives of the news media and designated staff are allowed to attend. News media and all other attendees are specifically directed not to disclose information that is the subject of the session. No final decision will be made in the session.

ADJOURN

MINUTES



BOARD OF COMMISSIONERS MONTHLY MEETING
HOME FORWARD
HELD VIRTUALLY
135 SW Ash Street Portland, OR 97204
August 16, 2022

COMMISSIONERS PRESENT

Chair Damien Hall, Vice Chair Matthew Gebhardt, Treasurer Jenny Kim, Commissioners TomiRene Hettman, Vivian Satterfield, Rakeem Washington

STAFF PRESENT

Elise Anderson, Shaun Cox, Ian Davie, Jamila Dozier, Dena Ford-Avery, Monica Foucher, Carolina Gomez, Yvette Hernandez, Nasir Idrees, Celeste King, Branka Kravljaca, Nikki Long, Ivory Mathews, Tara Messier, Kitty Miller, Amanda Saul, Shannon Schmidt, Kellie Shaw, Ian Slingerland, Aimee Smith, Celia Strauss, Jonathan Trutt, Linda Uppinghouse, Taylor Smiley Wolfe

LEGAL COUNSEL

Sarah Stauffer Curtiss

Vice Chair Matthew Gebhardt convened the meeting of the Board of Commissioners at 5:34 PM.

Cathy Millis, resident at Dahlke Manor shared details on the concluding construction which is down to touch up. She praised the new mailboxes although disappointed to learn they lost their site manager. Millis expressed frustration not having someone on hand to address resident concerns seemingly daily. She asked that there be a system in place to let residents know of these important changes. Vice Chair Gebhardt thanked Millis for her report and assured her staff would follow up regarding the change in management at the property.

Shari Staten addressed the board sharing her concerns dating to early January 2022. Staten gave the board a thorough timeline from the time her landlord increased her rent through interaction with Rent Assistance staff and the twists and turns when learning her

casework was no longer with Home Forward. Through this process, she felt there was lack of accountability on Home Forward's part and subsequently caused her a significant rent increase which she felt was unfair. Staten went onto say that she did everything in her power to remedy the situation but was never given a chance to ask questions. The new rent increase equals half of her income. She feels the situation was avoidable and is asking to be heard.

Vice Chair Matthew Gebhardt thanked Staten for sharing the situation and was very sorry this happened. He assured her that staff would be following up and at Staten's request this would not be an open ended follow up. Housing Choice Voucher Program Director Dena Ford-Avery would be reaching out to her.

MEETING MINUTES

Minutes of the August 16, 2022 Board of Commissioners Virtual Meeting

Chair Damien Hall requested a motion authorizing approval of the minutes for the August 16, 2022 Board of Commissioners Meeting.

There being no discussion, Commissioner Vivian Satterfield moved to approve a motion for approval, and Commissioner TomiRene Hettman seconded the motion.

The vote was as follows:

Chair Damien Hall—Aye
Vice Chair Matthew Gebhardt—Abstained
Treasurer Jenny Kim—Aye
Commissioner TomiRene Hettman—Aye
Commissioner Vivian Satterfield—Aye
Commissioner Rakeem Washington—Aye

MISSION MOMENT

Shaun Cox, GOALS Program Supervisor presented the Steve Rudman Scholarship Fund Mission Moment. Cox presented the scholarship details, the selection process focusing on the key dates and the creation of the award. The selection committee, was comprised of Steve Rudman, Treasurer Jenny Kim, Commissioner TomiRene Hettman, Josh Laurie, Portland Community College and Cox. He said it was a challenging selection given the strong applications and less funds available this year.

Cox introduce the three recipients Abdiaziz Belel, Kayla Sichampanakhone and LaMar Warren and a brief highlight of each student. In response, LaMar said he really appreciated the opportunity which will help a lot and from the bottom of his heart, thank you. Abdiaziz said he was super excited saying this award means so much to our family, noting that his sisters are previous awardees. He is in his last year at PSU and this will help as he continues to push through. Kayla said there are not many opportunities and is grateful for the award. She is excited to begin college and she was joined by her mother both expressing their appreciation.

Steve Rudman congratulated the students saying he was very impressed by their applications and inspiring stories. Rudman is humbled and honored the board continues to believe education disrupts generational poverty and gave a shout out to the GOALS program that supports the students and their families. He looks forward to next year.

Commissioner TomiRene Hettman looks for way to give back and this Mission Moment is her favorite. She was especially excited to be part of the selection committee, saying all three were her number one choice. Hettman said your stories spoke to me and we recognize you are the future, which is a promising feeling.

Shaun Cox gave a shout out to the GOALS team Nikki, Nasir and Branka.

Commissioner Rakeem Washington said having LarMar in his PSU class, he has confidence in the skill set he possesses, is a wonderful human being and feels all three well represent this award, ending with congratulations.

Vice Chair Gebhardt agreed with Commissioner Hettman this Mission Moment being a favorite. He is excited with the selection and in congratulating the students hoped that they would keep in touch down the road. Gebhardt thanked staff, Rudman and his fellow commissioners for another successful award year.

REPORT

Annual Procurement and Equity Report for Fiscal Year 2021

Celeste King, Procurement and Contracts Manager presented the report. She was to be joined by Pete Garcia, Senior Procurement Coordinator who had a scheduling conflict. King gave a shout out to Garcia who feels passionate about this work and appreciated the energy that went into the report.

In 2020 we failed to achieve our goal but despite a decrease in contracting activity, we saw a 120% increase in contracted dollars. By comparison there was an increase in utilization for all

contracts. King noted that construction projects accounted for 96% of the total activities contracted with underutilized business enterprises. The activity was reviewed for services in each category. Since expanding our equity program we saw engagement with businesses designated as disadvantage business enterprises and service-disabled veteran business enterprises.

King described the new compliance standards set by HUD for Section 3 outcomes. The compliance opportunity for internal hiring has been successful for Home Forward with workforce labor hours being tracked via payroll. With a collaboration between Procurement, Development and Community Services partnerships with local pre-apprenticeship training programs that will engage our emerging workforce and assist residents in engaging in construction trades.

Agency goals for labor hours performed by BIPOC tradespeople and tradeswomen have seen mixed results from project to project. King walked through the results. An area of note was the decline in women performing work as laborers, dropping from 50% to 24% compared to the previous year. This is a positive step since the area of work has the lowest prevailing wage rates.

