

- ACTION -

**POLICY ADVISORY BOARD (PAB)** for the Washington County Community Development Block Grant (CDBG) Program and HOME Investment Partnerships Program, **September 16, 2021 7:00 pm.**

## **PUBLIC HEARING MINUTES**

### **DRAFT FY 2020 CAPER**

**And**

## **POLICY ADVISORY BOARD MEETING MINUTES**

The following persons were present:

#### **PAB REPRESENTATIVES:**

Banks	*Stephanie Jones
Beaverton	Javier Mena
Cornelius	*Luis Hernandez
Forest Grove	*Mariana Valenzuela
Gaston	*David Meeker
Hillsboro	Gina Roletto
King City	*Micah Paulsen
North Plains	*Trista Papen
Sherwood	*Kim Young
Tigard	*Liz Newton
Tualatin	*Bridget Brooks
Wash Co.	*Pam Treece

\*Denotes Primaries

#### **OCD STAFF:**

Jennie Proctor, Program Manager  
Ann Hawkins, Housing & Community Development Specialist  
Natalie Williams, Housing & Community Development Specialist  
Lauren Thomas, Administrative Specialist

#### **GUESTS:**

Kathy Peoples, City of Beaverton  
Omar Martinez, City of Hillsboro  
Jeff Peck, City of Tigard

### **Public Hearing**

Lauren Thomas informed all meeting participants that this public meeting will be recorded.

Stephanie Jones, Chair of the Policy Advisory Board, opened the public hearing at approximately 7:02 pm. All PAB members, staff, and members of the public introduced themselves for the record.

Ann Hawkins began the Public Hearing by reviewing the purpose of the FY2020 Consolidated Annual Performance and Evaluation Report (CAPER) and the public hearing. The CAPER highlights the annual accomplishments and shows the progress made in reaching the 5-year goals. The 2020 CAPER highlights the

accomplishments made during the first year of the 2020-2024 Consolidated Plan. The report does not include an accounting of CV funds received as those funds are reported separately. The purpose of the public hearing is to provide the public with an opportunity to comment on emerging housing and community development needs in the County.

### **City of Beaverton CAPER**

Kathy Peoples presented the City of Beaverton's portion of the CAPER.

#### PY20 Performance Highlights

- Spent \$869,855 meeting goals and objectives, part of which came from program income from city-held Section 108 rental producing property and repayments from a previous CDBG home repair loan program.
- Exceeded high-priority Consolidated Plan objectives in the areas of Economic Development and Emergency Rent.
- Did not meet critical home repair goals due to COVID restrictions and health and safety concerns.
- Awarded 13 local nonprofits that carried out the following activities:
  - Housing (homeowner rehab and homeownership)
  - Public Services (shelter services for families and youth, emergency rental and utility assistance, and children's court advocate services)
  - Economic Development (micro-enterprise technical assistance for those wishing to start their own small business)

#### PY20 Housing Highlights

- Provided housing rehabilitation and adaptation services to 46 households.
- Assisted two (2) low-income families to become homebuyers.

Subrecipients:

- Community Action (critical home repair)
- Proud Ground
- Rebuilding Together Washington County
- Unlimited Choices (adapt/mend-a-home)
- Willamette West Habitat for Humanity

#### PY20 Public Services Highlights

- Served 2,692 persons falling under public service strategies of the 10-Year Plan to End Homelessness.
  - Rental Assistance: 2,256
  - Shelter Programs: 436

Subrecipients:

- Boys & Girls Aid
- Community Action: Rent Assistance
- Community Partners for Affordable Housing

- Good Neighbor Center
- Ecumenical Ministries of Oregon (Second Home Program for unaccompanied youth)

#### PY20 Economic Development Highlights

- Served 139 businesses/persons with
  - Technical assistance questions related to microenterprise
  - Business retention during COVID
  - Pivoting business focus during COVID

#### Subrecipients

- Adelante Mujeres
- Micro Enterprise Services of Oregon
- Hispanic Metropolitan Chamber

#### **City of Hillsboro CAPER**

Omar Martinez presented the City of Hillsboro's portion of the CAPER.

#### Performance highlights

- Spent \$520,298 in PY2020
- Met and exceeded goals set in annual Action Plan
- Partnered with five organization to accomplish:
  - Affordable housing
  - Public Facility Investments
  - Affirmatively Furthering Fair Housing

#### Accomplishments

- 100% of households served under 80% AMI
- Affordable home ownership program
  - 4 households / Land Trust model
- Housing Rehabilitation Program
  - 20 households
- Public Facility Improvements
  - Safe Place Youth Shelter
  - 14 youth assisted
- Raise Fair Housing awareness in Hillsboro

#### **Washington County CAPER**

Ann presented the CAPER for Washington County.

#### CDBG Highlights

##### Affordable Housing Preservation Programs

- Housing Rehabilitation and Weatherization Services
  - 218 households assisted
    - 20 OCD Housing Rehabilitation Program

- 16 Rebuilding Together
- 182 Community Action Organization's Weatherization Programs

#### CDBG- Public Services

- 4,060 people assisted
  - 929 people were assisted through programs that met a strategy in "A Road Home: Community Plan to Prevent and End Homelessness."
  - 3,109 people were assisted through supportive services
  - 22 people were assisted through Workforce Training

#### HOME Highlights

The Washington County Consortium had one HOME project completed in 2020

- Clover Court – 6 affordable housing units
- Two projects were completed however, they were not closed in the Federal system. These will be reported in 2021.

