

## **PUBLIC NOTICE:**



Home Forward  
BOARD OF COMMISSIONERS  
will meet on  
Tuesday, August 18, 2020  
At 5:15 pm  
Via a Conference Call  
Call in: 1.253.215.8782  
Meeting ID: 936 1491 9744  
Passcode: 109062



MEMORANDUM

To:	Community Partners	Date:	August 12, 2020
From:	Michael Buonocore, Executive Director	Subject:	Home Forward Board of Commissioners August Meeting

The Board of Commissioners of Home Forward will meet on Tuesday, August 18, 2020 at 5:15 PM via a conference call. The call-in information is as follows:

Dial-In Number: 1.253.215.8782  
Meeting ID: 936 1491 9744  
Passcode: 109062

The commission meeting is open to the public.

# AGENDA



## BOARD OF COMMISSIONERS MEETING

HOME FORWARD  
135 SW ASH STREET  
PORTLAND, OREGON

VIA CONFERENCE CALL  
DIAL-IN NUMBER: 1.253.215.8782  
MEETING ID: 936 1491 9744  
PASSCODE: 109062

AUGUST 18, 2020 5:15 PM\*

\*Please note this is one hour earlier

## 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 June 16, 2020 Board of Commissioners Conference Call Meeting Minutes of August 5, 2020 Board of Commissioners Conference Call Meeting

### MISSION MOMENT

Topic	Presenter
K'Ching	Alescia Blakely, Shalonna Jackson

### CONSENT CALENDAR

Following Reports and Resolutions:			
20-08	Topic	Presenter/POC	Phone #
02	Authorize Home Forward to Create a Captive Insurance Entity	Peter Beyer	503.802.8538



## **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 following are the dates and times for the upcoming board meetings:

The next Board Work Session will be on Wednesday, September 2 at 5:30 PM. The next Board of Commissioners meeting will be Tuesday, September 15, 2020 at 5:15 PM.

## **EXECUTIVE SESSION**

The Board of Commissioners of Home Forward may meet in Executive Session pursuant to ORS 192.660(2). 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 MEETING  
HOME FORWARD  
CONFERENCE CALL  
135 SW Ash Street Portland, OR 97204  
June 16, 2020**

**COMMISSIONERS PRESENT**

Chair Damien Hall, Vice Chair Matthew Gebhardt, Treasurer Jenny Kim, Chair Emeritus Miki Herman, Commissioners Richard Anderson, TomiRene Hettman, Vivian Satterfield and David Widmark

**STAFF PRESENT**

Elise Anderson, Peter Beyer, Michael Buonocore, Shawn Cox, Ian Davie, Tonya Evans, Dena Ford-Avery, Carolina Gomez, Biljana Jesic, Branka Kravljaca, Rachel Langford, Kitty Miller, Odalis Perez-Crouse, Jacque Richards, Amanda Saul, Shannon Schmidt, Jonathan Trutt, Ian Slingerland, Taylor Smiley Wolfe, Celia Strauss

**COUNSEL PRESENT**

Sarah Stauffer Curtiss

Chair Damien Hall convened the meeting at 5:15 PM.

**PUBLIC COMMENT**

None

**MEETING MINUTES**

Minutes of the May 19, 2020 Board of Commissioners Conference Call Meeting

Chair Damien Hall requested a motion authorizing approval of the minutes to the May 19, 2020 Board of Commissioners meeting.

There being no discussion, Commissioner Richard Anderson 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—Absent for the vote

Treasurer Jenny Kim—Aye

Chair Emeritus Miki Herman—Aye

Commissioner Richard Anderson —Aye

Commissioner TomiRene Hettman—Aye

Commissioner Vivian Satterfield—Aye

Commissioner David Widmark—Aye

## MISSION MOMENT

### Steve Rudman Scholarship Fund Recipients

Chair Hall said he looks forward to this portion of the meeting. In reviewing the committee's selection, it is evident this is a very capable group. Hall welcomes being able to put a face to the name and it is apparent you all have a credible background. He turned it over to Odalis Perez-Crouse, Community Services Program Manager. Perez-Crouse introduced the recipients and recapped the premise of the Steve Rudman Scholarship Fund. As Commissioners will remember Rachel Langford has been leading this effort in previous years and in March, we transitioned it to the GOALS team. With assistance from our IT department, the GOALS coordinators found creative ways to work remotely with the students culminating with eleven applications. From those applications we awarded four awards.

Isaac Brunner thanked the board for the scholarship that will give him the opportunity to go to school and focus on an automotive career. This is a huge opportunity to dedicate time solely to school without undertaking a full time job. He thanked the board from the bottom of his heart.

Perez-Crouse read a statement from Maaliyah Hepburn. Thank you for helping me to continue my education and live out my dreams. This took a weight off my shoulders and made me more confident in my decision to attend school out of state. Once again, I really appreciate this opportunity and will continue to be a scholar and put my 110% effort into pursuing my career. Thank you.

Divine Muange will be attending Portland State University in the fall, pursuing a degree in healthcare to become a nurse. She thanked the board for opening a financial door that helped diminish the financial strains as she pursues her goals. She too expressed her deep appreciation for the scholarship.

Quandre Rhodes thanked the board for considering his application and the opportunity to take his career further. Being a winner is serious affirmation and gives him the extra push to keep going. He looks forward to sharing his comfort food with others.

Steve Rudman said it is always a pleasure to do this. Especially this year, when we needed some good news. These inspiring stories overcoming obstacles are impressive accomplishments and these awards are well deserved.

Chair Emeritus Miki Herman said she appreciates the stories of perseverance. The bios were great along with the photos and the stories of pursuing their desired goals. Because of a puzzle Isaac's pursuit of automotive; Quandre's love of comfort food and sharing it through a cart; respect for Divine going into a career on the front lines more than we've ever seen.

Commissioner Vivian Satterfield thanked all the applicants. She participated in the selection committee last year and is excited to see the cool stuff that is being done. Satterfield was impressed the students were able to get their applications in during a pandemic. She asked that they please return and share their future stories.

Vice Chair Matthew Gebhardt found the bios inspiring and appreciated the positive aspiration each student exhibited. He too would welcome hearing how their futures progress.

Chair Hall thanked staff for the efforts involved in shepherding the students through the process and giving the space to have a discussion around the applications. He thanked Steve Rudman and said he is happy to see this keep going. Lastly, he thanked the four award winners and appreciated their hard work. It's a good group, good diversity age wise, the pursuit of different schools and reiterated the opportunity to keep in touch. In closing, he said they are all deserving recipients.

## RESOLUTIONS

### RESOLUTION 20-06-01 Authorize Execution of Contract for Professional Architecture and Engineering Services for Dekum Court

Development Director Jonathan Trutt presented the resolution and noted that all three resolutions were before the READ Committee this month. Resolution 20-06-01 amends the architectural agreement with Lever Architecture to expand their scope of work to include full design services for the redevelopment of Dekum Court. Trutt went onto

describe where we were in the past two months of the CAC process. The CAC is comprised of stakeholders, eight households, Commissioner Vivian Satterfield and they have been talking through the early decisions. We are heading towards a resident only work session. The resolution represents a standard step in the process and will move forward with activities such as subcontractors and permitting.

Commissioner Satterfield said she has learned a lot as the co-chair on the CAC. It is a complicated site with a lot of work to be done, but all exciting. Commissioner TomiRene Hettman said she was happy to hear about a resident only meeting and feels the resident's involvement will be valuable and appreciates they will have the opportunity.

There being no questions, Chair Damien Hall requested a motion to approve. Vice Chair Matthew Gebhardt moved to adopt Resolution 20-06-01, Commissioner Richard Anderson seconded the motion.

The vote was as follows:

Chair Damien Hall—Aye  
Vice Chair Matthew Gebhardt—Aye  
Treasurer Jenny Kim—Aye  
Chair Emeritus Miki Herman—Aye  
Commissioner Richard Anderson —Aye  
Commissioner TomiRene Hettman—Aye  
Commissioner Vivian Satterfield—Aye  
Commissioner David Widmark—Aye

#### RESOLUTION 20-06-02 Authorize Execution of Contract for Professional Design Services for Killingsworth Housing

Jonathan Trutt explained that the next two resolutions pertained to Killingsworth Housing. Resolution 20-06-02 expands Hacker Architect's scope of work to include full design services. Resolution 20-06-03 authorizes the execution of a pre-construction Construction Manager/General Contractor (CM/GC) services contract with O'Neill Walsh Community Builders. Trutt presented the background of our partnership with Portland Community College.

Now that Hacker Architects has completed the masterplan phase, this resolution requests a contract for full design services.

There being no questions, Chair Damien Hall requested a motion to approve. Chair Emeritus Miki Herman moved to adopt Resolution 20-06-02, Commissioner David Widmark seconded the motion.

The vote was as follows:

- Chair Damien Hall—Aye
- Vice Chair Matthew Gebhardt—Aye
- Treasurer Jenny Kim—Aye
- Chair Emeritus Miki Herman—Aye
- Commissioner Richard Anderson —Aye
- Commissioner TomiRene Hettman—Aye
- Commissioner Vivian Satterfield—Aye
- Commissioner David Widmark—Aye

#### RESOLUTION 20-06-03 Authorizes Execution of Contract for Construction Management/General Contractor Services for Killingsworth Housing

Trutt presented the final resolution and outlined the request for proposals process. Five proposals were received in April and following the selection committee review, three proposers were short listed and interviewed. The selection committee identified O'Neill Walsh Community Builders team as the most qualified for the project. Trutt said that this process was fully compliant with the project goals and criteria.

There being no questions, Chair Damien Hall requested a motion to approve. Vice Chair Matthew Gebhardt moved to adopt Resolution 20-06-03, Commissioner Richard Anderson seconded the motion.

The vote was as follows:

- Chair Damien Hall—Aye
- Vice Chair Matthew Gebhardt—Aye
- Treasurer Jenny Kim—Aye
- Chair Emeritus Miki Herman—Aye
- Commissioner Richard Anderson —Aye
- Commissioner TomiRene Hettman—Aye
- Commissioner Vivian Satterfield—Aye
- Commissioner David Widmark—Aye

ADJOURN

There being no further business, Chair Damien Hall adjourned the meeting at 5:47 PM.

Celia M. Strauss  
Recorder, on behalf of  
Michael Buonocore, Secretary

ADOPTED: AUGUST 18, 2020

Attest:

Home Forward:

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Michael Buonocore, Secretary

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Damien R. Hall, Chair





**BOARD OF COMMISSIONERS WORK SESSION  
HOME FORWARD  
CONFERENCE CALL  
135 SW Ash Street Portland, OR 97204  
August 5, 2020**

**COMMISSIONERS PRESENT**

Chair Damien Hall, Vice Chair Matthew Gebhardt, Treasurer Jenny Kim, Chair Emeritus Miki Herman, Commissioners Richard Anderson, TomiRene Hettman, Vivian Satterfield and David Widmark

**STAFF PRESENT**

April Berg, Peter Beyer, Michael Buonocore, Ian Davie, Tonya Evans, Dena Ford-Avery, Monica Foucher, Carolina Gomez, Kitty Miller, Kandy Sage, Amanda Saul, Shannon Schmidt, Taylor Smiley Wolfe, Aimee Smith, Celia Strauss

Chair Damien Hall convened the meeting at 5:35 PM.

**PUBLIC COMMENT**

Mr. Robert Seals, a resident at Dahlke Manor shared his concerns with Allied Security, the onsite security company. He said there are issues with their dependability and responsiveness to residents. When security is not on site, they have experienced no phone access to Allied and are left to call 911, when it may not warrant that level response.

He also took issue to the level of COVID cleaning, which is virtually nonexistent as far as the residents can tell. They understood that the common areas including the elevators would be regularly cleaned and this is not happening. Instead, there is a resident who has taken it upon herself to do this two times a day on Saturday and Sunday. As the pandemic has isolated residents, he shared concerns that Home Forward is not looking in on at risk residents that may need more attention.

In closing, he thanked Home Forward for the onsite security although felt the previous company did a better job.

Ms. Cathy Millis, also a Dahlke resident presented her concerns. As Chair of the tenant association at Dahlke Manor, she feels that Home Forward is lax in complying with the COVID guidelines. There is no evidence that someone is cleaning the common areas. The resident association would like to propose a COVID table with supplies such as masks, gloves, sanitizers available to the residents. They don't want to police residents but would like to have a clear understanding of the guidelines that should be adhered to. She has contacted the County health department for guidance in how best to share this information with fellow residents. In March, residents were told that Allied Security would have a person on site to help with these health compliances although it has not materialized.

