



**CITY OF REDMOND**  
**Community Development Department**

716 SW Evergreen Ave  
 Redmond OR 97756  
 541-923-7721  
 Fax: (541) 548-0706

[www.ci.redmond.or.us](http://www.ci.redmond.or.us)

**Housing and Community Development Committee Agenda**  
**716 SW Evergreen Ave Conference Room A**  
**Friday, May 15, 2015**  
**3:00 PM**

**Agenda**

**HCD MEMBERS**

MEETING OBJECTIVES

- Review the NSP3 Program
- CDBG Update

**Katie McDonald**  
 Chair

**TIME ITEM**

3:00 PM **CALL TO ORDER/INTRODUCTIONS**

**Steve Curley**  
 Vice-Chair

3:05 PM **CITIZEN COMMENTS**

3:10 PM **APPROVAL OF MINUTES**  
 a. April 17, 2015

**Diana Barker**

PROPOSED AGENDA

3:15 PM **DISCUSSION ITEMS**

**Suzanne Michaels**

- A. Work Plan
- B. Neighborhood Stabilization Program (NSP3)
- C. CDBG Status Update

**Joni Powell**

3:45 PM **LIAISON COMMENTS**

**Geoff Wall**

3:50 PM **COMMITTEE COMMENTS**

**Lori Scharton**

3:55 PM **STAFF COMMENTS**

**Whitney Swander**

4:00 PM **ADJOURN**

**Angela Quattlebum**

Anyone needing accommodation to participate in the meeting must notify the City's ADA Coordinator, at least 48 hours in advance of the meeting at 541-504-3032, or through the Telecommunications Relay Service (TRS) which enables people who have difficulty hearing or speaking in the telephone to communicate to standard voice telephone users. If anyone needs Telecommunications Device for the Deaf (TDD) or Speech To Speech (STS) assistance, please use one of the following TRS numbers: 1-800-735-2900 (voice or text), 1-877-735-7525 (STS English) or 1-800-735-3896 (STS Spanish). The City of Redmond does not discriminate on the basis of disability status in the admission or access to, or treatment, or employment in, its programs or activities.



**DRAFT**

716 SW Evergreen Avenue  
Redmond, OR 97756-2242

**CITY OF REDMOND**  
Community Development Department

Phone **541-923-7721**  
Fax 541-548-0706

[www.ci.redmond.or.us](http://www.ci.redmond.or.us)

**HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE**  
**Minutes**

Friday, April 17, 2015

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

**Members Present:** Vice-Chair Steve Curley, Diana Barker, Suzanne Michaels, Joni Powell, Lori Scharton (excused: *Katie McDonald, Angela Quattleburn, Whitney Swander, Geoff Wall*)

**City Staff:** Heather Richards, *Community Development Director*; 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/opposed/abstaining.)*

**CALL TO ORDER – INTRODUCTIONS**

Vice-Chair Curley called the meeting to order at 3:08 p.m. with a quorum of members (5 of 9) present.

**LIAISON COMMENTS**

Councilor Graham reported that Mayor Endicott referred to the output of the CDBG (Community Development Block Grant) committee in his State of the City speech.

**CITIZEN COMMENTS**

None.

**APPROVAL OF MINUTES**

Ms. Prow requested correction of the date in the footer from "February 20" to "March 20," 2015.

**Motion 1** (4/0/1): Ms. Barker moved to approve the March 20, 2015, minutes as amended. Ms. Scharton seconded the motion which passed with Ms. Barker, Ms. Michaels, Ms. Powell, and Ms. Scharton voting in favor and Mr. Curley abstaining due to his absence from the March meeting.

**DISCUSSION ITEMS**

A. Review Affordable Housing Plan

Ms. Richards presented a copy of the Affordable Housing Plan adopted by Council in 2007. Impacts of the severe economic downturn in Redmond included a significant reduction in Community Development staff, which made it difficult to move the plan forward. New housing development has been minimal and the rental supply is tighter today than it was eight years ago.

B. 2015-2016 Work Plan Goals – Draft

Ms. Richards presented the draft work plan for the next fiscal year and provided updates on the status of actions associated with existing strategies.

Committee concerns included reaffirming housing plan assumptions (demographics, products, availability), level of City control, and how the City leverages state funds.

Ms. Richards announced a kickoff meeting for the ADA (Americans with Disabilities Act) Transition Plan will be held the end of April 2015. This project will be managed by the Public Works Department. Ms. Powell volunteered to represent the HCDC and Ms. Michaels volunteered to represent her employer (Opportunity Foundation) on the ADA Transition Plan Citizens Advisory Committee.

Following discussion, Committee members recommended the following changes to the 2015-2016 Work Plan:

- \* Neighborhood Stabilization Program Strategy: Replace “Review policies and plan” with “Review policies and program.”
- \* Affordable Housing Plan Strategy: Replace all existing actions with “Evaluate and update the 2007 Affordable Housing Plan.” Included in that action would be discussion of an SDC (system development charge) credit program, land-banking options, and new incentives for developers. Set the Priority as “High.” Set the Timeframe as “6/30/16.” Put “HCDC Recommendations to Planning Commission” under Responsibility.

**Motion 2** (5/0/0): Ms. Barker moved to adopt the 2015-2016 Work Plan as amended. Ms. Powell seconded the motion which passed unanimously.

C. SDC Credit Program

Ms. Richards reported that Bend funds its SDC buy-down program by charging a half-percent fee on building permits. Redmond has about \$90,000 in its urban renewal district which could be used to buy down SDCs for nonprofit developers; however, these funds would not be available for projects outside the urban renewal district.

HCDC recommendations about SDC credits were included during discussion of Section B above.

**COMMITTEE COMMENTS**

None.

**STAFF COMMENTS**

Ms. Richards outlined the review process for Council adoption of the HCDC 2015-2016 Work Plan. Members are welcome to attend the May 5, 2015, Council meeting to support the work plan.

**ADJOURN**

The next meeting is scheduled for Friday, May 15, 2015, 3 p.m.

With no further business, Vice-Chair Curley adjourned the meeting at 3:55 p.m.

APPROVED by the Housing and Community Development Committee and SIGNED by me this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

ATTEST:

---

Katie McDonald  
Chair

---

Heather Richards  
Community Development Director

# Redmond Housing and Community Development Committee (HCDC) – 2015/2016 Work Plan



## HOUSING GOAL: INCREASE UNITS OF AFFORDABLE HOUSING FOR LOW- AND MODERATE-INCOME PERSONS

STRATEGY	Action	Priority	Time-frame	Responsibility
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING	Complete 2014/2015 Consolidated Annual Performance and Evaluation Report (CAPER)	High	Draft Completed 08/14/15	Citizen 30-day Comment Period, Present to City Council
	Develop Program Year 2016/2017 Annual Action Plan	High	Adoption by 04/01/16	HCDC Recommendation to City Council
NEIGHBORHOOD STABILIZATION PROGRAM (NSP3)	Review 2014-2018 Consolidated Plan	Medium	On-going	HCDC Recommendations to City Council as needed
	Review policies and program	Medium	12/31/15	
FAIR HOUSING PLAN	Fair Housing Plan	High	On-going	HCDC Complaint Reviews and Facilitate Marketing Materials
AFFORDABLE HOUSING PLAN STRATEGY	Evaluate and update the 2007 Affordable Housing Plan	High	06/30/16	HCDC Recommendations to Planning Commission
	Facilitate Citizen Participation	High	09/01/16	
ADA TRANSITION PLAN	Complete ADA Transition Plan	High	03/31/16	