Commissioner Vivian Satterfield thanked King and her team. When the bar is set high how difficult are these goals to achieve? One area of interest was seeing more women in carpentry positions and felt that was encouraging and a positive trajectory.

Treasurer Jenny Kim echoed Satterfield's interest in the carpentry and electrical positions increasing. Treasurer Kim asked why the UBE engagement for goods and services was higher in 2018 and 2019 than in 2020 and 2021. King will investigate it for her.

Chair Damien Hall thanked King for the great job and encouraged the team to keep working hard to make advances across the board, especially as construction projects wind down.

Vice Chair Matthew Gebhardt was interested to hear about the new system that tracks in real time and asked King to pass along his appreciation to Pete for the good work.

RESOLUTIONS

RESOLUTION 22-08-01 Authorize OHCS Affordable Rental Housing Portfolio Preservation Pool Funding for Peter Paulson Apartments Capital Projects

Development Director Jonathan Trutt presented for Tonya Evans, Asset Management Director. The next four resolutions were reviewed by the READ committee at their August

meeting. In context, the legislature authorized historic funds for preservation. Through OHCS' creative idea, project owners can apply for grant funding for projects that would be larger than available property funds, but smaller than a big rehab project. One stipulation in the application requires board authorization to apply, like development work. Each of the four properties qualify for the available funds.

Resolution 22-08-01 for Peter Paulson Apartments recently completed a capital needs assessment that will determine the scope of work.

Resolution 22-08-02 for Gretchen Kafoury the funds will be used for improvements to the building's envelop, systems and surfaces.

Resolution 22-08-03 for Sequoia Square like Gretchen Kafoury funds will be used for the building's envelope.

Resolution 22-08-04 Schiller Way completed a needs assessment and in 2021 a building enclosure condition assessment, helping identify the scope of work.

Trutt noted that the details in the resolution memo represent our aspirations, but we will focus on the priorities and areas that will minimize construction for the residents. Commissioner TomiRene Hettman asked what the impact to residents will be during the unit work at Schiller Way. Trutt said measures will be taken similar to other renovation projects.

Commissioner Vivian Satterfield was interested in external communicates for the work updating the HVAC and heating systems such as what is being proposed for Peter Paulson. Trutt said Development and Asset Management are working collaboratively to identify a project manager as current systems are replaced. Commissioner Satterfield asked if we have explored other funding sources such as the City of Portland. Wondering if we should be forward thinking and look at what sources are available to Home Forward and our residents now. Trutt responded that there is a fourth quarter work plan underway looking at availability of clean energy funds and other sources.

There being no further discussion, Chair Damien Hall requested a motion to approve each resolution separately beginning with Resolution 22-08-01. Commissioner Vivian Satterfield moved to adopt Resolution 22-08-01. Treasurer Jenny Kim seconded the motion.

Commissioner Vivian Satterfield moved to adopt Resolution 22-08-02. Commissioner TomiRene Hettman seconded the motion.

Commissioner Vivian Satterfield moved to adopt Resolution 22-08-03. Treasurer Jenny Kim seconded the motion.

Commissioner Vivian Satterfield moved to adopt Resolution 22-08-04. Treasurer Jenny Kim seconded the motion.

The vote was as follows:

Chair Damien Hall—Aye
Vice Chair Matthew Gebhardt—Aye
Treasurer Jenny Kim—Aye
Commissioner TomiRene Hettman—Aye
Commissioner Vivian Satterfield—Aye
Commissioner Rakeem Washington—Aye

RESOLUTION 22-08-05 Authorize Intergovernmental Agreement with Oregon Housing and Community Services

Taylor Smiley Wolfe, Policy Director presented the resolution. This IGA will provide Home Forward with \$5 million to administer a statewide grant program that will alleviate nonpayment of rent debt. This comes after the legislature emergency board approved these funds in June 2022. With approval, we are prepared to launch tomorrow for thirty days.

Commissioner Satterfield was interested in the measures to put everything in place. Smiley Wolfe said we have a well-oiled relationship with OHCS and used the template established for landlord reimbursements. We will be providing OHCS a high-level report on the disbursement of these funds. She gave a shout out to Brian Rutzen, Kandy Sage and teams for making this possible. Commissioner Satterfield was impressed and thanked the team asking one last question about the process with the applications. Smiley Wolfe said this is a non-competitive grant. Based on eligibility and resources they will receive a percentage of their eligible debt.

Chair Damien Hall appreciated the work and bringing the stakeholders together to accomplish the effort.

Vice Chair Matthew Gebhardt was impressed and expressed appreciation for making this possible for us and others.

There being no further discussion, Chair Damien Hall requested a motion to approve Resolution 22-08-05. Commissioner TomiRene Hettman moved to adopt Resolution 22-08-05. Chair Damien Hall seconded the motion.

The vote was as follows:

Chair Damien Hall—Aye
Vice Chair Matthew Gebhardt—Aye
Treasurer Jenny Kim—Aye
Commissioner TomiRene Hettman—Aye
Commissioner Vivian Satterfield—Aye
Commissioner Rakeem Washington—Aye

ADJOURN

There being no further business, Chair Damien Hall adjourned the meeting at 6:38 PM.

Celia M. Strauss
Recorder, on behalf of
Ivory N. Mathews, Secretary

ADOPTED: SEPTEMBER 20, 2022

Attest:

Home Forward:

Ivory N. Mathews, Secretary

Damien R. Hall, Chair



BOARD OF COMMISSIONERS MONTHLY MEETING
HOME FORWARD
HELD VIRTUALLY
135 SW Ash Street Portland, OR 97204
September 20, 2022

COMMISSIONERS PRESENT

Chair Damien Hall, Vice Chair Matthew Gebhardt, Treasurer Jenny Kim, Commissioners Dina DiNucci, TomiRene Hettman, Vivian Satterfield, Rakeem Washington

STAFF PRESENT

April Berg, Jamila Dozier, Dena Ford-Avery, Tonya Evans, Monica Foucher, Yvette Hernandez, Ivory Mathews, Kitty Miller, Kandy Sage, Amanda Saul, Shannon Schmidt, Kellie Shaw, Aimee Smith, Celia Strauss, Jonathan Trutt, Linda Uppinghouse, Taylor Smiley Wolfe

LEGAL COUNSEL

Sarah Stauffer Curtiss

Chair Damien Hall convened the meeting of the Board of Commissioners at 5:33 PM.

