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**City Council Work Session Minutes
Homeless Roles and Responsibilities**

**Monday, February 8, 2021
8:15 p.m., Zoom Community Auditorium**

***Minutes are unofficial until approved by Council.
Council approved minutes as presented March 15, 2021.***

1. ROLL CALL:

Mayor Peter Truax called the work session to order at 8:00 p.m. via Zoom Webinar Video Conference.

COVID-19: Due to the emergency declaration resulting from COVID-19 (Coronavirus disease) and protocols, the Work Session was conducted in a “hybrid” format allowing the public to attend virtually via **Zoom Webinar** and in-person in the Community Auditorium. Members of the public could observe the work session **LIVE** on **Zoom Webinar** or on television on Tualatin Valley Community Television (TVCTV) Government Access Programming Channel 30.

ROLL CALL: COUNCIL PRESENT ATTENDED BY ZOOM WEBINAR: Donna Gustafson; Kristy Kottkey; Timothy Rippe; Elena Uhing; Mariana Valenzuela; Malynda Wenzl, Council President; and Mayor Peter Truax.

STAFF PRESENT ATTENDED BY ZOOM WEBINAR: Jesse VanderZanden, City Manager; Paul Downey, Administrative Services Director; Henry Reimann, Police Chief and Anna Ruggles, City Recorder (in the Community Auditorium).

INVITED ZOOM PANELISTS: Joshua Crites, Assistant Director Washington County Department of Housing Services; Jacob Rosales, Senior Administrative Specialist Washington County Department of Housing Services; and Brian Schimmel, Board President, Forest Grove Foundation.

ZOOM ATTENDEES: 0

2. WORK SESSION: HOMELESSNESS ROLES AND RESPONSIBILITIES

VanderZanden reported at the Council meeting held on January 25, 2021, the Council approved scheduling a work session to provide a framework to explore the City’s role and responsibilities in addressing homelessness efforts. As outlined in the staff report, VanderZanden gave an overview of the following entities who administer services and/or address homelessness:

- **Federal Government** administers homeless programs principally through issuance of grants to qualify state and local governments and non-profits by the Department of Housing and Urban Development (HUD), Department of Veterans Affairs (VA),

Department of Education (DOE) and Department of Health and Human Services (HHS). Traditional programs include, but are not limited to, the Continuum of Care grant program, Community Development Block grant program, Emergency Services grant program, and the Housing Choice Voucher Program (Section 8).

- **State Government** administers homeless programs and grants through the Oregon Housing and Community Services (OHCS) department. The OHCS makes state and federal grant funds available to community action agencies (CAA's) and other providers throughout the state.
- **Regional Government (Metro).** In May 2020, voters within Metro approved a measure to collect a one (1%) percent tax on all taxable income of more than \$125,000 for individuals and \$200,000 for joint filers and a one (1%) percent tax on profits from businesses with gross receipts of more than \$5 million for supportive housing services for people experiencing homelessness or at risk of experiencing homelessness. The tax becomes effective January, 2021, with tax revenues being received in April. Revenue estimates were not available. Revenues will be distributed proportionate to the tax revenue estimated to be collected from individuals in those counties. Washington County agencies are slated to receive 33.3 percent of the proceeds with funds distributed as rent assistance through qualifying local housing agencies (Washington County, Hillsboro, and Beaverton), and service contracts with local social service and health care providers who serve people experiencing homelessness and housing insecurity. Oversight is provided by a 20-member committee from across the region. Relatedly, in November, 2018, voters approved a \$652.8 million general obligation bond, funded by property taxes, to create affordable housing for approximately 12,000 people within Metro by buying land and funding construction for new affordable rental and owned homes and buying and renovating market rate housing to convert to permanently affordable homes. Bond proceeds are distributed across the region to create 34% of the homes in Washington County, 21% in Clackamas County, and 45% in Multnomah County. Bond proceeds are distributed to eligible housing agencies in Washington County including Washington County, Hillsboro, and Beaverton.
- **Washington County,** Hillsboro, and Beaverton are considered entitlement communities because they meet the federal definition of a housing agency (city with a population of at least 50,000 or urban counties with populations of at least 200,000) and are, therefore, eligible for state and federal entitlement and grant monies that the City of Forest Grove is not eligible to receive. These monies are used to administer the County's Department of Housing Services. Additionally, Washington County receives all federal and state funding for the administration of social services, namely the Department of Health and Human Services (DHS) whose mission is to provide a continuum of affordable housing options. The Department includes the Housing Authority, a separate legal entity that contracts with the County to implement and administer Housing Authority programs and is the lead agency for the County's plan to end homelessness. Lastly, DHS also administers the Point-In-Time survey to gauge the number of homeless persons in the County. The County is the lead agency for the "The Road Home", a plan to end homelessness in Washington County.

VanderZanden introduced and welcomed each of the panelists below.

Joshua Crites, Assistant Director Washington County Department of Housing Services;
Jacob Rosales, Senior Administrative Specialist Washington County Department of
Housing Services, reported on Washington County services and contributions to the community and addressed various inquiries pertaining to the local implementation Metro bond measure and affordable housing projects in Washington County.

▪ **Forest Grove Foundation**

Brian Schimmel, Forest Grove Foundation, submitted a letter dated December 3, 2020, pertaining to questions of the contract compliance (Community Impact Grant). Schimmel highlighted the progress of the grant and work plan and concerns regarding compliance. Schimmel submitted a letter dated February 8, 2021, pertaining to the Forest Grove Foundation's administrative structure, noting the Foundation has served as fiscal sponsor to caring organizations that address housing and/or food insecurity. Schimmel referenced the Addendum, attached to the above-mentioned letter, which expounded on their aspirations and contributions to community needs, noting the Foundation's goals are to improve wellbeing and potential of all, to build healthy communities and to maximize public and private resources and the key aim is to develop and scale transformative homeless services for western Washington County.

As outlined in the staff report, VanderZanden gave an overview of the City's efforts:

- **City of Forest Grove** does not have a funding stream, nor is it eligible to directly receive county, state, and federal entitlement and grant monies for housing. Additional efforts include:
 1. The City has relied on local Community Enhancement Program (CEP) grant monies to help fund needed social services. The CEP Committee, composed of the City Council and Metro Councilor Juan Gonzalez, created a new grant program called the Impact Grant. The Impact Grant is awarded once every three years to a qualifying non-profit for up to \$40,000/year (the previous maximum was \$10,000/year) for a maximum of \$120,000 over three years. In recognition of funding social services, the CEP Committee stated specifically that capital projects are not eligible for Impact Grant funding. The Impact Grant was awarded to the Forest Grove Foundation in July, 2020, to assist with homelessness.
 2. Property tax exemptions to non-profit organizations that build eligible affordable housing for low-income households earning at or below 60% of the Area Median Income.
 3. Density bonus to incentivize affordable housing in the community commercial zone at or below 60% of the Area Median Income.
 4. Allow temporary shelters in the downtown core under certain conditions. The City is currently working collaboratively with Project Homeless Connect and the Forest Grove Foundation to respond to multiple inquiries about zoning for certain

properties being considered for possible homeless sheltering.

5. Light and Power and Water Customer Assistance Program for low-income households. The City budgets \$75,000/year for electric and \$40,000/year for water. The City programs utilize the same qualifications as Community Action's Utility Assistance Program.

As outlined in the staff report, VanderZanden gave an overview of other non-profits in Washington County who administer services and/or address homelessness.

Council took no formal action nor made any formal decisions during the work session.

3. ADJOURNMENT:

Mayor Truax adjourned the work session at 9:19 p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder