



CITY OF REDMOND
Community Development Department

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HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE
MINUTES

September 5, 2017

Redmond City Hall, 411 SW 9th Street, Executive Conference Room 141, Redmond, Oregon

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

Youth Ex Officio: Vacant

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, attending via telephone, called the special meeting of the Housing and Community Development Committee (HCDC) to order at 11:04 a.m. with a quorum of members (4 of 7) present. Mr. Curley arrived at 11:07 a.m. after approval of the minutes.

CITIZEN COMMENTS

None.

DISCUSSION – ACTION ITEMS

1. Review and Recommendation for 2016-2017 Consolidated Annual Performance Evaluation Report
Ms. McDonald presented the draft CAPER and the staff report and reviewed activities and achievements for program year (PY) 2016-2017. She expressed concern that, due to staff changes over the last year, the City had not performed as expected in the Housing and Business Assistance categories. She stated the City needed to be more proactive in monitoring and reporting throughout the year than was done in the past.

Committee members requested more information about CR-10, CR-15, CR-45, how long Neighbor Impact had to submit its reports on micro-enterprise loans, when dollars could be reallocated from the micro-enterprise loan program (if not used) to other needs, and HUD's review process and timeline. Following discussion, HCDC members recommended the following changes:

- **91.520(g):** Correct discrepancy in table on Page 3, Line 4, Column 9, from 30 to 10.
- **CR-10:** Explain why the total number of families assisted (164) was not the same as the total of Hispanic and Non-Hispanic families (172).
- **CR-15:** Correct the 2015 reallocation amount to \$105,033.

- **CR-45:** Explain in the narrative that Redmond has a really small population of eligible nonprofit developers.

Motion 1 (5/0/0): Mr. Wall moved to recommend the 2016-2017 Consolidated Annual Performance and Evaluation Report with the proposed changes from the Housing and Community Development Committee to City Council. Ms. Michaels seconded the motion which passed unanimously.

COMMITTEE COMMENTS

Chair Swander commended Ms. McDonald for doing a really good job of due diligence for the City of Redmond and being accountable for CDBG dollars.

STAFF COMMENTS

Ms. McDonald announced that Lori Scharton resigned the morning of September 5, 2017.

Next meeting: Friday, September 15, 2017, 3 p.m.

ADJOURN

With no further business, Chair Swander adjourned the meeting at 11:50 p.m.

APPROVED by the Redmond Housing and Community Development Committee and SIGNED by me this 15 day of December, 2017.

ATTEST:

/s/ Whitney Swander
Whitney Swander
Chair

/s/ Katie McDonald
Katie McDonald
Grants Coordinator/Assistant Planner