In closing, Millis said that she is the resident that cleans the common areas on the weekends. She also asked that someone please connect with her regarding establishing a COVID table in the lobby.

Diane Drum is a neighbor and involved friend to residents at Dahlke Manor. She wants to be sure the residents are heard and shared excerpts from a letter by Cathy Millis regarding lease violations, incidents with large dogs in the building, too many people in a unit at one time, people coming in off the street, all with the sense this seems to be acceptable to Home Forward. Drum said she appreciated being heard and that the first security company was very good. As the year has progressed, unmonitored drug dealing and residents being intimidated continues, as well as the return of someone recently released from jail back in the building. There is concern that Home Forward feels the current level of security is adequate. In her line of work, she visits other affordable properties and the feeling is completely different. She is heartbroken when she hears from sobbing residents at Dahlke about their safety and conditions they are faced with. She appreciates the opportunity to speak and knows Home Forward has responded positively in the past and hopes Home Forward is listening today.

#### **RESOLUTION 20-08-01 Authorize Moving to Work Plan Amendment I**

Taylor Smiley Wolfe presented Resolution 20-08-01 noting that the resolution was reviewed with the board at the July work session. As required, the proposed changes were noticed, and no public comment was received. There being no questions, Chair Damien Hall requested a motion to approve. Commissioner Richard Anderson moved to adopt Resolution 20-08-01, Commissioner TomiRene Hettman seconded the motion.

The vote was as follows:

Chair Damien Hall—Aye  
Vice Chair Matthew Gebhardt—Aye  
Treasurer Jenny Kim—Aye  
Chair Emeritus Miki Herman—Aye  
Commissioner Richard Anderson —Aye  
Commissioner TomiRene Hettman—Aye  
Commissioner Vivian Satterfield—Aye  
Commissioner David Widmark—Aye

#### ADJOURN

There being no further action required by the Board, Chair Damien Hall adjourned this portion of the meeting at 6:00 PM.

Celia M. Strauss  
Recorder, on behalf of  
Michael Buonocore, Secretary

ADOPTED: AUGUST 18, 2020

Attest:

Home Forward:

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Michael Buonocore, Secretary

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Damien R. Hall, Chair

# CONSENT CALENDAR



## MEMORANDUM

To:	Board of Commissioners	Date:	August 18, 2020
From:	Peter Beyer, Chief Financial Officer 503.802.8538	Subject:	Authorizes Home Forward to create a captive insurance entity, to execute the corporate documents to create the captive insurance entity, and to provide a capital investment into the captive insurance entity Resolution 20-08-02

The Board of Commissioners is requested to approve resolution 20-08-02 authorizing Home Forward to create a captive insurance entity, to execute the corporate documents to create the captive insurance entity, and to provide a capital investment into the captive insurance entity.

This resolution supports ongoing operations and aligns with a key organizational value - to be stewards of public resources and champions for those who need them.

### BACKGROUND INFORMATION

For the last several years, Home Forward has experienced significant increases in its insurance costs. This includes increases in annual premiums and in deductibles. Where this is most pronounced is with the property insurance lines of coverage (Property All Risk – All Other Perils, Difference in Conditions (DIC), Equipment Breakdown, and Earth Movement & High Risk Flood). For example, in 2017, Home Forward's deductible for property losses was \$5,000 per incident. In 2020, the deductible is set at \$250,000 per incident. Currently, Home Forward incurs more than \$2,000,000 in premiums for property coverage and it is estimated that those costs may increase by an additional 25% to 30% in 2021.

In order to address these increases, Home Forward intends to create a Home Forward controlled captive insurance entity domiciled in the State of Oregon. A captive insurance entity is used to enable an owner to provide insurance coverage to itself. This entity will allow Home Forward to reduce its dependency on the retail insurance market and gain access to reinsurance markets. It will also allow Home Forward to build insurance funds to support the organization's ability to retain more risk. In Oregon, captive insurers can provide any line of insurance, except workers' compensation, life, health, or any personal property or personal line of insurance, including personal motor vehicles and homeowner insurance. The captive will, initially, be structured to provide property related coverage but may be able to provide additional insurance coverage types in the future.

It will cost approximately \$40,000 to establish the captive insurance entity in Oregon. Additionally, there will be a required capital investment needed to fund the captive insurance entity. The initial amount invested is typically 25% of the captive premium amount and will be determined upon consultation from the State of Oregon's Division of Financial Regulation.

Home Forward has an established insurance reserve that is estimated to be approximately \$1,800,000 by the end of 2020 and it is expected that an amount less than this will be required for the initial capital investment into the captive insurance entity. Any remaining reserve amount will continue to be designated for additional insurance purposes.

The savings from establishing a captive insurance entity is estimated between \$600,000 and \$2,800,000 over the next five years compared to the current property insurance program (with the savings range based on the level of risk retention by the captive insurance entity). This is net of the annual costs to operate the captive insurance entity of \$275 thousand.

It will take approximately 75 to 90 days to establish the captive insurance entity with a goal that it is in place in time for the 2021 insurance renewal process. Final initial year premium and capital requirements will be based on reinsurance offerings obtained during the renewal process.

## CONCLUSION

To provide Home Forward with improved short and long term risk management options, management recommends approval of this resolution.

## Attachment A – Captive Program Structure



## RESOLUTION 20-08-02

RESOLUTION 20-08-02 AUTHORIZES HOME FORWARD TO CREATE A CAPTIVE INSURANCE ENTITY, TO EXECUTE THE CORPORATE DOCUMENTS TO CREATE THE CAPTIVE INSURANCE ENTITY, AND TO PROVIDE A CAPITAL INVESTMENT INTO THE CAPTIVE INSURANCE ENTITY

WHEREAS, ORS 456.120(12) authorizes Home Forward to insure or provide for the insurance of any real or personal property or operations of the authority against any risks or hazards; and

WHEREAS, Home Forward has experienced material increases in insurance costs and insurance deductibles over the last four year and Home Forward seeks to minimize the ongoing financial impact of providing appropriate insurance coverage and the use of a captive insurance entity may achieve this goal; and

WHEREAS, ORS 456.120(20) authorizes Home Forward to form, finance and have a nonstock interest in, and to manager or operate, partnerships, nonprofit corporations and limited liability companies in order to further the purpose of the housing authority;

NOW, THEREFORE, BE IT RESOLVED, by the Board as follows:

1. Approves the creation of a Home Forward controlled captive insurance entity domiciled in the state of Oregon.
2. Authorizes the Chair of the Board, Home Forward's Executive Director, Home Forward's Chief Administrative Officer, Home Forward's Chief Financial Officer, or Home Forward's Chief Operating Officer to cause Home Forward (whether acting on its own behalf or in its capacity as related to the captive insurance entity) to execute and fulfill Home Forward's duties and obligations, and cause the captive insurance entity to execute and fulfill the duties and obligations as required by regulation. This includes but is not limited to establishing the bylaws, articles of incorporation, and initial board members, and selecting professional service representatives on behalf of the captive insurance entity.

3. Approves providing a capital investment from Home Forward to the newly created captive insurance entity of up to \$1,800,000.
4. Any action required by this resolution to be taken by the Chair of the Board, Home Forward's Executive Director, Home Forward's Chief Administrative Officer, Home Forward's Chief Financial Officer, or Home Forward's Chief Operating Officer may, in the absence of such person, be taken Home Forward Board of Commissioners by the duly authorized acting Chair of the Board, acting Executive Director of Home Forward, acting Chief Administrative Officer, acting Chief Financial Officer, or acting Chief Operating Officer, respectively.

ADOPTED: AUGUST 18, 2020

Attest:

Home Forward:

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Michael Buonocore, Secretary

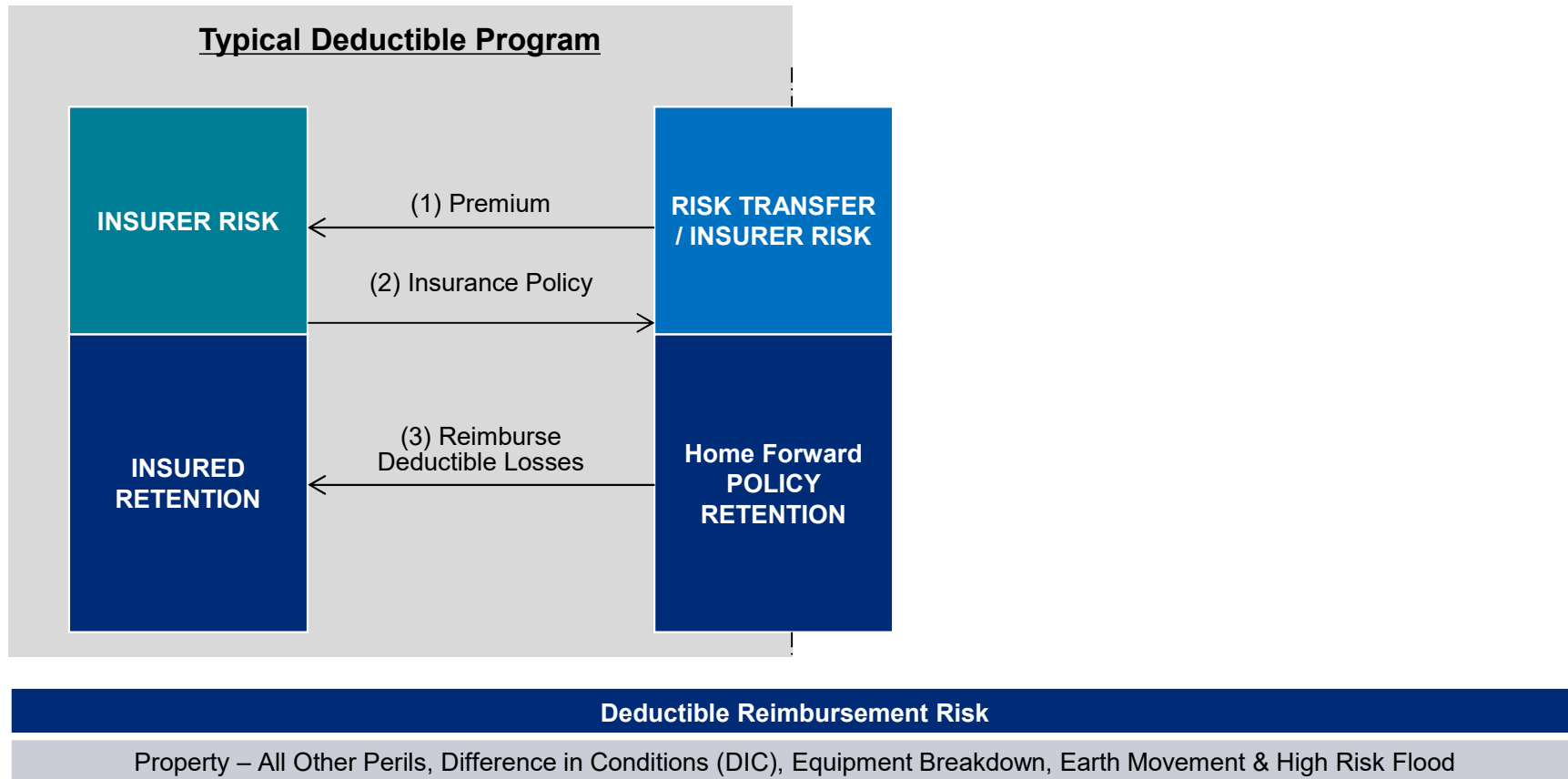
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Damien R. Hall, Chair