Cathy Millis, resident at Dahlke Manor enthusiastically shared details of the construction completion celebration. The residents are happy with the conclusion of touch up and functioning order almost complete. Chair Damien Hall thanked Millis for the good news and happy she and fellow residents are seeing the light at the end of the funnel. Millis responded, “we saw the light.”

CONSENT CALENDAR

Resolution 22-09-01 Authorize the Acquisition of the Limited Partner’s Interest in Jeffrey LP and Transfer the Property to Home Forward

Resolution 22-09-02 Authorize the Acquisition of the Limited Partner’s Interest in the RAC Housing LP and Transfer the Bud Clark Commons Property to Home Forward

Resolution 22-09-03 Authorize the Acquisition of the Limited Partner’s Interest in the Haven LP and Transfer the Property to Home Forward

Resolution 22-09-04 Authorize Intent to Issue Bonds for Grace Peck Terrace Project

There being no further discussion, Chair Damien Hall requested a motion to approve the consent calendar Resolutions 22-09-01, 22-09-02, 22-09-03, 22-09-04. Treasurer Jenny Kim moved to adopt the four consent calendar resolutions. Commissioner Vivian Satterfield seconded the motion.

The vote was as follows:

Chair Damien Hall—Aye
Vice Chair Matthew Gebhardt—Aye
Treasurer Jenny Kim—Aye
Commissioner Dina DiNucci—Aye
Commissioner TomiRene Hettman—Aye
Commissioner Vivian Satterfield—Aye
Commissioner Rakeem Washington—Aye

RESOLUTIONS

RESOLUTION 22-09-05 Authorize Fiscal Year 2023 Draft Moving to Work Plan

Taylor Smiley Wolfe, Director of Policy and Planning presented the resolution. As a point of reference Smiley Wolfe provided a high-level overview of the MTW plan and objectives. Through this process we are trying to align policies in our plan.

This year's highlights include updating our story with racial equity as a central component which we feel is important to share with the public. The plan includes five new activities that highlight our policy work. We are also cleaning up technicalities related to RAD activities in our Attachment R.

As we update our story, Home Forward is committed to anti-racism. Examples are through our equity education, policy work such as our rent assistance termination policy work group and policy changes we have made for example minimum rents which are non-MTW activities.

As previously noted, there are five new activities being proposed. Smiley Wolfe walked through the five activities highlighted in the memo and resolution. Going forward, we are asking for board approval to submit the FY2023 Moving to Work Plan, as well an amendment to our MTW agreement. Upon HUD approval we will be poised to implement the proposed policy changes.

Commissioner Vivian Satterfield asked about the timeline for HUD’s approval. In response, Smiley Wolfe said the deadline to submit our plan is October 14. If HUD has no significant changes or disagreements, we anticipate approval sometime in December or January. We are confident the work we have done should help alleviate a delay in approval from HUD.

All or nothing asked Vice Chair Matthew Gebhardt with any concerns. Smiley Wolfe said the Rent Assistance termination policy has the most substantive changes, plus we are the first housing authority to take this on.

Chair Damien Hall appreciated all the work that goes into the plan and our attention in keeping our resident’s housing stable and the trained eye to translate this effort. In closing, Vice Chair Gebhardt welcomed the alignment of our values, policies and activities.

There being no further discussion, Chair Damien Hall requested a motion to approve the Resolution 22-09-05. Commissioner TomiRene Hettman moved to adopt Resolution 22-09-05. Commissioner Dina DiNucci seconded the motion.

The vote was as follows:

- Chair Damien Hall—Aye
- Vice Chair Matthew Gebhardt—Aye
- Treasurer Jenny Kim—Aye
- Commissioner Dina DiNucci—Aye
- Commissioner TomiRene Hettman—Aye
- Commissioner Vivian Satterfield—Aye
- Commissioner Rakeem Washington—Aye

RESOLUTION 22-09-06 Authorize Approval of Fiscal Year 2021 Audit Financial Statements, Single Audit Reports, Schedule of Closed Grants, and Governance Communication Letter to the Board of Commissioners

Kandy Sage, Chief Financial Officer introduced the CLA consultants, Principal Mandy Merchant and Manager Justin Measley. Sage described the lengthy audit process and highlighted some of the special activities related to the COVID-19 responses, vacancies and department transitions. She complimented Linda Uppinghouse, Controller as she undertook her first audit as controller, her team, and the operational groups.

Controller, Linda Uppinghouse reiterated it was a group effort and thanked Sage for her support. She reported this is our seventh year with no findings and especially proud with a new team.

Mandy Merchant, CLA Principal presented the report noting that this audit cycle also saw their staffing levels down. This is the third audit cycle, adding CLA has an office in Portland, with Merchant and Measley on the east coast. In presenting the statements of net position, Measley presented a high-level overview of the changes seen in this year's audit pertaining to current and noncurrent assets, along with current and noncurrent liabilities. Related to revenue and expenses there was an increase in operating revenues, along with an increase in operating expenses. The increase in nonoperating revenue was due to significant gains on the sale of 3000 Powell and Central group.

CFO Sage noted that the audit was reviewed with the board's Audit and Finance Committee. The committee asked for an explanation of trends, with Sage highlighting the operating revenues on a state and local level, current and pre-pandemic. She spoke to the pandemic programs Home Forward was asked to take on for the state and locally. Sage anticipates we will return to normal within the next one or two cycles.

Measley returned to the single audit report saying there were no exceptions or findings. The MTW program was rotated out this year due to the added pandemic programs. He reviewed the auditor communications. Merchant highlighted upcoming GASB pronouncements and next steps. In closing, she thanked the Home Forward team and the enjoyable working relationship adding that they will be on site in April 2023.

Controller Uppinghouse gave a shout out to Merchant and Measley for the depth of MTW knowledge and for all the hard work. Vice Chair Matthew Gebhardt complimented everyone involved in the audit saying it is amazing work. Especially this year and noting high expectations given the seventh year. Chair Hall seconded everything said and thanked the Audit and Finance and CLP teams and welcomed news the next audit will be in Portland.

There being no further discussion, Chair Damien Hall requested a motion to approve Resolution 22-09-06. Treasurer Jenny Kim moved to adopt Resolution 22-0-06. Vice Chair Matthew Gebhardt seconded the motion.

