

A. CALL TO ORDER BY PRESIDING OFFICER & WELCOME

The Gresham Community Development and Housing Subcommittee (CDHS) meeting was called to order by Uriah Edmunds, Chair, at 6:00 P.M. on the thirtieth day of May 2024. This meeting was held in a hybrid format, with some members attending remotely via Zoom and others present in person at Gresham City Hall, 1333 NW Eastman Parkway, Gresham, OR 97030.

CDHS COMMITTEE PRESENT: Uriah Edmunds, Christine Bierman, Delores Burgos, Ryan Johnson, Jessica Spellman, Heather Ricks

CDHS COMMITTEE NOT PRESENT: April Johnson, William Davis

STAFF PRESENT: Ashley Miller, Community Development Director; Rachel Nehse, Program Analyst

OTHERS PRESENT: Stacy Rustad-Smith, Planning Commission Chair; Kat Fuentes, CDBG Applicant; Ricardo Lopez, CDBG Applicant

B. Public Comment

Uriah opened the Public Comment portion of the meeting and one attendee, Kat Fuentes, provided comments. Kat commented regarding the need to more affordable childcare options and support for existing childcare businesses in Gresham.

C. CDBG Funding Discussion

Uriah started the CDBG funding discussion and Rachel Nehse shared the CDBG budget for all attendees to review. The budget showed the overall ask from CDBG applicants and the amount of funding the City expected to have available for projects in 2024-25 with new entitlement and carryover funds. Overall, the CDHS needed to cut approximately \$600,000 from the applications for CDBG funding to make the budget balance.

Rachel shared several slides comparing the applicants on the cost per client served and the overall CDHS and staff application scoring. She reminded the CDHS members that the public services projects had been promised a 3-year cycle, but noted that the amounts provided in 2023-24 needed to be reduced in 2024-25 because public services are capped at 15% of the City's entitlement and the entitlement decreased, so the cap also decreased. The CDHS needed to cut approximately \$9,500 from the public services projects and opted to split the decrease between Willow Tree and Eastside Timbers, as those were the two projects with the highest allocations. CDHS members stated they thought reducing funds to projects with allocations that were already relatively small would be a bigger burden on those projects that are already working with smaller budgets.

Next CDHS members discussed that they were initially excited to see that a new applicant, the WeeCare, Upwards BOOST program, had applied, but were disappointed with the application upon reviewing it. CDHS members noted the high cost per client served for the program and

that the applicant was not located within Gresham. Uriah also noted that in the supplemental questions, the applicant indicated that once the CDBG contract had ended, participants would need to pay to continue to access services. Rachel highlighted that MESO's program, which has a lower cost per client served, also assists childcare businesses and that the childcare provided for the City's Community Needs Hearing in November 2023 was a MESO client. The CDHS opted not to fund the WeeCare program following this discussion.

Rachel noted the City's existing internal projects, the Streetlight Infill and the Rockwood Central Sidewalk Infill, were rolling over into 2024-25 because City contracting documents needed to be updated with new Federal requirements. With two ongoing infrastructure projects, the CDHS opted not to fund the new proposed City infrastructure project in the 2024-25 budget and noted they could revisit it once the other two projects are completed.

With approximately \$200,000 left to cut from the CDBG budget, the CDHS members discussed the two economic development projects, MESO's microenterprise assistance program and the Living Solutions job training program. Both projects asked for more CDBG funding than the projects have historically been awarded. The CDHS opted to split the reduction between the two projects proportionally, so that both projects received slightly more in CDBG funds than historical funding levels, but the budget could balance.

Jessica Spellman moved to approve the 2024-25 CDBG Recommended Budget. Heather Ricks seconded the motion. All voted aye and the motion passed.

A copy of the 2024-25 CDBG Recommended Budget is attached in Exhibit A.

D. HOME Funding Discussion

Rachel shared a copy of the HOME working budget with the CDHS members. Due to the more restrictive nature of HOME funds, fewer applications for these funds were received and while the City's HOME allocation also decreased from 2023-24, all projects could be funded at their full request, which a small amount of funding left over. The CDHS members discussed sweeping the excess funds into the City's WELCOME HOME program and if the funds aren't spent in 2024-25, they can be reprogrammed next year as part of the City's carryover.

