

URBAN COUNTY POLICY BOARD

DEPARTMENT OF COMMUNITY SERVICES

PUBLIC SERVICE CENTER  
1300 FRANKLIN, 6<sup>TH</sup> FLOOR, ROOM #679

MONDAY, FEBRUARY 28, 2014  
MEETING MINUTES

URBAN COUNTY POLICY BOARD MEMBERS PRESENT

Commissioner David Madore, Chair  
Mayor Jeff Carothers, Vice-Chair  
Mayor Shane Bowman  
Pete Capell  
Jeff Sarvis  
David Scott  
Bart Stepp

Clark County  
Town of Yacolt  
City of Battle Ground  
City of Camas  
City of La Center  
City of Washougal  
City of Woodland

GUESTS

Jim Hodges – City of Camas; Kay Hutchins – REACH, Leah Greenwood – ACE, Josh Townsley – Evergreen Habitat for Humanity, Diane McWithey and Tom Breitenbach – Share, Timothy Buckley – Greenstone Architecture, Pat Beckett – The Children’s Center, Bunk Moren, Denise Stone and Matt Jefferis – CSNW, Debby Dover – Second Step Housing, Dennis Morrow, Scott Conger, Dr. Tillie Makepeace and Alaire deSalvo – Janus Youth Programs, Roy Johnson – VHA

STAFF

Pete Munroe, Rebecca Royce, Cathy Higley

CALL TO ORDER

The meeting was called to order by Commissioner Madore at 9:06 a.m.

I. Introductions

II. Approval of January 13, 2014 Meeting Minutes

**Mayor Bowman made a motion to approve the meeting minutes from January 13, 2014, seconded by Pete Capell; motion carried.**

III. CDBG Social Service Presentations

Each Social Service application was given the opportunity to give a presentation to the board. Infrastructure applications were viewed during the bus tour on Thursday, February 20<sup>th</sup>.

- **ACE/REACH Washougal Community Builders Program** – Kay Hutchins gave a presentation on an existing program for the Washougal area designed to address home repair needs of seniors who are low-income and households with disabilities. The program creates a safe environment with smoke/carbon monoxide alarms and safety aids as needed. Services may include fixing leaks, plumbing, heating, electrical repair and creating access so that the families can stay in the home. ACE/REACH partners with several agencies including the Clark County Weatherization Assistance Program, City of Washougal and Clark County Rehabilitation Programs, Code Enforcement, social service agencies, religious organizations and fraternal organizations for referrals into the program and volunteer outreach to perform many of the repairs that will be needed for each home. Kay explained that this program is modeled after REACH’s program that has been operating for approximately 20

years. There is a maximum of \$5,000 for each project, used mainly for materials and staff costs. Some projects will require the use of local contractors. They are looking at expanding the program to Camas in the future.

- **The Children's Center Building for the Future, Changing Children's Lives** – Timothy Buckley with Greenstone Architecture explained that The Children's Center's existing building is too small to provide the full services of the program. The location poses hardships for some of their clients and there are several operating and maintenance issues with the existing building. To ratify these issues, The Children's Center is working to build a new 15,000 square foot facility in a central location designed specifically for providing mental health services to children. Construction is scheduled to begin this summer and will take approximately one year. The agency has secured most of the funding needed for the project. They plan on acquiring a short-term line of credit to cover any costs not covered by grants and private donations. Future operating and maintenance costs will be covered by current expenditure on rental facilities. They also receive operating funds through the Regional Support Network, state and foundation grants and fundraising.
- **CSNW The Wellness Center Renovation** – Bunk Moren, executive director, explained that Community Services Northwest provides mental health and substance abuse services for persons who have low- and very-low incomes. They operate their services at two locations: the Center for Community Health and The Wellness Center. The Wellness Center received CDBG funds in 2010 for some renovations. This request is to finish those renovations to include converting unusable space into treatment rooms and make safety improvements to the lobby area.
- **Evergreen Habitat for Humanity Land Acquisition** – Josh Townsley, executive director, presented his program to the board. He explained that funds from this application will be used to purchase four plots of land in Clark County outside the City of Vancouver. Volunteers and the home buyers will then construct the home. Homebuyers are selected based on their need, ability to repay the mortgage and their ability to provide at least 500 hours of sweat equity into the construction of the property. The mortgage will be with Evergreen Habitat for Humanity and is typically \$550-600 per month including property taxes and insurance. If the owner sells the home, Evergreen Habitat has the first right to purchase the property and there will be an affordability period set by the County stating that the home must be owned by a household who is low-income. If they do not receive the full application request, Evergreen Habitat will work with the International Habitat for Humanity for a capital investment with a low repayment option. This is not ideal as Evergreen Habitat works to keep as little debt as possible.
- **Proud Ground Homeownership Acquisition and Renovation** – Kathy Armstrong, interim executive director, explained that Proud Ground has been providing a similar homeownership program in the Portland area for 14 years. The program will provide down payment and renovation funds for up to four homebuyers who are low-income. Homebuyers are required to provide at least \$500 for the down payment and receive intensive homebuyer education. The average price of a home purchased is \$190,000 to \$200,000. If a homebuyer sells the home, they receive 25% of the equity and the rest returns to Proud Ground to be used for future homebuyers. Proud Ground currently has three households on the waitlist who are interested in buying in Clark County outside the City of Vancouver. If they receive less than the request, Proud Ground will still be able to provide the program, but to fewer households.
- **Second Step Housing Care House Renovation** – Debby Dover, executive director, presented her application for the renovation of the home known as the Care House. The property is currently owned by the Vancouver Housing Authority and is operated using the Oxford House model. Current tenants are single fathers with small children who are going through substance abuse treatment. If Second Step acquires the property, the current

