



## Executive Summary

### AP-05 Executive Summary - 91.200(c), 91.220(b)

#### 1. Introduction

The Washington County Consortium is comprised of Washington County, the City of Hillsboro, the City of Beaverton, and all non-entitled cities within the county. The Washington County Consortium's 2020-2024 Consolidated Plan is a strategic vision for housing and community development that aims to assist low- and moderate-income individuals, provide decent housing, create economic opportunities and suitable living environments for community members who reside in our respective jurisdictions.

The City of Hillsboro receives Community Development Block Grant (CDBG) funds each year from the U.S. Department of Housing and Urban Development (HUD). A key feature of this grant is the City's ability to choose how the funds will be used. HUD provides a broad range of eligible activities that can be utilized with CDBG funding. The City must determine which of the eligible activities will best serve the needs of our community. To determine the most pressing needs and develop effective, place-based market-driven strategies to meet those needs the City refers to the Five-Year Consolidated Plan to guide the development of its annual Action Plan.

The City of Hillsboro's FY 2024-2025 Action Plan is a part of the strategy and includes specific benchmarks to measure progress towards the Consortium's vision. This is the seventh year the City of Hillsboro is submitting its own plan as an entitlement grantee.

#### 2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items, or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis, or the strategic plan.

The City of Hillsboro Community Development Department has identified goals and objectives based on the City's priority needs that align with the City Council's annual priorities and the 2020-2024 Consolidated Plan. These projects have been selected to support the City's goals and are consistent with HUD's national objectives and outcomes. The FY 2024-2025 Annual Action Plan focuses on these two goals: 1) to improve the quality of life for low- and moderate-income residents and 2) expand access to affordable housing.

Goal 1 – Suitable Living Environments: Create environments that promote neighborhood improvement, safety, and access to fair housing.

- Objective 1.1: Provide support to improve neighborhood safety and livability by expanding or improving public facilities and infrastructure.
- Objective 1.2: Provide programs that support access to fair housing.

Goal 2 – Decent Affordable Housing: Provide decent, safe, and affordable housing to improve the quality of life, households, neighborhoods, and community stability.

- Objective 2.1: Preserve, improve, and expand the supply of affordable housing for low- and moderate-income homeowners and renters.
- Objective 2.2: Increase homeownership opportunities for low and moderate-income community members.

### **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City of Hillsboro's previous program project activities were designed to meet ongoing community needs identified in our Consolidated Plan such as addressing the shortage of affordable housing, aging housing, and infrastructure, and enhancing neighborhoods through various program activities. These efforts have garnered positive feedback from community members, partners, and non-profit organizations. Additionally, the City has received positive feedback from HUD for the past five CAPERS submitted. Looking ahead to the 2024-2025 Annual Action Plan year, the City is confident that the proposed program activities represent the most efficient and effective utilization of HUD CDBG funds, aiming to continually address Hillsboro's community's needs.

### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

The City of Hillsboro is a member of the Washington County Consortium with the City of Beaverton and jointly operates the consultation process and Citizen Participation Plan. Please refer to Washington County's Action Plan submitted in conjunction with the City of Hillsboro plan.

### **5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The City of Hillsboro is a member of the Washington County Consortium with the City of Beaverton and jointly operates the consultation process and Citizen Participation Plan. Please refer to Washington County's Action Plan submitted in conjunction with the City of Hillsboro plan.

## 6. Summary of comments or views not accepted and the reasons for not accepting them

The City of Hillsboro is a member of the Washington County Consortium with the City of Beaverton and jointly operates the consultation process and Citizen Participation Plan. Please refer to Washington County's Action Plan submitted in conjunction with the City of Hillsboro plan.

## 7. Summary

The City of Hillsboro actively supports the development, preservation, and enhancement of neighborhoods through dedicated efforts affording low- and moderate-income residents' access to decent, safe, and affordable housing. This Action Plan outlines specific goals and strategies that embody these commitments.

AP 55, 60 and 65 - Washington County represents the consortium in these sections. The City does not have access to sections AP-55, 60, and 65 in IDIS. Copy of IDIS screen print is attached.

