



CITY OF REDMOND

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Housing and Community Development Committee Agenda
411 SW 9th St, Conference Room 210
Wednesday, August 21, 2019
4:00 – 5:30 pm (time revised)

**HCD
MEMBERS**

**Geoff
Wall
Chair,**

**Whitney
Swander,
Vice-Chair**

**Diana
Barker**

**Heather
DeWolf**

**Michelina
Huffman**

**Rebecca
Parker**

**Clair
Sagiv**

**Theresa
Thorson**

**Marion
Tripp**

**Vacant
Ex-Officio**

	TIME	ITEM
	3:00 PM	CALL TO ORDER/INTRODUCTIONS
	3:05 PM	CITIZEN COMMENTS
	3:10 PM	APPROVAL OF MINUTES 1. April 17, 2019 2. May 15, 2019 3. July 17, 2019
	3:15 PM	DISCUSSION /ACTION ITEMS 1) Housing Coordinator Position: Functions and Funding 2) Homelessness: Upcoming Planning Efforts 3) Community Conversation – Redmond Comprehensive Plan Update 2040
	4:15 PM	COMMITTEE COMMENTS
	4:20 PM	STAFF COMMENTS
	4:30 PM	ADJOURN
Next HCDC meeting Wednesday, September 18, 2019		

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DRAFT

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HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE
MINUTES

April 17, 2019

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

Members Present: Diana Barker, Theresa Thorson, Marion Tripp (*absent: Chair Geoff Wall, Vice-Chair Whitney Swander, Heather DeWolf, Joni Powell*)

Youth Ex Officio: **Vacant**

City Staff: Jim Long, *Community Development Block Grant (CDBG) Coordinator*; John Roberts, *Deputy City Manager*; 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

Due to the absence of both the Chair and Vice-Chair, Mr. Long called the regular meeting of the Housing and Community Development Committee (HCDC) to order at 3:23 p.m., Wednesday, April 17, 2019, without a quorum present (3 of 7 members).

CITIZEN COMMENTS

None.

APPROVAL OF MINUTES

1. January 18, 2019
2. February 20, 2019

Due to lack of a quorum, Mr. Long postponed approval of the January and February 2019 minutes to the next meeting.

DISCUSSION – ACTION ITEMS

1. CDBG Funding

Mr. Long said HUD (U.S. Housing and Urban Development) notified the City on Monday, April 15, 2019, that this year's allocation of Community Development Block Grant funds will be \$267,711. Of this amount, 20% (\$53,542.20) is for Administration and 15% (\$40,156.65) can be used for Social Service projects, leaving \$174,012.15 for Programs (bricks-and-mortar projects).

2. CDBG Applications

Mr. Long reported the City received three Social Service applications totaling \$85,000 and one Program application for \$200,000. He asked members to review the applications in comparison to the plan needs analysis prior to their May 15 meeting, at which time applicants will have the opportunity to make presentations. He will send the scoring matrix to committee members, and

deliver one to Ms. Tripp, for review prior to the May meeting. He recommended asking each applicant if receiving less funding than requested would be acceptable.

3. Draft Consolidated Plan

Mr. Long asked members to review the draft Five-Year Consolidated Plan before the May meeting. He discussed the funding background, review process, and the City's public outreach efforts. He sent out 18 surveys to stakeholders/policy-makers and a public survey on Survey Monkey. He will provide printed public surveys to Redmond Senior Center. Committee members will receive a fairly final draft of the next Five-Year Consolidated Plan at their May 15 meeting.

PRESENTATION

Mr. Long announced an open house on Tuesday, May 14, 2019, 4-6 p.m., City Hall Room 208. This meeting will be advertised on the City website, by a display ad in the Redmond Spokesman and/or The Bulletin, and notices to Redmond Public Library and Redmond Senior Center. He requested committee assistance in promoting attendance at the open house. City Council will hold a public hearing on the draft Consolidated Plan on Tuesday, May 28, 2019.

COMMITTEE COMMENTS

Ms. Barker asked about NSP (Neighborhood Stabilization Program) funds. Mr. Long replied the NSP no longer existed. Repayment of outstanding NSP loans will be allocated to the CDBG program.

STAFF COMMENTS

Mr. Long discussed funding resources for affordable housing that the City of Redmond was not accessing at this time. Oregon Senate Bill 586 (Transient Lodging Tax) made it to committee but faced strong opposition from the tourism industry. An Oregon House Bill, allowing Redmond to bring 40 acres inside its urban growth boundary for affordable housing, was signed by Governor Brown yesterday. Mr. Roberts discussed what the City would have to do before it could begin development.

Mr. Long announced Housing Works had been awarded \$6 million to build 90 units of deed-restricted, low-income housing on South Canal Boulevard and was working on a project to build 48 units on 5th Street/Greenwood Avenue. He has been helping Housing Works do environmental reviews. He discussed other potential housing projects.

Mr. Roberts thanked committee members for their service to the City of Redmond.

Mr. Long reported new committee members were being appointed.

ADJOURN

Next HCDC meeting: Wednesday, May 15, 2019, 3 p.m.

