

METRO HOUSING BOND QUARTERLY REPORT | OCTOBER – DECEMBER 2023

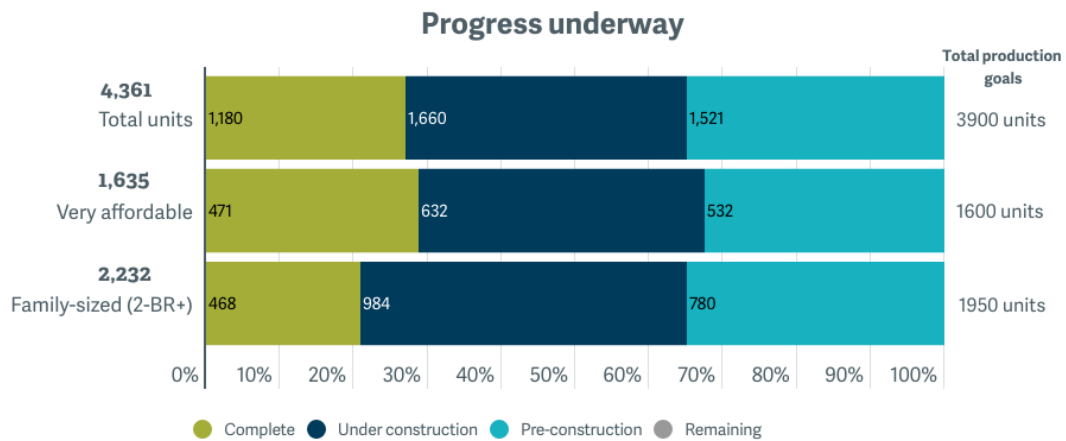
January 12, 2024

This is the fourth quarterly progress report for the Metro Affordable Housing Bond of 2023. Similar reports are produced quarterly with the goal of keeping the Housing Bond Community Oversight Committee, Metro Council, and other stakeholders and partners informed about ongoing implementation progress. A more detailed report will be provided annually for each calendar year, following submission of local progress reports by each participating implementation jurisdiction.

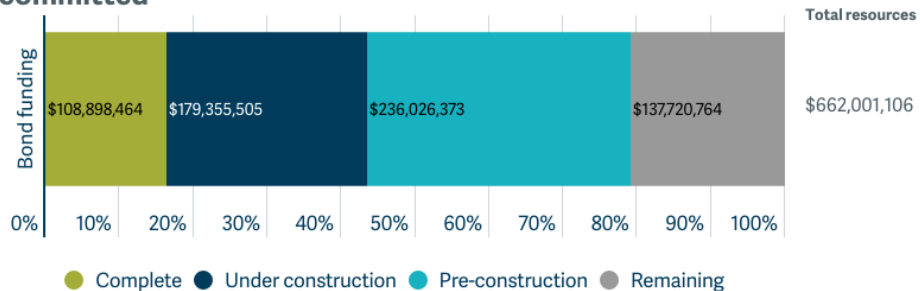
REGIONAL PRODUCTION PROGRESS

As of the end of December 2023, the Affordable Housing Bond program has 52 projects representing 4,361 new affordable homes in the pipeline, including 20 projects (1,521 units) that are in pre-construction. Thirty-four projects have received final approval, of which eighteen (1,660 units) are under construction, and fourteen projects (1,180 units) have completed construction and are accepting residents. Of these homes, 2,232 will have two or more bedrooms, representing 114% of the program's production goal of 1,950 family-sized homes; and 1,635 will be affordable to households with incomes at or below 30% of area median income (AMI), representing 102% of the program's production goal of 1,600 deeply affordable homes. Collectively, the 52 projects in the pipeline represent 4,361 new affordable homes, or 112% of the total production target for the Housing Bond, while utilizing approximately 79% of allocated project funding.

Production and funding dashboard



Resources committed



REGIONAL PRODUCTION PROGRESS

	Eligible units	30% AMI units	2+ BR units	PSH units
Total units in pipeline	4,361	1,635	2,232	775
Total unit production targets	3,900	1,600	1,950	N/A
% of unit progress underway	112%	102%	114%	N/A
Total funding committed or underway	\$524,280,342			
% of funding committed	79%			
Total funding remaining	\$137,720,764			

LOCAL PRODUCTION PROGRESS

Portland

Name	Metro Bond Funds	Status	Eligible units	30% AMI units	2+ BR units	PSH units	Construction Start	Anticipated Completion
Hattie Redmond	\$4,411,737	Complete	60	60	0	60	Oct-2021	Feb-2023
Dekum Court*	<i>see Home Forward</i>	Construction	147	61	78	0	Apr-2022	Jan-2025
Findley Commons	\$1,945,175	Complete	35	0	0	35	Oct-2020	Dec-2021
Waterleaf	\$1,929,219	Complete	176	17	48	20	Dec-2020	Dec-2022
74th and Glisan – Family	\$3,685,679	Construction	96	15	63	0	Jun-2023	Sep-2024
74 th and Glisan – PSH	\$5,822,000	Construction	41	41	0	41	Jun-2023	Sep-2024
5020 N Interstate	\$9,216,838	Construction	63	17	48	0	Jul-2022	Dec-2023
Albina One	\$13,572,107	Construction	94	32	55	0	Mar-2023	Jun-2025
Meridian Gardens	\$13,365,160	Construction	85	70	0	65	Feb-2023	Mar-2025
Hollywood Hub	\$29,084,328	Pre-construction	73	39	23	0	Nov-2023	Jun-2026
PCC Killingsworth	\$2,538,237	Pre-construction	84	28	60	0	Jun-2023	Dec-2025
Tistilal Village	\$4,632,538	Construction	24	24	22	16	Jan-2023	Aug-2024
Powellhurst Place	\$4,091,048	Construction	64	12	45	12	Aug-2022	Dec-2023
Barbur Apartments	\$22,519,248	Pre-construction	149	32	102	0	Jun-2024	Dec-2025
Carter Commons	\$5,800,000	Pre-construction	62	21	0	0	Jun-2024	Aug-2025
Garden Park Estates	\$2,239,308	Construction	54	25	40	25	Jun-2023	Jul-2025
Strong Site	\$11,250,000	Pre-construction	75	11	54	0	Apr-2024	Aug-2025
Portland Value Inn	\$6,155,974	Pre-construction	98	39	58	15	Jun-2025	Aug-2026
Carey Blvd. (Homeownership)	\$6,087,267	Pre-construction	53	0	53	0	Jul-2025	Feb-2029
Abbey Townhomes	\$1,200,000	Pre-construction	8	0	8	0		Feb-2025
Total units in pipeline			1,541	544	757	289		
Total unit production targets			1,475	605	737	300		
% of commitment complete			104%	90%	103%	96%		
Total committed or underway								
Total LIS funding			\$150,398,353					
% of funding committed			\$199,652,992					
Remaining LIS funding			75%					
			\$49,254,639					

*Home Forward is the developer of Dekum Court, but the units will count toward Portland's production goals. Dekum Court's funding was allocated directly to Home Forward, based on an agreement between Portland, Home Forward, and Metro prior to the execution of IGAs allocating funds, and as part of Metro's early commitment of funding to four "Phase I projects" (also including Viewfinder, Mary Ann, and Tukwila Springs).

Washington County

Name	Metro Bond Funds	Status	Eligible Units	30% AMI units	2+ BR units	PSH units	Construction Start	Anticipated Completion
Aloha Family Housing	\$10,230,000	Construction	81	33	50	0	Apr-2022	Oct-2023
Aloha Quality Inn	\$9,283,000	Complete	54	54	0	54	Dec-2021	Feb-2023
Plambeck Gardens	\$14,320,000	Construction	116	47	60	8	Mar-2023	Aug-2024
Goldcrest	\$12,000,000	Construction	74	14	45	0	Sep-2022	Apr-2024
Plaza Los Amigos	\$13,670,523	Construction	112	26	72	16	Jul-2022	Sep-2023
Saltzman Road	\$6,149,000	Construction	54	28	9	24	Jun-2022	Dec-2023
Terrace Glen	\$17,484,000	Complete	144	51	74	3	Nov-2021	May-2023
The Valfre at Avenida 26	\$3,792,088	Complete	36	8	30	8	Jul-2021	Oct-2022
Tigard Senior	\$6,270,000	Construction	57	23	0	23	Jul-2022	Aug-2023
Viewfinder	\$11,583,000	Complete	81	34	56	27	Jun-2020	Dec-2021
Woodland Hearth	\$9,450,000	Pre-construction	63	24	40	22		
Total units in pipeline			872	342	438	185		
Total unit production targets			814	334	407	100		
% of commitment complete			107%	102%	108%	N/A		
Total committed or underway			\$114,611,611					
Total LIS funding			\$118,135,532					
% of funding committed			97%					
Remaining LIS funding			\$3,523,921					

Clackamas County

Name	Metro Bond Funds	Status	Eligible units	30% AMI units	2+ BR units	PSH units	Construction Start	Anticipated Completion
Fuller Road Station	\$8,570,000	Complete	99	25	82	25	Apr-2021	Sep-2022
Good Shepherd Village	\$18,330,000	Complete	142	58	79	58	Mar-2022	Aug-2023
Las Flores (Maple Apts.)	\$15,903,000	Construction	171	70	129	9	May-2022	Dec-2023
Tukwila Springs	\$5,548,542	Complete	48	48	0	48	Jun-2021	Jun-2022
Marylhurst Commons	\$3,000,000	Construction	100	40	83	40	Sep-2022	Jan-2024
Hillside Park – A & B	\$25,454,545	Pre-construction	143	40	14	13	Mar-2024	Apr-2026
Hillside Park – C	\$14,545,455	Pre-construction	78	68	53	8	Mar-2024	Apr-2026
Lake Grove	\$10,000,000	Pre-construction	54	20	28	10	Aug-2024	Oct-2025
Wilsonville TOD	\$8,000,000	Pre-construction	120	40	79	20	Sep-2024	Nov-2025
Shortstack Milwaukie	\$700,000	Pre-construction	15	0	15	0	Jun-2024	Jun-2025
Total units in pipeline			970	414	562	231		
Total unit production targets			812	333	406	0		
% of commitment complete			119%	124%	138%	N/A		

<i>Total committed or underway</i>	\$110,051,542
<i>Total LIS funding</i>	\$122,018,094
<i>% of funding committed</i>	90%
<i>Remaining LIS funding</i>	\$11,966,552

Hillsboro

Name	Metro Bond Funds	Status	Eligible units	30% AMI units	2+ BR units	PSH units	Construction Start	Anticipated Completion
Nueva Esperanza	\$16,940,731	Construction	149	60	105	0	Mar-2022	Oct-2023
The Dolores	\$10,500,000	Pre-construction	66	30	46	10	Sep-2024	Dec-2025
Total units in pipeline Total unit production targets % of commitment complete			215	90	151	10		
			284	117	142	0		
			76%	77%	106%	N/A		
Total committed or underway			\$27,440,731					
Total LIS funding			\$41,240,081					
% of funding committed			67%					
Remaining LIS funding			\$13,799,350					

Gresham

Name	Metro Bond Funds	Status	Eligible units	30% AMI units	2+ BR units	PSH units	Construction Start	Anticipated Completion
Albertina Kerr	\$11,292,447.42	Complete	147	30	31	30	Jan-2021	Jun-2022
Rockwood Village	\$5,237,813.69	Complete	47	47	39	0	Jan-2020	Apr-2022
Oak Row at Rockwood	\$2,200,000	Pre-construction	11	0	11	0	Apr-2024	Dec-2024
Terracina Vista	\$2,500,000	Pre-construction	91	0	56	0	Dec-2023	Mar-2025
Total units in pipeline			296	77	137	30		
Total unit production targets			187	77	93	0		
% of commitment complete			158%	100%	147%	N/A		
Total committed or underway			\$21,230,261					
Total LIS funding			\$27,140,995					
% of funding committed			67%					
Remaining LIS funding			\$5,910,734					

Beaverton

Name	Metro Bond Funds	Status	Eligible units	30% AMI units	2+ BR units	PSH units	Construction Start	Anticipated Completion
Mary Ann	\$3,000,000	Complete	54	11	29	0	Jun-2020	Sep-2021
Elmonica	\$8,439,934	Pre-construction	80	33	32	0	Jan-2023	Dec-2024
Scholls Ferry Road	\$9,000,000	Construction	135	17	79	0	Jun-2022	Jan-2024

Senior Housing on 5th	\$10,500,000	Pre-construction	104	68	0	30	Jan-2025	Jun-2026
Total units in pipeline			269	61	140	30		
Total unit production targets			218	89	109	N/A		
% of commitment complete			100%	69%	100%	N/A		
Total committed or underway			\$30,939,934					
Total LIS funding			\$31,587,595					
% of funding committed			98%					
Remaining LIS funding			\$647,661					

Home Forward (East Multnomah County)

Name	Metro Bond Funds	Status	Eligible units	30% AMI units	2+ BR units	PSH units	Construction Start	Anticipated Completion
Troutdale Apartments	\$13,449,238	Pre-construction	94	39	47	0	Apr-2023	Oct-2024
Dekum Court (PHB)*	\$21,034,083	Construction	Counts toward PHB's unit production goals				Apr-2022	Jan-2025
Total units in pipeline			94	39	47	0		
Total unit production targets			111	46	55	0		
% of commitment complete			85%	85%	85%	N/A		
Total committed or underway			\$34,483,321					
Total LIS funding			\$37,141,206					
% of funding committed			92.84%					
Remaining LIS funding			\$2,657,885					

*Home Forward is the developer of Dekum Court, but the units will count toward Portland's production goals. Dekum Court's funding was allocated directly to Home Forward, based on an agreement between Portland, Home Forward, and Metro prior to the execution of IGAs allocating funds, and as part of Metro's early commitment of funding to four "Phase I projects" (also including Viewfinder, Mary Ann, and Tukwila Springs).

PROJECT ENDORSEMENTS AND FINAL APPROVALS

*The following projects were endorsed or approved during the fourth quarter of 2023. Staff reports for these approvals are included in the Quarterly Report Project Approvals Addendum**

Project	Endorsement/Approval
Abbey Site (Homeownership)	Concept Endorsement
Oak Row at Rockwood (Homeownership)	Concept Endorsement
Senior Housing on 5th	Concept Endorsement
Shortstack Milwaukie (Homeownership)	Concept Endorsement
Terracina Vista	Final Approval
Wilsonville TOD	Concept Endorsement
Woodland Hearth	Concept Endorsement

*Staff reports for projects approved in the fourth quarter can be found at <https://www.oregonmetro.gov/public-projects/affordable-homes-greater-portland/progress>

METRO AFFORDABLE HOUSING BOND

Financial Report Through December 2023

FINANCIAL SUMMARY

TOTAL REVENUE	\$696,843,268
TOTAL EXPENSES and DISBURSEMENTS	\$333,581,903
TOTAL COMMITTED	\$210,434,645
TOTAL FUNDING REMAINING	\$152,826,721

REVENUE

	FY 2018 - 2023	FY 2023 - 2024	TOTAL REVENUE
Bond Proceeds	\$652,800,000		\$652,800,000
Premiums on Bonds	\$2,630,335		\$2,630,335
Interest Earnings	\$35,973,700	\$5,439,233	\$41,412,933
TOTAL REVENUE:	\$691,404,035	\$5,439,233	\$696,843,268

EXPENSES

PROJECTS	Prior Years Expended or Disbursed	FY2023-24 Expended or Disbursed	Committed -- Not Yet Disbursed	TOTAL EXPENDED, DISBURSED or COMMITTED	WORK PLAN FUNDING (Amended)	% of Work Plan Funding Expended, Disbursed or Committed
Jurisdiction:						
Beaverton	\$12,000,000	\$0	\$18,939,934	\$30,939,934	\$31,587,595	98%
Clackamas County	\$51,351,542	\$0	\$58,700,000	\$110,051,542	\$122,018,094	90%
Gresham	\$16,530,261	\$2,500,000	\$2,200,000	\$21,230,261	\$27,140,995	78%
Hillsboro	\$16,940,731	\$0	\$10,500,000	\$27,440,731	\$41,240,081	67%
Home Forward (East Multnomah Co.)	\$21,034,083	\$0	\$13,449,238	\$34,483,321	\$37,141,206	93%
Portland	\$65,763,299	\$0	\$84,635,054	\$150,398,353	\$199,652,992	75%
Washington County	\$105,161,611	\$0	\$9,450,000	\$114,611,611	\$118,135,532	97%
Metro Site Acquisition Program	\$22,154,319	\$188,409	\$12,560,419	\$34,903,147	\$62,016,000	56%
Other Metro Direct Project Costs	\$161,824	\$59,618	\$0	\$221,442	\$0	N/A
PSH IGAs in progress (Portland and Wash Co)					\$15,834,000	N/A
Funding to be allocated (Interest Earnings)					\$7,234,610	N/A
TOTAL:	\$311,097,670	\$2,748,027	\$210,434,645	\$524,280,342	\$ 662,001,106	79%

ADMINISTRATIVE	Prior Years Expended or Disbursed	FY2023-24 Expended or Disbursed	TOTAL EXPENDED or DISBURSED	WORK PLAN FUNDING (Amended)	% of Work Plan Funding Expended or Disbursed
Jurisdiction:					
Beaverton	\$569,252	\$376,583	\$945,835	\$974,615	97%
Clackamas County	\$1,712,246	\$641,376	\$2,353,622	\$3,636,371	65%
Gresham	\$450,643	\$147,702	\$598,345	\$837,421	71%
Hillsboro	\$684,752	\$0	\$684,752	\$1,272,457	54%
Home Forward (East Multnomah Co.)	\$334,297	\$162,676	\$496,973	\$496,973	100%
Portland ¹	\$0	\$0	\$0	\$0	N/A
Washington County	\$1,759,590	\$627,716	\$2,387,306	\$3,645,054	65%
Metro Site Acquisition Program ²	\$0	\$0	\$0	\$1,940,932	N/A
Metro Accountability and Financial Transaction Costs	\$11,226,696	\$1,042,677	\$12,269,373	\$19,409,319	63%
Funding to be allocated (Interest Earnings)				\$2,629,021	N/A
TOTAL:	\$16,737,476	\$2,998,730	\$19,736,206	\$34,842,163	57%

¹ PHB uses a Project Delivery Fee, not paid for by Metro's Affordable Housing Bond, to reimburse their administrative expenses.

² Administrative expenses in support of Metro's Site Acquisition Program are combined with Metro's total Administrative expenses and included in "Metro Accountability and Financial Transaction Costs."

METRO COSTS ANNUAL BASIS ³	FY2023-24 YTD Actuals	FY2023-24 Metro Budget	YTD % Spent
	1,215,003	3,068,547	40%

³ In addition to Metro's Administrative costs, these costs include certain Metro Direct Costs reported under the "Project" Cost table above (e.g. Metro Site Acquisition Program Staff and Other Metro Direct) that were not provided a Work Plan Funding allocation, and therefore must be covered by Metro's Administrative Funding allocation.

Metro Affordable Housing Bond Program Concept Endorsement

Project Name: Abbey Townhomes
Implementing Jurisdiction: Portland Housing Bureau
Metro IGA Contract Number: 937016
Anticipated construction start: April 2024
Anticipated construction completion: February 2025

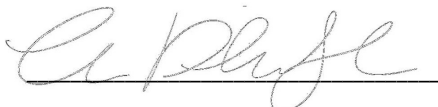
Action:

Metro hereby provides the Portland Housing Bureau with Concept Endorsement of \$1,200,000.00 in Metro Affordable Housing Bond funds for the development of Abbey Townhomes, a regulated affordable homeownership project located at 126 NE Alberta Street, Portland. Metro staff findings are attached in Exhibit A, and a more detailed description of the Project, as provided by the Portland Housing Bureau, is attached as Exhibit B.

This Concept Endorsement is based upon the information contained in the concept endorsement request provided to Metro by the Portland Housing Bureau, including Project cost proformas and statements of sources and uses of funding needed to generate a Project with the following unit mix:

Number of Units	Bedroom Type	AMI Level
8	Three-bedroom	80%

Changes to the information contained in the concept endorsement request provided by the Portland Housing Bureau could result in reevaluation of the Project's need for Metro Affordable Housing Bond Funds and changes to the staff findings and funding allocation to the Project before Final Approval.



Marissa Madrigal

Chief Operating Officer

10/30/2023

Date

Exhibit A: Metro staff findings and recommendations | Metro bond concept endorsement request for Abbey Townhomes



Drafted by: Jimmy Oporta, Sr. Housing Program Coordinator and Alison Wicks, Housing Program Supervisor

Date: October 26, 2023

Criteria for funding approval

Metro will issue Concept Endorsement to local implementation partner (LIP) upon Metro's determination that (a) the proposed Project reasonably contributes to the Unit Production Targets relative to the amount of the Eligible Share proposed to be used for the Project; and (b) the Project is consistent with the Local Implementation Strategy (LIS), the Work Plan, and the Bond Measure.

Staff recommendations

Staff recommends the Metro Chief Operating Officer (COO) provide Concept Endorsement of funding for Abbey Townhomes. Findings from Metro's staff review are summarized below. Additional information about the project can be found in Exhibit B, the project narrative submitted by the Portland Housing Bureau.

Contribution to unit production targets

Abbey Townhomes will utilize 1% (\$1,200,000) of Portland's total allocation of bond funds while delivering 8 homeownership units that meet the following unit production outcomes:

- 1% of Portland's overall unit production target;
- 1% of Portland's family-sized unit target

When combining this project with Portland Housing Bureau's existing development portfolio, this puts the City on a path to have utilized 87% of total allocation of bond funds while delivering on the following cumulative unit production outcomes:

- 114% of Portland's overall unit production target;
- 117% of Portland's family-sized unit target

Eligibility and readiness to proceed

The Portland Housing Bureau has submitted and Metro staff have reviewed and evaluated submitted materials for evidence of project feasibility and readiness to proceed. These include:

- OHCS Pro-forma dated 3/15/2023
- Statutory bargain and sale deed, dated 2/19/2019 as evidence of developer site control
- Development team resumes and developer schedule of real estate owned demonstrating a track record with housing development in Oregon

Staff has identified this project as an affordable homeownership pilot project. Legal compliance of regulatory agreement and monitoring plan will need to be confirmed when the project returns for Metro Final Approval and Metro will continue to request updates from the City of Portland regarding how work is proceeding.

Advancing racial equity

Metro staff have reviewed final project materials to confirm consistency with the racial equity elements of City of Portland's approved local implementation strategy (LIS). Key findings include:

- **Location:** The Abbey site is very well located for its proximity to many essential services and amenities. The neighborhood schools are Boise-Eliot Elementary (1 mi), Harriet Tubman Middle School (1.6 mi) and Jefferson High School (0.3 mi). In addition, KairosPDX (0.2 mi), Albina Head Start (0.1 mi) and MLK Jr. Elementary (0.4 mi) are all very close alternatives/additional educational options. SEI's campus on N. Kerby (0.8 mi) is a longstanding center for youth afterschool and summer programs, family support and solidarity for the Black community.
- **Transit access:** The project is a short, five-minute walk to bus lines #6 and #72 on NE MLK Blvd. and Alberta Street.
- **Diversity in contracting/hiring:** Self Enhancement Inc (SEI) and Community Development Partners (CDP) will set a target of at least 30% of total development (hard and soft) costs paid to MWESB/COBID contractors for the development of Abbey Townhomes. The project will meet PHB's Equity in Contracting, Section 3 workforce requirements and will track and report workforce diversity outcomes.
- **Access for historically marginalized communities:** The target population for the Abbey Lot Townhomes is low-income formerly displaced families, including African American households (families earning between 60% - 80% AMI). The Abbey Lot Townhomes project is part of the next step in SEI and CDP's shared Alberta Alive development initiative that aims to celebrate and strengthen Portland's historically Black N/NE neighborhoods by providing affordable housing, supportive services, and a shared sense of community for underserved individuals and families. Phase I and II of the Alberta Alive development initiative are currently under construction along Alberta St., totaling over 100 units. They include housing choices from permanent supportive housing (PSH) for veterans to family-sized units available to households earning between 30% - 60% AMI. The Abbey Lot Townhomes will add homeownership to the Alberta Alive housing continuum by providing 8 affordable homes to families earning between 60% - 80% AMI.
- **Culturally appropriate services:** SEI is Oregon's largest African-American-led nonprofit multi-service organization, and second-largest minority-operated employer. In 2018-19, SEI's comprehensive services benefited over 16,300 K-12 students, youth ages 18-25, families, and individuals across the City of Portland and Multnomah County. SEI's organizational philosophy and service delivery model are rooted in self-actualization and trauma informed practices with the goal of overcoming persistent race-based disparities. SEI's Relationship Model and comprehensive service continuum are culturally specific for African Americans and culturally responsive for other populations. With 150 full-time and 46 part-time staff members; 75% African American and 89% from communities of color, SEI partners with 23 public schools in five districts across Multnomah County: Portland, Reynolds, Parkrose, David Douglas, Centennial. SEI's network throughout the Portland Black community is unrivaled and will be at the center of the project's success in attracting the BIPOC community to apply for units within the development. Residents of the Abbey Townhomes will have access to services provided at SEI's Center for Self Enhancement, located off N. Kirby, less than a mile from the site.
- **Cooling plans:** The design for this project will meet PHB's green building and air conditioning policies by pursuing Earth Advantage Platinum rating and preparing the

project to be solar-ready, at a minimum. The project team will complete a solar feasibility study and pursue solar tax credits and other grants to support solar PV installation. The project's air conditioning cooling system will be confirmed when the project returns to Metro for Final Approval.

Community engagement to inform project implementation

Metro staff have reviewed the narrative to confirm consistency with the community engagement elements of City of Portland's approved Local Implementation Strategy (LIS). Key findings include:

- **Strategies for ensuring ongoing engagement around project implementation reaches communities of color and other historically marginalized community members:**

The backbone of SEI's involvement as a co-developer in the Alberta Alive properties is their connection to BIPOC communities and specifically the Black community in Portland. SEI has deep and wide connections within this historically African American neighborhood, including local schools, faith-based organizations, advocacy groups, and other culturally specific service providers. Despite significant displacement of African American households, many still regularly return to N/NE Portland to worship, shop, and seek out services and community. Due to rapid gentrification and housing pressures over the past 12 years, SEI has rapidly expanded its services to East Multnomah County and Gresham, where many of their former N/NE clients/families now reside. With staff working in 23 schools across 5 school districts, SEI engages directly with hundreds of families in need of affordable housing. SEI's strong connection N/NE Portland, as well as outer east Portland and Gresham, make SEI well positioned to seek community member feedback on topics including building design, amenities, service needs, and service partners. The project team will also be able to disseminate information about how families can qualify and apply for housing. This project will support African American homeowners through:

- Active outreach and marketing by SEI
- The N/NE Preference Policy administered by PHB and the N/NE Oversight Committee
- Access to Proud Ground's Homeownership Education and Counseling Program
- Access to SEI's Community + Family Programs

EXHIBIT B: Project summary submitted by Portland Housing Bureau | Metro bond concept endorsement for Abbey Townhomes

Submitted by: Megan Grillo, Bond Housing Program Coordinator
Portland Housing Bureau, megan.grillo@portlandoregon.gov
Submitted on: 10/19/2023 (initial submission 3/21/2023)

Project Overview

Collectively, Self Enhancement Inc. (SEI) and Community Development Partners (CDP) are referring to the Abbey Lot Townhomes as Alberta Alive Phase III. Neighboring project Strong Site is part of Phase III also. Phase I and Phase II are currently under construction. Alberta Alive Phase I is a two-building development (NE Grand Ave, NE 8th Ave) with a combined 52 units designed for families and veterans. Phase II is a 63-unit building designed for families (5020 Interstate).

Co-owned and co-developed by SEI and CDP, the Alberta Alive development initiative aims to celebrate and strengthen Portland's historically Black N/NE neighborhoods by providing culturally specific affordable housing, supportive services, and a shared sense of community for underserved individuals and families.

To meet PHB's preference for homeownership associated with this project, SEI and CDP are requesting \$1,200,000 to develop eight 3-bed, 2.5-bath new construction townhomes permanently affordable to households making between 60% and 80% of AMI on a site located on the NW corner of NE Alberta St. and NE Mallory Ave. The site is located 650 feet due east of the neighboring project, Strong Site. SEI and CDP submitted for OHCS Homeownership funds on 3/3/2023 and if awarded, will pair those Housing Development funds with conventional construction debt to finance the project.

Preliminary Development Program

Complete the below table summarizing unit breakdown for **Homeownership ONLY**. Add/delete rows as needed.

	Unit size (no. of bedrooms)	No. of Units	% AMI	Sqf/ Unit	Est.* Principal + Interest	Est. Insur ance	Est. Prop erty Taxes	Est. HOA & Other	Total all-in Cost per Month	Estimated Selling Price
	3	8	80%	1275	\$1,390.55	\$60	\$0	\$200	\$1,650.55	\$275,000 (est. sales prices in 2025)
Totals		8								

Project Image



Background

The Abbey Lot site was purchased in 2019 by CDP, utilizing a LIIF (Low Income Investment Fund) loan, as part of the Alberta Abbey acquisition. The site was intended to be developed as affordable housing with an artist preference to complement the vision of the Alberta Abbey across the street.

Soon after acquisition, CDP partnered with Self Enhancement Inc. (SEI) as co-owners/co-developers and launched the Alberta Alive development initiative with the mission to celebrate and strengthen Portland's historically Black N/NE neighborhoods by providing affordable housing, supportive services, and a shared community for underserved individuals and families. To date, Alberta Alive includes three housing developments designed with previously displaced, low income veterans and families in mind and includes PSH and rental housing affordable to those making 30%-60% AMI. The Strong property and Abbey Lot Townhomes would be the fourth and fifth Alberta Alive sites. The Abbey Lot site has been included as part of the Alberta Alive vision from the beginning—initially as four stories of rental housing designed with local artists in mind. Through engagement with neighbors and community members, and in response to concerns over neighborhood scale and parking, the development was redesigned to be three stories. This iteration, Art House, was submitted for funding to OHCS for a 2021 Small Projects NOFA and a 2022 9% LIHTC NOFA. When the applications were unsuccessful, CDP briefly looked at other options, including selling the land. In the end, CDP decided to maintain ownership and its commitment to providing affordable housing on site, paying off the LIIF loan and owning the site outright. On December 15, 2022 OHCS released its 2023 LIFT & HDIP

Homeownership Development NOFA. Responding to a deep community desire and an opportunity to expand Alberta Alive's continuum of housing to include homeownership, CDP and SEI decided to explore this NOFA opportunity for the Abbey Lot site. Soon after, CDP and SEI were tentatively awarded the Strong site and asked to continue to investigate ways to include homeownership in the project after preliminary studies found it unfeasible on the Strong site. After evaluating several options on both the Strong and Abbey Lot sites and responding to PHB and N/NE Oversight Committee feedback that influenced the design and reducing the number of townhomes on the Abbey Lot site from 9 to 8, CDP and SEI received the support of both organizations and submitted an application to provide 8 for-sale townhomes to OHCS on March 3, 2023.

Pre-development activities completed to date include purchasing the site, creating a preliminary site design, receiving a construction cost estimate, securing funding and financing commitments, and applying for additional funding. Due diligence completed to date has included the completion of an OHCS preliminary site checklist. Other reports like ALTA survey, geotech/soils report, phase 1 review will be completed once funding has been secured.

In PHB's most recent 2022 Metro Bonds + TIF Solicitation, CDP and SEI proposed developing both rental and homeownership units on a PHB owned site, called the Strong Family Site. Their proposal was conditionally selected for award, subject to further assessment of the feasibility of the site being developed with ownership and rental units, and concept endorsement approval from Metro.

Subsequent feasibility analysis has shown that the affordable homeownership opportunities that are prioritized by PHB's N/NE Oversight Committee and PHB are better suited to the Abbey Lot which is 3 blocks west of the Strong Family Site; while the Strong Family Site is better suited for affordable rental development. When presented with CDP and SEI's proposal to develop for-sale townhomes on the Abbey Lot and multifamily affordable rental development on the Strong Site, and considering the tradeoffs in unit count and size and affordability of developing the Strong site with both rental and for-sale units, PHB and the N/NE Oversight Committee supported their proposal, agreeing to submit both projects for concept endorsement by Metro and conditionally awarding the resources (Strong Site, Metro Bonds and Interstate Corridor TIF) between both sites.

Location and Neighborhood

The Abbey Lot Townhomes are located at the intersection of NE Alberta and NE Mallory in the King neighborhood. The King neighborhood is one of several neighborhoods in North/Northeast Portland that is historically home to the City's African American population, which has been displaced over the last 30 years due to discrimination and rising housing costs. The King neighborhood is typical of many inner Portland neighborhoods containing a variety of different land uses and property types.

The Abbey site is very well located for its proximity to many essential services and amenities. The neighborhood schools are Boise-Eliot Elementary (1 mi), Harriet Tubman

Middle School (1.6 mi) and Jefferson High School (0.3 mi). In addition, KairosPDX (0.2 mi), Albina Head Start (0.1 mi) and MLK Jr. Elementary (0.4 mi) are all very close alternatives/additional educational options. SEI's campus on N. Kerby (0.8 mi) is a longstanding center for youth afterschool and summer programs, family support and solidarity for the Black community.

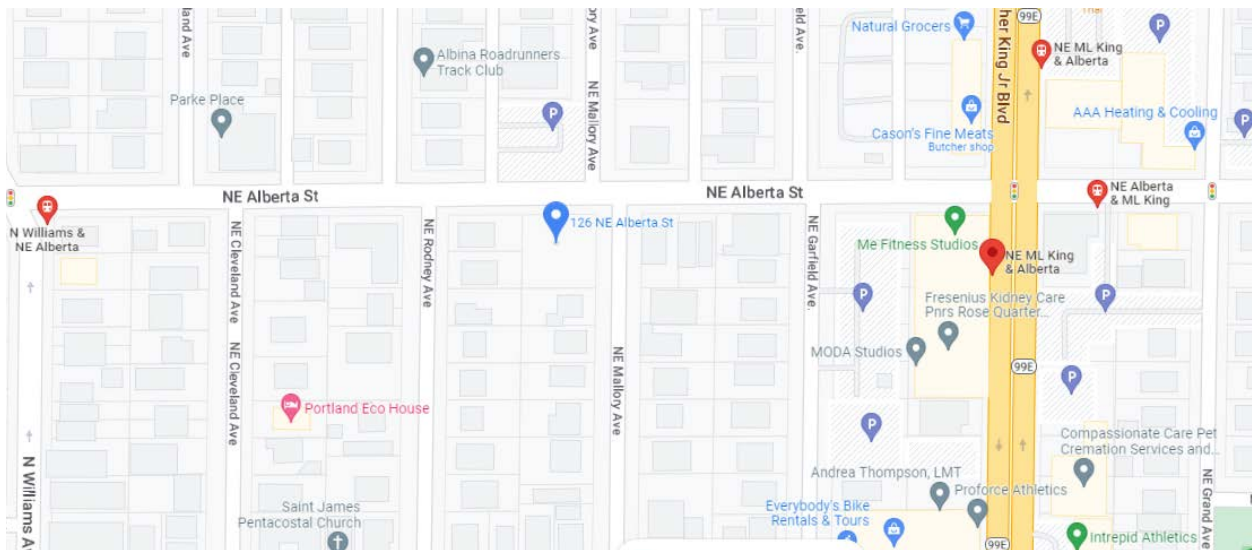
The site is served by the 44 TriMet bus. In addition to SNAP and child welfare assistance programs, the DHS building just blocks from the site, the building also houses a WorkSource Portland Metro site, which offers job search and training opportunities.

The site is near ample retail businesses and services on major commercial streets including MLK Jr. Blvd., Alberta Street, Killingsworth Street, and Interstate Avenue. Legacy Emanuel and Kaiser Interstate medical campuses are 1.2 and 1.4 miles from the sites, respectively.

In addition to these essential services, the area is home to many places of cultural and community importance to the community, including many churches along the Williams/Vancouver corridor, Dawson Park, SEI's campus, Urban League of Portland, and Matt Dishman Community Center.

Site

The Abbey site is zoned RM2, a residential multi-dwelling zone. Properties to the north, east, south, and west are zoned R2.5, a residential zone. The surrounding buildings are predominantly single-family homes.



Project Financing

Source of funds	Total Amount
Proceeds from Sales	\$2,200,000
PHB Loan- Metro and ICURA	\$1,200,000
Construction Loan	\$2,200,000
Energy Efficiency 45L & Solar Tax Credits	\$1,600,000
Total Permanent Sources	\$7,200,000

Uses	Total Amount
Acquisition & Site Work	\$1,426,502
Predevelopment and Soft Costs	\$467,250
Construction/Hard Costs	\$1,668,539
Professional Fees & Admin	\$1,320,361
Financing Costs	\$201,500
Construction loan payoff	\$0
Total Uses	\$5,084,152

For the Abbey Lot Townhomes, the development budget was informed by a combination of inputs. Land costs were determined by a broker's opinion provided by Capacity Commercial and are in line with a 2019 appraisal CDP previously obtained for the site.

The hard costs were informed by an estimate by Eichler Construction Group, our selected contractor, based on a site plan and baseline specifications from Polyphon Architecture. Eichler, who is currently working on several very similar regulated affordable townhome projects, used comparables to inform their pricing.

Soft costs were informed by the following:

- Architecture and design subs: Provided by architect
- Third party reports (Phase I, geotech, survey, appraisal, etc.): Based on comparables from recent CDP and SEI projects
- Permitting fees: Provided by architect
- WRAP Insurance: Provided by Heffernan Insurance Brokers
- Loan interest and fees: Provided by KeyBank (see enclosed LOI for details)
- OHCS Application and Closing Fees are based on information provided by OHCS
- HOA Reserve Deposit: \$2,500 per unit deposit to see the HOA reserve to cover any costs that may be incurred prior to accruing sufficient homeowner contributions. This figure was recommended by Proud Ground.

- Sales fees: Provided by Proud Ground

The hard and soft cost escalation numbers are based on CDP and SEI's experience with inflation in the current market and the recommendation of the general contractor. The budget does not include any sources that are not committed to the project.

Cost-efficient design, construction, and operations:

The Abbey Lot Townhomes is slated to use pre-manufactured roof trusses for material efficiency and shortened construction times. Advanced framing techniques will also be utilized to reduce material use and increase thermal efficiency.

Our framing subcontractor pre-fabricates all structural walls in their prefab facility in Donald, OR. Their process dramatically reduces waste and improves structural performance. It also cuts down on weather exposure and shortens the overall construction period.

Davis Bacon and/or BOLI wage assumptions:

BOLI commercial prevailing wage rates (PWR) will not apply to the Abbey project. We will exceed \$750,000 in public funds, however as 100% affordable housing with a maximum 4 stories and no commercial space, the project should be exempt from BOLI. Davis Bacon will not apply because we do not intend to apply for any Project Based Vouchers or other qualifying federal financing.

Homeownership sales and financing:

We arrived at the sale prices with input from Proud Ground's Homeownership Director. The average sale price of \$275,000 per townhome is based on pricing for a 60% AMI homebuyer. This assumes \$100-\$150/month for HOA fee, taxes at \$3,100-\$3,300/year (We believe these units will be eligible for property tax abatements), \$60/month insurance and \$50/month Proud Ground fee. The prices are inflated by 5% to account for the fact that they will not go on the market until 2025. Estimated appraised values are between \$400,000-\$410,000 based on the current market.

The initial price points are targeted closer to 60% AMI households in order to allow sellers to realize growth in the value of their homes upon resale, which can be up to 80% AMI. This approach allows the homeowners to gain equity upon resale while still maintaining the permanent affordability commitment to buyers at 80% AMI and below.

