

- ACTION -

**POLICY ADVISORY BOARD (PAB)** for the Washington County Community Development Block Grant (CDBG) Program and HOME Investment Partnerships Program, **January 13<sup>th</sup>, 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	*Luis Hernandez
Forest Grove	*Mariana Valenzuela
Gaston	*David Meeker
Hillsboro	Chris Hartye
King City	*Micah Paulsen
North Plains	*Trista Papen
Sherwood	*Kim Young
Tigard	*Liz Newton
Tualatin	*Bridget Brooks
Washington Co	*Pam Treece

\*Denotes Primaries

OCD STAFF:

Jennie Proctor, Program Manager  
Lauren Thomas, Housing & Community Development Specialist  
Ann Hawkins, Housing & Community Development Specialist  
Mari Valencia-Aguilar, Housing & Community Development Specialist  
Natalie Williams, Housing & Community Development Specialist

Chair Stephanie Jones called the meeting to order at 7:01 pm.

1. APPROVAL OF December 9, 2021 MINUTES

Liz Newton MOVED TO APPROVE the December 9<sup>th</sup>, 2021 MINUTES. Kim Young SECONDED. Motion CARRIED. (9 yes, 0 no, 1 abstain, 2 arrived after vote)

2. PROJECT PROPOSALS

a). Funding Estimates and timelines

Jennie Proctor reviewed the timelines for the funding cycle 2022/2023.

- January 27<sup>th</sup>: Sponsor Presentations 9am -12pm
- January 30<sup>th</sup>: Ratings must be completed by midnight
- February 10<sup>th</sup>: PAB endorses list of projects for 2022 Action Plan
- April 14<sup>th</sup>: Public Hearing 2022 Action Plan
- May 3<sup>rd</sup>: BCC Approves the 2022 Action Plan
- July 1<sup>st</sup>: FY2022 Funding available

Jennie reviewed the CDBG funding estimates for FY 2022/2023.

- Entitlement: \$2,222,952
- Program Income: \$233,567
- TOTAL: \$2,456,519

CDBG Tentative Program Funding 2022/2023

	Total Available	Requests	(Shortfall)
Public Services 15%	\$348,217		
• CHDO Res. Services	\$45,268		
• Fair Housing Set-aside	\$6,964		
• Employment Initiative	\$50,000		
• 3 Yr Commitments	\$120,000		
• Available for Competitive Projects (1 Year)	\$125,985	\$150,000	(\$24,015)
Public Facilities 30%	\$454,388	\$596,042	(\$141,654)
Infrastructure 30%	\$454,388	\$425,000	\$29,388

Jennie reviewed the HOME funding estimates for 2022/2023.

- Total HOME Allocation (estimate) \$1,683,547
- + Program Income \$664,063
- +Unobligated HOME Funding \$968,566
- Total resources \$3,334,176
- Administration \$250,000
- CHDO Operating Grants (5%) \$84,176
- Base figure for Housing Development \$3,000,000
- Project Funds Requested* \$3,000,000

b). Project Proposals

Ann Hawkins reviewed the three HOME applications received for FY 2022/2023:

- Bridge Housing Corporation – Belleau Woods
- Community Partners for Affordable Housing – Woodland Hearth
- REACH Community Development – Dartmoth Crossing.

Natalie Williams gave an overview of the one CDBG Infrastructure application received for FY 2022/2023:

- City of Cornelius – South 12<sup>th</sup> Ave Pedestrian Corridor

Mari Valencia Aguilar gave an overview of the one CDBG Facilities application received for FY 2022/2023:

- Just Compassion of East Washington County – Campus Development

Natalie and Mari gave an overview of the five CDBG Public Services applications received for FY 2022/2023:

- CASA for Children – Crucial Advocacy for Washington County Children in Foster Care
- Ecumenical Ministries of Oregon – Second Home
- Family Promise of Tualatin Valley – Housing Case Management Services
- Project Homeless Connect Washington County – PHC Day Center
- St. Vincent de Paul, Tigard Conference – Rent and Utility Assistance

c). Presentation Schedule

Thursday, January 27th Presentation Schedule			
PAB Members should login by 8:45am			PPT
BRIDGE Housing Corporation	Belleau Woods	9:00 - 9:25	
Community Partners for Affordable Housing, Inc.	Woodland Hearth	9:30 - 9:55	
REACH Community Development, Inc.	Dartmouth Crossing	10:00 - 10:25	
BREAK		10:25 - 10:35	
City of Cornelius	South 12th Ave Pedestrian Corridor	10:35 - 10:45	
Just Compassion of East Washington County	Just Compassion Campus Development	10:45 - 10:55	
CASA for Children, Inc.	Crucial Advocacy for Washington County Children in Foster Care	10:55 - 11:05	
Ecumenical Ministries of Oregon	Second Home	11:05 - 11:15	
Family Promise of Tualatin Valley	Housing Case Management Services	11:15 - 11:25	
Project Homeless Connect Washington County	PHC Day Center	11:35 - 11:45	
St. Vincent de Paul, Tigard Conference	Rent and Utility Assistance	11:45 - 11:55	

HOME
CDBG Infrastructure
CDBG Facilities
CDBG Public Services

d). ZoomGrants Refresher

Natalie provided a ZoomGrants refresher to the PAB for the rating cycle.

3. HOME-ARP OVERVIEW

Lauren Thomas presented an overview of the HOME American Rescue Plan (HOME-ARP). The American Rescue Plan is a \$1.9 trillion federal bill and was signed into law in March 2021. \$5 billion will be administered through the HOME program to address homelessness. The Washington County consortium will receive \$6,101,728.

HOME-ARP funds must be used to benefit individuals and families in one or more qualifying populations.

The qualifying populations are:

- Homeless (McKinney Act Definition at 24 CFR 91.5)
- At-risk of homelessness (McKinney Act Definition at 24 CFR 91.5)
- Fleeing/attempting to flee domestic violence, dating violence, sexual assault, stalking, human trafficking (Definitions from VAWA regulation at 24 CFR 5.2003, except Human trafficking definition from Trafficking Victims Protection Act of 2000)
- Other populations where assistance would prevent homelessness or serve those with greatest risk of housing instability.

Eligible activities are:

- Affordable Rental Housing
- Tenant-Based Rental Assistance (TBRA)
- Supportive Services
- Non-congregate Shelter (NCS)

The next steps for HOME-ARP is as follows:

- Data review
- Consultations
- Allocation Plan Development
- Public Comment
- Public Hearing
- Board Approval

Chris Hartye asked when the HOME-ARP funds need to be expended. Lauren confirmed they need to be spent by September 30, 2030.

#### 4. MISCELLANEOUS AND ANNOUNCEMENTS

The sponsor presentations are on Thursday, January 27th.

Chair Stephanie Jones adjourned the meeting at 8:08 pm.