

Clackamas Heights  
Resident Meeting - December 3, 2024

## Meeting Notes

### Section 18 Overview:

The Housing Authority of Clackamas County (HACC) has received approval for a Section 18 application submitted to HUD to reposition from public housing to Section 8. The existing property will be demolished to allow for new construction to be built on the site, with construction planned to begin in October 2025. In preparation for this redevelopment, all residents of Clackamas Heights will need to be relocated by September 30, 2025. HACC will receive the first Tenant Protection Vouchers in January 2025.

HACC has engaged DDV Consulting Services, LLC (DDV) to provide relocation assistance to all households who will relocate due to repositioning. DDV will be scheduling one-on-one interviews with each household at Clackamas Heights to discuss your individual relocation needs and any barriers you may be facing. To schedule an interview, please reach out to either:

**Darcy Vincent**  
[Vincent7313@comcast.net](mailto:Vincent7313@comcast.net)  
971.24.1056

**Reid Warren**  
[k.reid.warren@gmail.com](mailto:k.reid.warren@gmail.com)  
206.387.2466

This interview is the first step in receiving a Tenant protection Voucher. We have attached a flow chart to understand the process which will consist of 7 steps:

1. One-on-one Relocation Coordinator Meeting
  - a. Meet with a Relocation Coordinator to discuss your relocation needs. After this meeting, a referral will be given to HACC to prompt them to mail you an Intake and Eligibility Packet.
2. Complete Intake and Eligibility Packet
  - a. In order to complete the packet, you may need to include the following
    - ID
    - Social Security Information
    - Income Verification
    - Benefits Statements, or 2 months of pay stubs
  - b. Some of this information may already be on file with HACC and will be noted in the cover letter of your packet if it does not need to be updated. Mail or drop off your completed Intake Packet at the HACC Admin office located at 13930 Gain St, Oregon City, OR 97045.
3. Attend voucher orientation.
  - a. At your orientation you will receive your voucher, your rent calculation sheet, and the Request for Tenancy Approval (RTA) which is the paperwork you will give to your new landlord to complete.
4. 90-day Notice.
5. Relocation will issue you a 90-day notice and Notice of Eligibility so that you can receive relocation benefits. Now you are ready to look for housing! **Please do not apply for any housing**

**until you have received your Voucher and have your RTA.** Complete application(s) for new housing.

- a. Relocation will pay for, or reimburse, your application fees. Once you have received approval on your rental application, provide your new landlord with the RTA paperwork to complete and submit to HACC.
6. New Home Inspection.
  - a. HACC will review the RTA for rent reasonableness and schedule your new home for inspection to ensure that it meets HUD standards for habitability. This will take approximately 14 days.
7. Sign the Lease.
  - a. After your home passes inspection, HACC will confirm with your new landlord their commitment to pay rental assistance and authorize you to sign a new lease. Then you will have relocation schedule movers for you and get your new keys. You will also coordinate with your current property manager to return keys to your Clackamas Heights unit.

As a displaced renter, you are entitled to receive the following benefits:

- ❖ Relocation Counseling Services:
  - DDV will provide you with rental leads for replacement housing, help you complete applications, provide you with transportation assistance to view replacement housing and communicate with new landlords on your behalf to make sure the leasing process goes smoothly.
- ❖ Priority for any housing within the HACC-owned portfolio and any project HACC allocated Metro Bonds to. This will bring you to the top of the waiting list. For a list of properties please reach out to HACC.
- ❖ Direct payment for all move-in fees and security deposits:
  - Relocation will pay for any move-in fees that are not related to rent (rental payments will come from you and your voucher).
- ❖ Boxes, packing materials, and movers:
  - We will provide you with boxes, packing materials, and directly pay for professional movers to move your belongings. If you choose to move your own belongings, you must be able to do it in a single day so that you do not pay rent in 2 different locations. Let us know if you would like to self-move.

No one will be made homeless by this process. Everyone will be provided a safe, decent, and sanitary home. If you are unable to find housing within the 90 days following receiving your voucher or are unable to secure housing before September 30, 2025, HACC will select an available unit within their portfolio for you to move. We are here to help you be successful in relocating every step of the way!

