

Portland Housing Advisory Commission Draft Work Plan

November 2015 through December of 2017

Retreat Debrief

- **Items to add to regular meeting schedule and/or meeting agenda**
 - HFE Updates
 - FHAC Updates
 - N/NE Updates
 - PHB Program Updates
 - Legislative Updates

- **Issue Area: Resource Development (10 dots)**
 - New technologies and innovation
 - Coordination with PDC
 - Short term rent assistance
 - East Portland resources
 - Homeownership financing
 - Public land
 - Development and incentives
 - Land banking
 - Feasibility study on resource options
 - Airbnb
 - Linkage fee

- **Issue Area: Rental Unit Production and Asset Management (7 dots)**
 - Supporting services
 - Maximize units
 - Mixed income housing
 - Asset management
 - Acquisition and rehabilitation
 - Workforce housing
 - Mixed use development
 - Replacement reserves assessment
 - Status of current assets
 - Needs assessment of current assets
 - Anti-displacement
 - Flexibility in use of funds
 - Screening criteria
 - Different financing models and tools

- **Issue Area: Bureau Program Goals and Outcomes (6 dots)**
 - Outreach and engagement
 - RFP process
 - Consistent tracking and reporting
 - Prioritizing communities

- Recession planning
- Program goals and outcomes
- Clearer evaluation goals
- Emerging practices from other cities
- Equity policies developed beyond race
- **Issue Area: Linkage to Workforce Development (6 dots)**
 - Community benefits agreements
 - Retool MWESB goals
 - Trade school partnerships
 - Disaggregated detail on MWESB goals/outcomes
 - Project apprenticeship agreements
- **Issue Area: Home Ownership (4 dots)**
 - Best practices on minority homeownership gaps
 - Homeowner retention programs
 - Multifamily homeownership barriers
 - General homeownership barriers
 - Examine tools and resources for effectiveness
 - Demolition tax

Draft Focus Area Issue Cycle

- **4 meeting cycle for each issue area**
- **Each issue area will be addressed over 4 months**
 - **Meeting 1: Scope sub-issues to be addressed and recommendations to be made**
 - **Meeting 2: Review initial staff background research/evaluation and ask follow-up questions**
 - **Meeting 3: Develop initial recommendations on issue areas as needed**
 - **Meeting 4: Finalize recommendations as needed**
- **Issue areas will be staggered so that no more than 2 issue areas will be addressed at one time**

Portland Housing Advisory Commission Meeting Template

AGENDA TOPIC	TIME
Call to Order, Review Minutes	5-10 minutes
Public Testimony	5-10 minutes
Bureau Updates (Policy and program, HFE, N/NE, FHAC, legislative, etc.)	10-15 minutes
Regular agenda item(s)	20-40 minutes
Focus area agenda item(s)	40-60 minutes
For the good of the order	5-10 minutes

Draft Monthly Meeting Schedule

Month	Regular Agenda	Focus Area
November 2015	· PHB Budget	· Resource development
December 2015	· PHB Budget	· Resource development
January 2016	· PHB Budget	· Resource development · Rental unit production and asset management
February 2016	· PHB Program Performance	· Resource Development · Rental unit production and asset management
March 2016	· PHB Program Performance	· Rental unit production and asset management · Bureau program goals and outcomes
April 2016	· Fair Housing	· Rental unit production and asset management · Bureau program goals and outcomes
May 2016	· Governance	· Bureau program goals and outcomes · Linkage to workforce development
June 2016	· Update PHAC Work Plan	· Bureau program goals and outcomes · Linkage to workforce development
July 2016	· Update PHAC Work Plan	· Linkage to workforce development · Homeownership
August 2016	· 2017 Legislative Agenda · State of Housing	· Linkage to workforce development · Homeownership
September 2016	· 2017 Legislative Agenda · State of Housing	· Homeownership
October 2016	· PHB Budget	· Homeownership
November 2016	· PHB Budget	· TBD
December 2016	· PHB Budget	· TBD
January 2017	· PHB Budget	· TBD
February 2017	· PHB Program Performance	· TBD
March 2017	· PHB Program Performance	· TBD
April 2017	· Fair Housing	· TBD
May 2017	· Governance	· TBD
June 2017	· Update PHAC Work Plan	· TBD
July 2017	· Update PHAC Work Plan	· TBD
August 2017	· 2018 Legislative Agenda · State of Housing	· TBD
September 2017	· 2018 Legislative Agenda · State of Housing	· TBD
October 2017	· PHB Budget	· TBD
November 2017	· PHB Budget	· TBD
December 2017	· PHB Budget	· TBD