

Urban County Policy Board Meeting Minutes

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

June 10, 2024

URBAN COUNTY POLICY BOARD ATTENDANCE

Clark County	Councilor Glen Yung
City of Battle Ground	Mayor Troy McCoy
City of Camas	Absent
City of La Center	Absent
City of Ridgefield	Mayor Ron Onslow
City of Washougal	Mayor David Stuebe
City of Woodland	Absent
Town of Yacolt	Councilor Marina Viray

GUESTS

Allen Westersund (City of Camas); Yaremy Clara (Hispanic Metropolitan Chamber); Gina Van Dyken (Lifeline Connections); Chuck Green (City of Ridgefield); Tasha Slater (City of Vancouver); David Scott, Joe Walsh (City of Washougal); Mike (unknown)

STAFF

Michael Torres, Rebecca Royce

I. Introductions

II. March 11, 2024, Meeting Minutes

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

III. HUD Action Plan Update

Staff provided an update on the Action Plan submission process. County Council approved the Action Plan on April 4, 2024. Public comment was accepted through April 12, 2024, with no comments received. Staff submitted the Action Plan to HUD on May 13, 2024. HUD staff notified county staff of minor updates to the Plan and had a formal request for an additional comment period with advertisement in the newspaper. Comments will be accepted through June 28 and the revised Action Plan will be submitted the next day.

IV. Program Updates

- Consolidated Plan:
The next Five-year Consolidated Plan is due to HUD by May 15, 2025, for program years 2025-2029. Staff will be bringing in a consultant to help with the process. There will be opportunities for public participation including surveys, community meetings and a final public hearing. The city of Vancouver recently completed their Consolidated Plan and will share their data along with other countywide data collection including the recently completed Community Needs Assessment.
- Build America, Buy America (BABA) Follow-up
At the March meeting UCPB members indicated possible interest in creating a workgroup to better understand the impacts of the new BABA rules on infrastructure projects. Board members decided to table a subcommittee in lieu of the already ongoing regular meeting of Public Works directors.
- HUD Environmental Review Monitoring:
Staff informed the board that HUD scheduled a monitoring in late June of the county's environmental review process and completed environmental reviews.
- Timeliness Update:

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As anticipated Clark County did not meet the timeliness goal in May. The 2.29 achieved this year is lower than last year and the county has spent 114% of the funds available. Staff will keep working to get projects moving forward. Almost 40% of jurisdictions were untimely this year. Staff anticipate going into a formal consultation with HUD, but we are unclear on the process at this time. Possible delay in receiving grant agreement, but most projects and programs are being funded with reallocated funds so there should not be a delay in moving those forward. Board discussed options available to recall funds from projects that are behind, including impacting future awards for the agency during scoring and reallocating funds to different applications.

V. January – March 2024 Quarterly Report Review

Staff provided an updated quarterly summary report based on feedback from the board at previous meetings. All previous information remains. Changes include grouping all projects by category rather than funding source, increased focus on timeliness for projects, focus on both timeliness and outcomes for programs and new staff comments section.

Staff provided an overview of the results of the January – March report. Many projects and programs are not on schedule, but most have plans to get caught up quickly. Programs have a January start date, and outcomes reflect the start of the program. Programs should meet the full proposed number in the third to fourth quarters.

VI. Training: Conducting an Income Survey

Staff provided a training on how to conduct an income survey. Income surveys are required when a project's eligibility is based on the low-income area using Census Tract Block Group income information. When a project is located in a Block Group that does not meet the income criteria, the applicant has the option to conduct an income survey of all households who will benefit from the project. Income surveys need to be completed at the time of pre-application submission, typically October 31.

Income surveys must be approved by HUD before they are conducted. County staff will work closely with the applicant agency to ensure the service area is accurate and that all information HUD needs to make a determination is collected. County staff will then submit the request to HUD. Once approved, the applicant agency conducts the survey and provides all information to county staff to verify the survey is statistically valid and meets the income threshold.

The training also included some pointers on conducting surveys and important training information for survey takers.

VII. Other

- Public Comment: none
- The 50th anniversary of Community Development Block Grant will be highlighted in *Clark County Close Up*. Staff will share the short video which includes interviews with staff and Councilor Yung when it is available.
- Next meeting, September 9, 2024, 9:30am.

Meeting adjourned.