The vote was as follows:

Chair Damien Hall—Aye
Vice Chair Matthew Gebhardt—Aye
Treasurer Jenny Kim—Aye
Commissioner Dina DiNucci—Absent
Commissioner TomiRene Hettman—Aye
Commissioner Vivian Satterfield—Absent
Commissioner Rakeem Washington—Aye

RESOLUTION 22-09-07 Authorize Contract Amendment for Early Purchase of Materials for Fairfield Apartments Renovation Project

Assistant Development Director Amanda Saul presented the resolution. This resolution requests an amendment to the Walsh Construction contract to secure materials for the Fairfield Apartments renovation. Prior to bidding out the full scope of work, Walsh is addressing the issue of a long lead time for materials along with inflation for items such as windows, roofing, siding and flooring.

Chair Hall appreciated getting out in front of ordering materials. There being no further discussion, Chair Damien Hall requested a motion to approve Resolution 22-09-07. Vice Chair Matthew Gebhardt moved to adopt Resolution 22-0-07. Commissioner TomiRene Hettman seconded the motion.

The vote was as follows:

Chair Damien Hall—Aye
Vice Chair Matthew Gebhardt—Aye
Treasurer Jenny Kim—Aye
Commissioner Dina DiNucci—Absent
Commissioner TomiRene Hettman—Aye
Commissioner Vivian Satterfield—Absent
Commissioner Rakeem Washington—Aye

RESOLUTION 22-09-08 Authorize Contract Amendment for Early Purchase of Materials for Grace Peck Terrace Renovation Project

Assistant Development Director April Berg presented the resolution saying it is like the Fairfield request. This resolution requests a long lead time on construction materials identified by Walsh Construction. In particular, an emergency generator being the most

expensive item along with anticipated inflation for items such as windows, siding, roofing and flooring. Berg noted that this resolution was reviewed with the READ Committee. There being no further discussion, Chair Damien Hall requested a motion to approve Resolution 22-09-08. Commissioner Rakeem Washington moved to adopt Resolution 22-09-08. Treasurer Jenny Kim seconded the motion.

The vote was as follows:

Chair Damien Hall—Aye
Vice Chair Matthew Gebhardt—Aye
Treasurer Jenny Kim—Aye
Commissioner Dina DiNucci—Absent
Commissioner TomiRene Hettman—Aye
Commissioner Vivian Satterfield—Absent
Commissioner Rakeem Washington—Aye

RESOLUTION 22-09-09 Authorize Contract with Epic Land Solutions, Inc. for Professional Relocation Services at Grace Peck Terrance Apartments

Assistant Development Director April Berg presented the resolution saying Epic is a familiar vendor and has been used on many relocations. Epic was selected through a formal procurement process and this contract encompasses the complete relocation services by Epic Land Solutions for Grace Peck Terrace during the planned renovations.

Berg said Grace Peck’s renovation will require temporary relocation of the current residents. The relocation will take place within the building in stacked moves with up to 5-6 rotations equaling 8-12 weeks. She noted that Home Forward’s development line of credit will fund the relocation costs prior to financial closing in the spring. These funds will be reimbursed at the time of closing. Lastly noting that this resolution was reviewed by the READ Committee.

Chair Hall appreciated the thoughtful work of the department to address the impacts for the residents during relocation. There being no further discussion, Chair Damien Hall requested a motion to approve Resolution 22-09-09. Treasurer Jenny Kim moved to adopt Resolution 22-0-09. Commissioner TomiRene Hettman seconded the motion.

The vote was as follows:

Chair Damien Hall—Aye

Vice Chair Matthew Gebhardt—Aye
Treasurer Jenny Kim—Aye
Commissioner Dina DiNucci—Absent
Commissioner TomiRene Hettman—Aye
Commissioner Vivian Satterfield—Absent
Commissioner Rakeem Washington—Aye

RESOLUTION 22-09-10 Authorize Contract Amendment with LMC Construction to Complete the Renovations at Stark Manor, Fir Acres and Eastwood Court Apartments

Assistant Development Director April Berg presented the resolution requesting amendments to the design-build contract with LMC Construction. The resolution addresses several site-specific issues that arose, increasing costs. Berg noted that there were soft cost savings associated with permitting, relocation and consultant fees. She walked through the areas of cost increases. Berg noted that this resolution was reviewed with the READ Committee.

There being no further discussion, Chair Damien Hall requested a motion to approve Resolution 22-09-10. Commissioner TomiRene Hettman moved to adopt Resolution 22-09-10. Vice Chair Matthew Gebhardt seconded the motion.

The vote was as follows:

Chair Damien Hall—Aye
Vice Chair Matthew Gebhardt—Aye
Treasurer Jenny Kim—Aye
Commissioner Dina DiNucci—Absent
Commissioner TomiRene Hettman—Aye
Commissioner Vivian Satterfield—Absent
Commissioner Rakeem Washington—Aye

ADJOURNMENT FOR EXECUTIVE SESSION

At 6:41 PM Board Chair Damien Hall closed the monthly meeting and noticed an Executive Session pursuant to ORS 192.660(2)(e). There being no further discussion, Chair Hall concluded the Executive Session at 7:07 PM.

Chair Damien Hall reconvened the meeting of the Board of Commissioners at 7:08 PM.

RESOLUTION 22-09-11 Authorize Increase in Construction Contingency for the Renovation of Fountain Place Apartments

Development Director Jonathan Trutt presented the resolution requesting approval of additional construction expenditures to complete the renovations of the Fountain Place Apartments of up to \$1,937,390.

There being no further discussion, Chair Damien Hall requested a motion to approve Resolution 22-09-11. Treasurer Jenny Kim moved to adopt Resolution 22-09-11. Commissioner TomiRene Hettman seconded the motion.

The vote was as follows:

- Chair Damien Hall—Aye
- Vice Chair Matthew Gebhardt—Aye
- Treasurer Jenny Kim—Aye
- Commissioner Dina DiNucci—Absent
- Commissioner TomiRene Hettman—Aye
- Commissioner Vivian Satterfield—Absent
- Commissioner Rakeem Washington—Aye

There being no further business, Chair Damien Hall adjourned the meeting at 7:10 PM.

Celia M. Strauss
Recorder, on behalf of
Ivory N. Mathews, Secretary

ADOPTED: OCTOBER 18, 2022

Attest:

Home Forward:

Ivory N. Mathews, Secretary

Damien R. Hall, Chair

CONSENT CALENDAR



MEMORANDUM

To: Board of Commissioners
Date: October 18, 2022

From: Tonya Evans, Director of Asset Management
503.802.8437
Subject: Authorize the Modification of the Portland Housing Bureau Loans on the Helen Swindells Resolution 22-10-01

Donna Kelley, Asset Manager
503.802.8485

Staff requests that the Board of Commissioners authorize Home Forward to agree to modifications on the Portland Housing Bureau loans on the Helen Swindells and execute the relevant modification documents.