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
Community Development Systems  
Integrated Disbursement & Information System (IDIS)

User: B65237  
Role: Grantee  
Organization: HILLSBORO

Planned/Projects/Activities    Funding/Drawdown    Grant    Grantee/PJ    Admin    Reports

You have 1 CDBG activities that have been flagged. Click on the number to go to the review page.

### Annual Action Plans

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Public reporting burden for this collection of information is estimated to average 210 hours per response (154 hours for Consolidated Plan, 56 hours for an Annual Action Plan), including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.  
OMB Control No: 2506-0117 (exp 9/30/2021).

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### Annual Action Plan

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### AP-05 Screen Shot

Annual Action Plan  
2024

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**PR-05 Lead & Responsible Agencies - 91.200(b)**

**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	HILLSBORO	Community Development Dept. / City of Hillsboro

**Table 1 – Responsible Agencies**

**Narrative**

Washington County Office of Community Development is the lead HUD consortium agency.

**Consolidated Plan Public Contact Information**

Office of Community Development  
328 West Main, Suite 100 (MS#7)  
Hillsboro, OR 97123  
503-846-8814  
cdbg@co.washington.or.us

## **AP-10 Consultation - 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

The Consolidated Plan is a comprehensive, five-year plan that outlines the City of Hillsboro's strategies for addressing the community's housing and community development needs. The plan is developed in collaboration with Washington County and the City of Beaverton and is based on input from the community, including citizens, local organizations, and community groups. The plan serves as a guide for the allocation of federal funds for housing and community development programs. This process forms the foundation of the annual consultation process used in the development of the City's Annual Action Plan. The purpose of the annual consultation process is to ensure that the City is responsive to the needs of its citizens and to ensure that the programs and services provided by the City's CDBG program are of the highest quality and meet the needs of the community. A detailed description of these consultations can be found in Appendix B of the 2020-2024 Consolidated Plan:

[Community Engagement Summary – Appendix B](#)

**Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).**

The City of Hillsboro strives to create a seamless and integrated system of housing and support services for its residents through various efforts. The City's actions that enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies are achieved in a variety of ways:

- 1) The City makes available an annual distribution of CDBG, Impact Grant, and Community Service Grants funding for non-profit organization in Hillsboro. The City works closely with housing and service providers to prepare applications, develop eligible activities and projects that meet the needs of our community and the goals stated in our Consolidated Plan, and provide technical assistance and project management to ensure successful programming;
- 2) City staff dedicated to housing and community development programs are active in local and regional boards, committees, and coordination efforts;
- 3) City staff works with numerous private and non-profit health, mental health, and service agencies to find opportunities to coordinate support for low-income residents of affordable housing. As a member of the Housing and Supportive Services Network (HSSN), the City regularly attends the monthly HSSN meetings designed to inform all service providers of current events and develop strategies to address local needs;

4) The City also works closely with the Housing Authority of Washington County to identify new opportunities for the development of affordable housing and the creation of supportive housing service opportunities in Hillsboro. The City is a partner in the implementation of the Metro Affordable Housing Bond and Supportive Housing Services program for people experiencing or at risk of experiencing homelessness. The City continues as a participating member of the Coalition of Housing Advocates comprised of other local jurisdictions and housing advocates who meet monthly to discuss regional development opportunities.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The Housing and Supportive Services Network (HSSN) is an important collaboration of stakeholders in the community working together to perform planning, coordination of services and housing, and education to the public on serving individuals and families who are "at-risk" of becoming homeless or are homeless and may have special needs. HSSN helps to ensure the Continuum of Care (CoC), a coordinated and integrated approach to providing affordable housing and services for individuals and families who are at risk of becoming homeless or who are already homeless. The City is a participating member of both the HSSN group and a non-voting member of the CoC board.

The creation of the Community Services Coordinator position within the City Manager's office was a critical step in the City of Hillsboro's efforts to address homelessness. By having a dedicated staff member responsible for leading homelessness initiatives, the City was able to increase its support for those experiencing homelessness. The safe camping project and partnerships with local non-profit organizations to provide outreach, employment services, and day center services are important examples of the City's commitment to addressing homelessness and helping those in need. These efforts demonstrate the City's innovative approach to addressing homelessness and its willingness to work with community partners to find solutions.

