

- ACTION -

POLICY ADVISORY BOARD (PAB) for the Washington County Community Development Block Grant (CDBG) Program and HOME Investment Partnerships Program, **January 11th, 2023 7:00 pm** via Zoom.

POLICY ADVISORY BOARD MEETING MINUTES

The following persons were present:

PAB REPRESENTATIVES:

Banks	*Stephanie Jones
Beaverton	Javier Mena
Cornelius	*Eden Lopez
Forest Grove	*Mariana Valenzuela
Hillsboro	*Gina Roletto
North Plains	*Trista Papen
Sherwood	*Kim Young
Tigard	*Maureen Wolf
Tualatin	*Bridget Brooks
Washington Co	*Pam Treece

*Denotes Primaries

OCD STAFF:

Shannon Wilson, Program Manager
Shaena Johnson, Administrative Specialist
Lauren Calo, Housing & Community Development Specialist
Kelvin Valdovinos, Housing & Community Development Specialist
Zach Wimer, Housing & Community Development Specialist
Maddie Bonkoske, Housing & Community Development Specialist

GUESTS:

N/A

Policy Advisory Board Meeting

1. Call to Order and Attendee Introductions

Board Chair Stephanie Jones called the meeting to order at 7:05 pm.

2. Appreciation for Micah Paulsen:

The Board members shared their appreciation of Micah. All board members and staff voiced how much they will miss him and appreciated his service and ideas on this board and throughout our community. We wished him well.

3. APPROVAL OF DECEMBER 14TH PAB MEETING MINUTES:

Kim Young MOVED TO APPROVE THE OCTOBER 12TH, 2023 MINUTES.
 Bridget Brooks SECONDED. Motion CARRIED. (10 yes, 0 no, 0 abstention)

4. STAFF REPORT SUMMARY OF HOME/ESG/CDBG APPLICATIONS FOR PROGRAM YEAR 2024-2025:

PRESENTATION SCHEDULE:

Shannon presented the January 25th Presentation Schedule and reminded the PAB members to be there for coffee & treats at 8:45am.

Thursday, January 25th Presentation Schedule			
PAB members should arrive any time before 8:45am to have some coffee and treats and prepare for the presentations			PPT
Community Partners for Affordable Housing	Beaverton Senior Housing on 5th	9:00 - 9:25	
Reach CDC	Elmonica Station	9:30 - 9:55	
City of Cornelius	North Davis Street Pedestrian Improvements Phase 3	10:00 - 10:10	
City of Tualatin	Sagert Street and Stoneridge Neighborhood Pedestrian Safety Enhancement Project	10:10 - 10:20	
BREAK		10:20 - 10:30	
Community Alliance of Tenants	Tenant Education and Eviction prevention Services	10:30 - 10:40	
Family Promise of Tualatin Valley	Housing Case Management Services	10:40 - 10:50	
Growing Gardens	Food Justice and Food Security for Washington County	10:50 - 11:00	
HomePlate Youth Services	Preparing Homeless Youth for Stability Using Outreach & Wraparound Supports	11:00 - 11:10	
Virginia Garcia Memorial Health Center	Migrant Camp Services & Support	11:10 - 11:20	
Community Action Organization	WashCo ESG Prevention	11:20 - 11:30	
Family Promise of Tualatin Valley	Homeless Prevention	11:30 - 11:40	
LUNCH	Multi-Purpose Room	11:40 - 12:30	

PROJECT PROPOSAL DISCUSSION:

Zach gave an overview of the HOME applications:

- Community Partners for Affordable Housing: Beaverton Senior Housing on 5th Street
- REACH CDC: Elmonica Station

Maddie Bonkoske presented an overview of the CDBG Infrastructure applications:

- City of Cornelius: North Davis Pedestrian Improvement
- City of Tualatin: Sagert Street and Stoneridge Neighborhood Pedestrian Safety Enhancement Project

Lauren and Maddie shared an overview of the Public Service applications:

- Community Alliance of Tenants: Tenant Education and Eviction Prevention Services
- Family Promise of TV: Housing Case Management Services
- Growing Gardens: Food Justice and Food Security for Washington County
- HomePlate Youth Services: Preparing Homeless Youth for Stability Using Outreach & Wraparound Supports
- Virginia Garcia Memorial Health Center: Migrant Camp Services & Support

Lauren highlighted the ESG applications:

- Community Action Organization: CAO-WashCo ESG Prevention
- Family Promise of TV: Homeless Prevention

Lauren went over the screens in ZoomGrants and guided the PAB through where they find the staff reports and summaries in the folders. She highlighted the Review Tools tab, and how to access the Documents to view information on how to do the rating.

