



---

CITY OF  
**PORTLAND, OREGON**  
PORTLAND HOUSING BUREAU

---

Mayor Ted Wheeler  
Shannon Callahan, Director (Interim)  
421 SW 6<sup>th</sup> Avenue, Suite 500  
Portland OR 97204  
(503) 823-2375  
Fax (503) 823-2387  
portlandoregon.gov/PHB

---

Date: Monday, March 26, 2018

To: City Council

From: Shannon Callahan, Director (Interim) *Shannon Callahan*

Subject: Portland Housing Bureau's Spring BMP Submittal

---

The Portland Housing Bureau (PHB) is pleased to submit its Spring Budget Monitoring Process (BMP) report. The following represents the key highlights:

#### **Routine Adjustment Requests**

PHB's Spring BMP submission also includes packages that the bureau routinely requests each year: Additional details are available in the contents of PHB's BMP submission materials.

1. PHB is requesting reductions of TIF, HIF and Federal grant appropriations for affordable housing projects and activities by \$24.7 million to push those budgets forward in the PHB forecast. This realigns funding for projects underway or in process from the current fiscal year, so that those resources are available in the next fiscal year. Sometimes delays in projects occur because of the complexity of the financial arrangements, sometimes due to construction delays, sometimes changes to the original plans and sometimes because of all three. These adjustments are a result of these type of delays which are not unusual for affordable housing development projects. None of these adjustments reflect the defunding or cancellation of any projects. The bureau errs on the side of transparency in appropriating funds to identify funding that is committed to projects and activities.
2. PHB is requesting \$14 million of adjustments among its capital funds providing some of the interim financing needed to cover anticipated property acquisitions prior to the end of the fiscal year.
3. PHB is requesting technical adjustments to existing budget allocations. These adjustments do not change existing bureau appropriations. Highlights include temporary staffing for the new relocation programming in the Office of Rental Services

#### **Status Reporting Requirements**

**Current Year Projections-** PHB projects that it will remain within budget across all bureau funds through the end of the fiscal year.

**Current Year Decision Package Update** - This report describes the status of prior decision package-funded activities. The majority of PHB's decision package reports indicate spending and outcomes are on track and as expected. See attached Spring BMP request narrative and the Decision Package Status Update report for additional detail.

Should you have any questions about the PHB BMP submittal, please contact Leslie Goodlow (Business Operations Manager) at 823-4160 or Mike Johnson (Principal Financial Analyst) at 823-4176.

**CBO Discussion and Recommendations  
FY 2017-18 Spring Supplemental Budget Ordinance**

**Bureau:** Portland Housing Bureau

**Type:** Technical Adjustment

**Request:** HC\_009 - Technical Adjustments

	<b>Spring BMP Requested Adjustments</b>	<b>Spring BMP CBO/Council Changes</b>	<b>Spring BMP Total Adjustments</b>
<b>EXPENDITURES</b>			
Personnel Services	(18,000)	0	(18,000)
External Materials and Services	(38,320)	0	(38,320)
Internal Materials and Services	820	0	820
<b>TOTAL EXPENDITURES</b>	<b>(55,500)</b>	<b>0</b>	<b>(55,500)</b>
<b>REVENUES</b>			
Intergovernmental Revenues	(55,500)	0	(55,500)
Miscellaneous	0	0	0
<b>TOTAL REVENUES</b>	<b>(55,500)</b>	<b>0</b>	<b>(55,500)</b>

**Bureau Description:**

This request reflects changes in BTS Interagency agreement, Fairfield Property Insurance policy proration for FY 17-18 with Housing.

**CBO Discussion and Recommendation**

**CBO Discussion and Recommendations  
FY 2017-18 Spring Supplemental Budget Ordinance**

**Bureau:** Portland Housing Bureau

**Type:** Technical Adjustment

**Request:** HC\_010 - PHB Project Rebudgets

	<b>Spring BMP Requested Adjustments</b>	<b>Spring BMP CBO/Council Changes</b>	<b>Spring BMP Total Adjustments</b>
<b>EXPENDITURES</b>			
Personnel Services	30,000	0	30,000
External Materials and Services	(24,773,556)	0	(24,773,556)
Internal Materials and Services	25,500	0	25,500
<b>TOTAL EXPENDITURES</b>	<b>(24,718,056)</b>	<b>0</b>	<b>(24,718,056)</b>
<b>REVENUES</b>			
Budgeted Beginning Fund Balance	(5,528,842)	0	(5,528,842)
Taxes	175,100	0	175,100
Intergovernmental Revenues	(17,440,114)	0	(17,440,114)
Miscellaneous	(1,924,200)	0	(1,924,200)
<b>TOTAL REVENUES</b>	<b>(24,718,056)</b>	<b>0</b>	<b>(24,718,056)</b>

**Bureau Description:**

PHB is requesting reductions of TIF, HIF and Federal grant appropriations for affordable housing projects and activities by \$24.7 million to push those budgets forward in the PHB forecast. This realigns funding for projects underway or in process from the current fiscal year, so that those resources are available in the next fiscal year. Sometimes delays in projects occur because of the complexity of the financial arrangements, sometimes due to construction delays, sometimes changes to the original plans and sometimes because of all three. These adjustments are a result of these type of delays which are not unusual for affordable housing development projects. None of these adjustments reflect the defunding or cancellation of any projects. The bureau errs on the side of transparency in appropriating funds to identify funding that is committed to projects and activities.

**CBO Discussion and Recommendation**

**CBO Discussion and Recommendations  
FY 2017-18 Spring Supplemental Budget Ordinance**

**Bureau:** Portland Housing Bureau

**Type:** Technical Adjustment

**Request:** HC\_011 - Capital Project Adjustments

	<b>Spring BMP Requested Adjustments</b>	<b>Spring BMP CBO/Council Changes</b>	<b>Spring BMP Total Adjustments</b>
<b>EXPENDITURES</b>			
Personnel Services	52,000	0	52,000
External Materials and Services	(17,021,846)	0	(17,021,846)
Internal Materials and Services	108,200	0	108,200
Capital Outlay	13,705,546	0	13,705,546
Bond Expenses	(760,000)	0	(760,000)
Fund Transfers - Expense	18,737,034	0	18,737,034
Contingency	(815,000)	0	(815,000)
<b>TOTAL EXPENDITURES</b>	<b>14,005,934</b>	<b>0</b>	<b>14,005,934</b>
<b>REVENUES</b>			
Budgeted Beginning Fund Balance	3,151,017	0	3,151,017
Taxes	2,009,000	0	2,009,000
Intergovernmental Revenues	175,000	0	175,000
Fund Transfers - Revenue	19,737,034	0	19,737,034
Bond and Note	(11,066,117)	0	(11,066,117)
<b>TOTAL REVENUES</b>	<b>14,005,934</b>	<b>0</b>	<b>14,005,934</b>

**Bureau Description:**

PHB is requesting \$14 million of adjustments among its capital funds providing some of the interim financing needed to cover anticipated property acquisitions prior to the end of the fiscal year

**CBO Discussion and Recommendation**

## Business Area Projection Report

	Spring BMP Revised Budget	FY 2017-18 YTD Actuals Thru AP8	Spring BMP Year-End Projection	% of Projected Actuals to Revised Bud
<b>Portland Housing Bureau</b>				
<b>EXPENDITURES</b>				
Personnel Services	\$727,638	\$604,964	\$715,638	98%
External Materials and Services	\$31,684,699	\$11,162,392	\$30,000,000	95%
Internal Materials and Services	(\$328,428)	(\$228,553)	\$326,772	-99%
<b>TOTAL EXPENDITURES</b>	<b>\$32,083,909</b>	<b>\$11,538,803</b>	<b>\$31,042,410</b>	<b>97%</b>
<b>REVENUES</b>				
Charges for Services	\$0	\$180	\$42,792	0%
Interagency Revenue	\$115,838	\$77,045	\$0	0%
Miscellaneous	\$0	\$42,612	\$0	0%
General Fund Discretionary	\$31,968,071	\$0	\$30,999,618	97%
General Fund Overhead	\$0	\$0	\$0	0%
<b>TOTAL REVENUES</b>	<b>\$32,083,909</b>	<b>\$119,837</b>	<b>\$31,042,410</b>	<b>97%</b>

### Bureau Projection Narrative

PBH anticipates remaining within budget to the end of the fiscal year. Per Budget Monitoring Process Guidelines, none of the projected variances require explanatory narrative.