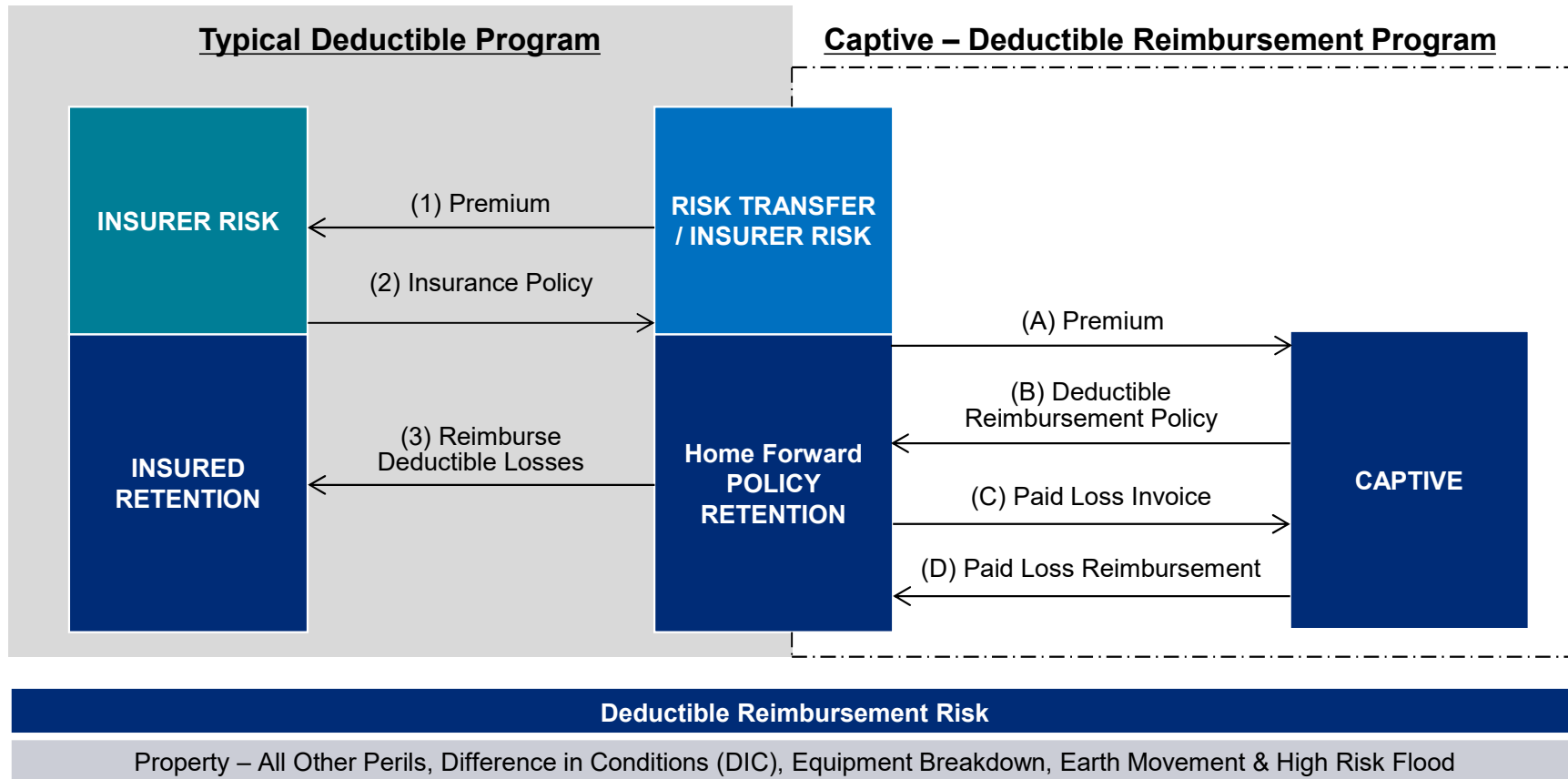
# What is a Captive?

## Typical Insurance Program Structure – Deductible Reimbursement Program

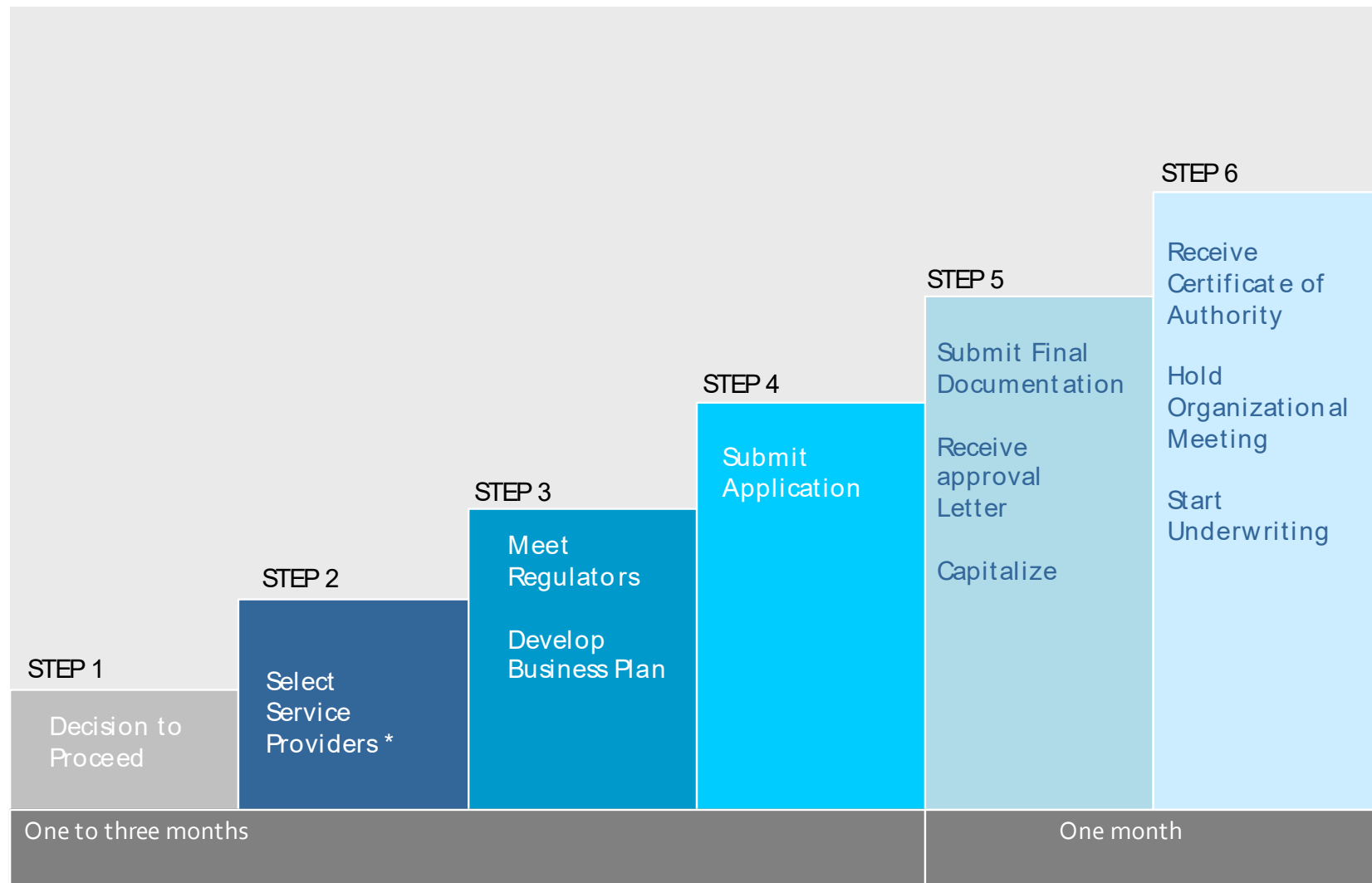


# What is a Captive?

## Captive Program Structure – Deductible Reimbursement Program

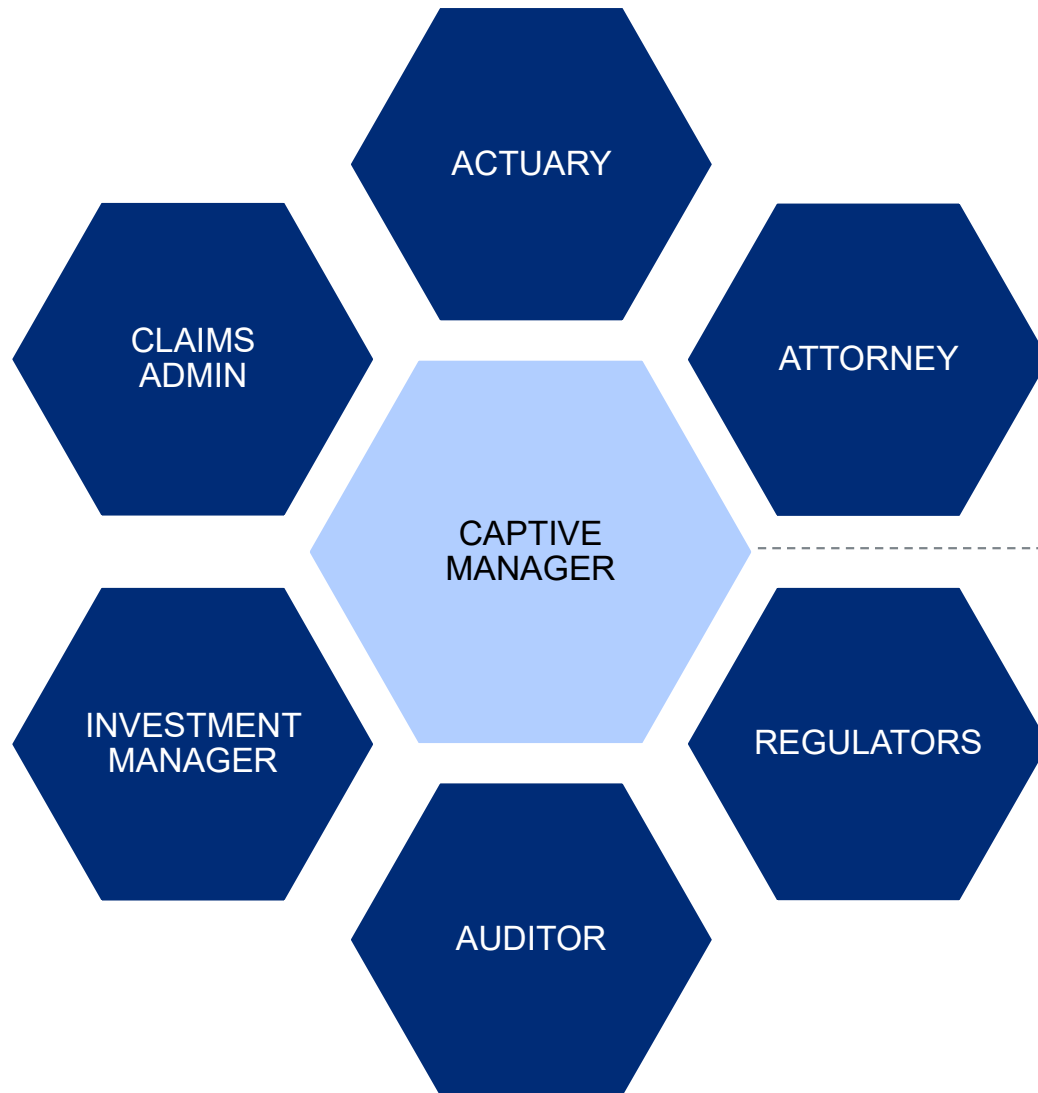


# Building the Captive Program



*\* Including selection of captive manager, auditor, attorney, bank, actuary, and asset manager (optional)*

# Parties Involved in Operating a Captive Program



- Financial Reporting.
- Regulatory Compliance.
- Coordination of annual audit.
- Annual Board Meeting.
- Insurance Policy Administration.
- Solvency Review.
- Consulting, Benchmarking, and Strategic Advice.

