

## **PUBLIC NOTICE:**



Home Forward  
BOARD OF COMMISSIONERS  
will meet on  
Tuesday, November 17, 2020  
At 5:15 pm  
Via a Conference Call  
Call in: 1.253.215.8782  
Meeting ID: 960 5320 9701  
Passcode: 139895



MEMORANDUM

To:	Community Partners	Date:	November 10, 2020
From:	Michael Buonocore, Executive Director	Subject:	Home Forward Board of Commissioners November Meeting

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The Board of Commissioners of Home Forward will meet on Tuesday, November 17, 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: 960 5320 9701  
Passcode: 139895

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: 960 5320 9701  
PASSCODE: 139895  
NOVEMBER 17, 2020 5:15 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 October 7, 2020 Board of Commissioner Conference Call Meeting and October 20, 2020 Board of Commissioners Conference Call Meeting

### MISSION MOMENT

Topic	Presenter
Youth Led Protest at New Columbia	Alescia Blakely

## REPORTS/RESOLUTIONS

Following Reports and Resolutions:			
20-11	Topic	Presenter/POC	Phone #
01	Authorize Amendments to Housing Choice Voucher Administrative Plan and Public Housing Admissions and Continued Occupancy Policy to Reduce Rent Burden on Households Containing Certain Immigrant Populations	Ian Davie Jaclyn Eaton	503.802.8565 503.802.8357
02	Authorize Intergovernmental Agreement with Multnomah County to Accept the Future Transfer of Land Located in Troutdale for a Metro Bond Project	Amanda Saul	503.802.8552

## 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, December 2, 2020 at 5:30 PM. The next Board of Commissioners meeting will be Tuesday, December 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 WORK SESSION  
HOME FORWARD  
CONFERENCE CALL  
135 SW Ash Street Portland, OR 97204  
October 7, 2020**

**COMMISSIONERS PRESENT**

Chair Damien Hall, Vice Chair Matthew Gebhardt, Treasurer Jenny Kim, Chair Emeritus Miki Herman, Commissioners Vivian Satterfield, Rakeem Washington and David Widmark

**STAFF PRESENT**

Elise Anderson, April Berg, Peter Beyer, Michael Buonocore, Ian Davie, Tonya Evans, Dena Ford-Avery, Monica Foucher, Biljana Jesic, Kitty Miller, Kandy Sage, Amanda Saul, Shannon Schmidt, Ian Slingerland, Taylor Smiley Wolfe, Aimee Smith, Celia Strauss, Jonathan Trutt

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

Opening the Board of Commissioners October work session, newest Commissioner, Rakeem Washington was introduced along with the opportunity to introduce fellow commissioners and staff present.

**RESOLUTION 20-10-01 Authorize the 22<sup>nd</sup> Annual Moving to Work Plan**

Taylor Smiley Wolfe, Policy Director, presented Resolution 20-10-01. She noted that the resolution was previewed with the board at the September work session. Smiley Wolfe provided a historic overview of our Moving to Work plan and additions to this year's plan. As required, the plan was noticed, a public hearing was held, and no public comment was received.

There being no questions, Chair Damien Hall made the first motion to approve Resolution 20-10-01 and 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  
Chair Emeritus Miki Herman—Aye  
Commissioner Vivian Satterfield—Aye  
Commissioner Rakeem Washington —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: NOVEMBER 17, 2020

Attest:

Home Forward:

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Michael Buonocore, Secretary

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Damien R. Hall, Chair





**BOARD OF COMMISSIONERS MEETING  
HOME FORWARD  
CONFERENCE CALL  
135 SW Ash Street Portland, OR 97204  
October 20, 2020**

**COMMISSIONERS PRESENT**

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

**STAFF PRESENT**

Elise Anderson, Melissa Arnold, Theresa Auld, April Berg, Peter Beyer, Michael Buonocore, Ian Davie, Tonya Evans, Dena Ford-Avery, Biljana Jesic, Evan McAvoy, Kitty Miller, Amanda Saul, Shannon Schmidt, Ian Slingerland, Taylor Smiley Wolfe, Aimee Smith, Celia Strauss, Jonathan Trutt

**COUNSEL PRESENT**

Sarah Stauffer Curtiss

Chair Damien Hall convened the meeting at 5:16 PM.

**PUBLIC COMMENT**

Cathy Millis, a resident at Dahlke Manor thanked the commissioners and staff for addressing concerns that were presented to the board in September. She did say, that although the floors had been cleaned, the permeated smell was returning. On a positive note, she said the residents were briefed on the pending remodel and appreciated the opportunity to learn what was in store. Chair Hall thanked Millis and offered that staff would be circling back.

**MEETING MINUTES**

Minutes of the September 15, 2020 Board of Commissioners Conference Call Meeting

Chair Damien Hall requested a motion authorizing approval of the minutes to the September 15, 2020 Board of Commissioners meeting.

There being no discussion, Commissioner Richard Anderson moved to approve a motion for approval, and 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 Rakeem Washington—Aye  
Commissioner David Widmark—Aye

#### **MISSION MOMENT – Diabetic Foot Care Partnership**

Melissa Arnold, Program Manager in Community Services opened the Mission Moment. She introduced Amanda Morris who partners with Home Forward to provide foot care to our residents in sixteen properties. This program is funded through sponsorship and grants. Evan McAvoy, Program Supervisor in Community Services oversees this program. 11,000-12,000 service appointments take place annually. Health is the key component to our mission and we were able to maintain this service at most sites this year.

Arnold welcomed Amanda Morris. Morris is a Registered Nurse and has been providing footcare for seven years, every six to eight weeks at each property. She went onto describe the services she offers, noting that she sees a high number of issues related to diabetes, adding that a low income situation cannot always address the ailments. Morris provides a thorough assessment of the situation, focusing on swelling, nails which are common area for fungus to fester. If there are issues outside her scope she will make a pediatricist referral. Besides the physical footcare, Morris provides education and offers measures to maintain healthy feet, especially when it relates to diabetes. She thanked Arnold for finding ways to keep the program running and appreciated the support Home Forward provides to this essential service.

The board heard first hand from Home Forward resident Theda who described her situation and in closing said she didn't know what she would do without the care from

Morris. Another resident, James saying he had diabetes and had been treated in a doctor's office setting. They were not set up to address the array of needs James had and finding Morris has been a blessing. He thanked Home Forward for supporting the program and his sincerest hope the program will continue.

