



CITY OF REDMOND
Finance Department

411 SW 9th Street
Redmond, OR 97756-2213

Phone **541-923-7735**
Fax 541-548-0706

www.ci.redmond.or.us

HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE **MINUTES**

September 21, 2018

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

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

Youth Ex Officio: *Vacant*

City Staff: Jodi Burch, *Accounting & Financial Reporting Director*; Deborah McMahon, *Planning Manager*; John Roberts, *Deputy City Manager*; Cameron Prow, *TYPE-Write II*

Visitors: Darlene Woods, *House of Hope Ministries*; Scott Aycock, *Central Oregon Intergovernmental Council (COIC)*

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

Chair Swander called the regular meeting of the Housing and Community Development Committee (HCDC) to order at 3:04 p.m., Friday, September 21, 2018, with a quorum of members present (5 of 7).

CITIZEN COMMENTS

Ms. Woods said she was interested in the block grant, helping the homeless, and curbing crime issues by giving people a sense of value. House of Hope Ministries is headquartered in Redmond. Facilities include group homes in Redmond and Bend plus a drop-in center, food bank, community garden, and the Lavender Thrift & Gift Store in Redmond. She has been doing this work for 17 years.

APPROVAL OF MINUTES

1. August 17, 2018

Vice-Chair Powell requested correction of the August 17 minutes to show that she opened and closed that meeting.

Motion 1 (5/0/0): Ms. Michaels moved to approve the August 17, 2018, minutes as amended. Ms. Powell seconded the motion which passed unanimously.

PRESENTATIONS

1. Planning Department Updates

- **Redmond Development Code:** Ms. McMahon discussed Phase 2 revisions which have been adopted and will become effective by ordinance in a few weeks. Changes of interest to the HCDC included:

- Reducing minimum duplex size and allowing triplexes on corner lots at least 7,000 square feet in size in the R-3 zone.
- Creating new ADU (Accessory Dwelling Unit) setbacks in all zones except R-3A.
- Reducing time required to “pull” (get) a housing permit.
- Allowing subdivision developers to provide photographic evidence of landscaping completion. Staff will spot-check to assure required standards are met.
- Reviewing housing units smaller than a fiveplex under the single-family home process.
- Allowing Assisted Living facilities outright, mostly in commercial zones.
- Adding multi-family complexes to the C-4A and C-5 zones.
- Changing parking requirements on a zone-by-zone basis.

Committee concerns included how a change in tenants would impact parking standards and how builders will be informed about the code changes. Ms. McMahon said the City meets monthly with Central Oregon Builders Association (COBA), works with many primary builders, and disseminates information through various agencies. Future code refinements will be made to address other barriers to affordable housing.

- **Oregon House Bill 4079:** Ms. McMahon said she and Mr. Roberts will make an oral presentation in Salem, Oregon, next week. Redmond is competing with Bend for permission to implement a pilot affordable housing project.

2. Housing For All

Mr. Aycock presented the July 5, 2018, Charter of Housing For All/A Central Oregon Housing Consortium. Activities listed in the project’s work plan included creating a Regional Housing Needs Assessment, researching best practices, policy and resource development/advocacy, regional housing campaign, regional nexus (clearinghouse for information and ideas), group coordination, and capacity building. He identified several projects COIC was tackling. He asked committee members to think about how this project could help the HCDC and City of Redmond reach their goals and to identify areas where City projects overlap what COIC is trying to do.

HCDC concerns included funding options, hosting roundtables or panels on how to leverage planning changes to incentivize growth and density to benefit affordable housing development, streamlining policies and practices of Central Oregon cities to decrease affordable housing barriers, and the value of Central Oregon communities speaking with a unified voice.

Ms. McMahon said assistance in preparing and applying for grants would increase Redmond’s ability to receive additional funding. Additional strategies included legacies and land-banking.

Mr. Aycock said becoming more proactive, improving community outreach, identifying and implementing new funding strategies, and sharing accurate data across the region would benefit everyone. He will keep Ms. McMahon informed about this project.

DISCUSSION ITEMS

1. House Bill 4006

Ms. Burch discussed requirements of Oregon House Bill 4006, passed during the 2018 Legislative Session, that affect the City of Redmond. One-third of Redmond residents are spending more than half their income on rent, which is higher than the one-third they should be paying for affordability. By December 31, 2018, the City has to convene a public meeting to discuss causes and consequences of severe rent burdens, barriers to reducing rent burdens, and possible solutions to reduce rent-burdened households within the city. The City then has to submit the public meeting agenda and a list of attendees, including their affiliation and geographic location, to Oregon

Housing and Community Services (OHCS) by February 1, 2019. In addition, cities over 10,000 in population must report annual building permit data to OHCS and DLCD (Oregon Department of Land Conservation and Development) by February 1, 2019. She reported attending a webinar about on what cities will be required to do but did not know how the data collected would be used. She invited committee members to share their ideas about affordable housing in Redmond by participating in a state survey coming out in early October 2018.

Ms. McMahon said the Community Development Department staff will be working on a Residential Needs Analysis and a Buildable Lands Inventory as part of the comprehensive plan update.

HCDC concerns included how data gathered through the HB 4006 process would compare with that collected by COIC.

2. CDBG RFP Update and Call for Subcommittee Volunteers

Ms. Burch said the RFP (Request for Proposals) for the annual CDBG (Community Development Block Grant) funds was issued on August 18. Proposals are due on October 4, 2018. To date, she has talked with four to five interested parties. One application arrived today. Feedback on the fillable .pdf format has been positive. Applicant interviews have been scheduled for October 10.

Ms. Michael, Ms. Powell, and Ms. Tripp volunteered to serve on the Proposal Review Subcommittee meeting on October 10.

Ms. Burch said she would add House of Hope Ministries to her outreach contact list. Ms. Woods reported receiving information about the RFP through another contact.

3. Upcoming Agenda Items

Ms. Burch presented a handout, listing agenda items for the October, November, and December meetings. Topics to be covered included CDBG issues, housing toolkit, housing needs analysis, guest speaker, and new housing units going in downtown. A joint meeting with the Downtown Urban Renewal Advisory Committee (DURAC) is scheduled for Monday, December 10, 6 p.m. She invited members to suggest topics for future meetings.

Chair Swander emphasized the importance of thinking strategically on discussions that can move HCDC programs forward. She expressed support for canceling the December 21 meeting since HCDC will meet with DURAC on December 10.

COMMITTEE COMMENTS

None.

STAFF COMMENTS

Mr. Roberts said this was his second week on the job. He attended today's meeting to learn more about the Housing and Community Development program.

Ms. Burch provided updates on:

- CAPER (Consolidated Annual Performance and Evaluation Report): submitted to HUD (U.S. Department of Housing and Urban Development) on September 13 before the September 28 due date.
- Member Recruitment: The mayor interviewed two applicants (Jim Long and Heather DeWolf) on September 17 and will recommend their appointments at the next City Council meeting. Mr. Long was Bend's affordable housing manager for 20 years. Ms. DeWolf works with Hayden

Homes in real estate sales, has 18 years of new construction experience, and was previously honored as Businesswoman of the Year in Central Oregon. Four HCDC members whose terms expire on December 31, 2018, will be invited to renew their commitment if interested.

Ms. Burch presented a list of acronyms, which she updated from Ms. Prow's list, for use by current and future committee members. She offered binders to members to help keep their materials together and available. Ms. Tripp requested a binder.

ADJOURN

Next HCDC meeting: Friday, October 19, 2018, 3 p.m.

With no further business, Chair Swander adjourned the meeting at 4:24 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