Lauren discussed the importance of ratings and ensuring we had quorum and went over the timing for the rating window and reminded that ratings are due Sunday January 28th, 2024, three days after the project presentations.

5. APPROVAL OF HOME ARP NON-CONGREGATE SHELTER (NCS) AWARDS:

Kelvin presented the rating results for the HOME-ARP NCS Application ratings. The proposed funding awards fully obligate our Office’s HOME ARP allocation for non-congregate shelter. In addition to funds for non-congregate shelter, HOME-ARP provides capacity building and operating expense funds to non-profit organizations funded with HOME-ARP Project funds (Supportive Services and Non-Congregate Shelter). By providing both organizations HOME ARP Non-congregate shelter funds, both organizations become eligible for capacity building/operating expense funds. Based on that process the ranking of projects for HOME-ARP Non-congregate shelter funding is outlined in the chart below.

Application Type	Applicant	Funding Request	Proposed Funding Award	PAB Rating (max 64 pts)	Staff Rating (max 39 pts)	Total Rating (103 pts)
HOME-ARP	Centro Cultural	\$2,000,000	\$2,000,000	57.56	31	88.56
Non-congregate shelter	Family Promise of Tualatin Valley (FPTV)	\$3,259,216	\$2,076,296	55.67	30	85.67

The Centro Cultural rehabilitation project will provide 20-units for HOME-ARP Non-congregate shelter eligible participants at their Camp Amparo project in Forest Grove. The award of funds to Centro’s project is contingent on Centro securing operating expenses during restrictive use period (10 years) and clear property and asset management systems in place. The FPTV project rehabilitation project will provide 70 rooms for HOME-ARP Non-congregate shelter eligible participants at their Quality Inn project in Tigard. The award of funds to FPTV’s project is contingent on FPTV securing additional funding needed for the full project, estimated \$1.25M. Additional funds are needed to bring FPTV project into compliance with City of Tigard planning department – Occupancy change. FPTV must secure operating expenses during restrictive use period (10 years) and clear property and asset management systems in place.

Recommendation: Your Board endorse the Proposed HOME-ARP Non-congregate shelter Conditional Funding awards - \$2,000,000 awarded to Centro Cultural and \$2,076,296 awarded to Family Promise of Tualatin Valley in HOME-ARP Non-congregate shelter funds.

Kim Young MOVED TO APPROVE THE HOME-ARP NON-CONGREGATE SHELTER CONDITIONAL FUNDING AWARDS AS PRESENTED. Mariana Valenzuela SECONDED. Motion CARRIED. (10 yes, 0 no, 0 abstention)

6. MISCELLANEOUS AND ANNOUNCEMENTS:

Shannon shared, 2024 is the 50TH Anniversary of the CDBG Program. Community Development. She is looking for ways to celebrate this anniversary and also highlighted the month of April as an opportunity to bring the 50-year milestone to light with Fair Housing Month.

Shannon shared with the PAB, one of our 2023-2024 CDBG partners, MESO is in default. We were forced to terminate their funding contract. They have not been timely and have not been able to submit the appropriate costs related to services in their vouchers.

We proposed reallocating the funds to Ecumenical Ministries Organization who was partially funded in the 2023-2024 funding year and wanted to get feedback from your board before we brought that to them. Lauren reviews EMO's spending to date, they have spent 2/3's of their money in the first quarter, so they have the potential to spend out the money. The board feedback was supportive of reallocation of the funds.

Stephanie looked at the January 25th 2024 schedule and asked about moving ESG up to the morning since Hillsboro and Beaverton do not need to stay for all the CDBG presentations. Lauren will review the schedule and try to move the ESG presentations to the morning for the Hillsboro and Beaverton board members.

Shannon highlighted the Banks water lines and sidewalks. She shared pictures of water lines and areas where residents home driveways and walks were improved after the new water lines and sidewalks were completed.



Additional City of Banks project progress photos.



Next Shannon highlighted the HOME Project, Plambeck Gardens. This is 116-unit property. Here is an ariel view of the site and a proposed finished look for this location. CPAH is the developer on this project.



Shannon also wanted to highlight the Dartmouth Crossing North Project. It is an 85-unit affordable housing project currently in progress through REACH CDC in Tigard, OR. (No pictures currently available.)

The next PAB meeting will be on February 8th, 2024 at 7pm.

Chair Stephanie Jones adjourned the meeting at 8:03pm.