Chair Hall thanked Arnold and Morris for all their great work and for recognizing how important this is. Commissioner TomiRene Hettman shared an experience she had with Morris, who was providing care for someone Hettman works for. If it wasn't for Morris' diligence, pointing out a discolored toe, that ultimately turned into vascular infection warranting a partial amputation. Hettman told Morris she saved this person's life and couldn't say thank you enough.

Chair Emeritus Miki Herman thanked the group and said this is an often overlooked service. She appreciated the expanded conversation of more than the foot. Herman asked what it would take to expand this program given the compelling long term benefits. Arnold said the properties have different funding sources available to support the program and they are limited. We continue to look for ways to keep the program running and opportunities to clone it several times over. Herman suggested we give the commissioners some time to noodle over this. In closing, Chair Hall thanked Theda and James for sharing their stories.

## **CONSENT RESOLUTIONS**

### **RESOLUTION 20-10-02 Authorizes Contract Amendment for Emergency Repairs at the Headwaters Apartments**

There being no questions, Chair Damien Hall requested a motion to approve. Vice Chair Matthew Gebhardt moved to adopt Resolution 20-10-02 and Treasurer Jenny Kim 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 Rakeem Washington—Aye

## Commissioner David Widmark—Aye

### RESOLUTIONS

#### **RESOLUTION 20-10-03 Authorizes Contract with Epic Land Solutions, Inc. for Professional Relocation Services for Dahlke Manor**

Jonathan Trutt, Development Director presented the resolution saying it pertains to the relocation during construction at Dahlke Manor, which begins the end of March 2021. The READ committee reviewed and discussed the resolution at their October meeting. Trutt highlighted the relocation team's energies over the past two years. He said the relocation efforts are resident focused and working with the construction schedule. Having an experienced and dedicated contractor is a huge help. Trutt described the RFP process and the selection of Epic. He added that Epic managed the relocation efforts for the renovations at Shrunk and Tamarack.

Based on the security issues that have been raised at Dahlke, Commissioner Vivian Satterfield, asked how this will be handled during construction. Trutt said this has been taken into consideration and although it is not Epic's responsibility, they will know what is going on and have a historical picture as well. This will include open communications surrounding security concerns with the property management staff and the relocation contractor.

Property Management Director Elise Anderson said that although the building does not currently have security cameras, they will be added throughout the building as part of the renovations. Assistant Development Director April Berg said the first thing the relocation company will make assessments and have individual meetings with the residents before the relocation plan is finalized.

There being no further questions, Chair Damien Hall requested a motion to approve. Commissioner TomiRene Hettman moved to adopt Resolution 20-10-03 and 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 Rakeem Washington—Aye  
Commissioner David Widmark—Aye

#### **RESOLUTION 20-10-04 Authorize Financing and Private Activity Bond Applications for the Dekum Court Redevelopment**

Jonathan Trutt presented the resolution saying resolutions 20-10-04 and 20-10-05 are both for the redevelopment of Dekum Court and represent two standard finance resolutions when utilizing state resources. Both resolutions have been reviewed by the READ Committee. Resolution 20-10-04 is a Low Income Housing Tax Credit application to Oregon Housing and Community Services for 4% Low Income Housing Tax Credits and Oregon Affordable Housing Tax Credits and the Oregon Treasury for Private Activity Bonds.

Trutt gave an update on the project saying there has been significant progress on the design and that tomorrow will be the eighth design review meeting with residents and stakeholders. We anticipate submitting for permitting in February and a construction start in August 2021.

There being no questions, Chair Damien Hall requested a motion to approve. Commissioners David Widmark moved to adopt Resolution 20-10-04 and 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 Rakeem Washington—Aye  
Commissioner David Widmark—Aye

#### **RESOLUTION 20-10-05 Authorize an Inducement Resolution Declaring an Intent to Issue Bonds for the Redevelopment of Dekum Court**

Development Director Jonathan Trutt said this resolution is a technical step in securing financing required by the Federal tax code for qualified expenses and effectively declares the intent to issue revenue bonds.

Treasurer Jenny Kim asked about the Metro funds associated with this project and if there were additional requirements necessary. Trutt said there are no technical steps required, noting that the Metro dollars are more like a grant to move forward. Metro requires bedroom sizes of two or larger and 40% of the project to focus on deep affordability.

There being no further questions, Chair Damien Hall requested a motion to approve. Chair Emeritus Miki Herman moved to adopt Resolution 20-10-05 and Treasurer Jenny Kim 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 Rakeem Washington—Aye  
Commissioner David Widmark—Aye

#### **RESOLUTION 20-10-06 Authorize Changes to the Administrative Plan and Admissions and Continued Occupancy Policy in Response to National Disasters**

Policy Director Taylor Smiley Wolfe presented the resolution saying the policy changes relate to recent wildfires throughout the state and into the future. These changes will provide flexibility to households specific to guest policies and length of a person's stay. This pertains to friends and family members who have been displaced due to a national or statewide disaster declaration, such as the recent wildfires. Smiley Wolfe went onto describe the policy changes. The Guest Policy would allow guests to stay up to 12 months with no documentation required. Voucher recipients must receive approval from their landlord who may have their own rules related to guests. The addition of household members will require documentation based on the displaced policy. The policy allows for family members absent from their primary resident for more than 60 days under said circumstances, would not be terminated if there is an absence between 60 and 180 days.

Chair Emeritus Miki Herman asked how other agency are doing this. Smiley Wolfe said that we received an inquiry from Legal Aid regarding calls they had been receiving. We have shared our framework with all 22 agencies across the state for their consideration. Herman asked if this will add an undo burden on staff and financially to the agency, adding it is a very

humane and supportive policy. Smiley Wolfe said it is relatively limited. Rent Assistance Director Dena Ford-Avery said this is not a lengthy process. When adding to the household there are requirements. The more challenging piece could be if the landlord does not support adding a person to the household. Currently, we have no experience with this. Property Management Director Elise Anderson said that like Rent Assistance, adding an individual to the lease could add more work, but until we actually do this we won't know to what degree. Herman appreciated her concerns being addressed and Home Forward remaining on the cutting edge. She also asked that the board continue to be informed.

