



CITY OF REDMOND
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HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE
MINUTES

August 17, 2018

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

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

Youth Ex Officio: *Vacant*

City Staff: Jodi Burch, *Accounting & Financial Reporting Director*; Cameron Prow, *TYPE-Write II*

Visitors: None

Media: None

(Agenda items appear in discussion order. 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) to order at 3 p.m., Friday, August 17, 2018, with a quorum of members present (4 of 7).

CITIZEN COMMENTS

None.

APPROVAL OF MINUTES

1. June 20, 2018

Motion 1 (4/0/0): Ms. Michaels moved to approve the June 20, 2018, minutes as written. Ms. Tripp seconded the motion which passed unanimously.

DISCUSSION ITEMS

1. House Bill 4079 Update

Ms. Burch said Oregon HB 4079 allows one city under 25,000 population and one over 25,000 to apply for expedited entry of land into the UGB (urban growth boundary). Redmond and Bend (both over 25,000) are applying. The City Manager's office is putting the final touches on Redmond's application which is due today. The 40-acre county-owned property is east of Highway 97 on the north side of town. She summarized factors favoring Redmond's application including employment, transportation, and target development types (80% AMI [average median income] and market rate housing). The City will need to provide infrastructure (water, sewer, roads) which will cost millions.

HCDC concerns included zoning, development readiness, and when the decision would be made.

2. Draft 2017 CAPER

Ms. Burch presented the draft CAPER (Consolidated Annual Performance and Evaluation Report) for Year 4 of the City's 2014-2018 Consolidated Plan. Overall, the City had a very successful year.

Major achievements in 2017 included issuance of six microenterprise loans to help start new businesses. In compliance with the City's participation plan, a 15-day public comment period on the draft CAPER will start today and run through August 31.

Committee members clarified their understanding of CAPER components. Additional concerns included the deadline for expending 2017 funds and the percentage of low-income housing available for single mothers.

Motion 2 (4/0/0): Mr. Curley moved to accept and make the draft 2017 CAPER available for public comment prior to presenting it to City Council. Ms. Michaels seconded the motion which passed unanimously.

3. Draft 2018-2019 RFP and Application

Ms. Burch discussed her efforts to make the RFP (Request for Proposals) process more user- and reviewer-friendly and her outreach approach. The RFP will be issued by August 18 as a fillable and printable PDF (Portable Document Format). The instructions will strongly encourage applicants to contact her and attend a pre-application meeting to determine eligibility. Approximately \$450,000 can be spent on housing (preferred), land acquisition, or economic development.

Committee members reviewed the RFP and application form, suggested improvements, and generally agreed the RFP presentation was more organized and the form easier to read.

Motion 3 (4/0/0): Ms. Powell moved approval of the RFP and application the way it will be once the changes are made. Mr. Curley seconded the motion which passed unanimously.

4. Point in Time Count Update

Ms. Burch presented (PowerPoint) tri-county (Deschutes, Crook, Jefferson) results of the point-in-time counts conducted by the Homeless Leadership Coalition in January 2018. She discussed key findings and the impact of contributing factors.

Committee members reviewed the data which included comparisons between the 2018 and 2017 annual counts.

COMMITTEE COMMENTS

Ms. Tripp said she appreciated the City's delivery of packet materials as she doesn't have a computer. She noted the acronyms were confusing, the small print hard to read, and the problems overwhelming.

STAFF COMMENTS

Ms. Burch reported HUD (U.S. Housing and Urban Development) approved Redmond's 2018-2019 Annual Action Plan. The City made a job offer for a new Deputy City Manager to John Roberts from Hood River County. Mr. Roberts' duties would include oversight of the Community Development Department, Public Works, and Engineering. She met with Thrive this week.

Next HCDC meeting: Friday, September 21, 2018, 3 p.m.

ADJOURN

With no further business, Vice-Chair Powell adjourned the meeting at 4:22 p.m.

APPROVED by the Redmond Housing and Community Development Committee and SIGNED by me this 19th day of October, 2018.

ATTEST:

/s/ Whitney Swander

Whitney Swander
Chair

/s/ Jodi Burch

Jodi Burch
Accounting & Financial Reporting Director