This action supports Home Forward's Strategic Plan Goal One Portfolio: Our real estate is stable for generations to come and meets the needs of the people and neighborhoods it serves.

BACKGROUND

In 1993, Home Forward undertook the rehabilitation of the Helen Swindells property in downtown Portland. This property has 105 single-room occupancy units, 81 restricted at 40% of Area Media Income (AMI), 24 at 50% AMI, and three commercial spaces. Home Forward used Low Income Housing Tax Credits, a permanent loan (paid off some time ago), and two loans from the Portland Housing Bureau with a current principal balance of \$2,084,321. These two loans accrued interest but did not require payment; all principal and accrued interest is due as of January 1, 2023.

OVERVIEW

The property when fully occupied barely operates at break-even, so there is no cash flow available for ongoing loan payments. In addition, the existing loans have archaic terms and conditions which need to be normalized. Staff have negotiated with PHB the following terms for a loan modification:

- 60-year term (until 2082) with no interest accruing
- Replacement reserve deposits of \$350 per unit per year with a 3% annual escalation (substantially the same as existing required reserves)
- Maximum operating reserve balance of \$200,000 (reduced from \$350,000)
- Payments to PHB from cash flow after replenishing operating reserves and an asset management fee of \$15,000 per year (escalating at 3% per year). Current allowed asset management fee is \$5,000 per year
- Elimination of the PDC reserve, which was originally intended to provide repayment to PHB at the end of the loan period
- No changes to the existing regulatory agreement, which restricts the occupancy of all units at 50% AMI

To complete this transaction, we must execute routine loan documents and record Deeds of Trust.

CONCLUSION

Staff requests that the Board of Commissioners authorize Home Forward to agree to modifications on the Portland Housing Bureau loans on the Helen Swindells and execute the relevant modification documents.

The Real Estate and Development (READ) Committee reviewed a draft of this resolution at its October 7, 2022 meeting.



RESOLUTION 22-10-01

RESOLUTION 22-10-01 AUTHORIZES THE MODIFICATIONS OF EXISTING LOANS WITH THE PORTLAND HOUSING BUREAU FOR THE HELEN SWINDELLS BUILDING; AUTHORIZES THE EXECUTION OF THE NECESSARY DOCUMENTS TO COMPLETE THIS TRANSACTION; AND PROVIDES FOR RELATED MATTERS

WHEREAS, Home Forward seeks to encourage the provision of long-term housing for persons and families of lower income residing in the City of Portland, Oregon (the “City”); and

WHEREAS, Home Forward owns and operates the Helen Swindells Building in Portland, Oregon (the “Project”), which received low-income housing tax credits (“LIHTCs”) for the operation of the Project as “qualified low-income housing” pursuant to Section 42 of the Internal Revenue Code (the “Code”), and two loans from the Portland Housing Bureau (“PHB”); and

WHEREAS, the terms of the PHB loans are ending and the balance will be due and payable as of January 1, 2023; and

WHEREAS, Home Forward desires to own the Project and to continue its operation as affordable long-term housing for persons and families with lower incomes residing in the City; and

WHEREAS, Home Forward has negotiated a 60-year extension of the terms of these loans and other favorable terms and conditions; and

WHEREAS, to complete this transaction, it will be necessary to execute amendments to the existing documents and various new loan documents.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Home Forward, as follows:

1. **Approval of New Loan Terms.** Home Forward is authorized, empowered and directed to take such steps that are reasonably necessary to effectuate the

amendment and execution of such loan documents as are necessary to extend the loan term 60 years and provide for other agreed-upon changes to the existing loan terms and conditions.

- 2. **Acting Officers Authorized.** Any action required by this resolution to be taken by the Chair of the Board or Executive Director of Home Forward may in the absence of such person be taken by the duly authorized acting Chair of the Board or acting Executive Director of Home Forward, respectively.

- 3. **Ratification and Confirmation.** Any actions of Home Forward or its officers prior to the date hereof and consistent with the terms of this resolution are ratified and confirmed.

- 4. **Expenditures.** Home Forward is authorized, empowered, and directed to make any reasonable expenditures including, but not limited to, title insurance charges, recording fees and attorney’s fees necessary or required in connection with the loan modifications authorized by this resolution.

- 5. **Effective Date.** This resolution shall be in full force and effect from and after its adoption and approval.

ADOPTED: OCTOBER 18, 2022

Attest:

Home Forward:

Ivory N. Mathews, Secretary

Damien R. Hall, Chair



MEMORANDUM

To: Board of Commissioners Date: October 18, 2022

From: Tonya Evans, Director Subject: Authorize the Property Sale of
Asset Management Progress House
503.802.8437 Resolution 22-10-02

The Board of Commissioners is requested to authorize the sale of Progress House, located at 3510 SE 118th Avenue, Portland, OR 97266.

This action supports Strategic Plan Goal, One Portfolio: Our real estate is stable for generations to come and meets the needs of the people and neighborhoods it serves, by allowing Home Forward to reinvest sale proceeds within our existing portfolio to preserve housing.

BACKGROUND

The Progress House is a single story, wood framed group home that was built in 1980. The home comprises five bedrooms and two bathrooms that make up approximately 2,240 square feet of livable space, located on a 9,000 square foot lot. The property was previously leased at a below-market rental rate to Rainbow Adult Living who provided case management for adults with developmental disabilities or mentally health conditions. The property is currently vacant and in need of significant repairs.

OVERVIEW

Small properties such as the Progress House typically have limited rental income and are very difficult to finance and operate over a long-term lifespan. They often require significant capital infusions and are less attractive to commercial banks due to the limited size of the loans. Progress House currently requires at least \$75,000 in repairs including: a new roof, siding repairs and paint, a new fence, a new furnace/AC and HVAC ventilation system, new plumbing, new floors throughout, and upgrades to the kitchen and

bathrooms. The economies of scale are simply not present in a group home like Progress House.

Home Forward historically leased this home at below-market rental rates to a community partner who utilized the property to meet their organizational mission. Market rates have never been established; doing so would have required the oversight of a property management company to handle day-to-day operations, adding additional expense the property could not absorb, as well as increasing the financial burden of the service provider.

Recently, Home Forward staff have been in communication with Insight Alliance, a local nonprofit that seeks to transform the lives of adults and youth impacted by the carceral system by pointing them toward stable housing and wellbeing. After several negotiations, Insight Alliance has tentatively accepted Home Forward's offer to purchase the property at a 10% discount in lieu of Home Forward listing the property on the open market.

