

**Oregon Opportunity Network's (Oregon ON)
Property and Asset Management Working Group (PAMWG)**

**DRAFT WORKPLAN
January 1 – December 30, 2009**

Last updated: May 18, 2009

Type	Date	Topic	Location
PAMWG	Tuesday, December 9	Schedule of Real Estate Holdings	Oregon ON
PAMWG	Tuesday, January 13	Appraisal techniques with Sylvia McFarland; Schedule of Real Estate Holdings	Oregon ON
PAMWG	Tuesday, February 10	Presentation on the 2009 Qualified Allocation Plan (QAP) changes Update on the Quality Rental Housing Work Group	Oregon ON
PAMWG	Tuesday, March 10	Resident Services (role clarification, communication, outcomes)	Oregon ON
CHAM	April 22-23, 2009	CHAM Annual Conference	San Antonio
Oregon ON Full Day Peer Network	April 7, 2009	<ul style="list-style-type: none"> • Kick-off event for Streamlining Compliance Project • Overview of the State's weatherization program • Joint session between the asset managers and the resident services coordinators • Fair Housing training 	Salem
NeighborWorks Institute	May, 2009	Several asset management topics	TBD
PAMWG	Tuesday, May 12	<ul style="list-style-type: none"> • Overview of what we learned at the CHAM conference • Guest speaker: Ed Marihart from the Bureau of Development Services to talk about the implementation of the Quality Rental Housing Workgroup recommendations • Weatherization meeting at Multnomah County 	Oregon ON
PAMWG	Tuesday, June 9	Guest speaker: Robin Boyce, preview of day-long training, Advanced Capital Needs Assessment, for IMPACT Capital	Oregon ON
PAMWG	Tuesday, July 14	Presentation from NOAH on its operating income and expense database	Oregon ON
PAMWG	Tuesday, August 11	Streamlining compliance work session	Oregon ON

PAMWG	Tuesday, September 8	Potential Topic: Additional work with Resident Services (role clarification, getting these costs in the operating budget above the line for existing and future projects)	Oregon ON
Oregon ON Full Day Peer Network	October TBD	Potential Idea: <ul style="list-style-type: none"> ▪ Green Operations and Maintenance Planning ▪ Interface between asset managers and housing developers: developing operating budgets and having a say in other aspects of the pro forma, insisting on a place at the design and development table at all stages of a project, various scenarios for managing the transition from development to operations and through the first year, challenges of juggling warranty and normal maintenance during the first year, etc. ▪ Streamlining compliance joint session with funders ▪ Crime and safety issues ▪ Risk Management 	TBD
PAMWG	Tuesday, November 10	Potential Topic: Board training – how to get the Board engaged in the mission/financial viability debate and reviewing property management reports and translating them for our Boards	TBD
PAMWG	Tuesday, December 8		Oregon ON