With no further business, Mr. Long adjourned the meeting at 3:57 p.m.

APPROVED by the Redmond Housing and Community Development Committee and SIGNED by me this _____ day of _____, 2019.

ATTEST:

Geoff Wall
Chair

Jim Long
Community Development Block Grant Coordinator



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HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE
MINUTES

May 15, 2019

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

Members Present: Chair Geoff Wall, Diana Barker, Heather DeWolf, Theresa Thorson, Marion Tripp
(*absent: Vice-Chair Whitney Swander; 3 vacant positions*)

Youth Ex Officio: Vacant

City Staff: Jim Long, *Community Development Block Grant (CDBG) Coordinator*; John Roberts, *Deputy City Manager*; Keith Witcosky, *City Manager*; Cameron Prow, *TYPE-Write II*

Visitors: J. W. Terry and Kathy Skidmore, *Central Oregon Veterans & Community Outreach, Inc.*;
Robin Cooper Engle, *Bend-Redmond Habitat for Humanity*; Sarah Kelley, *Thrive Central Oregon*;
Suzanne Michaels and Teresa Hogue, *The Redmond Council for Senior Citizens (Redmond Senior Center)*; Rebecca Parker

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 Wall called the regular meeting of the Housing and Community Development Committee (HCDC) to order at 3:06 p.m., Friday, May 15, 2019, with a quorum present (5 of 6 members).

CITIZEN COMMENTS

Ms. Parker said she was a Redmond resident, had a longstanding interest in housing, and had applied to join the HCDC.

APPROVAL OF MINUTES

1. January 18, 2019
2. February 20, 2019

Motion 1 (5/0/0): Ms. Thorson moved to approve the January 18 and February 20, 2019, minutes as presented. Ms. Tripp seconded the motion which passed unanimously.

2019 CDBG FUNDING – APPLICANT PRESENTATIONS

Mr. Long presented copies of applications submitted by the following four organizations:

1. Central Oregon Veterans & Community Outreach, Inc. Request: \$10,000
Executive Director J. W. Terry discussed COVO programs, demographic served, strategic partners (St. Vincent dePaul, Homeless Leadership Coalition, Jericho Road, Veterans of Foreign Wars), and how COVO would use CDBG funding to expand outreach services for homeless and low-income residents in Redmond. Any funds awarded would be appreciated.

Committee concerns included the number of Redmond people being served now, how COVO would use CDBG funds, and number of Redmond service hours gained through this award.

2. Bend-Redmond Habitat for Humanity Request: \$200,000
Director of Development Robin Cooper Engle read a written statement on how the recent merger of the Bend and Redmond Habitat for Humanity organizations would improve services provided to Bend and Redmond residents. CDBG funds would be used to help purchase land on which to build 10 Habitat townhomes for low- and moderate-income families at less than 80% of Area Median Income in Redmond. Any funds awarded would be appreciated.

Committee concerns included the number of Redmond people being served now, homeowner qualifications, and home sale restrictions.

3. Thrive Central Oregon Request: \$37,500
Executive Director Sarah Kelley provided an overview of Thrive's purpose (connecting individual needs with community resources), programs, and Redmond's needs. CDBG funds would be used to cover the cost of a full-time bilingual (Spanish) Community Outreach Advocate in Redmond. Any funds awarded would be appreciated.

Committee concerns included coordination with Latino Community Association.

4. Redmond Senior Center Request: \$37,500
Volunteers Suzanne Michaels and Theresa Hogue discussed the background of the Redmond Council for Senior Citizens, programs/services, intergenerational needs due to population and demographic changes, strategic partners (Neighbor Impact, Redmond Area Park and Recreation District, Cascades East Transit), and funding base. CDBG funds would be used to hire permanent staff – an Executive Director and a Resource Development Director – to implement the new strategic plan developed by local community leaders. Any funds awarded would be appreciated.

Committee concerns included definition of a “senior,” transportation services, and operating hours.

COMMITTEE DELIBERATIONS – FUNDING RECOMMENDATIONS

Ms. Thorson declared a conflict of interest due to her being the Redmond Senior Center Board President.

Mr. Wall declared a potential conflict of interest due to his employer, Housing Works, partnering with Thrive (rent-free office in Housing Works building) and COVO (shared clientele). He stated his employer did not receive any funds from Thrive or COVO and would not benefit from CDBG funds awarded to those organizations.

Mr. Long provided a breakdown of CDBG funds available to the City for fiscal year 2019-2020.

Motion 2 (5/0/0): Ms. Thorson moved to award \$172,713 to Bend-Redmond Habitat for Humanity for land acquisition. Ms. Barker seconded the motion which passed unanimously.

Motion 3 (4/0/1): Ms. Tripp moved to award \$10,000 to Central Oregon Veterans Outreach to expand and report on its outreach efforts in Redmond. Ms. Barker seconded the motion which passed with Ms. Barker, Ms. DeWolf, Ms. Tripp, and Mr. Wall voting in favor, none opposed, and Ms. Thorson abstaining due to her stated conflict of interest.

Committee members discussed the merits of the Thrive and Redmond Senior Center proposals. Concerns included how recipients would monitor income levels of their clients.

