



CITY OF REDMOND
Community Development Department

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HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE
MINUTES

November 17, 2017

Redmond City Hall, 411 SW 9th Street – Room 210, Redmond, Oregon

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

Youth Ex Officio: Vacant

City Staff: Katie McDonald, *Grants Coordinator/Assistant Planner*; Chuck Arnold, *Economic Development/Urban Renewal Project Manager*; Molly Mansfield, *Utility Billing Manager*; 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 and INTRODUCTIONS

Chair Swander called the regular meeting of the Housing and Community Development Committee (HCDC) to order at 3:05 p.m. with a quorum of members (5 of 7) present.

CITIZEN COMMENTS

None.

APPROVAL OF MINUTES

1. September 15, 2017

Motion 1 (5/0/0): Ms. Barker moved to approve the September 15, 2017, minutes as written. Mr. Curley seconded the motion which passed unanimously.

DISCUSSION and ACTION ITEMS

1. Downtown Urban Renewal Advisory Committee Presentation

Mr. Arnold said having each City committee understand what the others were doing would improve collaboration opportunities. He discussed the purpose of the City's urban renewal district and what DURAC (Downtown Urban Renewal Advisory Committee) does. His summary (PowerPoint) covered the purpose, boundary, background (started in 1995), funding, strategic projects (New Historic Redmond Hotel reopening 2018-2019), property assistance program, catalytic projects (Centennial Park expansion, Family Entertainment Center, Family Recreation Center), diverse housing project (Cook Crossing), and industrial job incentives. Redmond Urban Renewal Agency (URA) is partnering with Central Oregon Intergovernmental Council to build a new transit hub and with the Bicycle and Pedestrian Advisory Committee to fund some Homestead Trail improvements. He noted the URA and DURAC will hold a joint meeting on November 21, 2017.

HCDC concerns included redevelopment of the old city hall site (716 SW Evergreen Avenue), developer incentives to build affordable housing units, value of mixed-income housing in neighborhoods, and transit expansion planning. Chair Swander asked about a joint HCDC/DURAC initiative. Mr. Arnold suggested the Chairs and Vice-Chairs of HCDC and DURAC meet to explore possibilities.

2. Utility Assistance Program

Ms. Mansfield outlined (November 13, 2017, letter) the City's utility assistance program from 2001 to present. This program is available only to residential single-family homes (owners and renters) who must apply annually. Eligibility is based on income and number of people in the household (like Section 8 vouchers) and has been tightened to address some fraudulent claims. The City currently serves about 16 households, saving qualified applicants about \$16 per month; this cost is not covered by any funding source. The City partners with High Country Disposal for a similar assistance program for garbage. Program information is posted on the City website and appears in the City newsletter on a quarterly or six-month basis. To date, no qualified applicants have been turned down. In 2013, the City changed its policy to work with property owners rather than tenants. Monies donated on residents' bills are administered through a partnership with St. Vincent de Paul for emergency assistance and the City receives a quarterly report (who was helped, how much was spent). She said better marketing was needed about donation opportunities.

Ms. McDonald suggested the utility assistance program might need to calculate income eligibility based on area median income (30%, 50%, or 80%). Central Electric Co-Op and Pacific Power both have round-up options and participate in a state energy assistance funding program.

HCDC discussion covered how people learn about this program, availability of an online application, funding source, total discount per year, partnering with Neighbor Impact to identify customers needing assistance, demographics of affected residents, if the City provides translation services (available from the Latino Community Association) or forms in Spanish, and assistance available through other organizations (Family Access Network, Highland Baptist Church, City Center Church, St. Vincent de Paul).

3. Proposal Review Program Year 2017-2018 Housing and ADA/Infrastructure RFP

Ms. McDonald presented options for moving forward with \$144,736 in unallocated funds from the approved 2017-2018 Annual Action Plan. Her staff report included the background, federal Housing and Urban Development (HUD) Community Development Block Grant (CDBG) program objective, five primary goals in the Consolidated Plan, and results of the open and competitive request for proposals (RFP) process. Two proposals were received for Housing and ADA (Americans with Disabilities Act)/Infrastructure by the November 3, 2017, deadline, each requesting the full amount of unallocated funds. Both proposed projects satisfied the National Objectives of benefitting low- and moderate-income persons and addressed Goal 1 of the Consolidated Plan for housing. However, the higher-scoring proposal from Neighbor Impact was incomplete as it did not address CDBG regulations about rehabilitating a leased property. Following consultation with HUD, staff recommended allowing Neighbor Impact two weeks to clarify its proposal as submitted to verify compliance with HUD's Leasing/Ownership regulations regarding property rehabilitation. If Neighbor Impact proposal changed significantly, the proposal would be deemed incomplete and the RFP process would reopen for \$144,736 in unallocated funds.

HCDC concerns included if the RFP process allowed staff time to clarify eligibility of applications with HUD and the precedent of allowing an incomplete application to move forward. Following discussion, HCDC members agreed to postpone consideration of the two Housing and ADA/Infrastructure proposals for Program Year 2017-2018 to the December 2017 meeting.

4. 2017-2018 Annual Action Plan Unallocated Funds
Following discussion, HCDC members agreed to postpone consideration of unallocated funds from the 2017-2018 Annual Action Plan to the December 2017 meeting.

5. Assessment of Fair Housing
Ms. McDonald reviewed (PowerPoint) the background and next steps involved in the Assessment of Fair Housing which is due to HUD in October 2018. The City of Redmond and City of Bend are partnering to get this work done and have had one meeting. She requested two volunteers to help staff with outreach and marketing.

HCDC members asked how staff for both cities would work on this project and if Redmond's assessment could be coordinated with the tri-county (Crook, Deschutes, Jefferson) Assessment of Fair Housing by the Housing Authority (Housing Works).

Ms. McDonald said the Redmond and Bend assessments were on a different timeline, but Redmond would seek support as appropriate from Housing Works.

Vice-Chair Powell said she might be able to help in January 2018. Following discussion, HCDC members suggested Ms. McDonald ask the two members absent from today's meeting if they would be interested.

COMMITTEE COMMENTS

Vice-Chair Powell announced she would be absent from the December 2017 meeting.

STAFF COMMENTS

Ms. McDonald said Ms. Hunter had informed her she would miss the November and December meetings.

Next HCDC meeting: Friday, December 15, 2017, 3 p.m.

ADJOURN

With no further business, Chair Swander adjourned the meeting at 4:38 p.m.

APPROVED by the Redmond Housing and Community Development Committee and SIGNED by me this 30th day of January, 2018.

ATTEST:

/s/ Joni Powell Vice Chair
Whitney Swander
Chair

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