In assessing the viability of a sale, Home Forward also reviewed potential redevelopment opportunities. Current zoning (RM2) allows for 3-4 story multi-dwelling structures, including fourplexes and rowhouses. The smaller lot size restricts our ability to cost effectively increase density.

There is no debt on the property and no long-term regulatory restrictions in place. Because Progress House is not a viable redevelopment candidate and has need for extensive and costly restorative work, we recommend that Home Forward be authorized to sell the property to Insight Alliance. Currently the parties have negotiated the following deal terms:

Purchase Price: \$400,000
Escrow: Fidelity National Title
Earnest Money: \$20,000 due by October 20, 2022
Due Diligence: To be completed by November 29, 2022
Tentative Closing: December 28, 2022

CONCLUSION

The Board of Commissioners is requested to authorize the sale of Progress House, located at 3510 SE 118th Avenue, Portland, OR 97266.

The Real Estate and Development (READ) Committee reviewed a draft of this resolution at its October 7, 2022 meeting.



RESOLUTION 22-10-02

RESOLUTION 22-10-02 AUTHORIZES THE EXECUTIVE DIRECTOR OR DESIGNEE TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO SELL PROGRESS HOUSE, LOCATED AT 3510 SE 118TH AVENUE, PORTLAND, OR 97266

WHEREAS, the single-story Progress House group home was built in 1980, is currently owned by Home Forward free of debt, has no long-term regulatory commitments in place, is currently vacant; and

WHEREAS, cash flow and property reserves are insufficient to continue operating the small property, and it was determined a scope of work needed to replace building systems and failing components would cost at least \$75,000; and

WHEREAS, redevelopment opportunities are not a viable option as the small lot size makes redevelopment impractical and cost prohibitive; and

WHEREAS, Home Forward has negotiated a purchase and sale agreement with the current non-profit Insight Alliance; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of Home Forward hereby authorizes the sale of Progress House, located at 3510 SE 118th Avenue, Portland, OR 97266.

ADOPTED: OCTOBER 18, 2022

Attest:

Home Forward:

Ivory N. Mathews, Secretary

Damien R. Hall, Chair

RESOLUTIONS



MEMORANDUM

To: Board of Commissioners
Date: October 18, 2022

From: April Berg, Assistant Director
Development & Community
Revitalization
503.802.8585
Subject: Authorize the Submission of Low-
Income Housing Tax Credits and
Funding Applications for Peaceful
Villa Apartments Redevelopment
Resolution 22-10-03

Jeff Lane, Finance Manager
Development & Community
Revitalization
503.802.8591

The Board of Commissioners is requested to approve Resolution 22-10-03 authorizing the Executive Director, and/or any designee of the Executive Director, to execute and deliver such documents as may be required to enable Home Forward to submit to Oregon Housing and Community Services (“OHCS”) applications for Low Income Housing Tax Credits (“LIHTC”) and all other potential OHCS and non-OHCS funding resources, including but not limited to OHCS Weatherization Grants, OHCS GHAP, Oregon Affordable Housing Tax Credits (OAHTCs), and other gap funding resources, for the redevelopment of the Peaceful Villa Apartments.

This action supports Strategic Plan Goal, One Portfolio: Our real estate is stable for generations to come and meets the needs of the people and neighborhoods it serves.

BACKGROUND

Peaceful Villa is one of the public housing properties included in the 85 Stories Initiative. It will convert from Public Housing to Section 8 rental assistance via the Department of Housing and Urban Development’s Rental Assistance Demonstration (RAD) program.

Built in 1948, Peaceful Villa's 70 homes consist of 8 studios, 54 one-bedroom and 8 two-bedroom units. The property sits on four acres of land at the corner of SE 47th Avenue and SE Clinton Street. Home Forward has maintained the property with several renovations, but the structures have reached the end of their useful life.

As established earlier, Peaceful Villa is a prime opportunity for redevelopment as the current zoning allows Home Forward to develop significantly more affordable housing to serve the community. The redevelopment anticipates 160–180 units composed of studio, 1-bedroom and family-sized units, serving residents at or below 60% of area median income (AMI). At least seventy of the new units will have rental subsidy. The total estimated hard construction cost is approximately \$60,000,000.

OVERVIEW

The Board has previously authorized the use of the CM/GC alternative procurement and contracting method for the Peaceful Villa redevelopment under the class exemption for the 85 Stories properties (Resolution 17-02-03). The Board has recently authorized contracts for architecture and engineering services with Bora Architects (Resolution 22-03-02) and for pre-construction services with LMC, Inc (Resolution 22-03-03)

Home Forward will act as the developer and general partner in a Low-Income Housing Tax Credit (LIHTC) partnership entity that will own the Peaceful Villa Redevelopment. The redevelopment project is anticipated to leverage multiple federal, state and local financing sources in addition to LIHTC—e.g. Oregon Housing and Community Services LIFT and Preservation funds and/or other gap financing. The redevelopment is now able to apply for these funding sources.

CONCLUSION

The resolution following this memo authorizes the submission of these applications to leverage multiple sources for the redevelopment of Peaceful Villa Apartments. The Board of Commissioners is requested to approve Resolution 22-10-03 authorizing the Executive Director, and/or any designee of the Executive Director, to execute and deliver such documents.

Staff presented the content of this resolution to the Real Estate and Development (READ) Committee at the October 7, 2022 meeting.



