

# Meeting minutes

Meeting: Metro Housing Bond Oversight Committee  
Date/time: Wednesday, March 30, 9:30 AM – 12:00 PM  
Place: Virtual Meeting (Zoom)  
Purpose: Discuss implementation progress with four jurisdictions.

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## **Attendees**

Kira Cador, Brandon Culbertson, Melissa Erlbaum, Mitch Hornecker, Co-chair Jenny Lee, Ann Leenstra, Mara Romero, Co-chair Steve Rudman, Andrea Sanchez, Karen Shawcross, Nicole Stingh, Trinh Tran, Juan Ugarte Ahumada

## **Absent**

Tia Vonil

## **Metro**

Ash Elverfeld, Emily Lieb, Jimmy Oporta, Alison Wicks

## **Facilitators**

Allison Brown, JLA Public Involvement

*Note: The meeting was recorded via Zoom and therefore details will be focused mainly on the discussion, with less detail in regards to the presentations. Presentation slides are included in the packet.*

## **Welcome and opening remarks**

Allison Brown, facilitator with JLA Public Involvement, welcomed the Committee. Co-chair, Jenny Lee provided a land and labor acknowledgment.

Members responded to these questions from Allison, “what stuck with you from our last meeting? Did anything surprise you?”

Members confirmed the meeting summary from March 16, 2022.

Allison invited committee members to disclose roles or work they are involved in that may intersect with topics discussed in the meeting.

- Nicole Stingh stated that she works at Oregon Housing and Community Services (OHCS) and several Bond projects have OHCS funding.

## **Public comment**

No written or verbal public comment was received.

## **Program updates**

Patricia Rojas (she/her), Regional Housing Director, Metro, provided an update on Permanent Supportive Housing (PSH) integration. She said that staff have been working with the counties and strategizing about how to leverage existing Bond program processes, and also understanding their current housing program landscapes. Some of the counties have site opportunities they’re looking

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at. She said staff are also considering putting together an advisory table for this project to learn from barriers and challenges that projects like Project Turnkey faced.

Emily Lieb (she/her), Affordable Housing Bond Program Manager, Metro, provided an update on Private Activity Bonds (PAB). She said that staff have continued to work with local and state government partners to advance a solution to address the shortage of PABs. They're working to ensure remaining bonds in 2022 are allocated to housing. She expects to have more of an update at the May meeting.

## **Annual progress report: Portland**

City of Portland staff joined the meeting and provided introductions for themselves; Molly Rogers (she/her), Deputy Director of Portland Housing Bureau; Jill Chen, Housing Investments and Historic Preservations Portfolio Manager; Tanya Wolfersperger (she/her), Housing Bond Coordinator; Jennifer Chang (she/her), Policy Lead for Supportive Housing; Andrew Eickmann (he/him), oversees the Planning and Construction Services team. The team provided an update on their program progress in 2021. Their responses to questions are italicized.

Andrea Sanchez asked Portland to define what "under review by Oregon Housing and Community Services" means?

- *Oregon Housing and Community Services (OHCS) received the 4% Low Income Housing Tax Credit (LIHTC) pre-applications but have not provided a PAB allocation to those projects. They haven't provided any guidance to Portland as to whether these projects can close or not.*

How is Portland working to ensure that their investments serve households experiencing homelessness? What opportunities is Portland exploring to expand supportive housing services (SHS) integration and permanent supportive housing (PSH) in their portfolio?

- *Portland's LIS stated a goal for 300 new PSH units with the Metro Bond portion of funds. They've focused on PSH creation and serving households experiencing homelessness in their solicitations. In line with their Metro Bond goals and their LIS, all proposals include a very detailed equity plan. They work to braid funding streams and are aligning with the Joint Office of Homeless Services (JOHS), Project Based Vouchers (PBVs), and leveraging SHS funding through the State of Oregon as well.*

How are you working to ensure low barrier lease up? How are you monitoring lease up to ensure that households with barriers are served?

- *Portland is building upon everything they've learned through their own Housing Bond program (separate from Metro's) and work closely with JOHS and the project teams to coordinate and prioritize low barrier screening. They coordinate on various checkpoints through the development process to ensure that households with barriers are being served.*

How will you make decisions about how to invest the additional air-conditioning funds?

- *All projects through PHB require air-conditioning (A/C) in-unit. Portland received Metro funds for all Metro funded projects to include an A/C component. They are receiving reports from project developers in April to understand their gaps. They also plan to encourage portable*

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*window units, mini-splits and heat pumps, and generally more effective, green, sustainable cooling.*

Mara Romero asked how Findley Commons lease up went and whether they learned anything from that project in particular?

- *Findley Commons came through Portland's 2018 Notice of Funding Availability (NOFA) and had a significant funding gap, making Metro funds very helpful. It was with a first time developer, Do Good Multnomah. They were able to utilize and leverage Veterans Administration Supportive Housing (VASH) vouchers. They were also able to keep rents low on units without vouchers.*

Steve asked how they see themselves going beyond the goals they've set already for PSH?

- *Portland has the highest number of housing projects in production in the Housing Bureau's history. They have wanted to do the comingling of funds on the backend and not have to have the developers respond to competitive processes multiple times. Their biggest concern are the PABs. They're working with OHCS and asking them to support the PSH units first.*

There was a brief discussion on PABs and advocacy at the state by committee members.

Break took place from 10:16 to 10:21.