The Abbey Lot Townhomes will maintain permanent affordability by utilizing a mechanism similar to Proud Ground's Community Land Trust model but tailored to the Alberta Alive vision. Our team has heard from community members and partners, including Portland Housing Bureau and the N/NE Oversight Committee, that some of the opportunities for homeownership available to the formerly displaced, low-income community, including

African American and other BIPOC families who want to return and own in Portland and the Historic Albina District, are not aligning with they want. The areas of misalignment include ownership structure.

To close the racial wealth gap, we need to develop affordable homeownership opportunities that are desirable. We plan to work with Proud Ground and others to develop a replicable permanent affordability homeownership legal structure that reflects the priorities of the families who will live in these homes.

Prospective homeowners will gain access to Proud Ground's Homeownership Education and Counseling Program, which helps first-time homebuyers become mortgage ready. Proud Ground then administers down-payment assistance funds as homebuyers complete the purchasing process. Using this model, Proud Ground has helped over 500 Oregon families purchase their first home at a permanently affordable price.

Development Team

CDP and SEI have formed a co-developer and co-sponsor partnership to address the Black, Indigenous, and Person of Color (BIPOC) housing disparity crisis currently prevalent throughout Portland. CDP and SEI have been working together since 2019 on a shared vision called Alberta Alive, which aims to bring formerly displaced, low-income families back to N/NE Portland. Alberta Alive is culturally specific, affordable housing at the historical heart of N/NE Portland's community that serves families, veterans, and displaced/long-term residents with a strong focus on the neighborhood, community, and resident homes.

CDP and SEI have two development projects currently under construction. Alberta Alive Phase I is a two-building development, NE Grand Ave and NE 8th Ave, with a combined 52 units designed for families and Veterans located along NE Alberta Street. Phase II is a 63 unit building for families (also known as 5020 Interstate). The SEI/CDP Partnership stakes out a different model and puts a Black-led organization in an ownership role.

The Abbey Lot Townhomes will mark the fourth co-development project between SEI and CDP as part of the Alberta Alive development initiative to provide a continuum of affordable culturally specific housing in the Historically Black Albina District.

- **Self-Enhancement Inc. (Co-developer)**

Chief Program Offices, Trent Aldridge: As SEI's CPO, Trent helps create access to support and services so students, families, and their communities can thrive and flourish. Trent has been actively involved in the Alberta Alive development initiative. His unique outlook and understanding of community needs provides valuable input for the Abbey Lot Townhomes project. As a native of Portland, Trent grew up in NE Portland.

Director Of Restoration and Identification, Sahaan Mckelvey: Sahaan's leadership, direction, and support to the Community + Family Programs department have been

invaluable to developing the three Alberta Alive projects. Sahaan has worked in various capacities at SEI, and his commitment to the target populations is unheralded. Through his massive outreach network, he will make the same commitment to making the target community aware of this opportunity for homeownership. Sahaan is a native Portlander and grew up near the Abbey Lot site.

Chief Compliance Officer, Freda Walker: Freda recently joined SEI as the Chief Compliance Officer. She has over thirty years of municipal and nonprofit experience. She was most recently the deputy director at Portland Community Reinvestment Initiative. In addition to her work at PCRI, she is formerly the business operations manager at the Portland Housing Bureau, and contracting officer at the Memphis Housing Authority. She specializes in organizational and systems improvement. She will lend her experience to the Abbey Lot Townhome development. Freda is a native Portlander and grew up in the Overlook area of North Portland.

- **Community Development Partners (Co-developer)**

Chief Development Officer, Jessica Woodruff: Jessica Woodruff is the Chief Development Officer for CDP and leads CDP Oregon's efforts across all spectrums of the development cycle. With over 18 years of affordable housing experience, Jessica is dedicated to the creation and preservation of affordable housing. At CDP, Jessica leads a capable and experienced development team that has successfully developed 10 affordable housing projects in Oregon, 4 of which are in Portland.

Project Manager, James Lee: As a Project Manager, James supports CDP's efforts to develop affordable housing across Oregon. He is passionate about the entire development process, from inception through stabilization. James is currently leading the development of an 82-unit affordable housing development in La Grande, OR, which is on track to be Oregon's largest net zero affordable housing development. He is a Portland native and grew up in Northeast Portland.

- **Proud Ground (Affordable Homeownership Consultant)**

With over 22 years' experience managing multiple sources of funding from the federal, state, and local government; Proud Ground's expertise will lend itself to providing compliance on all requirements through construction and beyond.

Executive Director, Diane Linn: Diane has served as Executive Director of Proud Ground since December 2013. Throughout her career, she has worked to improve conditions and build community for vulnerable, underserved families. During her tenure with Proud Ground, Diane has been responsible for extensive pre-development work in addition to her duties as Executive Director.

- **Eichler Construction Group (General Contractor)**

Vice President Paul Nickerson: Paul is a 20-year veteran of the commercial and multifamily construction market. Paul has completed work as an owner, developer, and contractor. He is a hands-on manager, so you'll often find him visiting project job sites,

digging into plans, and negotiating pricing. Paul is currently leading two affordable housing projects under construction, and has been awarded two more, which are currently in preconstruction.

- **Polyphon Architecture & Design (Architect)**

Principal Schuyler Smith: Schuyler is a Co-Principal of Polyphon Architecture & Design. Polyphon has been at the forefront of many of the recent housing innovations in Portland over the past several years, including the widespread adoption of ADUs, Co-Living models, and the reintroduction of Missing Middle Housing. The Polyphon team has many years of experience working together and is currently engaged in multiple missing middle, townhouse, and affordable projects. We have three affordable Portland townhouse projects for permit (~6 units ea.) and are working with Habitat for Humanity on a 16-unit townhouse project in King City.

- Development Entity Structure.
 - a. The Project will be developed by CDP and SEI under a limited liability company in which CDP is the manager and CDP and SEI are the sole members. (the “Development Entity”). The operating agreement will incorporate the terms of this Memorandum and as such other matters as deemed necessary by the parties or their counsel.
- Project Ownership. and Long-Term Affordability.
 - a. CDP and SEI acknowledge that as co-developers of affordable homeownership we need a partner that has expertise and legal qualifications to sell homes and manage the land trust or another mechanism designed to meet the City and State’s permanent affordability regulatory requirements. The parties are currently discussing the Project ownership with Proud Ground.
- Financial Participation.
 - a. Developer Fee. The developer fee will be paid 80% to CDP and 20% to SEI.
- Guaranties.
 - a. CDP or another entity specified by CDP will provide all guaranties required in connection with the Project. SEI shall have no responsibility or obligation to provide guaranties or to fund any amounts in connection with the Project.
- Limited Liability.
 - a. SEI and its partners, directors, officers, agents and employees shall have no personal liability with regard to any debt or obligation of the Development Entity.
- Due Diligence.
 - a. CDP will perform suitable and adequate due diligence as it believes is customary in the affordable housing industry.

- Reimbursements.
 - a. CDP will be responsible for payment of all pre-development expenses; provided, that all pre-development expenses incurred by CDP shall be reimbursed by the Ownership Entity. SEI shall have no responsibility or obligation to fund pre-development expenses.

Roles and Responsibilities.

- a. CDP will be primarily responsible for management of the development and construction of the Project.

CDP is an experienced multifamily and mixed-use developer focused exclusively on creating and preserving vibrant affordable housing communities. The company's executive team has over 60 years of combined experience working with cities and public agencies to bring new investment into existing neighborhoods.

CDP's Director of Development, Jessica Woodruff, has worked directly with PHB funding sources for more than 14 years. Our development team is experienced with the rules, regulations, and requirements of TIF and bond funding sources and familiar with PHB policies. CDP's PHB funded projects include Hayu Tilixam and Alberta Alive Phase II (5020 N. Interstate). SEI has limited experience with housing development, though they are currently gaining experience through Alberta Alive Phases I and II. SEI has complimentary experience with Federal, State, County and City resources for rapid rehousing, rental and utility assistance, among other resources that help low-income residents maintain their housing stability.

Community Engagement

For housing projects to be accessible to everyone, outreach and marketing must be both wide-ranging and able to be tailored to specific populations. Coordination between SEI, PHB, The N/NE Oversight Committee, Proud Ground, and community organizations is crucial to ensure that historically marginalized populations who are often least likely to apply are aware of these housing opportunities.

The backbone of SEI's involvement as a co-owner/co-developer in the Alberta Alive properties is their connection to formerly displaced, low-income communities, including BIPOC and specifically the Black community in Portland. SEI has deep and wide connections within this historically African American neighborhood, including local schools, faith-based organizations, advocacy groups, and other culturally specific service providers with whom we communicate about Alberta Alive to build trust and interest in the projects. This reputation affords SEI the ability to interact with its community to receive ongoing feedback that informs our service delivery approach and has informed our design across all Alberta Alive phases.

SEI and CDP have organized focus groups where we have consulted with community members about what they as prospective residents would like to see in their Alberta Alive

community and their home. These community members were compensated for their time and provided food and childcare. Our team places a high value on the input of our community members regarding our housing development projects, including this one. That is why we will always provide a stipend to pay the participants of our focus groups for their time and the invaluable information they provide.

SEI's Community + Family Programs (CFP) department served over 6,000 individuals in FY 2022. This included 680 families in our Homeless Housing Programs and 873 families who received some form of housing assistance. SEI staff will be able to work specifically with these program participants to identify community members who are ready to move towards a goal of home ownership. SEI will work closely with identified families, walking them through the process of preparing for a homeownership opportunity by completing a Preference Policy (see [Preference Policy | Portland.gov](#)) application and maximizing their potential points in the Preference Policy application process.

There are over 5,500 SEI families that are enrolled in our programs, including Schools Uniting Neighbors (SUN), afterschool programming, domestic violence participants, and housing and energy assistance programs. 70% of these participants are people of color. We intend to reach out to these families to inform them of the opportunities this project will provide. This outreach will include a targeted effort to inform these families of the rental and homeownership opportunities, criteria, and resources available to assist them. All program participants will receive marketing materials and have the opportunity to meet with staff to discuss how they may participate.

Advancing Racial Equity

One way we approach serving low income households, including BIPOC households, is by securing sites for affordable housing and offering co-development and co-ownership opportunities for organizations led by communities of color. To date in Oregon, CDP has created co-ownership structures with the Native American Youth & Family Center (NAYA) on three developments, Hacienda CDC on two developments, and SEI on two developments. These partnerships offer organizations led by communities of color a meaningful stake in the project, support long-term stewardship for the BIPOC population served, and provide long-term financial benefits for each organization involved. CDP is a partner with NAMC-Oregon to broaden efforts to reach disadvantaged contractors, including minority owned and led contractors, and increase diversity on each of our projects.

SEI is Oregon's largest African American led nonprofit multi-service organization, and second-largest minority-operated employer. In 2018-19, SEI's comprehensive services benefited over 16,300 K-12 students, youth ages 18- 25, families, and individuals across the City of Portland and Multnomah County. SEI's organizational philosophy and service delivery model are rooted in self-actualization, providing trauma-informed practices with the goal of overcoming persistent race-based disparities. SEI's Relationship Model and comprehensive service continuum are culturally specific for African Americans and culturally responsive for other populations.

With 150 full-time and 46 part-time staff members; 75% African American and 89% from communities of color, SEI partners with 23 public schools in five districts across Multnomah County: Portland, Reynolds, Parkrose, David Douglas, and Centennial. SEI's network throughout the community in Portland, including the Black community, is unrivaled and will be at the center of the project's success in attracting the targeted Preference Policy households to apply for rental and homeownership opportunities.

The Abbey Lot Townhomes project is part of the next step in SEI and CDP's shared Alberta Alive development initiative that aims to celebrate and strengthen Portland's neighborhoods including the historically Black N/NE community, by providing affordable housing, supportive services, and a shared sense of community for underserved individuals and families. Phase I and II of the Alberta Alive development initiative are currently under construction along Alberta St., totaling over 100 units. They include housing choices from permanent supportive housing (PSH) for veterans to family-sized units available to households earning between 30% - 60% AMI. The Abbey Lot Townhomes will add homeownership to the Alberta Alive housing continuum by providing 8 affordable homes to families earning between 60% - 80% AMI.

- N/NE Preference Policy and Home Ownership:

The target population for the Abbey Lot Townhomes is low-income formerly displaced families, including the African American households (families earning between 60% - 80% AMI). There is an urgent need to prioritize this population. For the past 10 years, Oregon has been one of the fastest growing states in the nation. Much of that growth has been absorbed by Portland and the metro suburbs, resulting in housing supply shortages, cost of living increases, and displacement.

For many SEI families this is their reality—some were displaced from North and North-east Portland neighborhoods, many are African American—so in a way this project will target SEI families. As a result of gentrification and other public policies, this population has been pushed out of the inner city to points in east Multnomah County. Through this project, we intend to offer affordable homeownership to this population, many of whom desire to return to the community where many lived for decades.

The backbone of SEI's involvement as a co-developer in the Alberta Alive properties is our connection to formerly displaced, low income communities, including BIPOC and specifically the Black community in Portland. SEI has deep and wide connections within this historically African American neighborhood, including local schools, faith-based organizations, advocacy groups, and other culturally specific service providers. Despite significant displacement of these households, many still regularly return to N/NE Portland to worship, shop, and seek out services and community.

Due to rapid gentrification and housing pressures over the past 12 years, SEI has rapidly expanded its services to East Multnomah County and Gresham, where many of their former N/NE clients/families now reside. With staff working in 23 schools across 5 school districts, SEI engages directly with hundreds of families in need of affordable housing.

Partnerships and Services

SEI's strong connection N/NE Portland, as well as outer east Portland and Gresham, make SEI well positioned to seek community member feedback on topics including building design, amenities, service needs, and service partners. We will also be able to disseminate information about how families can qualify and apply for housing.

This project will support low income homeowners through:

- Active outreach and marketing by SEI
- The N/NE Preference Policy administered by PHB and the N/NE Oversight Committee
- Access to Proud Ground's Homeownership Education and Counseling Program
- Access to SEI's Community + Family Programs

Livability and Accessibility

The homeownership units are 3-story attached townhomes built with Type 5A construction. Designed with families in mind, each townhome is roughly 1,275 SF, includes 3 bedrooms and 2.5 bathrooms, a front porch, a fenced yard, and a parking space. The project is designed as a highly efficient, all-electric, EnergyStar rated building with a sloped roof to accommodate solar panels.

The townhomes include porches fronting Alberta and Mallory streets and private back yards. Each unit will have its own dedicated parking space. Accessibility can be a challenge in multi-story townhomes; however, we are planning to utilize slab-on-grade foundations that will allow units to have zero threshold entries from the rear parking area. Main floor half-baths also provide the opportunity to create visitable bathrooms in some of the units.

Climate Resilience and Sustainability

Environmental efficiency and resiliency are critically important to CDP and SEI. As the Portland region continues to see increasing effects of the climate crisis we need to ensure that our new buildings are built to withstand impacts like heat waves and smoke events. We place special emphasis on measures that directly benefit residents through lower utility bills, healthy indoor air quality, and respect culturally specific lifestyle preferences and practices.

We are meeting the following criteria of the PHB Green Building Policy:

- We will be pursuing Earth Advantage and will be targeting a Platinum rating
- The projects will be solar-ready at a minimum. We will complete a solar feasibility study and pursue solar tax credits from our LIHTC investor, as well as other grants to support a solar PV installation

- The projects will be EV Ready at a minimum and include charging stations if the budget allows

We intend to employ the following features and strategies in order to reduce energy and provide a healthy and resilient building for residents:

- Bicycle parking and storage provided
- A reflective surfaced roof to reduce the heat-island effect
- Enhanced insulation installation practices
- Double-pane, insulated windows
- Highly efficient mechanical and lighting systems
- A tight building envelope (i.e., special attention to seal air leaks)
- Direct ducted intake and exhaust from unit bathrooms and kitchens
- Third-party performance testing will be conducted to confirm compliance with Earth Advantage criteria and to improve energy performance, reduce draftiness and ensure enhanced indoor air-quality

The sites are highly walkable community with amenities located a short walk from public transportation, bike routes, and other community resources.

Having worked on many PHB and OHCS funded projects, Holst and COLAS are also very experienced with PHB requirements, including the PHB Green Building Policy, accessibility standards, Air Conditioning Policy, as well as the Equity in Contracting, Section 3 and workforce requirements and reporting. While they have not yet worked on a N/NE Preference Policy project, Guardian has ample experience managing PHB funded properties and their staff is very familiar with the ongoing compliance and reporting requirements that accompany PHB funding.

Anticipated Timeline

Development Schedule		
	Proposed Date (Month /Year)*	Completed Date (Month /Year)*
Building Permit Submission	11/1/2023	
Building Permit Received, fees paid	4/1/2024	
Offsite Improvements	1/1/2025	
Pre-Development		
Plans Complete	11/1/2023	
Final Bids	3/1/2024	
Contractor Selected	2/1/2023	
Financing - Construction		

Proposal	7/1/2023	
Firm Commitment(s)	12/1/2023	
Closing/Funding of Loan	3/30/2024	
Development		
Site Work Begins	4/1/2024	
Site Work Complete	6/1/2024	
Construction Begins	6/1/2024	
Construction Complete	2/1/2025	
Certificate of Occupancy	2/1/2025	
Marketing		
Units Listed for Sale	2/1/2025	
All Units Sold	1/1/2026	

	First Home	Last Home
Estimated Place in Service	3/1/2025	1/1/2026

Metro Affordable Housing Bond Program Concept Endorsement

Project Name: Oak Row at Rockwood

Implementing Jurisdiction: Gresham

Metro IGA Contract Number: 936778

Anticipated construction start: April 2024

Anticipated construction completion: December 2024

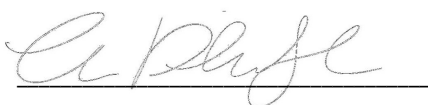
Action:

Metro hereby provides the City of Gresham with Concept Endorsement of \$2,200,000.00 in Metro Affordable Housing Bond funds for the development of Oak Row at Rockwood, a regulated affordable homeownership project located at 18329 SE Oak Street, Gresham. Metro staff findings are attached in Exhibit A, and a more detailed description of the Project, as provided by the City of Gresham, is attached as Exhibit B.

This Concept Endorsement is based upon the information contained in the concept endorsement request provided to Metro by the City of Gresham, including Project cost proformas and statements of sources and uses of funding needed to generate a Project with the following unit mix:

Number of Units	Bedroom Type	AMI Level
5	Two-bedroom	60%
6	Two-bedroom	80%

Changes to the information contained in the concept endorsement request provided by the City of Gresham could result in reevaluation of the Project's need for Metro Affordable Housing Bond Funds and changes to the staff findings and funding allocation to the Project before Final Approval.



Marissa Madrigal

Chief Operating Officer

11/27/23

Date

Exhibit A: Metro staff findings and recommendations | Metro bond concept endorsement for Oak Row at Rockwood



Drafted by: Jimmy Oporta, Senior Housing Bond Program Coordinator
and Alison Wicks, Housing Bond Program Supervisor
Date: November 27, 2023

Criteria for funding approval

Metro will issue Concept Endorsement to local implementation partner (LIP) upon Metro's determination that (a) the proposed Project reasonably contributes to the Unit Production Targets relative to the amount of the Eligible Share proposed to be used for the Project; and (b) the Project is consistent with the Local Implementation Strategy (LIS), the Work Plan, and the Bond Measure.

Staff recommendations

Staff recommends the Metro Chief Operating Officer (COO) provide Concept Endorsement for Oak Row at Rockwood. Findings from Metro's staff review are summarized below. Additional information about the project can be found in Exhibit B, the project narrative submitted by the City of Gresham.

Contribution to unit production targets

Oak Row at Rockwood will utilize 8% (\$2,200,000) of Gresham's total allocation of bond funds while delivering 11 homeownership units that meet the following unit production outcomes:

- 6% of Gresham's overall unit production target;
- 12% of Gresham's family sized unit target.

When combined with Gresham's other pipeline projects, Oak Row at Rockwood puts the city on a path to have utilized 79% of Gresham's total allocation of bond funds while delivering on the following cumulative unit production outcomes:

- 158% of Gresham's overall unit production target;
- 100% of Gresham's target of units affordable to households making 30% or less of area median income (AMI); and
- 147% of Gresham's family sized unit target.

Eligibility and readiness to proceed

City of Gresham has submitted and Metro staff have reviewed and evaluated submitted materials for evidence of project feasibility and readiness to proceed. These include:

- Warranty deed, dated 12/17/2012, demonstrating evidence of site control
- Project pro forma dated 3/21/2023
- Development team resumes and developer schedule of real estate owned, demonstrating track record with affordable housing development in Oregon and nationally
- City of Gresham Land Use Final Conditions of Approval letter, File No: DRE 18-26000493

Staff has identified this project as an affordable homeownership pilot project. Legal compliance of regulatory agreement and monitoring plan will need to be confirmed when the project returns for Metro Final Approval and staff will continue to request updates from the City of Gresham regarding how work is proceeding.

Advancing racial equity

Metro staff have reviewed final project materials to confirm consistency with the racial equity elements of the City of Gresham's approved LIS. Key findings include:

- **Location:** Oak Row at Rockwood will be located near the heart of Rockwood Town Center, a site which has great access to educational, economic, and recreational opportunities and transit access. Amenities including grocery stores, a pharmacy, and drug store are all within a half mile of Oak Row. The community center located within Hacienda's Village apartments is about a ten-minute walk. The site is just over half a mile from 13-acre Pat Pfeifer Park, which is the largest in Rockwood, and includes a baseball diamond, soccer field, playground, and forested paths. Nine schools are located within a mile of Oak Row.
- **Transit access:** The site is within a five-minute walk mile from Trimet Bus lines 20 and 25, on SE Stark and 182nd Avenue (the nearest stop is 0.2 miles away).
- **Diversity in contracting/hiring:** The development team aims to award a minimum of 20% total development costs to MWESB/COBID contractors for this project. Habitat for Humanity Portland Region has selected West Coast Home Solutions as the project's general contractor.
- **Access for historically marginalized communities:** HFHPR partners with culturally specific organizations throughout the Portland area including Bienestar, African American Alliance for Homeownership (AAAH), Native American Youth and Family Center (NAYA), Hacienda CDC, Immigration and Refugee Community Organization (IRCO), and Asian Pacific American Network of Oregon (APANO). These partnerships ensure effective, culturally competent outreach to the communities of color who are disproportionately in greatest need of affordable housing. Beyond these core partnerships, HFHPR outreach efforts include contacting an extensive list of nonprofits, faith groups, schools, and community leaders prior to opening applications in a particular neighborhood, with the aim of improving housing choice across the Metro area, while also creating opportunities for homeownership in the local neighborhoods where existing residents may have deep community ties.
- **Culturally appropriate services:** HFHPR provides pre- and post-purchase support both in-house and through referrals to culturally specific partners for financial education, including NAYA, Hacienda CDC, AAAH, and other HUD-certified housing agencies. HFHPR will partner with Proud Ground in the selection of future homebuyers and collaborate on helping future homeowners become mortgage ready. Proud Ground aims to mitigate barriers to homeownership for communities historically denied access to homeownership, including lower-income households and households of color. Prospective homebuyers gain access to Proud Ground's Homeownership Education and Counseling programs, which helps first-time homebuyers become mortgage ready. Proud Ground then administers down-payment assistance funds as buyers complete the purchasing process.
- **Climate Resilience:** HFHPR's Foster development in SE Portland earned the Habitat for Humanity 2020 Design Contest Award for energy efficiency in multi-family design. The Oak Row development will mirror Foster's model. A multitude of energy efficiency features are included in the design to achieve Earth Advantages Net-Zero Energy Ready design standard. Features include energy efficient heat pump heating and cooling systems.

Community engagement to inform project implementation

Metro staff have reviewed the narrative to confirm consistency with the community engagement elements of HACC's approved Local Implementation Strategy (LIS). Key findings include:

- **Strategies for ensuring ongoing engagement around project implementation reaches communities of color and other historically marginalized community members:**

HFHPR will utilize existing community connections in the Rockwood neighborhood to conduct outreach and seek community input for the development. HFHPR will partner with Hacienda CDC to host a minimum of two (2) information sessions in the accessible community room at Rockwood Village. The first meeting will provide Rockwood Village residents and other community members with information on home ownership opportunities and instructions towards becoming homeownership-ready (such as addressing credit history and debt). Another session, to be held approximately one month before applications are accepted for the development, will provide information specific to this development – how to apply, program eligibility, and timeline.

EXHIBIT B: Project summary submitted by City of Gresham | Metro bond concept endorsement for Oak Row at Rockwood Townhomes

Submitted by: Joseph Gavrilovich (he/him), Deputy Director of Government Grants, Habitat for Humanity Portland Region, joseph.gavrilovich@habitatportlandregion.org

Submitted on:

The following narrative should be submitted at the concept endorsement stage and again at the final approval stage. As noted below, some items will be added to the report at the final approval stage.

Please do not change the formatting of margins, fonts, alignment or section titles ("project overview," "background")

Project Overview

Provide a general overview of the proposed project, including the requested amount of bond funding from Metro, the size of the site and its ownership status, any existing buildings and their current/past use, and high level financing structure for the project.

The requested amount of bond funding from Metro for this project is \$2.2 million. The site is located at 18329 SE Oak Street and covers an area of 0.34 acres (14,600 square feet).

The deed to the property establishes ownership by West Coast Home Solutions (WCHS). It was purchased by WCHS in December 2012. Eleven housing units are proposed for the site, which is currently vacant with no existing structures.

The development was awarded \$2.2 million in Metro Bond funds from the City of Gresham (\$200,000 per unit for 11 units). This award will help significantly to finance the overall project, which will utilize an affordable home price calculation formula, a contingency and escalation strategy, and leverage other funding sources.

Changes between Concept Endorsement and Final Approval (Final Approval only)

Summarize all changes to the project between concept endorsement and final approval and additional information provided in the report that was not previously included in the Concept Endorsement report. Specifically, please address how changes in total subsidy resulted in changes to the project that could impact sustainability, durability, climate resilience, and resident experience. If total subsidy increased, please describe whether a reduction in Metro bond funds is recommended and why or why not.

Preliminary Development Program

Describe the planned development program including but not limited to number, size, and affordability of units; non-residential space, parking, and amenities; and total square footage.

Eleven permanently affordable housing units are proposed for the site, which will consist of three buildings to include six, three, and two units respectively. All units will be 1,183 square feet, with two bedrooms and 1.5 baths. The units will be three stories, to include attached 1-car garages on the lower level. The site plan proposes an additional four shared surface parking spaces, for a total of 15.

The site plan features a common outdoor space, and children's play area and structure. The site currently has no mature trees, additional landscaping and tree-planting will create greenery throughout the development and around the perimeter.

Complete the below table summarizing unit breakdown. Add/delete rows as needed.

Unit size (no. of bedrooms)	No. of units	AMI %	PSH ¹	PBVs	Square feet/unit	Gross monthly rent/unit*
Two (2)	5	35-60%	n/a	n/a	1,183	\$1,139
Two (2)	6	60-80%	n/a	n/a	1,183	\$1,596
Total	11					

* Because these units are for homeownership, figure shown is estimate for monthly mortgage payment, which is inclusive of homeowners insurance and property taxes.

Project Image

Provide a high resolution image in jpeg format (rendering is acceptable) of the project if available. If submitting final approval, please provide an updated image.



Above: Rendering of Oak Row at Rockwood Townhomes

Background

Describe the process and timeline for how project was selected through a local funding process, and how the site was selected or acquired for affordable housing development. Provide an overview of due diligence and predevelopment completed to date.

¹ Permanent supportive housing is housing that includes rental assistance and wraparound services, and is designated for households experiencing chronic homelessness and referred through coordinated access or local HUD Continuum of Care approved referral systems. PSH units include units with ongoing operating subsidy and services through Veterans Affairs Supportive Housing (VASH), Section 811 program for individuals with developmental disabilities, units with PSH funding from the state of Oregon, units supported through the Supportive Housing Services (SHS) program, and any other programs that provide ongoing funding to support housing stability for chronically homeless households.

PROJECT SELECTION: Oak Row at Rockwood was selected for funding through Gresham's RFP 23-16 Bond Opportunity Solicitation, which was published on January 25th, 2023. The site was selected for an affordable housing development by Habitat for Humanity Portland Region (HFHPR) through a partnership with West Coast Home Solutions (WCHS), an entity which has owned the site since December 2012.

DUE DILIGENCE/PREDEVELOPMENT: WCHS has already submitted applications for building permits, and the City provided feedback on the unit configuration, navigation and access, fire department requirements and availability of utilities to serve the parcel. As a part of their submission, WCHS provided notice to the Rockwood Neighborhood Association for comments. Land use was approved for Oak Row on August 14, 2019. As of the date of their application, building permits were expected to be issued by April, 2023.

As Oak Row is in the Rockwood Town Center (RTC) District, consideration was given to both site and building design to conform with specific planning and zoning requirements of then district. Among these are a 52' dedication along the West side of the property for a future street as identified by City planners, and a 20' drive aisle at the center of the property, allowing vehicles to access garages at the rear of buildings. A removable asphalt driveway is proposed to connect Oak Street with the drive aisle through the dedicated area that may become a street in the future.

A significant amount of work has been completed to ensure the property is safe and ready for development and to prepare the land use application:

- Phase I Environmental Site Assessment has been commissioned;
- Geotechnical Engineering Report and Infiltration Testing is complete and a final Geotechnical Engineering Report has been commissioned;
- WCHS has engaged a condo attorney to start preparation of documents;
- Engineering team has been hired; and,
- Site work and vertical work are ready to commence.

Location and Neighborhood

[word limit: 100]

Describe the project location and surrounding zoning, land uses and activities. Describe any nearby services or community amenities, including schools or employment centers, grocery stores or farmer's markets, natural areas or parks. Describe walking distance and accessibility (e.g., sidewalks, signalized crossings) to nearby transit stations, and the existing/planned level and type of transit service (e.g., frequent service bus, MAX, etc.).

Oak Row development will be located near the heart of Rockwood Town Center, a site which has great access to educational, economic, and recreational opportunities and transit access. Amenities including grocery stores, a pharmacy, and drug store are all within a half mile of Oak Row. The community center located within Hacienda's Village apartments is about a ten-minute walk. The site is just over half a mile from 13-acre Pat Pfeifer Park, which is the largest in Rockwood, and includes a baseball diamond, soccer field, playground, and forested paths. Nine schools are located within a mile of Oak Row.

Provide an aerial map with key transit and amenity features labeled, along with the site location.

Please find aerial map image attached at the end of this narrative.

Site

[word limit: 300]

Describe key elements of the site including size, number of tax lots, site control/ownership, appraisal, and zoning. If the site includes existing buildings, provide an overview of the year they were built, past/current use, and future plans as part of the project.

- SIZE: The site covers an area of 0.34 acres (14,600 square feet).
- TAX LOTS: One (1)
- SITE CONTROL/OWNERSHIP: The deed to the property establishes ownership by WCHS. It was purchased by WCHS in December 2012.
- APPRAISAL: Attached
- ZONING: The land is zoned RTC (Rockwood Town Center) under Code 4.0410. The development will comply with requirements for this zone.
- OTHER: Site does not include existing buildings or structures.

Final approval only: Describe key findings from the Phase 1 environmental assessment and geotechnical report, and any follow up studies underway.

Building rehabilitation only: Describe the findings from your capital needs assessment and anticipated repair needs. Describe hazardous materials assessments and planned abatement needs. Describe seismic risk assessment findings and related investment needs.

Project Financing

Describe the estimated total development cost and total public subsidy, cost and subsidy per unit, and cost and subsidy per bedroom. Provide a table summarizing planned sources and uses of funding. Summarize funding contributions and any local incentives or policies benefiting the project (e.g., SDC waiver, property tax abatement, density bonus, reduced parking requirements, etc.).

The development was awarded \$2.2 million in Metro Bond funds (\$200,000 per unit for 11 units). This award will help significantly to finance the overall project, which will utilize an affordable home price calculation formula, a contingency and escalation strategy, and leverage other funding sources.

Please find project sources and uses tables attached to the end of this narrative.

Home Price Calculation: The initial affordable sales price sets the baseline for current and future affordability of each home. For the initial sale of each home, the base price is established according to a methodology incorporating the community's AMI levels, and property details including estimated taxes, insurance, lease fees, and HOA fees. The calculation considers the number of bedrooms in the unit, percentage of AMI, and interest rate. The sales price calculation includes the current market interest rate to set a sale price that is affordable for the current buyer, and future income-qualified buyers, whether or not HFHPR is able to subsidize the loan or provide a 0% interest loan. The sales prices calculation for the home units in this project used a 5.5% interest rate which is the current Oregon Bond Residential Loan Program rate.

The following was assumed to calculate escrow:

- Property taxes of \$183
- \$25-50 lease fee
- HOA dues of \$165

- \$40 for insurance

Using the affordable base price calculator with the numbers above, we ensure that the initial sales price is affordable to an applicant with a household size of bed # +1 at approximately 65% AMI. Front end ratio was 34% for all. The sales price of the homes will be \$222,000 (all 2-bedroom units). For 35-60% AMI buyers, the first mortgage will be \$139,070 and buyers over 60% AMI will pay the full sales price. By setting an affordable base price, we ensure that front-end housing costs will be no more than 30% of the homebuyer's gross monthly income. We also ensure the long-term affordability of the home for future buyers.

Closing costs are typically split between the homebuyer and seller. Title fees and a portion of the HOA fees are paid at this time. Currently title fees at a similar project are approximately \$1,150 per unit. In total, HOA fees, including pro-rated current monthly dues, a processing fee, and demand fee average \$200, depending on the number of bedrooms in the unit.

Contingency and Escalation: Since 2020 we all have experienced increased construction costs due to a confluence of events – including soaring construction demand, inflation, pandemic-related restrictions, supply chain disruptions, and labor shortages. Both WCHS and HFHPR have been the Owner, Developer, and General Contractor on many projects, for decades prior and through recent events. This allows them, together, to make very well-informed estimates on labor and material costs. Successful budgeting also relies on partnerships with local industry professionals who consistently provide accurate and reasonable cost estimations. To prepare for unforeseen costs, we calculate a 5% contingency on hard and soft costs. We do not include escalation, as site work has already commenced and construction will commence directly upon project funding.

To ensure that the project budget and schedule stay on track if current economic conditions change, we prioritize regular and comprehensive analysis of the project status, identify any challenges or delays, and resolve issues as they arise during the life of the project. The budget is part of our project plan, acting as a baseline to measure performance as we collect actual costs once we begin the project.

Leverage: WCHS, a private builder, has secured a construction loan for Oak Row, and commencement of construction is not dependent on Gresham Regional Bond funds. Bond subsidy is required, however, to make Oak Row homes affordable to 35-80% AMI buyers. If funds are not secured, Oak Row homes will be sold at market value with no affordability mandate.

The partnership between nonprofit HFHPR and WCHS provides the financing strategy for Oak Row to deliver regulated affordable homes. Namely, HFHPR will underwrite zero-interest mortgages, and contribute \$36,000 to the project in gap financing. HFHPR's unique strategies have proven success for providing affordable homeownership for very low- and low-income families: HFHPR's model has been and continues to be practiced by numerous Habitat affiliates across the state, the nation, and globally.

Other Funding Sources/Mechanisms:

- *Construction Loan through Churchill Funding I, LLC:* WCHS has received a term sheet from Churchill Funding I, LLC, which committed a construction loan of up to \$2.1 M for this project.
- *SDC Financing:* We plan to utilize the City's incentive to allow for deferral of SDC payments until final occupancy.

Summarize the total developer fee and net cash developer fee and summarize how the following considerations informed the determination of the fee within the ranges specified by Metro's Developer Fee Guidelines: project complexity and risk (e.g. PSH units), developer organizational size and financial capacity, participation of small/emerging community based and culturally specific organizations in development, and exceptional track record or outcomes for serving communities of color. To receive a fee at the upper end of the fee limits projects should demonstrate alignment with multiple considerations. See Metro Developer Fee Guidelines for additional information.

WCHS has assessed an 8.3% developer fee, which can be deferred to the end of the project. (This does not include project partner Habitat for Humanity Portland Region's fee of \$22,000 which, if included, would bring developer fee to 8.8%.) The cost of the land and administrative costs (including the developer fee) were subtracted from the total before calculating the developer fee.

Summarize ongoing funding sources for rental assistance and services, including total, and total per unit.

HFHPR will also apply for other government grants to help subsidize the first mortgages for very low-income buyers, to include state funding for down payment assistance. HFHPR recently received an award of \$1.1 million for down payment assistance from Oregon Housing and Community Services.

Development Team

Describe the development team including the developer, general contractor, architect, and other key partners, and their relevant experience, respectively. If some members of the team are not yet selected as of the concept endorsement, this information can be added at the final approval step.

The Oak Row at Rockwood is the first project combining the development expertise of WCHS and Habitat for Humanity Portland Region (HFHPR).

The WCHS team for this project includes the following staff:

- Eugene Labunsky, President, has over 20 years of real estate developer experience in the Portland Metro area. Eugene has established longstanding relationships with other local industry professionals. Eugene possesses a deep understanding of zoning ordinances, construction regulations and environmental restrictions, and leads WCHS's land acquisition and finance procurement. He is adept at assessing land potential based on population growth, traffic patterns, local taxes, and other factors to best position project success.
- Alex Labunsky, Chief Operating Officer, is the Construction Manager on Oak Row. He has over 20 years of building and construction management experience in multifamily, commercial, light industrial, governmental and land development projects. He is also well-versed in leading pre-development, working with local governments to ensure compliance with zoning ordinances and regulations. He leads WCHS's management of all contractors, including engineers, architects, site superintendents and construction trades.
- Angela Escoto, Project Manager and Assistant Coordinator, has over 6 years of professional experience in construction management and project life-cycle management, with a record of performing MAC services in commercial, federal, and tenant improvement projects. She is experienced in LEED programs and sustainability, and has worked for the Federal

Highway Administration to support infrastructure projects for city, local, county, and national parks.

- Natasha Shevchenko, Controller and Finance Manager, has over 20 years of accounting, bookkeeping, cost control and financial management experience. She has experience in facilities management, familiarity with local city by-laws, HOAs and office management. She is a managing partner, and works closely with finance managers and lenders to secure and internally manage financing for land development and construction projects.

The HFHPR team for this project includes the following staff:

- Becky White, VP of Construction, has been working in construction in the Portland area for over 20 years, providing valuable long-term relationships with local industry professionals and a command of local policies and regulations in both commercial and residential construction, including multi- and single-family homes and commercial buildings. She brings expertise in high-performance and sustainability in new construction. Becky understands many facets of the construction industry, with experience as a Project Estimator, Construction Litigation Project Manager, and Project Manager and Supervisor. More recently and prior to joining HFHPR, she worked as a Project Manager and Supervisor with B&G Builders, Green Hammer Design Build, Hammer & Hand, Pete Fowler Construction Services, and Don Tankersley Construction.
- Lydia Neill, Director of Project Development, has worked in the Portland area for the past 28 years, including 18 years in the construction industry. Through her previous roles as Project Manager, Construction Manager, and Facilities Manager, she brings extensive construction management experience from predevelopment to permitting and construction. Prior to joining the HFHPR team, Lydia was employed by Metro Regional Government for 18 years and has tremendous industry knowledge through her work with Metro, City of Portland, and smaller city governments surrounding Portland. Current certifications include LEED AP, Building Design + Construction Certification from the Green Building Certification Institute, Project Management Professional Certification (PMP), and Construction Management Certificate of Completion.
- Erin Maxey, Director of Homeownership, has 12 years of experience working for Habitat for Humanity focusing on various aspects of homeownership. Since 2021, Erin has served as the homeownership department director, overseeing all aspects of the homeownership program including ensuring all program policy and procedures are in line with organizational goals and comply with state and federal law, as well as overseeing home buyer applications, outreach, lending and lender relations, and homeowner support and education. Through her time with Habitat Erin has gained tremendous experience with affordable homeownership models including implementing permanent affordability in partnership with Proud Ground.