Commissioner David Widmark appreciated the compassionate side to this policy. He asked if this will also affect our third-party managed properties. Asset Management Director Tonya Evans said the property management companies are wholeheartedly in support. Commissioner Vivian Satterfield added her appreciation of the policy and was interested in how the data will be tracked and concerned for the impacts of where residents go. Elise Anderson said we track additions to the household long term, but do not track short term. Dena Ford-Avery said the same is for the voucher program.

There being no further questions, Chair Damien Hall requested a motion to approve. Commissioner David Widmark moved to adopt Resolution 20-10-06 and Chair Emeritus Miki Herman 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 Rakeem Washington—Aye  
Commissioner David Widmark—Aye

#### **RESOLUTION 20-10-07 Authorize Rent Assistance Administrative Plan Change Adopting Preference for Recent Award of Mainstream Vouchers**

Ian Slingerland, Director of Homeless Initiatives presented the resolution. This resolution will allow Home Forward to adopt a new local preference specific to the award of 30 new mainstream vouchers as part of the CARES act. These are considered mainstream special purpose vouchers, limited to families that include person(s) 18-62 with disabilities who are

experiencing homelessness. They will be referred through the County's coordinated access system. Slingerland described how the coordinated access worked. He went onto say HUD mandates use of coordinated access for the continuum care funding, they do not mandate for use of mainstream vouchers. By using the coordinated access as a referral source, we are able to align the broader community work in ending homelessness.

There being no questions, Chair Damien Hall requested a motion to approve. Commissioner TomiRene Hettman moved to adopt Resolution 20-10-07 and 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  
Chair Emeritus Miki Herman—Aye  
Commissioner Richard Anderson —Aye  
Commissioner TomiRene Hettman—Aye  
Commissioner Vivian Satterfield—Aye  
Commissioner Rakeem Washington—Aye  
Commissioner David Widmark—Aye

## ADJOURN

There being no further business, Chair Damien Hall adjourned the meeting at 6:07 PM.

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

ADOPTED: NOVEMBER 17, 2020

Attest:

Home Forward:

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Michael Buonocore, Secretary

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Damien R. Hall, Chair



# MISSION MOMENT



We will hear from Aidan Carter who led the protest at New Columbia. This is an image from “On the March”, Brian S. McGrath, Time for Kids, September 11, 2020, available at: <https://www.timeforkids.com/g34/on-the-march-3/>

# RESOLUTIONS



## MEMORANDUM

To: Board of Commissioners

Date: November 17, 2020

From: Ian Davie, Chief Operating Officer  
503.802.8565

Subject: Authorize Amendments to  
Housing Choice Voucher  
“Administrative Plan” and Public  
Housing “Admissions and  
Continued Occupancy Policy” to  
reduce rent burden on households  
containing certain immigrant  
populations  
Resolution 20-11-01

The Board of Commissioners is requested to authorize changes to the Administrative Plan which governs Home Forward’s Housing Choice Voucher Program and the Admissions and Continued Occupancy Policy (ACOP) which governs Home Forward’s public housing portfolio. These changes utilize Home Forward’s Moving to Work flexibility to reduce the rent burden on households containing certain immigrant populations.

This action supports the “one community” section of the strategic plan focused on racial justice.

## BACKGROUND

We’re engaged in a continuous battle against the racist outcomes of the housing system, which have a particularly horrific impact on people experiencing poverty. A foundation of these outcomes, or at least a sturdy supporting beam, is federal housing policy. Sometimes that policy appears neutral, and is applied in a way that harms certain groups. Sometimes, however, that policy contains explicitly racist intentions and isolates certain groups for differential treatment. That’s the type of policy we seek to change with this action.

For 40 years, HUD has limited the ability of housing authorities to provide full subsidies to certain immigrant groups. To achieve this, the federal government has designated a group of “ineligible non-citizens” (a HUD term) who are unable to receive housing assistance; a household with an “ineligible non-citizen” is known as a “mixed status household” (also a HUD term). Thus, most housing authorities set rent based on the family’s income – as with all households – but then requires a “mixed status household” to pay an additional “proration” penalty that is calculated as a portion of the overall rent. This means that these households do not pay the traditional rent amount set at approximately 30% of adjusted income; instead they are by definition rent burdened, meaning they pay an amount of rent that exceeds HUD’s definition of affordability.

As part of its participation in the Moving to Work program, Home Forward previously received approval from HUD to implement a rent reform activity that set the proration amount at \$100 per household per month. In most scenarios, this is a lower amount than the household would otherwise pay at a traditional housing authority.

## OVERVIEW

We now seek to reduce the proration amount from \$100 to \$1 per month. In October 2019, the Board of Commissioners authorized Home Forward to seek flexibility from HUD in its 2020 Moving to Work Plan (resolution 2019-10-02). After submission, HUD finally approved this approach in late June 2020.

This change has a significant impact by reducing the rent burden of these households by \$99 per month, or \$1,188 per year. Approximately 250 households, containing over 1,000 people, would be impacted by this change.

More directly, this approach benefits certain ethnic groups. Over 90% identify as Hispanic or Latinx. Over 80% speak Spanish as their primary language.

We also know that this approach assists families. Almost every household contains a child under age 18. Many contain more than one youth, since nearly 600 children under age 18 reside in these households. Approximately two thirds of “ineligible non-citizens” are women, and over 90% of the “ineligible non-citizens” are adults, often better known as “mom” or “dad”.

Finally, this is a group that contributes significant income to maintain their housing, thus reducing the overall subsidy that Home Forward pays. Over 80% are work-focused and earn incomes that are higher than the average income in our subsidized housing.

## CONCLUSION

Even as we take these steps to reduce the burden on these households, HUD has proposed a draconian rule that would make it impossible for “ineligible non-citizens” to remain in these households. If this rule is finalized, we will bring this issue back to the Board seeking approval to take every possible step to ensure these households remain intact.

Meanwhile, we’re doing what we can to ensure that these families pay an almost identical rent amount as any other household in our subsidized programs.

We respectfully request that the Board of Commissioners approve changes to the administrative plan and Admissions and Continued Occupancy Policy which reduces rent burden on these households.