RESOLUTION 22-10-03

RESOLUTION 22-10-03 AUTHORIZES THE EXECUTIVE DIRECTOR TO EXECUTE AND DELIVER SUCH DOCUMENTS RELATED TO THE SUBMISSION OF APPLICATIONS TO OREGON HOUSING AND COMMUNITY SERVICES DEPARTMENT (“OHCS”) OR OTHER FUNDING SOURCES SEEKING RESOURCES INCLUDING BUT NOT LIMITED TO LOW INCOME HOUSING TAX CREDITS FOR THE REDEVELOPMENT OF THE PEACEFUL VILLA APARTMENTS AND AUTHORIZING HOME FORWARD OFFICIALS TO EXECUTE DOCUMENTS RELATED TO FUNDS AWARDED BY OHCS OR OTHER FUNDING SOURCES FOR PEACEFUL VILLA APARTMENTS LOCATED AT 4626 SE CLINTON, PORTLAND, OREGON 97206

WHEREAS, Home Forward is a public body corporate and politic of the State of Oregon and is empowered by ORS 456.005 to 456.725 (“Housing Authority Laws”) to purchase any real property and to accept grants, loans or any other form of financial assistance from any source public or private for the purpose of developing a housing project; and

WHEREAS, Home Forward seeks to encourage the provision of long term housing for low-income persons residing in the City of Portland (“City”); and

WHEREAS, Home Forward has owned and managed Peaceful Villa Apartments since 1948 and seeks to redevelop this resource for the benefit of the populations it serves and the surrounding community, to improve the quality of this housing stock, and to provide additional housing and opportunities for Peaceful Villa Apartment’s residents; and

WHEREAS, Home Forward has the capacity, experience and ability to complete the successful redevelopment of Peaceful Villa Apartments; and

WHEREAS, Section 456.135 of the Oregon Revised Statutes provides that an authority may delegate to one or more of its agents or employees such powers or duties as it deems proper;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of Home Forward authorizes and directs the Executive Director, or her designee, to execute and deliver such documents related to the submission of all applications to Oregon Housing and Community Services (OHCS), the Portland Clean Energy Fund (PCEF) and other affordable housing funding sources seeking resources including but not limited to OHCS Weatherization Grants, OHCS GHAP, Oregon Affordable Housing Tax Credits (OAHTCs), gap funding resources and/or Low-Income Housing Tax Credits, for the redevelopment of Peaceful Villa Apartments located at 4626 SE Clinton, Portland, Oregon 97206;

BE IT FURTHER RESOLVED, that the Board of Commissioners of Home Forward authorizes the Executive Director, or her designee, to execute any document related to the submission of applications to OHCS, PCEF other affordable housing funding sources for the redevelopment of Peaceful Villa Apartments located at 4626 SE Clinton, Portland, Oregon 97206.

ADOPTED: OCTOBER 18, 2022

Attest:

Home Forward:

Ivory N. Mathews, Secretary

Damien R. Hall, Chair

STAFF REPORTS

Procurement & Contracts Department
MONTHLY CONTRACT REPORT
Contracts Approved 08/01/22 - 09/30/22

PUBLIC IMPROVEMENT
(CONSTRUCTION & MAINTENANCE SERVICES)

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C3017	0	MJ General Contracting	\$ 116,000.00	BCC Flood emergency restoration event 1 (5/20 loss)	Property Management	8/8/2022	11/30/2022
C2988	0	All Aspects Renovations by Valet Living Turns LLC	\$ 7,112.02	Community room kitchen rehab at NW Tower	Property Management	8/16/2022	8/15/2022
Subtotal			\$ 123,112.02				2

GOODS & SERVICES

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C3034	0	ValleyScapes Landscape Solutions	\$ 6,365.40	Landscaping at NW Tower	Property Management	8/11/2022	8/9/2023
C3016	0	HD Supply	\$ 23,947.28	Portable AC units for Tamarack and Hollywood East	DCR	8/16/2022	12/31/2022
C3038	0	Apollo Drain & Rooter	\$ 8,210.00	Repair back flow at Peaceful Villa	Property Management	8/23/2022	9/17/2022
C3044	0	Portland Mechanical Contractors	\$ 4,852.00	HVAC maintenance service at NW tower	Property Management	8/25/2022	8/31/2023
C3045	0	Total Mechanical	\$ 13,889.00	HVAC maintenance service at HWE	Property Management	8/31/2022	12/31/2023
C3046	0	Freedom Security Solutions	\$ 36,000.00	24/7 Security at Project Open Door	Property Management	9/6/2022	9/30/2022
C3050	0	Quadient Leasing USA Inc.	\$ 31,634.40	Postage Meter for Mailroom at NMW	IFS	9/14/2022	9/14/2027
C3055	0	Signal 88 Security	\$ 23,067.72	Security patrols at Sellwood	Property Management	9/26/2022	9/30/2023
Subtotal			\$ 147,965.80				8

PERSONAL SERVICE CONTRACTS

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C3021	0	Trupp HR Inc	\$ 128,000.00	Compensation & classification study per BFF rule 46-0340	Executive	8/11/2022	10/31/2023
C3031	0	Le Chevallier Strategies	\$ 9,000.00	Assisting with communications related to current events and other media and public engagement as needed	Executive	8/11/2022	12/31/2022
C3029	0	EI Porvenir Services LLC	\$ 89,700.00	Data survey, facilitate work sessions, leadership & coaching	Talent & Organizational Development	8/15/2022	5/1/2023
C3036	0	Maureen L. Guthner	\$ 5,750.00	Rent study for Grace Peck Terrace renovation project	DCR	8/19/2022	3/30/2023
C3032	0	Corporation for Supportive Housing (CSH)	\$ 51,500.00	Consulting service to review P&P, staffing models, conduct stakeholder interviews; provide recommendations for service redesign	Community Services	8/22/2022	8/31/2023
C3041	0	Clair Company, Inc	\$ 12,500.00	Special inspections Grace Peck	DCR	8/26/2022	12/31/2024
C3040	0	Clair Company, Inc	\$ 60,600.00	Special inspections Fairfield	DCR	8/29/2022	12/31/2024
C3037	0	Crisis & Trauma Resources Institute	\$ 30,140.00	Provide design and delivery of organizational wide de-escalation training	Talent & Organizational Development	8/29/2022	12/15/2022
C3043	0	Clarity Loan Forgiveness Consulting	\$ 1,000.00	Loan Forgiveness Webinar	Talent & Organizational Development	8/29/2022	10/22/2022
C3039	0	Central City Concern	\$ 377,352.00	Behavioral health case management services at BCC; Rule 46-0340	Community Services	9/1/2022	6/30/2023
C3042	0	Diana R. Patton Consulting	\$ 25,000.00	Keynote Presenter and ongoing learning implementation	Executive	9/6/2022	7/31/2023
C3051	0	Herrera's Photography	\$ 4,148.00	Photography final images at Stark Manor, fir acres, eastwood court	DCR	9/14/2022	12/31/2022
C3054	0	Elevator Consulting Services	\$ 23,000.00	Project management for modernization at Hamilton West	Asset Mgmt	9/26/2022	9/14/2023
Subtotal			\$ 817,690.00				13

PROFESSIONAL SERVICE CONTRACTS (A&E)

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C3052	0	Forensic Building Consultants	\$ 2,000.00	BCC Leak assessment from Resource Center Courtyard into Doreens Place Dorm A	DCR	9/14/2022	12/31/2022
Total			\$ 2,000.00				1