Community Engagement

Please summarize community engagement to inform project outcomes to support the needs of future residents. This could include engagement conducted previously by the LIP or developer to shape the goals of a NOFA or vision for a project. It could also include plans for further engagement to inform the design or programming of the project to meet the needs of historically marginalized community members.

Note: Outreach strategies for affirmative marketing and COBID participation should be described in the following section under “advancing racial equity.” This section is focused on engagement to inform the goals, vision, design, or programming of the project.

HFHPR partners with culturally specific organizations throughout the Portland area including Bienestar, African American Alliance for Homeownership (AAAH), Native American Youth and Family Center (NAYA), Hacienda CDC, Immigration and Refugee Community Organization (IRCO), and Asian Pacific American Network of Oregon (APANO). These partnerships ensure effective, culturally competent outreach to the communities of color who are disproportionately in greatest need of affordable housing. Beyond these core partnerships, HFHPR outreach efforts include contacting an extensive list of nonprofits, faith groups, schools, and community leaders prior to opening applications in a particular neighborhood, with the aim of improving housing choice across the Metro area, while also creating opportunities for homeownership in the local neighborhoods where existing residents may have deep community ties. HFHPR Homeownership Manager, Tiffany Coleman, hosts monthly virtual meetings to provide information to prospective Habitat homeowners. As part of this work, Ms. Coleman leads efforts to continually expand and deepen relationships with partner organizations.

HFHPR employs specific measures to ensure accessibility and expand participation at community meetings. Locations are selected that comply with local jurisdictional public meeting standards, including but not limited to ADA Accessibility. Simultaneous language interpretation is available upon request, including American Sign Language. HFHPR outreach staff also work to alleviate other frequent barriers to access for community members including siting meetings within easy access to public transportation, and providing snacks and/or beverages. HFHPR does their utmost to hold community meetings at times that are outside of typical working hours, or at times known to be more convenient based on their ongoing engagement and community feedback.

HFHPR will utilize existing community connections in the Rockwood neighborhood to conduct outreach and seek community input for the development. They plan to partner with Hacienda CDC to host a minimum of two (2) information sessions in the accessible community room at Rockwood Village. The first meeting will provide Rockwood Village residents and other community members with information on home ownership opportunities and instructions towards becoming homeownership-ready (such as addressing credit history and debt). Another session, to be held approximately one month before applications are accepted for the development, will provide information specific to this development – how to apply, program eligibility, and timeline.

HFHPR has a ReStore location in the neighborhood of the development, and will use this site for flyers and events that will publicize the homeownership opportunity to immediate neighbors.

Advancing Racial Equity

Summarize how the project will address strategies and policies for advancing racial equity, as described in your local implementation plan. Be sure to include:

- *How the project location reflects considerations related to racial equity (e.g., geographic distribution of affordable housing, access to opportunity, strategies to address racial segregation, and strategies to prevent displacement and stabilize communities)*
- *Fair housing strategies to eliminate barriers to housing access for communities of color and other historically marginalized groups (e.g., fair housing marketing strategies, community partnerships, low barrier screening, etc.)*
- *Strategies to include economic opportunities for people of color (e.g., MWESB/COBID participation and workforce diversity)*

As the economy continues to recover from the pandemic, high housing costs and a shortage of affordable housing continues to cause hardship for Multnomah County renters with low incomes, raising their risks of housing instability and homelessness. Housing affordability challenges are disproportionately concentrated among lowest-income people and people of color, and housing costs and discrimination have created barriers to homeownership that result in many Oregon communities experiencing high levels of housing disparities.

HFHPR affirmatively furthers fair housing goals by prioritizing applications referred by community partners, many of which are culturally specific organizations. Furthermore, HFHPR is prioritizing serving Black families who have been closed out of generational wealth-building due to the legacy of slavery, Jim Crow, redlining, urban renewal, predatory and discriminatory lending, and gentrification.

HFHPR is also increasingly prioritizing geographic diversity in build plans, emphasizing bringing homeownership opportunities and household stability to underserved communities as well as opening up access for lower-income households in more affluent neighborhoods.

HFHPR developments are diverse communities, with over 80% BIPOC households, mixed incomes in the 35-80% AMI range, a rich variety of cultures and languages, ages and abilities.

ECONOMIC OPPORTUNITIES

HFHPR will set a target of 20% of total development costs paid to MWESB/COBID contractors for this development. A comparable recent HFHPR project would be Cherry Blossom, which includes 31 homes close to completion in East Portland. On that project, HFHPR achieved a 12% MWESB/COBID contractor rate. In other recent projects, they exceeded targets. Their Kenton and Olin developments achieved an average Minority Apprenticeship rate of 51% while 46% of the contractors on these builds were MWESB-SDV businesses.

HFHPR continually reassesses strategies to increase MWESB participation. HFHPR's commitment to MWESB/SDVBE participation (both COBID and non-COBID certified) is an institutional standard with goals articulated in HFHPR's procurement policy: "Positive efforts shall be made to award a fair share of contracts to small, minority, and women's business firms and/or Section 3 certified businesses. Affirmative steps must be taken to assure that small, minority, and women's businesses and/or Section 3 businesses are utilized where possible as a source of supplies, equipment, construction, and services."

Partnerships and Services

Provide information about plans and partnerships for ongoing operations, including property management partner(s) or service providers. Describe strategies for aligning culturally specific programming or services to meet the needs of future residents. If your project includes PSH units, please describe if these will use coordinated access process, or another referral process.' Confirm that project will serve Population A – include definition.

HFHPR's program supports homeowners before and after their purchase to ensure generations of stability in the new home. HFHPR provides pre- and post-purchase support both in-house and through referrals to culturally specific partners for financial education, including NAYA, Hacienda CDC, AAAH, and other HUD-certified housing agencies. If an applicant is denied to the Habitat program due to poor credit history, they will be referred to a HUD-certified housing counseling agency for support, and they may reapply to the program later. In addition, HFHPR's sweat equity

program is a way to build community among future neighbors and to learn about home repair and maintenance.

HFH of Oregon continues to administer IDAs (matched savings plans for home repairs and homeownership) statewide through an ongoing partnership with DevNW, and recently, their own in-house program. Most of HFHPR's homebuyers use IDAs to save for their closing costs.

HFHPR offers a range of classes to support new homebuyers in understanding basic home repair and maintenance. By serving as a resource for homebuyers for the life of the loan and assuming the servicer role for any loans where the homeowners are falling behind, HFHPR has achieved a default rate of less than 1%. That is far lower than the national average, providing long-term stability to both community and homebuyers.

Livability and Accessibility

Please highlight design elements that enhance livability and accessibility (e.g. shared Wi-Fi, common spaces, universal design)

Units will include tuck-under garages and access to outdoor greenspaces and a common play area.

Climate Resilience and Sustainability

Please describe the project's cooling plan to keep residents safe in extreme heat events, take into consideration Metro's Policy Statement of Air Conditioning (Sept. 14, 2021) for expectations related to cooling strategies. Include type of air conditioning system and cost. Including reasons why the type of air conditioning system was selected including sustainability, durability, expense, and feasibility given project constraints.

Please highlight sustainability certifications, elements and/or green building features for this project.

To achieve long-term affordability, HFHPR homes are built using high quality materials and energy-efficient design. HFHPR homes have a "tight envelope" design standard that incorporates weather-resistant barriers on the exterior of the building, providing superior air sealing, coupled with above code underfloor insulation to create a tight seal in the home. All homes have ENERGY-STAR-certified appliances.

HFHPR's Foster development in SE Portland earned the Habitat for Humanity 2020 Design Contest Award for energy efficiency in multi-family design. The Oak Row development will mirror Foster's model. A multitude of energy efficiency features are included in the design to achieve Earth Advantages Net-Zero Energy Ready design standard. Features include energy efficient heat pump heating and cooling (this system meets the air conditioner requirement). The electrical plans include pre-wiring of each home for future solar panel installation, and HFHPR is hopeful about securing additional funding to install solar panels on each structure's South-facing roof. All plumbing fixtures are water sense certified to reduce water use. Parking areas will be ready for installation of electric vehicle (EV) charging stations, with wiring conduit and panel space installed. HFHPR is seeking additional funding for fully ready EV charging stations.

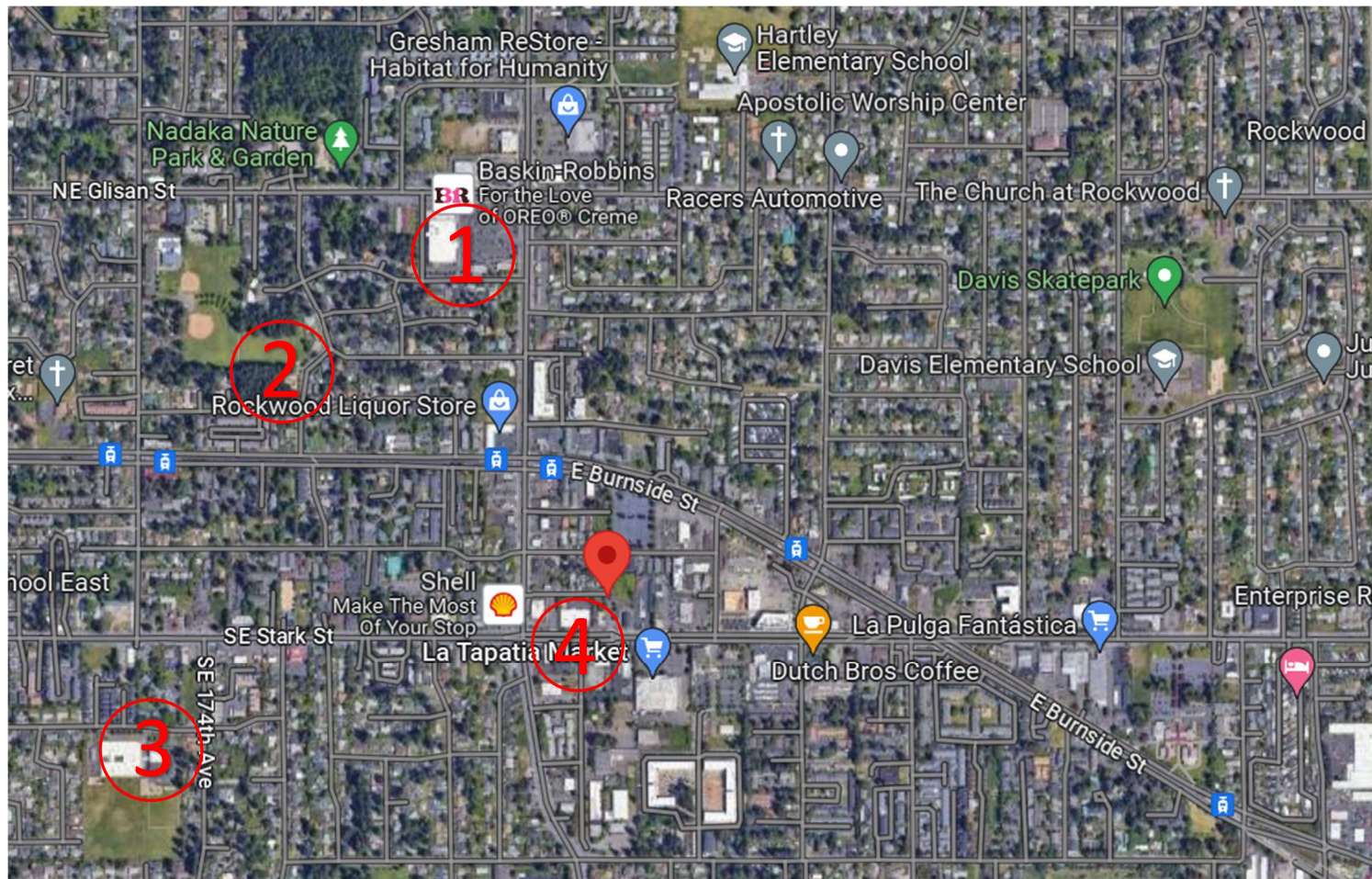
Anticipated Timeline

Describe the anticipated timeline and milestones for the project, including developer or contractor selection, concept endorsement, due diligence, final approval, closing, construction, and lease up – as well as any timelines related to community or elected body engagement.

Please find revised project schedule (application “Form H”) attached at the end of this narrative.

Narrative Attachments Follow:

1. Aerial map image of surrounding neighborhood.
2. a. Table of project budget sources
b. Table of project budget uses
3. Revised project schedule (“Form H”)



Oak Row at Rockwood Townhomes: 18329 SE Oak Street (red pin at center)

Nearest Amenities Include: (1) Safeway/Albertsons (grocery/drug store/pharmacy); (2) Pat Pfeifer Park (outdoor recreation); (3) Alder Elementary School (Reynolds School District); and (4) SE Stark and 182nd (transit/bus stop)

Sources

See attached to the commitment letter dated 04/14/2019

Complete the source table to show all sources of funding for project development and permanent subsidy on the home.
Completed capital campaigns are considered cash. Planned or ongoing capital campaigns are not allowed.
For all highly likely sources listed, please be sure to provide a letter of interest or evidence of a track record of receiving the funds.

Source of funds		Total Amount	Year 1: Anticipated Amount	Year 2: Anticipated Amount	Year 3: Anticipated Amount	Type	Interest	Term (months)	Total Expected Finance Cost	Total repaid at occupancy (if applicable)	Status	Percent Likelihood of Receipt (%)	Other Details
Example Source of funds		\$ 150,000	\$ 50,000	\$ 50,000	\$ 50,000	Loan	1%	36	\$ 3,200	\$ 153,200	Committed		Loan will start repayment upon house sales. Interest increases after 3 yrs.
Committed Sources (unhide cells for more rows)	Sales Revenue/Proceeds from Sales (populated from OSS)	\$ 1,944,420				Cash					Conditional		
	Construction Loan	\$ 1,776,976	\$ 1,776,976			Loan	7.50%			\$ 1,776,976	Committed		
	Habitat contribution	\$ 36,000	\$ 36,000			Cash					Committed		
	SDC financing	\$ 167,500	\$ 167,500			Loan	0.00%			\$ 167,500	Conditional		
		\$ -											
		\$ -											
Highly Likely Sources (unhide cells for more rows)		\$ -											
		\$ -											
	Development Subsidies	\$ 2,200,000	\$ 2,200,000			Grant	0.00%				Conditional		Gresham Regional Bond Funds
		\$ -											
		\$ -											
TOTAL PROJECT SOURCES		\$ 6,124,896	\$ 4,180,476	\$ -	\$ -				\$ -	\$ 1,944,476			

Homeownership Program Summary					
Budget Uses			Expected Spend Down of Funds Timing		
Acquisition & Site Work			Y1	Y2	Y3
Lot Acquisition	\$40,909	\$450,000	\$450,000		
Site/Exterior Preparation & Improvements	\$32,273	\$355,000	\$355,000		
Utilities	\$12,091	\$133,000	\$133,000		
Other (list below - unhide for more rows):					
	0				
	0				
	0				
Acquisition & Sitework Subtotal:			\$938,000	\$0	\$0
Pre-Development & Soft Costs			Y1	Y2	Y3
Appraisals	\$291	\$3,200	\$3,200		
Architect	\$9,091	\$100,000	\$100,000		
Asbestos Report	\$-	\$0	\$0		
Building Permits	\$11,818	\$130,000	\$130,000		
Engineer	\$2,727	\$30,000	\$30,000		
Environmental & Phase 1	\$227	\$2,500	\$2,500		
City Fees, Inspections & Approvals	\$5,355	\$58,900	\$58,900		
Lead Based Paint Report	\$-	\$0	\$0		
Soils Report/Geotech	\$273	\$3,000	\$3,000		
Special Inspections/Testing	\$-	\$0	\$0		
Survey Costs	\$3,091	\$34,000	\$34,000		
System Development Charges	\$15,227	\$167,500	\$167,500		
Wetland Mitigation	\$-	\$0	\$0		
Soft Cost Contingency (max 5%)	\$2,405	\$26,455			
Other (list below - unhide for more rows):					
	\$-				
	\$-				
Pre-Development & Soft Costs Subtotal			\$529,100	\$0	\$0
Hard/Construction Costs			Y1	Y2	Y3
Concrete	9545.454545	\$105,000	\$105,000		
Masonry	454.5454545	\$5,000	\$5,000		
Metals	1363.636364	\$15,000	\$15,000		
Wood, Plastics, and Composites	37272.72727	\$410,000	\$410,000		
Thermal and Moisture Protection	33409.09091	\$367,500	\$367,500		
Openings (doors & windows)	10077.27273	\$110,850	\$110,850		
Finishes	32240.90909	\$354,650	\$354,650		
Specialties	909.0909091	\$10,000	\$10,000		
Equipment and Appliances	6500	\$71,500	\$0	\$71,500	
Furnishings	1681.818182	\$18,500	\$15,000	\$3,500	
Conveying Equipment	0	\$0	\$0		
Fire Suppression	0	\$0	\$0		
Plumbing	11727.27273	\$129,000	\$100,000	\$29,000	
Heating, Ventilating, and Air Conditioning	14300	\$157,300	\$100,000	\$57,300	
Integrated Automation	0	\$0			
Electrical	11622.72727	\$127,850	\$100,000	\$27,850	
Communications	650	\$7,150	\$7,150		
Electronic Safety and Security	863.6363636	\$9,500	\$9,500		
Hard Cost Contingency (max 5%)	8630.909091	\$94,940			
Other (list below - unhide for more rows):					
	0				
	0				
	0				
	0				
Hard/Construction Costs Subtotal:			\$1,709,650.00	\$189,150.00	\$-
Project Administration			Y1	Y2	Y3
Bonding & Insurance	0				
Contractor Fee/Profit	0				
Contractor General Conditions	7909.090909	\$87,000	\$85,000		
Contractor Overhead	5331.363636	\$58,645	\$58,645		
Developer Fee	26185.09091	\$288,036	\$288,036		
Escalation	0				
Legal	2272.727273	\$25,000	\$25,000		
Marketing/Advertising	0				
Subsidy in the Home*	0				
Other (list below - unhide for more rows):					
	0				
	0				
	0				
Professional Fees & Administrative Costs Subtotal:			\$456,681.00	\$-	\$-
Closing, Carrying Costs & Other Project Fees			Y1	Y2	Y3
DOJ Charges	0	\$0			
Interest Costs	7272.727273	\$80,000		\$80,000	
Loan Fees & Closing Costs	7727.272727	\$85,000		\$85,000	
OHCS Application Charge	0	\$0			
OHCS Recipient Charge	0	\$0			
OHCS Reservation Charge	0	\$0			

Homeownership Program Summary

OHCS Document Preparation Charge		0	\$0			
Real Estate Taxes		318.1818182	\$3,500		\$3,500	
Sales Expense		500	\$5,500		\$5,500	
Title Insurance & Recording		2500	\$27,500		\$27,500	
Other (list below - unhide for more rows):						
Proud Ground Fee		1000	\$11,000			
Habitat for Humanity Fee		2000	\$22,000			
Carrying Costs & Other Project Fees Subtotal:						
		\$ 21,318.18	\$ 234,500.00	\$ -	\$ 201,500.00	\$ -
TOTAL PROJECT COST						
		\$380,043	\$4,180,476	#	\$3,633,431	\$390,650
						\$0

FORM H – PROJECT SCHEDULE
GRESHAM'S METRO HOUSING BOND

PROJECT/PROPERTY NAME:
The Row at Rockwood

PROPOSED PROJECT SCHEDULE

Provide a preliminary schedule of development activity related to the proposed project. For the purpose of this application, use July 1, 2023 as the first date Housing Bond funds would be available.

ACTIVITY		NOTES:
SITE CONTROL	12/1/2012	Site acquired in 2012
SITE ANALYSIS	12/1/2012	
PROPERTY ACQUISITION	12/1/2012	
LAND USE APPROVAL	4/1/2023	Building permits pending approval
PERMIT APPROVAL	3/31/2023	
CONTRACTOR SELECTION/SOLICITATION	7/1/2023	Underway beginning March, 2023
CONSTRUCTION LOAN PROPOSAL	2/4/2023	
CONSTRUCTION LOAN COMMITMENT	2/4/2023	
CONSTRUCTION LOAN CLOSING	3/4/2023	Terms may be re-evaluated
PERMANENT LOAN PROPOSAL		N/A
PERMANENT LOAN COMMITMENT		N/A
PERMANENT LOAN CLOSING		N/A
SYNDICATION/PARTNERSHIP AGREEMENT (LIHTC)		N/A
GROUNDBREAKING	8/15/2023	Site work commenced 6/29/2023; vertical expected 8/15/2023
CERTIFICATE OF OCCUPANCY	2/1/2024	
LEASING BEGINS	1/1/2024	
LEASING COMPLETED	4/15/2024	
FULL LEASE UP	4/15/2024	All units sold

Metro Affordable Housing Bond Program

Concept Endorsement

Project Name: Senior Housing on 5th

Implementing Jurisdiction: City of Beaverton

Metro IGA Contract Number: 936550

Anticipated construction start: January 2025

Anticipated construction completion: June 2026

Action:

Metro hereby provides the City of Beaverton with Concept Endorsement of \$10,500,000 Metro Affordable Housing Bond funds for the development of Senior Housing on 5th, a regulated affordable housing project located at 5050 SW Hall Boulevard, Beaverton. Metro staff findings are attached in Exhibit A, and a more detailed description of the Project, as provided by the City of Beaverton, is attached as Exhibit B.

This Concept Endorsement is based upon the information contained in the concept endorsement request provided to Metro by City of Beaverton, including Project cost proformas and statements of sources and uses of funding needed to generate a Project with the following unit mix:

Number of Units	Number of Bedrooms	AMI Level	Project Based Vouchers
8	Studio	30%	0
60	One-bedroom	30%	19
36	One-bedroom	60%	0

Changes to the information contained in the concept endorsement request provided by City of Beaverton could result in reevaluation of the Project's need for Metro Affordable Housing Bond Funds and changes to the staff findings and funding allocation to the Project before Final Approval.



Marissa Madrigal

Chief Operating Officer

10/10/2023

Date

Exhibit A: Metro staff findings and recommendations | Metro bond concept endorsement request for Senior Housing on 5th



Drafted by: Jimmy Oporta, Sr. Housing Program Coordinator and Alison Wicks, Housing Program Supervisor

Date: October 10, 2023

Criteria for funding approval

Metro will issue Concept Endorsement to local implementation partner (LIP) upon Metro's determination that (a) the proposed Project reasonably contributes to the Unit Production Targets relative to the amount of the Eligible Share proposed to be used for the Project; and (b) the Project is consistent with the Local Implementation Strategy (LIS), the Work Plan, and the Bond Measure.

Staff recommendations

Staff recommends the Metro Chief Operating Officer (COO) provide Concept Endorsement of funding for Senior Housing on 5th. Findings from Metro's staff review are summarized below. Additional information about the project can be found in Exhibit B, the project narrative submitted by the City of Beaverton.

Contribution to unit production targets

Senior Housing on 5th will utilize 33% (\$10,500,000) of Beaverton's total allocation of bond funds while delivering 104 units that meet the following unit production outcomes:

- 48% of Beaverton's overall unit production target;
- 76% of Beaverton's target of units affordable to households making 30% or less of area median income (AMI);

When combining this project with Beaverton's existing development portfolio, this puts the City on a path to have utilized 98% of total allocation of bond funds while delivering on the following cumulative unit production outcomes:

- 184% of Beaverton's overall unit production target;
- 140% of Beaverton's target of units affordable to households making 30% or less of area median income (AMI);

Eligibility and readiness to proceed

The City of Beaverton has submitted and Metro staff have reviewed and evaluated submitted materials for evidence of project feasibility and readiness to proceed. These include:

- OHCS 4% LIHTC Pre Application dated 7/25/2023
- The project is being developed on a City of Beaverton-owned site
- Development team resumes and developer schedule of real estate owned demonstrating a track record with housing development in Oregon

Staff have not identified any unusual risks to project feasibility and readiness and will continue to request updates from the City of Beaverton regarding how work is proceeding.

Advancing racial equity

Metro staff have reviewed final project materials to confirm consistency with the racial equity elements of City of Beaverton's approved local implementation strategy (LIS). Key findings include:

- **Location:** Senior Housing on 5th is 1.37 acres in size and located at the southeast corner of SW Hall Boulevard and SW 5th Street, across the street from Beaverton City Park. It is a block south from the Beaverton City Library and approximately four blocks north of the Elsie Stuhr Community Center. The Beaverton Farmer's Market is two blocks north and Old Town commercial businesses are blocks away. The site is zoned Regional Center Beaverton Central (RC-BC) intended to create a pedestrian-oriented, high-density, mixed-use district around rail stations, with opportunities for new development to define the Downtown skyline.
- **Transit access:** The site is directly served by a high frequency bus service, bus route 76 with a stop immediately adjacent to SW 5th Street. The site is within a half-mile walk of two non-high frequency bus routes, 88 and 78. All these bus routes go to the Beaverton Transit Center, less than a mile away, where riders may transfer to MAX and WES light rail lines.
- **Diversity in contracting/hiring:** LMC Construction, in partnership with ALMAR Contracting, a local minority-owned construction company, will work together throughout the pre-construction and construction phases of the project. The construction team will include members of both companies, offering growth and training opportunities to ALMAR, while giving LMC additional support and connections to the DMWESB-SDV contracting community. The project's COBID contracting goals include 30% hard cost and 30% soft cost participation by COBID-certified firms. The project will be tracking the diversity of the workforce. Although there are no goals associated with workforce tracking, this project will be reporting on baseline outcomes.
- **Access for historically marginalized communities:** The project will use multiple strategies to ensure equitable access for marginalized communities and future residents. These include providing applications in multiple languages, low barrier screening and utilizing a lottery system for processing the application wait list in an equitable manner. Multiple referring agencies, including Bienestar, NARA NW, Urban League, and Virginia Garcia Memorial Health Center will help support housing access for people of color. Culturally specific marketing will take into consideration language and cultural barriers of the community and be distributed through postcards, community based organizations and places of worship.
- **Culturally appropriate services:** The project will provide housing for low-income and culturally diverse seniors (age 55 and older). Given the target population, CPAH will promote its senior program, Thriving in Place (TIP) through a dedicated resident services coordinator. The TIP program will include access to health and wellness resources, along with community events that help seniors feel less isolated. Activities would include group bingo, potlucks, yoga, and arts & crafts programs. External partnerships for services include Virginia Garcia to bring health services on-site, including the medical and dental mobile services van as well as classes for seniors suffering from chronic illness. Washington County Disability Aging and Veterans Services (DAVS) will allow residents 60 and older to access their resources, including Ride Connection, Chore Services, and the PEARLS program that assists with loneliness and depression. 30 units will be set aside for seniors who have been homeless and can benefit from permanent supportive housing. NARA NW, Urban League

and Bienestar, all culturally specific service providers, will help coordinated referrals for the 30 PSH units.

- **Cooling plans:** The Project will be designed to Earth Advantage Platinum level certification and air conditioning will be provided through energy-efficient ductless mini-split systems.

Community engagement to inform project implementation

Metro staff have reviewed the narrative to confirm consistency with the community engagement elements of City of Beaverton's approved Local Implementation Strategy (LIS). Key findings include:

- **Strategies for ensuring ongoing engagement around project implementation reaches communities of color and other historically marginalized community members:**

Community outreach will be supported by organizations with strong ties to different cultural communities. These culturally specific organizations include Bienestar, Urban League and NARA NW, who will all be active partners throughout the engagement, project design and lease up phases of the project. Future service providers, specifically those servicing central Beaverton and the senior community, will be identified as part of future engagement to ensure households have access to the services they consider important.

- **Strategy for ensuring community engagement to shape project outcomes to support the success of future residents:**

Community engagement will include various outreach strategies, including targeted listening sessions in virtual and in-person formats. These targeted focus group sessions will help foster a safe environment for listening to communities who have often felt disenfranchised and marginalized. Community open houses and workshops will allow neighbors to participate directly in the design process and provide feedback directly to the design and architecture teams. Changes to project design and services from community feedback will be evaluated when the project returns to Metro for Final Approval.

EXHIBIT B: Project summary submitted by City of Beaverton | Metro bond concept endorsement for Senior Housing on 5th

Submitted by: Javier Mena, Affordable Housing Manager,
City of Beaverton, jmena@beavertonoregon.gov
Submitted on: June 1, 2023

Project Overview



Community Partners for Affordable Housing (CPAH) has been recommended as the developer for the Senior Housing on 5th project on the city-owned site located at 12305 SW 5th Avenue. The proposed redevelopment is a 6-story podium-style building with a brick facade that will provide 104 homes for seniors. The project consists of 96 1- bedroom units and 8 studios. It is proposed to include community-focused ground floor commercial, a spacious community room with a kitchen and lending library, on-site resident services, flexible outdoor space adjacent to the community room, and a community garden managed in partnership with Tualatin Hills Parks and Recreation District (THPRD). This community will serve hard-to-house seniors with 68 units targeting those at 30% AMI or below, 19 units with Section 8 vouchers, and 30 units of permanent supportive housing.

The 104-unit proposal is contingent on the team securing Oregon Housing and Community Services (OHCS) Permanent Supportive Housing (PSH), and HOME funds from Washington County. The opportunity to apply for OHCS PSH resources will open in spring 2024, with funding decisions in summer 2024. The project team is confident in its ability to secure these additional resources as they have a history of successfully securing such funding. For example, CPAH was awarded OHCS PSH in 2022 with the highest scoring application, and all of CPAH's new construction developments in Washington County have utilized HOME funds. Moreover, the

project team – CPAH, the Native American Rehabilitation Association (NARA NW), and Pinehurst – completed the PSH institute as a team, giving the project a priority for that funding source. CPAH is also one of two Community Development Housing Organization (CHDO) in Washington County, making it a priority for HOME funds.

The proposal meets the City of Beaverton’s Local Implementation Strategy (LIS) goals in several ways.

- Providing more than the minimum required 30% AMI units and exceeds the minimum unit requirement.
- According to the LIS, 95% of households making \$20,000 or less – households that would be served by CPAH’s proposed 30% units – are currently cost burdened.
- This project leverages PSH rental assistance from the State of Oregon for the 30 PHS designated units, helping Washington County in their goal of creating 226 new PSH units.

Preliminary Development Program

Describe the planned development program including but not limited to number, size, and affordability of units; non-residential space, parking, and amenities; and total square footage.

The proposal comprises of a 6-story podium-style building with a brick facade that will provide 104 homes for seniors, consisting of 96 1- bedroom units and 8 studios. This community will serve hard-to-house seniors with

- 68 units targeting those at 30% of the Area Median Income (AMI) or below,
- 19 units with Section 8 vouchers, and
- 30 PSH units geared toward chronically homeless seniors.

The ground space includes community-focused ground floor commercial, a spacious community room with a kitchen and lending library, on-site resident services, flexible outdoor space adjacent to the community room, and a community garden managed in partnership with THPRD.

The ground floor commercial space is very important in this project. To ensure the proposed uses met community needs, CPAH conducted outreach to its residents and the community to understand needed uses in the area. Residents were excited by the idea of active ground floor spaces. Over half of those polled asked for an affordable grocery store. CPAH also engaged with service providers to discuss needs in the community-at-large and those specific to central Beaverton. Partner organizations were interested in the possibilities of a health clinic and early childhood education center being located on the property. As part of their due diligence, CPAH reached out to grocery chains (Green Zebra and Basic Markets) to test interest. CPAH also initiated discussions with NARA NW, Virginia Garcia, and the Elsie Stuhr Senior Center, all of whom expressed interest in having a presence.

Since submitting their proposal to the city, and prior to the City of Beaverton Council meeting selecting the developer, CPAH reconnected with the grocery chains for further discussions; unfortunately, there was no interest in moving forward with either company. Nonetheless, conversations with NARA NW for a potential clinic and/or Community Action for a potential Head Start program seem to be fruitful. Prior to furthering conversations with either partner on the feasibility of their participation, it was important to get Council feedback.

The development team and city staff will circle back with the community in a series of conversations regarding the project design, partnerships, commercial space, etc. This will inform

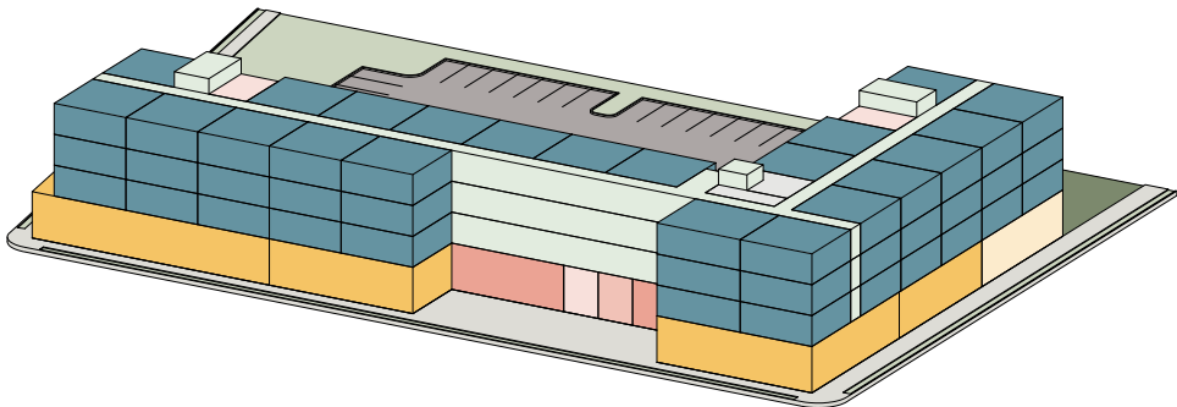
the project design, programing, partnerships, funding, etc. The updated project will be brought back to the City of Beaverton Council and Metro for final approval.

Complete the below table summarizing unit breakdown. Add/delete rows as needed.

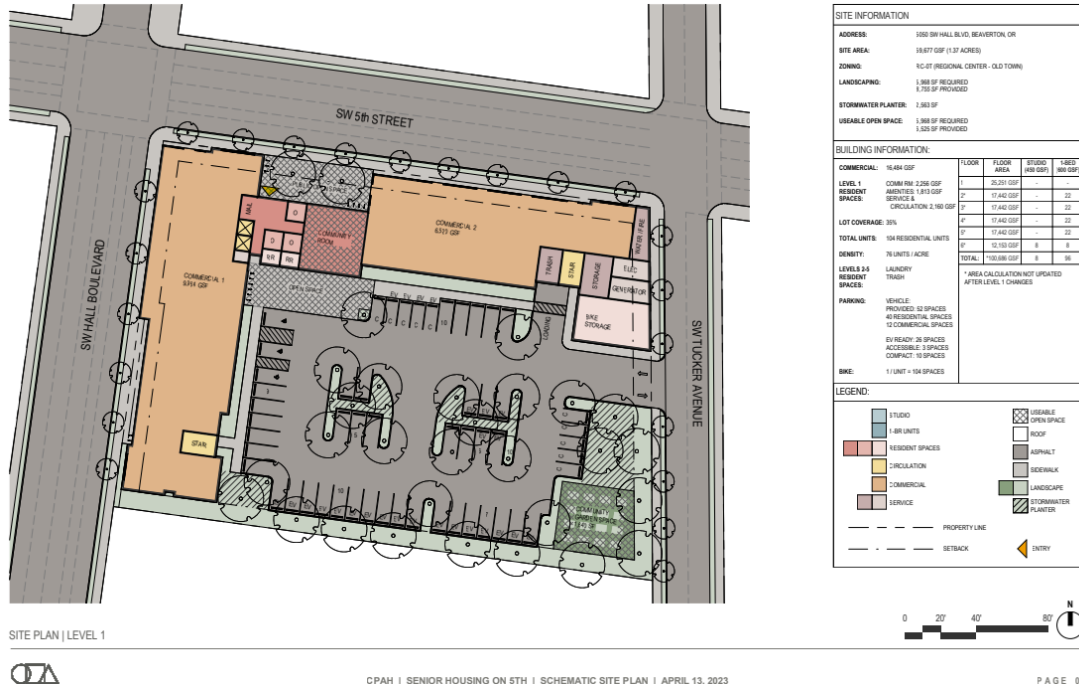
Unit size (no. of bedrooms)	No. of units	AMI %	PSH ¹	PBVs	Square feet/unit	Gross monthly rent/unit
1-bedroom	36	60%				\$1,198
1-bedroom	60	30%	22	19		599
Studio	8	30%	8			559
Total	104		30	19		

Project Image

Provide a high resolution image in jpeg format (rendering is acceptable) of the project if available. If submitting final approval, please provide an updated image.



¹ Permanent supportive housing is housing that includes rental assistance and wraparound services, and is designated for households experiencing chronic homelessness and referred through coordinated access or local HUD Continuum of Care approved referral systems. PSH units include units with ongoing operating subsidy and services through Veterans Affairs Supportive Housing (VASH), Section 811 program for individuals with developmental disabilities, units with PSH funding from the state of Oregon, units supported through the Supportive Housing Services (SHS) program, and any other programs that provide ongoing funding to support housing stability for chronically homeless households.



Background

On July 11, 2022, the City issued a Request for Qualifications (RFQ) to solicit development proposals for the city's Senior Affordable Housing on 5th. The city received four proposals by the October 7 due date:

- Community Development Partners (CDP) / UniteOregon

The CDP and UniteOregon partnership proposed 76 units, 38 of which would be restricted for seniors at or below 30% of the Area Median Income (AMI). Of the 38 deeply affordable units, 19 would be set aside as Permanent Supportive Housing (PSH) for chronically homeless seniors. Additional partnerships include, EngAge and Latino Network for community outreach, leasing assistance, and resident services. For wrap-around services, partnerships include Open Door's Housing Works, and Washington County's Disability, Aging, and Veteran Services (DAVS).

As proposed, the development would enable UniteOregon to own the commercial space, which they intend to use for childcare opportunities to be provided by UniteOregon childcare provider members.

- BRIDGE Housing Corporation (Bridge) / Hacienda Community Development Corporation (Hacienda CDC)

BRIDGE and Hacienda CDC have experience in developing and managing mixed-use developments. Their presence in Beaverton is with the Goldcrest Apartments in South Cooper Mountain, which is currently in construction. Their 70-unit proposal included 38 units set aside for 30% AMI seniors. Outreach, leasing assistance, and resident services to be provided by Hacienda CDC, and wrap-around services to be provided by Cascadia Health.

The proposal includes a 3,000 square-foot commercial community kitchen programed for participation in cooking demonstrations and nutrition education opportunities with Meals on Wheels as their partner.

- Edlen & Co / Asian Pacific American Network of Oregon (APANO)

The Edlen & Co and APANO partnership would enable APANO to venture in the housing development field. This partnership would provide an opportunity for APANO to own the project outright through a first right of refusal, should one of the partners decide to exit ownership. The proposed 67-unit project included 38 units set aside for 30% AMI seniors. Outreach, leasing assistance, and resident services to be provided by APANO.

The proposal includes a multicultural center with focus on the Asian community proposed for the commercial space.

- Community Partners for Affordable Housing (CPAH)

CPAH, a well-known community development corporation in Washington County, has presence in Beaverton via affordable housing, most recently the Barcelona and Cedar Grove apartments. CPAH's proposal of a 104-unit project includes 68 units for 30% AMI seniors. Of the 68 30% units, 30 would be set aside as Permanent Supportive Housing (PSH) geared for chronically homeless seniors. CPAH's partnerships for outreach, leasing assistance, resident services, and wrap-around services include Bienestar, Native American Rehabilitation Association Northwest (NARA NW), and the Urban League.