Delores moved to approve the 2024-25 HOME Recommended Budget. Ryan Johnson seconded the motion. All voted aye and the motion passed.

A copy of the 2024-25 HOME Recommended Budget is attached in Exhibit B.

E. Staff Updates

Ashley Miller announced that the CDHS was looking for new members and had several members that would need to reapply if they would like to continue their roles on the subcommittee. She noted that once members had reapplied and been appointed, we will need to elect a new Chair and Vice Chair.

F. For the Good of the Order

Uriah asked if there was anything for the good of the order. No CDHS members had additional items to discuss.

G. Adjourn

Meeting Adjourned at 7:45 P.M.

EXHIBIT A

2024-2025 CDHS CDBG Recommended Budget

Activity/Sponsor	Funding Requests FY24-25	CDHS Recommended Budget
Sources		
Gresham Entitlement Grant	967,772	967,772
2023-24 Estimated Carryover & Program Income	589,516	589,516
Total Sources Available	1,557,288	1,557,288
Uses		
Housing: Rent Assistance, Development & Rehabilitation		
Unlimited Choices - Mend A Home	120,000	120,000
Unlimited Choices - Adapt A Home	120,000	120,000
Our Just Future- TBRA (Program Costs)	53,537	53,537
Housing Development/Rehabilitation Subtotal	293,537	293,537
Economic Development		
MESO - Microenterprise Assistance	185,700	100,752
East County Solutions - Living Solutions	364,536	249,808
Upwards/WeeCare Inc.- Upwards BOOST Program	240,000	-
Economic Development Subtotal	790,236	350,560
Public Services (15% of Grant) YR 2 of 3		
Metro Family Services (AARP Mentoring)	22,000	22,000
Our Just Future (Willow Tree)	65,624	60,894
Do It Yourself Weatherization Workshops	17,000	17,000
Eastside Timbers	50,000	45,271
Public Services (15% of Grant) YR 2 of 3 Subtotal	154,624	145,165
Public Improvements		
Rockwood Central Park Improvements	150,000	-
<i>Streetlight Infill*</i>	141,839	141,839
<i>Yamhill Sidewalk Infill*</i>	432,633	432,633
Public Improvements Subtotal	724,472	574,472
Administration (20% of Grant)		
City/Staff Expenses funded by Entitlement	188,554	188,554
HCDC /Consolidated Plan - City of Portland	5,000	5,000
Administration (20% of Grant) Subtotal	193,554	193,554
Total Uses	2,156,423	1,557,288
Available	(599,135)	-

**Streetlight & Sidewalk Infill projects are carryover projects that were allocated funds in prior years.*

EXHIBIT B

2024-2025 CDHS HOME Budget		
Activity/Sponsor	Funding Requests FY24-25	CDHS Draft Budget
Sources		
Gresham Entitlement Grant	516,576	516,576
Program Income	-	-
Estimated Carryover & Development Fund from Prior Years	1,762,018	1,762,018
Total Sources Available	2,278,594	2,278,594
Uses		
Promotion of Homeownership		
City of Gresham Sponsored SAM Program (~14 Households)	600,000	677,582
Proud Ground	400,000	400,000
Promotion of Homeownership Subtotal	1,000,000	1,077,582
Rent Assistance		
Our Just Future- TBRA	349,355	349,355
Rent Assistance Subtotal	349,355	349,355
Housing Development		
<i>ALSO Affordable Apartments*</i>	800,000	800,000
<i>Pine Street Commons (Application Withdrawn)</i>	-	-
Housing Development Subtotal	800,000	800,000
Administration (10% of 2023 Gresham Grants & Program Income)		
City/Staff Expenses Funded by Entitlement (55%)	28,411	28,411
Portland HOME Admin (45%)	23,246	23,246
Gresham & Portland Administration Subtotal	51,657	51,657
Total Uses	2,201,012	2,278,594
Available	77,582	-

**ALSO is a carryover project that was allocated funding in a prior year.*