

Urban County Policy Board Meeting Minutes

Recording at: <https://clark.wa.gov/community-services/urban-county-policy-board>

January 8, 2024

PRESENT BOARD MEMBERS

Councilor Glen Yung

Mayor Troy McCoy

Jim Hodges

Councilor Ron Onslow

David Scott

Councilor Marina Viray

Clark County

City of Battle Ground

City of Camas

City of Ridgefield

City of Washougal

Town of Yacolt

GUESTS

Chuck Green (City of Ridgefield); Beth Landry (YWCA); Samantha Whitley (City of Vancouver)

STAFF

Michael Torres, Rebecca Royce, Janet Snook

I. Introductions

II. September 11, 2023, Meeting Minutes

The minutes were approved following a motion by Mayor McCoy that was seconded by Councilor Onslow.

III. Vice Chair election

Mayor McCoy was nominated for vice chair by Councilor Onslow and seconded by Jim Hodges. Motion carried.

IV. Draft 2024 work plan

Bylaws establish need for five meetings through the year. Draft plan includes meetings in January, February, March, June, September, and November. November meeting date coincides with Veterans Day. Members recommended moving to October. Councilor Onslow made a motion to approve the workplan. Workplan was seconded by Mayor McCoy and passed.

V. 2024 Application updates

Eighteen full applications were received. Estimated funding available is \$1.85M CDBG and \$750,000 HOME. Applications will be available for scoring beginning in early February.

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Applicant	Project	Description	CDBG Request	Joint Request
Public Facilities and Neighborhood Improvements				
4D Recovery	Community center acquisition & rehab	Purchase and renovation of community center	\$204,545	\$250,000
Battle Ground, City of	N Parkway Avenue Sidewalks	Installation of sidewalks	\$300,000	\$0
Council for the Homeless	HSC Building Acquisition	Purchase of building	\$300,000	\$300,000
Ridgefield, City of	Sargent Street Improvements	Sidewalk, water & stormwater improvements	\$200,000	\$0
Total Request			\$1,004,545	

Applicant	Project	Description	CDBG Request	Joint Request
Asset and Economic Development				
Evergreen Habitat for Humanity	Affordable Homeownership Program	Homebuyer down payment assistance	\$300,000	
Fourth Plain Forward	BIPOC Business assistance	Small business technical assistance	\$299,371	
Greater Vancouver Chamber	Pathways to Opportunity & Dev.	Small business technical assistance	\$78,000	
Hispanic Metropolitan Chamber	Latinx Business assistance	Small business IDA program	\$130,000	
Livelihood NW	Business Support Services	Small business technical assistance	\$116,000	
Micro Enterprise Services of Oregon	Micro-Enterprise assistance	Micro-enterprise technical assistance	\$101,100	
Proud Ground	Homeownership assistance	Land trust affordable homeownership	\$300,000	
Vancouver Farmers Market Assoc	Small Business Development	Small business technical assistance	\$75,000	
Total Request			\$1,399,471	

Applicant	Project	Description	CDBG Request	HOME Request
Affordable Housing and Homelessness				
Janus Youth Programs	The Nest TBRA	Rental assistance for youth 18-25	\$45,000	\$150,000
Lifeline Connections	Recovery TBRA	Rental assistance for those with BH disorders	\$25,182	\$83,940
Salvation Army, The	TBRA	Rental assistance for adults and families	\$28,350	\$94,500
Share	Affordable Housing & Stability Program	Rental assistance for adults and families	\$25,000	\$275,000
Vancouver Housing Authority	Weaver Creek Commons	Construction of 80 affordable housing units	\$0	\$300,000
YWCA Clark County	Domestic Violence Survivors TBRA	Rental assistance for DV survivors	\$63,000	\$210,000
Total Request			\$186,532	\$1,113,440

VI. Neighborly scoring refresher

Staff reviewed the steps for reviewing and scoring applications in the Neighborly system. Step-by-step instructions are available at: <https://clark.wa.gov/community-services/urban-county-policy-board>. Members are encouraged to review the Funding guides for each application type that are available at: <https://clark.wa.gov/community-services/cdbg-and-home-applications>. Guides include additional detail and scoring matrices for each question. Scorers will receive an email from <https://portal.neighborlysoftware.com/clarkcountywa.reviewer> with access to the applications. Scores are due by March 4.

VII. Program updates

- CDBG timeliness
HUD performs timeliness tests on the spending of CDBG funds every May. Clark County allocates all funds, but spending has been slow due to the pandemic and delays to construction projects, unusually high loan repayments from low interest rates, and projects not moving forward. The goal is to have less than 1.5 times the annual entitlement available. It is likely Clark County will remain out of compliance an additional year and is working to get funds spent as quickly as possible. No process change recommendations are being made at this time.
- Clark County Community Needs Assessment community forums.
Clark County conducts a needs assessment to understand the needs of low-income households and gaps in services. Results from the assessment will also help determine funding decisions for low-income populations. Forums begin tomorrow to collect community feedback. Everyone is invited and encouraged to attend.

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VIII. July-September 2023 quarterly report review

Many projects are now complete; others were awaiting grant award for receiving contracts.

IX. Other

- Alternate representative updates: if jurisdictional changes to representative or alternate representative, please let County know.
- Received HUD letter acknowledging Clark County is meeting CDBG and HOME objectives.
- Public Comment: none
- Next meeting: 8:30-11:30am, February 12, 2024

Meeting adjourned.