

- ACTION -

POLICY ADVISORY BOARD (PAB) for the Washington County Community Development Block Grant (CDBG) Program and HOME Investment Partnerships Program, **December 8th, 2022 7:00 pm** via Zoom.

POLICY ADVISORY BOARD MEETING MINUTES

The following persons were present:

PAB REPRESENTATIVES:

Banks	*Stephanie Jones
Beaverton	Javier Mena
Cornelius	Brad Coffey
Forest Grove	*Mariana Valenzuela
Gaston	*David Meeker
Hillsboro	*Chris Hartye
King City	*Micah Paulsen
North Plains	*Trista Papen
Sherwood	*Kim Young
Tigard	*Schuyler Warren
Tualatin	*Bridget Brooks
Washington Co.	*Pam Treece

*Denotes Primaries

OCD STAFF:

Shannon Wilson, Program Manager
Shaena Johnson, Administrative Specialist II
Ann Hawkins, Housing & Community Development Specialist
Lauren Thomas, Housing & Community Development Specialist

GUESTS:

Liz Newton, City of Tigard

1. Call to Order and Attendee Introductions

Board Chair Stephanie Jones called the meeting to order at 7:00 pm.

2. Recognition of Liz Newton for her 4 years of service

PAB Recognized Liz Newton, many shared their appreciation for her and her years of dedicated service.

3. APPROVAL OF November 10, 2022 MINUTES

Micah Paulsen MOVED TO APPROVE the November 10, 2022 MINUTES. Pam Treece SECONDED. Motion CARRIED. (10 yes, 0 no).

4. APPROVAL OF Request to forgo rating for PY23 HOME Applications

Ann Hawkins reviewed the prior processes & HOME Rating information with the Board.

Applications for the 2023-2024 HOME allocations were due to the Office of Community Development by October 7, 2022. Only one application was received for Housing Development Projects. This application, submitted by the Housing Authority of Washington County, is for a 120-unit development of multi-family affordable housing located in North Bethany.

The project, proposed to be located on the PCC Rock Creek Campus, would develop units in a section of unincorporated Washington County that is officially designated by HUD as a Difficult Development Area and is a High Opportunity Area with the median household income being higher than the Washington County Area Median Income. The project will consist of fifty-one (51) one-bedroom units, sixty-one (61) two-bedroom units and eight (8) three-bedroom units. The application indicates that HAWC is requesting a total of 6 HOME assisted units. They have committed to a thirty (30) year period of affordability which is ten years longer than the minimum period of affordability and reflects the duration of the loan.

OCD requests that your Board forgo only the rating portion of the application. The purpose of rating is to decide the top ranked project for funding. Typically, the HOME program will receive anywhere from 3-5 applications in a given funding round. This year, with only one application, and an expected allocation sufficient to cover the request, Staff feels this can be a direct allocation with no rating as long as Staff deems the project is eligible and feasible. The Sponsor would still be required to complete their presentation in January and a Staff report would still be completed and provided to your Board. Staff recommends the omission of rating for the 2023 HOME Application.

Bridget Brooks MOVED TO APPROVE the Request to forgo rating for PY23 HOME Applications. Kim Young SECONDED. Motion CARRIED. (11 yes, 0 no)

5. MISCELLANEOUS AND ANNOUNCEMENTS

Shannon announced Ann Hawkins will be leaving the OCD as of January 6th, 2023 and recognized her 5 years of dedicated service.

The next PAB meeting will be on January 12, 2023 @ 7pm.

OCD Staff will be doing a ZoomGrants training/overview prior to the next PAB meeting, January 10, 2023. We will open the meeting early at 6:45pm for this purpose. Those who are confident in the rating process do not need to attend.

Kim Young made a motion to adjourn, Liz Newton seconded.

Chair Stephanie Jones adjourned the meeting at 7:23 pm.