The following questions and answers were provided during the relocation meeting on December 3rd:

## **Vouchers**

**Q: How will I know how much my voucher is for? What are the spending limits for unit size/personal needs?**

**A:** Spending limits are determined during the intake process based on earnings, household size, and other individual factors identified during one-on-one interviews. The calculation worksheet will be reviewed with you in detail.

**Q: What is the voucher payment standard? Can this establish a baseline?**

**A:** The individual maximum cap will be determined during one-on-one interviews based on household size. General guidelines for maximum allowable rent can be found at: <https://www.clackamas.us/housingauthority/section8.html>

**Q: What if I receive Social Security?**

**A:** The payment standard calculation includes earned and unearned income, household size, and other factors. The final amount is determined during one-on-one interviews when the Tenant Protection Voucher is applied.

**Q: What is the difference between FMR and payment standard?**

**A:** FMR (Fair Market Rent) is the maximum amount HUD allows. The payment standard is the maximum HACC pays.

## **Housing Search and Portability**

**Q: What if I need longer than 90 days to find housing?**

**A:** We've been successful in finding housing within 90 days. Extensions will only be granted for medical needs or if you've secured housing pending inspection. All residents must vacate by September 30, 2025.

**Q: What if I want to move somewhere outside of Clackamas County?**

**A:** You can port your voucher to another jurisdiction in the U.S. The process requires you to travel to that area to complete the voucher process, and relocation travel costs are not reimbursed. Contact the relocation team if you're interested.

**Q: What if I can't move school districts?**

**A:** HACC and the relocation consultant will assist in finding eligible housing within your current school district, determined through one-on-one interviews.

**Q: Will utilities be included in the new place?**

**A:** This depends on the property, but utility costs must be factored into your total voucher amount.

## **Moving and Relocation**

**Q: Can I move somewhere else after the first year?**

**A:** Yes. The Tenant Protection Voucher is portable. Notify HACC and get a new RTA for subsequent moves.

**Q: Can I move back once the property is redeveloped?**

**A:** Yes, you'll have the option to move back, and HACC will cover moving costs.

**Q: Do we have to clean our current unit when we leave?**

**A:** The unit must be free of personal belongings, debris, and garbage, and it must be broom-swept clean.

**Q: What if I have a shed or fixture, I installed? Will you help move and disassemble it?**

**A:** You must remove any installed fixtures (e.g., ceiling fans, storage sheds). Movers won't remove fixtures but will transport them to your new location.

### **Housing Requirements and Inspections**

**Q: Will inspections occur once a tenant receives approval for housing?**

**A:** Yes, HACC has 15 days from approval to complete inspections.

**Q: Does the housing we apply for need to be subsidized?**

**A:** No. Housing must meet the criteria for contract rent, unit size, and type. HACC will verify rent reasonableness and conduct an inspection before approval.

**Q: What if I find a place where the rent is higher than my voucher? Can I pay the difference?**

**A:** No. You must rent within the limits HUD deems reasonable to avoid being rent-burdened.

### **Special Considerations**

**Q: What if I am disabled?**

**A:** Schedule an interview with your relocation team. We'll identify barriers and potential solutions, including housing options within the HACC portfolio.

**Q: What about service animals?**

**A:** Ensure documentation for your service animal is up to date. This will be reviewed during your one-on-one meeting.

**Q: If I am in a 2-bedroom, will my voucher be for another 2-bedroom?**

**A:** Not necessarily. HUD determines the appropriate voucher size based on household size and any approved reasonable accommodations.

**Q: What if new landlords won't accept Section 8 vouchers?**

**A:** In Oregon, landlords cannot deny applications based on payment source. If you meet rental criteria, they must accept Section 8.

### **Rent and Payments**

**Q: Who will I pay my rent portion to?**

**A:** You'll pay your portion directly to the landlord.

**Q: How often can my new landlord raise the rent?**

**A:** Rent increases are allowed after 12 months and must comply with rent increase limits.

**Q: What if I currently have a balance owed to HACC?**

**A:** Contact your property manager, Ariana (503-650-3415), and establish a payment plan before receiving your Tenant Protection Voucher.