#### ESG Highlights

Washington County focused on Rapid Re-Housing Activities in PY2020

- 57 Adults
- 56 Children
- 42 Households total

#### **Timelines**

Ann reviewed the timeline for the CAPER.

The public comment period ends today, September 16. OCD will submit the CAPER to HUD by September 28<sup>th</sup>.

## **PUBLIC TESTIMONY**

Stephanie opened the public hearing to the public for testimony. Mariana Valenzuela asked why we chose to work with Worksystems, an organization in Portland, for workforce training instead of a local organization like Centro de Prosperidad. Pam Treece clarified that Worksystems is in Portland, but they do a lot of work in Washington County and work closely with Centro de Prosperidad and other organizations in Washington County. Jennie stated that OCD held a request for proposals about a year and a half ago so we are working with organizations that applied to be a part of this effort. With there being no additional comments, Chair Stephanie Jones closed the Public Hearing at approximately 7:35 pm.

## Policy Advisory Board Meeting

The regular meeting of the PAB was called to order by Chair Stephanie Jones at approximately 7:36 pm.

1. APPROVAL OF AUGUST 12, 2021 MINUTES:

Pam Treece MOVED TO APPROVE THE August 12, 2021 MINUTES. Bridget Brooks SECONDED. Motion CARRIED. (12 yes, 0 no)

2. APPROVAL OF DRAFT 2020 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

On September 1, 2021, the 15-day public comment period began on the draft 2020 CAPER. The Consolidated Plan is carried out through Annual Action plans, which provide a concise summary of the action, activities, and the specific federal and non-federal resources that will be used each year to address the priority needs and specific goals identified by the Consolidated Plan. Annually, the Office of Community Development then reports on accomplishments and progress toward Consolidated Plan goals in the CAPER.

Kim Young MOVED TO ENDORSE THE 2020 CAPER FOR SUBMISSION TO HUD. Liz Newton SECONDED. MOTION CARRIED (12 yes, 0 no)

3. CONTINGENCY REQUEST, CITY OF TIGARD, FREWING STREET SIDEWALK INFILL PROJECT

The City of Tigard was awarded \$425,604 in FY 2019-2020 CDBG funding to construct sidewalks along either side of the street. The project addresses safety concerns by creating a safe place for the approximately 60 elementary, middle, and high school students who are picked up and dropped off at four school bus stops located along Frewing Street.

Due to higher than expected construction costs, the project is \$297,406 over budget. The City of Tigard has committed to contributing approximately 50% of the budget shortfall. They are requesting an additional \$148,703 in CDBG contingency funds to cover a portion of the additional project cost.

The Frewing Street Sidewalk Infill project will provide safe and convenient access by providing a continuous sidewalk along one side of SW Frewing Street between SW Ash Avenue and SW Pacific Highway. The improvements are targeted to provide an equitable and sustainable transportation system promoting the well-being of the community.

The primary contributors to the extra cost are:

- a) Stormwater Infrastructure
  - a. The proposed storm line was extended to the southern end of the work area. This was necessary to connect to existing structures, improve water quality, and assist with driveway drainage. The work added several manhole structures and increased the quantity of trench pavement restoration.
- b) Price Uncertainty in the Labor and Construction Material Markets
  - a. The labor market has declined from the pandemic and now contractors are realizing major delays in acquiring materials because of supply chain constraints. This is creating higher prices for everything from lumber to steel and there are not enough construction workers. Unit prices in the grant application were prepared in December 2018 generally following the 2018 capital project pricing. Increases to unit pricing is substantial for all of the work.
- c) Added Work Scope and Permitting
  - a. The completed design added work scope including mobilization, variable curb types, concrete walks with retaining walls, striping, stormwater pipe video inspection and construction survey work. Environmental permitting increased to support hydromodification requirements. The requirement was not implemented by Clean Water Services when the city applied for the grant in 2019.

Javier Mena asked for clarification about the Forest Grove infrastructure project being cancelled. Jennie Proctor confirmed that Forest Grove did officially withdraw their project and that those funds have been added to the contingency report.

Trista Papen asked if the City of Tigard has looked into Safe Route to School funding through ODOT. Jeff Peck, the Project Manager for the City of Tigard, stated that he does not know if other city staff have applied for that or not.

Kim Young MOVED TO APPROVE THE \$148,703 CONTINGENCY AWARD TO PROJECT #1105 TO ENABLE THE CITY OF TIGARD TO COMPLETE THE FREWING STREET SIDEWALK INFILL PROJECT. Trista Papen SECONDED. MOTION CARRIED (10 yes, 0 no)

#### 4. MISCELLANEOUS AND ANNOUNCEMENTS

The next PAB meeting will be on October 14th at 7pm. The November meeting will be on the third Thursday, November 18.

Chair Stephanie Jones adjourned the meeting at 7:45pm.