



**CITY OF REDMOND**  
Community Development Department

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**HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE**  
**MINUTES**

**October 21, 2016**

City Hall Conference Room A, 716 SW Evergreen Avenue, Redmond, Oregon

**Members Present:** Chair Whitney Swander, Vice-Chair Steve Curley, Charlene Hunter, Lori Scharton, Alexandra Sweet, Geoff Wall (*absent: Diana Barker, Suzanne Michaels, Joni Powell*)

**Youth Ex Officio:** Vacant

**City Staff:** Chelsea Dickens, *Grant Program Coordinator*; Katie McDonald, *Assistant Planner*; Deborah McMahon, *Planning Manager*; Kate Porsche, *Community Development Director*; Dave Tarbet, *Police Chief*; Cameron Prow, *TYPE-Write II*

**Visitors:** George Endicott, *Mayor*; Graham Fox, *Redmond Public Library*; Anne Graham, *City Council Liaison*; Tyler Sweet

**Media:** Bill Mintiens, *Jakie Spring Media*

*(The 3 digits after a motion title show the number of members voting in favor/opposed/abstaining.)*

**CALL TO ORDER – INTRODUCTIONS**

Chair Swander called the regular meeting of the Housing and Community Development Committee (HCDC) to order at 3:03 p.m. with a quorum of members (5 of 9) present. Vice-Chair Curley arrived at 3:23 p.m.

**CITIZEN COMMENTS**

None.

**SWEARING IN OF NEW MEMBERS**

Mayor Endicott administered the oath of office to Ms. Hunter and Ms. Sweet.

Mayor Endicott announced the City received an award for Hope Playground from Central Oregon Association of Realtors at the Council meeting on October 18, 2016.

Chair Swander invited members and staff to explain their motivations for working on housing issues.

**Committee members:** Ms. Hunter said she became interested when she lost her apartment and came close to being homeless herself. She would like to help people avoid going through the same problems and issues she did. Ms. Sweet said she served as a voice, through OregonHouseless.org, for people who have no homes. She is a single mother and works full time but has been houseless for nearly five years. Many people are unable to find affordable homes due to inability to qualify for assistance and the lack of housing. She said Redmond was more progressive than many towns in not criminalizing people for being without shelter. Ms. Scharton said she worked for NeighborImpact HomeSource in data operations and had children who needed housing outside her home. Mr. Wall said he was employed by Housing Works. His organization's goals included providing products that were more affordable than

market-rate housing. Chair Swander described her previous experience working in the mayor's office in Baltimore, Maryland, primarily with policy and program development for homelessness.

**Staff:** Ms. McMahon explained what the Community Development Department was doing to reduce barriers for all types of housing. Ms. Prow outlined her responsibility in writing HCDC minutes. Ms. McDonald summarized her previous experience with housing issues through NeighborImpact and as the former HCDC chair. Mr. Tarbet said the police department was impacted daily and his staff are making positive efforts to get resources and services to the increasing number of homeless people in Redmond. Ms. Porsche outlined her background including economic development/urban renewal director in Albany, Oregon, low-income housing, tax credit financing, mortgage lending, real estate, and database design.

## **ACTION ITEMS**

### 1. Recommendation of Funding to City Council – AAP 2014-2015 and 2015-2016 Substantial Amendments

Ms. Dickens presented the staff report (PowerPoint) and outlined the background of the Community Development Block Grant (CDBG) program, highlights, replacement proposal, review process, priority needs in the Consolidated Plan, key questions, national objectives, funding, available reallocation funding, evaluation and selection criteria, fiscal impact, and recommendation options. In June 2016, the City was notified the first two annual awards for affordable housing projects had been declined by the successful applicants. The City now has \$207,760 to reallocate toward the strategic goal of affordable housing and homeless prevention. J Bar J Youth Services' proposal, submitted in a competitive proposal process, scored 90.33 out a possible 100 points. Council will hold a final public hearing on November 1, 2016, to consider adoption of the Substantial Amendments to the 2014-2015 and 2015-2016 Annual Action Plans.

