



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

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**Housing and Community Development Committee Agenda**  
**716 SW Evergreen Ave Conference Room A**  
**Friday, December 18, 2015**  
**3:00 PM**

**Agenda**

**HCD MEMBERS**

**MEETING OBJECTIVE**

- Workshop – Homelessness in Redmond

**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. September 18, 2015  
 b. October 16, 2015

**Diana Barker**

**Suzanne Michaels**

**3:15 PM DISCUSSION ITEMS**  
 1. Recap of November 20, 2015 Meeting  
 2. CDBG Update

**Joni Powell**

**3:50 PM LIAISON COMMENTS**

**Lori Scharton**

**3:55 PM COMMITTEE COMMENTS**

**Whitney Swander**

**4:00 PM STAFF COMMENTS**

**Geoff Wall**

**ADJOURN**

**PROPOSED AGENDA**

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**

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**HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE**  
**MINUTES**

**September 18, 2015**

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

**Members Present:** Chair Katie McDonald, Vice-Chair Steve Curley, Diana Barker, Suzanne Michaels, Joni Powell, Lori Scharton, Whitney Swander, Geoff Wall (1 vacancy)

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

**Council Liaison:** Anne Graham

**Visitors:** Greg Blackmore, *Blackmore Planning and Development Services, LLC*

**Media:** Dave Morgan, *Redmond News Today*

*(The 3 digits after a motion title show the number of members voting in favor/opposed/abstaining.)*

**CALL TO ORDER – INTRODUCTIONS**

Chair McDonald called the meeting to order at 3:04 p.m. with a quorum of members (5 of 8) present. Mr. Curley arrived at 3:07 p.m. after approval of the July 2015 minutes. Ms. Swander arrived at 3:08 p.m. and Ms. Powell at 3:10 p.m. after approval of the August 2015 minutes.

**CITIZEN COMMENTS**

None.

**APPROVAL OF MINUTES**

Ms. Michaels requested correction of Sentence 1 in Paragraph 1 under COMMITTEE COMMENTS in the July 2015 minutes to read: "Ms. Michaels reported OFCO (Opportunity Foundation of Central Oregon) hired a job developer who started on July 1, 2015, and provided Ms. Dickens with a list of the companies contacted to date."

**Motion 1** (5/0/0): Mr. Wall moved to approve the July 17, 2015, minutes as amended. Ms. Scharton seconded the motion which passed unanimously.

**Motion 2** (4/0/2): Ms. Scharton moved to approve the August 21, 2015, minutes. Mr. Curley seconded the motion which passed with Mr. Curley, Ms. McDonald, Ms. Scharton, and Mr. Wall voting in favor and Ms. Barker and Ms. Michaels abstaining due to their absence from the August meeting.

**DISCUSSION ITEMS**

A. Fair Housing: Draft Analysis of Impediments to Fair Housing Choice

Mr. Blackmore presented the September 2015 draft, which he said was intended to capture work done to date and present federal, state, and local rules regarding fair housing policies. He summarized the main changes and invited committee comments at this meeting or via e-mail.

Ms. Dickens reported that HUD (Housing and Urban Development) extended the September 30 deadline for the City to submit its CAPER (Consolidated Annual Performance and Evaluation Report) to October 31, 2015. Next steps in the process include a public comment period prior to the next committee meeting on October 16 and a public hearing before City Council on October 27, 2015. She asked members to e-mail their comments to her by September 30, 2015.

Committee members discussed concerns about the review process/timeline, level of responsibility for the City and partner agencies that will implement the recommendations, whether the City should be proactive or reactive in implementation, timeframe for implementation, and consequences for nonperformance.

Councilor Graham requested clarification on why the draft analysis did not recognize sidewalks as a fair housing impediment.

Ms. Richards explained why the City considered sidewalks to be a “community barrier” instead of a “fair housing impediment.” She expressed concern about the vagueness of Impediment #2 and suggested rewording it to read: “Undersupply of affordable housing for protected classes.” She outlined the review process and timeline needed to include public comments.

Chair McDonald encouraged members to review the new draft analysis so they would be prepared to make a recommendation at their October 16 meeting.

**B. Community Development Block Grant Program Update**

Ms. Dickens summarized the City’s progress during the first quarter toward the goal set for its first block grant award and said this information would be provided in the CAPER.

Opportunity Foundation of Central Oregon: Ms. Michael reported the business community had been supportive in helping OFCO reach its goal of placing 10 people in jobs the first year. OFCO placed three people during the first quarter and is expecting to place three to five more in the next two to three weeks. She attributed OFCO’s placement success partly to the improved economy.

Ms. Dickens encouraged members to view the YouTube video on OFCO’s website.

Housing Works: Ms. Dickens said the funds would be transferred upon completion of the land acquisition contract, which is expected to be completed next week and before the CAPER is filed.

**LIAISON COMMENTS**

None.

