

**A. CALL TO ORDER BY PRESIDING OFFICER**

The Gresham Community Development and Housing Subcommittee (CDHS) meeting was called to order by Warren Scott, Chair, at 4:10 P.M. on the twenty sixth day of March, 2009 at Gresham City Hall, 1333 NW Eastman Parkway, Gresham, OR.

COMMITTEE PRESENT:	Larry Deacon	Kari James
	Cathy Olsen-Dennis	Elizabeth Livingston
	Warren Scott	Wayne Shielee
	Julie Stewart	Ward Walker

PC COMMISSIONER PRESENT: Ken Stine

STAFF PRESENT: Elaine Fultz, Associate Planner  
Mike Abbaté, Urban Design & Planning

COUNCIL LAISION PRESENT: David Widmark

GUESTS PRESENT: Jean DeMaster, Human Solutions, Inc.  
Jodi Lippert, Albertina Kerr

**B. APPROVAL OF MINUTES**

Motion by Elizabeth Livingston and seconded by Wayne Shielee to approve the minutes for March 3<sup>rd</sup> and March 4th, 2010.

The motion passed as follows:

Larry Deacon	Yes	Cathy Olsen-Dennis	Yes	Kari James	Abstain
Elizabeth Livingston	Yes	Warren Scott	Yes	Wayne Shielee	Yes
Julie Stewart	Yes	Ward Walker	Yes		

**C. DISCUSSION AND SELECTION OF PROJECTS AND BUDGETS FOR USE OF COMMUNITY DEVELOPMENT BLOCK GRANT/HOME FUNDS FOR 2010-11**

Elaine Fultz asked the CDHS to make recommendations with the caveat that staff can make minor changes to the recommendations based on fund availability.

**SET ASIDES**

Housing Authority of Portland (HAP) uses our portion of set aside funds to assist Gresham residents with rental assistance. The HAP Rental Assistance program is included in the Consortium agreement.

Housing & Urban Development (HUD) mandates that operating funds be set aside for Community Housing Development Organizations (CHDO). Human Solutions receives those funds as they are the only CHDO in the Gresham area.

Motion by Cathy Olsen-Dennis and seconded by Julie Stewart for recommendation to City Council for Set-Asides totaling \$177,082 in CDBG funds and \$131,531 in HOME funds as listed in the chart below:

SPONSOR	PROJECT	CDBG Proposed	HOME Proposed
<b>SET ASIDES</b>			
HAP	Tenant Based Rental Asst.		33,986
HAP	TBRA Admin		9,397
Human Solutions	CHDO		25,000
City of Gresham	Gresham Administration	161,482	
BHCD/PDX	HCDC/Plan Administration	15,600	
City of Gresham	Gresham Administration		36,821
BHCD/PDX	HOME Administration		26,327
<b>TOTAL</b>		<b>\$177,082</b>	<b>\$131,531</b>

The motion passed as follows:

Larry Deacon	Yes	Cathy Olsen-Dennis	Yes	Kari James	Yes
Elizabeth Livingston	Yes	Warren Scott	Yes	Wayne Shielee	Yes
Julie Stewart	Yes	Ward Walker	Yes		

## **PUBLIC SERVICES**

This year is the 3<sup>rd</sup> year of a 3 year cycle for the public services.

Motion by Cathy Olsen-Dennis and seconded by Wayne Shielee for recommendation to City Council for public services as described below:

SPONSOR	PROJECT	CDHS Proposed
<b>PUBLIC SERVICES</b>		
Catholic Charities	El Programa Hispano	48,604
Metro Family Services	Foster Grandparents	15,000
Human Solutions	Transitional Housing	48,068
Cascadia Behavioral	Views	19,000
<b>TOTAL</b>		<b>\$130,672</b>

The motion passed as follows:

Larry Deacon	Yes	Cathy Olsen-Dennis	Yes	Kari James	Yes
Elizabeth Livingston	Yes	Warren Scott	Yes	Wayne Shielee	Yes
Julie Stewart	Yes	Ward Walker	Yes		

## **PUBLIC FACILITIES/IMPROVEMENTS, HOUSING AND ECONOMIC DEVELOPMENT**

The City of Gresham received 5 housing applications, 5 public improvement applications and 2 economic development applications which total approximately \$1.9 million. We have approximately \$1.3 million available. Again the CDHS is going to have to make difficult decisions and staff recommends using the ranking chart.