CPAH provided a few options for the ground floor commercial space based on community feedback, such as a grocery store, a health clinic, and/or an early childhood education center.

A cross-functional group of city staff reviewed the proposals for completeness and forwarded them to an Evaluation Committee. The Evaluation Committee was comprised of community members with expertise in affordable housing, development, finance, and resident services. Evaluation Committee members were:

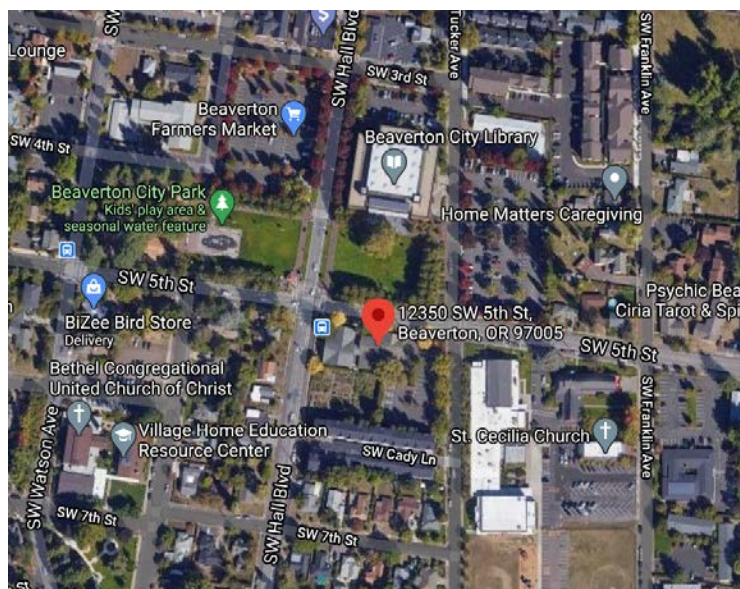
- Kira Cador – President, Rembold Properties – Mixed-use development expertise and member of Metro's Affordable Housing Bond Community Oversight Committee
- Brett Sheehan – Key Bank – Affordable housing finance expertise
- Sheila Greenlaw-Fink – Previous Director of the Community Housing Fund – Local affordable housing financing nonprofit
- Katherine Galian – Washington County (previously Community Action) – Social services expertise
- Roanna Le Greide – Owner, Affordable Housing Solutions – Property management expertise
- Ruby Graven – Regional Outreach Coordinator, Oregon Housing Authority and Housing Technical Advisory Group HTAG) member – Lived experience and health and housing expertise.

The committee met three times, once for an early discussion regarding the proposals and twice to hear from development teams in 40-minute interviews per team. The Evaluation Committee felt all proposers could get the project built. The strength of the proposals was evaluated based on total number of units, clarity in understanding the community that will be living in the project, the high number of deeply affordable units, the importance of wrap-around services needs for residents of those units, the ground floor/commercial proposed use, and ground floor financing. Upon final deliberation the Evaluating Committee ranked the proposals in the following order:

1. CPAH – Due to the overall higher number of units, overall higher number of deeply affordable units, and number of proposed PHS units.
2. CDP/UniteOregon
3. Edlen & Co/APANO
4. BRIDGE/Hacienda CDC

The Evaluating Committee recommendation was presented to the city's Housing Technical Advisory Group (HTAG) for their review and comments. HTAG members shared their support of the recommendation as creating the greatest number of units is a priority, as well as the project's focus on very low-income seniors and the connection to homelessness. As outlined in the city's LIS, the recommendation and HTAG comments were presented to the city's Real Estate Committee (REC) for their comments and feedback. The REC concurred with the recommendation and voted to move the recommendation for Council approval. On May 2, 2023, Beaverton's City Council approved the recommendation and requested Metro provide Concept Endorsement of the project.

Location and Neighborhood



The site is directly served by a high frequency bus service, bus route 76 with a stop immediately adjacent to SW 5th Street. The site is within a half-mile walk of two non-high frequency bus routes, 88 and 78. All these bus routes go to the Beaverton Transit Center, less than a mile away, where riders may transfer to MAX and WES light rail lines.

Site

The Beaverton Community Center, the proposed site for Senior Affordable Housing on 5th, is 1.37 acres in size and is located at the southeast corner of SW Hall Boulevard and SW 5th Street, across the street from Beaverton City Park. It is a block south of the Beaverton City Library and approximately four blocks north of the Elsie Stuhr Community Center. The Beaverton Farmer's Market is two blocks north and Old Town commercial businesses are blocks away. The site is zoned Regional Center Beaverton Central (RC-BC) intended to create a pedestrian-oriented, high-density, mixed-use district around rail stations, with opportunities for new development to define the Downtown skyline.

Project Financing

The project is subject to prevailing wage and that has been considered in developing the budget. This Earth Advantage Platinum building will emphasize climate resiliency with solar-ready design, unit cooling, and electric vehicle charging. As our region continues to warm, these features are an essential part of a project that prioritizes equity for people of color, people with disabilities, and aging populations. The proforma is based on CPAH's robust knowledge of costs from successfully operating buildings of similar construction type, use, target population, and financing structure. Vendor services such as property management, landscaping, and accounting are based on current rates. Maintenance expenses reflect recent data on maintenance of new construction and the current inflationary environment, which is having a strong impact on maintenance expenses. Rents are based on 2021 LIHTC rents published by OHCS, and will be updated prior to final approval. Rents have been set at 30% and 60% of AMI.

The all-in construction budget of \$39,917,549 provided by LMC/LAMAR is a conservative estimate based on current conditions in the marketplace with existing materials tariffs, inflation concerns, and the expected long-term effects of COVID-19 to the marketplace. This budget includes commercial space costs. Housing only budget is estimated at \$36,417,549. In addition, LMC/ALMAR has suggested the project carry an escalation contingency of 5% to safeguard against fluctuations that may occur leading up to construction.

Financing of the residential section of the building is made up of federal Low Income Housing Tax Credits (LIHTC) equity priced at \$0.92 per support letter from Raymond James. OHCS issued PSH financing of \$4,500,000 structured as a grant per PSH application guidelines. This represents \$166,667 per unit which is well below the \$250,000 per unit requested threshold from OHCS. Washington County HOME of \$1.2MM structured as a grant per HOME application guidelines. Permanent loan of \$8,000,000 at 6% based on Citibank feedback. Metro Affordable Housing Fund, Metro's Transit Oriented Development (TOD) funds, and developer fee contributions. See table below.

Housing Funding Sources	
Low Income Housing Tax Credit	\$22,680,608
PSH/Housing Trust Fund	\$4,500,000
Metro Housing Bond	\$10,500,000
TOD	\$200,000
Loan	\$8,000,000
HOME Grant	\$1,200,000
Deferred Developer Fee	\$1,950,000
Contributed Developer Fee	\$1500,005
Total	\$50,530,613

For the commercial space financing, the team spoke with several investors and lenders to develop a strategy. Based on the feedback, the project proposes a combination of debt and New Market Tax Credits to fund this portion of the development. Rents were assumed based on current market reports for retail and office at \$20 per square foot, triple net. In a typical commercial lease, the tenant pays for its own utilities and reimburses the landlord for expenses related to insurance, maintenance, and property taxes. The team has assumed a 15% vacancy rate, which is approximately the current vacancy rate for office space in Beaverton. Loan rate is based upon the terms from the letter of interest from Heritage Bank

Originally, CPAH proposal included potential small grocery store, a clinic, or an early childhood education use for the commercial space. Since the proposal, CPAH has had further discussion with potential partners to gauge ongoing interest in the space. The grocery store use interest has dwindled. However, NARA NW continues to show interest for clinic use, and Community Action is interested in the space for a Head Start. Based on these discussions, CPAH developed three different funding scenarios, which are preliminary and will change once final use is known and funder requirements are met. The project team will evaluate ground floor options, which includes community engagement, and return to Council and Metro with a specific proposal as part of the final decision-making process.

The following first set represents a single tenant under the CPAH proposal, whether it is used as a clinic or Head Start. While the construction costs are estimated to be the same, the funding sources would vary.

Uses (single tenant)	
Warm shell	2,915,000
Tenant Improvements	1,650,000
Inflation contingency	456,500
Total cost	\$5,021,500

Sources (NARA)	
Small CLICI New Market	1,250,000
SAMSHA	750,000
HRSA	1,771,500
State funds	250,000
Bank debt supported by Medicaid revenue	1,000,000
Total sources	\$5,021,500

Sources (Community Action)	
LIFT for co-location of childcare	1,500,000
Small QLICI New Market	1,250,000
Office of Head Start funding	1,000,000
Debt financed by lease payments	1,271,500
Total sources	\$5,021,500

The following set of estimates represents two tenants, Head Start and a clinic in the commercial space.

Uses (two tenants)	
Warm shell	2,915,000
Tenant improvements (NARA)	850,000
Tenant improvements (N	850,000
Inflation contingency	461,500
Total costs	\$5,076,500

Sources (two tenants)	
LIFT for colocation of childcare	1,000,000
SAMSA (Behavioral Health)	1,000,000
Small CLICI New Market	1,250,000
Office of Head Start	500,000
Debt supported by Medicaid	650,000
Debt finance by lease payments	676,500
Total sources	\$5,076,500

Development Team

CPAH has been part of the local community solution to housing insecurity for nearly 30 years, delivering high quality affordable housing and providing resident services. CPAH is one of two Community Housing Development Organizations based in Washington County with 466 units in its current portfolio and 245 units currently in development (not including the property proposed in this application). In 2022, CPAH expanded its service capacity to include Housing Case Management in Washington County and Resident Services for the Aloha Inn, a 100% Permanent Supportive Housing project.

Formed in 2019, DCM Communities (DCM) is a mission-driven, for-profit organization providing real estate development and consultation to public, private, and non-profit partners. With over 50 years combined experience in affordable housing finance, construction, and design, DCM is uniquely positioned to provide wraparound expertise to their clients. DCM will remain in the project from concept through conversion to permanent financing to help ensure that the project meets its required benchmarks and remains an important affordable resource for Oregonians for decades to come.

Brian Carleton, CHA/DCM – As an Oregon registered Architect and owner of Carleton Hart Architecture, Brian has been designing affordable and special needs housing, assisted living and independent senior living, permanently supportive housing, and intergenerational communities for the past 30 years. Carleton Hart has remained on the leading edge of innovation in housing models, always seeking new ways to build community and enrich lives.

Chris Duffin, LMC/DCM – Chris has been in the construction industry for 27 years with a 22-year focus on affordable housing development and construction. 15 years ago, Chris became president and owner of LMC Construction, a general contractor operating in Oregon and Washington with a primary focus on and passion for affordable housing. LMC has over 90 employees and a \$500,000,000 bonding capacity.

Community Engagement

CPAH is a grass-roots organization that has served the people of Washington County for nearly 30 years. Through the years CPAH has developed strong feedback loops via countless community engagement events and a presence at farmers markets, street fairs, neighborhood association meetings, and their properties. Their mission is centered around equity and justice, lived daily through our active engagement efforts. The Senior Housing on 5th proposal was informed by early interaction with community members. That was only the beginning, Bienestar, Urban League, and NARA SW have joined the team as community partners, to ensure the engagement process is an integral element of striving for housing justice and diverse, thriving communities. While each organization will have different roles in the future life of this development, all will be active partners throughout the engagement, design, construction, and leasing of the community.

The engagement process is founded on the following principles:

Equity and Justice: Community engagement that centers marginalized voices is equity in action. Increasing underrepresented communities' access to decision-making enhances collective knowledge and heightens their sense of ownership. This work is in service of a more dynamic and just process, one that results in communities that are far too often left out of the decision-making process seeing their needs and values reflected in the built environment.

Innovation and Creativity: The gathering of many minds with diverse backgrounds supports innovative and creative thinking. We can merge our professional expertise with the lived experience of community members to develop effective and grounded solutions.

Collaboration: Rather than building for the community, the project must be built with the community. In facilitating a participatory process, we have a unique opportunity to both learn and share the joy of creating with communities. Collaboration is especially important to strengthening community ties in times of extreme polarization and isolation. By identifying areas of common ground to find a way forward between people with different backgrounds and experiences, community engagement builds social capital and creates long-standing effective partnerships with the communities served.

Work To Date: CPAH's home is in Washington County, owning nine housing developments (two of which are in Beaverton), and two more in development. As rooted members of the community, CPAH has established partnerships with culturally specific service providers, and has been listening to and collaborating with neighbors at every opportunity for decades. Since the release of the Senior Housing on 5th RFQ, CPAH undertook specific conversations to help inform their approach. Many of CPAH's communities are home to older households, including the Beaverton communities, and represent a diversity of cultural backgrounds. CPAH held listening sessions at both Beaverton properties, in addition to the broader public, to hear what needs seniors feel are most important housing and their community needs.

What we've heard so far from current and potential residents:

- There is strong support for the concept of senior housing in central Beaverton! Being connected to the life of the city is important.
- A strong connection to transit and basic services is essential.
- Residents are excited by the idea of active ground floor spaces.
- Over half of the residents polled asked for an affordable grocery store.

CPAH also engaged with service providers to discuss needs in the community-at-large and those specific to central Beaverton. Partner organizations are interested in the possibilities of a health clinic and early childhood education center being located on the property.

As part of its RFQ response package, CHAP began to analyze options based on the feedback received. They reached out to grocery chains (Green Zebra and Basics Markets) to test interest. They also initiated discussions with NARA NW, Virginia Garcia, Community Action Head Start, and the Elsie Stuhr Senior Center, all of whom have expressed interest in having a presence. Since being recommended as the Senior Housing on 5th developer, CPAH checked for further interest. The potential grocery chain interest was no longer viable, as both companies have decided against expansion. On the other hand, NARA NW and Community Action are very interested in occupying the ground floor space.

The Work Ahead: Engagement efforts will intensify following award of the project. To ensure an inclusive effort that will reach communities of color throughout Beaverton, the project includes partners within the team that offer strong connections to different cultural communities.

City of Beaverton: The City has already engaged the community in discussions regarding the future of this site and will remain involved in further engagement efforts.

Bienestar: Bienestar has been serving communities of color in Washington County through advocacy, housing, and services since 1981. They are grounded and connected in our community and made community engagement an integral part of their development process.

NARA NW: Founded in 1970 in Portland, Oregon, NARA NW is an Indian-owned, Indian-operated, non-profit agency. NARA NW provides a combination of youth, senior, veterans, and mental health services, in addition to integrated health and dental services.

Urban League of Portland: Urban League of Portland is one of Oregon's oldest civil rights and social service organizations, empowering African Americans and others to achieve equality in education, employment, health, economic security, and quality of life.

Unite Oregon: Unite Oregon has expressed interest but have concerns with staff capacity. The project may provide opportunities to enhance Unite Oregon's capacity as can be an integral component of the project.

The Process: Building on the City's engagement work to date, will help determine the individuals, cultural organizations, service providers, and business organizations to connect with for outreach. This list will inform the final plan and determine the best outreach methods. Multiple outreach tactics – digital, analog, and in-person tools – which help communicate and plug into existing communities and partnerships. Recruiting participant input is strengthened by being thoughtful about venue, and addressing barriers to participation by providing childcare, food, and transportation to encourage wide participation.

Our outreach effort will be tailored to gather input through a variety of methods:

Targeted Listening Sessions: These focus groups allow meeting communities (BIPOC, seniors, gender diverse people, and others) "where they are", and create a safe environment for listening and sharing. Larger group settings can be uncomfortable for people who have felt disenfranchised and marginalized, these smaller, more intimate settings also allow the quiet voices to be heard.

Community-Wide Open Houses and Workshops: This is an opportunity to reach the broader community. Using City resources and the project team's social, cultural, and civic connections, it can bring together a broad spectrum of the community.

Workshops/charrettes will allow neighbors to participate directly in the design process. Led by the project architects, these workshops will be interactive design sessions that allow folks to put their ideas down on paper using markers, building blocks, legos, paper cut-outs, and other familiar ways of expressing ideas to bring designs to life. Workshops will also include information on how to apply for subsidized, affordable housing.

Civic Organizations: Leverage existing networks within the city, such as Centro Cultural, Elsie Stuhr Center, Beaverton's Housing Technical Advisory Group, neighborhood organizations, Beaverton Chamber of Commerce, and other business organizations.

The Feedback Loop: The engagement process will be intended to be a dialogue, which demands regular communication and responsiveness. With each group and individual encountered, there will be a defined channel for feedback, updates, and reactions. This feedback loop serves to verify what was heard, fact check assumptions, and allow to share information across multiple events and sources.

Advancing Racial Equity

CPAH is a culturally responsive organization that houses and serves a diverse population, nurtures diversity within its board/staff, and partners with culturally specific organizations throughout the region. CPAH continues to deepen its commitments to equity and housing justice through its staffing and work culture, its work with community organizations, and engagement within the community. In 2020, CPAH participated in a year-long diversity, equity, and inclusion training. The staff and board spent a year crafting an equity statement, equity filter, and an in-depth action plan for operationalizing equity throughout the organization over the next 3-5 years. This equity plan is embedded into CPAH's concurrent strategic plan, demonstrating the central place that equity occupies in its vision for its present and future. Many of the action items and goals outlined therein are now underway with some being complete. The process for developing the plan was as important as the plan itself and involved iterative input from all levels of CPAH's diverse team.

CPAH continues this work through board training on applying the equity filter to decision-making, training on culturally competent facilitation, and regular brown-bag conversations on equity-related topics. Just over 40% of CPAH staff and board members are people of color. CPAH staff includes people with lived experience of homelessness, members of the LGBTQIA+ community, people with disabilities, and a variety of religious and ethnic backgrounds. CPAH's many culturally specific partners, including NARA NW, Unite Oregon, Virginia Garcia Memorial Health Center, Bienestar, Urban League, and HAKI. Together create resilient housing communities. Close to 50% of its residents are People of Color, so these partnerships are essential for supporting them. CPAH also has an engaged Resident Advisory Committee (RAC) to provide leadership opportunities for our residents. Currently, there are two RAC members who serve on CPAH's board of directors.

CPAH's partners on the construction of this project reflect their commitment to equity and shared values. Carleton Hart Architecture (CHA) is a culturally diverse team that values the physical, social, and cultural qualities that make them unique. CHA works to nurture a cohesive and collaborative team atmosphere where all voices are valued regardless of ethnic background, nationality, or place of birth. CHA treats all people with dignity and respect and recognizes that differences benefit their work and drive innovation. CHA's goal is to have a workforce that represents, if not exceeds, the racial and ethnic diversity of the community at all levels of their organization. Women and people of color are represented throughout their firm, including leadership roles. CHA's recruiting practices demonstrate their values by seeking candidates through a wide variety of on-line job boards (i.e. National Organization of Minority Architects), social media, career fairs, and networking events. LMC Construction/Almar Impact Builders LMC is partnering with longtime ally ALMAR Contracting, a local minority-owned construction company that is near and dear to the heart of LMC. ALMAR's President and Owner, Alfonso Elias got his start in multi-family affordable housing working at LMC Construction. Alfonso and his team will work closely with LMC throughout the entire preconstruction and construction phases of the project. They will take a leading role in community outreach and efforts towards advancing racial equity, diversity, and inclusion. The construction team will include members of both companies, offering growth and training opportunities to ALMAR, while giving LMC additional support and a strengthened connection to the DMWESB-SDV contracting community. At all stages of the project, the LMC/ALMAR Impact Builders team will have a heightened focus on finding meaningful ways to stabilize and support the underserved communities in a culturally responsive manner. Helping underrepresented firms and the BIPOC community is something that is ingrained into the LMC/ALMAR Impact Builders partnership as a direct reflection of this shared commitment.

CPAH has long prioritized BIPOC participation within its projects, began tracking participation rates before it was required in Washington County, nearly ten years ago, and established a 25% participation goal. Over the course of the last seven years, CPAH has steadily improved participation through close collaboration with general contractors, building relationships with diverse communities, evaluating results, and implementing systemic change. As a result, CPAH's 2015 project, the Barcelona (Beaverton), had 20% MWESB participation, in 2020, Red Rock Creek Commons (Tigard) achieved 25% participation, and Cedar Grove (Beaverton) achieved 31%. Building on that success, CPAH has increased their internal participation goal to 30%.

CHA prioritizes COBID-certified firms on their teams and supports BIPOC, women-owned, minority-owned, service-disabled veteran-owned companies and emerging small businesses in all their office procurement. As a formerly certified MBE/DBE firm, they are committed to supporting the next generation of emerging professionals through mentorship and inclusion on their project teams. Teaming discussions start with COBID status in mind. In-house, they maintain an MWESB consultant database which is continually expanded to provide an additional resource from which project teams may refer for selecting teaming partners.

LMC/ALMAR Impact Builder's core strength is engaging the minority subcontracting community and fostering the growth of emerging businesses. Their goal on any project is to garner as much subcontractor input as possible, from as broad a range as possible. They have had phenomenal success getting great coverage in tight markets, ending with projects as diverse as their communities. Specific actions LMC/ALMAR will take to maximize MWESB participation include:

- Provide pre-bid outreach to the community to prepare them for upcoming bid opportunities and offer support to any firms interested in getting involved.
- Partner with local membership groups to include their resources and networking opportunities.
- Host job-specific presentations at local community groups highlighting the project.
- Utilize LMC/ALMAR's network of qualified MWESB & Section 3 firms.
- Create opportunities for sub-tier contracts by teaming up smaller contracting firms with larger ones.
- Provide cash flow assistance through an expedited payment process ahead of monthly project draws.
- Provide Prevailing Wage, Section 3, and Workforce Training support and reporting guidance.
- Advertise for all employment opportunities with local newspapers, community groups, and apprenticeship programs.
- Partner with community groups and participate in local area events to increase awareness of the project.
- Look for employment opportunities as work is broken down into smaller portions for subcontracting.
- Allow for on-the-job training to include people with minimal previous work experience.

Partnerships and Services

Ongoing operations will be managed by CPAH staff with Pinehurst as its property management company. This project will provide housing for low-income and culturally diverse seniors (55 and older) with an emphasis on three populations:

- Low-income seniors who simply need affordable housing to live with dignity and thrive.
- Formerly homeless seniors who need and are eligible for permanent supportive housing; this is in partnership with culturally specific organizations who are providing

supportive services through a contract with Washington County: NARA NW, Urban League, and Bienestar.

- Very low-income seniors who are at risk of displacement due to losing eligibility for the affordable communities in which they reside; this is in partnership with Bienestar and is particular to seniors who are no longer farmworkers but are living in farmworker housing.

Through these partnerships, CPAH will provide culturally responsive housing with an array of supports and partnerships.

The building will be supported with a dedicated resident services coordinator who will be available to promote CPAH's senior program, Thriving in Place (TIP), as well as eviction prevention and housing stabilization services. CPAH currently has an eviction rate of less than 1% portfolio-wide, and are known for their responsive, effective, and diverse services team. The TIP program includes access to health and wellness resources and activities. Staff also promote building community through events to help seniors feel less isolated. Historically, group bingo, potlucks, yoga, arts and crafts were popular programs. During COVID, CPAH was able to access additional resources from CareOregon and provide tablets in order to offer virtual activities. CPAH also received a grant to assist seniors with their housekeeping needs. This year, as COVID becomes less restrictive, CPAH has been able to resume some activities provided in the past. This includes having CPAH kids from family properties go trick-or-treating in senior communities.

External partnerships for services include Virginia Garcia to bring health services on-site. This will include their medical and dental van as well as classes for seniors suffering from chronic illness. Washington County Disability Aging and Veterans Services (DAVS), CPAH staff has a long history of partnering with DAVS at their buildings which allows residents 60 and older to easily access their resources. This includes Ride Connection, Chore Services, and the PEARLS program that assists with loneliness and depression. Also, CPAH staff will work with THPRD staff to ensure that the Wellness on Wheels mobile program, housed at of the Elsie Stuhr Senior Center, is available to come to the Beaverton Senior Building. Additionally, the center has a scholarship program that residents will be eligible to receive. These partnerships and connections will be coordinated via the project's resident services coordinator.

CPAH will set aside 30 apartments for seniors who have been homeless and can benefit from permanent supportive housing. Working closely with three culturally specific service providers (NARA NW, Urban League, and Bienestar), CPAH will accept referrals into units that can be supported with case management services from Washington County Supportive Housing Services. These units will also be eligible for Regional Long Term Rent Assistance and the state's PSH funding. Residents will have the additional support of the on-site resident services coordinator who will ensure that they are connected to their case managers. Some residents will have access to NARA NW's mental health services. To ensure everyone has access to these important services, CPAH has a commitment from New Narrative to reach out to case managers for Urban League and Bienestar clients, to assist in providing mental health services. New Narrative will also provide on-site group counseling and other services. New Narrative has experience with geriatric mental health, an important growing field. Accessing mental health services is frequently challenging for low-income seniors, and this partnership will facilitate a quicker entry into services when needed.

Housing needs and families are not static. Parents with children move into Bienestar's farmworker housing to create stable and good lives for themselves. As their children grow into adulthood, many aging adults are no longer able to do farm work or other physically demanding jobs common among immigrant and Latinx, who are predominant in Bienestar's housing

portfolio. Often with little savings and limited access to public benefits, these aging adults find themselves ineligible for the housing that they have lived in for years and/or unable to pay rent. As a result, they are at high risk of falling into homelessness. By creating a housing “bridge”, a unit is made available for a family at Bienestar and the aging senior continues to live in affordable, quality housing. Bienestar will be available to ensure that the transition for these seniors is successful as they are integrated into the new senior community.

Livability and Accessibility

The overall design will maximize space while reducing building square footage. Panelized wall framing saves significantly on labor costs and advanced framing systems greatly reduce the number of materials used in construction. Kitchen and bathroom layouts will be standardized for economization, yet adaptable to meet a variety of needs. Systems, equipment, and materials will be selected through the lens of durability, cost efficiency, and ease of maintenance. Simple approaches, like standardization of efficient lighting and plumbing fixtures, hardware, and finishes will also reduce long-term maintenance expenditures. Building design will be finalized through holistic community engagement, with an approach that will focus on efficient building organization and space allocation. The project strives to achieve thoughtful design centered around the concept of community, that integrates well with neighbors and promotes the dignity of residents. The team has shown success in achieving these goals while keeping building forms simple and structurally efficient, utilizing cost effective yet durable building materials.

Universal Design is an approach to a built environment that speaks directly to the team’s focus on equity and inclusion. Rather than the approach of addressing specific disabilities with discrete building features, Universal Design seeks to enable and welcome people of all abilities in all building spaces. Designing for not only seniors, but all residents, is at the heart of Universal Design principles. Accessible solutions, such as grab bars, door assist, and keyless entry, are necessary, just as how to organize spaces within a building, the colors and textures chosen, how to control light and sound, and how to help people to navigate around the building and site. The team’s own research and experience in trauma-informed design has taught them a great deal about how the human mind and body interact with the built environment, and how trauma impacts one’s perception of that space. Through the employment of Universal Design principles, it is important to be aware of the specific needs of seniors and the aging body. Universal Design avoids highlighting a loss of ability that may accompany aging and allows seniors to maintain a sense of dignity within their built environment. The team brings experience in senior-specific housing and assisted living, and plans to employ this knowledge with solutions such as:

- Access controls and layering of spaces to promote a sense of security.
- Combined signage (visual) with voice communication (audio) to utilize “redundant cues” concept (multiple ways of use).
- Simple-to-use instructions for systems which utilize symbols rather than words.
- Extra clearances in the apartments and throughout the building to accommodate differing needs.
- Well-lit spaces with colors, contrasts, and textures that accommodate changes in the aging eye.
- Single-action lever hardware and plumbing controls that require low physical effort.
- Lowered countertops and shelving that bring surfaces to appropriate levels for ease of use.
- Eliminating floor changes that could become trip hazards.
- Central location of elevators – elevators are the single feature that simultaneously employs the principles of accessible design, Universal Design, and assistive technology.

- Abundant views of the neighborhood to develop a sense of connection and belonging, reducing the feeling of isolation.
- Raised garden beds that accommodate mobility devices and allow all to participate.
- Walking paths that are hard surfaced and easy to navigate for walkers and wheelchairs.
- Shaded areas that allow residents to avoid glare and heat.
- Careful selection of native plant materials to eliminate hazards such as toxins and thorns.

The plan is to design an environment that takes all residents into account, as everyone, at some point, will have needs that require some aspect of Universal Design.

Climate Resilience and Sustainability

CPAH's building design will both employ the latest technologies and best practices of green building and provide opportunities for residents and neighbors to use and enjoy a walkable, bikeable outdoor space that contributes to civic life. Based on CPAH's experience with recent past projects, the team expects to achieve an Earth Advantage Platinum rating with the development. Energy-efficient heating and cooling systems through ductless mini-split systems that will allow senior residents the control they need over their environment will be employed. Material selection and ventilation systems utilizing energy-recovery will provide a high level of indoor air quality. Lighting and plumbing controls will be easy for residents to activate and employ auto-shut offs to prevent running faucets and lights left on when nobody is home. Energy and water efficient fixtures will reduce operating costs and lower residents' utility bills, and efficient, centralized electric hot water heating will be sub-metered.

Roof-mounted solar panels will provide power to common areas. Sited within a planned Climate Friendly Area, the development will promote the use of transit and alternate modes of transportation through direct access to bus transportation, abundant bicycle parking, and 50% of on-site parking providing Level 1 or Level 2 EV charging. A resident garden will allow the growing of fresh vegetables and flowers on-site, an activity that is both healthy and therapeutic. On-site trees along walkways and drives will provide a continuous and abundant canopy. High-quality soil, space for root growth, and irrigation that encourages downward root growth will provide healthy trees that reduce heat build-up within outdoor spaces.

Construction techniques will focus on resource efficiency. This is an important approach not only for sustainable development, but also in response to the high cost of building materials. As described earlier, a framing system that uses less wood will be employed, standard windows and doors that limit customization, and efficient building configuration and layout that lowers the overall square footage.

In consideration of Beaverton's historical and civic context, a brick exterior will provide non-combustible, durable weather protection, beauty, and a sense of permanence. A secondary material, such as metal paneling, will provide a modern look that also breaks down the scale of the building to relate to the scale of adjacent residential developments. Commercial spaces will feature the use of plentiful windows to provide transparency and connection between uses and the streetscape. Street trees, canopies, and inset ground floor wall planes all create layering of the space which feels pleasant to sit within and walk along. Places to gather and sit within the public plaza area facing the library echo the civic nature of the larger area and form a dialogue with the formal design of the park, library, and public functions.

Anticipated Timeline

Below is the anticipated project timeline and milestones:

May/June 2023	Developer selection
July-October	Community engagement/ground floor engagement
Spring 2024	County awards funding
Summer 2024	OHCS awards funding
Early 2025	Close funding/begin construction
Summer 2026	Lease up begins, and construction is completed

Metro Affordable Housing Bond Program Concept Endorsement

Project Name: Shortstack Milwaukie

Implementing Jurisdiction: Housing Authority of Clackamas County

Metro IGA Contract Number: 936551

Anticipated construction start: June 2024

Anticipated construction completion: June 2025

Action:

Metro hereby provides the Housing Authority of Clackamas County (HACC) with Concept Endorsement of \$700,000.00 Metro Affordable Housing Bond funds for the development of Shortstack Milwaukie, a regulated affordable homeownership project located at 3736 SE Harvey Street, Milwaukie. Metro staff findings are attached in Exhibit A, and a more detailed description of the Project, as provided by the Housing Authority of Clackamas County (HACC), is attached as Exhibit B.

This Concept Endorsement is based upon the information contained in the concept endorsement request provided to Metro by the Housing Authority of Clackamas County, including Project cost proformas and statements of sources and uses of funding needed to generate a Project with the following unit mix:

Number of Units	Bedroom Type	AMI Level
15	Two-bedroom	80%

Changes to the information contained in the concept endorsement request provided by the Housing Authority of Clackamas County could result in reevaluation of the Project's need for Metro Affordable Housing Bond Funds and changes to the staff findings and funding allocation to the Project before Final Approval.



Marissa Madrigal

Chief Operating Officer

11/15/2023

Date

Exhibit A: Metro staff findings and recommendations | Metro bond concept endorsement request for Shortstack Milwaukie



Drafted by: Jimmy Oporta, Senior Housing Bond Program Coordinator
and Alison Wicks, Housing Bond Program Supervisor
Date: November 14, 2023

Criteria for funding approval

Metro will issue Concept Endorsement to local implementation partner (LIP) upon Metro's determination that (a) the proposed Project reasonably contributes to the Unit Production Targets relative to the amount of the Eligible Share proposed to be used for the Project; and (b) the Project is consistent with the Local Implementation Strategy (LIS), the Work Plan, and the Bond Measure.

Staff recommendations

Staff recommends the Metro Chief Operating Officer (COO) provide Concept Endorsement of funding for Shortstack Milwaukie. Findings from Metro's staff review are summarized below. Additional information about the project can be found in Exhibit B, the project narrative submitted by the Housing Authority of Clackamas County (HACC).

Contribution to unit production targets

Shortstack Milwaukie will utilize 1% (\$700,000) of HACC's total allocation of bond funds while delivering 15 homeownership units that meet the following unit production outcomes:

- 2% of HACC's overall unit production target;
- 4% of HACC's family sized unit target.

When combined with HACC's other pipeline projects, Shortstack Milwaukie puts the County on a path to have utilized 91% of HACC's total allocation of bond funds while delivering on the following cumulative unit production outcomes:

- 119% of HACC's overall unit production target;
- 139% of HACC's family sized unit target.

Eligibility and readiness to proceed

HACC has submitted and Metro staff have reviewed and evaluated submitted materials for evidence of project feasibility and readiness to proceed. These include:

- Purchase and sale agreement, dated 2/19/2023, demonstrating evidence of site control
- Project pro forma dated 8/10/2023
- Development team resumes and developer schedule of real estate owned, demonstrating track record with affordable housing development in Oregon and nationally
- City of Milwaukie, Local Government Verification with Zoning and Land Use Regulations, dated 1/11/2023

Staff has identified this project as an affordable homeownership pilot project. Legal compliance of regulatory agreement and monitoring plan will need to be confirmed when the project returns for Metro Final Approval and staff will continue to request updates from the Housing Authority of Clackamas County regarding how work is proceeding.

Advancing racial equity

Metro staff have reviewed final project materials to confirm consistency with the racial equity elements of the HACC's approved LIS. Key findings include:

- **Location:** The location in the Ardenwald neighborhood of Milwaukie was selected based on its ideal neighborhood location for affordable cottage homes. The neighborhood is well-connected to Milwaukie's thriving downtown commercial center, good schools, and major employers. The site is within walking distance to Providence Hospital, Safeway, Ardenwald Elementary School, Downtown Milwaukie, and many other public amenities. Water Tower Park is a block away and the larger Mintorn North Natural Area is ½ mile. The site is less than a ½ mile from SE 82nd Avenue commercial corridor.
- **Transit access:** The site is within ½ mile of the MAX yellow line, and less than ¼ mile from several tri-met bus lines (the nearest stop is only a block away).
- **Diversity in contracting/hiring:** The development team seeks an aspirational goal of 30% MWESB participation throughout the development and construction process of this project. Although a General Contractor has not been chosen yet, the development team will work with the National Association of Minority Contractors – Oregon Chapter (NAMC-O) to provide competitive bid instructions that will help meet the project's COBID and workforce targets.
- **Access for historically marginalized communities:** Proud Ground is committed to reducing barriers to program access for those with limited English proficiency through provisions of translation and interpretive services. In 2022, Proud Ground collaborated with Univision PDX for an Outreach campaign targeting the Spanish-speaking population, and most recently, Proud Ground services were highlighted in the Spanish show Elemento Latino (an independent television program that produces educational, social, and cultural programs related to Latino needs and issues). Proud Ground also began a partnership with Pueblo Unido PDX; Pueblo Unido is the Collective of Indigenous Interpreters of Oregon (CIIO), a group of interpreters of indigenous languages from Mexico, Central America, and South America that address barriers to legal and social services for indigenous language speakers in Oregon. Pueblo Unido will be working in partnership with Proud Ground to conduct ongoing Information sessions in the top 10 indigenous languages from Mesoamerica that are spoken in this region. The Proud Ground waitlist policy, which has been approved by Fair Housing of Oregon, prioritizes households with children or households of 3 or more. Through targeted outreach to the BIPOC community, Proud Ground anticipates that a majority of the homes (75%) will be purchased by households identifying as BIPOC. 77% of Proud Ground homebuyers since 2021 identify as BIPOC households.
- **Culturally appropriate services:** Proud Ground aims to mitigate barriers to homeownership for communities historically denied access to homeownership, including lower-income households and households of color. Prospective homebuyers gain access to Proud Ground's Homeownership Education and Counseling programs, which helps first-time homebuyers become mortgage ready. Proud Ground then administers down-payment assistance funds as buyers complete the purchasing process. In 2022, Proud Ground hired a Stewardship Manager to expand education, services and support to Proud Ground homeowners. Proud Ground offers post purchase education in a one-on-one and group format (in-person and virtual). A minimum of eight workshops are offered each year (4 in English and 4 in Spanish). Topics include: Estate Planning, Home Maintenance/Repair, Solar Panels, Budgeting, Insurance, Planning for Retirement, and more. Workshop partners

include Solar for All, SparksNW, Financial Beginnings, Rebuilding Center, and Habitat for Humanity Portland Region.

- **Cooling Plan:** The all-electric homes will be designed to standards that exceed the energy efficiency requirements set forth by the City of Milwaukie building code. The homes heating and cooling will be provided by heat pumps. The developers are assuming the inclusion of EnergyStar appliances and are assessing the inclusion of a photovoltaic microgrid (2022-2033 ETO Net Zero Fellowship research project), and a LeapFrog greywater system to harness greywater for laundry, toilets, and irrigation.

Community engagement to inform project implementation

Metro staff have reviewed the narrative to confirm consistency with the community engagement elements of HACC's approved Local Implementation Strategy (LIS). Key findings include:

- **Strategies for ensuring ongoing engagement around project implementation reaches communities of color and other historically marginalized community members:**

Community outreach will be used to drive income-qualified, first-time homebuyers to Proud Ground's information sessions to learn more about homeownership opportunities. Information sessions will be offered virtually and in person and include outreach materials, program application forms and program contracts in English and Spanish, as well as other languages upon request. If non-English speakers require a translator to proceed with the home buying process, Proud Ground will help cover that cost at no cost to the buyer. Organizationally, Proud Ground solicits and engages the community served, in developing solutions and improving services offered. This is supported by the organization by-laws which require 1/3 of Proud Ground's board directors to be current Proud Ground homeowners. All Proud Ground homeowners are voting members of Proud Ground's membership-based Community Land Trust (CLT) and have a voice in key decisions, including by-law changes.

EXHIBIT B: Project summary submitted by Housing Authority of Clackamas County | Metro bond concept endorsement for Shortstack Milwaukie

Submitted by: Devin Ellin, Director of Housing Development

Submitted on: November 10, 2023

Project Overview

Provide a general overview of the proposed project, including the requested amount of bond funding from Metro, the size of the site and its ownership status, any existing buildings and their current/past use, and high level financing structure for the project.

The Shortstack Milwaukie project will deliver an innovative, replicable homeownership solution, led by a diverse team of industry experts. The project delivers 15 affordable homes in Milwaukie, through smart densification at the “missing middle” / “cottage cluster” scale. The project leverages recent up-zoning for middle housing neighborhoods and is located near amenities that working families need to thrive.

The Shortstack development concept is a direct response to housing legislation passed recently in Oregon, including House Bill 2001 (2019); the City of Portland’s Better Housing by Design (2020) and Residential Infill Project (2021); and the City of Milwaukie’s Middle Housing Zoning Code Update (2022). The policies address the State’s desperate need for affordable housing options by creating opportunities to increase residential density for infill sites. This project also responds to affordable housing needs detailed in Governor Kotek’s Executive Order No. 23-04 which calls for production of 36,000 housing units per year.