#### GENERAL FUNDS:

##### Expenditures:

Internal Materials & Services - Underexpenditure due to more indirect costs being charged to eligible funding sources than originally modeled. Personnel cost includes 2 temporary employees for the newly formed Office of Rental Services for the remainder of fiscal year.

#### FEDERAL GRANTS FUND:

Expenditures: 2013 Lead Grant is expiring and as a result all available funds will be expended.

# Fund Projection Report

	Spring BMP Revised Budget	FY 2017-18 YTD Actuals Thru AP8	Spring BMP Year-End Projection	% of Projected Actuals to Revised Bud
<b>Housing Investment Fund</b>				
<b>EXPENDITURES</b>				
Unappropriated Fund Balance	\$0	\$0	\$0	0%
Personnel Services	\$1,346,099	\$757,885	\$1,161,134	86%
External Materials and Services	\$3,781,603	\$1,655,656	\$3,500,000	93%
Internal Materials and Services	\$0	(\$2,335)	\$0	0%
Capital Outlay	\$0	\$0	\$0	0%
Fund Transfers - Expense	\$6,105,566	\$654,687	\$13,491,366	221%
Contingency	\$0	\$0	\$0	0%
<b>TOTAL EXPENDITURES</b>	<b>\$11,233,268</b>	<b>\$3,065,892</b>	<b>\$18,152,500</b>	<b>162%</b>
<b>REVENUES</b>				
Budgeted Beginning Fund Balance	\$5,656,910	\$0	\$5,600,000	99%
Charges for Services	\$457,500	\$393,992	\$435,000	95%
Intergovernmental Revenues	\$317,500	\$203,833	\$317,500	100%
Fund Transfers - Revenue	\$2,940,542	\$0	\$10,600,000	360%
Bond and Note	\$1,200,000	\$0	\$0	0%
Miscellaneous	\$660,816	\$1,159,535	\$1,200,000	182%
<b>TOTAL REVENUES</b>	<b>\$11,233,268</b>	<b>\$1,757,360</b>	<b>\$18,152,500</b>	<b>162%</b>

## Fund Projection Narrative

### Expenditures

Personnel Services - Underexpenditure due to vacant positions.

## Business Area Projection Report

	Spring BMP Revised Budget	FY 2017-18 YTD Actuals Thru AP8	Spring BMP Year-End Projection	% of Projected Actuals to Revised Bud
<b>Portland Housing Bureau</b>				
<b>EXPENDITURES</b>				
Personnel Services	\$351,906	\$147,818	\$351,906	100%
External Materials and Services	\$2,630,722	\$491,300	\$2,630,722	100%
Internal Materials and Services	\$50,622	\$16,071	\$50,622	100%
<b>TOTAL EXPENDITURES</b>	<b>\$3,033,250</b>	<b>\$655,189</b>	<b>\$3,033,250</b>	<b>100%</b>
<b>REVENUES</b>				
Charges for Services	\$0	\$124	\$44,468	0%
Intergovernmental Revenues	\$3,033,250	\$132,877	\$2,988,782	99%
Miscellaneous	\$0	\$44,332	\$0	0%
<b>TOTAL REVENUES</b>	<b>\$3,033,250</b>	<b>\$177,333</b>	<b>\$3,033,250</b>	<b>100%</b>

### Bureau Projection Narrative

PBH anticipates remaining within budget to the end of the fiscal year. Per Budget Monitoring Process Guidelines, none of the projected variances require explanatory narrative.

#### GENERAL FUNDS:

##### Expenditures:

Internal Materials & Services - Underexpenditure due to more indirect costs being charged to eligible funding sources than originally modeled. Personnel cost includes 2 temporary employees for the newly formed Office of Rental Services for the remainder of fiscal year.

#### FEDERAL GRANTS FUND:

Expenditures: 2013 Lead Grant is expiring and as a result all available funds will be expended.



# Fund Projection Report

	Spring BMP Revised Budget	FY 2017-18 YTD Actuals Thru AP8	Spring BMP Year-End Projection	% of Projected Actuals to Revised Bud
<b>Community Development Block Grant Fund</b>				
<b>EXPENDITURES</b>				
Personnel Services	\$1,227,350	\$800,126	\$1,227,350	100%
External Materials and Services	\$10,614,928	\$5,338,720	\$10,000,000	94%
Internal Materials and Services	\$212,924	\$189,747	\$212,924	100%
Bond Expenses	\$735,000	\$734,577	\$735,000	100%
<b>TOTAL EXPENDITURES</b>	<b>\$12,790,202</b>	<b>\$7,063,170</b>	<b>\$12,175,274</b>	<b>95%</b>
<b>REVENUES</b>				
Charges for Services	\$0	\$3,829	\$3,829	
Intergovernmental Revenues	\$11,675,202	\$2,295,376	\$10,371,445	89%
Miscellaneous	\$1,115,000	\$1,590,710	\$1,800,000	161%
<b>TOTAL REVENUES</b>	<b>\$12,790,202</b>	<b>\$3,889,915</b>	<b>\$12,175,274</b>	<b>95%</b>

**Fund Projection Narrative**

Revenues

Intergovernmental Revenues - Since CDBG is a reimbursement grant, undercollections occurred for the same reasons as the underexpenditures described above.

Miscellaneous - Overcollection due to unanticipated loan payoffs.

# Fund Projection Report

	Spring BMP Revised Budget	FY 2017-18 YTD Actuals Thru AP8	Spring BMP Year-End Projection	% of Projected Actuals to Revised Bud
<b>HOME Grant Fund</b>				
<b>EXPENDITURES</b>				
Personnel Services	\$337,260	\$193,955	\$337,260	100%
External Materials and Services	\$6,538,799	\$3,610,013	\$6,500,000	99%
<b>TOTAL EXPENDITURES</b>	<b>\$6,876,059</b>	<b>\$3,803,968</b>	<b>\$6,837,260</b>	<b>99%</b>
<b>REVENUES</b>				
Charges for Services	\$0	\$655	\$1,000	
Intergovernmental Revenues	\$6,486,059	\$1,187,512	\$6,436,260	99%
Miscellaneous	\$390,000	\$236,576	\$400,000	103%
<b>TOTAL REVENUES</b>	<b>\$6,876,059</b>	<b>\$1,424,743</b>	<b>\$6,837,260</b>	<b>99%</b>

**Fund Projection Narrative**

Revenues

Miscellaneous - Overcollected due to higher than anticipated cash flow loan payments.

# Fund Projection Report

	Spring BMP Revised Budget	FY 2017-18 YTD Actuals Thru AP8	Spring BMP Year-End Projection	% of Projected Actuals to Revised Bud
<b>Tax Increment Financing Reimbursement Fund</b>				
<b>EXPENDITURES</b>				
Personnel Services	\$3,281,222	\$2,100,758	\$3,151,000	96%
External Materials and Services	\$68,191,571	\$23,055,450	\$62,721,052	92%
Internal Materials and Services	\$1,220,946	\$956,188	\$1,220,000	100%
Capital Outlay	\$825,000	\$176,098	\$800,000	97%
Fund Transfers - Expense	\$343,948	\$229,296	\$343,948	100%
Contingency	\$147,394	\$0	\$0	0%
<b>TOTAL EXPENDITURES</b>	<b>\$74,010,081</b>	<b>\$26,517,790</b>	<b>\$68,236,000</b>	<b>92%</b>
<b>REVENUES</b>				
Budgeted Beginning Fund Balance	\$454,921	\$0	\$0	0%
Charges for Services	\$656,318	\$389,610	\$656,000	100%
Intergovernmental Revenues	\$65,683,896	\$24,147,464	\$60,500,000	92%
Fund Transfers - Revenue	\$80,000	\$50,000	\$80,000	100%
Miscellaneous	\$7,134,946	\$5,606,396	\$7,000,000	98%
<b>TOTAL REVENUES</b>	<b>\$74,010,081</b>	<b>\$30,193,470</b>	<b>\$68,236,000</b>	<b>92%</b>

**Fund Projection Narrative**

**Expenditures**

External Materials & Services - Underexpended in several urban renewal areas primarily due to the following affordable housing projects:

Central Eastside - St. Francis, \$500,000 due to the final financial close out occurring in the spring.