AMENDMENTS TO EXISTING CONTRACTS

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C2462	7	Sera Architects PC	\$ 2,410.00	Baldwin Adding scope of work for canopy redesign and structural engineering services.	DCR	8/3/2022	11/30/2022
C2482	10	Bremik Construction	\$ 79,371.00	Change of scope: add bathroom drains and change stair flooring	DCR	8/3/2022	11/11/2022
C2505	4	Centric Elevator	\$ -	Dahlke elevator modernization - change in schedule	DCR	8/8/2022	12/15/2022
C2960	1	Seyoung Sung	\$ -	Data Analysis Consulting; amended to extend contract	Executive	8/10/2022	10/31/2022
C2825	1	KPFF Consulting Engineers	\$ 20,500.00	Group 7 post-construction ALTA survey for Eastwood Court	Executive	8/13/2022	2/28/2023
C2983	1	Hahn & Associates, Inc.	\$ 19,925.00	Phase II ESA for Peaceful Villa	DCR	8/15/2022	7/1/2023
C2975	1	Environmental Works	\$ -	Radon mitigation at project open door and nathaniel's way; amended to add time	Property Management	8/16/2022	12/31/2022
C2109	9	Holst Architecture	\$ 42,000.00	Powell A&E scope amendment	DCR	8/17/2022	12/31/2023
C2077	4	Waste Management	\$ 429,300.00	Garbage & Recycling Services for Multiple Properties; amended to add time	Prop Mgmt	8/18/2022	12/31/2022
C2999	1	Expressive Connections	\$ -	Mental Health First Aid Training; amended to add time	Talent & Organizational Development	8/22/2022	9/15/2022
C2327	15	LMC, Inc.	\$ 303,064.67	Group 7 CO#11	DCR	8/23/2022	12/31/2022
C2092	22	Lorentz Bruun Construction	\$ 199,840.00	Amending scope to Fountain Place Design build CO #20	DCR	8/23/2022	6/30/2023
C2801	1	Carbonell Cleaning Solutions	\$ 63,780.00	Landscaping at Floresta, Townhouse Terrace, Demar Downs, Hunter's Run, Tillicum North, Tillicum South, Powellhurst Woods, Harold Lee Village; amended to	Property Management	8/24/2022	8/31/2023
C3000	1	Prime Legacy	\$ 8,145.85	Rebuild of 3 units at Schrunk; amended to update scope	Property Management	8/24/2022	9/15/2022
C2539	2	NW Enforcement	\$ 11,790.00	Security at Strong Properties; amended to extend contract and update rates	Asset Management	8/26/2022	6/30/2023
C2763	2	Greenfield Geotechnical	\$ -	Geotechnical Services for investigation and report the Troutdale Project; amended to add time	DCR	8/27/2022	12/1/2025
C3022	1	Treecology Inc.	\$ 630.00	Pruning at Celilo and Carlton Court; amended to add funds	Property Management	8/31/2022	10/15/2022
C2462	8	Sera Architects PC	\$ 18,565.00	Baldwin Design Projects; amended to add scope	DCR	9/2/2022	12/15/2022
C2718	2	Art Larger than Me, LLC	\$ 2,517.83	Art consulting services for Baldwin project; amended to increase scope of work	DCR	9/6/2022	12/31/2022

C2868	4	Walsh Construction Co.	\$ 491,319.22	Dekum CO #2	DCR	9/6/2022	7/31/2023
C2994	1	Allison Mathews	\$ 420.00	Home Forward visual brand and materials update; amended to update scope	Executive	9/12/2022	8/31/2023
C2109	10	Holst Architecture	\$ 8,237.00	Powell A&E scope amendment	DCR	9/14/2022	12/31/2023
C2973	1	Carlson Testing, Inc.	\$ 9,945.00	Fire Stopping Inspections for Dekum Redevelopment Phase 1 & 2.	DCR	9/14/2022	8/19/2025
C2136	4	ValleyScapes Landscape Solutions	\$ 7,563.00	Landscaping at Sellwood Center; amended to extend contract	Property Management	9/15/2022	12/31/2023
C2216	3	Cascadia Behavioral Healthcare	\$ 85,201.00	Case management and mental health services for participants in the Shelter Plus Care (SPC) Program; amended to extend contract	Homeless Initiatives	9/16/2022	3/31/2023
C2960	2	Seyoung Sung	\$ 10,000.00	Data Analysis Consulting; amended to add scope	Executive	9/18/2022	6/1/2023
C1977	1	The Iris Group/Susan Lucke	\$ -	On-call writing services; amended to add time	Executive	9/20/2022	3/14/2023
C2531	4	Greenfield Geotechnical	\$ -	Geotechnical investigation for Baldwin site; amended to add time	DCR	9/20/2022	12/31/2022
C2327	14	LMC, Inc.	\$ 143,968.99	Group 7 CO#10	DCR	9/21/2022	12/31/2022
C2783	1	Elevator Consulting Services	\$ -	Review elevator maintenance contract and other new elevator items for the Baldwin Project; amended to add time	DCR	9/21/2022	3/1/2023
C3043	1	Clarity Loan Forgiveness Consulting	\$ 300.00	Loan Forgiveness Webinar; adding funds	Talent & Organizational Development	9/21/2022	10/22/2022
C2917	1	Jean Ramirez	\$ 1,140.48	Artwork for the Hattie Redmond Building; amended to add scope	DCR	9/22/2022	11/30/2022
C3046	1	Freedom Security Solutions	\$ 23,400.00	24/7 Security at Project Open Door; amended to update scope	Property Management	9/23/2022	10/26/2022
Subtotal			\$ 1,983,334.04				33

OTHER AGREEMENTS (Revenue contracts, 3rd Party contracts, MOU's, IGA's)

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
Subtotal			\$ -				0
Total			\$ 3,074,101.86				57

**Procurement & Contracts Department
 FUTURE FORMAL PROCUREMENTS
 6-Month Look Ahead - October 2022**

Estimated Contract Amount	Description	Dept.	Solicitation Period
\$350k	Deck Replacement at Madrona	DCR	Nov/Dec 2022
\$400k	Elevator Modernization at Hamilton West	DCR	January 2023
\$1.5 million	CHSP Housekeeping & Personal Care	Community Services	TBD
TBD	A&E for N. Maryland	DCR	TBD
TBD	CM/GC for N. Maryland	DCR	TBD