



CITY OF REDMOND

411 SW 9th Street
Redmond OR 97756
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Housing and Community Development Committee Agenda

Teleconference (GoTo) – Access Information Below

Wednesday, July 8th, 2020 (4:00pm – 5:00pm)

HCD MEMBERS

Geoff Wall
Chair,

Whitney Swander,
Vice-Chair

Diana Barker

Heather DeWolf

Michelina Huffman

Rebecca Parker

Clair Sagiv

Marion Tripp

Vacancy

Vacant Ex-Officio

TIME	ITEM
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Please join my meeting from your computer, tablet or smartphone.

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4:00 PM	CALL TO ORDER/INTRODUCTIONS
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4:05 PM	CITIZEN COMMENTS
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4:10 PM	APPROVAL OF MINUTES I. June 3, 2020
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4:15 PM	PUBLIC HEARING I. <u>CDBG – 2020 Annual Action Plan Funding</u>
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4:45 PM	COMMITTEE COMMENTS
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5:00 PM	STAFF COMMENTS
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5:05 PM	ADJOURN
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Next HCDC Meeting: Wednesday, August 19th (4:00 – 5:30 pm)

The City of Redmond encourages all citizens to participate in its programs and activities. This meeting location is accessible to people with disabilities. Requests for accommodation may include sign language interpreter service, assistive listening devices, materials in an alternate format or any other accommodation. If any accommodations are needed, please contact the ADA Coordinator at 541-504-3036 or access@ci.redmond.or.us. Requests should be made as soon as possible, but at least 3 business days prior to the scheduled meeting.



DRAFT

CITY OF REDMOND

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HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE

Virtual Meeting

MINUTES

June 3, 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*; Chuck Arnold, *Economic Development/Urban Renewal Program Manager*; Meghan Gassner, *Urban Renewal Program Analyst*; Scott Woodford, *Senior Planner*; Cameron Prow, *TYPE-Write II*

Visitors: Holly Hennessey, Sierra Barnes

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 4:06 p.m., Wednesday, June 3, 2020, with a quorum present (7 of 9 members).

CITIZEN COMMENTS

None.

APPROVAL OF MINUTES

1. April 29, 2020

Chair Wall requested a motion to approve Draft 2 of the April 29, 2020, minutes which were e-mailed to HCDC members on June 1, 2020.

Motion 1 (7/0/0): Ms. Barker moved to approve the April 29, 2020, minutes as amended. Ms. Sagiv seconded the motion which passed unanimously.

DISCUSSION ITEMS

1. Status Update; CDBG-CV Funds & Latino Community Association

Ms. McNannay reported receiving the final amount of Community Development Block Grant-COVID funds from HUD (U.S. Housing and Urban Development). She is preparing the required federal forms and working on required certification. City Council approval on the use of COVID funds and on the substantial amendment to the 2019 action plan is expected before the end of June. Since the April 29, 2020, meeting, the City has received better guidance on how to make that happen. No public comments have been received on the amended summary and amended citizen participation plan. The Latino Community Association (LCA) expressed interest

in working with the City but asked how the CDBG-CV program worked to assure they could comply with HUD requirements. To avoid duplication of benefits, LCA requested \$30,000 instead of the \$36,000 approved by HCDC members at the April 29, 2020, meeting. Ms. McNannay stated she made a budget adjustment to reflect LCA's request for a lower amount.

Ms. McNannay reported Sarah Kelley, executive director at Thrive Central Oregon, thought the City's adding LCA as a partner was a fantastic idea.

Vice-Chair Swander thanked Ms. McNannay for her due diligence and communication with the Latino Community Association.

PUBLIC HEARING

1. Citizen Participation Plan & 2019 Annual Action Plan Amendments

Chair Wall opened the public hearing at 4:20 p.m.

Staff report: Ms. McNannay presented the draft Citizen Participation Plan and 2019 Annual Action Plan Amendments including CDBG-CV (Community Development Block Grant-COVID-19) funding. She summarized changes made due to HUD's (U.S. Department of Housing and Urban Development) waivers. The Latino Community Association requested \$30,000 instead of HCDC's previous allocation of \$36,000 to avoid benefit duplication.

Public testimony: None.

Committee deliberation: Ms. Barker requested that references to the Housing and Community Development "Commission" in the Citizen Participation Plan be corrected to "Committee."

Motion 2 (7/0/0): Vice-Chair Swander moved to approve the proposed amendments to the Citizen Participation Plan as amended to correct references to the Housing and Community Development "Commission" to "Committee" and to approve the proposed amendments to the 2019 Annual Action Plan as amended to reduce the award to the Latino Community Association to \$30,000. Ms. Barker seconded the motion which passed unanimously.

Chair Wall closed the public hearing at 4:27 p.m.

COMMITTEE COMMENTS

Ms. Tripp commended the efforts of Jackie Abslag, Programs Coordinator, to keep her informed about HCDC concerns during the COVID-19 situation.

Mr. Wall thanked urban renewal staff for working with Housing Works (his employer) to help make Midtown Place (47 units of workforce housing) at 5th Street/Greenwood Avenue a reality.

Ms. Tripp, attending by telephone, reported difficulty in hearing the discussion. She departed the meeting at 4:43 p.m., reducing the quorum to 6 of 9 members.