## RESOLUTION 20-11-01

RESOLUTION 20-11-01 AUTHORIZES HOME FORWARD TO AMEND LANGUAGE IN THE ADMINISTRATIVE PLAN WHICH GOVERNS PROCESSES AND PROCEDURES IN THE HOUSING CHOICE VOUCHER PROGRAM AND ADMISSIONS AND CONTINUED OCCUPANCY POLICY WHICH GOVERNS PROCESSES AND PROCEDURES IN THE PUBLIC HOUSING PROGRAM

**WHEREAS**, Home Forward seeks to achieve outcomes in pursuit of racial justice; and

**WHEREAS**, Home Forward seeks to support immigrant populations;

**WHEREAS**, Home Forward is often expected to implement and enforce federal rules and policy which result in racist and xenophobic outcomes;

**WHEREAS**, Home Forward has received approval from the Department of Housing and Urban Development to adjust the rent-setting proration applied to “mixed status families”;

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Commissioners of Home Forward hereby authorizes the Executive Director to approve changes to the Administrative Plan for the Housing Choice Voucher program and Admissions and Continued Occupancy Policy to adjust the rent-setting proration applied to “mixed status families” from \$100 to \$1 per month.

**ADOPTED: NOVEMBER 17, 2020**

**Attest:**

**Home Forward:**

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Michael Buonocore, Secretary

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Damien R. Hall, Chair



## MEMORANDUM

To:	Board of Commissioners	Date:	November 17, 2020
From:	Amanda Saul, Assistant Director for GO Bond Development 503.802.8552	Subject:	Authorize Intergovernmental Agreement with Multnomah County to Accept the Future Transfer of Land Located in Troutdale for a Metro Bond Project Resolution 20-11-02

Staff requests the Board of Commissioners to authorize the Executive Director, or his designee, to approve an Intergovernmental Agreement (IGA), and any future amendments, with Multnomah County to accept the future transfer of Multnomah County owned land in Troutdale. The land will be used to create approximately 100 units of Metro Bond funded affordable housing.

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

In November 2018, voters in Clackamas, Multnomah and Washington Counties passed the nation's first regional affordable housing bond. The \$652.8 million investment will create approximately 3,900 permanently affordable homes for seniors, working families, veterans, and others who need them. When Metro, the tri-county regional government, referred the bond to voters, it also adopted a framework developed through months of engagement with partners and community members to guide the bond's implementation.

Metro plans to allocate its bond funds to public entities—i.e. the Region's three counties/housing authorities and the four largest cities). Multnomah County, with Metro's agreement, has designated Home Forward to receive the county's allocation of \$15.9 million of Metro bond funds and utilize them to develop and own up to 111 units of affordable housing in the "balance of County" (areas east of Gresham).



## OVERVIEW

Home Forward has been working with Multnomah County and City of Troutdale staff for over a year to determine the viability of building Metro Bond funded housing on a 3.5-acre parcel owned by Multnomah County in Troutdale, located on NE 257<sup>th</sup> Drive. The site is well suited for multi-family housing and the fulfillment of Metro's "balance of County" housing affordability goals. The site is located in the Central Business District and, based on Home Forward's building code review and discussions with Troutdale planning staff, can accommodate by right 103 of the 111 "balance of County" units. The site is also within blocks of the downtown core, near many job centers, an outlet mall, a new elementary school, three public bus stops and many other amenities. Home Forward staff have also reviewed site due diligence provided by Multnomah County.

## CONCLUSION

Multnomah County has agreed to transfer the land to Home Forward. In order to facilitate the transfer, Multnomah County is requesting that we enter into an IGA (see attached draft). Once all the financing is in place, likely at construction loan close, the County will transfer the land to Home Forward or the to-be-created limited partnership for a nominal amount.

Staff provided the Real Estate and Development (READ) Committee a draft IGA and reviewed the accompanying memo and resolution on November 6, 2020.



## RESOLUTION 20-11-02

**RESOLUTION 20-11-02 AUTHORIZES THE INTERGOVERNMENTAL AGREEMENT WITH MULTNOMAH COUNTY TO ACCEPT THE FUTURE TRANSFER OF LAND IN TROUTDALE TO BE USED TO DEVELOP METRO BOND FUNDED AFFORDABLE HOUSING**

**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**, in 2018 Metro passed a \$652.8 million bond measure for affordable housing; and

**WHEREAS**, Metro will allocate approximately \$15.9 million in funding and unit production targets to Home Forward to be used east of Gresham; and

**WHEREAS**, Multnomah County owns land appropriate for affordable housing development in Troutdale; and

**WHEREAS**, Multnomah County would like to transfer the land to Home Forward to support the development of affordable housing per an Intergovernmental Agreement;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of Home Forward agrees to enter into an Intergovernmental Agreement substantially in accordance with the document attached as Exhibit A.

**BE IT FURTHER RESOLVED**, that the Board of Commissioners of Home Forward authorizes the Executive Director, or his designee, to execute an Intergovernmental Agreement and any related documents.

ADOPTED: NOVEMBER 17, 2020

Attest:

Home Forward:

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Michael Buonocore, Secretary

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Damien R. Hall, Chair

# STAFF REPORTS

**Procurement & Contracts Department**  
**MONTHLY CONTRACT REPORT**  
**Contracts Approved 09/01/20 - 10/31/20**

PUBLIC IMPROVEMENT  
(CONSTRUCTION & MAINTENANCE SERVICES)

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C2588	0	All Aspects Renovations	\$ 3,700.00	Installation of transaction window at NMW	DCR	9/14/2020	12/31/2020
C2591	0	KO Construction	\$ 11,950.00	Mounting block installation for radon mitigation at Rockwood Landing	DCR	9/17/2020	3/31/2021
C2596	0	LMC, Inc.	\$ 1,648.00	Siding repair at Tamarack community building	DCR	9/29/2020	12/31/2020
C2598	0	All Aspects Renovations	\$ 24,989.47	Build back at BCC	Prop Mgmt	10/1/2020	11/24/2020
C2612	0	JR Johnson, Inc	\$ 196,071.92	BCC Flood reconstruction	Property Management	10/19/2020	2/28/2021
C2614	0	Kennedy Restoration	\$ 47,246.57	Northwest Tower restoration work after flood emergency	Property Management	10/20/2020	12/31/2020
<b>Subtotal</b>			<b>\$ 285,605.96</b>				<b>6</b>