Thanks to partnership between Shortstack Developers Jessy Ledesma of HomeWork Development and Anna Mackay of Sister City, and Proud Ground, Oregon’s largest non-profit Community Land Trust, homes at Shortstack Milwaukie will be priced for households earning 80% AMI. The Proud Ground waitlist policy prioritizes households with children or households of 3 or more and then it is based on the buyer’s date of application with the program. This policy has been approved by Fair Housing of Oregon.

Through targeted outreach to the BIPOC (Black, Indigenous or People of Color) community to develop a diverse waiting list, Proud Ground anticipates that a majority of the homes (75%) will be purchased by households identifying as BIPOC. 77% of Proud Ground homebuyers since 2021 identify as BIPOC households.

Shortstack Milwaukie requests \$700,000 from Metro to fill the financing gap for 15 affordable homeownership cottages to be built at 3736 SE Harvey Street, Milwaukie, OR.

The cottages utilize mass timber to deliver beautiful homes sold at an 80% AMI affordability level. These ~900sf cottages are 2-bedroom, 1.5 bath, two-story structures clustered together utilizing the City of Milwaukie’s recently adopted cottage cluster zoning provision.

The 24,300-sf site in the Ardenwald neighborhood is currently owned by a private landowner. There is a purchase and sale agreement in place with PCLT Development (“Proud Ground”). Currently, there is a single-family home on the site which will be demolished to accommodate the new construction.

A summary of project sources and uses is included below under Project Financing. The financing structure includes a combination of state, local and regional public subsidies, plus private construction debt.

Preliminary Development Program

Describe the planned development program including but not limited to number, size, and affordability of units; non-residential space, parking, and amenities; and total square footage.

Complete the below table summarizing unit breakdown. Add/delete rows as needed.

Unit size (no. of bedrooms)	No. of units	AMI %	Square feet/unit	2025 Sale Price
2 bed, 1.5 bath	15	80%	915sf	\$245,000

Project Image

Provide a high resolution image in jpeg format (rendering is acceptable) of the project if available. If submitting final approval, please provide an updated image.



Background

Describe the process and timeline for how project was selected through a local funding process, and how the site was selected or acquired for affordable housing development. Provide an overview of due diligence and predevelopment completed to date.

Shortstack Milwaukie was selected for competitive funding processes as follows:

- May 2022: USDA Wood Innovation Grant
- December 2022: City of Milwaukie CET Grant
- May 2023: OHCS LIFT + LIFT Subsidy Award

Due diligence and predevelopment completed to date:

- Site due diligence: survey, Phase I environmental, Geotech report
- Architectural predev: schematic design
- Planning/Zoning entitlements: pre-application review with City of Milwaukie, confirming cottage cluster zoning requirements and qualification

- Appraisal of single cottage unit
- Contractor preliminary pricing
- Construction loan letters of interest from Heritage Bank and NOAH

Location and Neighborhood

[word limit: 100]

Describe the project location and surrounding zoning, land uses and activities. Describe any nearby services or community amenities, including schools or employment centers, grocery stores or farmer's markets, natural areas or parks. Describe walking distance and accessibility (e.g., sidewalks, signalized crossings) to nearby transit stations, and the existing/planned level and type of transit service (e.g., frequent service bus, MAX, etc.).

The location in the Ardenwald neighborhood of Milwaukie was selected based on its ideal neighborhood location for affordable cottage homes. The neighborhood is well-connected to Milwaukie's thriving downtown commercial center, good schools and major employers.

The site is within ½ mile of the MAX yellow line, and less than ¼ mile from several tri-met bus lines (nearest stop is only a block away) and within walking distance to Providence Hospital, Safeway, Ardenwald Elementary School, Downtown Milwaukie, and many other public amenities. Water Tower Park is a block away and the larger Mintorn North Natural Area is ½ mile. The site is less than a ½ mile from SE 82nd Avenue commercial corridor.

The project design for two-story, 2-bedroom cottages was determined to be a compact, efficient design for cost purposes while providing a modern open ground floor plan concept that is desirable and marketable for home buyers. The units are intended to serve a mix of small families, couples, and individuals – all of whom are continuants in need of more affordable home buying options.

Site

[word limit: 300]

Describe key elements of the site including size, number of tax lots, site control/ownership, appraisal, and zoning. If the site includes existing buildings, provide an overview of the year they were built, past/current use, and future plans as part of the project.

Final approval only: Describe key findings from the Phase 1 environmental assessment and geotechnical report, and any follow up studies underway.

Building rehabilitation only: Describe the findings from your capital needs assessment and anticipated repair needs. Describe hazardous materials assessments and planned abatement needs. Describe seismic risk assessment findings and related investment needs.

The site (3736 SE Harvey Street, Milwaukie, OR) is a 24,300 sf site on a single tax lot (Tax ID: 11E25DD02700). It is zoned R-MD; a Moderate Density Residential Zone. A Purchase and Sale Agreement executed February 19, 2023 between the sellers (two individuals) and PCLT Development ("Proud Ground") stipulates a 12-month closing period from the effective date of execution (February 19, 2023).

There is an existing single-family home on the site (built 1940) which is scheduled for demolition. It is currently leased and the resident is aware and supportive of development plans.

An appraisal prepared by CMG Mortgage Inc. indicates a market value of \$485,000 per unit.

GeoPacific conducted an Environmental Phase 1 dated April 24, 2023. Their pertinent summarized findings are:

1. No surface water or drainages were observed at the site.
2. Site reconnaissance did not reveal the obvious presence of any environmental hazardous material contamination sources on the site, including soil staining or distressed vegetation except for the above ground heating oil tank on the east side of the residence. No signs of spill or leaks were observed in the vicinity of the above ground heating oil tank on the east side of the residence.
3. Available hydrogeologic literature suggests that the near surface groundwater table is likely between 80 and 120 feet below the ground surface at the lower elevations of the site.
4. The target property was not listed in any of the databases searched by EDR or GeoPacific.

Their conclusions and recommendations are as follows: GeoPacific has performed this Phase I environmental site assessment in general conformance with the scope and limitations of ASTM Standard E1527-13. The assessment did not reveal evidence of recognized environmental conditions (RECs) in connection with the property; no additional environmental investigation is necessary for this site.

A geotechnical engineering report was prepared by GeoPacific on May 3, 2023. Their site investigation indicates that the proposed development appears to be geotechnically feasible, provided that the recommendations of the report are incorporated into the design and construction phases of the project. The main geotechnical concern associated with the proposed site development is site preparation, due to the presence of undocumented fill material. This condition will be explored further in future phases of predevelopment.

Project Financing

Describe the estimated total development cost and total public subsidy, cost and subsidy per unit, and cost and subsidy per bedroom. Provide a table summarizing planned sources and uses of funding.

PROFORMA SUMMARY				
Sources		Public Subsidy	Per Unit	Per Bdrm
Construction Debt	3,547,392		236,493	118,246
OHCS LIFT Subsidy*	2,745,000	X	183,000	91,500
Wood Innovation Grant	250,000	X	16,667	8,333
City of Milwaukie CET Grant	300,000	X	20,000	10,000
Metro Bond Funds	700,000	X	46,667	23,333
Proud Ground Subsidy	-		-	-
Total Sources	7,542,392		502,826	251,413
Uses				
Land	600,000		40,000	20,000
Construction Costs	4,449,073		296,605	148,302
Soft Costs	1,755,640		117,043	58,521
Financing Costs (net of Sales Costs)	281,649		18,777	9,388
Contingency	456,030		30,402	15,201
Total Uses	7,542,392		502,826	251,413

*This project was awarded an OHCS LIFT subsidy for 90% of its requested funding. We look to Metro Bond funds to allow us to close our financing gap.

Summarize funding contributions and any local incentives or policies benefiting the project (e.g., SDC waiver, property tax abatement, density bonus, reduced parking requirements, etc.).

Funding contributions are outlined in the sources/uses summary above. Local incentives such as SDC waivers are not available, however the City of Milwaukie supports the project via their CET grant program. A partial property tax abatement is provided under House Bill 3275, which exempts the land owned by a community land trust and a 27% discount for condominium homes with an affordable housing covenant.

Summarize the total developer fee and net cash developer fee and summarize how the following considerations informed the determination of the fee within the ranges specified by Metro's Developer Fee Guidelines: project complexity and risk (e.g. PSH units), developer organizational size and financial capacity, participation of small/emerging community based and culturally specific organizations in development, and exceptional track record or outcomes for serving communities of color. To receive a fee at the upper end of the fee limits projects should demonstrate alignment with multiple considerations. See Metro Developer Fee Guidelines for additional information.

Total developer fee/net cash developer fee: maximum of \$618,509 or 10% of development costs per OHCS LIFT guidelines for affordable homeownership projects.

OHCS does not provide for developer fee sizing for affordable homeownership projects according to project complexity and risk, developer organization size or other considerations. However, developer fee sizing of 10% does represent a reasonable fee for a small (15 unit) project, including participation of an emerging developer in partnership with an established non-profit community land trust.

The stated developer fee and net cash developer fee is within the Metro Developer Fee Guidelines outlined in Exhibit F of the 2021 Metro Report: 1-30 units / 8-14%.

Summarize ongoing funding sources for rental assistance and services, including total, and total per unit.

Not applicable for homeownership developments. Note that Proud Ground will provide ongoing homebuyer support and management for all home sales and re-sales for qualified buyers.

Development Team

Describe the development team including the developer, general contractor, architect, and other key partners, and their relevant experience, respectively. If some members of the team are not yet selected as of the concept endorsement, this information can be added at the final approval step.

Jessy Ledesma of HomeWork Development:

With over 16 years of development experience in the Portland area, Jessy has transacted over \$175,000,000 in development volume across 16 projects. This includes 525 affordable housing units and 200,000 SF of commercial developments. Jessy is adept at creative structuring, including navigating complex for-profit/non-profit partnerships and layered financing stacks.

Jessy founded HomeWork Development in early 2021, with a vision to build a new model for inclusive and responsive housing development. Prior to HomeWork, Jessy was Director of Development at Beam Development for seven years. During her time at Beam Jessy oversaw new and adaptive reuse commercial projects primarily in Portland's Central Eastside district, including District Office, Hotel Grand Stark and 811 Stark Office. Prior to Beam, Jessy developed affordable housing from 2007-2015 for both non-profit and for-profit ownership, utilizing LIHTC, USDA RD, HUD TIF, and a myriad of state and local grant funds and favorable loan products.

Recent development experience is described in more detail below, and includes: a 2021 LIFT Rental award for Shortstack Mississippi (scheduled to close Q3 2023); raising \$6M in private equity for the Shortstack phase 1 portfolio, including through the Shortstack Impact Equity Fund I; and consulting roles in OHCS-funded projects Wecoma Place (Stewardship Development), Amanda Court (Stewardship Development) and Ketanji Court/11th & Lincoln (Stewardship Development and 11th & Lincoln LLC).

Projects under active development:

- Shortstack Belmont – 34 units mass timber new construction (closing Q3 2023)
- Shortstack Mississippi – 36 units mass timber new construction (closing Q3 2023)
- Shortstack Milwaukie – 15 units mass timber new construction (closing Q2 2024)

Projects under construction:

- Amanda Court (consultant) – 32 units affordable new construction (completion Q2 2023)
- Wecoma Place (consultant) – 44 units affordable new construction (completion Q4 2023)

Projects recently completed:

- Hotel Grand Stark (Beam Development) – 57 room adaptive reuse hotel (completed Q3 2021)

- District Office (Beam Development) – 100,000 SF mass timber new construction office (completed Q3 2020)

Anna Mackay of Sister City:

Anna has spent her 11-year development career innovating and field-testing concepts of social impact in real estate. She led the first Regulation A crowd-investing effort for new construction in the United States (\$1.5M, the Fair-Haired Dumbbell) and raised a tranche of crowd-invested equity from everyday Oregonians for a homelessness project in just 68 hours (\$300,000, Jolene's First Cousin). She has pioneered new models of development that emphasize non-displacement and affordable retail (Rocket Empire Machine). Her buildings achieve affordability and community buy-in through the utilization of crowd investing, internally-subsidized financial models, and bold public art.

Anna founded Sister City in 2020. Every Sister City project reevaluates standard development practice to emphasize a just balance of equity -social, environmental, and financial.

Recent development experience is described in more detail below, and includes: a 2021 LIFT Rental award for Shortstack Mississippi (scheduled to close Q3 2023); raising \$6M in private equity for the Shortstack phase 1 portfolio, including through the Shortstack Impact Equity Fund I; co-development of Chiles House affordable housing (Catholic Charities, \$7M TDC, completed Q3 2022); Rocket Empire Machine internally-subsidized affordable retail with a focus on non-displacement; Jolene's First Cousin non-subsidized affordable housing; and the Q Fund (\$2.2M private equity fund).

Projects under active development:

- Shortstack Belmont – 34 units mass timber new construction (closing Q3 2023)
- Shortstack Mississippi – 36 units mass timber new construction (closing Q3 2023)
- Shortstack Milwaukie – 15 units mass timber new construction (closing Q2 2024)

Projects recently completed:

- Chiles House Affordable Housing (co-developer) – 27 residential units, 2 office of mass timber new construction (completed Q3 2022)
- Rocket Empire Machine (co-developer) – 5 units of retail, adaptive reuse of existing mechanic's shop (completed Q2 2020)
- Jolene's First Cousin (development manager) – 2 1-bedroom apartments, 3 retail, and 1 11-bed single-residence occupancy unit (completed Q1 2020)

Community Partner: Proud Ground

Proud Ground staff leadership have significant pre-development experience by taking the lead on the 5020 Condo project (COVID caused termination just before closing), New Spirit Village (including a LIFT award of 4.3 million), and the Portland Clean Energy Fund projects for 15 scattered site, net zero, permanently affordable homes. Additionally, Proud Ground developed a 12 unit sub division and partnered with a developer for a second 12 units condo in 2010/11. Habitat for Humanity Portland Region remains Proud Ground's strongest development partners.

Proud Ground staff members supporting this project include:

OUTGOING EXECUTIVE DIRECTOR/PROJECT ADVISOR: DIANE LINN: Diane has served as Executive Director of Proud Ground since December 2013. Throughout her career, she has worked to improve conditions and build community for vulnerable, underserved families. During her tenure with Proud Ground, Diane has been responsible for extensive pre-development work in addition to her duties as Executive Director.

FISCAL DIRECTOR: DIANNE TOPP: Dianne has over 11 years of experience in community land trust fiscal management. Her fiscal support of the organization includes budget development, compliance support, overall management of Proud Ground's budget, financial reports and annual high-level audits. Her past experience includes work with OSPIRG, M & R Consulting, and she co-owned a small environmental consulting firm.

FUND DEVELOPMENT MANAGER: ALMA BARRAZA (BIPOC & BILINGUAL): Alma is a dedicated bilingual Spanish professional with over 16 years of fundraising and volunteer experience. She supports Proud Ground with public and private fund development through grants, sponsorships, and major donor fundraising. Alma brings extensive business experience, entrepreneurial skills, and passion for philanthropy to her work with Proud Ground.

HOMEOWNERSHIP PROGRAM DIRECTOR: With 19 years experience as a CLT homeownership professional with Proud Ground, Katie is a leader in the industry. She has a Master's in Social Work, is a licensed Principal Real Estate Broker in Oregon and is a HUD Certified Housing Counselor, providing Proud Ground clients with homebuyer counseling and education services, as well as post-purchase support.

CROSS CULTURAL OUTREACH MANAGER: YESIKA AREVALO (BIPOC & BILINGUAL): Yesika has provided bilingual and cross cultural support to Proud Ground families for over 12 years. She helps families learn about the CLT model and assists them through the homebuying process, with a focus on Spanish speaking families and families of color. She is a certified homeownership counselor.

REAL ESTATE BROKER AND PROJECT MANAGER: UNDRAD ADAMS (BIPOC): As a licensed professional Real Estate Broker on staff for Proud Ground, Undrad helps with CLT home closings and buyer representation, as well as home repairs and marketing. His goal is to "make sure my clients feel completely equipped and supported in the entire home buying and selling process."

Community Engagement

Please summarize community engagement to inform project outcomes to support the needs of future residents. This could include engagement conducted previously by the LIP or developer to shape the goals of a NOFA or vision for a project. It could also include plans for further engagement to inform the design or programming of the project to meet the needs of historically marginalized community members.

Note: Outreach strategies for affirmative marketing and COBID participation should be described in the following section under "advancing racial equity." This section is focused on engagement to inform the goals, vision, design, or programming of the project.

Proud Ground intentionally seeks input and engagement with the communities it intends to serve. Proud Ground is a membership-based organization, which gives homeowners and contributors

voting rights on strategic organizational decisions. This ensures that the community members served by Proud Ground are part of its decision making.

Currently, over one-third of the organization's Board Members are Proud Ground homeowners and over half are people of color.

Proud Ground partners with many community organizations to reach its target populations (Additional detail in the "Advancing Racial Equity" and "Partnership and Services" sections, below). All outreach efforts focus on homebuyers attending Proud Ground information sessions. These sessions are available in English and Spanish, virtually or in person, and as pre-recorded sessions.

Advancing Racial Equity

Summarize how the project will address strategies and policies for advancing racial equity, as described in your local implementation plan. Be sure to include:

- How the project location reflects considerations related to racial equity (e.g., geographic distribution of affordable housing, access to opportunity, strategies to address racial segregation, and strategies to prevent displacement and stabilize communities)*
- Fair housing strategies to eliminate barriers to housing access for communities of color and other historically marginalized groups (e.g., fair housing marketing strategies, community partnerships, low barrier screening, etc.)*
- Strategies to include economic opportunities for people of color (e.g., MWESB/COBID participation and workforce diversity)*

The Shortstack project is rooted in an ambitious and innovative development process aimed at diversification across all levels of the development, finance and construction processes. We are committed to engaging at least 30% COBID-certified MWESB firms for Shortstack Milwaukie throughout our development and construction process but are currently tracking much higher on the other Shortstack projects. The National Association of Minority Contractors Oregon Chapter (NAMC-O) is engaged to help create our outreach and representation plan, with a goal of at least 50% utilization when including non-certified firm participation and woman- and/or minority-led teams. To date, **over 70% of our current consultant contracts (including development, architecture, engineering, civil, legal and others) are held with women-owned firms.**

Our development team consists of two woman-owned firms: HomeWork Development and Sister City. Our architect Works Progress Architecture is a woman-owned business, as is our civil engineer Vega and landscape architect Studio Wild. Our structural engineer is led by a female minority Principal.

The developers have not yet committed to a General Contractor partner in order to competitively bid the project later in 2023. In collaboration with NAMC-O, our bidding instructions will include clear COBID and non-certified participation targets as described above, and evaluation of bids will weigh heavily on representation achievement in final bid proposals including subs and suppliers.

Proud Ground has a rich history of serving people of color. Inequitable access to homeownership has kept Households of Color, many of which are first-generation and first-time homebuyers, from building wealth and accessing high-quality neighborhood services, such as education and employment. Therefore, Proud Ground focuses its outreach on Households of Color, first-time homebuyers, and households with children. Proud Ground's focus is to create programmatic strategies and internal policies that break down barriers preventing this population from accessing affordable homeownership opportunities.

This intentional outreach has resulted in 83% of Proud Ground homeowners being households of color in the past two years, 100% being first-time homebuyers, and 73% being households with children. We are beginning to conduct surveys of all our homeowners to determine if they are also first-generation homebuyers. To date, Proud Ground has confirmed we have assisted 46 first generation homebuyers in purchasing a home of their own, and currently 33 first-generation homebuyers are on our waiting list. We anticipate this number will only increase as we implement this demographic into our application process.

In 2021, Proud Ground launched its 5-year strategic plan with a goal to create another 200 homeownership opportunities, focusing on communities of color and historically marginalized communities through the Opening Doors initiative. Over five years, Opening Doors aims to increase Proud Ground's portfolio of permanently affordable homes from 350 to 550. At least 75% of these new homeownership opportunities will benefit families identifying as Black, Indigenous, or People of Color (BIPOC). Project leaders are committed to achieving this objective for sales of the new Shortstack Milwaukie units.

Partnerships and Services

Provide information about plans and partnerships for ongoing operations, including property management partner(s) or service providers. Describe strategies for aligning culturally specific programming or services to meet the needs of future residents. If your project includes PSH units, please describe if these will use coordinated access process, or another referral process.' Confirm that project will serve Population A – include definition.

Proud Ground partners with many culturally-specific homeownership agencies, including Bienestar, Hacienda CDC, Native American Youth and Family Services, Portland Community Reinvestment Initiatives (PCRI), and Oregon Human Development Corporation. Proud Ground collaborates with these agencies to coordinate homeownership opportunities, advocate for funding needs, refer homebuyers, and share best practices. Additionally, Proud Ground coordinates outreach to nonprofit organizations, including Oregon Human Development Corporation, Pueblo Unido, Rosewood Initiative, and IRCO.

Proud Ground is committed to reducing barriers to program access for those with limited English proficiency through provisions of translation and interpretive services. Proud Ground's language access plan ensures those with limited English proficiency do not have barriers to accessing Proud Ground's services. In 2022, Proud Ground began a new partnership with Pueblo Unido PDX; Pueblo Unido is the Collective of Indigenous Interpreters of Oregon (CIIO), a group of interpreters of indigenous languages from Mexico, Central America, and South America that address barriers to legal and social services for indigenous language speakers in Oregon.

Pueblo Unido will be working in partnership with Proud Ground to conduct ongoing Information sessions in the top 10 indigenous languages from Mesoamerica that are part of the region where we provide services.

At the beginning of 2022, Proud Ground collaborated with Univision PDX for an Outreach campaign targeting the Spanish-speaking population, and most recently, Proud Ground services were highlighted in the Spanish show Elemento Latino (an independent television program that produces educational, social, and cultural programs related to Latino needs and issues). To connect with the Spanish-speaking population, Proud Ground also hosts dedicated sessions in partnership with VERDE, Rosewood Initiative, Rose CDC, Human Solutions, Centro Cultural, Hacienda CDC, Bienestar, and various Housing Authorities.

To reach the African American/ Black community, Proud Ground partners with IRCO, and Portland Community Redevelopment Inc. Outreach staff attend cultural nights in various schools that offer events to engage with this community. In 2023, the outreach team will identify Black-owned businesses in Proud Ground's service area to build a referral partnership initiative. Through this initiative, Proud Ground will post program flyers in the business and offer the opportunity to host small community gatherings to share more about the Proud Ground program and Community Land Trust model.

Proud Ground aims to mitigate barriers to homeownership for communities historically denied access to homeownership, including lower-income households and households of color. Prospective homebuyers gain access to Proud Ground's Homeownership Education and Counseling program, which helps first-time homebuyers become mortgage ready. Proud Ground then administers down-payment assistance funds as buyers complete the purchasing process. The combination of education and counseling with down-payment assistance breaks down the biggest barrier to homeownership and makes homeownership a possibility for families who would otherwise be locked out of owning their first home.

In 2022, Proud Ground hired a Stewardship Manager to expand education, services and support to Proud Ground homeowners. Proud Ground offers post purchase education in a one-on-one and group format (in-person and virtual). A minimum of eight workshops are offered each year (4 in English and 4 in Spanish). Topics include: Estate Planning, Home Maintenance/Repair, Solar Panels, Budgeting, Insurance, Planning for Retirement, and more. Workshop partners include: Solar for All, SparksNW, Financial Beginnings, Rebuilding Center, and Habitat for Humanity Portland Region. This long-term stewardship and support of our homeowners has contributed to a 1% foreclosure rate in our 22 year history and zero homes have been lost to foreclosure.

Livability and Accessibility

Please highlight design elements that enhance livability and accessibility (e.g. shared Wi-Fi, common spaces, universal design)

The Shortstack Milwaukie project operates under the residential building code which doesn't include

accessibility or visitability requirements since these are considered individual residential units. Nonetheless, the site is designed to be accessible from the public right-of-way to each unit; the homes do not include entrance stairs; and each home does include a half-bathroom on the ground level, which are all tenants of universal design.

Climate Resilience and Sustainability

Please describe the project's cooling plan to keep residents safe in extreme heat events, take into consideration Metro's Policy Statement of Air Conditioning (Sept. 14, 2021) for expectations related to cooling strategies. Include type of air conditioning system and cost. Including reasons why the type of air conditioning system was selected including sustainability, durability, expense, and feasibility given project constraints.

Please highlight sustainability certifications, elements and/or green building features for this project.

The Shortstack Milwaukie cottage cluster project embodies climate resiliency and energy efficiency throughout its design, build, and occupancy stages. Energy efficiency equates to further affordability for future residents and early coordination allows for decisions to be made with respect to this.

Shortstack Milwaukie, as with all Shortstack sites, prioritizes efficiency at the neighborhood scale, community scale and building scale. At the neighborhood scale, the project leverages the City of Milwaukie's recently adopted Cottage Cluster Zoning to maximize housing density across two properties in Milwaukie's Ardenwald neighborhoods. The development yields 15 units on one site through a unique double-cluster site design.

At the community scale, Shortstack Milwaukie is designed as 15 identical, replicable two-bedroom units. By perfecting one unit plan the project maximizes construction efficiency and trade buy-out efficiency. Each unit has the same structural package, the same kitchen package, the same bathroom and finish package. The two sites utilize the same landscape "kit of parts", tailored to the existing tree canopy and solar/shading conditions.

With respect to construction efficiency mass timber panelized buildings are constructed 20%-25% faster than traditional stick-built construction, with structure going up in a matter of days vs. weeks.

The multi-site development effort increases the efficiency of the development process through a cohesive design and engineering team and a kit-of-parts approach. In other words, the team does not start from scratch to build 15 units – we are leveraging the knowledge, research and development, and relationship efficiency of several other Shortstack sites.

Through an innovative mass timber panelized housing design, each Shortstack Milwaukie unit is compact while still providing a desirable and marketable two-story, two-bedroom/1.5 bathroom layout. The prototype design comes from nearly two years of research out of the University of Oregon's Center for the Built Environment and the TallWood Design Institute, as part of their Mass Timber Coalition efforts to prototype mass timber housing options for statewide increased housing production. This R&D work is supported by a 2022 US Forest Service Wood Innovation Grant.

The project utilizes recent zoning changes in the City of Milwaukie which clear the way for courtyard cluster development—a highly efficient building typology that allows the development to maximize density allowances at a scale complimentary to the established neighborhood. As with all Shortstack projects, Milwaukie emphasizes proximity to public transportation, education, and other amenities urban families need to thrive.

The all-electric homes are designed to standards that often exceed the energy efficiency requirements set forth by the City of Milwaukie building code. The homes include heating and cooling provided by heat pumps. In addition to sourcing building materials local to the Cascadia bioregion (such as our mass timber product) the project team is engaging Energy Trust of Oregon to identify opportunities to meet Whole Building standards. Alongside our partners there, we are assuming the inclusion of EnergyStar appliances, and assessing the inclusion of a photovoltaic microgrid (2022-2033 ETO Net Zero Fellowship research project), and a LeapFrog greywater system to harness greywater for laundry, toilets, and irrigation.

The site emphasizes resiliency through design that integrates stormwater management with a palate of native new plants and trees sources from what Shortstack refers to as the Douglas Fir tree-shed—the naturally occurring habitat for one of Oregon’s most resilient species. The site plans include robust pollinator habitats, including integrated bat boxes. The site design retains existing large-caliper trees while balancing requirements for its proposed photovoltaic system.

Efficiency is a cornerstone of our approach. Without it, the tricky margins within this housing product shrink. With it, we deliver affordable housing faster and at more attainable rates.

Anticipated Timeline

Describe the anticipated timeline and milestones for the project, including developer or contractor selection, concept endorsement, due diligence, final approval, closing, construction, and lease up – as well as any timelines related to community or elected body engagement.

A Development Schedule summary is attached to this Concept Endorsement package.

- Developer selection: completed
- GC Selection: anticipated Q4 2023
- Concept Endorsement: anticipated Q3 2023
- Due Diligence: completed
- Final Approval: anticipated Q1 2024
- Closing/Start of Construction: anticipated Q2 2024
- Community Engagement via Proud Ground Marketing: anticipated Q3 2024-Q2 2025
- Home Sales: anticipated Q1-Q2 2025

Metro Affordable Housing Bond Program

Final Approval

Project Name: Terracina Vista (Burnside Housing)

Implementing Jurisdiction: City of Gresham

Metro IGA Contract Number: 936778

Construction start: December 2023

Anticipated construction completion: March 2025

Action:

Metro hereby provides Gresham with Final Approval of \$2,500,000 in Metro Affordable Housing Bond funds for the development of Terracina Vista, a regulated affordable housing project located at 16503 E Burnside, Portland. Metro staff findings are attached in Exhibit A, and a more detailed description of the Project, as provided by the Gresham, is attached as Exhibit B.

This Final Approval is based upon the information contained in the final approval request provided to Metro by Gresham, including Project cost pro formas and statements of sources and uses of funding needed to generate a Project with the following unit mix:

Number of Units	Bedroom Type	AMI Level	Project Based Vouchers
35	One-bedroom	60%	0
17	Two-bedroom	60%	0
39	Three-bedroom	60%	0

Changes to the information contained in the final approval request provided by Gresham could result in reevaluation of the Project's need for Metro Affordable Housing Bond funds and changes to the staff findings and funding allocation to the Project before funding disbursement. Disbursement of funds for the Project will be processed in accordance with the terms and conditions set forth in the Affordable Housing Bond Measure Program Intergovernmental Agreement between Metro and Gresham, and will occur within 10 days of Metro's receipt of the following items: a draft regulatory agreement meeting IGA requirements, a final sources and uses budget, a construction contract schedule of values, and an invoice from Gresham including wiring or other instructions related to transfer of funds.



Marissa Madrigal

Chief Operating Officer

11/30/23

Date

Exhibit A: Metro staff findings and recommendations | Metro bond funding Final Approval for Terracina Vista



Drafted by: Jimmy Oporta, Senior Housing Program Coordinator and
Alison Wicks, Housing Program Supervisor
Date: November 28, 2023

Criteria for funding approval

Metro will issue Final Approval to the local implementation partner (LIP) upon Metro's determination that (a) the proposed Project reasonably contributes to the Unit Production Targets relative to the amount of the Eligible Share proposed to be used for the Project; and (b) the Project is consistent with the Local Implementation Strategy (LIS), the Work Plan, and the Bond Measure.

Staff recommendations

Staff recommends the Metro Chief Operating Officer (COO) provide Final Approval of funding for Terracina Vista (formerly Burnside Housing). Findings from Metro's staff review are summarized below. Additional information about the project can be found in Exhibit B, the project narrative submitted by the Gresham Housing Bureau.

Changes since Concept Endorsement

The request of Metro Bonds for Terracina Vista is \$2,500,000. The site was selected by USA Properties and NHA due to its location in a highly gentrifying area of Gresham with a high level of service to communities of color, as well as its position in a high opportunity neighborhood close to services, direct access to mass transit, and the business hubs of Gresham and Portland. Terracina Vista will be a 92-unit, 4-story, wood-framed building that will provide 56 family-sized units (2 and 3-bedroom) for families at 60% AMI. The project is now fully funded and preparing for a financial close, and construction start in December 2023.

Key project highlights include:

- Total development costs are \$43.1 million and Metro Housing Bond funding is \$2.5 million.
- Net cash developer fee is 5% of developer fee basis. This amount is less than the Metro Developer Fee Guidelines maximum of 7% for projects with 76-100 units.
- Construction start date is December 2023 with completion anticipated in March of 2025.

Contribution to unit production targets

Terracina Vista will utilize 9% of Gresham's total allocation of bond funds (\$2,500,000) while delivering 91 units that meet the following unit production outcomes:

- 49% of Gresham's overall unit production target
- 60% of Gresham's family sized unit target

When combining this project with Gresham's existing development portfolio, this puts the city on a path to have utilized 79% of total allocation of bond funds while delivering on the following cumulative unit production outcomes:

- 158% of Gresham's overall unit production target
- 100% of Gresham's target of units affordable to households making 30% or less of area median income (AMI); and
- 147% of Gresham's family sized unit target.

Readiness to proceed

City of Gresham has submitted, and Metro staff have reviewed and evaluated submitted materials for evidence of project feasibility and readiness to proceed. These include:

- An executed purchase and sale agreement between Burnside LLC and USA properties, dated 5/17/21, demonstrating evidence of site control
- Project pro forma dated 11/8/2023
- Development team resumes and developer schedule of real estate owned, demonstrating track record with affordable housing development in Oregon and nationally
- City of Gresham Local Government Verification, dated 3/3/2022, confirming development is consistent with zoning and land use regulations
- Community Engagement Outcomes Report by NHA
- Letters of Intent from USA Bank, WNC Housing and City Bank
- Permit Bid Set dated 1/26/2023
- Phase I Environmental Site Assessment (ESA) from Evren Northwest
- Land appraisal dated 11/6/2023

Staff have not identified any major risks to project feasibility but will continue to request updates from the Gresham Housing Bureau regarding how work is proceeding.

Advancing racial equity

Metro staff have reviewed final project materials to confirm consistency with the racial equity elements of the Gresham Housing Bureau's approved LIS. Key findings include:

- **Location:** The project neighborhood consists of duplexes and single-family homes and is next to the NE 165th and Burnside light rail stop, providing frequent East/West service. A crosswalk connects to light rail in addition to sidewalks and bicycle lanes on both sides of Burnside. An Elementary School, the El Porvenir Mini Market, Outside In Medical Clinic, and multiple services, including the Latino Network offices and Rockwood Boys and Girls Club, are all a short walk from the Project site.
- **Transit access:** The Project, which has favorable walk and bicycle ratings from walkscore.com, is located within walking distance of schools, commercial, and culturally specific services and is adjacent to frequent E/W light rail and bus service that runs N/S (#74 bus). The site is also adjacent to the NE 165th and E Burnside light rail stop.
- **Diversity in contracting/hiring:** The project team seeks an aspirational goal of 30% MWESB participation for construction and 20% MWESB participation for professional services. Walsh Construction, the project's General Contractor, has extensive knowledge of mentoring subcontractors and will work with the design-build team to identify and generate successful bid opportunities for MWESB/SDVBE firms. MWA Architects (MWA) is the Architect for the Project. MWA was founded as a minority-owned firm and is currently 27% minority-owned with 55% of MWA's technical staff identifying as women and 42% as minorities.
- **Access for historically marginalized communities:** To reach underrepresented groups and people least likely to apply, NHA will analyze existing resident demographics and census data that identifies and markets to underrepresented groups. Marketing will include various internet media (property management websites, craigslist, apartments.com), in addition to print advertising in culturally specific newspapers (i.e., Asian Reporter, El Latino News, etc.), and providing flyers and outreach materials in a variety of non-English languages. NHA will create a property-specific list of additional culturally specific community partners to work with and

contact during the lease-up process. Screening criteria will use lower income-to-rent ratios, low credit requirements, individualized assessments for criminal background, and reduced lookback periods for criminal convictions. The project will implement a “review positive” approach to appeals and review reasonable accommodations to consider rehabilitation, recovery, supportive services, and other factors in appeals.

- **Culturally responsive and appropriate services:** NHA will provide resident services, direct services, and case management to residents through an on-site Resident Services Coordinator (RSC). The primary goal of the RSC is to provide residents with community links needed to remain stable in their housing, independent and self-sufficient. The RSC will have set hours of availability on-site, which will be spent connecting with residents, meeting with property management, and collaborating with community service providers to coordinate property-specific events such as financial education workshops, visits from nursing students, and LIHEAP utility assistance sign-ups. The RSC will host quarterly tenant meetings to connect with the community and assist with ongoing evaluation through annual resident surveys. Surveys and tenant meetings will be an opportunity for residents to provide feedback and note individual outcomes, resulting from the programs and resources offered. For additional information, please refer to NHA’s Resident Services Plan for Terracina Vista.
- **Climate resilience:** The Project has been designed to incorporate cooling strategies, including split system air conditioning in the lobby, offices and community spaces, a rooftop unit with heat pump that provides ventilation with cooling, and portable air conditioner setups integrated within the apartment units. Each residential unit will be provided with portable air conditioners that connect via a/c ports to their living room window. Additionally, the Project will be energy efficient with an Earth Advantage Gold certification or better.

Community engagement to inform project implementation

Metro staff have reviewed the updated narrative to confirm consistency with the community engagement elements of Gresham Housing Bureau’s approved Local Implementation Strategy (LIS). Key findings include:

Strategies for ensuring ongoing engagement around project implementation reaches communities of color and other historically marginalized community members:

Hacienda CDC shared information from outreach and engagement between their resident services staff and existing residents of Hacienda’s Las Adelitas project. This was combined with feedback received from NHA’s lease up of the Buri Building, which achieved 60% lease up to households from communities of color. Outreach to the local school district and two engagements with the Neighborhood’s Housing subcommittee took place, with recommendations to market to the local schools. A community meeting was held in association with the project design and included both community and neighborhood notification. Design drawings and information were presented by the Architect and Owner. The project was additionally presented to the NHA Resident Advisory Council. NHA’s Resident Advisory Council continues to elicit ongoing information on resident services, physical building needs, and breakdowns that occur between management and residents. The Resident Advisory Council reports to the NHA Board, which is composed of several residents,

representing the diverse communities NHA serves. Additional details can be found in NHA's completed Community Engagement Outcomes Report.

Strategy for ensuring community engagement to shape project outcomes to support the success of future residents:

Major themes heard from community engagement included:

- Prioritizing family-sized units in the community where residents already live and work
- Ensuring resident safety as a key consideration
- Resident services to support after school programming.
- Opportunities and places to study with internet and resources
- Establishing connections to the local David Douglas School District
- Availability of resident services with culturally specific connections

Major design feedback heard from community engagement included:

- A focus on the creation of family-sized units
- Inviting places to gather like a community room or community pantry
- Secured courtyards with play areas visible to residents
- Open and welcoming lobbies with safe corridors, mail, and laundry rooms
- Ample security cameras and on-site presence from property management staff
- Using materials that are inviting and not institutional
- The need for resident parking

EXHIBIT B: Project summary submitted by City of Gresham | Metro Bond Final endorsement for Terracina Vista

Submitted by: Destin Ferdun, Director
Northwest Housing Alternatives, ferdun@nwhousing.org
Submitted on: 11/08/2023

The following narrative should be submitted at the concept endorsement stage and again at the final approval stage. As noted below, some items will be added to the report at the final approval stage.

Please do not change the formatting of margins, fonts, alignment or section titles (“project overview,” “background”)

Project Overview

Provide a general overview of the proposed project, including the requested amount of bond funding from Metro, the size of the site and its ownership status, any existing buildings and their current/past use, and high level financing structure for the project.

Terracina Vista (Project) is a second collaboration between: vertically integrated developer/contractor/property manager USA Properties (USA); and Culturally Responsive Organization (CRO), Northwest Housing Alternatives (NHA.) USA and NHA will be Co-Sponsors, Co-Developers and Co-Owners. NHA will be the Resident Services provider and will contract with Culturally Specific providers for direct Marketing and Outreach as well as culturally specific adjunct resident services appropriate to the population that leases up within the housing development. The first collaboration of the team was the 168 family unit Canopy Apartments project, which is just finishing construction and starting lease up and is located nearby at 12475 SE Powell Blvd.

Located just inside Gresham City limits adjacent to the NE 165th and E Burnside light rail stop and in the Rockwood urban renewal area, the Project is extremely well located to Portland Metro and Gresham area jobs, services, and amenities. The Project is within rapidly gentrifying neighborhoods that are home to a high percentage of minority populations needing access to housing opportunities. The Project continues to innovate family housing through utilizing the latest in Cost-Efficient Design and Construction practices from the continuing multi-project knowledge building partnership of the experienced Project Team.