STAFF COMMENTS

1. June 9 or June 23, 2020, City Council Meeting (consent agenda)

Mr. Roberts thanked committee members for taking the time to meet virtually. He outlined the City approval process for the Citizen Participation Plan and 2019 Annual Action Plan amendments which will be considered by Council at its June 23 (Tuesday) meeting.

2. Hiring Status of Housing Coordinator

Mr. Roberts reported the City received 24 applications for the Housing Program Analyst position and expects to make an offer to the successful applicant within three weeks. Committee concerns included the quality of the applicants and Ms. McNannay's status once the new person has been hired. Mr. Roberts replied Ms. McNannay would be training the new staff person.

3. Downtown Urban Renewal Advisory Committee Housing Subcommittee

Ms. Gassner summarized the goals of DURAC's Housing Subcommittee and requested volunteers. Mr. Arnold added that urban renewal staff and DURAC were eager to work with the HCDC on housing development opportunities. He explained how urban renewal funding could help. HCDC comments included potential restrictions for HCDC members serving on the DURAC Housing Subcommittee. Mr. Roberts reported the City was very interested in coordinating housing opportunities work being done by multiple committees (DURAC, HCDC, Planning Commission). Vice-Chair Swander said Bend was coordinating multiple committees working on housing issues.

4. Regional Coordination

Mr. Arnold reported Redmond and Bend were working closely on regional efforts involved in COVID-19 reopening procedures.

ADJOURN

Next HCDC meeting: July 15, 2020, 4 p.m. (3rd Wednesday)

With no further business, Chair Wall adjourned the meeting at 4:44 p.m.

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

ATTEST:

Geoff Wall
Chair

John Roberts
Deputy City Manager

City of Redmond Housing & Community Development Committee

Prepared: June 28, 2020

Contact Information:

Elizabeth McNannay elizabeth.mcnannay@redmondoregon.gov / ph: 541-504-3046

CDBG Annual Action Plan Funding Summary		
Total funding available = \$405,880		
(256,709 CDBG + 115,000 program income + 34,171 unexpended 2018 money)		
\$62,840 for Program Admin = \$343,040 for Project Funding		
Applicant Public Service (y/n)	National Objective Eligible Activity Matrix Code	Recommended Funding
Habitat for Humanity N	Low/Mod Housing Homebuyer Assistance 13B	\$134,540
Families Forward / Housing Works N	Low/Mod Housing Acquisition of Property 01	\$170,000
Thrive Central Oregon Y	Low/Mod Clientele Referral and Case Management Services 05Z	\$20,000
Redmond Senior Center Y	Low/Mod Clientele Senior Services 05A	\$18,500

Narrative for proposed projects:

Habitat for Humanity

Bend-Redmond Habitat for Humanity will be constructing 8-10 townhomes at 2375 North Hwy 97 and 2 single-family homes at 1270 SW 27th Street.

CDBG funds will be used to provide homeownership assistance to eligible homebuyers when they purchase these homes. All homebuyers will qualify for funding, as each will earn no more than 80% of area median income.

This activity will allow eligible homebuyers, often priced out of market rate homes, the opportunity to purchase a home with an affordable mortgage. These activities help

stabilize families struggling within the cycle of generational poverty by delivering the benefits homeownership provides.

Families Forward/Housing Works

Families Forward proposes to use CDBG funding to assist with the acquisition of property located at 1890 SW Salmon Avenue.

The subject property is adjacent to 3.1 acres owned by Families Forward/Housing Works that is a site for 22-affordable rental housing units for seniors, veterans and disabled Redmond residents.

The acquisition of additional land will accommodate an additional 10-12 units of affordable rental housing. Funding restrictions for balance of the project will ensure these units are affordable for low-moderate income Redmond residents earning less than 60% of area median income. All residents will be income-restricted at lease signing. Affordability will be covenant assured for a minimum of 30-years.

Thrive Central Oregon

Thrive works to connect community members in-need to the services that are available, while providing the necessary case management services to make this work.

Thrive Central Oregon currently provides walk in services and appointments at three sites in Redmond. Assistance may include help finding housing resources, filling out applications for medical coverage and assistance, referrals to employment support options, social security and disability application assistance and help connecting to resources for basic needs (e.g., food, utility assistance).

The need for services is often greater than can be met. An average of two people are turned away at each staff day in Redmond. This funding will allow a small expansion of numbers served and help bridge this gap.

Redmond Senior Center/Meal on Wheels Program

Meals on Wheels program volunteers consistently deliver between 80-100 meals a day in Redmond. Often this is the only balanced meal a senior or disabled resident may have on a daily basis.

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he Senior Center first received funding in HUD Program Year 2019 (current year) that was utilized to support the Meals on Wheels program. The Senior Center requested support for the Meals on Wheels program serving Redmond senior and disabled residents for the next program year, HUD funding year 2020.

In pre-pandemic times, the Senior Center also served meals on-site and hopes to be able to provide this service again soon.

HUD requires funding be utilized to primarily benefit low-moderate income residents of Redmond.

CDBG program income limits vary by household size and cap eligibility at approximately 80% of area median income (AMI). Some projects may have eligibility requirements that cap income at a lower level.

Example of 80% AMI by household size for Bend/Redmond MSA:

- 1 person = \$42,950
- 2 persons = \$49,050
- 3 persons = \$55,200
- 4 persons = \$61,300
- 5 persons = \$66,250
- 6 persons = \$71,150
- 7 persons = \$76,050
- 8 persons = \$80,950