GOODS & SERVICES

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C2581	0	Arrakis Professional Services	\$ 155,436.00	Stationed security at Hollywood East	Prop Mgmt	9/4/2020	8/31/2021
C2585	0	ValleyScapes Landscape Solutions	\$ 57,273.00	Landscape renovations at BCC	Prop Mgmt	9/15/2020	10/16/2020
C2592	0	Cascade Radon Inc.	\$ 35,335.00	Radon mitigation at Rockwood Landing	DCR	9/17/2020	3/31/2021
C2597	0	pacificWRO	\$ 40,000.00	Furniture purchase and install at Floresta	DCR	9/25/2020	6/30/2021
C2589	0	DocuSign	\$ 7,948.90	Electronic document signing	Procurement	9/25/2020	10/14/2021
C2594	0	All Aspects Renovations	\$ 31,457.21	Paint, cove base and carpet throughout HWE administrative office	Prop Mgmt	9/25/2020	11/30/2020

C2602	0	Carbonell Cleaning Solutions	\$ 1,500.00	Toilet cleaning before flooring replacement at alderwood and powellhurs	DCR	9/30/2020	3/31/2021
C2605	0	Arock Technologies, LLC	\$ 3,700.00	Low voltage installations at Floresta office	DCR	10/12/2020	3/31/2021
C2606	0	Pegasus Moving & Cleaning	\$ 25,000.00	Packing and moving services for relocation	DCR	10/13/2020	3/31/2020
C2608	0	Willamette Express, LTD	\$ 25,000.00	Packing and moving services for relocation	DCR	10/13/2020	3/31/2020
C2607	0	Lile Moving & Storage	\$ 25,000.00	Packing and moving services for relocation	DCR	10/14/2020	3/31/2020
C2609	0	Alexander's Mobility Services	\$ 25,000.00	Packing and moving services for relocation	DCR	10/23/2020	3/31/2020
<b>Subtotal</b>			<b>\$ 432,650.11</b>				<b>12</b>

PERSONAL SERVICE CONTRACTS

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C2468	0	Greenspoon Marder	\$ 500,000.00	Agency-wide legal services; Rule 46-0340	Property Management	9/14/2020	1/31/2025
C2584	0	Esusu	\$ 10,000.00	Tenant rent reporting to credit bureaus	Community Services	9/16/2020	9/30/2021
C2590	0	TRC Environmental	\$ 12,100.00	Phase 1 environmental reports for Dahlke, Stark Manor, Fir Acres, Eastwood court for due diligence for group 7 closing	DCR	9/18/2020	6/15/2021
C2593	0	Verbio Group	\$ 50,000.00	On-Call Interpreter and Translation Services	Prop Mgmt	9/25/2020	9/30/2025
C2595	0	Susan Brannon Consulting	\$ 100,000.00	Yardi consulting and troubleshooting for IT; Rule 46-0340	IT	9/28/2020	9/23/2022
C2603	0	Environmental Works	\$ 2,165.00	radon testing at dahlke manor	DCR	10/6/2020	7/2/2021
C2599	0	Community Diners PDX	\$ -	Food box delivery to Dahlke, Grace Peck, Unthank, and Sellwood	Community Services	10/14/2020	9/23/2021
C2611	0	Epic Land Solutions	\$ 41,440.00	Relocation coordination at Floresta	DCR	10/18/2020	12/31/2020
C2613	0	PDX Nutrition Services	\$ 457,270.00	Comprehensive Meal Program for CHSP	Community Services	10/20/2020	12/31/2021

C2610	0	Ten02 Consulting LLC	\$ 20,000.00	Community driven needs assessment	Community Services	10/23/2020	12/31/2021
<b>Subtotal</b>			<b>\$ 1,192,975.00</b>	<b>10</b>			

PROFESSIONAL SERVICE CONTRACTS (A&E)

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C2587	0	KPFF Consulting Engineers	\$ 15,550.00	Updated ALTA survey for Tamarack Apts for as-built changes that occurred during construction	DCR	9/14/2020	12/31/2020
C2618	0	KPFF Consulting Engineers	\$ 7,000.00	As-built survey for Schunk (ALTA land title survey)	DCR	10/21/2020	3/31/2021
<b>Total</b>			<b>\$ 22,550.00</b>	<b>2</b>			

AMENDMENTS TO EXISTING CONTRACTS

Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C2092	9	Lorentz Bruun Construction	\$ 23,243.00	Amending scope to Fountain Place Design build	DCR	9/2/2020	9/30/2021
C1961	10	Performance Systems Integration (PSI)	\$ 1,448.85	Fire safety services at 14 properties; amended scope for Holgate House	Property Management	9/3/2020	12/3/2020
C2533	1	KASA Architects	\$ 54,548.00	Design review/ design development phase for Dekum head start building	DCR	9/8/2020	6/29/2021
C2290	1	RDH Building Sciences, Inc.	\$ 1,365.00	Building enclosure consulting services for the Medallion Renovation Project; amended scope of work	DCR	9/10/2020	9/30/2020
C1974	3	LMC, Inc.	\$ -	COVID language amendment	DCR	9/11/2020	5/1/2020
C1984	11	LMC, Inc.	\$ -	COVID-19 language amendment	DCR	9/11/2020	12/31/2020
C2165	3	Kay Reid	\$ 4,200.00	Provide classes for ESL residents at New Columbia	Community Services	9/11/2020	12/31/2020
C1994	3	LMC, Inc.	\$ -	COVID language amendment	DCR	9/11/2020	12/31/2020

