



CITY OF REDMOND
Community Development Department

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HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE
MINUTES

February 16, 2017

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

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

Youth Ex Officio: Vacant

City Staff: 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 Housing and Community Development Committee (HCDC) meeting to order at 10:11 a.m. without a quorum of members (3 of 9) present.

CITIZEN COMMENTS

None.

APPROVAL OF MINUTES

1. January 20, 2017
Due to lack of a quorum, Chair Swander postponed approval of the January 20, 2017, minutes to the next meeting.

DISCUSSION ITEMS

1. Chair/Co-Chair Election
Due to lack of a quorum, Chair Swander postponed election of 2017 officers to the next meeting.
2. RFP Update
Ms. McDonald said staff re-noticed the Request for Proposals to the City's e-mail list shortly after the January 20 HCDC meeting. The new closing date is March 3, 2017. The RFP was re-announced at the Homeless Leadership Coalition meeting the first of the month and at the Redmond Service Providers meeting. She received a couple phone calls and had preapplication meetings with Thrive and the Assistance League of Bend. To date, she has not received any completed applications for Public Services or Housing.

Chair Swander checked the City website and reported the Public Services part had been updated but applicants were still being instructed to submit applications to Chelsea Dickens.

3. Committee Appointments

Ms. McDonald outlined the proposal review process and timeline. Applicants will make presentations to the Proposal Review Subcommittee during the week of March 6-10, 2017.

Ms. Barker and Ms. Michaels volunteered to serve on this subcommittee. Chair Swander said she would not be available March 6-10. She suggested appointing Vice-Chair Curley and noted Ms. Hunter previously indicated interest in serving on this subcommittee.

4. J Bar J Update

Ms. McDonald said J Bar J's offer on a property was accepted, pending passage of the environmental review. The property is on NW Canal Boulevard and can be used without being renovated. Jim Long, Bend Affordable Housing Manager, has been helping Redmond staff complete the environmental review requirements. The target closing date is March 31, 2017.

5. Contract Update – Micro Business Loans

Ms. McDonald said she received the contract. The Finance Department reviewed the contract and recommended adding some uniform grant requirements. She is hoping to receive the clarification piece from the City's HUD (U.S. Department of Housing and Urban Development) representative and get the contract signed on Friday.

Chair Swander asked staff to e-mail HCDC members when the funds become available.

6. 211 Quarterly Reports

Ms. McDonald presented the results of her research into 2-1-1 information requests in Deschutes County during the first quarter of fiscal year 2016-2017 (July 1 through September 30, 2016). The highest need in this area was for housing and the second highest was for transportation. People calling from Redmond accounted for over 25% of the calls. She suggested inviting Hope Browning of Neighbor Impact to attend the next HCDC meeting to provide additional details on this topic.

Committee concerns included the identity of Central Oregon Coordinated Entry (agencies most often referred by 211info), if what people were asking for was available or not, potential impacts if Oregon implements a rent control program, and the need for more housing.

COMMITTEE COMMENTS

None.

STAFF COMMENTS

Next meeting: Thursday, March 16, 2017, 10 a.m.

ADJOURN

With no further business, Chair Swander adjourned the meeting at 10:39 a.m.

APPROVED by the Redmond Housing and Community Development Committee and SIGNED by me this 16th day of March, 2017.

ATTEST:

/s/ Whitney Swander
Whitney Swander
Chair

/s/ Deborah McMahan
Deborah McMahan
Planning Manager