Please also see the corresponding section in Washington County's Annual Action Plan. The County is the Continuum of Care provider.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

The County is the Continuum of Care provider. Please see the corresponding section in Washington County's Annual Action Plan.

**2. Agencies, groups, organizations and others who participated in the process and consultations**

**Table 2 – Agencies, groups, organizations who participated**

<b>1</b>	<b>Agency/Group/Organization</b>	Washington County Office of Community Development
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	See the matching Section in Washington County's Annual Action Plan created in collaboration with Washington County.

**Identify any Agency Types not consulted and provide rationale for not consulting**

See the corresponding section in Washington County’s Annual Action Plan. Created in collaboration with Washington County.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care	Washington County	Created in collaboration with Washington County; see Consolidated Plan.

**Table 3 - Other local / regional / federal planning efforts**

**Narrative**



**AP-12 Participation - 91.401, 91.105, 91.200(c)**

**1. Summary of citizen participation process/Efforts made to broaden citizen participation  
Summarize citizen participation process and how it impacted goal-setting**

The City of Hillsboro in coordination with Washington County and the City of Beaverton engaged in a series of public hearings held throughout the county in March 2024. Community members are notified of the meetings through our respective websites and public media notices distributed throughout the region. Public media notices are also sent to local Spanish media outlets to reach out to the largest minority community in our county. Additionally, the Consortium utilizes email and regular mailing lists to notify interested citizens and agencies of the upcoming meetings. The Consortium will provide the public the opportunity to review and comment on the proposed Action Plan through its availability at four public locations, including government offices, public libraries, recreation centers, and neighborhood resource centers.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/broad community	Please see attached detailed minutes.	Please see attached detailed minutes.	All comments, if received, were accepted.	
2	Newspaper Ad	Non-English Speaking - Specify other language: Spanish	Notice of the April Public Hearing of the 2024 Action Plan	Please see attached public hearing results.	All comments, if received, were accepted.	

**Table 4 – Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

#### Introduction

The Annual Action Plan serves as a roadmap for the City of Hillsboro to achieve its community development goals and objectives and describes the City's community development plans and initiatives for the upcoming fiscal year. It outlines the specific projects and activities that will be funded with the allocated resources and provides a clear picture of how these funds will be used to make a positive impact on the community. The goals and objectives of the FY 2024-2025 Annual Action Plan focus on areas of projects and activities that implement the strategies established in the 2020-2024 Consolidated Plan. The projects and activities described in the plan will aim to address the needs of the most vulnerable populations, such as low-income families, seniors, and individuals with disabilities.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	674,813	0	8,406	683,219	0	CDBG Annual Allocation for 2024-25 is \$674,813. Expected amount available for the remainder of the Con Plan is \$0 as we are in the final year of the consolidated plan. (\$670,000 x 5 = \$3,350,000 for a total estimate.)

**Table 5 - Expected Resources – Priority Table**

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

The City of Hillsboro partners with local non-profit organizations to carry out the identified goals and objectives. The administrative cost of the CDBG program is funded with City general funds as well as all Public Services activities.

Anticipated leveraged resources for activities proposed in the 2024-2025 Action Plan are identified below:

- Public Services – All public service activities are funded by the City’s General Fund in the amount of \$240,000 annually.
- Housing Acquisition – The program leverages approximately \$1,200,000 in private funds made up of homebuyer’s mortgages and down payments.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

In February 2022, the City donated a 6-acre parcel, valued at over \$5 Million, to a partnership comprised of nonprofit developers Bienestar Inc. and Housing Development Center (HDC) for the development of 149 units of regulated Affordable Housing, all for families at 60% of Area Median Income (AMI) and below. The City also provided \$17 Million in project financing from its share of Metro Regional Housing Bond Funds. Called Nueva Esperanza, or “New Hope,” the project will provide 60 units of the 150 total to households at 30% AMI or below, and 105 units will contain two or more bedrooms suitable for low-income families. The project is complete and was fully leased as of the end of calendar year 2023.