Interstate - \$1.1 million due to funds allocated to homeowners/buyers being encumbered but not yet expended; \$1 million due to financing delays for Argyle and Magnolia II projects;

Lents - \$900,000 for 72nd & Foster due to delays in structuring financing; \$400,000 due to funds allocated to homeowners/buyers being encumbered but not yet expended;.

Convention Center - \$500,000 budgeted for Block 45 that will expend in FY 2018-19.

River - \$1 million for 14th & Raleigh due to slower than anticipated initial construction draws.

**Revenues**

Intergovernmental Revenues - Undercollected due to underexpenditures noted above; this funding source is tax increment funds reimbursed by Prosper Portland.

# Fund Projection Report

	Spring BMP Revised Budget	FY 2017-18 YTD Actuals Thru AP8	Spring BMP Year-End Projection	% of Projected Actuals to Revised Bud
<b>Inclusionary Housing Fund</b>				
<b>EXPENDITURES</b>				
Personnel Services	\$478,113	\$205,730	\$392,476	82%
External Materials and Services	\$4,243,714	\$34,532	\$896,000	21%
Internal Materials and Services	\$267,681	\$30,143	\$267,000	100%
Fund Transfers - Expense	\$0	\$0	\$7,366,000	
Contingency	\$809,801	\$0	\$0	0%
<b>TOTAL EXPENDITURES</b>	<b>\$5,799,309</b>	<b>\$270,405</b>	<b>\$8,921,476</b>	<b>154%</b>
<b>REVENUES</b>				
Budgeted Beginning Fund Balance	\$244,900	\$0	\$1,465,000	598%
Taxes	\$4,732,201	\$6,347,078	\$6,593,376	139%
Charges for Services	\$1,500	\$1,087	\$1,500	100%
Fund Transfers - Revenue	\$816,600	\$544,399	\$816,600	100%
Miscellaneous	\$4,108	\$42,747	\$45,000	1095%
<b>TOTAL REVENUES</b>	<b>\$5,799,309</b>	<b>\$6,935,311</b>	<b>\$8,921,476</b>	<b>154%</b>

**Fund Projection Narrative**

Expenditures

Personnel Services - Underexpended due to vacancies

Revenues

Miscellaneous - Higher than anticipated interest earnings

# Fund Projection Report

	Spring BMP Revised Budget	FY 2017-18 YTD Actuals Thru AP8	Spring BMP Year-End Projection	% of Projected Actuals to Revised Bud
<b>Housing Property Fund</b>				
<b>EXPENDITURES</b>				
Personnel Services	\$152,975	\$63,653	\$151,676	99%
External Materials and Services	\$1,749,850	\$682,299	\$1,610,000	92%
Internal Materials and Services	\$121,375	\$642	\$121,000	100%
Bond Expenses	\$826,374	\$227,765	\$826,374	100%
Contingency	\$2,195,781	\$0	\$0	0%
<b>TOTAL EXPENDITURES</b>	<b>\$5,046,355</b>	<b>\$974,359</b>	<b>\$2,709,050</b>	<b>54%</b>
<b>REVENUES</b>				
Charges for Services	\$4,955,988	\$1,193,046	\$2,614,050	53%
Fund Transfers - Revenue	\$80,367	\$18,000	\$75,000	93%
Miscellaneous	\$10,000	\$16,905	\$20,000	200%
<b>TOTAL REVENUES</b>	<b>\$5,046,355</b>	<b>\$1,227,951</b>	<b>\$2,709,050</b>	<b>54%</b>

## Fund Projection Narrative

Revenues

Charges for Services - Undercollected due primarily to revenue being booked to non-budgetary accounts.

Miscellaneous - Overcollected due to higher than anticipated interest earnings on building reserves.

# Fund Projection Report

	Spring BMP Revised Budget	FY 2017-18 YTD Actuals Thru AP8	Spring BMP Year-End Projection	% of Projected Actuals to Revised Bud
<b>Housing Capital Fund</b>				
<b>EXPENDITURES</b>				
Personnel Services	\$376,989	\$176,604	\$260,000	69%
External Materials and Services	\$16,688,137	\$10,451	\$200,000	1%
Internal Materials and Services	\$254,459	\$13,251	\$254,000	100%
Capital Outlay	\$24,858,380	\$3,537,773	\$24,000,000	97%
Bond Expenses	\$21,136,186	\$87,753	\$10,190,000	48%
Fund Transfers - Expense	\$0	\$0	\$0	0%
<b>TOTAL EXPENDITURES</b>	<b>\$63,314,151</b>	<b>\$3,825,833</b>	<b>\$34,904,000</b>	<b>55%</b>
<b>REVENUES</b>				
Charges for Services	\$0	\$0	\$0	0%
Fund Transfers - Revenue	\$6,799,132	\$0	\$12,799,000	188%
Bond and Note	\$56,515,019	\$0	\$22,105,000	39%
Miscellaneous	\$0	(\$19,167)	\$0	0%
<b>TOTAL REVENUES</b>	<b>\$63,314,151</b>	<b>(\$19,167)</b>	<b>\$34,904,000</b>	<b>55%</b>

## Fund Projection Narrative

### Expenditures

Personnel Services - Underexpended due to position vacancies

External Material & Services - Underexpended primarily due to timing of acquisitions. Funds are moved to Capital Outlay for expenditure

### Revenues

Bond & Note - Resources are undercollected due to timing of acquisitions.

Service Area	Bureau Name	Decision Package Title	Package Description	Funded in	Year Funded:	Package Funding	Package FTE	Package Status	Package Update
Community Development	Portland Housing Bureau	AHFE - Expanded Veterans Assistance	The package is the City's contribution of a total investment of \$575,000 that includes the contribution from Multnomah County - as proposed by AHFE Coordinating Board and accepted by AHFE Executive Committee. These funds leverage significant federal program dollars and allow us to maintain the necessary capacity to ensure that homelessness among Veterans is rare, brief and one time.	FY 2016-17 Adopted Budget	FY 2016-17	200,000		Complete	Joint Office of Homeless Services has contracted funds and services; all of funds were allocated and services were delivered.
Community Development	Portland Housing Bureau	AHFE - Perm Housing Placement - Rapid Re-Housing	AHFE Permanent Housing Placement program. PHB funded the Permanent Supportive Housing portion of the program with \$1,662,500 in the ongoing General Fund adjusted base (making the total City contribution \$6,150,000). The total investment of \$12,300,000 for Rapid ReHousing and Permaenant Supportive Housing includes the contribution from Multnomah County - as proposed by AHFE Coordinating Board and accepted by AHFE Executive Committee.	FY 2016-17 Adopted Budget	FY 2016-17	4,487,500		Complete	Joint Office of Homeless Services has contracted funds and services; all of funds were allocated and services were delivered.
Community Development	Portland Housing Bureau	Program Design & Development Coordinator	This package addresses the need for a Policy and Program Development Coordinator. The City is taking steps to adapt existing programs and develop new programs to respond to an increasing proportion of renter households in the city and the increasing demand for affordable housing units. The City is currently pursuing, or has already adopted, initiatives related to the establishment of preference policies and affirmative fair marketing, a voluntary incentive zoning program, a mandatory inclusionary zoning program, an affordable housing linkage fee program, increased renter protections, and others. These initiatives require additional staff support to develop the program detail and manage their implementation within the Bureau. Funding for the FTE position will come from existing URA and grant funds.	FY 2016-17 Adopted Budget	FY 2016-17	104,532	1.00	Complete	Position hired, is working on preference policy, policy development, and GO Bond advisory processes.
Community Development	Portland Housing Bureau	Realign HOME funding for rental assist. - plug		FY 2016-17 Adopted Budget	FY 2016-17	(947,800)		Complete	HOME funds used instead of General Funds; Joint Office of Homeless Services contracted funds and services were delivered; \$743,007 was expended, which left \$204,792 in carry-over into FY17-18.
Community Development	Portland Housing Bureau	Fair Housing Program Enhancements (New)	This package serves to address underserved populations, including \$35,000 for the Safe Housing Project to organize non-English speaking residents in substandard private-market housing to collectively request needed repairs without risking their housing. An additional \$5,000 to enable Legal Aid Services of Oregon (LASO) to direct their outreach and training to culturally specific community partners in order to increase utilization of their programs by underserved communities.	FY 2016-17 Adopted Budget	FY 2016-17	41,628		Complete	PHB has contracted funds and services are being delivered
Community Development	Portland Housing Bureau	New Rental Rehab in East Portland	The bureau proposes to start a new program to provide grants to landlords to rehabilitate rental units that experience life/safety violations in exchange for 10-year regulated affordability. The bureau initially anticipated an average grant size of \$15,000 unit.	FY 2016-17 Adopted Budget	FY 2016-17	487,500		Complete	Code changes for implementation pending Council approval.
Community Development	Portland Housing Bureau	Rose City Resource Guide	Funding to expand the existing Rose City resource guide.	FY 2016-17 Adopted Budget	FY 2016-17	20,000		Complete	Joint Office of Homeless Services has contracted funds and services; all of funds were allocated and services were