The Project is located on a 1.63-acre site and will be a new construction, four story, Type VA wood-framed structure that will provide 92 overall units, including 91 affordable apartment homes to families in Gresham. The building, which has a 1.34:1 Floor Area Ratio and a height of about 47 feet, will have a unique “S” design that provides a private, safe and secure rear play courtyard and a public street facing courtyard facing the light rail stop. The housing will include 35 one-bedroom units, 17 two-bedroom units, 39 three-bedroom units, and a 2-bedroom manager’s unit along with 56 residential parking spaces. Project amenities include: a safe kid-friendly courtyard; excellent access to views, light and air; on-site laundry, a community room with ‘giving’ pantry; resident services office and meeting room; and bicycle storage. The Project will be designed to incorporate cooling strategies, including split system air conditioning in the common areas and portable air conditioner setups integrated with the apartment units. Additionally, the Project will be energy efficient with an Earth Advantage Gold certification or better. The Project site’s proximity to light rail transit provides residents and visitors with frequent East/West service and great access to

North/South Mass transit. Additionally, the Project location has a walkscore.com walk rating of 70 “very walkable-most errands can be accomplished on foot”, and Bike Score of 90 “Biker’s Paradise” and is a perfect location for affordable housing.

The Project, which is requesting \$2.5 million of Metro Housing Bond funds, will have affordability restrictions at 60% AMI for 60 years through OHCS’s LIHTC Reservation and Extended Use Agreement and has already been awarded 2022 Oregon Housing and Community Service (OHCS) LIFT funding, allowing a high degree of leverage of Gresham’s Metro Housing Fund dollars with additional State and Federal resources. The Project financing includes a combination of public subsidy (4% LIHTC/Bond, Urban LIFT, Metro TOD) and private capital through debt financing and Low-Income Housing Tax Credit Investor Equity. Furthermore, all financing is in place. The Project is ready to proceed to finance close and construction start and is currently scheduled to close December 14th, 2023.

The Project Team, which has site control of the property, has completed all site due diligence and land use processes, including the Survey, Geotech, Traffic Studies and Environmental Assessments. A voluntary Land Use process has been completed and the Design Review was complete as of 09/14/2022. The process included a review and acceptance that the scale of the Project was appropriate for the neighborhood, met neighborhood design desires, and enhanced the character of the neighborhood. Moreover, the Project went in for permit on 02/01/2023 and has a permit ready letter.

The Project anticipates the start of construction in December 2023. There are four (4) single-family homes presently on the site, which will be demolished and abated prior to construction taking place. The Project Team will work to achieve or exceed 30% COBID/MWESB Construction Contracting, and 20% Professional Services and Operations contracting, and has a team in place that regularly exceeds these goals. The team will involve the Gresham workforce and track workforce outcomes.

The Project meets Gresham’s LIS framework including at least in the following ways:

- **Advancing racial equity** through site selection, project partnering, DMWESB-SDV Contracting, Affirmative Marketing, culturally specific and responsive service, outreach and lease-Up strategies.
- **Locate Housing Near Jobs, Schools, Transit and Other Amenities.** With a location in the Rockwood neighborhood and directly adjacent to frequent mass transit, the Project is ideally located to support the economic development of the City of Gresham. The Project is within easy walking distance from schools and after school services including Latino Network offices, CareOregon Rockwood Boys and Girls Club, New Avenues for Youth, and the Open School East services campus, which makes it an ideal high opportunity family housing location with access to jobs and services.
- **Providing On-Site Resident Services.** The Project helps the city meet its goal of providing on-site resident services through a resident services contract with Northwest Housing Alternatives. The Project will have appropriate Culturally Specific Services for the leasing population through a collaboration with local area service providers that NHA regularly works in cooperation with, including but not limited to: Hacienda, NAYA, NARA, Urban League of Portland, Women First (Black formerly incarcerated), SAGE, NWPP, IRCO. The property will expand services and support residential needs of clients of several service organizations within a block of the site: The Latino Network, CareOregon Rockwood Boys and Girls Club, New Avenues for Youth, and Open School

East. Connections with the local School District will help align students families with much needed stable housing.

Changes between Concept Endorsement and Final Approval (Final Approval only)

Summarize all changes to the project between concept endorsement and final approval and additional information provided in the report that was not previously included in the Concept Endorsement report. Specifically, please address how changes in total subsidy resulted in changes to the project that could impact sustainability, durability, climate resilience, and resident experience. If total subsidy increased, please describe whether a reduction in Metro bond funds is recommended and why or why not.

The Project Proforma was updated in the normal and usual process of refinement of the project underwriting and financial markets impacts closer to closing. The narrative has been updated in alignment to the Proforma changes under the “Project Financing” section below. No change in subsidy has occurred. Narrative sections throughout have been updated to clearly delineate that there is a permit ready letter in hand, and that the Sponsor has acquired the Property since Concept Endorsement. The Project name has been updated in this document to reflect the actual final facility name of “Terracina Vista” The project has received an Address from the permitting department of 16503 E Burnside, Portland, Oregon 97233.

Preliminary Development Program

Describe the planned development program including but not limited to number, size, and affordability of units; non-residential space, parking, and amenities; and total square footage.

Complete the below table summarizing unit breakdown. Add/delete rows as needed.

Unit size (no. of bedrooms)	No. of units	AMI %	PSH ¹	PBVs	Square feet/unit	Gross monthly rent/unit
1-bedroom	35	60%	0	0	545	\$1,269
2-bedroom	17	60%	0	0	825	\$1,524
3-bedroom	39	60%	0	0	1,050	\$1,760
2-bedroom manager's unit	1	n/a	0	0	825	n/a
Subtotal Units:	92				74,050	

¹ Permanent supportive housing is housing that includes rental assistance and wraparound services, and is designated for households experiencing chronic homelessness and referred through coordinated access or local HUD Continuum of Care approved referral systems. PSH units include units with ongoing operating subsidy and services through Veterans Affairs Supportive Housing (VASH), Section 811 program for individuals with developmental disabilities, units with PSH funding from the state of Oregon, units supported through the Supportive Housing Services (SHS) program, and any other programs that provide ongoing funding to support housing stability for chronically homeless households.

Total Building					95,114	
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The Project proposes a newly constructed, 4 story wood-framed building that provides 92-unit multifamily development – including a unit mix of 35 one-bedroom, 18 two-bedroom and 39 three-bedroom residential units. The building’s total square footage is 95,114, which includes 74,050 square feet for residential units and 21,064 square feet for the common areas. Additionally, associated site improvements will be completed at the site, including open space, landscaping, and a surface parking lot with 56 parking stalls, which includes a 39% parking reduction to the parking ratio that was granted to the Project by the City of Gresham.

The majority of the Project’s ground floor entries will be oriented to E Burnside Street, with direct pedestrian connections provided between the unit entry and the sidewalk or publicly accessible courtyard. The Project has an energy efficiency goal of achieving Earth Advantage Gold certification or better. Other Project amenities include an on-site Property Manager and Resident Services Coordinator offices and storage, an on-site laundry room, on-site bicycle storage, multi-purpose community room with ‘giving pantry’, two active residential courtyards with a kid’s play area, barbeques, and excellent access to views, light and air. The Project, which has favorable walk and bicycle ratings from walkscore.com, is located within walking distance of schools, commercial, and culturally specific services and is adjacent to frequent E/W light rail and bus service that runs N/S (#74 bus).

Project Image

Provide a high-resolution image in jpeg format (rendering is acceptable) of the project if available. If submitting final approval, please provide an updated image.



Background

Describe the process and timeline for how project was selected through a local funding process, and how the site was selected or acquired for affordable housing development. Provide an overview of due diligence and predevelopment completed to date.

USA Properties and NHA spent considerable time searching for a property site that is well-positioned to meet the affordable housing needs of our low-income populations – particularly a site that is pedestrian/bicycle friendly, near public transit, and within walking distance of vital services that serve Communities of Color and working families. Moreover, the Project Team searched for a site located in a neighborhood that is largely comprised of Communities of Color and that had been hard hit with gentrification in recent years. In 2021, USA Properties and NHA identified a property site that is primed for redevelopment and zoned to allow for additional density. The site is a collection of five (5) tax lots on the corner of 165th and E Burnside and is located near light rail and culturally specific services. The Latino Network, CareOregon Rockwood Boys and Girls Club, New Avenues for Youth, and Open School East services campus are all within blocks of the Project. Additionally, an Elementary School, the El Porvenir Mini Market and the Outside In Medical Clinic are all within a short walk of the Project site. Furthermore, with a walkscore.com walk rating of 70 “very walkable-most errands can be accomplished on foot”, and Bike Score of 90 “Biker’s Paradise”, the Project is situated in an excellent location for affordable housing.

The Project Team, which has site control of the property, initially entered the PSA with the former property owner in 2021. The PSA had been extended twice through addendums to accommodate the additional time needed to complete the local funding process, and the site is now aquired. All site due diligence and land use processes have been completed, including the Survey, Geotech, Traffic Studies and Environmental Assessments. A voluntary Land Use process has been completed and the Design Review was complete as of 09/14/2022. The process included a review and acceptance that the scale of the Project was appropriate for the neighborhood, met neighborhood design desires, and enhanced the character of the neighborhood. The Project went in for permit on 02/01/2023 and a permit ready letter is complete. The site has the appropriate zoning and meets the necessary requirements to proceed with development without impediment. Construction groundbreaking is anticipated to begin in December 2023.

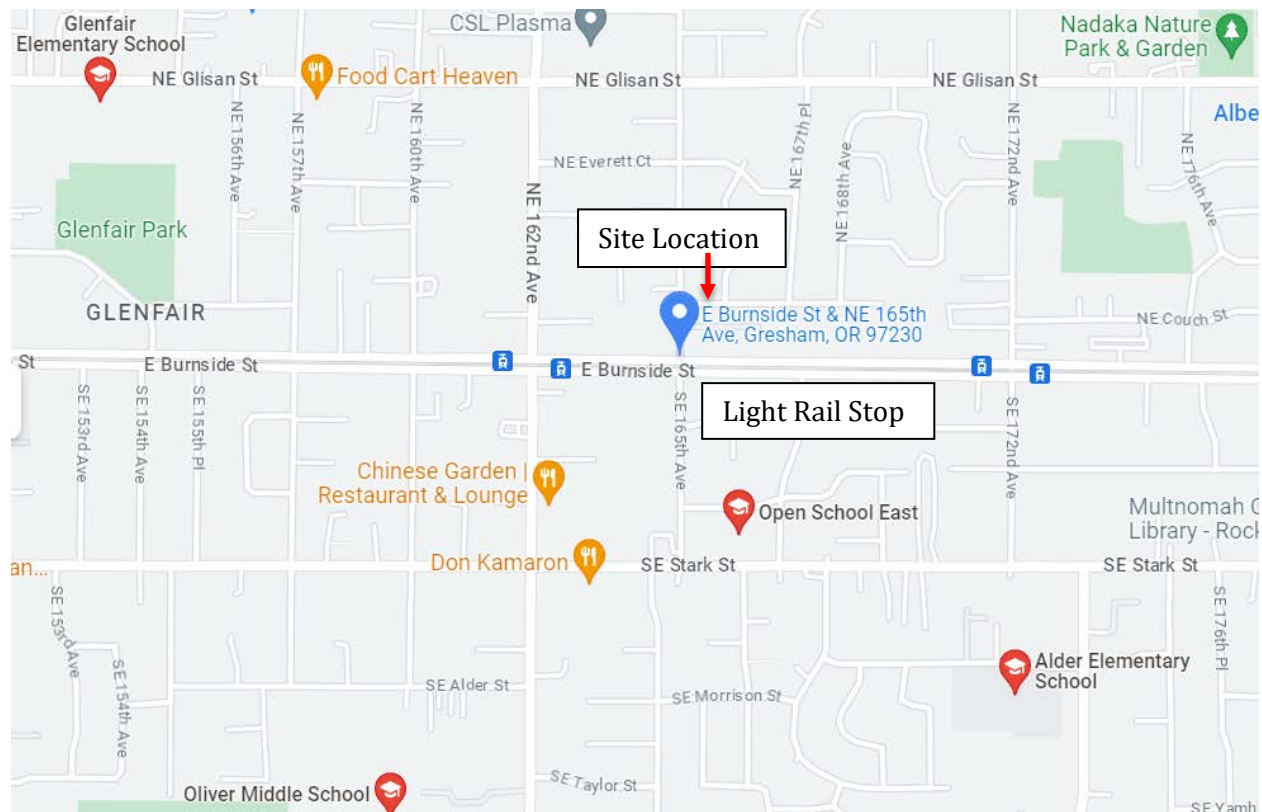
Location and Neighborhood [word limit: 100]

Describe the project location and surrounding zoning, land uses and activities. Describe any nearby services or community amenities, including schools or employment centers, grocery stores or farmer’s markets, natural areas or parks. Describe walking distance and accessibility (e.g., sidewalks, signalized crossings) to nearby transit stations, and the existing/planned level and type of transit service (e.g., frequent service bus, MAX, etc.).

The neighborhood consists of duplexes, single-family homes and is next to the NE 165th and Burnside light rail stop, providing frequent East/West service. There is a crosswalk that connects to the light rail in addition to sidewalks and bicycle lanes on both sides of Burnside. An Elementary School, the El Porvenir Mini Market, Outside In Medical Clinic and multiple services, including the Latino Network offices and Rockwood Boys and Girls Club, are all a short walk from the Project site. The site is zoned Stations Center with Rockwood Design District overlay and abutting properties are zoned Transit Low Density Residential.

Provide an aerial map with key transit and amenity features labeled, along with the site location.

Aerial Map: 16503 E Burnside Street, Gresham, OR 97233



Site

[word limit: 300]

Describe key elements of the site including size, number of tax lots, site control/ownership, appraisal, and zoning. If the site includes existing buildings, provide an overview of the year they were built, past/current use, and future plans as part of the project.

The Project site is located at the corner of 165th and E Burnside Street in Gresham, OR. With a size of 1.63 acres, the site consists of five (5) separate tax lots and the Project Team, which has site control of the property through a Purchase and Sale Agreement, is currently working with the City of Gresham to complete a Lot Consolidation of the site. All site due diligence and land use processes have been completed, including the Survey, Geotech, Traffic Studies and Environmental Assessments. A voluntary Land Use process has been completed and the Design Review was complete as of 09/14/2022. The process included a review and acceptance that the scale of the Project was appropriate for the neighborhood, met neighborhood design desires, and enhanced the character of the neighborhood. Moreover, the Project went in for permit on 02/01/2023 and has a permit ready letter. The Project location is within the Rockwood-Gresham Urban Renewal Area and is zoned Stations Center (SC) with Rockwood Design District overlay. There are four (4) single-family homes presently on the site, which will be demolished and abated prior to construction taking place. Once construction is complete, the new building will be a four story, Type VA wood-framed structure that will provide 91 affordable homes to low-income families. With a Floor Area Ratio of 1.34:1 and a height of about 47 feet, the new building will have a unique "S" design that provides a private, safe and secure rear play courtyard and public street facing courtyard facing the light rail stop. There will be 56 parking spaces provided on-site for residents.

Final approval only: Describe key findings from the Phase 1 environmental assessment and geotechnical report, and any follow up studies underway.

The Phase 1 Environmental Assessment came up with no evidence of recognized environmental conditions. The Geotechnical report provided recommendations but did not identify any risks in development of the site.

Building rehabilitation only: Describe the findings from your capital needs assessment and anticipated repair needs. Describe hazardous materials assessments and planned abatement needs. Describe seismic risk assessment findings and related investment needs.

n/a

Project Financing

Describe the estimated total development cost and total public subsidy, cost and subsidy per unit, and cost and subsidy per bedroom. Provide a table summarizing planned sources and uses of funding. Summarize funding contributions and any local incentives or policies benefiting the project (e.g., SDC waiver, property tax abatement, density bonus, reduced parking requirements, etc.).

Summarize the total developer fee and net cash developer fee and summarize how the following considerations informed the determination of the fee within the ranges specified by Metro's Developer Fee Guidelines: project complexity and risk (e.g. PSH units), developer organizational size and financial capacity, participation of small/emerging community based and culturally specific organizations in development, and exceptional track record or outcomes for serving communities of color. To receive a fee at the upper end of the fee limits projects should demonstrate alignment with multiple considerations. See Metro Developer Fee Guidelines for additional information.

Summarize ongoing funding sources for rental assistance and services, including total, and total per unit.

The Project Total Development Cost is estimated at \$43.1M (\$468.5K per unit.) The total public subsidy from LIFT, Metro Bond and Metro TOD is \$11.2M (\$121K per unit.) The total cost per bedroom is \$229.3K with a public subsidy of \$95k.

Here is a summary of current Project estimated Sources and Uses:

Sources		Uses	
Permanent Loan	12,345,000	Property	1,900,000
Tax Credit Equity	17,250,146	Hard Cost	25,474,680
OHCS LIFT	8,456,000	Hard Cost Contingency	1,273,734
Metro Bond	2,500,000	Financing Costs	5,442,000
Metro TOD	250,000	Other Soft Costs	4,819,609
Operating Income	603,599		
Deferred Developer Fee	1,694,253	Developers Fee/Overhead	4,188,975
	\$43,098,998		\$43,098,998

The Project does not include any Project Based Rental Assistance, nor Resident Service dollars from public subsidy sources. All Project outreach and resident service costs are included in the Project

capital and operations budgets. The Project received a 39% reduction in the parking requirement through Design Review as reflective of its Transit Oriented Location but no special affordable housing adjustments were offered or taken. We anticipate that the Project will be tax exempt due to the affordability and involvement of a Non-Profit Owner

Total Developer Fee is currently approximately \$4.18M as allowed and set by 14% maximum of Total Development Cost (minus acquisition, consulting fees, and reserves) of the OHCS LIFT program. It is important to note that Deferred Developer Fee is 'basis eligible' and creates tax credit equity, so it is an important tool to maximize so as to best reduce public subsidy need in projects. The Cash Developer Fee is currently approximately \$2.49M which is below the Metro maximum of 7% for projects with 76 – 100 units.

Development Team

Describe the development team including the developer, general contractor, architect, and other key partners, and their relevant experience, respectively. If some members of the team are not yet selected as of the concept endorsement, this information can be added at the final approval step.

The Development Team for this Project is a best-in-class partnership between: USA Properties Fund (USA Properties), a large vertically integrated developer/contractor/property manager; and Northwest Housing Alternative (NHA), a local Culturally Responsive not for profit organization with strong ties to culturally specific organizations. It is the second project of the two organizations. The previous USA/NHA project, Canopy (168 units in SE Portland), is on time and on budget, and is completing construction and in the lease up processes. Through capitalizing on the resources of each organization, providing cross pollenization of ideas on overlapping skillsets, providing learning and capacity building experiences, and growing a multi-agency team approach to real estate development, the Project will receive a best-in-class development while supporting the capacity building of the smaller organization. Furthermore, USA and NHA have extensive experience in the development of four-story wood-frame, double loaded corridor, affordable housing as this Project entails.

Most projects completed by each company fall into this construction category as it is the most cost effective to develop and operate. NHA has worked on projects of a similar type, size and scope of the proposed Project. NHA has completed construction starts on three Metro Housing Bond projects and has a Portland Housing Bond project nearing completion. As a statewide affordable housing developer, NHA has projects in a range of geographies in Oregon – including urban, suburban, and rural areas. The Canopy project utilizes the exact same team as that proposed in this application. Overall, the Project Team has extensive experience with the rules, regulations, and requirements of all funding sources anticipated for this Project, including 4% LIHTC / Bond, LIFT, Metro Bond and Metro TOD funds. Recent and similarly funded projects include Buri (159 units, completed 2021), Canopy (168 units, finance closed Feb 2022), Powellhurst (65 units, finance closed August 2022.) NHA has closed 2 Metro Housing Bond projects and 1 Portland Housing Bond project. Additionally, The Project Team has extensive experience with layering other funding sources including: PSH, HOME, CDBG, Metro BOND, PBS8, NMTC and many other sources.

Sponsor Team

USA Properties Fund's (USA Properties) will act as the Project co-sponsor, co-developer, and co-owner. USA Properties' mission is to create outstanding communities. Founded in 1981 and headquartered in Roseville, CA., USA Properties is a vertically integrated, full-service real estate

development, investment and management company focused on high-quality multifamily properties throughout the West. Their success is reflective of USA Properties' strength in leadership, team structure and a commitment to the highest value system. USA Properties' success can be measured in their \$1 billion in total assets through development and acquisition of more than 16,000 units of family and senior apartments in ninety communities throughout California, Nevada, and Oregon.

The USA Properties family of companies has more than four hundred employees in two states. USA's in-house general contractor will work directly with the Project's owner, architect, consultants, and Walsh Construction to oversee the Project from start to finish including cost control, schedule, quality, and safety. USA Properties has built a strong reputation of designing and delivering award-winning communities worthy of institutional investment, local agency and public support and participation.

President and Chief Executive Officer, Geoffrey C. Brown, joined USA Properties Fund in 1989, and he was named President and Chief Executive Officer of the company in 1997. He has overseen a dramatic increase in communities and units during his tenure. Before he joined USA Properties, Mr. Brown was employed by Lloyds Bank in its commercial credit department and later as a commercial real estate construction loan officer. After Lloyds Bank was acquired by Sanwa Bank, he was named Vice President and Manager of the Pasadena Real Estate Office and oversaw the construction lending for commercial and residential loans. Mr. Brown is a licensed California contractor and real estate broker and currently serves on the Board of Directors for the California Council for Affordable Housing and California Housing Consortium of which he was Chairman for 2012 and 2013.

Senior Vice President, Capital Markets Group, Darren Bobrowsky, will oversee procurement and maintenance of debt and equity financing for USA Properties' projects. In July 2015, Mr. Bobrowsky was named Senior Vice President of Capital Markets Group and became a USA Properties Fund shareholder. Prior to joining USA Properties Fund, Mr. Bobrowsky was Vice President, Acquisitions for Capital Valley Investments (The Ezralow Company). Prior to that, Mr. Bobrowsky was Director of Development Services at Sacramento Housing and Redevelopment Agency (SHRA). During his time at SHRA, he was involved in the development of over 10,000 affordable housing units with total project costs exceeding \$1 Billion.

President, Construction Management, Tony Piscitello, will serve as USA Properties' Construction Manager for this Project. He joined USA Properties in June 2020 as President of USA Construction Management and oversees all aspects of construction. Mr. Piscitello has three decades of construction management experience, most recently with market-rate apartment communities, an expanding focus of USA Properties. Before joining USA Properties, Mr. Piscitello was Vice President of Construction for Mill Creek Residential Trust, where he oversaw the company's multifamily projects in Portland, Oregon since 2015. The national company recently completed three high-profile market-rate apartment communities in Portland. Mr. Piscitello was also Senior Project Manager for the Holland Partner Group in Vancouver, Washington, a fully integrated real estate company much like USA Properties.

Northwest Housing Alternatives, Inc. (NHA) will act as the Project co-sponsor, co-developer, co-owner, and asset manager. NHA has overseen the successful completion of over 41 sites across 16 Oregon Counties with over 2,200 units place-in-service over its 40-year history; including both rural and urban projects that encompass both rehabilitation and new construction. These projects have been built to serve a wide variety of households including working families, people living with SPMI's, permanent supportive housing, and very low-income households. This skillset is unique among

affordable housing developers in Oregon and is a testament to the ability of NHA to not only properly estimate and complete projects on schedule and within budget, but to effectively engage communities where these projects are located to create locally sourced solutions to housing affordability.

NHA has worked with the Architect, General Contractor and Property Management team members over many decades of affordable housing development and operations. NHA also maintains relationships with two third-party Construction Managers to assure that the latest in construction issues, techniques, industry trends and costs are shared from throughout the industry and the Construction Manager's experiences. Furthermore, NHA is widely regarded as a leading nonprofit developer of affordable housing throughout the state and has a large portfolio and strong track record of development projects of the same type and scale as is proposed in this application.

Director of Real Estate Development, Destin Ferdun, oversees the real estate, construction management and development work of a staff of 6 developers. Destin has over 30 years of real estate development, architecture, and construction project management experience of all types and scales. He has developed projects that include affordable multi-family rental, as well as mixed-use developments that have included below market retail and office space, medical clinics, church facilities, and libraries. Destin brings specialized skills in project financing, construction management, green building, cost efficient design, and planning and zoning. Destin has completed many public/private partnerships and complex legal and financial structuring such as redeveloping a Church campus with new affordable housing and supported the financial planning of the Garlington Center Health Clinic campus for Cascadia Behavioral Health which included LIHTC, New Market Tax Credits, and Capital Campaign dollars. His work has always had a people first focus - including special needs populations, sustainability, and social equity.

Professional Services Team

MWA Architects (MWA) is the Architect for the Project. MWA was founded as a minority-owned firm and is currently 27% minority-owned with 55% of MWA's technical staff identifying as women and 42% as minorities. MWA specializes in housing and public infrastructure projects throughout Oregon, Washington, and California, and will lead the design for the Project. They have over 30 years of collective experience and have completed over 85 affordable, senior, and special needs housing projects, including new construction and renovations of existing buildings. Their diverse portfolio includes the development of 10,300 housing units and ranges from an \$820,000 HUD 202 renovation to a \$70 million mixed-income public neighborhood revitalization. Their commitment to providing responsive design has led to over 70 housing developments in the Pacific Northwest that reflect positive environmental, social, and economic goals. MWA employs a diverse technical staff comprised of 45% women and 29% minorities and seeks out small, disadvantaged, women-owned businesses as subconsultants on projects. MWA has a recent COBID participation rate ranging from 23.0% - 31.8%.

Walsh Construction Co. (Walsh) will be the General Contractor for the Project. Walsh has 63 years of experience in the construction industry and 512 full time employees. In FY2022, the value of work completed by Walsh was \$447 million and is anticipated to be \$468 million in FY2023. They have an excellent record of delivering projects on time or ahead of schedule. Notable highlights include the completion of over 219 "green" construction projects and numerous affordable housing projects in the Portland metro area. In the last 10 years, **WCC has awarded over \$148M (23%) to COBID firms, regularly achieving over 30% COBID contracting** and has done so through the use of a dedicated Community Outreach lead by principal Afton Walsh. **Approximately 48.5% of WALSH (and RDF's) employees are women or minorities.**

Cascade Management, Inc. (Cascade), specializes in providing innovative and custom-tailored real estate management services to those in the multifamily housing industry. Cascade’s innovation has been derived from our extensive experience as an affordable housing specialist. Their intensive “hands-on” approach has set industry standards for performance. They believe that a successful property is one where the owner’s vision, the property’s unique affordability requirements, and the residents’ satisfaction are seamlessly integrated. Their mission is “Service First,” with over 45 years of property management experience and a portfolio of over 8,500 units located throughout the Pacific Northwest. **Cascade’s staff is comprised of 33% from Communities of Color and they maintain mentorship and outreach with minority business development organizations for hiring.**

BRICON. Darryl Briley will serve as the Real Estate Development Consultant for this Project. Darryl’s role entails coordinating with the Project partners from the beginning of the Project through to 8609. Darryl has worked with USA Properties for decades and brings significant construction experience. He is located in Portland, Oregon.

Community Engagement

Please summarize community engagement to inform project outcomes to support the needs of future residents. This could include engagement conducted previously by the LIP or developer to shape the goals of a NOFA or vision for a project. It could also include plans for further engagement to inform the design or programming of the project to meet the needs of historically marginalized community members.

Note: Outreach strategies for affirmative marketing and COBID participation should be described in the following section under “advancing racial equity.” This section is focused on engagement to inform the goals, vision, design, or programming of the project.

This is the second project of the same Project Development team, bringing forward lessons learned from the previous project and within the local community, community outreach and engagement that has already occurred, and the successful experience in community lease up. The property location was specifically selected due to the large population of Communities of Color that are being impacted by rapid gentrification within the neighborhood, and the deep local resources for Communities of Color. The Project components were selected based on evidenced need, post occupancy engagement at other completed projects and engagement with service providers and residents around tenant needs.

Northwest Housing Alternatives will be the resident services provider and has been actively engaged with culturally specific organizations in community outreach throughout the Metro area, to inform the conceptualization, design, planning, resident services, marketing, and lease-up plans. Outreach has and will include multiple sets of stakeholders – neighbors, potential residents, existing residents of NHA, USA Properties, and collaborating non-profit Culturally Specific Organization properties that have informed the processes through their experience, and a special emphasis on reaching underserved communities. The Project Team has and will continue to host listening sessions to gather people’s opinions on the development and design elements (with the architect and development team). Additionally, NHA will continue to engage community-based organizations and local partners to inform service delivery on-site and with the lease-up plan. NHA and USA Properties, will use this outreach to establish an “interested parties” list to engage with potential residents, expedite lease-up, and advocate for the Project within the community. Multilingual postcards will be sent to local area residents to inform them of the housing opportunity.

The Project Team has completed two community engagement events and incorporated multiple lists of COC recommendations from across multiple family projects throughout the Metro region. Lessons learned from these outreach activities include an interest in transit oriented, family sized units, adequate parking, protected family focused outdoor areas, sufficient storage space, and welcoming community rooms. Tenants desire low utility costs and healthy living units provided through meeting sustainability goals. They desire entries that can be personalized with large windows for access to light and air. Other desires include after school program space for children. As part of our upcoming outreach efforts, the team is engaging with APANO, the Latino Network, Unite Oregon, and the CareOregon Boys & Girls Club at Rockwood for input and the opportunity to host listening and outreach sessions in the future.

Marketing & Lease-Up Plan

The Project Team has worked with the design team during the pre-development phase to further understand community needs and developed the proposed outreach and resident services programs to respond to the needs and aspirations of the community and future residents. We will reach out to nonprofit, civic and local agencies, creating an informed network to assist in outreach and engagement. The work will build the team's recent and current development projects in the Portland Metro Area. We anticipate forming new, and building upon, existing partnerships with organizations, such as: Reynolds School District; CareOregon Boys and Girls Club at Rockwood, Latino Network, APANO; and Glenfair Neighborhood Association. The outreach plan will be designed to meet potential residents "where they are."

The Project will utilize NHA's innovative and proven marketing and outreach model designed to serve Communities of Color in the Portland Metro Area. NHA's Buri building leased up to 60% families from COC. Some of the most significant barriers to housing amongst groups and underrepresented communities is navigation of the application process, cultural and trust concerns, and access to information – particularly a lack of direct marketing and outreach. Oregon has a history of failing to connect with and adequately inform these communities of housing opportunities, which has exacerbated racial and economic inequity. NHA strives to change these outcomes by using an analysis of both existing resident demographics and census data that identifies and markets to those groups and communities that are underrepresented and least likely to apply. Using this approach previously, NHA has achieved impressive results in diversifying applicant pools to include historically disenfranchised populations. In implementing our equitable marketing plan, we plan to realize the following goals: to bridge diverse communities' knowledge of the Project as an accessible affordable housing resource, encourage referrals and placement on the Project waitlist, and create a symbiosis between culturally specific agencies and the Project itself to continue equitable marketing efforts.

As NHA concerted efforts work towards increasing and improving access, NHA also plans on utilizing various internet media (i.e. property management websites, apartmentsmart.com, craigslist.com), print advertising through culturally specific newspapers (i.e. Asian Reporter, El Latino News, etc.), and property flyers and physical outreach distributed throughout local surrounding areas. NHA actively manages language access plans for all properties within its portfolio. These plans ensure nondiscrimination by taking proactive steps to ensure meaningful access to the property for individuals with limited English proficiency. These activities include, but are not limited to translation services, language assistance, as well as providing standard documentation in predominant non-English languages.

In summary, NHA is regularly connecting with Communities of Color in the selection, planning, design, and development of projects and have three (3) active projects (Buri 159 units with Hacienda, Canopy 168 units, Powellhurst 65 units with NARA) in Outreach and within the same community. NHA is a Culturally Responsive Organization (CRO) with 40 years' service in Metro PDX. NHA worked with the Property Manager, Cascade Management, in the same community with lease up at over 60% households from Communities of Color at Buri, and Cascade recently leased up Las Adelitas at a rate of over 60% COC Households.

Advancing Racial Equity

Summarize how the project will address strategies and policies for advancing racial equity, as described in your local implementation plan. Be sure to include:

- *How the project location reflects considerations related to racial equity (e.g., geographic distribution of affordable housing, access to opportunity, strategies to address racial segregation, and strategies to prevent displacement and stabilize communities)*
- *Fair housing strategies to eliminate barriers to housing access for communities of color and other historically marginalized groups (e.g., fair housing marketing strategies, community partnerships, low barrier screening, etc.)*
- *Strategies to include economic opportunities for people of color (e.g., MWESB/COBID participation and workforce diversity)*

USA Properties, and NHA will work together and are fully committed to ensuring that Black, Indigenous, and People of Color and other marginalized communities' benefit from this affordable housing opportunity. The Project's effort is rooted in advancing racial equity and is based on leveraging NHA's 40 years of experience as a culturally responsive organization with board representation from disenfranchised communities as well as partnering with numerous Culturally Specific Organizations. The Project Team consistently: partners with Culturally Specific Organizations; exceeds ambitious COBID goals in professional services, construction contracting, resident services and property operations contracting; as well as centers diversity, equity and inclusion in their organizational work and decision-making structures.

The Project design was informed through numerous efforts and outreaches across the Portland Metro Area to over 7 culturally specific organizations - including more than 25 community engagements. The effort was further informed with design, resident service planning, and lease-up efforts on several other projects in the direct area by NHA and regular collaborator Hacienda that have recently been completed or are under development – including deep lessons learned. Outreach has occurred to the neighborhood association and general public, the NHA Resident Advisory Council, and to local service providers in the area. The Project will continue the success of design, lease up advisement, and marketing that made NHA's nearby Buri building a success with over 60% of units leased up to Communities of Color with the same Property Management Team.

The team will assure the work does not end at lease up by completing the following tasks: regular updates to Affirmative Marketing; Low-Barrier Screening; continual evaluation of leasing and complaint processes by NHA Asset Management team to ensure that bias is not being perpetuated; and regular meetings between residents, property management, and resident services staff. But that is just the beginning of our work where every decision and effort is made from an equity lens. For example, operations contracting and property management staff selection will be made with an equity lens to assure those people that the residents interact with, and see having success in business around the Project will be reflective of their community. Recent Operations contracting on NHA properties was over 59% DMWESB-SDV organizations.

Project Location: Impact on Racial Equity

The Project will work to further racial equity with engagements and activities at every step of the Real Estate Development, Lease up, and Operations processes. The site was selected by USA Properties and NHA due to its location in a highly gentrifying area of Gresham with a high level of service to Communities of Color, as well as its position in a high opportunity neighborhood close to services and with direct access to mass transit and to the business hubs of Gresham and Portland.

The Project is desperately needed in the neighborhood and will have a dramatic impact in the community upon completion due to its provision of significant new family sized housing opportunities – furthering the City of Gresham’s and Metro’s impact to prevent displacement and stabilize communities. The community has been subject to rapid gentrification with a 55% increase in housing costs in five years, which has placed stressors on its large population of communities of color (COC) at the 60% AMI line. Gresham has been the recipient of COC that have been displaced through City of Portland reinvestment processes and now is at risk of its own gentrification. Today, SE Portland/Gresham includes the highest geographic distribution of poverty in Metro Portland at 22% of the total area population, and the highest distribution of communities of color at 43% of the total population. Approximately 54% of the population in poverty is identified as being from communities of color. In 2021, Latinx populations accounted for 43% of the enrollment in the school district serving the Project site and 72% of the school population reported being non-white. In 2018, 81% of students were in poverty and 6% were homeless, 70 languages were spoken. Two blocks away from the Project site, the Elementary School was the nation’s first designated “Dreamer” School focusing on COC, and in 2021 identified 88% of students are non-white (54% Latinx), with 100% being listed as economically disadvantaged, and 18% Homeless. Furthermore, the Project’s location in Gresham’s Rockwood neighborhood aligns with Metro’s local implementation plan goals to improve the geographic distribution of affordable housing resources and combat the displacement and rapid gentrification plaguing this community.

Fair Housing Strategies to Eliminate Barriers to Housing Access

The Project team will work to **create a dynamic and authentic Affirmative Fair Housing Marketing Plan (AFHMP) that implements fair housing strategies to eliminate barriers to housing access for communities of color and other historically marginalized groups.** This plan is developed through feedback and lessons learned during lease-ups of past projects in the same neighborhood. For example, we know that households of color, immigrant households, households with disabilities, and seniors often have the greatest number of housing barriers and are underserved in our communities. We also know that by improving marketing and outreach efforts, we can have a major impact on reaching those households who are least likely to apply and ensure these communities are aware of this housing opportunity. Moreover, our large collection of Culturally Specific Partner Organizations that help us reach potential residents “where they are”, in culturally specific groceries, neighborhood churches, in directed media, and community gathering places and events, will be beneficial in our fair housing efforts.

NHA has created property-specific lists of community partners (including culturally specific organizations) for property management to work with, and reach out to, on lease up and afterward on a quarterly basis. We then complete a periodic analysis of property management’s marketing efforts, to determine if our outreach methods are successful, and to adjust our process as needed. This evaluation includes: dates of emails and phone calls, names of person contacted, number of messages, number of direct referrals and their names, and waitlist and resident conversions, along with notes about interactions. Additionally, this reporting assesses management-required marketing to specific advertising groups and media outlets. Datasets collected include evidence of media advertising ads and brochures, length of post, number of referrals, waitlists and conversions, and

observed synergies between media types and their customer base. This aggressive monitoring allows real time to evaluation and improvements. To ensure that NHA has organizational cohesiveness in this area, there is an annual Fair Housing training at our corporate office each spring, and Property Managers are required to have regular trainings and education.

A concerted effort to increase housing access will be made to ensure our housing is made available to those least likely to apply. Marketing and advertising will be conducted using various internet media (i.e. property management websites, apartmentsmart.com, craigslist.com, NHA website). Print advertising will be conducted through culturally specific newspapers (i.e. Asian Reporter, El Latino News, etc.). Property flyers, Post Cards and physical outreach will be distributed throughout local areas. NHA employees actively manage language access plans for all properties within its portfolio. These plans ensure nondiscrimination by taking proactive steps to ensure meaningful access to the property for individuals with limited English proficiency. These activities include but are not limited to translation services, language assistance, as well as providing standard documentation in predominant non-English languages.

The Project Team does much more than just lead development of an AFHMP to plan and target outreach to those least likely to apply. 33% of NHA partners are CSOs providing robust COC referrals. NHA Asset Management Data Analysts evaluate leasing and leasing barriers in each project and hold Property Managers (PM) accountable to Project goals and revision of results for better outcomes. A recent NHA project in SE PDX achieved over 60% COC lease up with the same services and Property Manager. Another NHA project encompassed 23 community engagement events, including advisory committee meetings, city council presentations and community conversations, and incorporated design implementations from 5 different culturally specific communities. This feedback was obtained through community listening sessions over a four-month period with the Somali, Latino, Black, Native American, and Asian American and Pacific Islander (AAPI) communities. Outreach Materials reflect different languages and cultural competencies.

Low Barrier Screening. NHA has a long and committed experience in implementing dynamic affirmative fair housing marketing best practices and low-barrier screening at all their existing properties. As non-profits with diverse existing resident populations, the organizations bring significant connections, and financial, educational and service resources to bear that other developers and owners will not provide. Specifically, screening criteria will use lower income-to-rent ratios, low credit requirements, individualized assessments for criminal background, and reduced lookback periods for criminal convictions. We will have a “review positive” approach to appeals, and will review reasonable accommodations to consider rehabilitation, recovery, supportive services, and other factors in appeals. This approach is successful in housing people who are otherwise denied access to market-based housing. The team’s relationship with potential residents starts in the lease-up phase. Resident Services will work with prospective residents to ensure they understand the opportunities available in this new housing community; they have the assistance they need to complete an application; and that they have an ally in appealing if their application is denied. The team will ensure the lease-up location is easy to access, centrally located, and accessible by public transportation. Since the local area is 43% Latino and 70% non-white with 70 languages spoken, partnerships will be crucial to barrier mitigation. Translation services and lease up materials will be available in multiple languages.