# Disclaimer

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# STAFF REPORTS

**Procurement & Contracts Department**  
**MONTHLY CONTRACT REPORT**  
**Contracts Approved 06/01/20 - 07/31/20**

PUBLIC IMPROVEMENT  
(CONSTRUCTION & MAINTENANCE SERVICES)

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C2536	0	KO Construction	\$ 3,500.00	Install mounting blocks at siding at humboldt gardens	DCR	6/5/2020	12/31/2020
C2271	0	Colas Construction	\$ 152,187.00	CM/GC services for 3000 SE Powell - initial GMP	DCR	7/15/2020	12/31/2022
C2561	0	Tuff Shed	\$ 4,500.00	purchase and install of a tuff shed at Schrunck Tower	DCR	7/16/2020	9/30/2020
<b>Subtotal</b>			<b>\$ 160,187.00</b>				<b>3</b>

GOODS & SERVICES

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C2537	0	Robert Lloyd Sheet Metal Inc	\$ 3,950.00	Replace 3 exhaust fans and controllers at Holgate House	Prop Mgmt	6/8/2020	6/30/2020
C2538	0	Cascade Radon Inc.	\$ 11,325.00	Install radon mitigation systems at Humboldt Gardens	DCR	6/10/2020	12/31/2020
C2539	0	NW Enforcement	\$ 10,200.00	Security at Strong Properties	Asset Management	6/12/2020	6/30/2021
C2541	0	Metro Overhead Door Inc	\$ 9,782.00	Install fob reader at elevator and stairwell, basement, and floor 1 at Schrunck	DCR	6/22/2020	12/31/2020
C2555	0	Harrity Tree Specialists Inc	\$ 6,125.00	Tree services at Slavin Court	Prop Mgmt	7/9/2020	9/30/2020
C2563	0	Mayans Construction	\$ 6,720.00	Primer and paint to cover graffiti at HWE	Property Management	7/17/2020	10/15/2020
C2562	0	Anderson Heating & Cooling	\$ 9,000.00	Replacement of HVAC system (Furnace & AC compressor) at Jeans Place	Asset Management	7/29/2020	8/30/2020
C2566	0	Office Depot	\$ 5,000.00	Office Depot cooperative agreement for p-card use	Procurement	7/29/2020	12/19/2022

C2516	0	Centric Elevator	\$ -	Amended to add COVID-19 Policy	DCR	7/31/2020	4/30/2023
<b>Subtotal</b>			<b>\$ 62,102.00</b>				<b>9</b>

PERSONAL SERVICE CONTRACTS

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C2534	0	Columbia West Engineering	\$ 7,000.00	Tamarack carport engineering work	DCR	6/8/2020	7/30/2021
C2535	0	Carlson Testing, Inc.	\$ 3,200.00	Special inspection Floresta	DCR	6/15/2020	1/31/2021
C2542	0	Nancy Davis Consulting	\$ 31,000.00	Policy work group formation	Executive	6/18/2020	7/1/2021
C2544	0	ACC Cost Consulting	\$ 49,000.00	Cost Consulting Dekum	DCR	6/23/2020	12/31/2021
C2545	0	ACC Cost Consulting	\$ 39,000.00	Cost Consulting Killingsworth Housing	DCR	6/23/2020	12/31/2021
C2546	0	Hahn and Associates Inc	\$ 5,000.00	Phase 1 ESA at Dekum Court	DCR	6/26/2020	12/31/2021
C2552	0	Immigrant Refugee Community Organization (IRCO)	\$ 50,000.00	On-Call Interpreter and Translation Services for the Agency	Rent Assistance	7/5/2020	6/24/2023
C2551	0	Lightbulb Learning	\$ 20,000.00	Instructional design topics such as eLearnings, content creation, facilitating training sessions, and curriculum design	Executive	7/6/2020	6/30/2021
C2548	0	Portland Tree Consulting	\$ 5,000.00	Arborist consulting at Dekum	DCR	7/7/2020	12/31/2021
C2549	0	Portland Tree Consulting	\$ 5,000.00	Arborist consulting at Powell	DCR	7/7/2020	12/31/2021
C2560	0	Motus Recruiting & Staffing Inc.	\$ 50,000.00	Temporary staffing for HR Recruiter	HR	7/13/2020	2/1/2021
C2564	0	Equity in Action LLC	\$ 10,000.00	Facilitation of a 6 week course to help individuals identity and unlearn everyday racism	Executive	7/17/2020	6/30/2021
C2567	0	Sharde Nabors Facilitation and Consulting	\$ 10,000.00	Facilitation of a 5 session course for Black staff to gain tools and skills for addressing racism	Executive	7/24/2020	7/31/2021
C2569	0	Mieya Romine	\$ 10,000.00	Youth services contractor for the NextGen program	Community Services	7/24/2020	6/30/2021



C2557	0	Red Sea Road Consulting	\$ 15,000.00	Retreat for Operations Department	Executive	7/28/2020	6/30/2021
<b>Subtotal</b>			<b>\$ 309,200.00</b>	<b>15</b>			

PROFESSIONAL SERVICE CONTRACTS (A&E)

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C2531	0	Greenfield Geotechnical	\$ 16,946.00	Geotechnical investigation for Baldwin site	DCR	6/3/2020	7/31/2020
C2533	0	KASA Architects	\$ 12,455.00	Feasibility study dehum head start building	DCR	6/10/2020	6/29/2021
C2540	0	Merryman Barnes Architects	\$ 40,570.00	NMW security improvements design and CA	DCR	6/10/2020	12/31/2021
C2543	0	Apex Companies LLC	\$ 50,410.00	Geotechnical consulting at Fountain Place	DCR	6/16/2020	12/31/2020
C2550	0	Northwest Surveying	\$ 47,000.00	Boundary & Topo survey at Dekum Court	DCR	6/25/2020	12/31/2024
C2558	0	GEO Consultants Northwest	\$ 2,000.00	Geotechnical site evaluation recommendations for infiltration of storm water at Eastwood Court	DCR	7/15/2020	12/31/2020
<b>Total</b>			<b>\$ 169,381.00</b>	<b>6</b>			

AMENDMENTS TO EXISTING CONTRACTS

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C1960	13	LMC, Inc.	\$ 699,835.17	change order 11 for teal 2	DCR	6/1/2020	12/31/2020
C2251	2	Brad Taylor Group	\$ -	Development and presentation of agency training; amended to add time	Talent & Organizational Development	6/1/2020	12/31/2020
C2457	2	Forensic Building Consultants	\$ 30,540.00	Additional design services for Group 6-2 (hunters run, tillicum north, tillicum south)	DCR	6/3/2020	12/31/2020
C2478	1	Diana's Cleaning Professional Services	\$ 7,800.00	Sanitizing surfaces twice daily at NMW; amended to extend contract	IFSS	6/3/2020	9/4/2020

C2304	2	Regional Arts & Culture Council (RACC)	\$ 83,700.00	1600SF hand-painted mural at Schunk; amended scope	DCR	6/8/2020	12/31/2021
C2529	1	Geotechnical Resources, Inc	\$ 20,000.00	Additional infiltration testing at Powell	DCR	6/9/2020	12/31/2021
C1954	3	All Aspects Renovations	\$ -	On-call flooring services; amended to add COVID-19 Policy	Property Management	6/12/2020	2/3/2022
C1967	3	Epic Land Solutions	\$ -	Resident relocation services- Schunk & Tamarack; amended scope	DCR	6/15/2020	9/30/2020
C2394	1	KPFF Consulting Engineers	\$ 3,500.00	Additional surveying Group 7	DCR	6/15/2020	10/31/2020
C1968	24	Walsh Construction Co.	\$ 65,421.00	Williams CO #9	DCR	6/17/2020	10/30/2020
C1968	25	Walsh Construction Co.	\$ 13,295.00	Medallion CO #10	DCR	6/17/2020	10/30/2020
C2294	1	Pegasus Moving & Cleaning	\$ 17,500.00	Skills group and cleaning service focusing on the prevention of evictions related to housekeeping at BCC; amended to extend contract	Community Services	6/22/2020	12/31/2020
C2152	3	Peregrine Relocations	\$ 15,975.00	Resident Relocation Services at Medallion and Williams Plaza; Change Order #3 - additional supplies and tasks due to COVID-19	DCR	6/23/2020	1/31/2021
C2241	4	Bridgewater Group Inc	\$ 16,370.00	Additional work related to purchase of 3032 SE Powell site.	DCR	6/29/2020	12/31/2021
C1984	9	LMC, Inc.	\$ (306,591.01)	Teal 1 change order #06	DCR	6/29/2020	12/31/2020
C1613	6	NW Enforcement	\$ -	COVID-19 language amendment	0	6/30/2020	7/30/2020
C1743	1	W.B. Wells & Associates, Inc	\$ 8,300.00	NE Grand Additional Round of Edits from the County, Additional Round of site visits , Additional round for legal description edits.	DCR	6/30/2020	8/31/2020
C2160	3	NW Enforcement	\$ -	COVID-19 language amendment	0	6/30/2020	12/31/2020
C2193	1	Squires Electric, Inc.	\$ -	COVID-19 language amendment	0	6/30/2020	3/31/2021
C2205	2	Trash for Peace	\$ -	COVID-19 language amendment	0	6/30/2020	12/31/2020
C2235	1	NW Enforcement	\$ -	COVID-19 language amendment	0	6/30/2020	2/28/2020
C2423	1	Trash for Peace	\$ -	COVID-19 language amendment	0	6/30/2020	12/31/2020
C2424	1	Trash for Peace	\$ -	COVID-19 language amendment	0	6/30/2020	12/31/2020

C2456	1	NW Enforcement	\$ -	COVID-19 language amendment	0	6/30/2020	3/31/2021
C2528	1	NW Enforcement	\$ -	COVID-19 language amendment	0	6/30/2020	5/5/2021
T1355	1	QEDLAB Qualified Envelope Diagnostics, Inc.	\$ -	COVID-19 language amendment	0	7/1/2020	10/13/2016
C1959	3	Thanh Do	\$ -	COVID-19 language amendment	0	7/1/2020	2/3/2022
C2284	1	QEDLAB Qualified Envelope Diagnostics, Inc.	\$ -	COVID-19 language amendment	0	7/1/2020	7/31/2020
C2361	1	TRC Environmental Corporation	\$ -	COVID-19 language amendment	0	7/1/2020	2/28/2021
C2391	1	Michael Mangum Enterprises	\$ -	COVID-19 language amendment	0	7/1/2020	12/31/2020
C2393	1	TRC Environmental Corporation	\$ -	COVID-19 language amendment	0	7/1/2020	2/28/2021
C2418	2	Forensic Building Consultants	\$ 81,083.00	Design & CA services at Sequoia Square, and COVID-19 language amendment	DCR	7/5/2020	1/2/2022
C2523	1	Pest Solutions LLC	\$ -	COVID-19 language amendment	0	7/5/2020	5/3/2025
C2230	2	AKS Engineering & Forestry, LLC	\$ -	Surveying services for Powell; amended to add covid-19 policy	DCR	7/6/2020	12/31/2022
C2490	1	Sensational Cleaning Solutions	\$ -	COVID-19 language amendment	0	7/6/2020	3/18/2023
C1955	3	Floor Solutions, LLC	\$ -	COVID-19 language amendment	Property Management	7/7/2020	2/3/2022
C2165	2	Kay Reid	\$ -	COVID-19 language amendment	Community Services	7/7/2020	12/31/2020
C2203	1	Lovett Inc	\$ -	COVID-19 language amendment	Property Management	7/7/2020	3/31/2021
C2204	1	Anytime Plumbing & Drain Cleaning Services	\$ -	On-call plumbing services; amended to add COVID-19 Policy to contract	Property Management	7/7/2020	3/31/2021
C2280	2	Helping Hands Home Care NW	\$ -	COVID-19 language amendment and extending contract	Community Services	7/7/2020	6/30/2021
C2344	3	KO Construction	\$ -	COVID-19 language amendment	DCR	7/7/2020	12/31/2020
C2347	1	#REF!	\$ -	COVID-19 language amendment	Property Management	7/7/2020	10/7/2024

C2403	2	Snugs Services	\$ -	COVID-19 language amendment	0	7/7/2020	3/31/2021
C2411	1	Amanda Morris	\$ -	Foot care clinics at NW Tower, HWE, Gallagher Plaza, Medallion, Williams Plaza, Ruth Haefner, Sellwood, & Schunk, The Jeffrey, Unthank, Grace Peck, Dahlke,	Community Services	7/7/2020	12/31/2020
C2481	1	Impact Northwest	\$ -	COVID-19 language amendment	Community Services	7/7/2020	12/31/2020
C2502	1	Snugs Services	\$ -	COVID-19 language amendment	0	7/7/2020	4/5/2023
C2510	1	KO Construction	\$ -	COVID-19 language amendment	DCR	7/7/2020	12/31/2020
C2496	2	American Heating, Inc	\$ -	HVAC maintenance at SCC; amended to add COVID-19 policy to contract	Property Management	7/8/2020	12/31/2020
C2098	4	Hedgehog Tree Care Inc.	\$ -	Covid-19 language amendment	DCR	7/9/2020	9/30/2020
C2416	2	Forensic Building Consultants	\$ -	COVID-19 language amendment	DCR	7/9/2020	1/2/2022
C2417	2	Forensic Building Consultants	\$ -	COVID-19 language amendment	DCR	7/9/2020	1/2/2022
C1960	14	LMC, Inc.	\$ 13,295.00	change order 12 for teal 2	DCR	7/12/2020	12/31/2020
C2219	1	Central City Concern	\$ -	Amended to add COVID-19 Policy	DBS-HR	7/13/2020	4/30/2022
C2509	2	Cascade Radon Inc.	\$ -	Adding COVID-19 Policy	DCR	7/13/2020	12/31/2020
C2009	2	Catholic Charities	\$ 12,974.00	Resident Services Plan at Multnomah Manor; amended to extend contract	Community Services	7/16/2020	12/31/2020
C1940	19	MWA Architects Inc	\$ 3,380.00	Additional scope for roof of Maple Mallory and additional CA at Schunk	DCR	7/21/2020	8/31/2020
C2129	2	Cascadia Behavioral Healthcare	\$ 60,000.00	Rent assistance for participants in the Shelter Plus Care (SPC) Program; amended to extend duration of contract	Homeless Initiatives	7/23/2020	3/31/2021
C1968	26	Walsh Construction Co.	\$ 19,105.00	Medallion CO #11	DCR	7/28/2020	10/30/2020
C2455	1	Walsh Construction Co.	\$ -	Extending contract for shower repair at BCC plus COVID language	DCR	7/28/2020	9/30/2020
C2492	1	Diana's Cleaning Professional Services	\$ -	Adding COVID-19 Policy	IFSS	7/29/2020	3/18/2023
C2512	1	Eclipse Security Service	\$ -	Adding COVID-19 Policy	Prop Mgmt	7/30/2020	12/23/2020