Community Development	Portland Housing Bureau	AHFE - Homelessness Prevention & Diversion	The package is the City's contribution of a total investment of \$2,200,000 that includes the contribution from Multnomah County - as proposed by AHFE Coordinating Board and accepted by AHFE Executive Committee. The funding will increase prevention and diversion for highly vulnerable populations, including Communities of Color, women, families with children, and individuals with significant physical and mental health disabilities. Assistance will take the form of rental assistance, professional staffing to support housing placement and retention, legal assistance/tenant advocacy, and transportation assistance.	FY 2016-17 Adopted Budget	FY 2016-17	1,100,000		Complete	Joint Office of Homeless Services has contracted funds and services; all of funds were allocated and services were delivered.
Community Development	Portland Housing Bureau	AHFE - Safety Off The Streets	The package is the City's contribution of a total investment of \$4,925,000 that includes the contribution from Multnomah County - as proposed by AHFE Coordinating Board and accepted by AHFE Executive Committee. The requested funds will allow for some start-up capital expenses, but are assumed to primarily pay for ongoing shelter operating expenses. These funds will pay for only very limited on-site support services at each shelter site. The package will continue the one-time General Fund shelter investment (\$1.2 million) from the FY 2015-16 fall BuMP, that included the Jerome Sears Shelter and Peace Shelter.	FY 2016-17 Adopted Budget	FY 2016-17	1,885,300		Complete	Joint Office of Homeless Services has contracted funds and services; all of funds were allocated and services were delivered.
Community Development	Portland Housing Bureau	AHFE - Lead Agency Placeholder	As part of the A Home for Everyone (AHFE) initiative the concept of a lead agency that would facilitate service delivery, manage program and policy development, and provide budget recommendations to government partners has been part of the discussion. The current proposal is for the lead agency to be located at Multnomah County as an office reporting directly to the County Chair. City funding would flow to the County via an IGA managed by the Portland Housing Bureau (PHB). This package serves as a placeholder at this time, as discussions regarding governance and flow of funds are ongoing at the time of budget submission. The package assumes no net cost to the City, though no decisions have been made regarding cost sharing.	FY 2016-17 Adopted Budget	FY 2016-17	-	(4.00)	Complete	4.0 FTE of staff successfully were transferred to Multnomah County as employees with the Joint Office of Homeless Services, to oversee AHFE and systemwide policy and planning for homeless services.
Community Development	Portland Housing Bureau	Joyce Hotel	This package provides appropriations for the purchase (using South Park Blocks URA funds) and interim operation (using short-term rental revenue) of the Joyce Hotel. Rehabilitation of the building is expected to include hazardous materials abatement, structural repairs and a seismic retrofit. During rehabilitation, current residents will be relocated. The building also needs to be brought up to current seismic standards. After rehabilitation, PHB's current plan is to continue to use the Joyce for short-term stay housing. PHB has identified a number of other buildings that need rehabilitation. However, given the tenants of those buildings, relocating them during construction would present significant challenges. PHB would use the rehabilitated Joyce to, among other	FY 2016-17 Fall BMP	FY 2016-17	3,630,000		Complete	Joyce Hotel is now owned by PHB. Planning for rehabilitation is underway.
Community Development	Portland Housing Bureau	Construction Excise Tax	In June 2016, City Council passed a Construction Excise Tax. Because of the approval date, no appropriations were created. This request sets up appropriations in order for PHB to administer the distribution of proceeds received from the Bureau of Development Services (BDS). BDS may retain up to 4 percent of the taxes collected for payment towards the Bureau's administrative expenses related to collection and distribution of the tax. PHB and the Inclusionary Housing Fund receives 85% of net revenue from the tax imposed on residential improvements, and 100% of net revenue from the tax imposed on commercial improvements.	FY 2016-17 Fall BMP	FY 2016-17	2,688,000		Complete	CET revenues continuing to come in. PHB and BDS monitoring progress in order to determine methodology for projecting revenue.



Community Development	Portland Housing Bureau	Business Operations Position Requests	This request covers three position actions: the conversion of a limited-term position to permanent; the addition of a Limited Term position to provide additional data collection and analysis services specifically for the Joint Office of Homeless Services; and a new position requested for the management of bureau records, specifically to address transparency issues in order to reduce the amount of staff time involved in responding to generic public and City records and information requests. The bureau prioritized internal resources to fund these needs.	FY 2016-17 Fall BMP	FY 2016-17	123,506	1.50	Complete	Position conversion completed, Limited Term position filled, Records position filled
Community Development	Portland Housing Bureau	General Fund Encumbrance Carryover	This package requests unspent encumbered contract funding be carried forward to FY 2016-17 for the following: \$317,275 for Intensive Street Engagement (FY 2015-16 Adopted Decision Package); \$179,797 for N/NE Home Retention (FY 2015-16 Adopted Decision Package); \$142,000 for the Housing Choice Success Program (FY 2015-16 Fall BMP Decision Package); and \$45,000 for the Nexus Study & Inclusionary Housing program development (i.e, FY 2015-16 Spring BMP Decision Package).	FY 2016-17 Fall BMP	FY 2016-17	684,072		Complete	Services have been delivered.
Community Development	Portland Housing Bureau	Mount Tabor Property Acquisition	This request adds appropriations to finalize the purchase of property from the Parks Bureau located at 60th and Stark. The transaction of \$1,200,000 is for the appraised value of the land. PHB is funding this transaction by reallocating \$700,000 budgeted for NOFA or other development opportunities in the FY 2016-17 Adopted Budget and by realizing \$500,000 of affordable housing income associated with a loan payoff. The purchase will transfer operational and managerial authority and responsibility to the PHB. When that transfer occurs, the PHB plans to deconstruct the Annex and develop an affordable housing complex on the bare land. However, there has been agreement that the YMCA will be allowed to maintain its day care center in a portion of the building that will be available for commercial enterprises.	FY 2016-17 Fall BMP	FY 2016-17	500,000		Complete	Property has transferred to PHB.
Community Development	Portland Housing Bureau	Rebudget FY 2015-16 Resources to FY 2016-17	This package requests that unspent prior year non-general fund resources be rebudgeted to FY 2016-17 for the following: \$3,716,773 for homeownership & home retention programs (TIF & Federal sources); \$2,026,817 for affordable housing development (TIF & Federal sources); and \$144,661 for lead hazard abatement (Federal Sources)	FY 2016-17 Fall BMP	FY 2016-17	5,365,577		Complete	Lead grant has been completed. Other projects have been completed.