In July 2022, the City donated a 3.25-acre parcel to Habitat for Humanity for the development of 18 affordable townhomes containing three- and four-bedroom units. The townhomes will be made available to households at 80% AMI and below. The project is under construction and is expected to be completed by the calendar year end of 2024.

In September 2022, the City conducted a Request for Proposals (RFP) for affordable housing related to a publicly owned 2-acre site on Walker Road in the Tanasbourne area of Hillsboro. Working closely with the City, Metro Regional Government purchased the property in late June of 2022. The developer solicitation and selection, which included a reservation of up to \$11 Million of the City’s share of Metro Housing Bond Funds, was completed in early 2023 with selection of Hacienda CDC for their proposal “Dolores.” The Dolores project will provide 66 total

affordable units, 30 of which will be made available to households at 30% of Area Median Income (AMI). Project groundbreaking is anticipated in late Summer 2024.

### **Discussion**

The City of Hillsboro has committed all its previous year's CDBG allocation except for \$8,406. The prior year's resources of \$8,406 are projected to be fully expended by the end of the program year, June 30, 2025. Unspent funds from the prior year were a result of our local Fair Housing agency's short capacity which caused the pairs testing project to be stopped. We anticipate the pairs testing project to be completed by the end of the following program year.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Homebuyer Programs	2020	2024	Affordable Housing	City of Hillsboro	Housing	CDBG: \$345,000	Homeowner Housing Added: 4 Household Housing Unit
2	Owner-Occupied Housing Rehabilitation	2020	2024	Affordable Housing	City of Hillsboro	Homelessness Housing	CDBG: \$225,000	Homeowner Housing Rehabilitated: 12 Household Housing Unit
3	Public Facility & Investment	2020	2024	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	City of Hillsboro	Homelessness	CDBG: \$100,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 830 Persons Assisted

**Table 6 – Goals Summary**

#### Goal Descriptions

1	<b>Goal Name</b>	Homebuyer Programs
	<b>Goal Description</b>	The related goal to this high priority need will be to provide support for homeownership opportunities under the community land trust model.
2	<b>Goal Name</b>	Owner-Occupied Housing Rehabilitation
	<b>Goal Description</b>	The related goal of this high priority need will be to provide support for the rehabilitation of housing owned and occupied by low-income households, including, but not limited to, rehabilitation, weatherization, and accessibility improvements. The population targeted under this priority needs to include (but is not limited to) extremely low- and moderate-income households, elderly, and frail elderly, and persons with disabilities.
3	<b>Goal Name</b>	Public Facility & Investment
	<b>Goal Description</b>	This goal is to improve or rehabilitate public facilities benefitting eligible populations.

## AP-35 Projects - 91.420, 91.220(d)

### Introduction

The following projects are based on the City's identified priority needs and activities. The City plans to use CDBG funds to provide one (1) Home Acquisition program, one (1) Housing Rehabilitation program, and one (1) Public Facility Investment. All three project activities target low- and moderate-income persons, or neighborhoods in census tracts with 51% or more who are low- or moderate-income.

#	Project Name
1	Proud Ground Home Acquisition 2023-2024
2	Office of Community Development Housing Rehabilitation 2023-2024
3	Project Homeless Connect Renovation 2023-2024
4	City of Hillsboro - CDBG Administration 2023-2024

**Table 7 – Project Information**

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The City of Hillsboro's allocation for the 2024-2025 Action Plan aligns with the strategies identified in the 2020-2024 Consolidated Plan and the City of Hillsboro Council Priorities.