MWESB/COBID Contracting and Workforce Outcomes

Equity in Development Contracting. The Project will target 30% COBID Construction Subcontracting, and 20% contracting in professional services and operations, **which aligns with Metro’s goal of providing economic opportunities to Communities of Color by increasing**

MWESB/COBID participation and workforce diversity. Walsh is active in the Gresham workforce community holding job fairs, providing outreach in schools, mentoring and apprenticeship, and local workforce hiring as well as Section 3 hiring for every project.

The Project development team includes minority owned MWA Architecture, and general contractor Walsh Construction Co. (WCC) as well as professional services teams who commit to and have deep experience ensuring high rates of COBID education and engagement. NHA has overseen recent contracting efforts such as: Susan Emmons project (146 units, in NW Portland) 34% Construction Contracting, 87% Professional Contracting including 77% Minority professional contracting. In the last 10 years, WCC has awarded over \$148M (23%) to COBID firms, regularly achieving over 30% COBID contracting and has done so through the use of a dedicated Community Outreach lead by principal Afton Walsh. Approximately 48.5% of WALSH (and RDF's) employees are women or minorities. Understanding that smaller companies do not always pursue certification through the State's COBID process, NHA and WCC have a history of supporting companies through that process. NHA engages, supports, and tracks both certified and non-certified vendors used across the organization. The team is very experienced setting and attaining Workforce goals and utilizing trackers to track the number and percentage of hours worked by apprentices, women, local contractors, and people of color, with each metric disaggregated by race and ethnicity. Walsh has a clear process and tools to support subcontractors, understanding that accurate, timely, and disaggregated data is critical to advance workforce initiatives.

Outreach, Resident Services and Operations Contracting. NHA regularly hires staff members who lead with lived experience to work against systems of disenfranchisement and further culturally appropriate Outreach, Referral, Case Management and Resident Services. NHA regularly partners with Culturally Specific Organizations, often several for each project site, for delivery of Case Management and Culturally Specific service connections. For operations, in 2021, NHA Asset Management department contracted \$790,431 of operations contract services from DMWESB-SDV contractors, which was a 59% utilization rate.

Partnerships and Services

Provide information about plans and partnerships for ongoing operations, including property management partner(s) or service providers. Describe strategies for aligning culturally specific programming or services to meet the needs of future residents. If your project includes PSH units, please describe if these will use coordinated access process, or another referral process.' Confirm that project will serve Population A – include definition.

The Project Team has selected Cascade Management Corporation (CMC) to serve as the Property Manager and Northwest Housing Alternatives (NHA) to provide Resident Services Coordination (RSC), Direct Services and Case Management for this Project. Both organizations were selected to fulfill these roles because of their experience and expertise in culturally specific programming/services and lease-up, which aligns with the needs of the community's most at-risk members. For example, CMC has achieved success in leasing up to a large percentage of Communities of Color in SE Portland and Gresham – a demographic that comprises a large percentage of the community where this Project is located. Additionally, a large portion of NHA portfolio is managed by CMC allowing for leveraged learnings in serving populations, and resident services coordination supports across many projects. Cascade Management was founded in 1974, and now oversees nearly 250 employees and 180 properties incorporating 7,300 units with 96% of the units having some type of subsidy compliance. CMC staff is 33% from Communities of Color and they maintain mentorship and outreach with minority business development organizations for hiring.

Cascade Management provides intensive job specific training in the first 6 months of a new on-site property manager's service and then at least semiannually. Fair Housing Training, and best practices, are provided at least twice a year. A dedicated Training and Development Manager leads professional growth and knowledge building. CMC was also selected due to their responsiveness to the needs of the local community. For example, they have an incredible amount of experience working with diverse resident populations using communication skills and cultural understanding. If a situation arises, they are quick to utilize in-house staff members with 'lived experience' as a resource to help provide clear communication to residents - including where English is not their primary language. Utilizing a third-party background screening vendor, CMC can customize screening criteria making it easy to remove housing barriers for specific populations. They can provide tailored screening, including information for support and "review positive" leasing programs nested within a lease up program. (Please see Equity plan for additional information on low barrier screening.)

Resident Services Coordination and Direct Services, will be provided by Northwest Housing Alternatives who is a Culturally Responsive Organization. NHA maintains a database of service usage and resident stability improvements, completes an annual resident census, and maintains both Resident Service and Asset Management Data Analysts to seek constant improvements on service provision, tenanting, low barrier access analysis to better serve the target population and to evaluate and dismantle processes that promote institutional racism and impact lease-up to the target population. The outcomes, which we expect to see as a result of services delivered at this Project, include improved housing stability, decreased eviction rates, increased understanding of lease compliance, increased knowledge of resources and opportunities for growth, improved conflict resolution skills, and creation of a strong community within the property. In 2021, NHA's Resident Services department achieved a 99.95% eviction prevention rate despite the onset of the pandemic.

The Project will include a central community active space, exterior play areas, ample opportunities for youth engagement, and a comprehensive Resident Services program with private office/meeting area. The resident services plan is intended to support the entire family with three primary objectives: housing stability, educational support to help kids stay on track and graduate from high school, and climate resiliency. Anticipated services at the Project will fall under the following categories: Health and Wellness; Asset Building, Information and Referral, and Youth Engagement. However, Service Coordination will additionally connect with Latino Network, CareOregon, Rockwood Boys and Girls Club, New Avenues for Youth, and Open School East services campus that are within blocks of the Project. Furthermore, recognizing that the right level of services will inevitably vary from one household to the next, and that families' needs will evolve during their time at the Project, NHA is planning to offer an array of Resident Services that can be tailored to meet these diverse needs, combining both organizations programs and strengths for the benefit of the resident population.

Livability and Accessibility

Please highlight design elements that enhance livability and accessibility (e.g. shared Wi-Fi, common spaces, universal design)

The Project was designed from its conception to enhance livability and accessibility. Beginning with the selection of the site – a central location near transit, schools and services – to the building amenities such as the Community Room with 'giving pantry' adjacent to a secure courtyard with playground. This Project creates spaces for residents to engage with and benefit from others within the community. Through the coordination with food banks, organizations, and others for food supplies and essential goods, the 'giving pantry' is a service that provides food directly to residents

who suffer from food insecurity. The children's play courtyard off of the Community Room allows for seamless after school care, resident service provision and ability for community eyes on the children of the development. The Project encourages accessible outdoor activities with two residential courtyards, one private and secure with seating and BBQs, and one public and outward facing at the light rail stop. The project includes on-site indoor and secure bike storage with spaces for larger and electric bikes. The Community Room includes gratis wifi.

The Project was also designed to provide residents with excellent access to views, light and air in every unit. All units are visitable, and adaptable for those in wheelchairs and mobility devices. The Project includes more than the minimum code required ADA accessible units. Altogether, these on-site amenities are incorporated into the Project to enhance livability, foster social interaction and contribute to enhancing the quality of life amongst residents. The Project will also feature two (2) elevators to assist those with mobility needs.

Climate Resilience and Sustainability

Please describe the project's cooling plan to keep residents safe in extreme heat events, take into consideration Metro's Policy Statement of Air Conditioning (Sept. 14, 2021) for expectations related to cooling strategies. Include type of air conditioning system and cost. Including reasons why the type of air conditioning system was selected including sustainability, durability, expense, and feasibility given project constraints.

In response to the devastating impacts of climate change and the extreme heat events that have become commonplace in the Pacific Northwest, the Project has been designed to incorporate cooling strategies, including split system air conditioning in the lobby, offices and community spaces, a rooftop unit with heat pump that provides ventilation with cooling, and portable air conditioner setups integrated within the apartment units. Each residential unit will be provided with portable air conditioners that connect via a/c ports to their living room window. Our team has found that many projects use this approach for unit cooling because it keeps construction costs down, allows for the flexibility of bringing out the a/c unit for summertime or as needed, does not create a big open hole in the building envelope like PTACs do – which makes it more efficient, utilizes less energy and helps keep tenant energy bills down (sustainability and durability). Additionally, this cooling approach allows for less equipment to be maintained by the property and removes the challenge of having to find a location on the wall to install the cooling system – in contrast to individual Minisplit systems and PTACs, which take up a considerable amount of wall space. The cost of providing portable a/c units and ports in each apartment is \$1,000 per residential unit (plus insurance costs) – a total cost of about \$97,000 for the Project. In addition to the a/c units, all apartments will have ceiling fans in both the living room and bedroom(s) to provide cooling for residents.

Please highlight sustainability certifications, elements and/or green building features for this project.

The Project will pursue a Gold level certification or better in the Earth Advantage Multifamily Standards program. To meet these standards, we have designed the buildings with the following features: All LED lighting; Energy Star appliances; low-flow fixtures; low-water use landscaping design; low-VOC (volatile organic compounds) sealants, adhesives, and carpeting; high efficiency water heaters; occupancy sensor bath fans; split system air conditioning for common gathering spaces; a rainscreen envelope wall system; efficient unit sizes; and on-site bike parking to encourage alternative transportation methods. Both the Architect and General Contractor are familiar with, and adept at, all aspects of compliance with the Earth Advantage Multifamily Standards program, including early design charrettes and communications, construction period testing (such as rough-in

inspections and blower door testing) closeout documentation, and operations and maintenance trainings. The measures will reduce tenant costs for utilities.

Anticipated Timeline

Describe the anticipated timeline and milestones for the project, including developer or contractor selection, concept endorsement, due diligence, final approval, closing, construction, and lease up – as well as any timelines related to community or elected body engagement.

The Project, which begun in Spring 2021, has undergone the following milestones:

- **Purchase & Sale Agreement:** Spring 2021
- **Due Diligence:** 2021-2022
- **Contractor Selection:** 2022
- **Architect Selection:** 2022
- **Urban Lift Award:** Fall 2022
- **Metro TOD Award:** Spring 2023
- **Concept Endorsement:** October 2023

Looking ahead, the Project's anticipated timeline includes the following milestones:

- **Final Approval:** November 2023
- **Permits:** September 2023
- **4% LIHTC/Bond Application:** July 2023
- **Lenders/Investors:** September 2023
- **Construction Closing:** December 2023
- **Construction Completion:** March 2025
- **Lease-Up:** January 2025
- **Perm Loan Conversion:** March 2026
- **8609s:** April 2026

Metro Affordable Housing Bond Program Concept Endorsement

Project Name: Wilsonville TOD

Implementing Jurisdiction: Housing Authority of Clackamas County

Metro IGA Contract Number: 936551

Anticipated construction start: September 2024

Anticipated construction completion: November 2025

Action:

Metro hereby provides the Housing Authority of Clackamas County (HACC) with Concept Endorsement of \$4,164,000.00 Metro Permanent Supportive Housing Pilot funds and \$3,836,000.00 Metro Affordable Housing Bond funds for the development of Wilsonville TOD, a regulated affordable housing project located at 9699 SW Barber Street, Wilsonville. Metro staff findings are attached in Exhibit A, and a more detailed description of the Project, as provided by the Housing Authority of Clackamas County (HACC), is attached as Exhibit B.

This Concept Endorsement is based upon the information contained in the concept endorsement request provided to Metro by the Housing Authority of Clackamas County, including Project cost proformas and statements of sources and uses of funding needed to generate a Project with the following unit mix:

Number of Units	Bedroom type	AMI Level	PBV's	PSH
5	Studio	30%	4	4
2	Studio	60%	0	0
1	Studio	80%	0	0
18	One-bedroom	30%	16	16
4	One-bedroom	60%	0	0
11	One-bedroom	80%	0	0
15	Two-bedroom	30%	0	0
34	Two-bedroom	60%	0	0
18	Two-bedroom	80%	0	0
2	Three-bedroom	30%	0	0
8	Three-bedroom	60%	0	0
2	Three-bedroom	80%	0	0



Metro

600 NE Grand Ave.
Portland, OR 97232-2736
oregonmetro.gov

Changes to the information contained in the concept endorsement request provided by the Housing Authority of Clackamas County could result in reevaluation of the Project's need for Metro Affordable Housing Bond Funds and changes to the staff findings and funding allocation to the Project before Final Approval.

A handwritten signature in blue ink, appearing to read "M. Madrigal", written over a horizontal line.

10/23/2023

Marissa Madrigal
Chief Operating Officer

Date

Exhibit A: Metro staff findings and recommendations | Metro bond concept endorsement request for Wilsonville TOD



Drafted by: Jimmy Oporta, Senior Housing Bond Program Coordinator
and Alison Wicks, Housing Bond Program Supervisor
Date: October 23, 2023

Criteria for funding approval

Metro will issue Concept Endorsement to local implementation partner (LIP) upon Metro's determination that (a) the proposed Project reasonably contributes to the Unit Production Targets relative to the amount of the Eligible Share proposed to be used for the Project; and (b) the Project is consistent with the Local Implementation Strategy (LIS), the Work Plan, and the Bond Measure.

In addition, Metro will issue PSH Pilot Concept Endorsement upon Metro's determination that:

- 1) PSH Units produced by the PSH Pilot Project will serve Population A (as defined in the SHS IGA's) and utilize County coordinated access systems to serve the most vulnerable; 2) The proposed PSH Pilot Project maximizes PSH unit production as appropriate to the specifications of the site, PSH best practices, and population needs; 3) LIP has firmly committed to align ongoing County SHS funding for project-based rental assistance and wraparound services for the residents of the PSH Pilot Project; 4) For acquisition and rehab Projects to be occupied as a shelter on an interim basis during rehab, LIP must have a preliminary plan and capital funding to support the project's completion within 4 years of Concept Endorsement; 5) For all other PSH Pilot Projects, LIP must have a preliminary plan and capital funding to support the project's completion within 2 years of Concept Endorsement; 6) The Project is otherwise consistent with the LIP's Local Implementation Strategy the Work Plan and the Housing Bond Measure.

Staff recommendations

Staff recommends the Metro Chief Operating Officer (COO) provide Concept Endorsement of funding for Wilsonville TOD. Findings from Metro's staff review are summarized below. Additional information about the project can be found in Exhibit B, the project narrative submitted by the Housing Authority of Clackamas County (HACC).

Contribution to unit production targets

The Wilsonville TOD project requests \$4,164,000.00 Metro Permanent Supportive Housing Pilot funds and \$3,836,000.00 Metro Affordable Housing Bond funds. The project's combined funding will utilize 7% (\$8,000,000) of HACC's total allocation of bond funds while deliver 120 units and 20 PSH units that meet the following unit production outcomes:

- 15% of HACC's overall unit production target;
- 12% of HACC's target of units affordable to households making 30% or less of area median income (AMI); and
- 20% of HACC's family sized unit target.

When combined with HACC's other pipeline projects, Wilsonville TOD puts the County on a path to have utilized 95% of HACC's total allocation of bond funds while delivering on the following cumulative unit production outcomes:

- 119% of HACC's overall unit production target;

- 123% of HACC's target of units affordable to households making 30% or less of area median income (AMI); and
- 139% of HACC's family sized unit target.

Eligibility and readiness to proceed

HACC has submitted and Metro staff have reviewed and evaluated submitted materials for evidence of project feasibility and readiness to proceed. These include:

- An executed memorandum of understanding between the City of Wilsonville and Palindrome Properties Group, LLC dated 5/31/2023 demonstrating evidence of site control
- Project pro forma dated 6/24/2023
- Development team resumes and developer schedule of real estate owned, demonstrating track record with affordable housing development in Oregon and nationally
- The site is appropriately zoned for the proposed design: Current zoning is Planned Development Industrial (PDI), which has no height or density restrictions and contemplates housing, commercial space, and other uses via reference to the PDC and PDR zones.

Staff has not identified any unusual risks to project feasibility and readiness and will continue to request updates from the HACC regarding how work is proceeding.

Advancing racial equity

Metro staff have reviewed final project materials to confirm consistency with the racial equity elements of the HACC's approved LIS. Key findings include:

- **Location:** The project is located at 9699 SW Barber Street in Wilsonville and within a half-mile are employers, natural areas and parks, and the City's planned I-5 Pedestrian Bridge connecting Wilsonville's west and east sides. Major commercial amenities are within a one-mile radius, including grocery stores, pharmacies, numerous restaurants, financial services, health, and personal care, and fitness. East of I-5, Wilsonville Town Center and its surrounding area offers Safeway, Wilsonville City Hall, Clackamas Community College and Wilsonville Community Center and Memorial Park. Current zoning is Planned Development Industrial (PDI), which has no height or density restrictions and contemplates housing, commercial space, and other uses.
- **Transit access:** The site is adjacent to the Wilsonville Transit Center, which provides connections to commuter rail and transfer to all SMART (South Metro Area Regional Transit) routes.
- **Diversity in contracting/hiring:** The project team seeks a minimum goal of 25% MWESB participation for construction and 25% MWESB participation for professional services. COLAS, the project's General Contractor, seeks an aspirational goal of 35% MWESB participation for construction, while the Hacienda team proposes an aspirational 50% goal for COBID design services and will regularly monitor the State's list of COBID certified firms for new partnerships.
- **Access for historically marginalized communities:** Racial and ethnic minorities make up 26.8% of Wilsonville residents and 20.9% of Clackamas County residents. The proposed development is located at and will be integrated with Wilsonville's transit center, which provides easy connections to the commuter rail and quick transfer to all SMART transit routes. The geographic location of the proposed development would appeal to Communities of Color that rely on public transportation. Palindrome also plans to partner with Latino

Network, which will provide referrals to the affordable housing community and provide culturally responsive programming. The property manager will periodically generate a summary statistics report to determine if targeted groups are showing interest in the property. If it is determined that the marketing has been unsuccessful in attracting underrepresented groups or those least likely to apply, new organizations will be identified to enhance outreach efforts and targeted messaging will be developed that speaks directly to the concerns and motivations of the target audience. Palindrome has met with JOIN and Latino Network to discuss outreach, referrals, and services to reach the Latino community and those most in need of affordable housing.

- **Culturally appropriate services:** Resident services will be provided by PacifiCap Management Inc. (PMI). As the project proposes 20 Permanent Supportive Housing (PSH) units, the development team is in contact with JOIN and Latino Network to create a system for referrals and outreach. PMI presently works with JOIN for the placement and services of PSH units at Oliver Station, a Palindrome affordable housing community in southeast Portland. The plan for resident services is to work with JOIN and the Latino Network to provide outreach, culturally appropriate services to the Latino population and coordinated access for the future PSH households at the project. Updates to the resident services and PSH services plan will be revisited when the project returns to Metro for Final Approval.
- **Cooling plan:** The project will pursue an Earth Advantage sustainability certification and include a rooftop photovoltaic solar system to provide electricity for common areas. The project will also include enhanced insulation, high performance windows, LED lighting, energy star appliances and smart thermostats. Each residential unit will include through wall PTAC air-conditioning units, combined with ceiling fans in each bedroom.

Community engagement to inform project implementation

Metro staff have reviewed the narrative to confirm consistency with the community engagement elements of HACC's approved Local Implementation Strategy (LIS). Key findings include:

- **Strategies for ensuring ongoing engagement around project implementation reaches communities of color and other historically marginalized community members:**

The development team convened focus groups and interviews during the summer of 2019. Online forums and surveys on Wilsonville's "Let's Talk Wilsonville" online public forum were offered from August 2019 to December 2019. Although this engagement pre-dates the official Concept Endorsement review period, the development team plans on continuing community outreach in 2023. This will be done in partnership with Latino Network to engage with historically marginalized communities on building, unit design features, supportive services and culturally responsive programming. Design and programming outcomes from this engagement will be revisited when the project returns to Metro for Final Approval.

EXHIBIT B: Project summary submitted by Housing Authority of Clackamas County | Metro bond concept endorsement for Wilsonville TOD (WTOD)

Submitted by: Robert Gibson, Vice President

Palindrome Wilsonville Limited Partnership, rgibson@palindromecreates.com

Submitted on: 10/20/23

The following narrative should be submitted at the concept endorsement stage and again at the final approval stage. As noted below, some items will be added to the report at the final approval stage.

Please do not change the formatting of margins, fonts, alignment or section titles (“project overview,” “background”....)

Project Overview

Provide a general overview of the proposed project, including the requested amount of bond funding from Metro, the size of the site and its ownership status, any existing buildings and their current/past use, and high level financing structure for the project.

Palindrome Properties Group (Palindrome or PPG) was awarded the development rights to the Wilsonville Transit Oriented Development (WTOD) by the City of Wilsonville in response to a competitive Request for Qualifications (RFQ) in 2022. WTOD will be a mixed-use development with 121 affordable housing units over an active ground floor space. 100% of the housing units will be restricted to households earning 30% and 80% or less of area median income. The units will be a mix of studio, one, two and three-bedroom units. The site is roughly 1.51 acres of vacant land owned by the City of Wilsonville adjacent to the Wilsonville Transit Station at 9699 SW Barber Street. The land will be deeded to Palindrome Wilsonville Limited Partnership at the close of financing. WTOD will be financed with tax exempt bond financing, 4% Low Income Housing Tax Credits (LIHTCs), energy tax credit equity, State grant funding for the Wilsonville SMART transit welcome center, a METRO transit-oriented development grant, deferred development fees, and Metro Affordable Housing Bond funding in the proposed amount of \$8,000,000. As proposed, the Metro Bond funding will be comprised of \$3,836,000 in Metro Affordable Housing Bond funds and \$4,164,000.00 in Metro Permanent Supportive Housing Bond funds, both of which will be issued through the Housing Authority of Clackamas County. The Wilsonville TOD project is consistent with HACC’s Local Implementation Strategy and IGA, as well as the Housing Bond Measure and Work Plan.

Changes between Concept Endorsement and Final Approval (Final Approval only)

Summarize all changes to the project between concept endorsement and final approval and additional information provided in the report that was not previously included in the Concept Endorsement report. Specifically, please address how changes in total subsidy resulted in changes to the project that could impact sustainability, durability, climate resilience, and resident experience. If total subsidy increased, please describe whether a reduction in Metro bond funds is recommended and why or why not.

This section is not applicable.

Preliminary Development Program

Describe the planned development program including but not limited to number, size, and affordability of units; non-residential space, parking, and amenities; and total square footage.

The proposed building will be a single five-story elevator building with a landscaped plaza and a mix of on-site and shared parking on the adjacent Tri-Met parcel. In addition to providing affordable housing for 121 households, Palindrome proposes to activate the ground floor with community amenities, the SMART transit welcome center, Wilsonville Community Sharing food bank and a commercial space. For the commercial space, Palindrome proposes to create a coffee shop and craft beer tap room with a focus on commuters, area employees, and neighborhood residents within walking or biking distance.

Building amenities include on-site management offices, social service offices, parcel lockers, fitness room, multi-purpose community room, bike room and laundry room. The building will be fully accessible served by two elevators. Common areas will include complimentary Wi-Fi access.

Exterior amenities include, a children's playground, sports court, covered picnic tables, outdoor patio spaces and EV charging stations.

The total gross building square footage is 128,950 of which 5,830 is ground level commercial space.

Complete the below table summarizing unit breakdown. Add/delete rows as needed.

<i>Unit size (no. of bedrooms)</i>	<i>No. of units</i>	<i>AMI %</i>	<i>PSH¹</i>	<i>PBVs</i>	<i>Square feet/unit</i>	<i>Gross monthly rent/unit</i>
Studio	1	30%			470	\$593
Studio	4	30%	4	4	470	\$593
Studio	2	60%			470	\$1,185
Studio	1	80%			470	\$1,580
1 BD/1 B	2	30%			630	\$634
1 BD/1 B	16	30%	16	16	630	\$634
1 BD/1 B	4	60%			630	\$1,269
1 BD/1 B	11	80%			630	\$1,693
2 BD/1 B	15	30%			870	\$762
2 BD/1 B	34	60%			870	\$1,524
2 BD/1 B	18	80%			870	\$2,032
3 BD/2 B	2	30%			1125	\$880
3 BD/2 B	8	60%			1125	\$1,760
3 BD/2 B	2	80%			1125	\$2,347
1 BD/1 B	1	MGR			630	MGR
Total	121		20	20		

¹ Permanent supportive housing is housing that includes rental assistance and wraparound services, and is designated for households experiencing chronic homelessness and referred through coordinated access or local HUD Continuum of Care approved referral systems. PSH units include units with ongoing operating subsidy and services through Veterans Affairs Supportive Housing (VASH), Section 811 program for individuals with developmental disabilities, units with PSH funding from the state of Oregon, units supported through the Supportive Housing Services (SHS) program, and any other programs that provide ongoing funding to support housing stability for chronically homeless households.

Project Image

Provide a high resolution image in jpeg format (rendering is acceptable) of the project if available. If submitting final approval, please provide an updated image.

The project image is uploaded under separate cover (See WTOD - SD Renderings).

Background

Describe the process and timeline for how project was selected through a local funding process, and how the site was selected or acquired for affordable housing development. Provide an overview of due diligence and predevelopment completed to date.

The site was identified through the 2020 Wilsonville Equitable Housing Strategic Plan process. On March 18, 2020, the City of Wilsonville released an RFQ for the site. Palindrome responded to the RFQ on April 26, 2022. Subsequent Q&As and interviews were conducted, and Palindrome was ultimately awarded the development rights to the project on December 19, 2022. The City of Wilsonville and Palindrome are currently negotiating a Development and Disposition Agreement for the proposed project. Site due diligence, including a soil report, title review and survey, has been completed. The site is appropriately zoned for the proposed design, and Palindrome has completed a pre-application meeting with the City and completed the schematic design for the project.

Location and Neighborhood

[word limit: 100]

Describe the project location and surrounding zoning, land uses and activities. Describe any nearby services or community amenities, including schools or employment centers, grocery stores or farmer's markets, natural areas or parks. Describe walking distance and accessibility (e.g., sidewalks, signalized crossings) to nearby transit stations, and the existing/planned level and type of transit service (e.g., frequent service bus, MAX, etc.).

The project is located at 9699 SW Barber Street in Wilsonville and is adjacent to the Wilsonville Transit Center, which provides connections to commuter rail and transfer to all SMART routes. Current zoning is Planned Development Industrial (PDI), which has no height or density restrictions and contemplates housing, commercial space, and other uses via reference to the PDC and PDR zones. No rezoning is required.

Within a half-mile are employers, natural areas and parks, and the City's planned I-5 Pedestrian Bridge connecting Wilsonville's west and east sides. Major commercial amenities are within a one-mile radius, including grocery, pharmacy, numerous restaurants, financial services, health, and personal care, and fitness. East of I-5, Wilsonville Town Center and its surrounding area offers Safeway, Wilsonville City Hall, Clackamas Community College and Wilsonville Community Center and Memorial Park (see Amenities Table & Map).

Provide an aerial map with key transit and amenity features labeled, along with the site location.

The aerial map is uploaded under separate cover (see Amenities Table & Map).

Site

[word limit: 300]

Describe key elements of the site including size, number of tax lots, site control/ownership, appraisal, and zoning. If the site includes existing buildings, provide an overview of the year they were built, past/current use, and future plans as part of the project.

Owner: City of Wilsonville
Primary Address: 9699 SW Barber St, Wilsonville, 97070
Estimated Acres: 3.45
Zoning: PDI
Jurisdiction: Wilsonville
Map Number: 31W14B
Taxlot Number: 31W14B 00703
Parcel Number: 05020822
Census Tract: 022707
Landclass: 300 (<https://www.ci.wilsonville.or.us>)
Current Year Assessed Value: \$436,117.00
Market Building Value: \$0.00 (No buildings onsite)
Market Land Value: \$730,515.00

The total land area is 3.45 acres, so the lot will need to be subdivided, carving out the housing portion of 1.51 acres. There are no existing buildings on-site.

The site is zoned Planned Development Industrial which allows for the proposed mixed-use project as proposed.

Final approval only: Describe key findings from the Phase 1 environmental assessment and geotechnical report, and any follow up studies underway.

This section is not applicable.

Building rehabilitation only: Describe the findings from your capital needs assessment and anticipated repair needs. Describe hazardous materials assessments and planned abatement needs. Describe seismic risk assessment findings and related investment needs.

This section is not applicable.

Project Financing

Describe the estimated total development cost and total public subsidy, cost and subsidy per unit, and cost and subsidy per bedroom. Provide a table summarizing planned sources and uses of funding. Summarize funding contributions and any local incentives or policies benefiting the project (e.g., SDC waiver, property tax abatement, density bonus, reduced parking requirements, etc.).

Summarize the total developer fee and net cash developer fee and summarize how the following considerations informed the determination of the fee within the ranges specified by Metro's Developer Fee Guidelines: project complexity and risk (e.g. PSH units), developer organizational size and financial capacity, participation of small/emerging community based and culturally specific organizations in development, and exceptional track record or outcomes for serving communities of color. To receive a fee at the upper end of the fee limits projects should demonstrate alignment with multiple considerations. See Metro Developer Fee Guidelines for additional information.

Summarize ongoing funding sources for rental assistance and services, including total, and total per unit.

The estimated total development cost is \$59,514,261 equating to \$491,853 per unit and \$280,727 per bedroom. The requested Metro bond/PSH pilot funds total \$8,000,000 equating to \$66,115 per unit and \$37,735 per bedroom.

The 20 PSH units produced by the PSH Pilot Project funding will serve Population A (as defined in the SHS IGA's) and utilize Clackamas County's coordinated housing access (CHA) system to serve the community's most vulnerable residents. Clackamas County and HACC are firmly committed to aligning ongoing Clackamas County SHS funding to provide project-based rental assistance and wraparound services to serve residents residing in these PSH units.

Based on Palindrome's anticipated capital funding plan and closing schedule, HACC believes the project will be able complete construction within 2 years of Metro's Concept Endorsement.

The sources and uses are included in the OHCS 4% NOFA application form submitted as part of the concept endorsement summary.

In addition to the land contribution, the City of Wilsonville is providing a \$1,900,000 transit grant to support the Smart welcome center at the project and SDC waivers. The project is benefiting from a shared parking agreement with Tri-met on the adjacent transit center park and ride parking lot. As part of the project's environmental sustainability measures, the proforma included energy tax credit equity from the photovoltaic solar credits.

The total developer fee is \$6,712,177 of which \$2,257,465 is the net cash developer fee. This cash fee is well below the \$3 million maximum as outlined by "Exhibit G: Regional Guidelines for Cash Developer Fee" and represents 3.8% of the total development costs, which is on the lower end of the new construction range of 2% to 6%. The cash fee is justified as the project includes complexity and risk due to the integration of the development into the Wilsonville Transit Center, the mix of uses, and the number of proposed permanent supportive housing units. Further, Palindrome plans to partner with Latino Network to successfully engage and serve BIPOC communities through outreach and culturally responsive programming.

The initial total annual operating expenses are \$709,844 or \$5,866 per unit.

The project is seeking 20 RLRA project-based vouchers from the HACC to support the 20 PSH units.

Development Team

Describe the development team including the developer, general contractor, architect, and other key partners, and their relevant experience, respectively. If some members of the team are not yet selected as of the concept endorsement, this information can be added at the final approval step.

Developer:

Palindrome Properties Group

Palindrome has been a developer of affordable housing throughout the American West since 1999. Through its subsidiaries PacifiCap Construction and PacifiCap Management, it also builds and manages the affordable housing communities it develops. SOMOS Destinations, its hospitality

subsidiary, owns and operates hotels, restaurants, breweries and tap rooms, while also managing the operations of dozens of micro-retail and food pod tenants.

Partnerships are essential to Palindrome's delivery of high-quality affordable housing. Palindrome has worked extensively with nonprofit partners, and city, state, and federal agencies, to produce a majority of its housing, retail and hospitality developments. Palindrome's real estate portfolio includes stabilized rental and mixed-use communities located in urban and suburban markets in Oregon, Washington, Colorado, Nevada, New Mexico and Arizona. Palindrome's approach to real estate investment focuses on initial success, as well as long-term feasibility. In its 23-year history, Palindrome has developed over 7,500 units and has retained ownership of over 80% of all properties.

**General Contractor:
PacifiCap Construction**

With over 20 years of general contracting experience, PacifiCap has become an expert in the niche of constructing affordable housing, with particular experience in public-private partnerships. The company employs highly experienced, technically qualified project managers and job superintendents who personally oversee and direct all aspects of every project. PacifiCap works with a team of loyal and reliable subcontractors who have had relationships with the company for many years.

**Architect:
YBA Architects**

YBA Architects is a full-service architecture, planning and interior design practice based in Portland, Oregon and engaged in projects worldwide. We forge enduring relationships with clients who share our passion for excellence, quality, and willingness to explore new approaches to craft vibrant places that delight, return exceptional value to investors, and can adapt well to change.

Community Engagement

Please summarize community engagement to inform project outcomes to support the needs of future residents. This could include engagement conducted previously by the LIP or developer to shape the goals of a NOFA or vision for a project. It could also include plans for further engagement to inform the design or programming of the project to meet the needs of historically marginalized community members.

As part of the Equitable Housing Plan process, the team conducted stakeholder and public engagement to understand housing challenges and possible solutions. The team conducted a process that included:

- One-on-one interviews with ten key stakeholders. Participants included community-based organizations, real estate professionals, and many others. Some of these organizations currently address the needs of underrepresented groups in Wilsonville.
- A survey of 15 community members who rent units in existing subsidized buildings.
- An online survey on Let's Talk, Wilsonville! with 80 participants.
- Three focus groups with nonprofit affordable housing developers, local employers, and community-based organizations that serve Wilsonville residents, including underrepresented populations.
- A kiosk at the Wilsonville Public Library that featured an interactive poll available in English and Spanish that was available during December 2019.
- A survey of employers with nine responses that indicated workforce housing costs were a concern.

Palindrome plans on continuing community outreach in 2023 in partnership with Latino Network to engage with the targeted community on building and unit design features and supportive services and culturally responsive programming.

Note: Outreach strategies for affirmative marketing and COBID participation should be described in the following section under “advancing racial equity.” This section is focused on engagement to inform the goals, vision, design, or programming of the project.

Advancing Racial Equity

Summarize how the project will address strategies and policies for advancing racial equity, as described in your local implementation plan. Be sure to include:

- *How the project location reflects considerations related to racial equity (e.g., geographic distribution of affordable housing, access to opportunity, strategies to address racial segregation, and strategies to prevent displacement and stabilize communities)*
- *Fair housing strategies to eliminate barriers to housing access for communities of color and other historically marginalized groups (e.g., fair housing marketing strategies, community partnerships, low barrier screening, etc.)*
- *Strategies to include economic opportunities for people of color (e.g., MWESB/COBID participation and workforce diversity)*

Racial Equity: Racial and ethnic minorities make up 26.8% of Wilsonville residents and 20.9% of Clackamas County residents. The proposed development is located at and will be integrated with Wilsonville’s transit center, which provides easy connections to the commuter rail and quick transfer to all SMART routes. According to the Pew Research Center, 23% of Black adults and 15% of Hispanic adults say they take public transportation on a daily, almost daily or weekly basis. Comparatively, this figure is 7% for White adults.² The geographic location of the proposed development would appeal to Communities of Color that rely on public transportation. Palindrome also plans to partner with Latino Network, which will provide referrals to the affordable housing community and also provide culturally responsive programming.

Fair Housing: Palindrome’s aim is to ensure all residents receive and maintain the basic human right of an affordable, high-quality home, along with support to maximize their probability of achieving stability and success. The property manager will periodically generate a summary statistics report to determine if targeted groups are showing interest in the property. If it is determined that the marketing has been unsuccessful in attracting underrepresented groups or those least likely to apply, new organizations will be identified to enhance outreach efforts and targeted messaging will be developed that speaks directly to the concerns and motivations of the target audience. This could involve highlighting the benefits of the community, addressing common misconceptions, and using language and imagery that resonates with those least likely to apply. At this point, a variety of outreach methods that go beyond traditional advertising and marketing channels may be used to reach these populations. This could include community events, partnerships with local organizations, targeted social media campaigns, and word-of-mouth referrals. Palindrome has also met with JOIN and Latino Network to discuss outreach, referrals and services to reach the Latino community and those most in need of affordable housing.

² <https://www.pewresearch.org/short-reads/2016/04/07/who-relies-on-public-transit-in-the-u-s/>

Economic Opportunities for People of Color: When a subcontractor is needed, the COBID system is searched to see if there is a compatible vendor that can be contacted for a proposal. Currently, the following COBID certified vendors are under contract and being utilized for pre-development activities:

RQ4D (Surveying) ESB and SDVBE Oregon Cert ID 12264
Emerio Design, LLC (Civil Engineering) DBE and MBE Oregon Cert ID 5611
Shaprio Didway LLC (Landscape Design) ESB Oregon Cert ID 10705
M.Thraillkill.architect LLC (Specifications) ESB Oregon Cert ID 9859
Valar (Structural Engineering) ESB and MBE Oregon Cert ID 9771

Partnerships and Services

Provide information about plans and partnerships for ongoing operations, including property management partner(s) or service providers. Describe strategies for aligning culturally specific programming or services to meet the needs of future residents. If your project includes PSH units, please describe if these will use coordinated access process, or another referral process.' Confirm that project will serve Population A – include definition.

PacifiCap Management Inc. (PMI) is an affiliate of Palindrome with nearly 24 years of experience managing affordable multifamily housing communities. In this time, PMI has worked with many service providers for referrals and resident services. It is anticipated that WTOD will have 20 PSH units. Currently, the developer is in contact with JOIN and Latino Network to work with PMI for referrals and outreach. PMI presently works with JOIN for the placement and services of PSH units at Oliver Station, a Palindrome affordable housing community in southeast Portland. As discussions are in the preliminary phase, we cannot be 100% sure of the referral process, but it is expected that the coordinated access process will be used. The intent is to work with Latino Network to provide outreach and culturally appropriate services to the Latino population.

Livability and Accessibility

Please highlight design elements that enhance livability and accessibility (e.g. shared Wi-Fi, common spaces, universal design)

Starting with site grading and landscape design, the proposed project has been designed to maximize accessibility for residents and guests. The building is secure with an access control system with guest intercom. The main entry doors have push button controls to automatically open. The ground level entry and hallways are open and wide to eliminate obstacles for move in. The management office and common spaces are all located on the ground level with windows for visibility to enhance security. Common areas will include complimentary Wi-Fi access.

All units in the community are fully accessible and served by two elevators. Kitchens, bathrooms, and closets have been designed to maximize functionality and accessibility.

There are several outdoor spaces with covered seating areas to encourage residents to enjoy the outside environment.

Climate Resilience and Sustainability

Please describe the project's cooling plan to keep residents safe in extreme heat events, take into consideration Metro's Policy Statement of Air Conditioning (Sept. 14, 2021) for expectations related to

cooling strategies. Include type of air conditioning system and cost. Including reasons why the type of air conditioning system was selected including sustainability, durability, expense, and feasibility given project constraints.

Please highlight sustainability certifications, elements and/or green building features for this project.

Each residential unit will include through wall PTAC air conditioning combined with ceiling fans in each bedroom. The common areas of the building will be serviced by roof-top condensers.

The project will pursue an Earth Advantage sustainability certification. Sustainability features include a rooftop photovoltaic solar system to provide for common area electric. Enhanced insulation and high-performance windows, LED lighting, energy star appliances and smart thermostats will provide energy efficient units for residents. The landscape design uses native water smart plants, and the units include low-flow water fixtures.

EV parking spaces will be provided on-site for residents and guests.

Anticipated Timeline

Describe the anticipated timeline and milestones for the project, including developer or contractor selection, concept endorsement, due diligence, final approval, closing, construction, and lease up – as well as any timelines related to community or elected body engagement.