Community Development	Portland Housing Bureau	Appropriate Miscellaneous Revenues	The appropriation of new revenues including: \$170,000 for 10 anticipated new MULTE activations; \$68,608 for Continuum of Care Planning grant; \$38,000 of IGA revenue for Servicepoint program administration; \$37,500 for NSP grant program income; and \$20,579 CDBG prior year carryover for the NAYA-Cully project.	FY 2015-16 Spring BMP	FY 2015-16	\$ 516,368		Complete	Status is as follows: <ul style="list-style-type: none"> <li>The anticipated MULTE program activations did not occur. PHB now expects these will take place prior to end of calendar year 2017 and is making a request in the FY 2016-17 Fall BMP to budget these revenues.</li> <li>The resources appropriated for the Continuum of Care Planning grant were spent in FY 2016-17</li> <li>The Servicepoint IGA revenues were received and will be spent on staffing and software license expenses for this program.</li> <li>The NSP grant program income was received and is being spent in FY 2016-17 on an eligible acquisition-rehabilitation project</li> <li>The CDBG prior year carryover was spent.</li> </ul>
Community Development	Portland Housing Bureau	Housing Choice Voucher Success Fund	rental assistance from HUD under their Housing Choice Voucher (Section 8) program to subsidize the rents of low-income members of our community. The federal government pays the difference up to a HUD-established Fair Market Rent (FMR). Unfortunately, the Portland area's tight rental market is making HCVs a less viable option for the vulnerable citizens it is meant to help. This package will fund a Comprehensive Economic Study to establish more accurate and representative FMRs for use within Multnomah County, providing flexible funding for HCV holders to help with move-in and supplemental rent costs, and support three housing 'navigators' to help HCV holders successfully utilize the vouchers. Home Forward will match the City's investment for these Housing Choice Voucher Success efforts which will help reduce homelessness and families at risk of homelessness.	FY 2015-16 Fall BMP	FY 2015-16	\$ 425,000		Complete	Home Forward. <ul style="list-style-type: none"> <li>Disbursed \$25,000 for a Comprehensive Economic Study for Home Forward to establish a more accurate and representative FMRs for use within Multnomah County. AS a result, HUD raised the FMR 18% more than it would've been raised without the study.</li> <li>Disbursed funds to help HCV holders with cash expenses (utility connection fees; deposits and application fees). Home Forward launched the program and assisted 226 households with direct client assistance.</li> </ul>
Community Development	Portland Housing Bureau	Housing State of Emergency Shelter Funding	The Mayor included \$1,515,000 in shelter related funding to address the Housing State of Emergency in his Fall FY 2015-16 proposed supplemental budget.	FY 2015-16 Fall BMP	FY 2015-16	\$ 1,265,000		Complete	PHB disbursed 104% of this funding to TPI and Ecoshuttle for shelter services. PHB intentionally over subscribed this funding by \$49,119. The State of Emergency ordinance provided additional funding to offset this.
Community Development	Portland Housing Bureau	Inclusionary Housing Development and Outreach	As a result of the passage of SB 1533 during the 2016 Legislative Session, the affordable housing nexus study scope of work has been expanded to include the necessary components of work associated with a potential mandatory inclusionary housing program. This request includes \$45,000 for the PTE contract described above, along with \$35,000 to support staffing (\$15,400 for two months in FY 2015-16 of a limited-term management analyst) and materials & services (\$20,000) for the outreach and engagement to inform program development. A limited-term management is requested for 18 months starting May 2016.	FY 2015-16 Spring BMP	FY 2015-16	\$ 65,000	0.17	Complete	Study completed. Position filled. Inclusionary Housing Program approved by Council in fall 2016, and implemented in February 2017.

Community Development	Portland Housing Bureau	Innovation Fund Award	PHB requests Council approval to budget a \$150,000 cash transfer from the general fund for an approved Innovation Fund project, Improving Access to Affordable Housing, which would replace the expiring Housing Connections tool.	FY 2015-16 Fall BMP	FY 2015-16	\$ 150,000	Complete	The Housing Bureau is contracting with No App Fee via the innovation grant to provide an online platform on which market rate and affordable housing units can be listed. The site allows applicants to enter in information and be referred to various affordable housing waitlists or pay a single fee for a background check that will be screened against the screening criteria of the units on the site. The site will show applicants which properties they qualify for and why they do not qualify for other properties. The Housing Bureau's priority is to get a large percentage of our regulated units on the site by mandating that new units be listed, encouraging property managers to opt into using the site on a voluntary basis, and amending existing regulatory agreements as they are reopened by property managers. The site will go live October 2017.
Community Development	Portland Housing Bureau	Preference Policy Implementation	PHB is requesting Council approval to direct these TIF Interstate resources to support the implementation of a preference policy -- a key outcome of PHB's North-Northeast Initiative. This will fund staffing, program design, printing and distribution of m	FY 2015-16 Spring BMP	FY 2015-16	\$ 65,000	Complete	Northeast Preference Policy in the homeownership program area in Spring 2016. This funding supported staffing that conducted community outreach, program design and the ultimate application of the preference policy to the homeownership assistance application process. PHB expended the entirety of this funding during FY 2015-16.
Community Development	Portland Housing Bureau	Rebudget FY 2014-15 Resources to FY 2015-16	PHB requests Council approval to rebudget prior year non-general fund resources into FY 2015-16 for the following primary activities: <ul style="list-style-type: none"> <li>• \$816,415 River District TIF for the Erickson Fritz affordable housing project</li> <li>• \$554,498 CDBG &amp; TIF for Home Repair &amp; Homebuyer Assistance commitments made prior to the end of last fiscal year</li> <li>• \$331,512 Gateway TIF for the Glisan Commons affordable housing project</li> <li>• \$224,871 CDBG for the Maggie Gibson – PCRI Restructure affordable housing project</li> <li>• \$102,792 NSP-3 grant program income for homeownership acquisition &amp; rehabilitation</li> <li>• \$ 75,035 Innovation fund resources for the XML upload, servicepoint &amp; faith-based provider and housing data web scraper projects</li> </ul>	FY 2015-16 Fall BMP	FY 2015-16	\$ 2,212,350	Complete	Status is as follows: <ul style="list-style-type: none"> <li>• The Erickson Fritz project is complete.</li> <li>• Home Repair &amp; Homebuyer Assistance commitments carried from FY15 to FY16 were expended</li> <li>• The Glisan Commons project is complete</li> <li>• The Maggie Gibson is nearly complete (i.e., in final close-out phase)</li> <li>• The NSP-3 grant program income was spent on eligible homeownership acquisition &amp; rehabilitation</li> <li>• Innovation fund resources for the XML upload and housing data web scraper projects were spent down in FY16. Half of the funding for the Servicepoint/Faith-based provider project was spent.</li> </ul>

