



Portland Housing Bureau

Portland Housing Advisory Commission
Tuesday, November 1, 2011
 3:00 p.m. – 5:00 p.m.
 Steel Bridge Conference Room
 421 SW 6th Ave
 Portland, OR 97204

- ✓ = PHAC public member action item
- ▶ = PHB staff member action item

DRAFT 11-1-11 Meeting Minutes

Members Present: Jesse Beason, Deborah Imse, Brian Wilson, Rey Espana, Marc Jolin, Toby Washington, Carter MacNichol,

Members Excused: Carmen Rubio, Christine Lau, Andrew Colas

Agenda Item	Discussion Highlights	Outcomes / Next Steps
Welcome & Review Meeting Purpose	Rey España chaired this PHAC meeting. PHB staff added one topic to the agenda – an update regarding the Fall Notice of Funding Availability (NOFA).	✓ PHAC members reviewed and approved the meeting minutes from October 4, 2011.
Public Comment	No public comment submitted.	
NOFA Update	PHB is releasing rental development funds in a Notice of Funding Availability (NOFA). PHB staff Karl Dinkelspiel, Alissa Mahar, and Jacob Fox reviewed the process. PHB will release the NOFA within the week. The notice will be spread far and wide through newspapers, social media, and email. PHB will hold a mandatory information session on November 15, and will request responses by	

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	<p>December 19.</p> <p>There is a special emphasis on equity for the NOFA, and there will be at least two minority evaluators, evaluators with URA expertise, and subject matter experts.</p> <p>The Committee will meet in January and make recommendations for funding by the end of January.</p> <p>There is approximately \$13Million available, with \$3M from HOME, \$3M from CDBG, \$2M in OCC TIF funds, and \$5M in ICURA TIF funds.</p>	
<p>Budget Process for FY2012-2013</p>	<p>PHB staff Alissa Mahar reviewed the 2011-2012 process in advance of the 2012-13 cycle.</p> <p>PHB is expecting cuts to funding, and will prepare for “worse case scenario” levels of funds. Federal funds are expected to be cut dramatically, and the Mayor has asked bureaus to create scenarios for cuts in City General Fund.</p> <p>This is the third year of cuts, so management will engage staff for ideas for cost savings, streamlining, or other ways to save.</p> <p>PHB will do what it can to minimize the impact of the cuts, and finessing where funds are cut between “flavors” of funding. Staff will also develop an analysis of the impacts of the cuts on the equity agenda.</p> <p>PHB will use the Strategic Plan to guide priorities; the goal is not to spread the funds</p>	<p>► PHB staff will provide PHAC with draft decision packages as soon as possible before the December PHAC meeting.</p>

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	<p>too thin, but rather to cut based on the priorities.</p> <p>Staff provided PHAC with a spreadsheet of funding; PHAC requested that the spreadsheet include the investment priorities for clearer decision-making.</p> <p>Going forward, PHAC suggests it may be a good idea to add a December meeting to discuss budget more in-depth.</p>	<ul style="list-style-type: none"> ▶ PHB staff will update the spreadsheet and include the investment priorities. ▶ PHB staff will try to provide “scenarios” to which PHAC can react. ▶ PHB staff will provide PHAC with a more detailed budget calendar at the retreat.
<p>Update on 30% TIF Set Aside Policy</p>	<p>PHB staff member David Sheern led the process to update the TIF Set Aside policy.</p> <p>City Council will review the recommendations at the November 9 City Council meeting.</p> <p>PHB staff and advocates held firm to the citywide minimum of 30% for affordable housing.</p> <p>PHB and PDC will use a blended methodology for the calculation, which uses 5-year bundles to determine the 30%.</p> <p>PDC proposed to create micro-districts to enhance work in some areas of the city. These micro-districts will not be held to the 30% Set-Aside minimum.</p> <p>There has been some public comment on the policy, including a recommendation from Portland State University and Portland Business Alliance to include student housing in the set-aside policy.</p>	<ul style="list-style-type: none"> ✓ PHAC members are invited to attend City Council and provide testimony if they wish.

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	<p>The renewal of the policy will be an excellent affirmation of the prioritization of affordable housing in the city.</p> <p>PHAC members had some questions, specifically about PDC and housing. Will they continue to do market-rate housing in the URAs? Will they do housing at all? What about in the micro-districts, even if the 30% set-aside isn't required?</p>	
<p>LTE Big Look Update</p>	<p>PHB staff member Kate Allen has been leading the review process of the Limited Tax Exemption programs.</p> <p>Staff and partners are looking to clean up city code for the programs to align them better with current housing priorities.</p> <p>The programs are great to get affordable units on the ground; subsidy is needed to keep construction moving.</p> <p>After the large review, staff will review the programs in two-year cycles to determine what is needed, what the costs have been, foregone revenue, etc.</p> <p>The programs are only partially about affordability, it is also a tool to keep development going.</p> <p>Kate will return to PHAC in December to review the recommended changes to the programs.</p>	

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PHAC Recruitment	<p>There are two vacant positions on the PHAC; PHB staff will begin working to fill those two vacancies as soon as possible, so there is a full 12 member Commission for the budget process.</p> <p>The openings will be advertised widely, and Traci Manning and Commissioner Fish will work to finalize the two replacements.</p>	<p>► PHB staff will notify PHAC when the broadcast goes out for the open positions; PHAC members are encouraged to spread the notice widely in their networks.</p>
PHAC Retreat	<p>PHB staff will send out an updated agenda for the November 18 PHAC retreat. Big changes are not expected.</p> <p>Hector Roche will be the facilitator for the meeting.</p>	
Meeting Wrap-Up	<p>The next regularly scheduled PHAC meeting is Tuesday, December 6, from 3:00-5:00pm at PHB.</p> <p>Due to the holidays, the January PHAC meeting will be held on Tuesday, <u>January 10</u>, from 3:00-5:00pm.</p>	