

Urban County Policy Board Meeting Minutes

1300 Franklin Street, Room 679

Vancouver, Washington

July 11, 2016

URBAN COUNTY POLICY BOARD MEMBERS PRESENT

Councilor Julie Olson

Jim Hodges

Mayor Greg Thornton

Bryan Kast

David Scott

Mayor Jeff Carothers

Clark County

City of Camas

City of La Center

City of Ridgefield

City of Washougal

Town of Yacolt

GUESTS

Peggy Sheehan, Danell Norby (City of Vancouver)

STAFF

Michael Torres, Samantha Whitley, Rebecca Royce, Janet Snook

CALL TO ORDER

The meeting was called to order by Chair Olson at 8:32 a.m.

I. Approval of April 11, 2016, Meeting Minutes

The minutes from the prior meeting were approved following a motion by Mayor Carothers that was seconded by David Scott.

II. UCPB Operating Guideline Changes

The “UCPB Operating Guidelines” have been updated and renamed the “UCPB Application and Funding Guidelines.” Updates include clarifying word choice, simplifying and including HOME activities in the funding matrix, and listing activities that will not be eligible for funding.

Three recommended practices are also proposed: 1) funding for joint applications with the City of Vancouver will continue to be proportional to the amount allocated by the City of Vancouver; 2) Housing Rehabilitation Program funds will be set-aside from the total CDBG allocation before splitting the funds between the Infrastructure and Social Service categories; and 3) HOME tenant-based rental assistance applications will include the CDBG amount needed for case management in a single application rather than applying for the different components of the same program in separate applications. CDBG funds will be reserved until the HOME applications are selected for funding.

III. UCPB Application and Funding Guidelines adoption

David Scott made a motion to adopt the amended Application and Funding Guidelines as shown. Mayor Carothers seconded the motion, and the motion carried.

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IV. Other

- The final finding of the environmental audit, reported in the April 2016 minutes, has been closed.
- An instruction sheet for conducting income surveys will be available at the next meeting.
- The CAPER results will be presented at the next meeting.
- Funded programs will report and share best practices at future meetings.

V. Adjournment

Meeting adjourned at 9:05 a.m.