C2491	1	Carbonell Cleaning Solutions	\$ -	Adding COVID-19 Policy	Property Management	7/30/2020	3/18/2023
<b>Subtotal</b>			<b>\$ 865,482.16</b>				<b>62</b>

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

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
<b>Subtotal</b>			<b>\$ -</b>				<b>0</b>
<b>Total</b>			<b>\$ 1,566,352.16</b>				<b>95</b>

**Procurement & Contracts Department  
FUTURE FORMAL PROCUREMENTS  
6 Month Look Ahead - August 2020**

Estimated Contract Amount	Description	Dept.	Solicitation Period
Approx. \$1.5 million	CHSP	Community Services	Sept/Oct
\$600,000	Window replacement at Gretchen Kafoury	DCR	Re-Bid Postponed TBD
\$16 million	A&E - Troutdale	DCR	Nov/Dec
\$20 million	CM/GC - Troutdale	DCR	Jan/Feb

**Statement of Revenues, Expenses, and Changes in Net Position**  
**Comparison of Budget and Actual**  
**Home Forward**  
**For the three month period ending March 31, 2020**

	YTD Actual	YTD Budget	\$ Variance	% Variance	Annual Budget
<b>Operating Revenues</b>					
Dwelling Rental	\$ 4,543,959	\$ 5,147,507	\$ (603,548)	-11.7%	\$ 20,988,133
Non-dwelling Rental	633,556	677,703	(44,148)	-6.5%	2,738,668
<b>Total Rental Revenues</b>	<b>5,177,515</b>	<b>5,825,210</b>	<b>(647,695)</b>	<b>-11.1%</b>	<b>23,726,801</b>
HUD Subsidies - Housing Assistance	25,777,175	27,953,484	(2,176,308)	-7.8%	111,833,886
HUD Subsidies - Admin Fee	1,994,748	2,177,493	(182,745)	-8.4%	8,731,554
HUD Subsidies - Public Housing	2,208,298	2,106,023	102,275	4.9%	8,229,199
HUD Grants	2,838,890	1,885,259	953,630	50.6%	7,541,038
Development Fee Revenue, Net	237,812	4,410,163	(4,172,351)	-94.6%	9,034,999
State, Local & Other Grants	2,164,062	2,687,171	(523,109)	-19.5%	10,688,438
Other Revenue	3,209,736	3,619,235	(409,499)	-11.3%	14,687,004
<b>Total Operating Revenues</b>	<b>43,608,235</b>	<b>50,664,038</b>	<b>(7,055,803)</b>	<b>-13.9%</b>	<b>194,472,918</b>
<b>Operating Expenses</b>					
Housing Assistance Payments	28,347,661	30,960,447	2,612,787	8.4%	124,752,967
Administrative Personnel Expense	2,440,969	2,396,401	(44,568)	-1.9%	8,629,396
Other Admin Expenses	2,305,497	2,448,739	143,242	5.8%	9,672,811
Program Personnel Expense	2,679,275	2,857,132	177,857	6.2%	11,431,586
Tenant Svcs Personnel Expense	569,133	747,309	178,176	23.8%	2,951,439
Other Tenant Svcs Expenses	916,573	548,267	(368,306)	-67.2%	2,202,810
Maintenance Personnel Expense	583,758	568,000	(15,758)	-2.8%	2,273,599
Other Maintenance Expenses	1,586,634	1,781,216	194,582	10.9%	7,991,811
Utilities	1,015,082	1,148,694	133,612	11.6%	4,696,536
Capitalized Labor	(5,754)	135	5,889	4362.1%	539
Depreciation	1,905,063	1,929,720	24,657	1.3%	7,900,919
General	570,636	548,428	(22,209)	-4.0%	2,224,788
<b>Total Operating Expenses</b>	<b>42,914,527</b>	<b>45,934,488</b>	<b>3,019,961</b>	<b>6.6%</b>	<b>184,729,201</b>
<b>Operating Income (Loss)</b>	<b>693,709</b>	<b>4,729,550</b>	<b>(4,035,842)</b>	<b>-85.3%</b>	<b>9,743,717</b>
<b>Other Income (Expense)</b>					
Investment Income	440,513	415,125	25,388	6.1%	1,553,969
Interest Expense	(698,553)	(666,958)	(31,596)	-4.7%	(2,647,235)
<b>Net Other Income (Expense)</b>	<b>(258,040)</b>	<b>(251,833)</b>	<b>(6,207)</b>	<b>-2.5%</b>	<b>(1,093,266)</b>
<b>Capital Contributions</b>					
HUD Nonoperating Contributions	38,400	1,598,100	(1,559,700)	-97.6%	2,660,323
Other Nonoperating Contributions	56,599	0	56,599	100.0%	0
Reserve Funded Capital Contributions	(545,033)	35,008	(580,040)	-1656.9%	140,030
<b>Net Capital Contributions</b>	<b>(450,033)</b>	<b>1,633,108</b>	<b>(2,083,141)</b>	<b>-127.6%</b>	<b>2,800,353</b>
<b>INCREASE (DECREASE) IN NET POSITION</b>	<b>\$ (14,365)</b>	<b>\$ 6,110,826</b>	<b>\$ (6,125,190)</b>	<b>-100.2%</b>	<b>\$ 11,450,804</b>

**PERFORMANCE SUMMARY**

- The period ending March 31, 2020 produced operating income of \$693 thousand; \$4.0 million less than budgeted.
- Total Net Position was nearly breakeven at a decrease of \$14 thousand; \$6.1 million less than budgeted.

**Operating Revenue**  
**Home Forward**  
For the three month period ending March 31, 2020

Quarterly Report - **Unaudited**

	YTD Actual	YTD Budget	\$ Variance	% Variance	Annual Budget
<b>Operating Revenues</b>					
Dwelling Rental	\$ 4,543,959	\$ 5,147,507	\$ (603,548)	-11.7%	\$ 20,988,133
Non-dwelling Rental	633,556	677,703	(44,148)	-6.5%	2,738,668
<b>Total Rental Revenues</b>	<b>5,177,515</b>	<b>5,825,210</b>	<b>(647,695)</b>	<b>-11.1%</b>	<b>23,726,801</b>
HUD Subsidies - Housing Assistance	25,777,175	27,953,484	(2,176,308)	-7.8%	111,833,886
HUD Subsidies - Admin Fee	1,994,748	2,177,493	(182,745)	-8.4%	8,731,554
HUD Subsidies - Public Housing	2,208,298	2,106,023	102,275	4.9%	8,229,199
HUD Grants	2,838,890	1,885,259	953,630	50.6%	7,541,038
Development Fee Revenue, Net	237,812	4,410,163	(4,172,351)	-94.6%	9,034,999
State, Local & Other Grants	2,164,062	2,687,171	(523,109)	-19.5%	10,688,438
Other Revenue	3,209,736	3,619,235	(409,499)	-11.3%	14,687,004
<b>Total Operating Revenues</b>	<b>\$ 43,608,236</b>	<b>\$ 50,664,038</b>	<b>\$ (7,055,803)</b>	<b>-13.9%</b>	<b>\$ 194,472,918</b>

## REVENUE ANALYSIS

- Total Operating Revenues of \$43.6 million were \$7.0 million unfavorable to budget for the three month period ending in March. Actual revenue was less than anticipated due to the following:
  - HUD Subsidies - Housing Assistance of \$25.8 million was \$2.2 million less than budgeted. There was \$1.8 million less than budgeted in Housing Assistance because our utilization continues to be lower than anticipated. This is offset by a corresponding variance in HAP payments. There was \$560 thousand less than budgeted in RAD Housing Assistance due to the timing of the RAD conversion of the East Group.
  - HUD Grants of \$2.8 million was \$954 thousand more than budget due to \$602 thousand in additional modernization grants to the North Group, LP. Also due to \$438 thousand more than budget in Shelter Plus Care. This is due to higher than expected funding based on the new Fair Market Rent (FMR) rates and a larger than expected award for services provided by our partner agency. There will be a correspondingly higher than expected expense in Housing Payments.
  - Development Fee Revenue of \$238 thousand was \$4.2 million less than budget due to revenue not yet received several properties including \$2.8 million from East Group LP and \$1.2 million from Fountain Place.
  - Other Revenue of \$3.2 million was \$409 thousand less than budget: \$198 thousand less than budgeted in Safety Reserve contributions (from HFDE) at Integrated Facilities Safety, \$127 thousand less than budget in Property Management Fee to Property Management, \$205 thousand less than budget across the community services service properties, \$42 thousand less than budget in IFS Maintenance Fees.



**Operating Expense  
Home Forward**

Quarterly Report - **Unaudited**

For the three month period ending March 31, 2020

	YTD Actual	YTD Budget	\$ Variance	% Variance	Annual Budget
	YTD Actual	YTD Final Bgt	YTD Final Bgt v /	YTD Final Bgt v /	Yr Budget
<b>Operating Expenses</b>					
Housing Assistance Payments	\$ 28,347,661	\$ 30,960,447	\$ 2,612,787	8.44%	\$ 124,752,967
Administrative Personnel Expense	2,440,969	2,396,401	(44,568)	-1.86%	8,629,396
Other Admin Expenses	2,305,497	2,448,739	143,242	5.85%	9,672,811
Fees/overhead charged	0	0	0	0.00%	(0)
Program Personnel Expense	2,679,275	2,857,132	177,857	6.23%	11,431,586
Tenant Svcs Personnel Expense	569,133	747,309	178,176	23.84%	2,951,439
Other Tenant Svcs Expenses	916,573	548,267	(368,306)	-67.18%	2,202,810
Maintenance Personnel Expense	583,758	568,000	(15,758)	-2.77%	2,273,599
Other Maintenance Expenses	1,586,634	1,781,216	194,582	10.92%	7,991,811
Utilities	1,015,082	1,148,694	133,612	11.63%	4,696,536
Capitalized Labor	(5,754)	135	5,889	4362.10%	539
Depreciation	1,905,063	1,929,720	24,657	1.28%	7,900,919
General	570,636	548,428	(22,209)	-4.05%	2,224,788
Impairment Charge	0	0	0	0.00%	0
<b>Total Operating Expenses</b>	<b>42,914,527</b>	<b>45,934,488</b>	<b>3,019,961</b>	<b>6.57%</b>	<b>184,729,201</b>
<b>Operating Income (Loss)</b>	<b>\$ 693,709</b>	<b>\$ 4,729,550</b>	<b>\$ (4,035,842)</b>	<b>-85.33%</b>	<b>\$ 9,743,717</b>

## **EXPENSE ANALYSIS**

- Total Operating Expenses of \$42.9 million were favorable to budget by \$3.0 million.
  - Housing Assistance Payments of \$28.3 million were \$2.6 million favorable to budget. There is \$1.9 million less than budget in HCV primarily due to a less than expected lease up for new VASH and FUP vouchers. There is \$618 thousand less than budget in other programs including: \$532 less than budget for Short Term Rent Assistance and \$415 thousand less than budget for Homeless Families Systems of Care grant with \$250 thousand more than budget in Shelter Plus care offsetting.
  - Personnel Expenses of \$6.3 million were \$296 thousand favorable to budget.
    - Administrative - over budget by \$45 thousand primarily due to \$197 thousand in accrued compensated absences. This is offset by \$100 thousand less than budgeted due to vacancies.
    - Tenant Services - under budget by \$178 thousand due to vacancies.
    - Maintenance - over budget by \$16 thousand due to \$80 thousand in unbudgeted temporary help expense. This is partially offset by \$67 thousand less than budget in salaries and benefits due to vacancies.
    - Program - under budget by \$178 thousand due to vacancies.
  - Other Admin Expenses of \$2.3 million were \$143 thousand favorable to budget with less than budgeted expenses in several areas including \$120 thousand in other professional services, \$89 thousand in outside payroll, \$66 thousand in software and networking and \$54 thousand in management fees. This offsets \$310 thousand in additional expense for office equipment related to COVID 19 and \$80 thousand additional expense for legal services.
  - Other Maintenance Expense of \$1.6 million was \$195 thousand favorable to budget and is evenly split between Total Core Maintenance and long term maintenance.