tenants will not be required to move. Funds from this proposal will be used to renovate the home and property. If they do not receive full funding, the list of renovations will be reduced.

#### IV. HOME Presentations

Each HOME program applicant was given the opportunity to give a presentation to the board. Project applications were reviewed for viability and presented by an outside consultant. Fred Dockweiler has performed these analyses for the last few years. A final report will be sent to the board in early March.

- **CSNW CHEC Program** – Matt Jefferis, housing programs manager, discussed the Community Housing Engagement Collaboration program. This program provides tenant-based rental assistance to households who are literally homeless transitioning from a system of care who have mental health and/or substance abuse issues. Program participants also receive supportive services and case management to help them become self-sufficient. The program uses the national best practice Housing First Model which focuses on housing an individual first, then working on their barriers to self-sufficiency. The program has had a 25-30% success rate, which is high for this population. This is an ongoing program that has received HOME funds in the past.
- **Janus Youth Foundations** – Dennis Morrow, executive director, described their new program which will provide tenant-based rental assistance to youth ages 18-25 for 9-12 months. Other similar programs have had 80-85% success rate. Janus has applied for other grants to provide case management for these households. Outreach for Janus Youth's programs is done throughout the county.
- **Share ASPIRE** – Diane McWithey, executive director, presented the ASPIRE program which provides tenant-based rental assistance with HOME funds and case management services with CDBG funds. Program participants pay no more than 30% of their income towards rent and receive supportive services and life skills training. Many of the classes are provided at the Fromhold Center, but they are looking to expand classes online. This is an ongoing program that has received both HOME and CDBG funds in the past.
- **ACE Vancouver Senior Housing Phase II** – Fred Dockweiler explained that this project is located at Fourth Plain Boulevard and 62<sup>nd</sup> Avenue. Their request is for \$104,000 for the construction of 24 housing units for seniors earning less than 60% of area median income. There seems to be ample cash flow for the project. Although the maximum per unit cost is exceeded, ACE has received a waiver due to the requirement of an elevator. ACE has applied for funds from the City of Vancouver, Housing Tax Credits and Housing Trust Fund. They also worked with the Vancouver Housing Authority to secure Public Housing subsidies.
- **Second Step Housing Housing for Youth Aging from Foster Care** – Fred mentioned that this project is financially sound due to a VHA subsidy and state funding for extended foster care services. Second Step has requested funding from Clark County and the City of Vancouver and will apply for a private mortgage for any additional funding needs. The project is for the acquisition and rehabilitation of a house to be used for transitional housing. He mentioned that finding a house with five to six bedrooms could be difficult and was unsure of any licensing requirements for this type of program.
- **Vancouver Affordable Housing Lincoln Place Apartments** – Fred explained that this is a viable project for the construction of 30 studio apartments to house chronically homeless individuals using the Housing First Model. VAH will partner with Share, Council for the Homeless and Community Services NW for the project. Residents will receive subsidies from the Vancouver Housing Authority. VAH has also requested funding from the City of Vancouver and applied for Housing Tax Credits and will obtain a loan from the Vancouver Housing Authority for additional funds needed.

V. Other

- Pete mentioned that the County has not received its funding allocation. HUD has until March 19<sup>th</sup> to determine the funding levels.
- Scoring for the applications is due by mid-day on Friday, March 7<sup>th</sup>. If you have any questions or concerns, please contact Rebecca at [Rebecca.royce@clark.wa.gov](mailto:Rebecca.royce@clark.wa.gov) or 360-397-2130.
- Pete informed the board that this is the 40<sup>th</sup> Anniversary of CDBG. He distributed posters to each of the jurisdictions to display at their offices.

Meeting adjourned at 11:20 a.m. by Commissioner Madore.