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	Proud Ground Homebuyer Assistance 2023-2024
	<b>Target Area</b>	City of Hillsboro
	<b>Goals Supported</b>	Homebuyer Programs
	<b>Needs Addressed</b>	Housing
	<b>Funding</b>	\$345,000
	<b>Description</b>	Funding will support the acquisition and necessary repairs/replacements of an owner-occupied housing unit. - Objective Category: Housing Assistance- Outcome Category: Affordability- National Objective: LMH- Matrix Code: 01
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Activities undertaken are to assist in the home acquisition of four homes for low- and moderate-income households.
	<b>Location Description</b>	Hillsboro City limits
	<b>Planned Activities</b>	CDBG funds will be used to provide funds for acquisition, repairs/replacement, and homeowner education and counseling.
2	<b>Project Name</b>	Office of Community Development Housing Rehabilitation 2023-2024
	<b>Target Area</b>	City of Hillsboro
	<b>Goals Supported</b>	Owner-Occupied Housing Rehabilitation
	<b>Needs Addressed</b>	Homelessness Housing
	<b>Funding</b>	\$225,000

	<b>Description</b>	Office of Community Development of Washington County provides necessary repairs to homes owned by low and moderate-income homeowners. - Objective Category: Decent Housing- Outcome Category: Affordability- National Objective: LMH- Matrix Code: 14A
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Activities undertaken are to rehabilitate owner-occupied homes for approximately 16 households.
	<b>Location Description</b>	Hillsboro City limits.
	<b>Planned Activities</b>	CDBG funds will be used to provide funds for professional services, construction-related costs, and other eligible permits and fees associated with carrying out the City's Housing Rehabilitation Program.
<b>3</b>	<b>Project Name</b>	Project Homeless Connect Day Center Renovation 2023-2024
	<b>Target Area</b>	City of Hillsboro
	<b>Goals Supported</b>	Public Facility & Investment
	<b>Needs Addressed</b>	Neighborhood and Community Development
	<b>Funding</b>	\$100,000
	<b>Description</b>	Funding will support the improvement of a public facility that will benefit at-risk families. - Objective Category: Suitable Living Environment- Outcome Category: Availability/Accessibility- National Objective: LMC- Matrix Code: 03C Homeless Facilities (not operating costs).
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Activities undertaken are to improve and expand a public facility that will benefit approximately 830 individuals experiencing homelessness.
	<b>Location Description</b>	Hillsboro City limits.

	<b>Planned Activities</b>	CDBG funds will be used for professional services, construction, and capital costs.
<b>4</b>	<b>Project Name</b>	City of Hillsboro - CDBG Administration 2023-2024
	<b>Target Area</b>	City of Hillsboro
	<b>Goals Supported</b>	Homebuyer Programs
	<b>Needs Addressed</b>	Housing
	<b>Funding</b>	\$4,813
	<b>Description</b>	CDBG Administrative funds will be used for fair housing training provided by the Fair Housing Council of Oregon. This amount does not exceed the 20% cap set under the regulations. Matrix Code: 21D
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Activities undertaken are to improve and expand Fair Housing education that will benefit landlords, residents, and city staff.
	<b>Location Description</b>	Hillsboro City limits.
	<b>Planned Activities</b>	CDBG administrative funds will be provided to support fair housing training costs associated with carrying out the 2024 Action Plan Annual Goals and Priority needs.



## **AP-50 Geographic Distribution - 91.420, 91.220(f)**

**Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The geographic service area is the Hillsboro city limits.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
City of Hillsboro	100

**Table 8 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

By not designating a specific geographic area as a priority, the City of Hillsboro is able to respond to the changing needs of the community and allocate its resources where they are needed the most. This approach provides the City with the flexibility to address emerging issues and support initiatives that have the potential to make a significant impact on the community. The City's approach to community development is driven by a competitive application process, where non-profit partners can submit proposals for funding. This process ensures that the City's resources are allocated to the most pressing needs in the community, based on the requests received from these organizations. The City's finance committee, comprised of City Council members, plays an important role in reviewing and approving applications, to ensure that the proposed activities align with the City's community development goals and objectives.

### **Discussion**

All CDBG funds allocated to the City of Hillsboro will be allocated to activities and projects that benefit low- and moderate-income persons that reside within the Hillsboro city limits.