Community Development	Portland Housing Bureau	TIF Lift Outreach & Engagement	PHB is requesting Council approval to allocate TIF resources to support community outreach and engagement in Gateway & Lents. When the "TIF Lift" was approved by City Council, PHB was asked to engage the communities in these two URA's to specifically identify community priorities in how PHB will spend these new TIF resources. These funds will be used to pay for facility rental, printed materials, mailings, stipends, interpretation services, food/beverage and child care.	FY 2015-16 Spring BMP	FY 2015-16	\$ 17,375	Complete	PHB conducted separate community engagement processes designed for the different needs of the residents of these two URA of these in Spring and Summer 2016. PHB expects to report findings and recommendations to Council in October 2016.
Community Development	Portland Housing Bureau	Affordable Housing Development / HIF	Affordable housing development via Housing Investment Fund.	FY 2015-16 Adopted Budget	FY 2015-16	\$ 2,500,000	Complete	These funds were awarded via the Fall 2015 NOFA to the Stark I & II Project to be developed by Central City Concern in the Hazelwood neighborhood. PHB anticipates spending this resource during FY17 and FY18.
Community Development	Portland Housing Bureau	Landlord Recruitment Retention/Response	3 FTE & \$100,000 incentive funding to facilitate landlord recruitment and retention; initial tenant target populations are chronically homeless, permanent supportive housing, and veterans.	FY 2015-16 Adopted Budget	FY 2015-16	\$ 300,000	Complete	PHB disbursed 95% of this funding to JOIN. JOIN hired three full-time employees who have made substantial progress identifying new placement opportunities.
Community Development	Portland Housing Bureau	Maintain Women's Winter Shelter Year-round	<ol style="list-style-type: none"> <li>FY15-16 Requested budget for women's winter shelter total of 115 beds extended capacity provided by TPI &amp; SA <ul style="list-style-type: none"> <li>\$210,000 winter shelter (TPI) – 70 spaces/mats</li> <li>\$62,000 winter shelter (SA) – 45 mats</li> </ul> </li> <li>Annualized FY15-16 Requested Budget for winter shelter <ul style="list-style-type: none"> <li>[\$272,000 DIV 5 months] * 12 months = \$652,800</li> </ul> </li> <li>HFE as requested <ul style="list-style-type: none"> <li>Adds \$750,000 to Housing Requested Budget for winter shelter capacity year round (adds staffing, placement assistance, etc)</li> </ul> </li> </ol>	FY 2015-16 Adopted Budget	FY 2015-16	\$ 750,000	Complete	PHB disbursed 100% of this funding to three providers (TPI, Urban League and Salvation Army) to carry out this program. TPI provided 28,108 bed nights to 1,047 unduplicated women. Urban League - served 125 people in 61 households 88% of assisted individuals were African American. Salvation Army provided 15,808 shelter nights (expanded mats program) to 526 unduplicated women.
Community Development	Portland Housing Bureau	Home for Everyone Coordinating Board	Support the Home for Everyone Executive Committee priorities for funding interventions to end homelessness, and a limited term initiative director position. A request for match support from Multnomah County is expected.	FY 2015-16 Adopted Budget	FY 2015-16	\$ 47,296	Complete	PHB disbursed \$42,796 to Multnomah County in support of this position. The unspent \$4,500 is the result of a transposition in the amount contracted (i.e., \$42,796 vs. \$47,296).

Community Development	Portland Housing Bureau	Preventing Displacement - Home Retention	The forums PHB held in North and Northeast Portland attracted 450 participants to talk about their housing needs. PHB learned that there is a pressing need for existing residents to have access to tools to help them stay in their homes. PHB has allocated \$4 million dollars in TIF over five years to keep people from being displaced if they live inside the Interstate URA boundary, utilizing existing home repair programs. This funding will allow PHB to target households in North and Northeast Portland whose homes are outside the Interstate Corridor URA. PHB will provide 1) zero percent interest loans of up to \$40,000 per home to provide critical home repairs for low income homeowners up to 80% of median family income; or, 2) grants of up to \$5,000 per home to provide home repairs to seniors and people with disabilities up to 50% of median family income. PHB expects to be able to reach at least 50 homeowners at a cost of \$850,000.	FY 2015-16 Adopted Budget	FY 2015-16	\$ 850,000	Complete	PHB received \$850,000 in general fund resources to provide home repair assistance to help low-income homeowners retain their homes. 100% of this funding was committed (via sub-recipient contract or loan) in FY 2015-16. \$670,000 was expended in FY16 and PHB will request the remaining \$180,000 be carried over via the Fall 2017 Encumbrance Carryover process. When the entirety of this funding is expended, PHB will have served 71 homeowners at risk of displacement, allowing them to remain in their homes in North & Northeast Portland.
Community Development	Portland Housing Bureau	Intensive Street Engagement	In several areas throughout our community there is a disproportionate amount of homeless camping activity ("hot-spots"), and in each of these areas there are also a relatively small number of people experiencing homelessness who both a disproportionately significant impact on the public space they occupy and are particularly difficult to serve.	FY 2015-16 Adopted Budget	FY 2015-16	\$ 1,024,989	Complete	PHB disbursed 100% of this funding to Cascadia and Central City Concern. Cascadia placed 49 households into permanent housing. Central City Concern Clean and Safe program removed 8,129 bags of trash.
Community Development	Portland Housing Bureau	Veterans' Rental Assistance	This request will address needs of Veterans that are not eligible for VA-services (i.e., unable to access federal Veteran Affairs Supportive Housing vouchers). PHB anticipates placement of 173 veterans in FY 2016.	FY 2015-16 Adopted Budget	FY 2015-16	\$ 500,000	Complete	PHB disbursed 100% of this funding to three separate providers -- Do Good Multnomah, Cascadia & Transition Projects (TPI) -- to carry out this program. Do Good Multnomah provided 3,025 bed nights of shelter to 98 unduplicated Veterans. Cascadia secured the site through a master lease so that renovations and improvements could be completed to begin moving tenants in early FY 16-17. The property was cleared for occupancy in late July. TPI assisted 73 Veteran households in moving to permanent housing. Of the 73 Veterans placed, 36 were able to use a Housing Choice Voucher.

Community Development	Portland Housing Bureau	FY 2015-16 State of Emergency Ordinance	Housing State of Emergency Ordinance # 187629 Funding allocated for: Tenant Protection Team	FY 2015-16 State of Emergency Ordinance	FY 2015-16	\$ 50,000	Complete	PHB disbursed 100% of this funding in FY 2015-16. Funds were contracted with the nonprofit partner Asian Pacific American Network of Oregon (APANO) to provide tenant protections to 27 households (40 people) in the Douglas Square Apartments community, located in the Jade District of East Portland. More than 70% of the households served were families of color, with nearly half (48%) being from the Cantonese community. Funds supported households in gaining legal representation to enter into good faith settlement negotiations with the management company of Douglas Square, to freeze rent increases until Summer 2017, thereby preventing the immediate eviction of an expected 27 or more low and very low income households
Community Development	Portland Housing Bureau	FY 2015-16 State of Emergency Ordinance	Housing State of Emergency Ordinance # 187629 Funding allocated for: Ticket Home	FY 2015-16 State of Emergency Ordinance	FY 2015-16	\$ 30,000	Complete	PHB disbursed 100% of this funding in FY 2015-16. 52 clients in 40 households were assisted with transportation costs to return home. There were 6 airplane tickets, 42 bus tickets, and 5 train tickets.
Community Development	Portland Housing Bureau	FY 2015-16 State of Emergency Ordinance	Housing State of Emergency Ordinance # 187629 Funding allocated for: STRA Housing Placement and Eviction Prevention	FY 2015-16 State of Emergency Ordinance	FY 2015-16	\$ 1,035,000	Complete	PHB disbursed 91% of this funding in FY 2015-16 as follows: <ul style="list-style-type: none"> <li>• Human Solutions (\$27,500): placed six families into permanent housing.</li> <li>• JOIN (\$462,500): placed 29 households into permanent housing and prevented 25 evictions.</li> <li>• NWPP (\$115,000): Placed 87 households into permanent housing and prevented 95</li> </ul>
Community Development	Portland Housing Bureau	FY 2015-16 State of Emergency Ordinance	Housing State of Emergency Ordinance # 187629 Funding allocated for: Mobile Provider Team Pilot	FY 2015-16 State of Emergency Ordinance	FY 2015-16	\$ 50,000	Complete	PHB disbursed 83% of this funding in FY 2015-16. Subrecipient JOIN hired a team lead and engaged three partners, NARA, YWCA, and Urban League to add capacity to the team. In-reach sites are identified, including Dignity Village and Right to Dream Too.
Community Development	Portland Housing Bureau	FY 2015-16 State of Emergency Ordinance	Housing State of Emergency Ordinance # 187629 Funding allocated for: Shelter Assistance	FY 2015-16 State of Emergency Ordinance	FY 2015-16	\$ 840,526	Complete	PHB disbursed 17% of this funding in FY 2015-16. for renovations at the Human Solutions family shelter, as June expenses at Sears shelter (shuttle), as well as start-up costs at the Peace Annex and Hansen shelters.