**COMMITTEE COMMENTS**

Chair McDonald reported that Project Connect will be held at the Crook County Fairgrounds in Prineville on September 19, 2015. She reported that Neighbor Impact received over 450 housing referrals in August 2015. This percentage is higher than was recorded in 2014. There is a lot of need and no housing. Homeless Leadership Coalition meetings are held at 8 a.m. on the first Friday of each month at the Downtown Bend branch of Deschutes Public Library.

Mr. Wall requested an update on assistance being provided to the City by University of Oregon students. Ms. Richards said the City was unable to get student assistance on the affordable housing plan. She and Ms. Dickens are working on a Request for Proposals for a consultant.

Ms. Swander said the Festival of Cultures will be held on September 26, 2015, 10 a.m., in Centennial Park. Redmond's "Cheating Death" band will play at 12 noon. This annual event is the only community-based citizen swearing-in ceremony in Oregon. On September 25, 3-5 p.m., USACS officers doing the swearing in will talk about citizenship with people at Redmond Public Library.

**STAFF COMMENTS**

Ms. Richards reported that St. Vincent de Paul is convening a committee to explore how to address the increased homelessness in Redmond, especially among families with children. Anyone interested should contact her.

Upcoming event:

\* October 15, 4 p.m. – Ribbon-cutting ceremony for the new playground at Sam Johnson Park

Next meeting:

\* Friday, October 16, 2015, 3 p.m.

**ADJOURN**

With no further business, Chair McDonald adjourned the meeting at 3:48 p.m.

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

ATTEST:

\_\_\_\_\_  
Katie McDonald  
Chair

\_\_\_\_\_  
Heather Richards  
Community Development Director



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## **HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE**

### MINUTES

**October 16, 2015**

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

**Members Present:** Diana Barker, Suzanne Michaels, Joni Powell, Lori Scharton, Whitney Swander, Geoff Wall (absent: *Steve Curley, Katie McDonald*; 1 vacancy)

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

**Council Liaison:** Anne Graham

**Visitors:** Garry Finley

**Media:** None

*(The 3 digits after a motion title show the number of members voting in favor/opposed/abstaining.)*

### **CALL TO ORDER – INTRODUCTIONS**

Following discussion, the committee members present agreed that Ms. Dickens should chair the meeting.

Ms. Dickens called the meeting to order at 3:10 p.m. with a quorum of members (6 of 8) present.

### **CITIZEN COMMENTS**

None.

### **DISCUSSION ITEMS**

A. Fair Housing: Recommendation of Consideration of Approval of the Analysis of Impediments to Fair Housing Choice to City Council

Ms. Dickens presented her staff report and the updated Analysis of Impediments (AI) to Fair Housing along with a PowerPoint presentation, summarized the main changes, and invited committee comments.

Members pointed out typographical errors on Page 4 of the staff report and Page 70 of the AI and requested information about the content of education provided to City Council on this topic.

Councilor Graham advised members to make the format of the report less vague.

**Motion 1** (6/0/0): Mr. Wall moved to approve the recommendation of the Analysis of Impediments of Fair Housing Choice Plan from the Housing and Community Development Committee to City Council. Ms. Swander seconded the motion which passed unanimously.

B. CAPER: Recommendation of Consideration of Approval of the 2014-2015 Consolidated Annual Performance and Evaluation Report to City Council

Ms. Dickens presented her staff report and the CAPER for Year One of the 2014-2018 Consolidated Plan for the City's Community Development Block Grant Program. Changes recommended by the U.S. Housing and Urban Development (HUD) representative have been included. She reviewed progress made by subrecipients during the first program year. The City spent much of the first year developing program policies and applications for the new grants for rental housing construction, economic development, and public services. Subrecipients were selected in January 2014 and two of the three subrecipients, Boys and Girls Club of Redmond/Terrebonne and Opportunity Foundation of Central Oregon, signed agreements with the City in April 2015. The City expects to expend first-year grant dollars by June 30, 2016, and will meet or exceed the annual performance measurements for each annual goal.

Members recommended correction of typographical errors on Pages 1, 3, and 6 of the CAPER.

**Motion 2** (6/0/0): Mr. Wall moved to approve the recommendation of the 2014-2015 Consolidated Annual Performance and Evaluation Report with the proposed changes from the Housing and Community Development Committee to City Council. Ms. Michaels seconded the motion which passed unanimously.

**LIAISON COMMENTS**

Councilor Graham thanked everyone who contributed to the new play structure at Sam Johnson Park.

**COMMITTEE COMMENTS**

None.

**STAFF COMMENTS**

Ms. Richards reported Ms. Dickens successfully completed today her second audit in three months of the City's federal programs.

Next meeting:

\* Friday, November 20, 2015, 3 p.m.

**ADJOURN**

With no further business, Ms. Dickens adjourned the meeting at 3:30 p.m.

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

ATTEST:

\_\_\_\_\_  
Katie McDonald  
Chair

\_\_\_\_\_  
Heather Richards  
Community Development Director