## **Annual progress report: Home Forward**

Home Forward staff members Amanda Saul, Assistant Director of Development, and Jonathan Trutt, Director of Development and Community Revitalization, joined the meeting as presenters and provided a brief update on their program progress in 2021. Their responses to questions are italicized.

Kira Cador asked if they have a backup design plan to increase units if they receive the parking variance request for their Troutdale project?

- *Home Forward is in a situation to potentially reduce units as their backup plan.*

Jenny asked if given the environmental concerns like creating a heat island will of that parking space if there is a public process that people could be involved in to advocate for a parking variance?

- *Home Forward believes the planning commission would want to hear from people who live in Troutdale. Staff recently went and spoke with neighbors in person.*

How are you working to ensure that your investments serve households experiencing homelessness? What opportunities is Home Forward exploring to expand supportive housing services (SHS) integration and permanent supportive housing (PSH) in their portfolio?

- *Home Forward has years of experience providing PSH. They stated the importance of having PSH appropriately located- access to services on site and property management, close to groceries, pharmacies, and that public transit that is very accessible and provides frequent service. Troutdale doesn't have all of that. They're not setting aside PSH units but will set aside units for people at risk of homelessness.*

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Andrea noted the underwriting challenges like other jurisdictional partners have had, saying it's hard to underwrite SHS rental assistance because of the sunset on the 2020 Supportive Housing Services Measure. She asked if Home Forward has talked with lenders and investors about potentially providing a guarantee of providing vouchers after the SHS funds sunset?

- *They have taken a risk that the SHS dollars aren't going to be renewed in ten years and in turn provided a lot more vouchers than they've previously provided because of Metro Bond and SHS.*

How are you working to ensure low barrier lease up? How are you monitoring lease up to ensure that households with barriers are served?

- *In 2021, Home Forward revamped their policies around barriers to lease up to support communities of color and historically marginalized groups. They're disregarding hundreds of criminal records and tracking that to see who gets into the housing and how it is impacting application appeals and denials. They said it's a work in progress.*

The final question was whether they'll make decisions about how to invest the additional air-conditioning funds?

- *A/C funds allocated will cover their Dekum and Troutdale projects, proportionately. Dekum has already submitted building permits and their completed designs, so they'll be using mobile A/C units. Although Troutdale is still in the design stage so they'll be incorporating heating and cooling systems like mini-splits.*

## **Annual progress report: Metro Site Acquisition Program**

Jon Williams (he/him), Principal Development Project Manager; Pat McLaughlin (he/him), Senior Development Project Manager; and Andrea Pastor (she/her), Senior Development Project Manager, Metro, all joined the meeting as presenters and provided a brief overview of their program and an update on their progress in 2021. Their responses to questions are italicized.

Pat explained how the Site Acquisition Program (SAP) works, their priorities, strategies, and values. They administer 10% of the Affordable Housing Bond Funds. He said that the advantages are that they're able to increase capacity by purchasing property and soliciting for development; can help develop and create engagement plans; and help with cost saving by doing the site review and environmental impact studies. SAP competes really well in the market for properties and are able to pay in cash within 90 days.

Kira asked if when they transfer the property whether it causes the developer to go into Oregon Bureau of Labor & Industries (BOLI) Davis-Bacon wages?

- *Some projects will go into BOLI Davis-Bacon but typically it's not the land acquisition that kicks-off BOLI wages.*

Steve asked for an update on the Lake Oswego land acquisition they're working on and likelihood of it coming to fruition?

- *SAP has a Memo of Understanding with the Housing Authority of Clackamas County and City of Lake Oswego. Through city council of Lake Oswego and Clackamas County, they received an approval on the Memorandum of Understanding (MOU). They have been doing due diligence on the property to understand how their land use and design may limit the property and*

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*looking at an IGA with the three parties and get a Purchase and Sale agreement with Lake Oswego. The city has taken a step to allow multi-family housing on this site.*

## **Annual progress report: Gresham**

Brian Monberg, (he/him), Manager at City of Gresham, and Ashley Miller (she/her), Housing Services Manager, City of Gresham, joined the meeting as presenters and provided a brief update on their program progress in 2021. They incorporated answers to some of the pre-selected member questions in their presentation. Response highlights are bulleted below.

- Albertina Kerr project is Net Zero and residents will not have utility bills.
- Albertina Kerr and Rockwood 10 offer wraparound services for residents.
- Using affirmative marketing practices to communities of color and people with disabilities at Albertina Kerr as well as low barrier screening criteria.
- A/C allocations will go to both developments for purchase of in-unit air conditioning since both were in late stage development when policy guidance was given. Both have air-conditioned community spaces available to residents.
- One of their future Request for Funding Proposals may focus on homeownership and that could also help them provide more family-sized units.
- They're monitoring and concerned about the PAB issues right now like the other partners are.

## **Next steps**

The next oversight committee meetings are May 4<sup>th</sup> and then May 25<sup>th</sup>. Due to serious scheduling concerns for some members on the committee staff are trying to find a better time of day that works for all. May 4<sup>th</sup> meeting will cover summary information of annual reports. May 25<sup>th</sup> will be discussion heavy and asking for member analysis while articulating themes of the year and recommendations to incorporate into the Metro Council presentation in June.

Steve sees two issues coming up from these meetings with partners, PABs, a presentation of the Regional Long-term Rent Assistance program, and what the challenges and opportunities to link funds are in the coming years.

Allison adjourned the meeting at 11:58 a.m.

Minutes respectfully submitted by Ash Elverfeld, Housing Program Assistant, Metro.