



CITY OF REDMOND
Community Development Department

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HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE
MINUTES

January 19, 2018

Redmond City Hall, 411 SW 9th Street – Room 210, Redmond, Oregon

Members Present: Chair Whitney Swander, Suzanne Michaels (*absent: Vice-Chair Joni Powell, Diana Barker, Steve Curley, Charlene Hunter, Geoff Wall; 2 vacancies*)

Youth Ex Officio: Yilun “Hanna” Cao

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

Visitors: None

Media: None

(Agenda items appear in the order discussed. The 3 digits after a motion title show the number of committee 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 3:12 p.m. without a quorum of members (2 of 7) present.

CITIZEN COMMENTS

None.

APPROVAL OF MINUTES

Chair Swander postponed approval of the November 17 and December 15, 2017, minutes due to lack of a quorum.

DISCUSSION ITEMS

- Welcome New Members and Council Liaison
Ms. McDonald welcomed Hanna Cao, Youth Ex Officio member, and thanked her for participating.

Ms. McDonald said Ginny McPherson, the new City Council liaison, was unable to attend due to a scheduling conflict.
- Election of Chair and Vice-Chair
Chair Swander postponed election of officers for calendar year 2018 due to lack of a quorum.
- Update RFP 2017-2018 Housing/Public Facility/ADA/Infrastructure
Ms. McDonald reported holding two subrecipient workshops this week. One meeting was held with the City of Redmond during which they discussed potential projects. Housing Works and J Bar J attended a second meeting and both indicated interest in pursuing the funds available. She outlined next steps in the application schedule. Subrecipient proposals are due on February 9. The Scoring Committee will meet on February 14 or 15 to hear oral presentations. At its next

meeting, the HCDC will need to make a funding recommendation to City Council and recommend an amendment to the Annual Action Plan.

Ms. Michaels volunteered to serve on the Scoring Committee.

Ms. McDonald said she met with Andrew Spreadborough about why Neighbor Impact was not awarded funds in the previous proposal process. She reported movement of funds in the micro-enterprise loan program. One loan for \$16,500 went out and three more loans (\$15,000 each) are in process. She will provide a full update on financials at the February HCDC meeting.

4. NSP Rollover into CDBG

Ms. McDonald explained how the Neighborhood Stabilization Program (NSP) has worked in Redmond. Housing Works has administered NSP funds provided to the City to help first-time buyers of foreclosed homes make down payments. Repayment of these funds occurs when the homes are sold, helping to sustain the program. About \$250,000 of program income is available, but the City has provided NSP down payment assistance only once in the last two years. The City is moving forward with the state's request to transfer unused NSP funds to the Community Development Block Grant (CDBG) program, since the Consolidated Plan allows for down payment assistance. The City will have to amend its Annual Action Plan for the program year in which these funds become available to the CDBG program. She said the City expected to hear by March 2018 when these funds will be available.

5. Assessment of Fair Housing Update

Ms. McDonald said the City's due date for its fair housing assessment had been postponed due to HUD's (U.S. Housing and Urban Development) statement that fair housing assessments due before 2020 were on hold. However, the City's outreach will continue. She urged members to take the survey at www.FairHousingSurvey2018.com and encourage everyone they know to participate.

6. PY 2018-2019 CDBG RFP

Ms. McDonald presented the draft Request for Proposals for Program Year 2018-2019 and reviewed changes she made based on HCDC discussions and issues with prior RFPs. She used a lot of the City of Bend's CDBG RFP due to Bend's greater experience as an entitlement city and the potential for applicants to propose eligible activities in both jurisdictions. The Application Schedule and Deadlines will need to be updated due to lack of a quorum at today's meeting.

Chair Swander suggested changing "work program" to "work plan." Ms. Michaels said the revised document was more user-friendly for applicants and contained lots of good information.

COMMITTEE COMMENTS

Ms. Cao asked how today's federal government shutdown would affect Redmond. Ms. McDonald said only federal employees would be affected as funding for the City's CDBG program was already in the federal budget. Chair Swander said employees considered essential would report to work, but federal employees of publicly owned land in Deschutes County, such as the U.S. Forest Service, would not.

Ms. Cao said China's program for assisting cities dealing with the homeless or those with very low income was very different, and noted distribution was based on the population.

STAFF COMMENTS

Ms. McDonald said she would attend a three-day National Community Development Association conference in Washington, DC, next week. She will share what she learns with this committee. She will poll committee members to schedule a special meeting on January 29 for the 2018-2019 RFP.

Next regular HCDC meeting: Friday, February 16, 2018, 3 p.m.

ADJOURN

With no further business, Chair Swander adjourned the meeting at 3:56 p.m.

APPROVED by the Redmond Housing and Community Development Committee and SIGNED by me
this 16th day of March, 2018.

ATTEST:

/s/ Whitney Swander
Whitney Swander
Chair

/s/ Jodi Burch
Jodi Burch
Deputy Director Central Services