**Other Income/Expense**  
**Home Forward**  
For the three month period ending March 31, 2020

	YTD Actual	YTD Budget	\$ Variance	% Variance	Annual Budget
<b>Other Income (Expense)</b>					
Investment Income	\$ 440,513	\$ 415,125	\$ 25,388	6.12%	\$ 1,553,969
Interest Expense	(698,553)	(666,958)	(31,596)	-4.74%	(2,647,235)
<b>Net Other Income (Expense)</b>	<b>(258,040)</b>	<b>(251,833)</b>	<b>(6,207)</b>	<b>-2.46%</b>	<b>(1,093,266)</b>
<b>Capital Contributions</b>					
HUD Nonoperating Contributions	38,400	1,598,100	(1,559,700)	-97.60%	2,660,323
Other Nonoperating Contributions	56,599	0	56,599	100.00%	0
Reserve Funded Capital Contributions	(545,033)	35,008	(580,040)	-1656.88%	140,030
<b>Net Capital Contributions</b>	<b>(450,033)</b>	<b>1,633,108</b>	<b>(2,083,141)</b>	<b>-127.56%</b>	<b>2,800,353</b>
<b>INCREASE (DECREASE) IN NET POSITION</b>	<b>\$ (14,365)</b>	<b>\$ 6,110,826</b>	<b>\$ (6,125,190)</b>	<b>-100.24%</b>	<b>\$ 11,450,804</b>

### **OTHER INCOME/(EXPENSE) ANALYSIS**

- Net Other Income (Expense) reflects net expense of -\$258 thousand, unfavorable to budget by \$6 thousand.
  - Investment Income was \$441 thousand, \$25 thousand more than budgeted. This was offset by \$31 thousand less than budget in Interest Expense primarily at the Alexis.
- Net Capital Contributions of -\$450 thousand was \$2.1 million unfavorable to budget.
  - HUD Non-operating Contributions of \$38 thousand was \$1.6 million unfavorable to budget. This is due to the timing of funds being used to support the 85 Stories property improvements, specifically funds not yet received for the North Group, LP.

**Statement of Net Position**  
**Home Forward**  
**As of March 31, 2020 and Decmeber 31, 2019**

Quarterly Report - **Unaudited**

	<b>March 31, 2020</b>	<b>Decmeber 31, 2019</b>	<b>Incr (Decr)</b>
<b>Assets</b>			
<b>Current Assets</b>			
Cash and Cash Equivalents	\$ 53,899,691	\$ 57,154,430	\$ (3,254,738)
Investments	283,943	282,480	1,463
Accounts Receivable, Net	4,350,960	4,731,261	(380,301)
Intra Agency Accounts Receivable	(13,581)	9,072	(22,653)
Prepaid Expenses	1,827,222	1,036,976	790,246
Inventories	0	0	0
Current Portion of Notes Receivable-Partnerships	39,134,257	39,134,257	0
	<b>99,482,492</b>	<b>102,348,476</b>	<b>(2,865,984)</b>
<b>Restricted Assets</b>			
Family Self-Sufficiency Funds	2,589,986	2,475,914	114,073
Tenant Security Deposits	1,491,824	1,497,296	(5,472)
Construction Funds Escrow	154,967	0	154,967
Residual Receipts Reserve	14,630	14,551	79
Funds held in Trust	14,802,951	14,744,736	58,215
Debt Amortization Fund	<b>2,556,290</b>	<b>3,242,701</b>	<b>(686,411)</b>
	<b>21,610,648</b>	<b>21,975,198</b>	<b>(364,549)</b>
<b>Noncurrent Assets</b>			
Due from Partnerships	<b>4,788,100</b>	1,711,093	<b>3,077,007</b>
Notes Receivable	<b>164,777,225</b>	163,255,572	<b>1,521,654</b>
Notes Receivable - Partnerships	<b>130,256,206</b>	125,866,903	<b>4,389,303</b>
Notes Receivable -Conduit Financing	0	0	0
Deferred Charges, Net	(140,457)	(137,297)	(3,160)
Investment in Partnerships	25,970,207	25,970,107	100
Land, Structures, Equipment, Net	<b>130,442,201</b>	<b>130,079,218</b>	<b>362,983</b>
	<b>456,093,482</b>	<b>446,745,595</b>	<b>9,347,887</b>
<b>Other Asset-Like Accounts</b>			
	<b>6,721,403</b>	<b>6,696,336</b>	<b>25,067</b>
<b>TOTAL ASSETS</b>	<b>\$ 583,915,311</b>	<b>\$ 577,765,604</b>	<b>\$ 6,142,421</b>

### **CHANGE IN ASSETS**

- Total Assets of \$583.9 million increased by \$6.1 million from December 31, 2019.
  - Current Assets decreased \$2.9 million to \$99.4 million.
    - Cash and cash equivalents of \$53.9 million decreased \$3.2 million. This is mainly driven by paying down the year end payables and the prepayment of insurance costs at the beginning of the fiscal year.
    - Debt Amortization Fund decreased \$686 thousand to \$2.6 million; decreasing \$396 thousand at Pearl Court, \$159 thousand at Gretchen Kafoury, and \$138 thousand at Hamilton West.
  - Noncurrent Assets increased \$9.3 million to \$456.1 million.
    - Due from Partnerships decreased \$3.1 million to \$4.8 million: \$1.1 million related manly due to activity related to the Fountain Place conversion to a tax credit entity.
    - Notes Receivables increased \$1.5 million to \$164.8 million: \$718 thousand at Lloyd Housing, and \$400 thousand related to RAD/Section 18 activity.
    - Notes Receivable – Partnerships increased \$4.4 million to \$130.3 million primarily related to RAD/Section 18 activity.
    - Land, Structures, Equipment, Net increased \$363 thousand to \$130.4 million. It increased \$2.6 million at Powell. This is offset by net decreases of \$1.1 million for the Fountain Place tax credit conversion and \$1.9 million of depreciation expense.

**Statement of Net Position**  
**Home Forward**  
**As of March 31, 2020 and Decmeber 31, 2019**

Quarterly Report - **Unaudited**

	March 31, 2020	Decmeber 31, 2019	Incr (Decr)
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Accounts Payable	\$ 2,148,527	\$ 3,434,217	\$ (1,285,690)
Accrued Interest Payable	6,332,842	6,250,283	82,560
Other Accrued Liabilities	29,147,762	28,566,459	581,303
Deferred Revenue	10,085,552	9,909,144	176,408
Tenant Security Deposits Payable	1,443,480	1,450,804	(7,324)
Family Self-Sufficiency Funds Payable	1,862,349	1,741,328	121,021
Line of Credit	2,873,796	0	2,873,796
Current Portion of Bonds Payable -Partnerships	39,134,257	39,134,257	0
Current Portion of Notes & Bonds Payable	3,187,732	3,187,732	0
	<b>96,216,297</b>	<b>93,674,224</b>	<b>2,542,073</b>
<b>Noncurrent Liabilities</b>			
Notes Payable	67,676,328	67,885,672	(209,343)
Bonds Payable	26,082,171	26,640,133	(557,962)
Bonds Payable - Partnerships	100,034,943	95,645,640	4,389,303
Other Liability-Like Accounts	2,802,631	2,802,631	0
	<b>196,596,073</b>	<b>192,974,075</b>	<b>3,621,998</b>
Net Assets (Deficit)	<b>291,102,941</b>	<b>291,117,305</b>	<b>(14,365)</b>
<b>TOTAL LIABILITIES AND NET ASSETS (DEFICIT)</b>	<b>\$ 583,915,311</b>	<b>\$ 577,765,604</b>	<b>\$ 6,149,707</b>

## CHANGE IN LIABILITIES & NET POSITION

- Current Liabilities increased \$2.5 million to \$96.2 million.
  - Accounts Payable decreased \$1.3 million to \$2.1 million across several properties and programs. There is a decrease of \$871 thousand in Rent Assistance, \$243 thousand in Affordable Housing, and \$134 thousand in Development.
  - Other Accrued Liabilities of \$29.1 million increased by \$581 thousand primarily due to a \$392 thousand increase in accrued compensated absences and \$30 thousand in PERS payable.
  - Line of Credit of \$2.9 million increased by \$2.8 million, primarily due to \$2.7 million in short term financing for the purchase of land on Powell Boulevard.
- Noncurrent Liabilities of \$196.6 million increased by \$3.6 million.
  - Bonds Payable – Partnerships of \$100 million increased \$4.4 million primarily due to \$2.1 million at Tamarack Apartments and \$2.1 million at Schrunk Riverview Tower. These properties recently converted via HUD's section 18 program.
- Net Assets stayed flat at \$291.1 million.



**Statement of Revenues, Expenses, and Changes in Net Position**  
**Comparison of Budget and Actual**  
**Home Forward Development Enterprises**  
**For the three month period ending March 31, 2020**

	YTD Actual	YTD Budget	\$ Variance	% Variance	Annual Budget
<b>Operating Revenues</b>					
<b>Operating Expenses</b>					
Other Admin Expenses	\$ 166,811	\$ 499,561	\$ 332,750	66.6%	\$ 1,321,042
General	-	1,250	1,250	100.0%	5,000
<b>Total Operating Expenses</b>	<b>166,811</b>	<b>500,811</b>	<b>334,000</b>	<b>66.7%</b>	<b>1,326,042</b>
<b>Operating Income (Loss)</b>	<b>(166,811)</b>	<b>(500,811)</b>	<b>334,000</b>	<b>-66.7%</b>	<b>(1,326,042)</b>
<b>Other Income (Expense)</b>					
Investment Income	270,003	273,717	(3,714)	-1.4%	1,094,868
<b>Net Other Income (Expense)</b>	<b>270,003</b>	<b>273,717</b>	<b>(3,714)</b>	<b>-1.4%</b>	<b>1,094,868</b>
<b>Capital Contributions</b>					
<b>INCREASE (DECREASE) IN NET POSITION</b>	<b>\$ 103,192</b>	<b>\$ (227,094)</b>	<b>\$ 330,286</b>	<b>-145.4%</b>	<b>\$ (231,174)</b>

**PERFORMANCE SUMMARY**

- The three months ending March 31, 2020 generated a \$166 thousand operating loss, \$334 thousand favorable to budget.
- Total Net Position increased \$103 thousand, \$330 thousand favorable to budget.



**Operating Revenue**  
**Home Forward Development Enterprises**  
For the three month period ending March 31, 2020

	YTD Actual	YTD Budget	\$ Variance	% Variance	Annual Budget
<b>Operating Revenues</b>					
<i>Total Operating Revenues</i>	\$ -	\$ -	\$ -	0.00%	\$ -

**REVENUE ANALYSIS**

N/A



**Operating Expense**  
**Home Forward Development Enterprises**  
For the three month period ending March 31, 2020

	YTD Actual	YTD Budget	\$ Variance	% Variance	Annual Budget
<b>Operating Expenses</b>					
Other Admin Expenses	\$ 166,811	\$ 499,561	\$ 332,750	66.61%	\$ 1,321,042
Tenant Svcs Personnel Expense	-	-	-	0.00%	-
General	-	1,250	1,250	100.00%	5,000
<b>Total Operating Expenses</b>	<b>166,811</b>	<b>500,811</b>	<b>334,000</b>	<b>66.69%</b>	<b>1,326,042</b>
<b>Operating Income (Loss)</b>	<b>\$ (166,811)</b>	<b>\$ (500,811)</b>	<b>\$ 334,000</b>	<b>-66.69%</b>	<b>\$ (1,326,042)</b>

**EXPENSE ANALYSIS**

- Total Operating Expenses of \$167 thousand was \$334 thousand favorable to budget.
  - There was \$167 thousand in Contribution Expense to cover one time safety needs of Home Forward. Additional contribution expense will be made during the remainder of the fiscal year and it is anticipated that the final budget variance will be minimal.



