



**CITY OF REDMOND**  
Community Development Department

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## **HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE**

### MINUTES

**May 20, 2016**

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

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

**Youth Ex Officio:** Vacant

**City Staff:** Heather Richards, *Community Development Director*; Chelsea Dickens, *Grant Program Coordinator*; Katie McDonald, *Assistant Planner*; Cameron Prow, *TYPE-Write II*

**Visitors:** None

**Media:** None

*(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 meeting to order at 3 p.m. with a quorum of members (5 of 7) present. Ms. Powell arrived after approval of the minutes.

### **CITIZEN COMMENTS**

None.

### **ACTION ITEMS**

1. Approval of Minutes

a. **March 18, 2016, and April 15, 2016**

Members requested the following two corrections to the April minutes: (1) Discussion Items 2, Paragraph 2, Sentence 1: Replace “offered” with “will offer” and (2) COMMITTEE COMMENT, Sentence 1, to read: “Ms. Barker reported today’s Coffee Clatter was held at Comfort Suites which was supportive of collaboration with the Opportunity Foundation of Central Oregon.”

**Motion 1** (5/0/0): Ms. Scharton moved to approve the March 18, 2016, minutes as written and the April 15, 2016, minutes as amended. Ms. Barker seconded the motion which passed unanimously.

### **DISCUSSION ITEMS**

1. CDBG Program Update

Ms. Dickens provided a quarterly update (PowerPoint) on recipients’ performance for Year 1 and Year 2 projects using funds provided through the Community Development Block Grant program. In **Year 1** (2014-2015), the Boys and Girls Club received \$25,000 to add 15 new members and increased membership by 87. The Opportunity Foundation of Central Oregon received \$24,300 to place 10 individuals in community-based jobs and placed 22. Families Forward received \$102,727

to acquire land at SW Reindeer/17<sup>th</sup> Street to develop 8 manufactured homes on foundations. Housing Works subsequently requested time to create higher-density units on the property. The City has been working to create a high-density overlay district in the South Canal Boulevard area. HUD (U.S. Housing and Urban Development) originally granted approval for Families Forward to acquire the land from Housing Works and then asked the City to suspend that transaction while HUD conducted further review. Ms. Richards summarized the communications between HUD and the City regarding the Families Forward project.

In **Year 2** (2015-2016), Ms. Dickens reported that NeighborImpact received \$31,000 for its Home Source Program. Since July, NeighborImpact helped 10 LMI (low-to-moderate income) earners purchase homes, taught 8 financial fitness classes in Redmond (64 attendees), provided financial coaching sessions (42 residents), helped 3 senior residents complete reverse mortgage counseling (aging in place), and assisted 14 homeowners in preventing foreclosures. The Opportunity Foundation of Central Oregon received \$31,000 and is continuing progress made in Year 1. Housing Works received \$105,033 for the 48-unit senior rental development (Cook Crossing). On May 16, 2016, Housing Works declined CDBG funding due to HUD funding constraints.

Ms. Dickens said the City will begin a new competitive process to redeploy the \$105,033 from Year 1 (and possibly the \$102,727 from Year 2) for housing, which would trigger a substantial amendment to the Year 2 action plan.

Mr. Wall announced Housing Works' intention to move forward with the Cook Crossing project in spite of HUD's refusal to participate and said it was easier to build one single-family home than multi-family housing.

Ms. Richards said Redmond was expecting to receive a letter from HUD this month about the City's not being timely in deploying funds for the Year 1 action plan. Redmond could lose its CDBG funding if HUD were to issue a second letter in May 2017 for the same reason. She suggested inviting HUD staff and City of Bend Affordable Housing Manager Jim Long to the next meeting to help educate Redmond about best practices in working with HUD.

Committee concerns included impact of the redeployment on Redmond's CDBG program, the restrictive application window for new multi-family housing projects, financing and leveraging options, and the redeployment process.

Ms. Richards said the City was interested in doing a work session with City Council about homelessness in Redmond. She requested two to three volunteers to help City staff prepare for the Council work session. Chair Swander and Mr. Wall volunteered to serve on that subcommittee.

## 2. ADA Transition Plan Update

Ms. Michaels said Jodi Burch e-mailed her this morning, asking her to recap progress made at the last meeting of the group working on the City's ADA (Americans with Disabilities Act) transition plan. Ms. Michaels presented two handouts: "City of Redmond: ADA Facility Assessment Report, April 28, 2016," and "Help Make Redmond Accessible for All – Take Part in the ADA Transition Plan Process." The group reviewed the draft assessment report from the consultant (MIG) and discussed prioritizing deficiency correction. A public comment meeting will be held in June 2016.

Ms. Richards said it would be interesting to learn how Centennial Park could be commissioned as ADA-accessible if it is now considered out of compliance.

Committee concerns covered penalties for noncompliance, signage requirements, clarifying language needed, availability of the MIG report, how many legal opinions the City needed if different

consultants had differing opinions about the City's meeting ADA requirements, how often ADA requirements were updated, impact of ADA updates, correction thresholds, and prioritizing the funding needed to address deficiencies.

**COMMITTEE COMMENTS**

None.

**STAFF COMMENTS**

Ms. Dickens said the City is seeking Redmond residents to fill the two vacant positions. She'll be sending a letter to residents who have received housing services to add this background to the committee.

Next meeting: Friday, June 17, 2016, 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 September, 2016.

ATTEST:

          /s/ Whitney Swander            
Whitney Swander  
Chair

          /s/ Chelsea Dickens for:            
Heather Richards  
Community Development Director