

# Urban County Policy Board Meeting Minutes

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

January 13, 2025

## **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	Tracy Coleman
City of Ridgefield	Chuck Green
City of Washougal	Joe Walsh
City of Woodland	Absent
Town of Yacolt	Councilor Marina Viray

## **GUESTS**

Mark Herceg- City of Battle Ground; Mayor Pro Tem Matt Cole- City of Ridgefield; Elizabeth McNanny and Hope Browning- Resource Consultants; Tasha Slater- City of Vancouver; Nicole Leon- Hispanic Metropolitan Chamber; Kat Fuentes and Melanie Faure- Upwards, Anonymous Attendee

## **STAFF**

Michael Torres, Rebecca Royce, Nooreen Ebrahim

### **I. Introductions**

### **II. Vice-chair Elections**

An overview of the Vice-chair position was given prior to nominations. Chuck Green nominated Mayor McCoy which was seconded by Councilor Yung. A vote was taken, and Mayor McCoy was unanimously elected as Vice-chair.

### **III. October 14, 2024, Meeting Minutes**

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

### **IV. Adopt 2025 Annual Work Plan with 2025 Calendar**

A synopsis of the 2025 Annual Work Plan, which detailed the number of UCPB meetings that will occur and items staff will be working on throughout the year, was presented to the board. New for 2025 will be an April UCPB meeting to discuss the drafted Consolidated Plan. A calendar was provided to UCPB members that highlights important dates.

Chair Yung added that the discussion of environmental review should be ongoing as it will be helpful for jurisdictions that are struggling with them.

The 2025 Work Plan was approved following a motion by Mayor McCoy which was seconded by Chuck Green.

### **V. 2025 CDBG and HOME Applications**

- Brief overview of submitting agencies  
All proposals received for Public Facilities and Neighborhood Improvements, Asset and Economic Development, and Affordable Housing and Homelessness for 2025 funds were outlined, with \$3.4 million of CDBG funds and \$1.4 million of HOME funds being requested.
- Refresher on application review and scoring

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UCPB members and their alternates will be using Neighborly to score applications. A Conflict of Interest and Non-Disclosure form will be sent to each scorer to sign prior to scoring applications. Scoring guidelines were discussed and updates made for 2025 were reviewed. Key aspects to consider when scoring, scoring biases, and ways to avoid scoring biases were presented.

The board inquired if any applications were screened out of the RFA. Staff shared that there were several agencies that rescinded applications or did not move forward after the pre-application period, but no applications have been screened out by staff at this point.

## **VI. Program Updates**

- **Timeliness and Grant Updates**

Clark County's timeliness plan, which estimates that timeliness will be achieved in 2026, has been approved by HUD. The county will be untimely for the 4th year, which could lead to formal intervention from HUD headquarters. An update on untimely projects was presented to the board. Reasons for untimeliness include the lengthy process of environmental reviews.

The board asked if there is any value to them meeting with the county's HUD representative to draft a letter to send to the federal office regarding environmental reviews. They also suggested adding a legislative update to each UCPB meeting. Staff responded that while meeting with the County's HUD representative would be helpful, contacting the federal office will likely be ineffective in overturning environmental review regulations.

## **VII. July to September 2024 Quarterly Report Review**

Project updates were provided for September-October 2024. Highlights include 2022 funds for Proud Ground are set to be spent out by the end of March, environmental assessments moving forward for Battle Ground's NE 1<sup>st</sup> Street and NE Parkway Avenue sidewalk improvement projects, and all TBRA programs being on track to spend allocated funds.

Board members wanted to know if there were any funding barriers for Yacolt and Woodland as these municipalities have low UCPB attendance and no current projects. Staff shared that understaffing, finding eligible project areas, and completing the necessary steps to request funding are all barriers to these smaller municipalities.

## **VIII. Consolidated Plan Consultant Introduction and Process Overview**

Elizabeth McNanny, consultant with Resource Consultants, provided an outline of the CDBG and HOME programs, explaining funding guidelines and anticipated outcomes of these funding sources. A brief timeline of the Consolidated Plan was presented, which the consultant's team and Clark County staff plan to have adopted by County Council in May 2025. An overview of how the Consolidated Plan supports and relates to other documents used within Community Services was provided.

Board members said that they would like to be notified when community meetings are scheduled to attend. The board would like the Consolidated Plan to be flexible to meet the needs of Clark County and emphasized a need for an overarching plan for how funds are spent. Elizabeth McNanny also mentioned that detailed stakeholder interviews will be vital in crafting a Consolidated Plan specific to Clark County with a long-term vision.

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## IX. Other

### • **Public Comment**

- Kat Fuentes from Upwards introduced themselves and outlined Upward's Boost program which will be seeking funding at the next UCPB meeting.
- Melanie Faure from Upwards spoke of the work that Upwards has done to support communities, and their impact on women-owned businesses in the jurisdictions that have implemented their program.

Meeting adjourned at 10:56 p.m.