Motion by Larry Deacon and seconded by Elizabeth Livingston for recommendation to City Council for housing, public improvements and economic development as described below. If there is extra funding then it would go to Living Solutions (up to \$213,890) and contingency.

SPONSOR	PROJECT	CDHS Proposed CDBG	CDHS Proposed HOME
Unlimited Choices	Adapt-a-Home	100,000	
Albertina Kerr	Crisis Center	73,000	
CODA, Inc.	Gresham Recovery Center	85,000	
Human Solutions	Living Solutions	188,622	
Unlimited Choices	Mend-a-Home	80,000	
City of Gresham	Pedestrian Crossing	75,000	
Human Solutions	Rental Assist.	0	150,000
City of Gresham	Sidewalk Infill	30,000	
City of Gresham	Storefront Program	100,000	
Human Solutions	The Pines	0	400,000
		\$731,622	\$650,000

The motion passed as follows:

Larry Deacon	Yes	Cathy Olsen-Dennis	Yes	Kari James	Yes
Elizabeth Livingston	Yes	Warren Scott	Yes	Wayne Shielee	Yes
Julie Stewart	Yes	Ward Walker	No		

## HOMEOWNERSHIP

Homeownership has been a part of the CDBG/HOME budget in the past and the City of Gresham received 4 applications for homeownership this year. The funding requests for these applications are \$935,000 (HOME) and \$360,000 (CDBG).

Motion by Elizabeth Livingston and seconded by Cathy Olsen-Dennis for recommendation to City Council for homeownership projects as described below:

SPONSOR	PROJECT	CDHS Proposed CDBG	CDHS Proposed HOME
Habitat for Humanity	Glisan Gardens	0	350,000
Proud Ground	Homeownership	330,000	0
Habitat for Humanity	Victoria Cottages	0	375,000
		\$330,000	\$725,000

The motion passed as follows:

Larry Deacon	Yes	Cathy Olsen-Dennis	Yes	Kari James	Yes
Elizabeth Livingston	Yes	Warren Scott	Yes	Wayne Shielee	Yes
Julie Stewart	Yes	Ward Walker	Yes		

## CONSOLIDATED ACTION PLAN

Ms. Fultz informed CDHS that there are no significant changes to the Consolidated Plan Action Plan and Annual Plan narratives but there are changes to the Principles and Priorities. The majority of the plan has not been updated however the City of Gresham CDBG Action Plan and HOME Action Plan are part of the 2009-2010 Consolidated Plan Action Plan.

Motion by Larry Deacon and seconded by Cathy Olsen-Dennis for recommendation to City Council for approval of the Consolidated Plan Action Plan.

The motion passed as follows:

Larry Deacon	Yes	Cathy Olsen-Dennis	Yes	Kari James	Yes
Elizabeth Livingston	Yes	Warren Scott	Yes	Wayne Shielee	Yes
Julie Stewart	Yes	Ward Walker	Yes		

**D. COUNCIL UPDATE**

Councilor Widmark stated that the City is starting the budget process in about 2 weeks and it has been an extremely lean year.

Cinco De Mayo will be May 5<sup>th</sup> and be at Plaza del Sol.

**E. HCDC UPDATE**

Jean DeMaster gave an update and the major item that HCDC has been working on is the Principles & Priorities. The commission was glad to have the February meeting here at Gresham. Gresham has an independent process on how it will use CDBG and HOME funds and the CDHS have made a decision and recommended to the City Council and the City Council decides what is best for Gresham.

**F. ADJOURNMENT**

The meeting adjourned at 7:55 p.m.