C1984	10	LMC, Inc.	\$ 659,439.33	Teal 1 change order #07	DCR	9/12/2020	2/28/2021
C2576	1	Kennedy Restoration	\$ 8,979.99	Emergency biohazard cleanup at NW Tower, additional scope due to more drywall removal	Property Management	9/15/2020	12/31/2020
C2531	1	Greenfield Geotechnical	\$ -	Geotechnical investigation for Baldwin site; amended to add time	DCR	9/15/2020	3/1/2021
C2221	3	Reliant Search	\$ 100,000.00	On-call Temporary Labor Staffing Firms & Direct Hire Recruiters; amended to add funds	DBS-HR	9/28/2020	4/30/2022
C2442	1	NW Enforcement	\$ 12,000.00	Security services at Prescott House; amended to extend services	Asset Management	9/28/2020	2/15/2021
C2457	4	Forensic Building Consultants	\$ 8,420.00	Construction administration services for playground installation and Tillicum North and Hunter's Run	DCR	9/29/2020	12/31/2020
C2434	2	Epic Land Solutions	\$ (10,354.40)	Resident relocation at Alderwood; amended scope	DCR	9/29/2020	1/31/2021
C1968	29	Walsh Construction Co.	\$ -	Medallion CO #12	DCR	9/30/2020	11/25/2020
C2294	2	Pegasus Moving & Cleaning	\$ 53,649.00	Skills group and cleaning service focusing on the prevention of evictions related to housekeeping at BCC; amended to extend contract	Community Services	9/30/2020	6/30/2021
C2441	1	Diana's Cleaning Professional Services	\$ -	Custodial services of 1st floor bathroom; amended scope of work	IFSS	10/5/2020	2/2/2022
C2181	1	Otis Elevator	\$ 10,505.00	Elevator Preventive Maintenance Hollywood East; replace broken touchpads	Property Management	10/6/2020	2/28/2024
C2493	2	Jani-King	\$ -	On-Call Cleaning Services for vacant units and common area/office cleaning; amended scope	Property Management	10/13/2020	3/18/2023
C1894	3	ValleyScapes Landscape Solutions	\$ 13,118.37	Landscaping at Stephen's Creek Crossing; amended scope	Prop Mgmt	10/15/2020	12/31/2020
C2242	1	DHS	\$ 533.00	Agreement Number 158593: Renewed agreement for medicaid reimbursements	Community Services	10/15/2020	9/30/2022
C2496	3	American Heating, Inc	\$ 3,872.00	HVAC maintenance at SCC; amended scope	Property Management	10/15/2020	12/31/2020
C2507	1	Centric Elevator	\$ -	NWM elevator substantial completion date change	DCR	10/16/2020	4/30/2021
C2508	1	Centric Elevator	\$ -	Rosenbaum elevator substantial completion date change	DCR	10/16/2020	7/31/2021
C1974	4	LMC, Inc.	\$ 274,352.33	red group 2 (hunter's run, tillicum north, tillicum south) additional work CO 1	DCR	10/18/2020	7/23/2020
C1974	5	LMC, Inc.	\$ 474,510.34	red group 2 (hunter's run, tillicum north, tillicum south) additional work CO 2	DCR	10/18/2020	1/31/2021



C1974	6	LMC, Inc.	\$ 344,914.65	red group 2 (hunter's run, tillicum north, tillicum south) additional work CO 3	DCR	10/18/2020	1/31/2021
C1974	7	LMC, Inc.	\$ 296,162.06	red group 2 (hunter's run, tillicum north, tillicum south) additional work CO 4	DCR	10/18/2020	1/31/2021
C1994	4	LMC, Inc.	\$ 21,211.67	red group 1 CO 1	DCR	10/18/2020	12/31/2020
C1994	5	LMC, Inc.	\$ 38,402.33	red group 1 CO 2	DCR	10/18/2020	12/31/2020
C1994	6	LMC, Inc.	\$ 280,435.05	red group 1 CO 3	DCR	10/18/2020	12/31/2020
C1994	7	LMC, Inc.	\$ 283,008.34	red group 1 CO 4	DCR	10/18/2020	12/31/2020
C1994	8	LMC, Inc.	\$ 292,548.83	red group 1 CO 5	DCR	10/18/2020	1/31/2021
C2046	4	NW Enforcement	\$ 28,271.10	Security Services for Schrunck; amended to add funds	Property Management	10/19/2020	12/31/2020
C2160	4	NW Enforcement	\$ 20,000.00	Security services at BCC; additional hours due to the state of Emergency	Property Management	10/23/2020	12/31/2020
C2399	1	Ideas42	\$ 40,000.00	Program consultation, design and outcome measurement; amended to extend contract	Executive	10/23/2020	7/1/2021
C2433	2	Epic Land Solutions	\$ (8,165.00)	Resident relocation at Powellhurst Woods; amended contract language	DCR	10/23/2020	1/31/2021
<b>Subtotal</b>			<b>\$ 3,330,618.84</b>				<b>38</b>

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

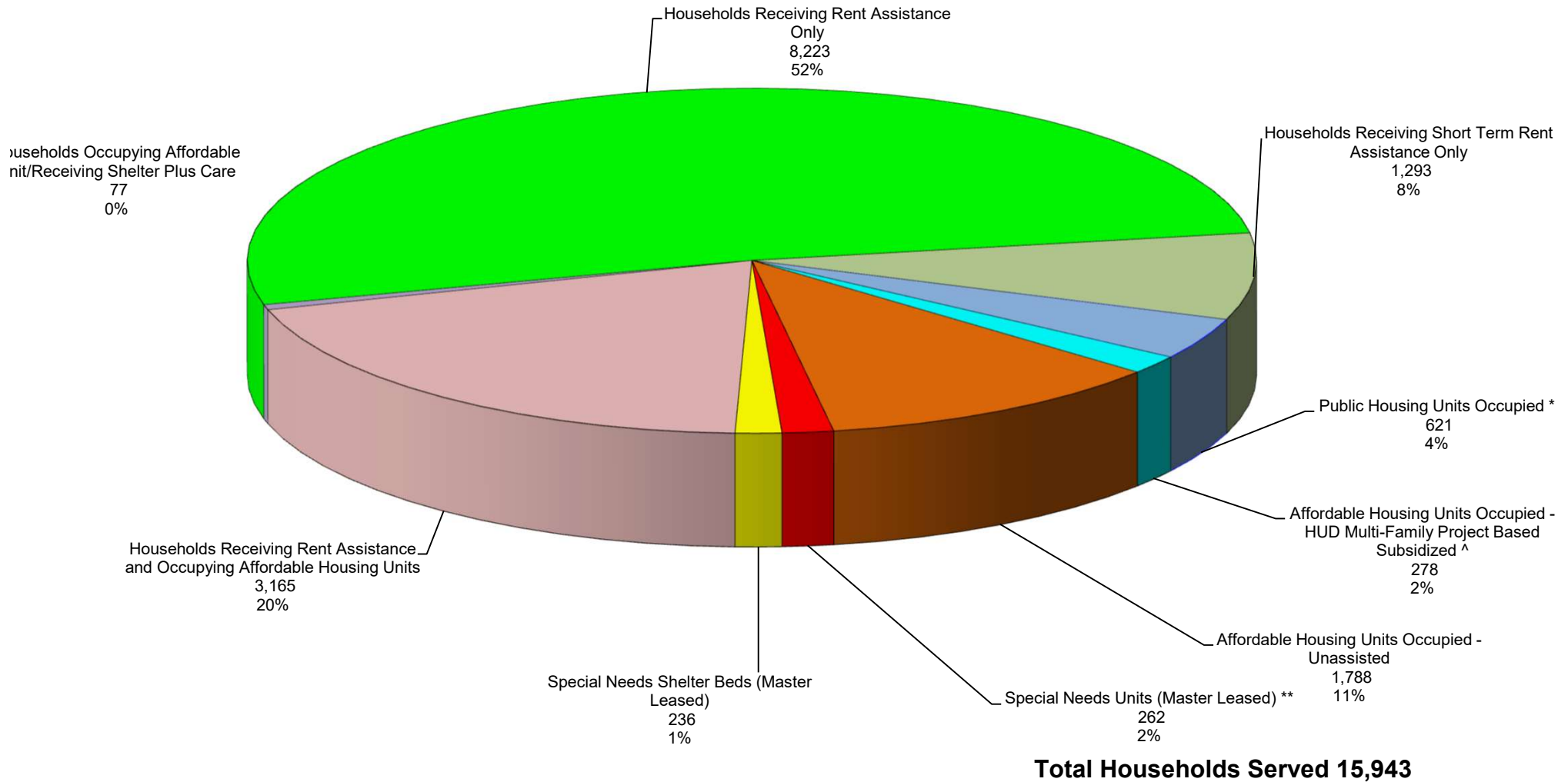
Contract #	Amend #	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
<b>Subtotal</b>			<b>\$ -</b>				<b>0</b>
<b>Total</b>			<b>\$ 5,264,399.91</b>				<b>68</b>