Committee members discussed the impact of noncompletion of this new project by March 31, 2017, and the opportunity for public contact and involvement.

**Motion 1** (6/0/0): Ms. Scharon moved to recommend acceptance of the City staff report and attached draft Substantial Amendments to the City of Redmond's Community Development Block Grant Annual Action Plans for Program Years 2014-2015 and 2015-2016. Ms. Sweet seconded the motion which passed unanimously.

## **DISCUSSION ITEMS**

### 2. City Council Homelessness Work Session II Preparation

Ms. McDonald presented two hand-outs – "Out of Reach 2016," National Low Income Housing Coalition, and "Redmond, OR Apartments for Rent – 26 Rentals," [https://www.trulia.com/for\\_rent/Redmond,OR/photo\\_v](https://www.trulia.com/for_rent/Redmond,OR/photo_v). She discussed Redmond housing conditions (current, upcoming projects), data resources, and agency coordination opportunities.

Ms. McMahon outlined what City staff could do to prepare for the next Council work session: assess currently available data, present numbers and strategies to facilitate development of a work plan, and coordinate venues and dialogues to assure all groups are meeting frequently enough to create change in the Redmond community. She suggested the committee review a draft of the content for Work Session II at its November meeting, which could include: reprioritization of student suggestions in the University of Oregon Sustainable Cities Initiative Affordable Housing Report to better align with the City's financial and staff resources; new data from police department about activities and changing demographics; code changes being prepared by City staff; and steps to use going forward, such as linking all service providers.

Committee concerns covered barriers to rental housing, accuracy of demographic data, community partner roles, and technology options for meetings to assure greatest possible participation. Ms. Scharton volunteered to provide housing-related data from NeighborImpact.

Chair Swander recommended convening a subcommittee to assist staff in developing Work Session II content and an action plan to move forward, getting feedback on work session content and draft action plan from the service provider group, reconvening the subcommittee, allowing the HCDC to review work session content and the draft action plan on November 18, and presenting the draft action plan at Council Work Session II on December 7, 2016.

Ms. Dickens recommended a maximum of four HCDC members on the subcommittee to avoid quorum concerns.

1. Affordable Housing Gap Financing Presentation

Mr. Wall, Housing Works Finance Director, made a PowerPoint presentation. His discussion included current and upcoming projects, key components (land, zoning, utilities, financing options and barriers, community involvement), and what it would take to build 100 new housing units in Redmond. He noted CDBG funds could not be used for new construction and summarized potential impacts from using CDBG funds on other aspects of affordable housing projects.

Committee comments covered financing options and scoring criteria for housing projects needing state tax credits.

Ms. Porsche discussed the possibility of leveraging funds through working with the City's urban renewal district to close financing gaps.

3. ADA Transition Plan Update

Ms. Dickens announced a public meeting on Redmond's ADA (Americans with Disabilities Act) transition plan: November 17, 2016, 5 p.m., City Hall Conference Room A. She requested HCDC assistance in spreading the word about this meeting.

**COMMITTEE COMMENTS**

Chair Swander recapped actions requested by members at this meeting: number of people imminently homeless vs. Redmond rental rates, calendaring in advance of the next Council work session in December 2016, and inviting HCDC members absent from today's meeting to participate on the Work Session Subcommittee.

Vice-Chair Curley suggested listing related meetings, including City Council meetings, on the bottom of HCDC meeting agendas. Chair Swander agreed this information would be useful. Ms. Dickens said the front page of the City's website provided an opportunity to subscribe to the e-notifications list.

**STAFF COMMENTS**

Next meeting: Friday, November 18, 2016, 3 p.m.

**ADJOURN**

With no further business, Chair Swander adjourned the meeting at 4:35 p.m.

APPROVED by the Redmond Housing and Community Development Committee and SIGNED by me this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

ATTEST:

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Whitney Swander  
Chair

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Deborah McMahon  
Planning Manager