**Other Income/Expense**  
**Home Forward Development Enterprises**  
**For the three month period ending March 31, 2020**

	YTD Actual	YTD Budget	\$ Variance	% Variance	Annual Budget
<b>Other Income (Expense)</b>					
Investment Income	\$ 270,003	\$ 273,717	\$ (3,714)	-1.36%	\$ 1,094,868.00
<b>Net Other Income (Expense)</b>	270,003	273,717	\$ (3,714)	-1.36%	1,094,868
<b>Capital Contributions</b>					
<b>INCREASE (DECREASE) IN NET POSITION</b>	\$ 103,192	\$ (227,094)	\$ 330,286	-145.44%	\$ (231,174)

**OTHER INCOME/(EXPENSE) ANALYSIS**

- Investment Income of \$270 thousand reflects interest earnings from Notes Receivable received from the previous conversion of Northwest Tower, Hollywood East, Gallagher Plaza and Sellwood Center.





**Statement of Net Position**  
**Home Forward Development Enterprises**  
**As of March 31, 2020 and December 31, 2019**

	March 31, 2020	December 31, 2019	Incr (Decr)
<b>Assets</b>			
<b>Current Assets</b>			
Cash and Cash Equivalents	\$ 5,269,791	\$ 5,113,882	\$ 155,909
Accounts Receivable, Net	-	(25)	25
	<b>5,269,791</b>	<b>5,113,882</b>	<b>155,909</b>
<b>Restricted Assets</b>			
<b>Noncurrent Assets</b>			
Notes Receivable	40,268,885	40,518,864	(249,979)
	<b>40,268,886</b>	<b>40,518,865</b>	<b>(249,979)</b>
<b>Other Asset-Like Accounts</b>			
	-	-	-
<b>TOTAL ASSETS</b>	<b>\$ 45,529,605</b>	<b>\$ 45,632,798</b>	<b>\$ (103,192)</b>

**CHANGE IN ASSETS**

- Total Assets of \$45.5 million show a decrease of \$103 thousand from December 31, 2019.
  - Current Assets increased \$147 thousand to \$5.3 million.
  - Notes Receivable decreased \$250 thousand to \$40.3 million.



**Statement of Net Position**  
**Home Forward Development Enterprises**  
**As of March 31, 2020 and December 31, 2019**

**UNAUDITED**

	March 31, 2020	December 31, 2019	Incr (Decr)
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Other Accrued Liabilities	\$ (61,625)	\$ (61,625)	-
	<b>(61,626)</b>	<b>(61,626)</b>	<b>-</b>
<b>Noncurrent Liabilities</b>			
Net Position (Deficit)	<b>(45,467,979)</b>	<b>(45,571,172)</b>	<b>103,192</b>
<b>TOTAL LIABILITIES AND NET POSITION (DEFICIT)</b>	<b>\$ (45,529,605)</b>	<b>\$ (45,632,798)</b>	<b>\$ 103,192</b>

**CHANGE IN LIABILITIES & NET POSITION**

- Current Liabilities of \$62 thousand remained flat.
- Net Position increased by \$103 thousand to \$45.5 million.

# HOUSEHOLDS SERVED REPORT

# Households Served

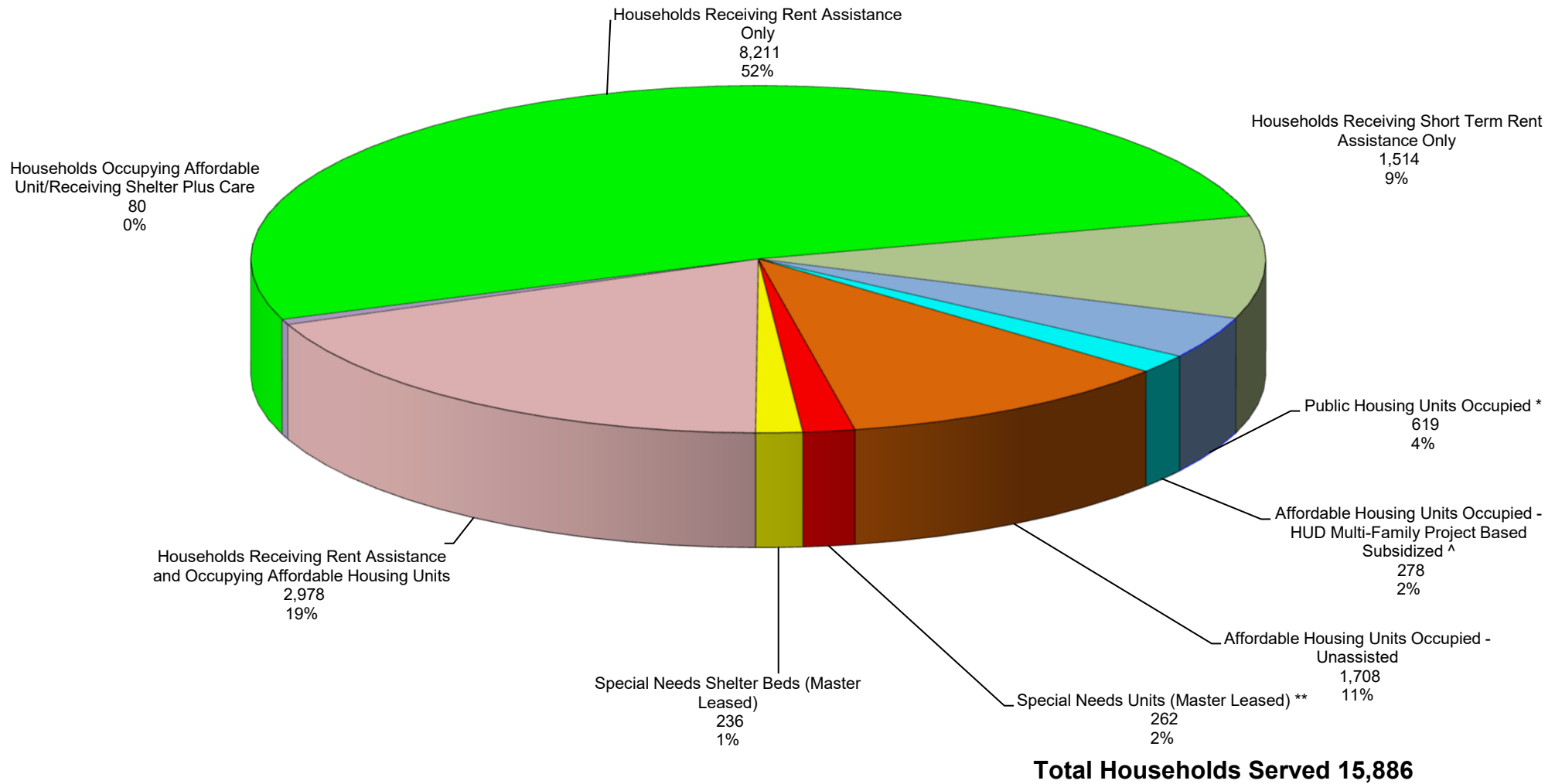
Households Served Through Housing Supports July 2020

Rent Assistance	All Programs	Moving to Work Programs	Non-MTW Programs
Rent Assistance Vouchers - Home Forward Funded	11,189	7,746	1,758
Tenant Based Vouchers	5,437	5,437	
Project Based Vouchers	1,671	1,671	
Hi Rise Project Based Vouchers	638	638	
RAD Project Based Vouchers	1,314		
Section 18 Project Based Vouchers	371		
Single Room Occupancy (SRO)/MODS	128		128
Family Unification Program	166		166
Mainstream Vouchers	81		81
Veterans Affairs Supportive Housing (VASH)	623		623
Rent Assistance - PORT IN From Other Jurisdiction	760		760
Short Term Rent Assistance Programs	1,594	31	1,563
Shelter + Care	476		476
Locally Funded Short Term Rent Assistance	1,087		1,087
Earl Boyles	1	1	
MIF Funded Short Term Rent Assistance	-	-	
Alder School	12	12	
New Doors	-	-	
Employment Opportunity Program	18	18	
Work Systems Inc. - Agency Based Rent Assistance	-	-	
<b>Total Rent Assistance</b>	<b>12,783</b>	<b>7,777</b>	<b>3,321</b>
<b>Subsidized Housing Units</b>			
<b>Public Housing Units Occupied</b>	<b>619</b>	<b>619</b>	<b>-</b>
Traditional Public Housing units Occupied	619	619	
Affordable Housing Units Occupied (excluding PH subsidized)	5,044		4,673
Affordable Housing Units - Tenant Based Vouchers	310		310
Affordable Housing Units - Shelter + Care	80		80
Affordable Housing Units - Project Based Vouchers	-		-
Affordable Housing Units - Hi Rise Project Based Vouchers	638		638
Affordable Housing Units - RAD Project Based Vouchers	1,314		1,314
Affordable Housing Units Section 18 Project Based Vouchers	371		
Affordable Housing Units - HUD Multi-Family Project Based	278		278
Affordable Housing Units - VASH Vouchers	288		288
Affordable Housing Units - Family Unification Program	6		6
Affordable Housing Units - Section 8 Port In	51		51
Affordable Housing Units - Unassisted	1,708		1,708
Special Needs	498		498
Special Needs Units (Master Leased) **	262		262
Special Needs Shelter Beds (Master Leased)	236		236
<b>Total Households Occupying Housing Units</b>	<b>6,161</b>	<b>619</b>	<b>5,171</b>
<b>Total Housing Supports Provided to Household</b>	<b>18,944</b>	<b>8,396</b>	<b>8,492</b>
Household Occupying Affordable Unit/Receiving Home Forward Rent Assistance	(2,978)		(2,978)
Households Occupying Affordable Unit/Receiving Shelter Plus Care	(80)		(80)
<b>Total Households Served</b>	<b>15,886</b>	<b>8,396</b>	<b>5,434</b>

## Notes:

- ^ Consists of Grace Peck Terrace, Multnomah Manor, Plaza Townhomes, Rosenbaum Plaza, Unthank Plaza
- \*\* Special Needs are physical units as occupancy levels that are not reported to Home Forward by service providers master leasing these properties.
- Home Forward Board of Commissioners  
August 2020

## Total Households Served: Rent Assistance and Occupied Housing Units July 2020



^ Consists of Grace Peck Terrace, Multnomah Manor, Plaza Townhomes, Rosenbaum Plaza, Unthank Plaza

\* Includes Local Blended Subsidy

\*\* Special Needs are physical units as occupancy levels that are not reported to Home Forward by service providers master leasing these properties.

# DASHBOARD REPORT

## Property Performance Measures

Occupancy	Number of Properties	Physical Units	Rentable Units	Vacant Units	Occupancy Percentage	Unit Mix						
						Studio/SRO	1 Bdrm	2 Bdrm	3 Bdrm	4 Bdrm	5+ Bdrm	Total
Public Housing	17	645	628	9	98.6%	8	323	186	122	6	0	645
Affordable Owned	26	2401	2,401	94	96.1%	867	704	618	182	30	0	2,401
Tax Credit Partnerships *	6	2,943	2,787	50	98.2%	869	967	566	386	138	17	2,943
<b>Total Affordable Housing</b>	<b>32</b>	<b>5344</b>	<b>5188</b>	<b>144</b>	<b>97.2%</b>	<b>1,736</b>	<b>1671</b>	<b>1184</b>	<b>568</b>	<b>168</b>	<b>17</b>	<b>5,344</b>
<b>Combined Total PH and AH</b>	<b>49</b>	<b>5,989</b>	<b>5,816</b>	<b>153</b>	<b>97.4%</b>	<b>1,834</b>	<b>2,098</b>	<b>1,406</b>	<b>690</b>	<b>174</b>	<b>17</b>	<b>6,219</b>
Special Needs (Master Leased)	27	262	262									
Special Needs (Shelter Beds)	3	236	236									
<b>Total with Special Needs</b>	<b>79</b>	<b>6,487</b>	<b>6,314</b>									

\* Excludes Louisa Flowers- has not fully leased yet

## Financial

	Fiscal YTD ending 6/30/20				06/30/20		
	# of Properties/units Positive Net Operating Income (NOI)	# of Properties/units Negative Net Operating Income (NOI)	# of Properties/units Under Construction (NOI Does not Apply)		# of Properties meeting Debt Coverage	# of Properties not meeting DCR	# of Properties DCR Not Applicable
Public Housing	17	645	0	0			
Affordable Owned	26	2,308	1	93	20	1	5
Tax Credit Partnerships	32	2,628	2	191	14	2	21