The development team, including general contractor, design team, and property management, has been selected. The site due diligence, schematic design, and the City pre-application meeting has been completed.

The following timeline outlines the remaining key milestone to be completed:

Concept Endorsement	August, 2023
Community Outreach	September, 2023
Design Review Approval	November, 2023
Development & Disposition Agreement	December, 2023
Building Permit Application	February, 2024
Final Approval	August, 2024
Closing	September, 2024
Construction Completion	November, 2025
Initial Lease Up	November, 2025
Stabilization	April, 2026

Metro Affordable Housing Bond Program

Concept Endorsement

Project Name: Woodland Hearth

Implementing Jurisdiction: Washington County

Metro IGA Contract Number: 936591

Anticipated construction start: April 2024

Anticipated construction completion: October 2025

Action:

Metro hereby provides Washington County with Concept Endorsement for \$9,450,000 Metro Affordable Housing Bond funds for the development of Woodland Hearth, a regulated affordable housing project located at 11655 SW Pacific Highway, Parcel 1, Tigard. Metro staff findings are attached in Exhibit A, and a more detailed description of the Project, as provided by Washington County, is attached as Exhibit B.

This Concept Endorsement is based upon the information contained in the concept endorsement request provided to Metro by Washington County, including the following Project unit mix:

Number of Units	Number of Bedrooms	AMI Level	Project Based Vouchers
4	Studio	30%	0
4	One-bedroom	30%	0
15	One-bedroom	60%	0
3	Two-bedroom	30%	3
13	Two-bedroom	60%	0
10	Three-bedroom	30%	10
9	Three-bedroom	60%	0
3	Four-bedroom	30%	3
2	Four-bedroom	60%	0

Disbursement of funds for the Project will be processed in accordance with the terms and conditions set forth in the Affordable Housing Bond Measure Program Intergovernmental Agreement between Metro and Washington County, following Metro's Final Approval of the Project.



Marissa Madrigal

Chief Operating Officer

10/30/2023

Date

Exhibit A: Metro staff findings and recommendations | Metro bond concept endorsement request for Woodland Hearth



Drafted by: Jimmy Oporta, Sr. Housing Bond Program Coordinator and
Alison Wicks, Housing Bond Program Supervisor
Date: October 26, 2023

Criteria for funding approval

Metro will issue Concept Endorsement to local implementation partner (LIP) upon Metro's determination that (a) the proposed Project reasonably contributes to the Unit Production Targets relative to the amount of the Eligible Share proposed to be used for the Project; and (b) the Project is consistent with the Local Implementation Strategy (LIS), the Work Plan, and the Bond Measure.

Staff recommendations

Staff recommends the Metro Chief Operating Officer (COO) provide Concept Endorsement of funding for Woodland Hearth. Findings from Metro's staff review are summarized below. Additional information about the project can be found in Exhibit B, the project narrative submitted by Washington County.

Contribution to unit production targets

Woodland Hearth will utilize 8% (\$9,450,000) of Washington County's total allocation of bond funds while delivering 63 units that meet the following unit production outcomes:

- 8% of Washington County's overall unit production target;
- 7% of Washington County's target of units affordable to households making 30% or less of area median income (AMI); and
- 10% of Washington County's family sized unit target.

When combined with Washington County's other pipeline projects, Woodland Hearth puts the County on a path to have utilized 98% of Washington County's total allocation of bond funds while delivering on the following cumulative unit production outcomes:

- 107% of Washington County's overall unit production target;
- 102% of Washington County's target of units affordable to households making 30% or less of area median income (AMI); and
- 108% of Washington County's family sized unit target.

Eligibility and readiness to proceed

Washington County has submitted and Metro staff have reviewed and evaluated submitted materials for evidence of project feasibility and readiness to proceed. These include:

- An executed warranty deed and deed of trust provided by Community Partners for Affordable dated 10/7/2021, demonstrating evidence of site control
- Project pro forma dated 8/8/2023
- Development team resumes and developer schedule of real estate owned, demonstrating track record with affordable housing development in Oregon and nationally
- OHCS Certification of Zoning, completed by City of Tigard on 10/17/2022, confirming residential zoning as evidence of development capacity on the site

Staff has not identified any unusual risks to project feasibility and readiness and will continue to request updates from Washington County regarding how work is proceeding.

Advancing racial equity

Metro staff have reviewed final project materials to confirm consistency with the racial equity elements of the Washington County's approved LIS. Key findings include:

- **Location:** The 1.46-acre project site is located at 11655 SW Pacific Highway, Parcel 1, in the Tigard Triangle Urban Renewal Area (URA) in a residential neighborhood, north of Highway 99 and Key Bank, and approximately 600 feet due west of Fred Meyer. The site is immediately adjacent to other higher density developments that contain apartments and condominiums, and further out are single family homes. Metzger Elementary School is 1.1 miles away and Fowler Middle School is 2.2 miles away.
- **Transit access:** The site is adjacent to TriMet's #12 bus line on SW Pacific Hwy and 74th Ave., which is approximately 800 feet away from the project site.
- **Diversity in contracting/hiring:** The project team seeks an aspirational goal of 30% MWESB participation for construction and 20% MWESB participation for professional services. COLAS Construction, a BIPOC Prime General Contractor, will procure subcontractor work through a modified, best-value qualified bid process that will select state-certified MWESB and BIPOC-owned firms for select trades. The project is committed to tracking baseline workforce participation outcomes.
- **Access for historically marginalized communities:** CPAH will work closely with referring agencies, including NARA NW, Community Action, and HAKI to support access to the project for people of color. Additionally, CPAH will do broader outreach to the Immigrant Refugee Community Organization (IRCO) and Unite Oregon. CPAH will work with Pinehurst, their property management company, to ensure low barrier screening that reduces barriers for underserved communities that often need to overcome challenging financial histories and/or legal backgrounds. CPAH will ensure that property management staff track the demographics of denied applicants, applicants that appeal denials, and applicants that appeal successfully. This will allow CPAH to identify and address any patterns within the data that might stem from unconscious bias and prejudice. CPAH has had success in attracting diverse applicants through translating their applications. During their recent lease ups, CPAH provided applications in Spanish, Arabic, and Somali. A lottery system for processing the waiting list will also ensure that all applicants have equal consideration regardless of their ability to access a computer or wait in line for long periods.
- **Culturally appropriate services:** Resident services will be provided by CPAH, in partnership with Native American Rehabilitation Association NW (NARA), Community Action and Humanity Assistance Kindness Interculturalism Community Services (HAKI). Services will be led by a Resident Services Coordinator and may include connecting residents to community resources, addressing food security, connecting residents to utility assistance, eviction prevention, job training, community building and both after school and summer youth programs. The project will provide twenty-two Permanent Supportive Housing (PSH) units that will serve Population A/Chronically homeless individuals. These PSH units will be supported through a 0.8 FTE for a NARA NW mental health provider.
- **Cooling plan:** The project will pursue an Earth Advantage Platinum rating and include a waste management reduction plan, wood and cardboard recycling and roof-mounted solar panels that will provide power to common areas. Lighting and plumbing controls will be easy for residents to activate and employ auto-shut offs to prevent running faucets and lights left on when nobody is home. Energy and water efficient fixtures will reduce

operating costs and lower residents' utility bills. The building will have energy-efficient heating and cooling, with ductless mini-split systems that will allow residents to control their home environment.

Community engagement to inform project implementation

Metro staff have reviewed the narrative to confirm consistency with the community engagement elements of Washington County's approved Local Implementation Strategy (LIS). Key findings include:

- **Strategies for ensuring ongoing engagement around project implementation reaches communities of color and other historically marginalized community members:**

CPAH's established relationships with several culturally specific organizations around the region, including Unite Oregon, IRCO, APANO and HAKI bodes well for future community engagement. Early engagement that began in 2019 occurred before CPAH purchased the property. CPAH is putting together a focus group specific to this project, which will take place in the next two months in addition to the many years of dedicated work that has already occurred. An evaluation of community engagement outcomes and feedback received will be completed when the project returns to Metro for Final Approval.

EXHIBIT B: Project summary submitted by Washington County | Metro bond concept endorsement for Woodland Hearth

Submitted by: Melisa Dailey, Housing Development Program Coordinator
Washington County, melisa_dailey@washingtoncountyor.gov
Submitted on: August 8, 2023

The following narrative should be submitted at the concept endorsement stage and again at the final approval stage. As noted below, some items will be added to the report at the final approval stage.

Please do not change the formatting of margins, fonts, alignment or section titles (“project overview,” “background”....)

Project Overview

Provide a general overview of the proposed project, including the requested amount of bond funding from Metro, the size of the site and its ownership status, any existing buildings and their current/past use, and high-level financing structure for the project.

The Woodland Hearth Project is a 1.46-acre site north of Highway 99 and Key Bank, and approximately 600 feet due west of Fred Meyer. Access is via Southwest Torchwood Street. There are no residences or buildings on the property. The Phase I Environmental Assessment stated that the site has been occupied a variety of transportation businesses related to bus charter services, truck repair, and RV storage/maintenance from approximately 1975 to 2021.

The project consists of one five-story building totaling 63 units, ranging in size from studios to four-bedrooms. There will be a 19,069 square foot community space. The project will serve families whose incomes are between 30%-60% of Median Family Income (MFI), with 24 units serving extremely low-income families at or below 30% of MFI. Sixteen Project Based Section 8 Vouchers (PBV) are included consisting of three two-bedroom units, 10 three-bedroom units and three four-bedroom units. There will be a total of 22 Permanent Supportive Housing (PSH) units of which 16 are served by PBVs.

The project will be developed and owned by Community Partners for Affordable Housing (CPAH). CPAH purchased the site on October 7, 2021, with the assistance of \$500,000 from the City of Tigard’s Urban Renewal funds. Total Project Costs are \$35.8 million anticipated to be financed with \$9.45 million in Metro Bond funds; \$1.2 million of Washington County HOME funds; \$250,000 of Metro TOD funds; \$2.1 million in deferred developer fee; \$2.2 million of contributed developer fee; \$12.5 million in 4% Low Income Housing Tax Credit (LIHTC) equity; and a \$7.6 million permanent loan. This is the eleventh project in Washington County’s Metro bond portfolio.

Preliminary Development Program

Describe the planned development program including but not limited to number, size, and affordability of units; non-residential space, parking, and amenities; and total square footage.

Complete the below table summarizing unit breakdown. Add/delete rows as needed.

Unit size (no. of bedrooms)	No. of units	MFI %	PSH ¹	PBVs	Square feet/unit	Gross monthly rent/unit
studio	4	30%			394	\$559
1	4	30%			519	\$599
1	15	60%	4		519	\$1,198
2	3	30%	3	3	715	\$719
2	13	60%	2		715	\$1,438
3	10	30%	10	10	938	\$831
3	9	60%			904	\$1,661
4	3	30%	3	3	1,382	\$1,022
4	2	60%			1,382	\$2,045
Total	63		22	16		

Amenities for the 63 households include a community room (19,069 sq feet) with a kitchen, a lending library, computer stations, and two office spaces; a greenspace with playground and sport court; a bike servicing area; exterior and interior bicycle parking; and 1,900 sq. ft. of open gazebo and garden space in the northeast corner of the site. All three- and four-bedroom units have their own washer/dryer, in addition to one common laundry room for all residents. The design of the property will be both trauma-informed and sustainable.

- 24 units for 30% MFI
- 22 PSH units
 - 16 supported by PBVs serving 30% MFI
 - 6 supported by OHCS serving 30% MFI tenants as long as OHCS PSH funding is available, but listed as 60% for underwriting purposes
- 81 parking spaces

Project Image

Provide a high resolution image in jpeg format (rendering is acceptable) of the project if available. If submitting final approval, please provide an updated image.

¹ Permanent supportive housing is housing that includes rental assistance and wraparound services and is designated for households experiencing chronic homelessness and referred through coordinated access or local HUD Continuum of Care approved referral systems. PSH units include units with ongoing operating subsidy and services through Veterans Affairs Supportive Housing (VASH), Section 811 program for individuals with developmental disabilities, units with PSH funding from the state of Oregon, units supported through the Supportive Housing Services (SHS) program, and any other programs that provide ongoing funding to support housing stability for chronically homeless households.



Background

Describe the process and timeline for how project was selected through a local funding process, and how the site was selected or acquired for affordable housing development. Provide an overview of due diligence and predevelopment completed to date.

Washington County conducted a NOFA in 2020 and awarded most of its available resources to 10 projects. Washington County identified a remaining balance of \$13 million of Metro bond funds and on August 26, 2022, released a NOFA for these funds. This second NOFA, at a minimum, called for the completion of the Metro framework goals. It also identified preferences for 1) a higher percentage of 30% units 2) a higher percentage of 2+ bedroom units, with a special focus on 3- and 4-bedroom units, and 3) inclusion of permanent supportive housing (PSH) units. The NOFA also looked for qualitative characteristics to further the Metro goals and LIS and ensure that the projects are successfully financed, well built, and serve the target households for decades to come.

Of the five applications received, the highest rated project was CPAH's Woodland Hearth project. This application was notable in that it provided the highest percentage of percentage of family-sized units (63% are 2+ bedroom) and the highest percentage of 3- and 4-bedroom units (38%). It also included the highest percentage of 30% AMI units (38%) and highest percentage of PSH units (35%). The raters noted CPAH's experience, including experience with PSH, their confidence in the proforma, that most financing resources are already secured, and well-articulated and compelling racial equity and social services plans. The Woodland Hearth project was unanimously rated the highest by all members of the review committee.

- Phase I from 2017; this is being updated
- Geotechnical w/ water and infiltration testing
- Survey

- Arborist report
- Traffic impact analysis

Location and Neighborhood

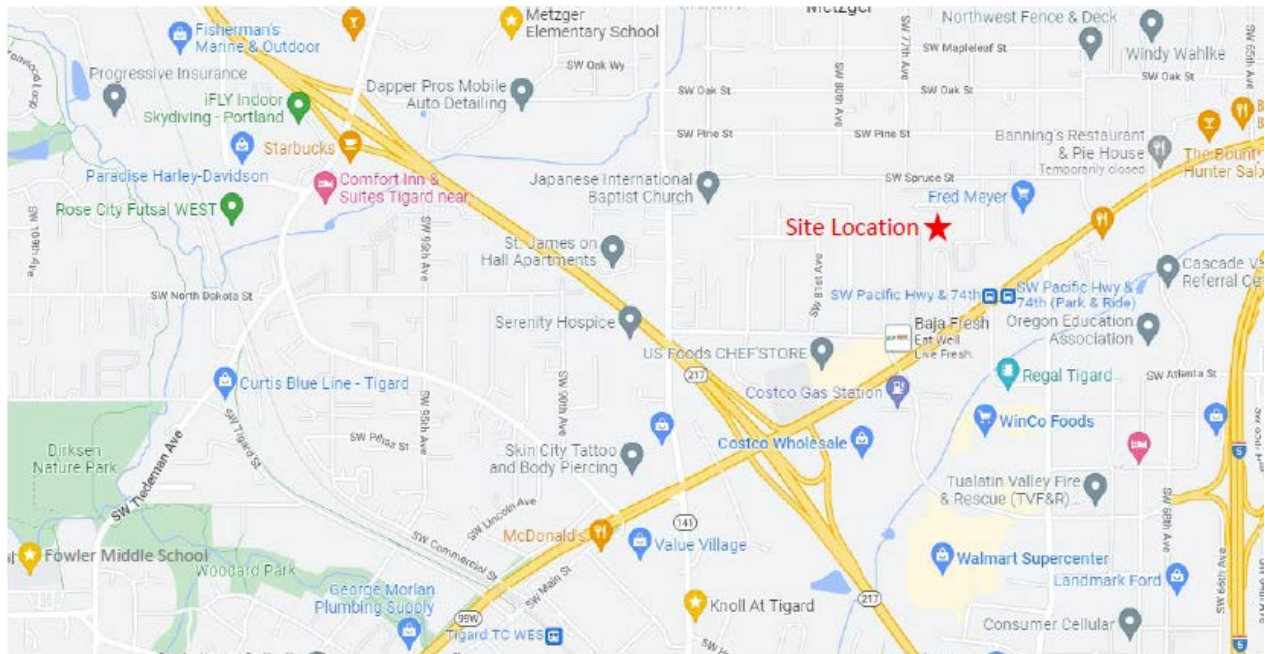
[word limit: 100]

Describe the project location and surrounding zoning, land uses and activities. Describe any nearby services or community amenities, including schools or employment centers, grocery stores or farmer's markets, natural areas or parks. Describe walking distance and accessibility (e.g., sidewalks, signalized crossings) to nearby transit stations, and the existing/planned level and type of transit service (e.g., frequent service bus, MAX, etc.).

Provide an aerial map with key transit and amenity features labeled, along with the site location.

The 1.46-acre site (zoning: RES-D Residential D) is located in the Tigard Triangle Urban Renewal Area (URA) in a residential neighborhood, north of Highway 99 and Key Bank, and approximately 600 feet due west of Fred Meyer; the address is 11655 SW Pacific Highway, Parcel 1, Tigard, OR 97223. The site is immediately adjacent to other higher density developments zoned RES-E and RES-D that contain apartments and condominiums, and further out are single family homes zoned RES-B.

TriMet bus stop for lines 12, 64, & 94 is 800 feet away, Fred Meyer 0.35 miles away, Metzger Elementary 1.1 miles away, and Fowler Middle School 2.2 miles away.



Site

[word limit: 300]

Describe key elements of the site including size, number of tax lots, site control/ownership, appraisal, and zoning. If the site includes existing buildings, provide an overview of the year they were built, past/current use, and future plans as part of the project.

The property, (tax lot R2221050) purchased by CPAH in October 2021, consists of one 1.46-acre lot zoned Residential D. The cost of acquisition was determined by an appraisal.

A Phase I Environmental Assessment was conducted by Amec Foster Wheeler Environment & Infrastructure, Inc. in 2017. The site was first developed with a large two-story building with a basement between 1940 and 1948. A large shed with a metal roof was constructed between 1961 and 1970. A vehicle wash area was constructed at the center of the site in the 1980's. Since its construction, the building has been occupied by a contractor's supply company and repair shop until approximately 1975. The site has been occupied by a variety of transportation businesses related to bus charter services, truck repair, and RV storage/maintenance from approximately 1975 to present. The site was used most recently by RV Northwest LLC, a recreational vehicle rental and maintenance business, and before that by RAZ Transportation a bus transportation business.

The site was identified on several environmental databases: AST, HSIS, RCRA NONGEN/NLR, OR Manifest, NPDES, and Leaking UST Cleanup. The Leaking UST Cleanup record indicates that four USTs containing used crank-case oil, gasoline, and diesel were decommissioned between 1992 and 1993. Releases were described at the time of decommissioning to be limited to soil only, and approximately 236 tons of petroleum-contaminated soil were removed from the site. Groundwater reportedly was not encountered during decommissioning activities. The site was identified on additional databases for storage and disposal of hazardous materials including sulfuric acid (likely as batteries); propane gas; caustic lab packs; paint lab packs; waste aerosols; oxidizer lab pack; corrosive lab pack; and a polyester resin solution.

One hundred sixteen facilities/properties within 1 mile of the site were identified on one or more environmental databases. However, the majority of these listings were identified either as residential heating oil tanks or properties where releases to the environment did not extend beyond the boundaries in which the release occurred.

Based on the results of the Phase I ESA, Amec Foster Wheeler recommended that soil and groundwater samples be collected in the vicinity of the shop operations, the large shed, the vehicle wash area, former USTs, and near the stormwater drainage features.

The Phase I is currently being updated, with plans for Phase II testing of soil and groundwater.

Project Financing

Describe the estimated total development cost and total public subsidy, cost and subsidy per unit, and cost and subsidy per bedroom. Provide a table summarizing planned sources and uses of funding. Summarize funding contributions and any local incentives or policies benefiting the project (e.g., SDC waiver, property tax abatement, density bonus, reduced parking requirements, etc.).

Summarize the total developer fee and net cash developer fee and summarize how the following considerations informed the determination of the fee within the ranges specified by Metro's Developer Fee Guidelines: project complexity and risk (e.g. PSH units), developer organizational size and financial capacity, participation of small/emerging community based and culturally specific organizations in development, and exceptional track record or outcomes for serving communities of color. To receive a fee at the upper end of the fee limits projects should demonstrate alignment with multiple considerations. See Metro Developer Fee Guidelines for additional information.

Summarize ongoing funding sources for rental assistance and services, including total, and total per unit.

Total development cost is approximately \$35.8 million. Total development cost per unit is roughly \$568,700, which is \$539.80 per gross square foot. Metro bond public subsidy breaks down to \$9,450,000 total, \$71,591/bedroom, and an average of \$150,000/unit which is the amount stated in the County's 2022 NOFA. The County will still average below \$143,000/unit for all Metro bond projects which was Washington County's goal in the Local Implementation Strategy. To maximize the financial efficiency of Washington County's Bond allocation, the project will utilize 4% Bond financing for construction debt issued by OHCS. The City of Tigard will provide an SDC waiver as well as facilitate property tax abatement.

	Woodland Hearth Total Cost	Metro Bond Total Subsidy
Total	\$35,827,381	\$9,450,000
Cost per Unit (63 units)	\$568,689	\$150,000
Cost per Bedroom (128 bedrooms)	\$243,838	\$71,591
Cost per Residential Sq. Foot (66,372 sq ft)	\$539.80	\$142.38

The total developer fee of \$5,340,000 is offset by CPAH's cash investment of \$2,200,442 and deferred developer fee of \$2,100,000. The net cash developer fee is therefore \$1,039,558, or 3.50% of the net developer fee basis, using Metro's calculation method, while the range allowed by Metro is 6%-10% for a project with 31-75 units. Woodland Hearth will provide 22 units of PSH with supportive housing services for families exiting homelessness via partnerships with NARA and Community Action. PSH funding is still being secured from OHCS or Washington County Supportive Housing Services funds.

Summary of Sources and Uses:

Sources:	
Tax Credit Equity	\$12,501,939
Tigard URS	\$500,000
Metro Housing Bond	\$9,450,000
Permanent Loan	\$7,625,000
HOME Loan	\$1,200,000
Metro TOD	\$250,000
Contributed Developer Fee	\$2,200,442
Deferred Developer Fee	<u>\$2,100,000</u>
Total Permanent Sources	\$35,827,381
Uses:	
Land Acquisition	\$790,000
Hard Costs	\$25,070,096
Soft Costs	<u>\$9,967,285</u>
Total Development Cost	<u>\$35,827,381</u>

Development Team

Describe the development team including the developer, general contractor, architect, and other key partners, and their relevant experience, respectively. If some members of the team are not yet selected as of the concept endorsement, this information can be added at the final approval step.

Position	Staff Name or Contracted Entity	Years of Experience
Executive Director/owner	Rachael Duke/CPAH	8 years
NOFA application writer	Rachel Loftin, Amanda Rain/CPAH	4 years
Project Developer	Jilian Saurage Felton/CPAH	13 years
Development Consultant	n/a	
Construction Manager	Bob Beauchemin/BC Group	37 years
Asset Manager	Natalie Thornton/CPAH	5 years
Compliance Manager	Pinehurst Management	20 years
Envelope Consultant	TBD	
Architect	Trish Nixon/LRS Architects	31 years
General Contractor	Alex Colas/Colas Construction	24 years

Community Partners for Affordable Housing (CPAH) has developed eight affordable housing projects in its nearly 30-year history. CPAH has added expertise to its development team by contracting with BC Group, Inc. to provide construction-management services. CPAH's Executive Director, Rachael Duke, joined CPAH after 15 years at Home Forward, the Housing Authority of Multnomah County, gaining varied experience in planning, program, and policy work. She is joined by Jilian Saurage Felton who has over 13 years of experience in nonprofit and affordable housing finance, analysis, and project team management with projects of varying size and scope including residential construction, land development, and commercial real estate projects.

Colas Construction, a 100% black-owned general contractor, will build Woodland Hearth. Executive Project Manager, Alex Colas, will lead the construction team, joined by Marc-Daniel Domond as Project Manager and Louis Papsdorf as Project Estimator. Colas Construction has worked on several affordable housing developments in recent years, including The Henry, King + Parks, The Songbird, and Garlington Place Apartments. All projects are similar in size and scope to Woodland Hearth.

BC Group has worked with CPAH on several past and current projects as the owner's representative and construction management on-site. The CPAH/BC Group team successfully led the completion of Cedar Grove, a 9% LIHTC project, in Beaverton. The team for Woodland Hearth includes Bob Beauchemin, BC Group's President and Founder, Timon Manongi as Project Manager, and Amy Noell will provide financial expertise and contract management.

Community Engagement

Please summarize community engagement to inform project outcomes to support the needs of future residents. This could include engagement conducted previously by the LIP or developer to shape the goals of a NOFA or vision for a project. It could also include plans for further engagement to inform the design or programming of the project to meet the needs of historically marginalized community members.

Note: Outreach strategies for affirmative marketing and COBID participation should be described in the following section under “advancing racial equity.” This section is focused on engagement to inform the goals, vision, design, or programming of the project.

Over the last four years working in the SW Corridor as well as in Tigard, CPAH has developed relationships and connections with culturally specific organizations. CPAH has had the opportunity to work closely with Unite Oregon, Immigrant and Refugee Community Organization (IRCO), Asian Pacific American Network of Oregon (APANO), and HAKI Community Services. CPAH has been fully engaged in planning work connected to the SW Equitable Development Strategy Workgroup, the SW Equity Coalition, and the Anti-Displacement Workgroup. CPAH also received Metro funds to do additional planning with BIPOC communities in 2019. These connections give CPAH a strong network to reach their target population.

CPAH also had recent success in marketing and leasing up Red Rock Creek Commons (RRCC) in Tigard. RRCC is similar in that it is a mix of housing for the surrounding community with some units designated for households that are more vulnerable and experiencing severe and persistent mental illness.

Advancing Racial Equity

Summarize how the project will address strategies and policies for advancing racial equity, as described in your local implementation plan. Be sure to include:

- *How the project location reflects considerations related to racial equity (e.g., geographic distribution of affordable housing, access to opportunity, strategies to address racial segregation, and strategies to prevent displacement and stabilize communities)*
- *Fair housing strategies to eliminate barriers to housing access for communities of color and other historically marginalized groups (e.g., fair housing marketing strategies, community partnerships, low barrier screening, etc.)*
- *Strategies to include economic opportunities for people of color (e.g., MWESB/COBID participation and workforce diversity)*

Geographic dispersal of affordable housing bond funded projects throughout the County is a development priority identified in Washington County’s Local Implementation Strategy (LIS). Although the portfolio of eleven Washington County projects funded by the Metro bond have a varied geographic disbursement throughout the County, Woodland Hearth is the fourth project located in Tigard and does not contribute to geographic dispersal. Of note, the City of Tigard in 2022 had 26.8% households considered severely rent burdened, which is when more than 25% of the population pays more than 50% of their income toward rent. While the need for affordable housing throughout the County is great, Tigard and Forest Grove are the only two jurisdictions in Washington County considered severely rent burdened. Building more affordable housing in Tigard can help decrease the severely rent burdened in their community.

The project is located in the Tigard Triangle development area just north of Highway 99 in a HUD high opportunity area, immediately adjacent to Fred Meyer and with access to schools, a high frequency bus line, living wage jobs and other services.

CPAH will use multiple strategies to ensure equitable outreach to marginalized communities and potential residents, including calling on well-established community partnerships, reducing application barriers, and equalizing the lease up process. CPAH will work closely with referring

agencies, including NARA NW, Community Action, and HAKI to support access for people of color. Additionally, CPAH will do broader outreach to the Immigrant Refugee Community Organization (IRCO) and Unite Oregon.

CPAH will continue to work with Pinehurst, their property management company, to ensure there is low barrier screening. CPAH is absolutely committed to reducing barriers to accessing housing for underserved communities which includes overcoming challenging financial histories and legal backgrounds. CPAH will ensure that property management staff track the demographics of denied applicants, applicants that appeal denials, and applicants that appeal successfully. Analyzing application results will allow CPAH to identify and address any patterns within the data that might stem from unconscious bias and prejudice. CPAH and their property management company also commit to affirmatively furthering fair housing.

CPAH has also had success in attracting diverse applicants through translating their applications. During their recent lease ups, CPAH provided applications in Spanish, Arabic, and Somali. A lottery system for processing the waiting list will ensure that all applicants have equal consideration regardless of their ability to access a computer or wait in line for long periods.

MWESB

CPAH's commitment to diversity, equity, and inclusion spurred them to track MWESB participation rates nearly ten years ago, despite no requirement to do so from Oregon Housing and Community Services or local jurisdictions. When CPAH discovered they were falling short of their values, they decided to set an internal goal of 25% MWESB participation. Over the course of the last decade, CPAH has steadily improved participation through close collaboration with general contractors by building relationships with diverse communities, evaluating results, and implementing systemic change. As a result, projects climbed from 20%, to 25%, to 31% MWESB participation.

For the Woodland Hearth project, the MWESB/SDVBE COBID (Certification Office for Business Inclusion and Diversity) Certified firm participation goal is 30% with 20% targeted towards firms owned by Black, Indigenous, and People of Color (BIPOC). This is 10% greater than Washington County's goal of 20%. This goal is ambitious but also realistic based on prior Colas Construction project outcomes that continue to have historic participation reaching 30% and higher, and CPAH's recent participation rates of over 30%.

The selection of Colas Construction, a BIPOC Prime Contractor, gives CPAH the opportunity to address inequity from a larger scale, in addition to efforts for subcontracting with businesses registered with COBID. Combining these interests for the Woodland Hearth Apartments will be emphasized with increased fortitude to actualize equity and inclusion for the owner, developer, and project teams, including subcontractors, vendors, and suppliers.

A significant portion of the subcontracted work will be procured through a modified, best-value qualified bid process. A traditional low bid process would prioritize lowest price and exclude factors. Colas' modified bid evaluation process for the publicly bid scopes will be reviewed based upon a scoring system that considers both BIPOC and MWESB/SDVBE certification. A bid will be determined to be responsible after it is evaluated and determined to be complete in terms of: price, capacity, safety record, equity participation, completeness of scope, similar project experience, ability to meet apprenticeship goals, ability to meet Colas' contract requirements, and ability to meet Colas' insurance and bonding requirements. Targeted competitive bidding will support the mutual goals for targeted subcontractor participation goals; a portion of the

subcontracted work will be procured through a competitive bid process that includes explicitly state-certified MWESB and BIPOC-owned firms for select trades. This approach allows the project team to significantly increase subcontracting outcomes with a state-certified firm while still fostering a competitive bid environment. This work's complex nature requires both effort and oversight from a construction firm that understands the daily challenges and the values of measuring data to attain desired outcomes. Colas is confident to continue the actualizing of goals with record-breaking results.

Work Force Training and Hiring

Colas Construction will conduct preconstruction development for Woodland Hearth Apartments with subcontracting opportunities that are fostered with equitable procurement strategies, transparent project monitoring and evaluation, employer partnerships, early engagement with the community, and accessible support services to actively support this effort. Colas provides job training, employment, and contracting opportunities for residents earning low-income wages in connection with community redevelopment projects. Examples of work plans include on-site shadowing with hands-on experience and the potential for advancement into a hired position with Colas. Outreach and marketing efforts include advertising in local and culturally specific publications, flyers posted in common areas of job sites, in addition to public spaces, and general "word of mouth." Colas project teams are well-versed in reporting requirements and understand how to productively interact with contractors from historically excluded communities.

Team member demographics at Colas is reflected in 56% of the staff who identify as Black, Indigenous, and People of Color, and/or women, with important roles at every level from the C-suite to directors, management, and throughout the company.

- Colas ownership identifies as 100% Black American and is 45% female
- Colas management identifies as 40% BIPOC and is 12% female
- Colas staff identifies as 44% BIPOC and is 21% female

Professional Services

For this project, CPAH has a goal of 30% COBID certification. LRS Architects strives to include qualified consultants to participate on their teams. LRS works on a continuing basis with minority, women-owned, disadvantaged, and emerging small businesses on public contracts and regularly research new firms and service providers.

LRS Architects has partnered with the following well qualified and certified firms for the Woodland Hearth Project: Valar, Arris, Place Studio, Janet Turner Engineering, and Arris Consulting. The project will exceed the participation goal as the current projected MWESB participation is 38%.

Partnerships and Services

Provide information about plans and partnerships for ongoing operations, including property management partner(s) or service providers. Describe strategies for aligning culturally specific programming or services to meet the needs of future residents. If your project includes PSH units, please describe if these will use coordinated access process, or another referral process.' Confirm that project will serve Population A – include definition.

Services will be provided by CPAH; Native American Rehabilitation Association NW (NARA) which provides culturally specific mental health and recovery services for American Indians, Alaska Natives, and anyone in need; Community Action an antipoverty organization providing critical services to low-income families; and Humanity Assistance Kindness Interculturalism Community Services (HAKI) a nonprofit serving the east African immigrant and refugee communities. Services include eviction prevention, job training, community building, and both after school and summer youth programs. Twenty-two units will be dedicated to PSH (Population A/Chronically homeless), which will be funded by OHCS or Washington County Supportive Housing Services funds.

Woodland Hearth will provide much needed supportive housing for families exiting homelessness by working with NARA and Community Action. HAKI members can also connect to both Community Action and NARA for services and referrals.

CPAH has a robust and comprehensive resident services program, led by Assistant Director of Programs Liz Hearn. This program has kept CPAH's eviction rate under 1%. CPAH provides extensive resident services programming for youth and children, including homework clubs, movie nights, and community gatherings. CPAH's summer program takes young residents on field trips such as kayaking, to the coast, and the zoo.

At Woodland Hearth, a resident services coordinator (RSC) will focus on eviction prevention and housing stability for the residents in the community with a special emphasis on formerly homeless families. The RSC will collaborate closely with the onsite service providers to connect residents with culturally specific mental health services and assistance, as well as work closely with the Tigard Tualatin School District Homeless Liaison.

The onsite RSC will ensure residents have access to community resources, as well as problem solving with property management when needed to create the greatest outcomes for residents. Eviction prevention and housing stability activities include a variety of interventions to keep residents housed, such as support around lease enforcement issues, like housekeeping and guest issues, and advocacy for residents. Addressing food security and financial acumen for residents will also assist with overall resident stability. RSCs will also assist families in applying for and receiving rent and utility assistance so residents can keep their housing even in times of financial crisis. For households with special needs and formerly homeless families, the RSC will connect to the onsite agencies or bring in offsite agencies and caseworkers as needed to support resident success. If a resident does need to leave the property, CPAH will work to find a new housing opportunity to avoid having an eviction on their record.

CPAH will fund half of an FTE (full time employee) resident services coordinator from the project operating budget. The PSH budget, funded through Supporting Housing Services (SHS) funds from Washington County, includes 0.5 FTE of the resident services coordinator, to bring that position to full time. The PSH budget funded by the County will also include funding for CPAH's partners and includes 0.8 FTE for a NARA NW mental health provider with supervision, and 0.5 FTE of a position for Community Action, also including supervision. Community Action will leverage additional internal resources to cover an additional 0.25 FTE of a position to staff a 0.75 FTE Community Action case manager.

The property management company, Pinehurst Property Management, participated in the Oregon Supportive Housing Institute with CPAH, Community Action, and NARA, creating the foundation

for the relationships needed to ensure that the team is working together to support resident success.

Livability and Accessibility

Please highlight design elements that enhance livability and accessibility (e.g. shared Wi-Fi, common spaces, universal design)

The center of Universal Design principles is designing for all residents and that is the approach CPAH will bring to Woodland Hearth. The CPAH team plans to employ features and design such as:

- Access controls and layering of spaces that promote a sense of security
- Combined signage (visual) with voice communication (audio) to utilize the “redundant cues” concept (multiple ways of use)
- Simple-to-use instructions for systems which utilize symbols rather than words
- Extra clearances in the apartments and throughout the building to accommodate differing needs
- Well-lit spaces with colors, contrasts, and textures that accommodate changes in the aging eye
- Single-action lever hardware and plumbing controls that require low physical effort
- Lowered countertops and shelving that bring surfaces to appropriate levels for ease of use
- Eliminating floor changes that could become trip hazards
- Central location of elevators – elevators are the single feature that simultaneously employs the principles of accessible design, Universal Design, and assistive technology
- Views of the neighborhood for a sense of connection and belonging, reducing feelings of isolation
- Raised garden beds that accommodate mobility devices and allow all to participate
- Walking paths that are hard surfaced and easy to navigate for walkers and wheelchairs
- Shaded areas that allow residents to avoid glare and heat
- Careful selection of native plant materials to eliminate hazards such as toxins and thorns
- Shared wi-fi in common areas

Woodland Hearth amenities also include a community room with a kitchen, a lending library, computer stations, greenspace with a playground, and a bike servicing area. The three- and four-bedroom units have their own washers and dryers.

Climate Resilience and Sustainability

Please describe the project’s cooling plan to keep residents safe in extreme heat events, take into consideration Metro’s Policy Statement of Air Conditioning (Sept. 14, 2021) for expectations related to cooling strategies. Include type of air conditioning system and cost. Including reasons why the type of air conditioning system was selected including sustainability, durability, expense, and feasibility given project constraints.

Please highlight sustainability certifications, elements and/or green building features for this project.

CPAH’s expects to achieve Earth Advantage Platinum rating with Woodland Hearth which exceeds the OHCS standard of Earth Advantage Gold. The project will have a waste management reduction plan, wood and cardboard recycling for 95% of project waste, along with several other green

building upgrades that go over and beyond typical specifications needed to meet code. Construction techniques will focus on resource efficiency, an important approach not only for sustainable development but also in response to the high cost of building materials. An advanced framing system uses less wood than typical construction, standard windows and doors limit customization, and the efficient building layout lowers the overall square footage.

The building will have energy-efficient heating and cooling with ductless mini-split systems that will allow residents the control over their environment, with HVAC costs at \$1,259,000 and the cooling portion at \$193,000. Material selection and ventilation systems utilizing energy-recovery will provide a high level of indoor air quality. Lighting and plumbing controls will be easy for residents to activate and also employ auto-shut offs to prevent running faucets and lights left on when nobody is home. Energy and water efficient fixtures will reduce operating costs and lower residents' utility bills. Efficient, centralized electric hot water heating will be sub-metered to inform property management of water usage and help locate leaks or other system failures in a timely manner. Roof-mounted solar panels will provide power to common areas.

Sited within a planned Climate Friendly Area, the development will promote the use of transit and alternate modes of transportation through direct access to bus transportation and abundant bicycle parking. A resident garden will allow growing fresh vegetables and flowers on-site, an activity that is both healthy and therapeutic and responds to community feedback. Trees along walkways and drives will provide a continuous and abundant shade canopy. High quality soil, space for root growth, and irrigation that encourages downward root growth will provide healthy trees that reduce heat buildup within outdoor spaces.

Anticipated Timeline

Describe the anticipated timeline and milestones for the project, including developer or contractor selection, concept endorsement, due diligence, final approval, closing, construction, and lease up – as well as any timelines related to community or elected body engagement.

Contractor & Architect: already selected
Washington County \$1.2M HOME Award: 2021
Washington County \$13M Metro Bond RFP Released: August 26, 2022
Concept Endorsement Board of County Commissioners: Feb. 7, 2023
Metro Concept Endorsement: August 31, 2023 (estimate)
OHCS PSH NOFA Decision: August 2023
4% LIHTC Application Due: September 2023

GC Final Numbers: Jan. 12, 2024
Architectural 90% Set: Nov. 3, 2023
Final Approval Board of County Commissioners Feb. 6, 2024
Metro Final Approval: March 11, 2024
Permitting Complete: April 5, 2024
Construction Start: April 8, 2024
Certificate of Occupancy: October 31, 2025