Community Development	Portland Housing Bureau	Terminal One	This package requests unspent State of Emergency Ordinance funding be carried forward to cover the lease and unanticipated costs of the Terminal One property. (Note: PHB reduced appropriation in FY 2015-16 for this express purpose via Overexpenditure Ordinance package HC_022.) It is envisioned that the property will be used as a temporary homeless shelter for an 18 month period through a series of 3 six-month leases. The plan is for a non-profit to provide funding for tenant improvement and shelter operation costs.	FY 2016-17 Fall BMP	FY 2016-17	414,546		Complete	Terminal 1 plan did not come to fruition. Funds were shifted to other priority homeless services, administered and contracted by the Joint Office of Homeless Services for activities including provision of winter and expanded emergency shelter and rent assistance.
Community Development	Portland Housing Bureau	Homeownership Program Coordinator	This position request is to address additional workload issues in the Homeowner Access and Retention Team. The MULTE program and staffing resource has been shifted to another team and the new programs and activities have emerged in the scope of this team, including a new Mortgage Assistance Program; Expanded Mortgage Credit Certificate Program; New Potential ADU pilot program; Rental Rehab Program Coordination; and Coordination of a homeownership development RFP	FY 2016-17 Fall BMP	FY 2016-17	45,732	0.50	Complete	Recruitment in process.
Community Development	Portland Housing Bureau	Miscellaneous New Appropriations	This request includes \$2,720,000 in program income to facilitate homeownership acquisition & rehabilitation in the Interstate Corridor URA; \$2,500,000 in funds from Multnomah County (part of \$5 million total) awarded in the 2015 NOFA in anticipation of use on several housing projects; \$98,000 for several MULTE activations that were approved by the City Council late in the previous fiscal year; \$33,327 to rebudget unspent prior year Innovation funding for the faith-based provider project; \$26,462 in various grant budget adjustments; and \$17,000 for Council mandated TIF Lift outreach in the Gateway and Interstate Urban Renewal Areas	FY 2016-17 Fall BMP	FY 2016-17	5,319,985		Complete	IGA for Multnomah County funds being finalized, will carryover to FY 17-18, Instate homeownership funds being expending, MULTE activations occurring, TIF Lift outreach has occurred and been reported to Council, Innovation funding being reimagined and carried over to FY 17-18.
Community Development	Portland Housing Bureau	Inclusionary Housing Implementation	In anticipation of the potential approval of a Portland IZ program, PHB is requesting staffing and appropriation authority for the implementation of the program in early 2017. Included are one permanent and one limited term position, equipment, and space rental from the Bureau of Development Services. Funding would come from potential in-lieu fee payments, which would also be used to provide potential financial incentives for developers to deepen unit affordability.	FY 2016-17 Fall BMP	FY 2016-17	531,281	1.17	Complete	Staff hired and program in operation.
Community Development	Portland Housing Bureau	General Fund Non-Encumbrance Carryover	This package requests general fund resources unspent in FY 2015-16 be reallocated to fund continued services for the following: \$100,000 unspent Mayor's office appropriation for Springwater Corridor clean-up, outreach and relocation expenses (e.g., personal care and clean-up supplies; property storage expenses; transportation assistance; application and identification fees; motel vouchers; costs of increasing outreach and service coordination staff time on the corridor throughout at least the month of September); \$96,687 unspent Housing State of Emergency (Housing Placement and Eviction Prevention) funds for permanent housing placement (38 households); \$41,383 unspent Housing State of Emergency (Mobile Provider Pilot) for permanent housing placement (16 households); and \$16,333 unspent FY 2015-16 Adopted Budget decision package (Landlord Recruitment) funds for eviction prevention & placement assistance (6 households).	FY 2016-17 Fall BMP	FY 2016-17	254,403		Complete	Joint Office of Homeless Services has contracted funds and services; all of funds were allocated and services were delivered.

Community Development	Portland Housing Bureau	Program Carryover: St Vincent Depaul	This package requests the carryforward of funding de-appropriated in the FY 2015-16 Overexpenditure Ordinance in HC_022: \$227,025 unspent Housing State of Emergency (Shelter Assistance) funds for St Vincent Depaul shelter renovation expenses. The actual amount de-appropriated for this purpose was \$250,000; OMF-facilities has requested \$22,975 from this total for repayment related to expenses they incurred during initial purchasing of the St. Vincent DePaul property.	FY 2016-17 Fall BMP	FY 2016-17	227,025		Complete	Joint Office of Homeless Services has contracted funds and services; all of funds were allocated and services were delivered.
Community Development	Portland Housing Bureau	Add Contract Coordinator	This request would add a contract coordinator position in Business Operations. With new lines of business, the bureau is utilizing more Goods and Services and PTE contracts, thus interacting more with Procurement Services. This position would coordinate and interface with Procurement Services, as well as assist bureau staff with contract development and management The bureau still has some sub-recipient contracts, and this position would take over some of the duties of program coordinators, freeing up their time for program evaluation and funding partner relations. The new position would also take on the current procurement activities performed in the Finance and Accounting team, providing some additional capacity to address the demands of the financial transactions related to the ownership of apartment buildings. Funding for this position is part of the bureaus FY 17-18 Request budget, but the need is immediate and the bureau is able to fund the position for the remainder of FY 16-17 from vacancy savings.	FY 2016-17 Spring BMP	FY 2016-17	-	0.15	Complete	Position filled.
Community Development	Portland Housing Bureau	Business Operations Position Requests	This request covers three position actions.  - The conversion of a limited-term position to permanent. This position works on the bureaus data analysis team and was previously funded primarily by a grant. The bureau was able to shift the positions funding to non-grant and entitlement grant sources in the FY 2016-17 budget, but held off on making the conversion to permanent status until further analyzing staffing needs on this team.  - The addition of a Limited Term position to provide additional data collection and analysis services specifically for the Joint Office of Homeless Services. This position is funded by Multnomah County.  - A new position requested for the management of bureau records, specifically to address transparency issues in order to reduce the amount of staff time involved in responding to generic public and City records and information requests. This position would manage which documents can be made available through the Citys e-files system and on the bureau website, and which files may have proprietary and personally identifiable information and need to be kept secure. The position would also manage the organization of housing project files for more coordinated access and retrieval, and restart the bureau archiving program.	FY 2016-17 Spring BMP	FY 2016-17	-	-	Complete	Positions filled.



Community Development	Portland Housing Bureau	General Fund Program Carryover	This request is to move one-time General Fund resources for homeowner retention services in East Portland to FY 17-18 (\$144,555 of the original \$300,000). Since this programming is in a new geographic area for these services, PHB reached out to identify new partners, and have been working with the new provider (Latino Network) to confirm project scope and outcomes, build capacity, and align their work with other providers of similar services. Most of the carryover funds relate to this contract.	FY 2016-17 Spring BMP	FY 2016-17	(144,555)	Complete	Contracts for this funding completed. Contract provider beginning to execute work program.
Community Development	Portland Housing Bureau	Ellington Interfund Loan Repayment	This request serves two purposes. First, it realigns the transaction for the purchase of the Ellington Apartments to flow through the bureau's new Housing Capital Fund. This realignment reflects the new business practice of bureau capital acquisitions and any construction work occurring in the new capital fund. Second, it appropriates the first issuance of bond proceeds from the Housing General Obligation Bond. The approximately \$37.1 million Series A bonds will be used to repay a significant portion of the interfund loan from the Bureau of Development Services used to acquire the Ellington Apartments.	FY 2016-17 Spring BMP	FY 2016-17	33,437,699	Complete	First portion of BDS loan repaid with interest.
Community Development	Portland Housing Bureau	Rental Rehab Program Carryover	Carryover of \$487,500 in rental rehab program funding into FY 2017-18. Added as an amendment during budget adoption.	FY 2016-17 Spring BMP	FY 2016-17	(487,500)	Complete	Program guidelines have been completed. Bureau working with potential borrowers.
Community Development	Portland Housing Bureau	Reduce Rental Rehabilitation Funding	This package meets a portion of the required 2% general fund reduction. PHB is proposing a 7% reduction to the East Portland Rental Rehabilitation Program, which has an annual base budget of \$1,500,000 in general fund resources. The program provides funding to address potential or outstanding violations of Title 29, the City Housing Maintenance Code, in multi-family units in order to address health and safety issues that can potentially impact the health of tenants. With a maximum investment of \$25,000 per unit, the program requires property owners to maintain affordable rents for low-income renters for a period of 10 years. The 17/18 budget allocation is anticipated to fund repairs in a minimum of 60 units; thus, the proposed 7% reduction will reduce that number by approximately 4 units.	FY 2017-18 Adopted Budget	FY 2017-18	(1,409,087)	Complete	
Community Development	Portland Housing Bureau	JOHS Funding Above Ongoing Baseline		FY 2017-18 Adopted Budget	FY 2017-18	11,120,271	In Progress	Funds are fully contracted by Multnomah County to subcontract with the homeless system providers. Activities are 70% complete. Client-level outcome data were received through end of second quarter (12/2016), and progress toward full contracted outcomes is on track. Third quarter outcomes data (through 3/2017) expected April 30.