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

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

# HOUSEHOLDS SERVED REPORT

## Total Households Served: Rent Assistance and Occupied Housing Units October 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.

# Households Served

Households Served Through Housing Supports October 2020

Rent Assistance	All Programs	Moving to Work Programs	Non-MTW Programs
Rent Assistance Vouchers - Home Forward Funded	11,388	7,873	1,806
Tenant Based Vouchers	5,519	5,519	
Project Based Vouchers	1,571	1,571	
Hi Rise Project Based Vouchers	783	783	
RAD Project Based Vouchers	1,346		
Section 18 Project Based Vouchers	363		
Single Room Occupancy (SRO)/MODS	127		127
Family Unification Program	196		196
Mainstream Vouchers	90		90
Veterans Affairs Supportive Housing (VASH)	632		632
Rent Assistance - PORT IN From Other Jurisdiction	761		761
Short Term Rent Assistance Programs	1,370	53	1,317
Shelter + Care	467		467
Locally Funded Short Term Rent Assistance	850		850
Earl Boyles	19	19	
MIF Funded Short Term Rent Assistance	-	-	
Alder School	23	23	
New Doors	5	5	
Employment Opportunity Program	6	6	
Work Systems Inc. - Agency Based Rent Assistance	-	-	
<b>Total Rent Assistance</b>	<b>12,758</b>	<b>7,926</b>	<b>3,123</b>
<b>Subsidized Housing Units</b>			
<b>Public Housing Units Occupied</b>	621	621	-
Traditional Public Housing units Occupied	621	621	
Affordable Housing Units Occupied (excluding PH subsidized)	5,308		4,945
Affordable Housing Units - Tenant Based Vouchers	501		501
Affordable Housing Units - Shelter + Care	77		77
Affordable Housing Units - Project Based Vouchers	-		-
Affordable Housing Units - Hi Rise Project Based Vouchers	783		783
Affordable Housing Units - RAD Project Based Vouchers	1,346		1,346
Affordable Housing Units Section 18 Project Based Vouchers	363		
Affordable Housing Units - HUD Multi-Family Project Based	278		278
Affordable Housing Units - VASH Vouchers	108		108
Affordable Housing Units - Family Unification Program	12		12
Affordable Housing Units - Section 8 Port In	52		52
Affordable Housing Units - Unassisted	1,788		1,788
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>6,427</b>	<b>621</b>	<b>5,443</b>
<b>Total Housing Supports Provided to Household</b>	<b>19,185</b>	<b>8,547</b>	<b>8,566</b>
Household Occupying Affordable Unit/Receiving Home Forward Rent Assistance	(3,165)		(3,165)
Households Occupying Affordable Unit/Receiving Shelter Plus Care	(77)		(77)
<b>Total Households Served</b>	<b>15,943</b>	<b>8,547</b>	<b>5,324</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  
November 2020

# 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	7	98.9%	8	323	186	122	6	0	645
Affordable Owned	26	2401	2,401	77	96.8%	867	704	618	182	30	0	2,401
Tax Credit Partnerships *	37	3,183	3,032	48	98.4%	969	1,071	602	386	138	17	3,183
<b>Total Affordable Housing</b>	<b>63</b>	<b>5,584</b>	<b>5,433</b>	<b>125</b>	<b>97.7%</b>	<b>1,836</b>	<b>1,775</b>	<b>1,220</b>	<b>568</b>	<b>168</b>	<b>17</b>	<b>5,584</b>
<b>Combined Total PH and AH</b>	<b>80</b>	<b>6,229</b>	<b>6,061</b>	<b>132</b>	<b>97.8%</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>110</b>	<b>6,727</b>	<b>6,559</b>									

