



# Portland Housing Bureau

Mayor Ted Wheeler • Director Shannon Callahan

# FY 2019-20 Budget Process

Directions to Develop

Mike Johnson, Finance III  
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# Direction to Develop

## Rental Services Offices – Continuation of Services

**Bureau Directed:** Portland Housing Bureau

**Commissioner[s] Issuing:** Ted Wheeler

**Issue Overview:** The Rental Services Office currently has a significant portion of its budget funded with one-time funds. It is anticipated that these services and staffing will be funded by a to be adopted Rental Registration Fee but that the revenue from the fee would not be available until 2020/2021. To maintain the currently level of service, one-time funding for 2.0 FTE and \$500,000 is needed in the 2019-2020 fiscal year. In addition, the Rental Services Office is now at a size and workload where a program manager is needed. This puts the total one-time general fund need in the 2019-2020 fiscal year at \$800,000.

**Additional Requests/Notes:**

**Funding Type:** One-time funds to maintain current service level until fee-based revenue is available

# Direction to Develop

## Rental Services Offices – Rental Registration Expansion

**Bureau Directed:** Portland Housing Bureau

**Commissioner[s] Issuing:** Ted Wheeler

**Issue Overview:** A Rental Registration system is operational on the Business License tax platform. Basic information will be collected regarding rental units in the City of Portland. However, to expand on data collection regarding the condition and other details regarding rental units (bedroom size, ADA accessible, etc.) an expanded rental registration platform is needed. To procure and implement a rental registration system, beginning in FY 2019-2020, \$830,000 in one-time funding will be needed next fiscal year, followed by ongoing maintenance costs between \$600,000-\$700,000 per year.

**Additional Requests/Notes:**

**Funding Type:** One-time funds until fee-based revenue is available

# Direction to Develop

## Inclusionary Housing Market Analysis

**Bureau Directed:** [Portland Housing Bureau](#)

**Commissioner[s] Issuing:** Ted Wheeler

**Issue Overview:** The City adopted a comprehensive Inclusionary Housing program effective February of 2017. As we approach 2 years of program operation a market analysis would provide guidance for calibration of the program's incentives and requirements to align with current market realities. Costs of an independent, comprehensive market analysis is estimated at \$150,000.

**Additional Requests/Notes:**

**Funding Type:** One-time funds

# Direction to Develop

## Joint Office of Homeless Services One-Time Service Funding

**Bureau Directed:** Joint Office of Homeless Services

**Commissioner[s] Issuing:** Ted Wheeler

**Issue Overview:** The "A Home for Everyone: A United Community Plan to End Homelessness for Portland/Multnomah County" proposed an ambitious goal: to reduce Portland's unmet housing need in half by June 2017. Since the creation of the Joint Office of Homeless Services (JOHS) in FY 2016-17, the City has contributed a total of approximately \$29.2 million in one-time General Fund resources, based on the original premise of temporarily ramping up service capacity and then shifting toward prevention after June 2017. The City and JOHS have served record numbers of individuals and households through homeless services and related services along the affordable housing spectrum over the past three fiscal years. However, outcome measures do not necessarily reflect a decline in unmet housing need, and waitlists highlight continued demand for services that outpace available resources. The FY 2018-19 Adopted Budget includes approximately \$6.6 million in one-time General Fund resources for homeless services from the City of Portland. As part of FY 2019-20 budget development, the JOHS is directed to request one-time resources to continue FY 2018-19 one-time service investments. This is in addition to the City's ongoing JOHS General Fund budget for FY 2019-20, which is over \$24.9 million. The City anticipates that the JOHS will come forward in FY 2020-21 budget development with a five-year budgetary and service plan based on the next phase of strategic planning by A Home for Everyone in the upcoming year.

**Additional Requests/Notes:** Please identify the scalable service tradeoffs if there are not sufficient one-time General Fund resources available to match prior year one-time contributions.

**Funding Type:** In recognition of the limited projected available one-time General Fund resources in the current economic forecast, the JOHS is encouraged to identify new contributions from public and private funding sources based on the shared regional challenges and responsibilities related to affordable housing and homeless services.

# Direction to Develop

## Rental Services Office

**Bureau Directed:** Portland Housing Bureau

**Commissioner[s] Issuing:** Chloe Eudaly

**Issue Overview:** The Portland Housing Bureau is stretched to capacity with its current budget and does not have the ability to add new staff or resources in the Rental Services Office to meet the growing need. The status quo budget is already considered underfunded for the office and increasing capacity is the only way we will be able to adequately address growing much needed city services for both landlords and tenants.

### SHORT TERM REQUESTS

These are requests that need to be funded immediately in order to meet our obligations to landlords and tenants in the city.

**Screening Criteria Implementation**

**Increased Staff Capacity**

### LONG TERM REQUESTS

**Rental Licensing**

**Landlord/Tenant Notices**

**Universal Eviction Defense**

# Direction to Develop

## Coordinated Community Planning and Development in East Portland, Southwest Corridor, and Northeast Portland

**Bureau Directed:** Prosper Portland, BPS, PHB, PBOT

**Commissioner[s] Issuing:** Ted Wheeler, Chloe Eudaly

**Issue Overview:** Collectively, the partner Bureaus are planning, implementing, and investing in multiple projects and policy directives towards Portland's long-term future growth in East Portland, SW Corridor, and NE Portland. The Bureaus' work in these areas often overlaps but at times is not optimally coordinated with regards to planning, communications, community outreach, implementation, or outcomes. This diminishes how the community experiences the City and produces inefficient investments and outcomes. This directive is an initial step toward greater collaboration and impact, an important corner stone to delivering on the City's shared commitment to improved equitable access and outcomes.

# Direction to Develop

**Issue Title:** Convert New Fee-Based Programs to Ongoing

**Commissioner(s) Issuing Direction:** Mayor Wheeler

**Bureau Directed:** OMF and PHB

**Issue Overview and Desired Goal/Outcome(s):** OMF and PHB are directed to propose appropriate fee levels that will support both programs, currently estimated at \$500,000 combined. It should also provide information about different fee scenarios for the Rental Registration Program fee to help fund other services related to housing, homelessness and/or rental monitoring and inspections.

**Desired Funding Options:** New Fee-based Revenues

**Additional Requests/Notes:** none