



CITY OF REDMOND
Community Development Department

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HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE
MINUTES
July 15, 2016

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

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

Youth Ex Officio: Vacant

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

Visitors: Anne Graham, *City Council Liaison*; Darcy Bedortha; Garry Finley; John Lodise and Matt Searfus, *myshepherdshouse.org*; Bill Sagona, *Sunshine Network*

Media: Dave Morgan, *RedmondNewsToday.com*

(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 Housing and Community Development Committee (HCDC) meeting to order at 3:04 p.m. with a quorum of members (7 of 7) present.

CITIZEN COMMENTS

Councilor Graham summarized her takeaway from the July 12, 2016, Council workshop on homelessness which she said was also posted on her Facebook page (Anne Graham - for Redmond). She stated both the Mayor and Council are looking to this committee for suggestions on how the City should respond to the homeless situation in Redmond.

Mr. Morgan said his first impression of Redmond when he moved here was the social cohesiveness of the community. He has since been impressed by the consistent humane and empathetic treatment by Redmond police officers.

Mr. Lodise said key challenges in working with members of the homeless community was how to get them to understand what can be offered to them and to trust that offer. He said many people in the homeless camps were concerned about not losing control/independence. The Shepherd's House experience in Redmond has been that opening an inviting place that requires alcohol/drug-free behavior is 80% of the battle.

Mr. Sagona presented a handout of a plan to provide affordable housing for homeless people by building homes out of shipping containers. He said he wanted to partner with the City of Redmond.

DISCUSSION ITEMS

A. City Council Homelessness Work Session Update

Chair Swander presented a handout that outlined the information provided at the Council Work Session on Homelessness on July 12, 2016. She summarized topics covered by City staff and herself, comments received from providers and the public, and what she saw as the committee's role moving forward. She said the mayor's statement noted there seemed to be a lot of good things happening but not a lot of coordination among the service providers for activities. This was the first work session with Council about homelessness and more are being planned. She advised committee members to think about how to engage the provider workgroup and how to get input/voices from those experiencing homelessness to develop recommendations to Council.

HCDC concerns included better publicity about this and future Council work sessions (e-mail notice to committee members), how other cities the same size as Redmond address homelessness, if temporary housing was discussed, and if any reference was made to work done by University of Oregon students in the Sustainable Cities Initiative Program.

ACTION ITEM

A. CDBG Reallocation of Funding – Request for Proposal Approval

Chair Swander reviewed the scoring system for proposals and outlined changes made to the RFP by Chelsea Dickens, Grant Program Coordinator.

HCDC concerns included the tight timeframe between proposal selection and the date that funds must be fully expended. Can the environmental review process can start after the HCDC decision but before the Council decision? What is the standard for evaluating timeliness?

Ms. McMahon said she would draft a timeline and send it to the HCDC.

Chair Swander responded to member concerns about how the City is marketing this opportunity. She and Ms. McDonald attended the homeless leadership coalition meeting on July 8, 2016, and presented the RFP to let people know it will be coming out. When it does come out, it will go back to that listserv which reaches hundreds of people including all major service providers. She noted the City might also be an applicant.

Following discussion, members recommended the following amendments (listed by RFP section):

- **Application Deadline:** 4 p.m., Friday, September 2, 2016.
- **Preapplication Workshop:** August (date to be determined), 2016.
- **Cover sheet:** Add an executive summary that explains what funding can be used for with specific examples, provides due dates for process steps, and identifies immediate restrictions.
- **Funding Allocations,** Sentence 1 to read: "The City of Redmond estimates a total allocation of CDBG funds to be \$207,760."
- **Funding Timeline, Activities** Sentence 2 to read: "Funded projects will begin approximately January 1, 2017, and all funding must be fully expended by March 31, 2017."
- **Evaluation and Selection,** rating system bullet #6 to read: "Feasible project timeline showing funds fully expended by March 31, 2017."
- **Project Questionnaire and Overview, Project Information:** Add Funding Category for "Acquisition of Existing Structure." **Project Information Sheet,** Zoning and Site Plan Status: Ms. McMahon to edit.

- **Project Narrative, Project Timeline:** “Must be completed by March 31, 2017.” #13 Timeline and status: Insert URL for reference to 24 CFR 58. Add context for subitems a through g. Organizational Capacity, #14 title to read: “Development or Property Management Experience.”

Motion 1 (7/0/0): Ms. Barker moved to approve the CDBG reallocation of funding Request for Proposal as amended. Ms. Scharton seconded the motion which passed unanimously.

- **Procedure to Ensure Timely Expenditure of Funds**, Section C title to read: “Contract – March 31, 2017, Deadline for expenditure”.

Motion 2 (7/0/0): Ms. Barker moved to amend Motion 1 to change the date on Item 15.c from “February 28, 2017” to “March 31, 2017.” Ms. Scharton seconded the motion which passed unanimously.

Members requested e-mail notice from Ms. Dickens when the RFP goes out.

STAFF COMMENTS

Ms. McDonald thanked Chair Swander, Vice-Chair Curley, and Ms. Powell for their assistance in putting the Council workshop on homelessness together. She said the workshop was well received and a good start for dialogue of a very difficult and often contentious issue.

COMMITTEE COMMENTS

Chair Swander thanked staff for their efforts, noting the workshop was very well done.

Ms. McMahon said based on the positive comments she heard from Councilors that they learned a lot, understand the issue of homelessness is critical and needs to be dealt with, and there is a role for the City. Determining the City’s role will be the subject of future workshops. She said Council was looking to the HCDC for a recommendation on where to go next and what the City’s role should be.

Next meeting: Friday, August 19, 2016, 3 p.m.

ADJOURN

With no further business, Chair Swander adjourned the meeting at 4:30 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/ Deborah McMahon
Deborah McMahon
Planning Manager