Motion 4 (4/0/1): Ms. Barker moved to award \$14,928 to Thrive to expand services in Redmond. Ms. Thorson seconded the motion which passed with Ms. Barker, Ms. DeWolf, Ms. Tripp, and Mr. Wall voting in favor, none opposed, and Ms. Thorson abstaining due to her stated conflict of interest.

Motion 5 (4/0/1): Ms. DeWolf moved to award \$14,928 to Redmond Senior Center. Ms. Tripp seconded the motion which passed with Ms. Barker, Ms. DeWolf, Ms. Tripp, and Mr. Wall voting in favor, none opposed, and Ms. Thorson abstaining due to her stated conflict of interest.

COMMITTEE COMMENTS

Chair Wall announced Joni Powell had resigned.

Ms. Tripp asked what to do with the ever-increasing amount of paper she’s receiving due to her service on this committee. Mr. Long recommended she recycle it.

STAFF COMMENTS

Mr. Long outlined federal reporting requirements. About 25 people attended the May 14 public meeting he held on the draft Consolidated Plan. The #1 need the attendees identified pretty much matched the needs analysis and data about Redmond’s need for more affordable rental housing. City Council will hold a public hearing on the draft Consolidated Plan and the Annual Action Plan on May 28, 2019, 6 p.m.

Next HCDC meeting: Wednesday, July 17, 2019, 4 p.m.

ADJOURN

With no further business, Chair Wall adjourned the meeting at 4:34 p.m.

APPROVED by the Redmond Housing and Community Development Committee and SIGNED by me this _____ day of _____, 2019.

ATTEST:

Geoff Wall
Chair

Deborah McMahon
Planning Manager



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HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE
MINUTES

July 17, 2019

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

Members Present: Chair Geoff Wall, Diana Barker, Heather DeWolf, Michelina Huffman, Rebecca Parker, Theresa Thorson, Marion Tripp (*absent: Vice-Chair Whitney Swander, Clair Sagiv*)

Youth Ex Officio: **Vacant**

City Staff: Jim Long, *Community Development Block Grant Coordinator*; John Roberts, *Deputy City Manager*; 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

Chair Wall called the regular meeting of the Housing and Community Development Committee (HCDC) to order at 4:03 p.m., Wednesday, July 17, 2019, with a quorum present (6 of 9 members).

At Chair Wall's request, members and staff summarized their backgrounds and interests in the HCDC. Ms. DeWolf arrived at 4:08 p.m., increasing the quorum to 7 of 9 members.

CITIZEN COMMENTS

None.

COMMITTEE GOALS FOR PROGRAM YEAR 2019-2020

A. Funding Programs

1. **CET**

- a. History/Background
- b. State of Oregon Program
- c. Options to Pursue

Chair Wall and Mr. Long discussed (Residential Construction Excise Tax handout) the background, purpose, and potential benefits of a CET program to Redmond. Nine Oregon cities currently use this tool. Other funding tools to incentivize affordable housing included SDC (system development charge) exemptions, and urban renewal.

Mr. Roberts outlined the City's new project to develop an affordable housing plan.

Committee discussion included a ECONorthwest's list of resources, how the CET functions in Bend, type of housing built using CET funding, effectiveness of other Oregon cities' CET programs, and impacts if Redmond implemented a CET program.

2. URBAN RENEWAL

- a. Official Allocation
- b. Discussion With DURAC

Mr. Long summarized the background and function of urban renewal districts and explained how tax increment financing works.

3. OTHER

Not addressed.

B. Planning/Zoning Options

1. Density Bonus

Chair Wall and Mr. Long explained how density bonuses worked to reduce home costs.

2. Other Ideas

Members discussed the impact of House Bill 2001 on siting single-family and multi-family housing, affordable housing for seniors and Latinos, benefits of a tiered SDC structure based on a per-house sale cost, and construction financing for small builders and developers.

Mr. Roberts presented Redmond’s Skyline Village Concept Plan (House Bill 4079). He summarized potential impacts of this project on Redmond and the development process.

COMMITTEE COMMENTS

Ms. Parker requested an acronym list and a current copy of Redmond’s new Consolidated Plan. She will miss the August 21 meeting.

Ms. DeWolf suggested staff summarize the development process for new committee members.

Ms. Thorson requested an update on the CDBG (Community Development Block Grant) funding process. Mr. Long replied the new Consolidated Plan and the Annual Action Plan went to City Council last week and is now awaiting approval from HUD (U.S. Housing and Urban Development). Funds for successful applicants have not yet been received by the City but should be available soon.

STAFF COMMENTS

Mr. Roberts discussed the HCDC’s importance and the administration’s efforts to fund a full-time person.

Next HCDC meeting: Wednesday, August 21, 2019, 4 p.m.

ADJOURN

With no further business, Chair Wall adjourned the meeting at 5:17 p.m.

APPROVED by the Redmond Housing and Community Development Committee and SIGNED by me this _____ day of _____, 2019.

ATTEST:

Geoff Wall
Chair

Deborah McMahon
Planning Manager