

# Portland's Housing Bond

Bond Oversight Committee  
 Thursday, July 15, 2021  
 9:30 – 11:00 AM  
 Via Zoom

## Meeting Summary: July 15, 2021

- Members attending via Zoom:** Susan Emmons, Anneliese Koehler, Allan Lazo, Todd Struble, Dr. Steven Holt (facilitator)
- Staff attending via Zoom:** Shannon Callahan, Jill Chen, Leslie Goodlow, Molly Rogers, Tanya Wolfersperger, Stacy Jeffries (recording, meeting support)

Agenda Topic	Speakers / Key Topics Covered	Clock Time
<b>Welcome: Call to Order, Roll Call</b>	<ul style="list-style-type: none"> <li>Roll call was taken and recorded.</li> <li>Susan Emmons made a motion to approve the July 15, 2021 meeting summary; Anneliese Koehler seconded the motion. The July meeting summary was approved by the members in attendance:   <b>Susan Emmons, Anneliese Koehler, Allan Lazo, and Todd Struble</b></li> </ul>	09:30:59 – 09:34:45
<b>Public Testimony</b>	<ul style="list-style-type: none"> <li>There was no public testimony.</li> </ul>	09:34:45 – 09:36:11
<b>Portland Housing Bond Updates:</b> <ul style="list-style-type: none"> <li>Bond Projects Dashboard Report</li> <li>Financial Audit Report</li> <li>Remaining Bond Funds</li> </ul>	<p><b>Jill Chen, Housing Investments and Portfolio Preservation Manager</b>, gave a Bond Projects Dashboard report.</p> <ul style="list-style-type: none"> <li>3 bond projects are in pre-development; 7 are under construction; 2 are open</li> <li>6 of the 7 projects under construction came in under the maximum subsidy per unit.</li> <li>3 projects – 3000-3032 Powell, Anna Mann, and the Joyce Hotel – are targeted to close between Sept. – Dec. 2021</li> <li>By the end of 2021, all bond solicitation projects will be under construction, with the first expected to reach completion by April 2022.</li> </ul> <p><b>Leslie Goodlow, Business Operations Manager</b>, provided expenditure report highlights in Mike Johnson’s absence.</p> <ul style="list-style-type: none"> <li><a href="#">See slide 9 of the meeting presentation slides</a> for a graph of Bond funds committed, remaining, reserved, and expended.</li> <li>The amount remaining for future projects is \$37.15M</li> </ul>	09:36:19 – 10:12:31

**Molly Rogers, Deputy Director of the Portland Housing Bureau**, provided a summary of the Housing Bond Audit findings from Harvey Rose, along with PHB's responses.

- The audit report included three key findings in the following areas:
  - Reviewing and documenting procedures for PHB staff time allocated to Bond-funded projects;
  - Updating and revising internal control procedures for reviewing loan disbursement requests to ensure compliance with loan agreement terms, Bond measure language, and state constituent requirements; and
  - Enhancing reporting on Bond Program expenditures in the Annual Progress Report and quarterly reports to the BOC.
- Tanya Wolfersperger provided clarification on PHB's response to the auditors' request for additional details and differentiation in the expenditure report:
  - PHB will continue to work with the BOC to figure out what kind of revisions we might want to add;
  - PHB will likely be bringing this point up with the BOC again in future meetings to determine what works for public information in terms of how we're communicating results to our constituents.

**Shannon Callahan, Director of the Portland Housing Bureau**, discussed next steps and planning for remaining Bond funds.

- Dir. Callahan followed up on a request made at the 4/15/2021 meeting by committee member Anneliese Koehler to provide a map of the Bond projects overlaid with PHB's current housing portfolio.
- Dir. Callahan provided an update on committee members' requests from the April meeting to think creatively about what to do moving forward:
  - PHB has initiated contact with brokers across the city, and is looking for units that may be under development and ready for earlier occupancy than building from the ground up.
  - We have not received anything of particular interest yet, but wanted to pursue this option so that we can take advantage of opportunities should they arise.
- A full and open solicitation is planned for the beginning of 2022
- The Metro Bond Solicitation is currently in process, and PHB expects to have the results by October
- Dir. Callahan responded to a question from committee member Allan Lazo regarding a time horizon for spending Bond funds:

	<ul style="list-style-type: none"> <li>○ Funds must be committed by year 7; the clock started ticking in 2017.</li> <li>● Committee member Susan Emmons expressed hope for another housing bond for Portland, and enthusiasm for showcasing what the Bond projects can do, and who is housed as a result.</li> </ul>	
<p><b>Project Team Presentations</b></p> <ul style="list-style-type: none"> <li>● Joyce Hotel Community Partners for Affordable Housing</li> <li>● Anna Mann House Innovative Housing Inc.</li> </ul>	<p><b>Jilian Saurage Felton</b> (Housing Development Director) and <b>Rachel Loftin</b> (Housing Developer) from Community Partners for Affordable Housing (CPAH) gave an update on the Joyce Hotel.</p> <ul style="list-style-type: none"> <li>● The project will provide 66 units of single-room occupancy (SRO) permanent supportive housing (PSH) at the corner of SW 11<sup>th</sup> and Harvey Milk.</li> <li>● CPAH has partnered with 3 organizations to deliver mental health services for 3 specific groups: <ul style="list-style-type: none"> <li>○ Native American Rehabilitation Association (NARA) will work with folks who identify as Native American and are dealing with alcohol and drug addiction;</li> <li>○ Cascade AIDS Project (CAP) will be assisting clients currently dealing with homelessness in addition to H.I.V/AIDS;</li> <li>○ Cascadia Behavioral Health will provide trauma-informed property management services and 24 hour desk coverage.</li> </ul> </li> <li>● For a detailed overview of this project, <a href="#">see slides 21 – 29 of the meeting presentation slides</a></li> </ul> <p><b>Sarah Stevenson</b> (Executive Director) and <b>Carolyn O’Doherty</b> (Housing Developer) from Innovative Housing Inc. gave an update on the Anna Mann House.</p> <ul style="list-style-type: none"> <li>● The project will create 128 new affordable homes, plus one manager’s unit. <ul style="list-style-type: none"> <li>○ 61 units will be family-sized two- and three-bedroom apartments; 12 will be PSH for families and individuals transitioning out of homelessness</li> </ul> </li> <li>● Cost increases due to design changes and pandemic-related inflation have led to a funding gap of about \$3M. <ul style="list-style-type: none"> <li>○ Original proposal was for an 88-unit project and construction costs of \$13M; Zoning changes after the award permitted an increase from 88 to 128 units, which brought the cost to \$24M</li> <li>○ PHB subsidy per unit would be \$147,000</li> </ul> </li> </ul>	<p>10:12:42 - 10:37:28</p> <p>10:37:45 - 10:59:30</p>

	<ul style="list-style-type: none"> <li>○ Dir. Callahan clarified that Innovative Housing Inc. was coming to the committee in the midst of trying to problem solve with PHB, and that PHB has not yet agreed to a solution. IHI will need to use the official process to increase the amount of contribution.</li> </ul> <p>For a detailed overview of this project, <a href="#">see slides 30 – 44 of the meeting presentation slides</a></p>	
<b>Closing Remarks</b>	<p><b>Dr. Steven Holt</b> provided closing remarks.</p> <ul style="list-style-type: none"> <li>• Next Bond Oversight Committee Meeting: <b>October 7, 2021</b></li> </ul>	10:59:41 – 11:00:40