



**CITY OF REDMOND**  
Community Development Department

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**HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE**  
**MINUTES**  
**May 18, 2017**

411 SW 9<sup>th</sup> Street, City Hall Conference Room 210, Redmond, Oregon

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

**Youth Ex Officio:** Vacant

**City Staff:** Katie McDonald, *Assistant Planner*; Kate Porsche, *Community Development Director*; Jodi Burch, *Deputy Director/Central Services*; Cameron Prow, *TYPE-Write II*

**Visitors:** Anne Graham, *City Council Liaison*

**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**

Vice-Chair Powell called the regular meeting of the Housing and Community Development Committee (HCDC) meeting to order at 10:05 a.m. without a quorum of members (4 of 8) present.

**CITIZEN COMMENTS**

Councilor Graham reported Council held a joint meeting with the Redmond Urban Area Planning Commission last Tuesday. She stated other organizations also had the potential to meet with Council. She said the role of the Council liaison was to forward advisory committee questions/concerns to Council.

**DISCUSSION ITEMS**

3. Update for 2017-2018 Annual Action Plan

Ms. McDonald explained the purpose of the annual action plan and the City process to forward HCDC's recommendations to Council. A federal budget was passed recently, but the City does not yet know how much funding will be allocated to its CDBG program. She outlined program changes made by HUD (U.S. Housing and Urban Development) regarding notice periods and said the City would file for an extension of the Housing portion of its allotment. She announced the potential for an extra committee meeting in July to meet process timelines.

Following member discussion about summer schedules, Vice-Chair Powell asked staff to provide advance notice of a second July meeting as soon as possible.

4. Point-In-Time County Community Meetings

Ms. McDonald said the Homeless Leadership Coalition (HLC) has released the point-in-time numbers required by HUD. HUD numbers, which follow a more strict definition, were posted on the HLC website. HLC has partnered with an Oregon Health Sciences University analysis

research group from Bend, Oregon, to present a more comprehensive look and this information will be shared at community meetings. The Redmond community meeting will be held in City Hall Rooms 207 and 208 on Tuesday, June 6, 2017, 5 p.m. The public is welcome to attend.

5. Homelessness Work Session #3

Ms. McDonald said the next Council work session was scheduled for Tuesday, May 30, 6 p.m. She and Ms. Porsche met with Chair Swander and Ms. Hunter yesterday to develop an agenda. The intent is to wrap up the homelessness issue and transition to looking at Redmond's current housing stock and other demographics. The City is working with the Oregon Employment Department and Housing Works to update its data resources.

Committee concerns included the Police Department's assessment of homeless camp activity.

Ms. McDonald replied the Redmond service providers group, which the City helped bring together, meets on the 2<sup>nd</sup> Friday of each month. Based on reports from St. Vincent de Paul, Jericho Table, and law enforcement, the number of homeless people living in camps fluctuates. The point-in-time numbers for 2015 indicated a rise everywhere by about a third. St. Vincent de Paul is partnering with Jericho Table to organize a clean-up event in June 2017. Those interested should contact St. Vincent de Paul.

1. Staff Report – Amendment to the Consolidated Plan

Ms. McDonald presented her staff report, prepared in response to the HCDC's request to open up the plan to use the funding more comprehensively for benefit of low and moderate income citizens. She summarized the background of the City's Community Development Block Grant (CDBG) program. Her review included the seven priority needs, progress toward reaching the Consolidated Plan's four primary goals, and prior amendments. In spite of the community's need for affordable housing, interest in the CDBG housing allocation has been low over each of the funding years. Reasons for the low interest included a low CDBG funding amount, federal regulations including reporting, limited allowed uses of the funds, and projects not in "ready" positions.

Chair Swander arrived at 10:22 p.m., establishing a quorum, shortly after Ms. McDonald began her staff report. Control of the meeting passed to Chair Swander at that time.

2. Draft Amendment to the Consolidated Plan

Ms. McDonald said staff was proposing to amend Goal 1 to add "Housing Rehabilitation," add a new Goal 5 for infrastructure improvements including ADA (Americans with Disabilities Act) to remove barriers, and eliminate the allocation amounts for Housing and Economic Development other than what is federally capped.

Ms. Porsche emphasized the importance of balancing increased flexibility with meeting Consolidated Plan goals.

Committee discussion covered clarifying what Health and Safety funds could be used for, who would manage the funds, informing eligible nonprofit organizations about funds available for social determinants of health, and increasing awareness of this new opportunity by personally calling potential applicants following issuance of a Request for Proposals.

**Motion 1** (5/0/0): Mr. Curley moved to recommend acceptance of the City Staff Report for the Amendments to the 2014-2018 Consolidated Plan. Ms. Scharon seconded the motion which passed unanimously.

**APPROVAL OF MINUTES**

1. April 20, 2017

**Motion 2** (5/0/0): Ms. Powell moved to approve the April 20, 2017, Housing and Community Development Committee minutes as written. Ms. Scharton seconded the motion which passed unanimously.

**STAFF COMMENTS**

Ms. Porsche commended Ms. McDonald’s work on the CDBG program which is in addition to her other duties as the main planner responding to counter and phone inquiries. She announced Ms. McDonald’s efforts were highlighted during the “Employee Spotlight” at the last City Council meeting. She shared positive comments about Ms. McDonald’s help from the real estate agent (Barbara) who helped J Bar J work through issues related to its recent property purchase.

Ms. Burch commended Ms. McDonald for her efforts in strengthening the Community Development relationship with the Finance team which has improved operational efficiency.

Ms. McDonald discussed ideas for the HCDC 2017-2018 Work Plan. She thanked members for their support in moving the City’s CDBG program forward.

**COMMITTEE COMMENTS**

Mr. Curley requested a timeline of upcoming agenda items.

Next meeting: Friday, June 15, 2017, 10 a.m.

**ADJOURN**

With no further business, Chair Swander adjourned the meeting at 10:56 a.m.

APPROVED by the Redmond Housing and Community Development Committee and SIGNED by me this 21st day of July, 2017.

ATTEST:

/s/ Whitney Swander  
Whitney Swander  
Chair

/s/ Katie McDonald  
Katie McDonald  
Assistant Planner