



CITY OF REDMOND
Community Development Department

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Housing and Community Development Committee Agenda
411 SW 9th Street, Conference Room 210
Thursday, April 20, 2017
10:00 AM
Agenda

HCD MEMBERS

- Whitney Swander**
Chair
- Steve Curley**
Vice-Chair
- Diana Barker**
- Charlene Hunter**
- Suzanne Michaels**
- Joni Powell**
- Lori Scharton**
- Geoff Wall**
- Vacancy**

TIME	ITEM
10:00 AM	CALL TO ORDER/INTRODUCTIONS
10:05 AM	CITIZEN COMMENTS
10:10 AM	ACTION ITEMS 1. APPROVAL OF MINUTES a. March 16th, 2017 (attached) Exhibit 1 (pages 2-4)
10:15 AM	DISCUSSION ITEMS 1. City Council Goals (handout) 2. WorkPlan 2017/2018 (attached) Exhibit 2 (pages 5-6) 3. CDBG Updates a. JBarJ (verbal) b. Allocation (verbal) c. Citizen Participation Plan (verbal) d. Consolidated Plan Amendment (verbal) 4. Affordable Housing Updates a. Housing 4 All (Whitney Swander) b. Central Oregon Health Council, Housing (Geoff Wall) 5. Services Update a. Redmond Service Provider Meeting (verbal) b. City Council Work-session # 3 (verbal)
10:40 AM	COMMITTEE COMMENTS
10:45 AM	STAFF COMMENTS
10:50 AM	ADJOURN

Next HCD meeting May 18, 2017

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DRAFT Exhibit 1

CITY OF REDMOND
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HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE
MINUTES
March 16, 2017

446 SW 7th Street, Redmond Chamber of Commerce Conference Room, Redmond, Oregon

Members Present: Chair Whitney Swander, Vice-Chair Joni Powell, Diana Barker, Steve Curley, Charlene Hunter, Suzanne Michaels, Lori Scharton (*absent: Geoff Wall; 1 vacancy*)

Youth Ex Officio: Vacant

City Staff: Katie McDonald, *Assistant Planner*; Cameron Prow, *TYPE-Write II*

Visitors: Anne Graham, *City Council Liaison*; Brandi McClennen, *REACH*; Bridget Albert, *Big Brothers Big Sisters of Central Oregon*; Connie Dean, *Assistance League of Bend*; Patty Holmes, *Housing Works*; Sarah Williver, *Redmond Learning Center*

Media: None

(The 3 digits after a motion title show the number of members voting in favor/opposed/abstaining. Agenda items in the minutes appear in the order they were discussed.)

CALL TO ORDER – INTRODUCTIONS

Chair Swander called the Housing and Community Development Committee (HCDC) meeting to order at 10:06 a.m. with a quorum of members (6 of 9) present. Ms. Barker arrived before the ACTION ITEMS.

CITIZEN COMMENTS

Ms. Graham said Carrie Bell appealed to Council at its last meeting to help senior citizens in the community who feel they are being forced out of their homes. She reported a suggestion was made to provide information to Redmond Senior Center that could help senior citizens locate affordable housing.

Chair Swander suggested contacting COCOA (Central Oregon Council On Aging) and the Thrive Program at Redmond Public Library.

Ms. Holmes said Housing Works was starting its outreach for the Cook Crossing project and would add the senior center to its outreach list.

Ms. McDonald said she would e-mail a request to Sarah Kelley, United Way, for delivery of Thrive Program flyers and business cards to the senior center.

ACTION ITEMS

1. Election of Chair and Co-Chair

Ms. Scharton nominated Ms. Swander as **Chair** for calendar year 2017. Ms. Michaels seconded the nomination. Ms. Swander agreed to serve. By a show of hands, members voted unanimously (7/0/0) for Ms. Swander as Chair.

Ms. Michaels nominated Mr. Curley as Co-Chair for the rest of 2017. Mr. Curley declined the honor. Ms. Powell volunteered to serve as Co-Chair for 2017. Mr. Curley nominated Ms. Powell as Co-Chair. Ms. Barker seconded the nomination. By a show of hands, members voted unanimously (7/0/0) for Ms. Powell as Co-Chair.

2. Approval of Minutes

Motion 1 (7/0/0): Mr. Curley moved to approve the January 20 and February 16, 2017, minutes as presented. Ms. Barker seconded the motion which passed unanimously.

3. Recommendation of CDBG Program Year 2017-2018 Funding

Ms. McDonald reviewed the approval process and background of the City's Community Development Block Grant Program.. No federal dollars for 2017-2018 have been received to date and the total funding allocation for Plan Year 2017-2018 is unknown at this time. The City did not receive any applications for Housing projects but did receive six applications for Public Service projects. The Proposal Scoring Committee met on March 13, 2017, to review the proposals. Their recommendation to the full HCDC was based on funding formulas, demonstrated need, and averaging member scores.

Mr. Curley, Ms. Michaels, and Ms. Powell discussed the rationale behind their scoring recommendations. HCDC concerns included whether the level of community needs had increased.

Motion 2 (6/0/1): Ms. Powell said the subcommittee recommended the Housing and Community Development Committee move to recommend the following projects to City Council: J Bar J Youth Services/Big Brothers Big Sisters of Central Oregon for funding amount \$15,000; Assistance League of Bend/Operation School Bell for funding amount \$10,000; and REACH/Transportation Capacity Improvement Program for funding amount \$10,000 as part of the City of Redmond's CDBG Annual Action Plan Program Year 2017-2018. Ms. Michaels seconded the motion which passed with Ms. Barker, Mr. Curley, Ms. Hunter, Ms. Michaels, Ms. Powell, and Ms. Swander voting in favor and Ms. Scharton abstaining due to a conflict of interest.

