

MEMORANDUM

TO: Housing Authority Board of Commissioners

FROM: Mary Rumbaugh, Director of Health, Housing and Human Services; Shannon Callahan, Director of the Housing and Community Development Division/Executive Director of the Housing Authority of Clackamas County

RE: Tukwila Springs/Clayton Mohr Commons Property Management Change

DATE: May 13, 2025

REQUEST: Informational update only on a change in property management services at two properties overseen by the Housing Authority, Tukwila Springs and Clayton Mohr Commons.

BACKGROUND: Tukwila Springs provides Supportive Housing combining affordable housing, Permanent Supportive Housing services (PSH), and rent assistance for 48 residential housing units. The property serves elders aged 50 and older experiencing homelessness with culturally specific supportive housing services for Native Americans. Residents prioritized for housing are households with a connection to the Gladstone area, Native Americans, and people experiencing chronic homelessness as identified by the Coordinated Housing Access System.

Tukwila Springs is currently property managed by Home Forward, who in February of this year provided notice of termination of their management and resident services agreement effective June 30, 2025. Through the competitive bidding process, a Request for Proposal (RFP) was submitted in late February, closing mid-March for property management. A total of four proposals were received and scored by a panel including outside consultants contracted by HACC/HCDD. Key Property Services was the highest scoring proposal.

Clayton Mohr Commons is a HACC owned controlled-access building comprised of 24 units for low-income individuals who qualify as veterans as defined by ORS 407.087, also utilizing the Project-Based Vouchers subsidy. While this building is not technically PSH, there is a robust Resident Services presence facilitated through the Supportive Housing Services team, which provides a high level of services for the residents.

Due to the similarities in operations and close geographic proximity, HACC will be creating a combined staffing model with Tukwila Springs and Clayton Mohr. The Housing Authority is currently finalizing the new management agreements with Key Property Services, effective July 1, 2025.

Key Property Services was established in 1987 as a full-service real estate management organization, and began managing Low Income Housing Tax Credit properties in the early 2000s.

They currently manage approximately 5,800 units of affordable housing under a variety of different programs, including 350 units of PSH located in Washington and Oregon. Notable PSH properties managed include a 122-unit PSH property on the Vancouver Veterans Affairs campus that provides housing for veterans, and a 40 unit assisted living facility for formerly homeless individuals with mental and physical health challenges.

Key Property Services has a proven track record of maintaining high occupancy rates, effective cost control, and experience working with housing authorities.

To ensure a continuity of services for residents, HACC is in the process of contracting with the existing PSH service provider, Native American Rehabilitation Association of the Northwest, Inc (NARA NW) and NW Enforcement for security services. In addition, HACC is currently in the RFP process to procure a resident services provider.

Property management duties for KPS include rent collection, lease enforcement, building maintenance, and safety. Permanent Supportive Housing Services provide case management to address a variety of challenges and assure housing stability for people who have experienced chronic homelessness. Resident services support resident's housing stability, organize community-building activities, and connect residents to an array of social and community services.

RECOMMENDATION: None, informational update only.

Respectfully Submitted,

Mary Rumbaugh
Health, Housing and Human Services Director