## Public Housing Demographics

	Households				% Family Type (head of household)				Race % (head of household)					
	# of Households	% of Households	Average Family Size	Average Unit Size	Adults no Children	Family with Children	Elderly	Disabled Not Elderly	Black African American	White	Native American	Asian	Hawaiian/ Pacific Islnd	Hispanic/ Latino
Public Housing Residents	126	20.4%	2.6	2.0	42.7%	57.0%	0.9%	6.1%	20.3%	65.0%	4.9%	1.6%	3.3%	29.3%
0 to 10% MFI	256	41.4%	1.6	1.4	79.8%	20.0%	16.0%	21.1%	20.3%	68.1%	2.8%	4.8%	0.8%	11.2%
11 to 20%	127	20.6%	1.9	1.6	75.4%	25.0%	7.0%	5.4%	15.8%	71.7%	1.7%	8.3%		15.6%
21 to 30%	83	13.4%	2.8	2.1	48.9%	51.0%	3.0%	2.5%	23.0%	66.7%	1.2%	1.2%	2.3%	16.1%
31 to 50%	23	3.7%	2.6	2.3	57.7%	42.0%	0.5%	0.9%	21.4%	60.7%	7.1%	10.7%		25.0%
51 to 80%	3	0.5%	4.0	2.7	66.7%	33.0%	0.2%	0.1%	33.3%	33.3%		33.3%		
Over 80%	618	100.0%	2.1	1.7	66%	34%	9%	11.5%	19.9%	67.6%	2.9%	4.7%	1.3%	16.9%
All														

## Waiting List

0 to 10% MFI	4,206	40.5%	6.1	1.3			1.6%	12.1%	12.5%	18.9%	1.9%	0.9%	0.5%	3.8%	2.0%
11 to 20%	3,076	27.9%	1.9	1.3			3.6%	13.7%	8.5%	13.9%	1.2%	1.1%	0.4%	2.3%	0.4%
21 to 30%	1,572	15.4%	2.3	1.3			2.1%	4.9%	4.6%	7.6%	0.5%	0.7%	0.2%	1.5%	0.3%
31 to 50%	966	12.2%	2.5	1.2			1.2%	2.2%	3.9%	5.3%	0.4%	0.7%	0.2%	1.6%	0.1%
51 to 80%	234	3.0%	2.5	1.2			0.2%	0.4%	1.1%	1.1%	0.1%	0.2%	0.1%	0.3%	0.0%
Over 80%	93	0.9%	2.4	1.1			0.1%	0.2%	0.4%	0.3%	0.0%	0.0%	0.0%	0.1%	0.0%
All	10,147	100.0%	3.0	1.4			44.0%	10.0%	31.0%	47.1%	4.2%	3.9%	1.5%	10.0%	

## Other Activity

Public Housing	
Names pulled from Wait List	162
Denials	2
New rentals	4
Vacates	4
Evictions	0
# of work orders received	1,393
# of work orders completed	937
Average days to respond	8.2
# of work orders emergency	215
Average response hrs (emergency)	20

## Rent Assistance Performance Measures

## Utilization and Activity

	Current Month Status						Current Month Activity				Calendar Year To Date				
	Authorized Vouchers	Utilized Vouchers	Utilization	Average Voucher	HUD Subsidy Over / (Under)	Remaining Waiting List	Waiting List Names	New Vouchers Leased	Vouchers Terminated	Voucher Inspections Completed	Utilization	Average Voucher	HUD Subsidy Over / (Under)	New Vouchers Leased	Vouchers Terminated
Tenant Based Vouchers	6,031	5,437	90%	\$805	-364,881	1,686	0	21	6	85	90%	\$794	-3,049,226	173	105
Project Based Vouchers	2,811	2,680	95%	\$841	57,873			22	10	70	96%	\$834	323,629	227	139
VASH Vouchers	970	623	64%	\$775	-67,007			2	2	7	68%	\$768	-180,756	26	31
FUP Vouchers	244	166	68%	\$1,008	8,958			0	0	5	83%	\$949	291,712	17	3
Mainstream Vouchers	99	81	82%	\$882	-110			2	0	4	66%	\$157	-429,650	37	0
RAD Project Based Vouchers	1,419	1,314	93%	\$450	-270,376			13	14	79	92%	\$64	-5,437,018	107	68
SRO/MOD Vouchers	130	128	98%	\$475	562			0	0	0	99%	\$476	5,459	5	7
All Vouchers	11,704	10,429	89%	\$767	-634,981			60	32	250	90%	\$705	-8,475,849	592	353

# Home Forward - Dashboard Report For July of 2020

Demographics														
	Households				% Family Type (head of household)				Race % (head of household)					
	# of Households	% of Households	Average Family Size	Average Unit Size	Adults no Children	Family with Children	Elderly	Disabled Not	Black African American	White	Native American	Asian	Hawaiian/ Pacific Islnd	Hispanic/ Latino
Tenant Based Voucher Participants *														
0 to 10% MFI	1,150	18.2%	1.7	1.8	31.0%	8.4%	0.8%	4.5%	39.2%	47.1%	3.7%	1.7%	0.1%	2.2%
11 to 20%	2,475	39.3%	2.1	2.0	14.6%	7.7%	15.5%	17.1%	34.6%	53.8%	1.8%	6.7%	0.2%	1.3%
21 to 30%	1,383	21.9%	2.8	2.3	7.5%	10.1%	8.7%	6.7%	31.5%	58.6%	1.2%	4.6%	0.1%	1.3%
31 to 50%	1,020	16.2%	2.9	2.6	1.7%	2.7%	3.0%	3.6%	41.6%	47.7%	2.2%	3.6%	0.0%	0.2%
51 to 80%	260	4.1%	3.1	2.7	0.1%	0.1%	0.3%	0.4%	52.6%	37.5%	1.5%	4.0%	0.0%	0.0%
Over 80%	17	0.3%	2.3	2.2	82.4%	18.0%	0.0%	0.1%	46.7%	40.0%	5.9%			5.9%
All	6,306	100%	2.4	2.1	14%	7%	9%	10%	37%	52%	2%	5%	0%	1%
* (includes Tenant Based, FUP, VASH, Mainstream and Port In Vouchers)														

Project Based Voucher Participants	Households				% Family Type (head of household)				Race % (head of household)						
	# of Households	% of Households	Average Family Size	Average Unit Size	Adults no Children	Family with Children	Elderly	Disabled Not	Black African American	White	Native American	Asian	Hawaiian/ Pacific Islnd	Hispanic/ Latino	
0 to 10% MFI	1092	27.3%	2.0	1.5	14.5%	5.5%	1.3%	8.6%	22.6%	65.2%	3.9%	1.7%	1.5%	1.6%	
11 to 20%	1711	42.9%	3.4	2.3	4.3%	6.3%	14.7%	20.8%	23.5%	65.5%	3.8%	3.3%	0.7%	2.3%	
21 to 30%	703	17.6%	3.0	2.3	0.7%	0.9%	8.1%	5.1%	21.9%	67.6%	2.6%	3.0%	1.0%	0.1%	
31 to 50%	382	9.6%	3.4	2.7	0.2%	0.2%	2.4%	1.5%	28.7%	60.1%	3.2%	2.1%	1.3%	0.1%	
51 to 80%	91	2.3%	3.6	2.7	0.2%	0.3%	0.1%	0.0%	32.2%	57.8%	6.7%	1.1%	1.1%	0.2%	
Over 80%	18	0.4%	3.9	2.8	42.9%	57.0%	0.1%	0.0%	20.0%	73.3%	6.7%			42.9%	
All	3,997	100%	2.9	2.1	6%	5%	8%	12.3%	23.6%	65.1%	3.6%	2.6%	1.0%	1.6%	
Waiting List	Households				% Family Type (head of household)				Race % (head of household)						
	# of Households	% of Households	Average Family Size	Average Unit Size	Adults no Children	Family with Children	Elderly	Disabled Not Elderly	Black African American	White	Native American	Asian	Hawaiian/ Pacific Islnd	Hispanic/ Latino	Not Reported
0 to 10% MFI	4,021	33.4%	2.5				3.2%	26.3%	30.3%	53.6%	4.8%	2.1%	1.2%	7.0%	1.2%
11 to 20%	2,976	28.3%	1.8				15.2%	61.2%	28.4%	56.6%	3.1%	5.4%	1.0%	4.6%	1.1%
21 to 30%	1,514	18.7%	2.1				17.6%	38.7%	23.7%	63.0%	2.4%	3.8%	1.0%	5.3%	0.9%
31 to 50%	949	16.1%	2.4				12.5%	24.2%	27.7%	57.6%	2.8%	4.8%	1.2%	5.5%	0.4%
51 to 80%	227	2.8%	2.6				9.2%	17.2%	39.1%	43.7%	1.2%	3.5%	1.2%	10.3%	1.2%
Over 80%	91	0.7%	2.5				9.1%	27.3%	45.5%	36.4%	4.6%		9.1%	4.6%	0.0%
All	9,778	100.0%	2.3				11.0%	38.0%	28.5%	56.3%	3.5%	3.8%	0.8%	5.8%	1.0%

Short Term Rent Assistance			
	# of Households Participating	\$ Amount of Assistance Provided	Average Cost per Household
Shelter Plus Care	476	\$457,784	962
Short Term Rent Assistance	1118	\$855,663	765

## Resident Services

Resident Programs										
	Housing Program Served	Households Served/	Monthly Funding Amount	Average Funds per Participant						
Congregate Housing Services * as of previous month	Public Housing	146	\$80,273	\$549.81						
Resident Services Coordination	Public Housing				# Services	# of Programs	# Event Attendees	# Notice/Violation Meetings	# Eviction Notices	# Housing Stability Meetings
					1131	2	15	18	46	61
Nine months ending 12/31/2018 Twelve months ending 3/31/2019		# of Participants	Escrow \$ Held	New Enrollees	# of Graduates	Escrow \$ Disbursed	Terminations or Exits	Escrow \$ Forfeited	Avg Annual Earned Income Increase Over Last Year	
	Public Housing	388	\$1,430,846	2	1	\$24,120	1	\$0	\$1,812	
	Section 8	400	\$1,394,613	5	1	\$30,649	2	\$1,375	\$2,617	



**Agency** Six months ending 6/30/20

The below data represents unaudited financial data.

	Fiscal Year to Date	Prior YTD	Increase (Decrease)
Subsidy Revenue	\$55,281,714	\$51,094,720	\$4,186,994
Grant Revenue	\$11,271,444	\$10,150,315	1,121,129
Property Related Income	\$10,538,807	\$10,853,719	(314,912)
Development Fee Revenue	\$4,563,821	\$4,118,278	445,543
Other Revenue	\$8,669,418	\$11,820,165	(3,150,747)
<b>Total Revenue</b>	<b>\$90,325,203</b>	<b>\$88,037,197</b>	<b>\$2,288,006</b>
Housing Assistance Payments	\$58,367,047	\$52,317,115	6,049,932
Operating Expense	\$28,127,232	\$27,003,363	1,123,869
Depreciation	\$2,094,221	\$2,337,296	-243,075
<b>Total Operating Expenses</b>	<b>\$88,588,500</b>	<b>\$81,657,774</b>	<b>6,930,726</b>
<b>Operating Income</b>	<b>\$1,736,703</b>	<b>\$6,379,423</b>	<b>-\$4,642,720</b>
Other Income(Expense)	-\$600,957	\$12,078,312	-12,679,270
Capital Contributions	\$750,063	\$1,413,322	-\$663,259
Increase(Decrease) Net Assets	<b>1,885,799</b>	<b>19,871,057</b>	<b>-17,985,258</b>
Total Assets	<b>\$ 991,551,358</b>	<b>\$ 861,350,221</b>	<b>\$ 130,201,137</b>
Liquidity Reserves	33,530,304	29,928,641	3,601,663

**Development/Community Revitalization****New Development / Revitalization**

	Units	Construction Start	Construction End	Current Phase	Total Cost	Cost Per Unit
Lloyd Housing	240	17-Dec	19-Nov	Post -Construction	\$74,112,444	\$308,802
North Group Rehab Project	350	18-Dec	20-Jun	Construction	\$101,323,805	\$289,496
East Group Rehab Project	315	19-Jun	20-Dec	Construction	\$79,925,247	\$253,731
Fountain Place Rehab Project	74	20-Mar	21-Dec	Construction	\$32,804,443	\$443,303

**Capital Improvement**

Gretchen Kafoury Windows Replacem	N/A	20-Apr	20-Jul	Pre-Construction	\$550,000	N/A
Schiller Way Elevated Deck Project	N/A	20-Jun	20-Aug	Pre-Construction	\$384,000	N/A
Kelly Place Elevated Deck	N/A	20-Jun	20-Sep	Pre-Construction	\$320,000	N/A