DISCUSSION ITEMS

1. CDBG Summary

Ms. McDonald presented and reviewed the City of Redmond Community Development Block Grant 2014-2018 Consolidated Plan Year Funding Summary.

2. Housing Funds Options

Ms. McDonald reported preliminary discussions with service agencies and outlined options suggested by Toni Strutz, US Housing and Urban Development (HUD). According to Ms. Strutz, the City's current Consolidated Plan could be hindering the depth of proposals received. Ms. McDonald summarized the process required for the City to amend the Consolidated Plan and discussed the impacts of federal restrictions and opening up eligible activities.

Committee members discussed restrictions imposed by the City's current Consolidated Plan, what would happen with Housing funds if no Housing applications were received, what else Housing dollars could be used for, if any funds were being carried forward that could be used for other purposes, and if any contracts were in progress.

Motion 3 (7/0/0): Ms. Scharton moved to amend the Consolidated Plan 2014-2018 so the City can open it up to other projects. Ms. Barker seconded the motion which passed unanimously.

3. Update J-Bar-J and NeighborImpact

Ms. McDonald reported the J Bar J contract was close to being finished. The micro-enterprise loans with NeighborImpact had been signed.

Mr. Curley said two projects with NeighborImpact were moving forward. He and Chair Swander commended Ms. McDonald for her work on this project.

4. Regional Affordable Housing Groups

Ms. McDonald presented a list of Affordable Housing Groups in Central Oregon, working cooperatively through Housing for All. She stated that HUD supported this collaboration. She would like to receive regular updates from each of the following groups: Housing for All (liaison: Ms. Swander), Central Oregon Health Council (liaison: Mr. Wall), Central Oregon Intergovernmental Council, City of Bend Affordable Housing Committee, City of Redmond Housing and Community Development Committee, Homeless Leadership Coalition, and Mid-Market Housing Workgroup (Bend 2030).

Chair Swander said the idea behind Housing for All was to create a regionwide work plan around housing to link communities in Crook, Deschutes, and Jefferson Counties. The group is seeking funding to create a regional strategy to address housing across markets.

COMMITTEE COMMENTS

Mr. Curley said he had the opportunity to make a presentation to a group at the City about what the HCDC is doing. He reported that Ms. Hunter also attended that meeting.

Ms. Powell said she was excited about the HCDC’s expanding its allocation request.

STAFF COMMENTS

Ms. McDonald announced that Bend 2030 will make a presentation on Mid-Market Housing at the Tower Theatre in Bend, Oregon, on Monday, April 10, 2017. People attending this free event need to go online to reserve their tickets. She said she had three tickets available. She referenced an article in *The Bulletin* on Sunday (March 12) which provided more details about this event.

Ms. McDonald said the City’s ethics event (appreciation of City committees and commissions) was well attended. She reminded everyone the HCDC is a public entity and this is a public process. Members should be aware the media is in the room at every meeting. She thanked HCDC members for their willingness to serve.

Next meeting: Friday, April 20, 2017, 10 a.m.

ADJOURN

With no further business, Chair Swander adjourned the meeting at 11:03 a.m.

APPROVED by the Redmond Housing and Community Development Committee and SIGNED by me this _____ day of _____, 2017.

ATTEST:

Whitney Swander
Chair

Katie McDonald
Assistant Planner

Redmond Housing and Community Development Committee (HCDC) –2016/2017 Work Plan



HOUSING GOAL: INCREASE UNITS OF AFFORDABLE HOUSING FOR LOW- AND MODERATE-INCOME PERSONS

STRATEGY	Action	Priority	Time-frame	Responsibility
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING	Complete/Update 2016/2017 Consolidated Annual Performance and Evaluation Report (CAPER)	High	Draft Completed 8/11/17	Coordinate Citizen 30-day Comment Period, Present to City Council
	Develop Program Year 2017/2018 Annual Action Plan (must wait for allocation amounts)	High	Adoption by 8/11/17	HCDC Recommendation, Citizen 30-day Comment Period, Present to City Council
	Amend 2014-2018 Consolidated Plan	High	Adoption by 6/14/17	HCDC Recommends to City Council updated goals, objectives and strategies to meet Community needs and desires
FAIR HOUSING PLAN	Fair Housing Plan	Low	On-going	HCDC Complaint Reviews and Facilitate Marketing Materials
	HUD required Assessment of Fair Housing (AoFH)	Low	10/18	Preliminary work on Assessment of Fair Housing
	Review policies and requirements	High	8/31/17	HCDC Recommendations for various Affordable Housing Tools for consideration of Planning Commission
AFFORDABLE HOUSING PLAN	SDC Credit Program	Medium	9/30/17	Drafting a Credit Program for Affordable Housing Toolkit
	City Land Banking Opportunities	Medium	9/30/17	Create and Identify City Land Banking Opportunities and Procedures

Exhibit 2

<p>COMMUNITY SERVICE INTEGRATION PLAN</p>	<p>Liaison for Community Organizations to City Council</p>	<p>Medium</p>	<p>7/31/2017</p>	<p>Create procedure for Service Providers to present a 'state of services provided' for City Council and field individual agency requests and/or proposals to City Council</p>
	<p>Homelessness Strategy</p>	<p>Medium</p>	<p>5/30/2017</p>	<p>3rd in series of Work-sessions with City Council regarding Homelessness</p>
	<p>ADA Transition Plan</p>	<p>Low</p>	<p>Ongoing</p>	<p>Participate in ADA implementation and funding dialog, also facilitate community outreach</p>
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