## **AP-75 Barriers to affordable housing -91.420, 91.220(j)**

### **Introduction**

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The City of Hillsboro is working to help overcome these barriers through the continued exploration and implementation of various affordable housing tools and policies designed to increase affordable housing production. In 2017, the City commissioned a study with EcoNW to analyze the most effective tools the City could first implement to reduce barriers to affordable housing development. The result was the adoption of four policies designed to support the development of affordable housing: donation of City owned land, development code changes in parking requirements, a property tax exemption for nonprofit-owned affordable housing, and the development of gap financing mechanisms.

In 2022, the City continued its exploration of additional affordable housing tools it could adopt by commissioning a follow-up study. As a result, the City has deferred System Development Charges (SDC) payments to project occupancy on an affordable homeownership project, Century Commons, with Habitat for Humanity. The City is also further exploring an affordable housing policy to waive plan review and permit fees, an affordable homeownership property tax exemption, and targeting housing assistance and rent support programs to at-risk communities and areas. Finally, the City is now engaged in a Housing Production Strategy (HPS) which will bring consideration of additional policies, actions, and activities over the next several years.

### **Discussion**

## **AP-85 Other Actions - 91.420, 91.220(k)**

### **Introduction**

The City of Hillsboro undertakes the following other actions listed below to address obstacles to meeting underserved needs, foster and maintain affordable housing, reduce lead-based paint hazards, reduce the number of poverty-level families, develop institutional structure, and enhance coordination between public and private housing and social service agencies.

The City addresses these community needs through partnerships with social service agencies and nonprofit service providers. A significant portion of the funds made available to support this work comes from City General Fund resources. Programs and services funded through City General Fund dollars include but are not limited to grants to social service providers, affordable housing gap financing for new construction, workforce development, homelessness, and various other programs that serve low-moderate income community members. This allows the City's CDBG funds to be focused on housing rehabilitation, affordable homeownership programs, Fair Housing, and other public facility needs that are City Council priorities.

### **Actions planned to address obstacles to meeting underserved needs**

The City of Hillsboro's strategy to address obstacles in meeting underserved needs is centered on partnerships with local social service agencies, for-profit and non-profit affordable housing developers, and public housing providers. These partnerships are supported through City's annual grant programs and targeted programmatic funding.

The City supports local social service providers through two city-funded grant programs; Community Services Grants and Community Impact Grants. These two funding sources total \$320,000 annually and are targeted at local social service providers serving Hillsboro low- and moderate-income residents. The City also dedicates an additional \$200,000 in General Funds to local service providers to address housing instability and homelessness issues. These funds support community needs such as the expansion of shelter hours, cleanup projects, and other programs.

### **Actions planned to foster and maintain affordable housing**

The City continues to prioritize affordable housing through two of its main CDBG-funded activities; housing acquisition and housing rehabilitation programs. The City also supports new affordable housing developments through the City's General Funds and Metro Bond Funds.

The City's affordable housing development support is primarily centered on gap financing for projects, as well as leveraging city-owned sites for affordable housing new construction. The City is an implementing partner of the Metro Affordable Housing Bond and has access to bond resources to support two new affordable housing development consistent with the Hillsboro Local Implementation

Strategy.

Additionally, the City will seek new opportunities to coordinate with providers of affordable housing and supportive services through the City's strategy to implement the Metro Affordable Housing Bond.

The City of Hillsboro will make CDBG resources available for the preservation and rehabilitation of affordable housing and create and maintain affordable housing in partnerships with Proud Ground's land trust model and Washington County's Office of Community Development housing rehabilitation program. Included among those actions are:

- Provide financial assistance to low- and moderate-income households in need of housing rehabilitation for safety and accessibility improvements.
- Provide homeownership assistance funds designed to help low- and moderate-income families purchase a home.

### **Actions planned to reduce lead-based paint hazards**

The City of Hillsboro operates its housing rehabilitation program through our partnership with Washington County's Housing Rehabilitation program and follows current federal and state lead-safe housing regulations. This partnership will continue in the 2024-2025 program year with the goal of reducing lead-based paint hazards when encountered during the application phase of a housing rehabilitation project. The County's Housing Rehabilitation Coordinator is certified as a lead-based paint risk assessor and provides lead-based paint risk assessments on housing rehabilitation projects. The City and the County both will continue to follow the Lead Safe Housing Rule to ensure lead-based paint hazards are abated, mitigated, and cleared when present in housing assisted with CDBG funds.

