

# Urban County Policy Board Meeting Minutes

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

September 9, 2024

## **URBAN COUNTY POLICY BOARD ATTENDANCE**

Clark County	Councilor Glen Yung
City of Battle Ground	Mayor Troy McCoy
City of Camas	Jim Hodges
City of La Center	Absent
City of Ridgefield	Chuck Green
City of Washougal	Joe Walsh
City of Woodland	Absent
Town of Yacolt	Absent

## **GUESTS**

Dale Whitley (Council for the Homeless); Nicole Leon (Hispanic Metropolitan Chamber); Karolyn Harper (Lifeline Connections); Tasha Slater (City of Vancouver); Mike Taylor (unknown)

## **STAFF**

Michael Torres, Rebecca Royce

### **I. Introductions**

### **II. June 10, 2024, Meeting Minutes**

The minutes were approved following a motion made by Mayor McCoy and seconded by Chuck Green.

### **III. Application and Funding Guidelines Updates**

Staff provided recommended updates to the UCPB Application and Funding Guidelines. The document had not been updated since 2016. Staff recommended many changes to the document including language changes, updates to put the guidelines in line with current practices and reorganization of the information. Recommended changes lead to robust conversation and four motions:

1. Mayor McCoy motioned to accept staff recommendation to increase the application maximum for multi-family construction projects under the Affordable Housing and Homelessness request for application (RFA) to \$400,000. Seconded by Joe Walsh and unanimously approved.
2. Mayor McCoy motioned to accept staff recommendation to separate the funding available under the Affordable Housing and Homelessness RFA so that the multi-family construction projects are not competing with Tenant-based Rental Assistance for a portion of the funding. Seconded by Joe Walsh and unanimously approved.
3. Mayor McCoy motioned to increase the application maximum for applications submitted under the Public Facilities and Neighborhood Improvements RFA to \$400,000. Seconded by Joe Walsh and unanimously approved.
4. Mayor McCoy motioned to approve the staff recommended changes to the UCPB Application and Funding Guidelines, inclusive of the changes discussed herein. Seconded by Joe Walsh and unanimously approved.

During the conversation board members requested more data and return on investment information comparing multi-family construction and tenant-based rental assistance activities. Staff will research and provide more information at the June 2025 meeting.

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## IV. RFA Overview

Staff provided the program year 2025 Funding Guidelines for each of the RFA categories: Public Facilities and Neighborhood Improvements, Asset and Economic Development, Affordable Housing and Homelessness. Applications will be released October 1 with awards at the March 2025 UCPB meeting. The Funding Guidelines received an overhaul to make the documents more useful for applicants and the scoring committee. Staff also mentioned changes to the equity questions and additional questions around timeliness and environmental review.

## V. CAPER Overview

The Consolidated Annual Performance Evaluation Report (CAPER) is an annual report due to HUD on the accomplishments of the prior program year. The report captures completed activities and spending from July 1, 2023, to June 30, 2024. Overall, the county spent more than was allocated and more than what was expended the previous program year. Reported activities included business assistance and homebuyer programs, construction of a multi-family project, neighborhood improvements in Camas and tenant-based rental assistance programs. The report is posted on the county's website and outreach included a notice in The Columbian, news release to county-wide media outlets, posting to county social media platforms and an email to stakeholders. A public hearing is scheduled with county council on September 17 and public comments will be accepted through 5pm September 23. The final report will be submitted to HUD by September 27.

## VI. Program Updates

- Consolidated Plan Consultant Update:  
County staff selected Consultant Resources of Mosier, OR, to oversee the Consolidated Plan process. The contract is in process and planning will begin soon.
- HUD Environmental Review Monitoring:  
Staff informed the board that HUD has postponed the environmental review monitoring until at least next year due to federal funding concerns.
- Timeliness Update: and Grant Agreement Update  
HUD has accepted Clark County's 2024 Annual Action Plan outlining the proposed activities selected during the last RFA process. The county has received the grant agreement for the HOME funds and is in process of executing the agreement. The CDBG grant agreement is on hold until HUD headquarters determines the new process for reporting on timeliness due to changes to regulations accepted earlier this year. County staff continue to work with projects to complete projects and work towards meeting the timeliness requirement.

## VII. April – June 2024 Quarterly Report Review

Staff provided an overview of the results of the April – June report. Neighborhood Improvement projects are slowly moving forward due to changes in the environmental review process. The Hispanic Metropolitan Chamber business assistance program will be timely by the end of December and staff is working with Proud Ground to move their projects along. The VHA Weaver Creek project is expected to start construction early next year and staff is waiting to hear if Second Step Housing received the final funding piece needed to move their project forward. Tenant-based rental assistance programs are all moving forward as expected.

## VIII. Point-in-Time Count Presentation

Dale Whitley, HMIS administrator with Council for the Homeless (CFTH), presented the results of the 2024 Point-in-Time (PIT) Count that was conducted January 25, 2024. The PIT is mandated by both HUD and the Washington Department of Commerce to identify the number of literally homeless individuals and families on a specific day each year. The data collected helps identify

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trends in homelessness. Dale mentioned that overall homelessness increased by 5% over the 2023 county with unsheltered homelessness falling by 0.4% and sheltered homelessness increasing by 13%. More information can be found on Council for the Homeless' website <https://www.councilforthehomeless.org/point-in-time-count/>. Dale was asked if the data was available by city. At this time, PIT data is not available at that level, but CFTH does provide information on overall homelessness disaggregated by zip code in their Annual System Report available on their website.

## IX. Other

- Public Comment: none
- Next meeting, October 14, 2024, 9:30am.

Meeting adjourned.