



CITY OF REDMOND

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## HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE

Virtual Meeting

MINUTES

April 29, 2020

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

**Youth Ex Officio:** Vacant

**City Staff:** Elizabeth McNannay, *Interim Community Development Block Grant Coordinator*; John Roberts, *Deputy City Manager*; Tarin Denney, *Program Assistant*; Meghan Gassner, *Urban Renewal Program Analyst*; Scott Woodford, *Senior Planner*; 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 (virtual) meeting of the Housing and Community Development Committee (HCDC) to order at 4:10 p.m., Wednesday, April 29, 2020, with a quorum present (6 of 9 members). Ms. Tripp joined the meeting at 5:03 p.m., after Motions 1 and 2 (below) and during Discussion/Action Item II, increasing the quorum to 7 of 9 members.

### CITIZEN COMMENTS

None.

### APPROVAL OF MINUTES

I. February 19, 2020

**Motion 1** (5/0/1): Ms. Barker moved to approve the February 19, 2020, minutes as presented. Ms. Parker seconded the motion which passed with Ms. Barker, Ms. DeWolf, Ms. Parker, Ms. Sagiv, and Mr. Wall voting in favor, none opposed, and Ms. Swander abstaining due to her absence from the February meeting.

### DISCUSSION/ACTION ITEMS

I. Review CDBG Applications and Allocations

Chair Wall passed control of the meeting to Vice-Chair Swander, stating he was doing so to avoid a conflict of interest as one of his employers was an applicant, and left the meeting.

Ms. McNannay reported the City received four responses during the recent CDBG (Community Development Block Grant) application period. Two applications were eligible under the Low/Moderate Income Housing National Objective; two applications were for Public Service activities and subject to a 15% cap of the yearly entitlement grant amount. She reviewed funding

available for Program Year 2020-2021, funding sources, program administration allocation, applicant funding requests, and her funding recommendations.

Committee discussion covered amounts allocated to Redmond Senior Center and Thrive Central Oregon for the last program year, how Thrive would assure the funds allocated would result in no one being turned away, how Families Forward/Housing Works intended to use requested funds, and inviting applicants to make in-person presentations to the committee.

Mr. Roberts assured committee members the City would resume holding in-person meetings when it was safe to do so.

**Motion 2** (5/0/0): Ms. Parker moved to accept the staff-recommended CDBG funding allocations to Habitat for Humanity (\$134,540), Families Forward/Housing Works (\$170,000), Thrive Central Oregon (\$20,000), and Redmond Senior Center (\$18,500) for Program Year 2020-2021. Ms. Sagiv seconded the motion which passed unanimously.

II. Discuss New CDBG-CV (COVID-19) Funds and Program Activities

Chair Wall returned to the meeting and Vice-Chair Swander passed control of the meeting to him.

Ms. McNannay presented recommendations on how to allocate CDBG-CV funds to help the City address increased public service needs due to the COVID-19 pandemic. The usual public service cap will be waived for this funding only. Allocating a larger amount to homelessness prevention than to food support will help keep people in their current homes which is more cost effective than re-housing expenses. The City is awaiting information on the process required to access these funds. She is updating the Citizen Public Participation Plan to include virtual meetings.

Committee concerns included adding a potential service provider (Latino Community Association) and LCA's service history, the City's technical assistance role, Thrive's ability to provide services while waiting for reimbursement, avoiding duplication of services, and using CDBG-CV funds to help as many people as possible.

**Motion 3** (7/0/0): Ms. Swander moved to recommend the staff-proposed split of CDBG COVID response funds to Thrive Central Oregon (\$20,000) for case management/service referrals for COVID-affected residents, Thrive Central Oregon (\$50,000) for homelessness prevention (rent/utility arrears) if they're able to administer the funds, Redmond Senior Center Meals on Wheels expansion to meet increased needs for COVID-affected residents (\$15,000), and Latino Community Association (\$36,000) for homelessness prevention and immediate needs if they're able to administer the funds. Ms. Sagiv seconded the motion which passed unanimously.

Mr. Roberts outlined the next step required in the review process.

III. Neighborhood Stabilization Program (NSP) Funds

Ms. McNannay advised that NSP funds of \$115,000 were allocated with the CDBG funds under Discussion/Action Item I above.

**COMMITTEE COMMENTS**

None.

**STAFF COMMENTS**

Mr. Roberts thanked committee members for attending today's virtual meeting and investing their time to support the Redmond community. The City is advertising for the Housing Coordinator position and hoping to interview applicants in May 2020. He thanked Ms. McNannay for her assistance and support.

**ADJOURN**

Next HCDC meeting: May 20, 2020, 4-6 p.m. (3<sup>rd</sup> Wednesday)

With no further business, Chair Wall adjourned the meeting at 5:22 p.m.

APPROVED by the Redmond Housing and Community Development Committee and SIGNED by me  
this 14th day of June, 2020.

ATTEST:

/s/ Geoff Wall  
Geoff Wall  
Chair

/s/ John Roberts  
John Roberts  
Deputy City Manager