### **Actions planned to reduce the number of poverty-level families**

The City of Hillsboro will continue to focus its efforts and resources to reduce the number of poverty-level families through the preservation and creation of safe and affordable housing. To help with this effort, the City will continue and expand coordination with the Community Services Grants and Community Impact Grant programs providing support to local non-profit organizations serving poverty-level families. Additionally, the City of Hillsboro is committed to investing in the City's workforce infrastructure by having Economic Development lead the effort and convene partners to collectively address workforce challenges in efforts to support economic vitality, prioritizing communities that have historically been underserved, including low income and rural families. Supporting community-based organizations with culturally specific programming, such as the Prosperidad Employment Empowerment Center, supports local jobseekers in need of employment and training opportunities. Prosperidad removes barriers and provides wraparound services so job seekers can be successful in receiving the

education and training they need to move into a sustainable, livable wage career and out of poverty.

### **Actions planned to develop institutional structure**

The City of Hillsboro restructured its Planning and Building departments to create a new Community Development Department. The newly formed department integrated the affordable housing and CDBG staff to allow for increased project management expertise, capacity, and coordination with development-related department staff. The new Community Development Department will increase the communication flow of information within the City's development-related department staff, affordable housing, and CDBG staff. The City's new department will continue to collaborate with non-profit organizations, affordable housing developers, and private industry to develop projects and programs benefiting low- and moderate-income Hillsboro community members in support of activities associated with this Action Plan. An important component of this collaboration will consist of communication with community members facilitated by culturally specific non-profit organizations to ensure the needs of the community are being met.

The City, as a new CDBG Entitlement, will continue to seek education and training opportunities for Community Development staff made available through HUD, industry association groups, and Fair Housing organizations. In the same effort, the City sponsors and facilitates training for all City staff on the intersection of Fair Housing and the City's development-related department

### **Actions planned to enhance coordination between public and private housing and social service agencies**

The City of Hillsboro has a well-established partnership between public and private housing and social service agencies. The City participates in coordination meetings and activities with the Housing Supportive Service Network, Coalition of Housing Advocates, Washington County's Continuum of Care, and Built for Zero, a workgroup focused on ending homelessness and street outreach. These combined efforts facilitate open communication, coordination, and collaboration among both public and private entities, ensuring effective housing solutions and enhanced services for residents.

The Hillsboro City Council and Metro Council jointly adopted the City's Local Implementation Strategy for the Metro Housing Bond in 2019. This strategy serves as a directive for the City's initiatives aimed at increasing the quantity of affordable housing units through the funds derived from the Metro Affordable Housing Bond. In collaboration with the Housing Authority of Washington County, Washington County Office of Community Development, the City of Beaverton, and local service providers, Hillsboro is committed to ensuring that the new developments align with the established goals outlined by both Hillsboro and Metro.

### **Discussion**

The Hillsboro's City Council annually identifies its Council Priorities where housing and homelessness are

one of eight priorities. Affordable housing aligns with the City's Guiding Principles, Hillsboro's 2035 Community Plan, and Hillsboro's Affordable Housing Plan, and Action Plan. These plans along with the 2020-2024 Consolidated Plan support the Community Development Department's project allocation of \$345,000 to the Home Acquisition program. The program is an important strategy the city employs to provide homeownership opportunities throughout the city to five families annually. The Home Acquisition program uses the community land-trust model for the home acquisitions in partnership with Proud Ground that secures the City's investment by creating permanently affordable homeownership opportunities for first-time low- and moderate-income families. The City's investment also ensures low- and moderate-income families can afford to live in any Hillsboro community of their choice.

# Program Specific Requirements

## AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

### Introduction

#### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

### Discussion

The City of Hillsboro's goal is for CDBG funds to benefit 100% of persons with household incomes at or below 80% of the area median income.