Community Development	Portland Housing Bureau	Renter-Landlord Services Program	<p>funding related to renter and landlord services has been centralized under the new Renter Landlord Services Program. This decision package proposes new and expanded services in order to further the Bureau's efforts to support renters and landlords achieve stable rental housing.</p> <p>   PROBLEM STATEMENT   </p> <p>There are 116,665 renter households in Portland, which make up approximately 45% of the population. Of these renter households, 72,580 (62%) are low-income. Many of these low-income households are families with children, seniors, people with disabilities and people of color that are intensely impacted by the instability of the current rental housing market. The average monthly rent in Portland rose 7 percent between 2015 and 2016, with increases between 12-18 percent in 1, 2, and 3-bedroom units. Fear of losing housing makes households vulnerable to the additional physical and emotional health impacts of sub-standard housing conditions when requests for repairs are not made due to the fear of a potential retaliatory eviction. Current Bureau investments in renter and landlord services do not come close to meeting the increased calls for assistance made to 211 and Community Alliance of Tenants. Additionally, PHB is not currently staffed to research and implement new policies and programs that might further the City's vision of a stable rental housing for all households.</p>	FY 2017-18 Adopted Budget	FY 2017-18	915,486	2.00	Complete	
Community Development	Portland Housing Bureau	Reduce Short-Term Rental Revenues	<p>   THE BUSINESS CASE   </p> <p>This cut meets the reduction required to the general fund transfer of short-term rental revenues to PHB by reducing ending fund balance. PHB anticipates no appreciable impact.</p>	FY 2017-18 Adopted Budget	FY 2017-18	(24,624)		Complete	Reduction happened
Community Development	Portland Housing Bureau	Permanent Supportive Housing Base Transfer	Reducing PSH resources in base budget.	FY 2017-18 Adopted Budget	FY 2017-18	(1,704,100)		In Progress	Funds were successfully transferred to Multnomah County Joint Office of Homeless Services through Amendment 3 of the JOHS IGA executed on November 8, 2017. The County has subcontracted funding with homeless system providers to provide supportive housing and services. Activities are 50-70% complete. Client-level outcome data were received through end of second quarter (12/2017), and progress toward full contracted outcomes is on track. Third quarter outcomes data (through 3/2018) expected April 30.
Community Development	Portland Housing Bureau	Position Authorization	Adding positions authorized through FY 2016-17 Spring Budget Monitoring Process.	FY 2017-18 Adopted Budget	FY 2017-18	-	2.00	Complete	Both filled
Community Development	Portland Housing Bureau	FY 2016-17 Carryover: Rental Rehab Program		FY 2017-18 Adopted Budget	FY 2017-18	487,500		In Progress	The Mayor's office is considering options for reprogramming these resources for their highest and best use.

Community Development	Portland Housing Bureau	FY 2016-17 Carryover: Homeowner Retention	This request is to move one-time General Fund resources for homeowner retention services in East Portland to FY 17-18 (\$144,555 of the original \$300,000). Since this programming is in a new geographic area for these services, PHB reached out to identify new partners, and have been working with the new provider (Latino Network) to confirm project scope and outcomes, build capacity, and align their work with other providers of similar services. Most of the carryover funds relate to this contract. The FY 2016-17 budget includes \$300,000 in new General Fund, including \$223,600 in one-time resources, for homeowner assistance and retention services. The bureau has awarded all funds with three distinct providers, but anticipates requiring additional time to particularly spend down the largest contract which was awarded to a new contractor with culturally-specific expertise. CBO recommends this request.	FY 2017-18 Adopted Budget	FY 2017-18	144,555	Complete	Resources have been contracted to community partners spent for home retention and home repair services in East Portland.
Community Development	Portland Housing Bureau	JOHS Request	This request includes \$2.5 million in capital shelter costs; \$350,000 for 100 emergency shelter beds (operating costs only); \$100,000 to conduct an Annual Point-in-Time Count.	FY 2017-18 Fall BMP	FY 2017-18	1,900,000	In Progress	to funding and operating long term, high quality, year-round emergency shelters. This program provides the needed capital for the JOHS to move forward in developing high quality, year round shelter capacity for multiple populations in improved facilities while using the lens of a better geographic distribution of our shelter capacity. This request will span fiscal years into FY 2019. Multnomah County has contracted approximately 25% of the funds to conduct additional detailed analysis of the 2017 Point-in-Time count, and is currently pursuing contracts to conduct community-based research to better characterize the experience of homelessness within communities of color to supplement existing PIT methods for full spend-out within the fiscal year. The JOHS coordinated over 4,000 bed nights of severe weather spanning from November 2017 through March 2018.
Community Development	Portland Housing Bureau	Housing Program Carryover	This request is for the carryover of various non-General amounts, primarily grant funds, to continue programs that did not complete in FY 16-17 into FY 17-18. These carryovers include: <ul style="list-style-type: none"> <li>- CDBG funds for Fair Housing programs;</li> <li>- HOPWA and ESG funds for the Joint Office of Homeless Services</li> <li>- MULTE program fees that did not pass-through to Multnomah County before June 30;</li> <li>- Part of the implementation budget for the NoAPPFee project, due to delays in finalizing the contract.</li> </ul>	FY 2017-18 Fall BMP	FY 2017-18	510,134	In Progress	HOPWA and ESG funds are fully contracted by Multnomah County with homeless system providers. Activities are 50-70% complete. Client-level outcome data were received through end of second quarter (12/2016), and progress toward full contracted outcomes is on track. Third quarter outcomes data (through 3/2017) expected April 30.

Community Development	Portland Housing Bureau	Bond Implementation Staffing	<p>additional support and capacity necessary for the bureau to address the Housing Emergency and the implementation of the Affordable Housing Bond (AHB).</p> <p>One position is an Assistant Housing Director in charge of Policy and Communications. The AHB will require the development of additional bureau policies and a more robust communication strategy and implementation. The new Assistant Director will focus on the implementation of the AHB, which will free up time for the other bureau Assistant Director to focus on development and acquisition activities related to the AHB and other bureau funding sources over the next five to eight years. . The new Assistant Director will also focus on the relationship with the Joint Office of Homeless Services, providing liaison services among the entities involed in the Joint Office, as well as freeing up policy staff time for work on the AHB.</p> <p>The second position is a Capital Project Manager II, which will assistin managing both the AHB projects and the the current pipeline of 2,200 units the bureau is currently funding outside of the AHB. This will free up time for exisiting bureau staff to focus on the overall management of the bureaus affordable housing development efforts over the next five to eight years as well as the specific assigments related to planning, underwriting, and construction coordination.</p>	FY 2017-18 Fall BMP	FY 2017-18	-	1.50	In Progress	AD on Hold per BHR and Capital Project Manager in recruitment
-----------------------	-------------------------	------------------------------	--	---------------------	------------	---	------	-------------	---