\* Excludes Louisa Flowers- has not fully leased up yet

## Financial

Public Housing  
Affordable Owned  
Tax Credit Partnerships

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 Ratio (DCR)	# of Properties not meeting DCR	# of Properties DCR Not Applicable
17	645	0	0					
26	2,308	1	93			20	1	5
28	2,137	8	806	2	320	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 Island	Hispanic/ Latino
Public Housing Residents														
0 to 10% MFI	126	20.4%	2.5	2.1	44.0%	56.0%	19.8%	21.0%	20.7%	63.8%	5.2%	1.7%	2.6%	28.5%
11 to 20%	256	41.4%	1.7	1.5	79.4%	21.0%	64.5%	71.0%	21.0%	68.6%	2.4%	4.4%	1.2%	10.9%
21 to 30%	127	20.6%	1.9	1.5	75.4%	25.0%	63.9%	57.0%	16.4%	71.3%	1.6%	8.2%		14.8%
31 to 50%	83	13.4%	2.8	2.2	53.5%	47.0%	41.9%	34.0%	20.9%	68.6%	1.2%	1.2%	2.3%	17.4%
51 to 80%	23	3.7%	2.4	2.1	50.0%	50.0%	40.6%	25.0%	25.0%	59.4%	6.3%	9.4%		28.1%
Over 80%	3	0.5%	2.6	2.2	80.0%	20.0%	40.0%	20.0%	20.0%	60.0%		20.0%		20.0%
All	618	100%	2.1	1.7	67%	34%	51%	51.0%	20.1%	67.8%	2.8%	4.5%	1.3%	16.8%

## 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	1,908
# of work orders completed	976
Average days to respond	12.2
# of work orders emergency	195
Average response hrs (emergency)	1

## 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	5,975	5,519	92%	\$790	-339,580	1,418	0	30	6	98	91%	\$788	-3,984,092	252	143
Project Based Vouchers	2,867	2,717	95%	\$842	49,115			27	12	71	96%	\$829	428,134	311	212
VASH Vouchers	970	632	65%	\$776	-59,439			6	0	15	67%	\$768	-384,462	45	47
FUP Vouchers	244	196	80%	\$912	20,300			3	0	7	81%	\$940	336,944	22	5
Mainstream Vouchers	129	90	70%	\$898	-17,757			1	0	1	70%	\$113	-662,067	44	0
RAD Project Based Vouchers	1,419	1,346	95%	\$458	-244,089			15	9	15	93%	\$47	-7,994,052	192	102
SRO/MOD Vouchers	130	127	98%	\$476	216			0	0	0	98%	\$476	6,793	7	10
All Vouchers	11,734	10,627	91%	\$760	-591,234			82	27	207	90%	\$699	-12,252,801	873	519

# Home Forward - Dashboard Report For October 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	Elderly	Black African American	White	Native American	Asian	Hawaiian/ Pacific Islnd	Hispanic/ Latino
Tenant Based Voucher Participants *														
0 to 10% MFI	1,174	18.2%	2.4	2.0	49.4%	51.0%	21.3%	29.0%	38.6%	47.4%	4.1%	1.5%	1.2%	9.0%
11 to 20%	2,527	39.3%	1.8	1.8	78.8%	21.0%	62.1%	71.0%	34.8%	53.6%	1.8%	6.5%	0.4%	5.8%
21 to 30%	1,412	21.9%	2.2	1.9	70.2%	30.0%	56.8%	58.0%	31.6%	58.5%	1.1%	4.4%	0.8%	6.3%
31 to 50%	1,041	16.2%	2.8	2.3	50.0%	50.0%	37.7%	38.0%	41.9%	47.5%	2.0%	3.9%	1.4%	8.6%
51 to 80%	265	4.1%	2.8	2.5	48.0%	52.0%	25.3%	22.0%	52.1%	37.3%	3.1%	3.4%	1.0%	5.1%
Over 80%	17	0.3%	2.7	2.4	59.3%	41.0%	11.1%	22.0%	37.0%	55.6%				11.1%
All	6,436	100%	2.2	1.9	66%	34%	48%	53%	37%	52%	2%	5%	1%	7%

\* (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	Elderly	Black African American	White	Native American	Asian	Hawaiian/ Pacific Islnd	Hispanic/ Latino
0 to 10% MFI	1111	27.3%	1.9	1.1	62.5%	38.0%	26.7%	31.0%	23.5%	64.5%	3.5%	1.6%	1.4%	15.2%
11 to 20%	1741	42.9%	1.6	0.9	82.5%	17.0%	60.3%	72.0%	23.8%	65.3%	3.6%	3.3%	0.7%	9.2%
21 to 30%	715	17.6%	1.9	1.1	77.1%	23.0%	61.5%	58.0%	21.8%	68.1%	2.7%	3.0%	0.9%	8.1%
31 to 50%	388	9.6%	2.9	1.9	52.2%	48.0%	40.5%	32.0%	28.7%	60.3%	2.7%	2.2%	1.4%	22.2%
51 to 80%	93	2.3%	2.9	2.1	45.0%	55.0%	33.0%	16.0%	32.1%	56.0%	6.4%	1.8%	0.9%	28.4%
Over 80%	18	0.4%	3.3	2.8	46.2%	54.0%	38.5%	8.0%	15.4%	76.9%	7.7%			38.5%
All	4,066	100%	1.9	1.2	72%	28%	49%	53.0%	23.9%	64.9%	3.4%	2.6%	1.0%	12.4%

## Waiting List

	Households				% Family Type (head of household)				Race % (head of household)						Not Reported
	# 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	
0 to 10% MFI	451	32.8%	2.5				3.2%	26.3%	30.3%	53.6%	4.8%	2.1%	1.2%	7.0%	1.2%
11 to 20%	378	27.5%	1.8				15.2%	61.2%	28.4%	56.6%	3.1%	5.4%	1.0%	4.6%	1.1%
21 to 30%	269	19.5%	2.1				17.6%	38.7%	23.7%	63.0%	2.4%	3.8%	1.0%	5.3%	0.9%
31 to 50%	229	16.6%	2.4				12.5%	24.2%	27.7%	57.6%	2.8%	4.8%	1.2%	5.5%	0.4%
51 to 80%	40	2.9%	2.6				9.2%	17.2%	39.1%	43.7%	1.2%	3.5%	1.2%	10.3%	1.2%
Over 80%	10	0.7%	2.5				9.1%	27.3%	45.5%	36.4%	4.6%		9.1%	4.6%	0.0%
All	1,377	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	467	\$446,996	957
Short Term Rent Assistance	903	\$962,020	1,065

## 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
1098	11	149	2	7	18



**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	\$750,053	\$1,413,322	-663,269
Increase(Decrease) Net Assets	<b>1,885,799</b>	<b>19,871,057</b>	<b>-17,985,258</b>
<b>Total Assets</b>	<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 Replaceme	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