



CITY OF REDMOND
Community Development Department

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HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE
Minutes

Friday, January 16, 2015

City Hall Conference Room A, 716 SW Evergreen Avenue, Redmond, Oregon

Members Present: Diana Barker, Steve Curley, Geoff Wall, Katie McDonald

City Staff: Heather Richards, *Community Development Director*; Chelsea Dickens, *Grant Coordinator*;
Cameron Prow, *TYPE-Write II*

Visitors: Anne Graham, *City Council Liaison*

Media: None

*(scribe CP's note: The minutes were created from an audio record and notes taken at the meeting.
The three digits after a motion title show the number of members voting in favor/against/abstaining.)*

CALL TO ORDER – INTRODUCTIONS

Ms. Dickens called the meeting to order at 3:08 p.m. with all members present, establishing a quorum.

SWEARING IN OF NEW MEMBERS

Councilor Graham administered the oath of office to Ms. Barker, Mr. Curley, Ms. McDonald, and Mr. Wall and thanked them for their service.

LIAISON COMMENTS

Ms. Graham outlined her responsibilities as a liaison.

CITIZEN COMMENTS

None.

ELECTION OF CHAIR AND VICE-CHAIR

Ms. Barker nominated Ms. McDonald to serve as Chair for 2015. Ms. McDonald agreed to serve. Ms. Barker, Mr. Curley, Ms. McDonald, and Mr. Wall voted unanimously in favor of Ms. McDonald as Chair during calendar year 2015.

Ms. Dickens passed control of the meeting to Chair McDonald.

Mr. Wall nominated Mr. Curley to serve as Vice-Chair for 2015. Mr. Curley agreed to serve. Ms. Barker, Mr. Curley, Ms. McDonald, and Mr. Wall voted unanimously in favor of Mr. Curley as Vice-Chair during calendar year 2015.

REVIEW OF ENABLING CODE

Ms. Richards reviewed Redmond City Code regarding operation of the Housing and Community Development Committee and scope of member responsibilities. Chairs of each standing committee will

also serve on the Redmond Development Committee which will meet four times a year. She summarized reference materials contained in each member's binder.

Committee members clarified understanding of their roles and responsibilities. Additional concerns included the committee's annual report to Council and how funding will be deployed.

DISCUSSION ITEMS

A. 2015-16 Work Plan Goals

Ms. Richards summarized the work plan process.

Ms. Dickens outlined what the work plan will include and said staff will work with Chair McDonald regarding meeting schedules and agendas.

B. Subcommittee Report

1. Recommendation of Community Development Block Grant Program (CDBG) – Fiscal Year 2014-2015 Funding: Ms. Dickens reviewed the purpose, program year cycle, priority needs identified in the Consolidated Plan, key questions for activities, national objectives, funding for Consolidated Plan goals, and the Annual Action Plan summary. She outlined the four applications received for funding in affordable housing, economic development, and public services and explained the scoring criteria.

Ms. Richards outlined options for the committee's recommendation. She will present the committee's recommendation for CDBG funding to Council on January 27, 2015.

Committee concerns included the number of applications, applicants' ability to meet CDBG goals, and applicant accountability (metrics).

Motion 1: Mr. Curley moved to recommend funding of the Reindeer project, OppCo project, and Boys & Girls Club project at the full amounts for each one as outlined in the previous slide as part of the City of Redmond's CDBG Action Plan for fiscal year 2014-2015. Ms. Barker seconded the motion. Following discussion, Mr. Curley withdrew his motion and Ms. Barker withdrew her second.

Motion 2 (3/0/1): Mr. Curley moved to recommend funding the Reindeer Avenue project and the OppCo project as stated and the Boys & Girls Club project as amended to allocate the funds to general operations for increasing membership (defined as 20 days for each member per year) for a total of 15 members at 50% AMI (average median income) as qualified for the City of Redmond CDBG Action Plan. Ms. Barker seconded the motion which passed with Ms. Barker, Mr. Curley, and Ms. McDonald voting in favor and Mr. Wall abstaining.

COMMITTEE COMMENTS

Following discussion, committee members agreed by consensus to continue meeting on the 3rd Friday of each month and to revisit this schedule when more members are available.

STAFF COMMENTS

Ms. Dickens thanked all committee members for volunteering.

ADJOURN

With no further business, Chair McDonald adjourned the meeting at 4:15 p.m.

APPROVED by the Housing and Community Development Committee and SIGNED by me this
20th day of February, 2015.

ATTEST:

/s/ Katie McDonald
Katie McDonald
Chair

/s/ Heather Richards
Heather Richards
Community Development Director