



POLICY ADVISORY BOARD (PAB)

Overseeing administration of federal funding by the Office of Community Development

- ACTION -

POLICY ADVISORY BOARD (PAB) for the Washington County Community Development Block Grant (CDBG) Program and HOME Investment Partnerships Program, **December 12th, 2024 7:00 pm** via Zoom.

Zoom link: [December 12th 2024 POLICY ADVISORY BOARD \(PAB\)](#)

POLICY ADVISORY BOARD MEETING MINUTES

1. CALL TO ORDER at 7:00pm by Vice Chair Young
2. ROLL CALL

Board Members

City of Banks	Marsha Kirk
City of Beaverton	Javier Mena
City of Cornelius	*Eden Lopez
City of Forest Grove	*Mariana Valenzuela
City of Gaston	
City of Hillsboro	
City of North Plains	*Trista Papan
City of Sherwood	*Kim Young (Vice Chair)
City of Tigard	Jake Schlack
City of Tualatin	*Bridget Brooks
King City	
Washington County	*Pam Treece

*Denotes Primary Member

OCD Staff Members

Shannon Wilson	Program Manager
Eva Pauley	Housing & Community Development Specialist
Lauren Calo	Housing & Community Development Specialist
Pablo Garnica	Administrative Specialist II (Secretary)

Guest

Ann Hawkings	City of Hillsboro
Lindsay Marshall	City of Tualatin
Abby McFetridge	City of Tualatin

3. PUBLIC COMMENT
 - None

4. ACTION ITEM - Approval of Minutes, November 14th, 2024, Hillsboro CAPER Public Hearing & PAB Meeting
 - **M. Valenzuela** Moved to approve. SECONDED by **M. Kirk**. Motion CARRIED.
Vote: (9 yes, 0 no, 0 abstention)

5. ACTION ITEM – Community Development Block Grant (CDBG) Contingency Fund Request
 - **S. Wilson** and **L. Calo** provided overview regarding request of funding for City of Tualatin project due to increase cost.
 - **L. Marshall** and **A. McFetridge** presented detailed Stoneridge Las Casitas project cost related estimated expenses. This included contractor cost, additional ADA ramp needs, traffic control, and design aspects.
 - Vice Chair **K. Young** clarified the split of such projects and potential scenario of lower cost estimates.
 - **P. Treece** Moved to approve not to exceed \$87,000 for CDBG City of Tualatin project. SECONDED by **M. Valenzuela**. Motion CARRIED.
Vote: (8 yes, 0 no, 1 abstention)

6. INFORMATIONAL ITEM – Miscellaneous and Announcements
 - **S. Wilson** provided updates of CDBG and ESG funding process, HOME El Monica project's progress toward construction, and future PAB meetings details.
 - **B. Brooks** discussed Metro funding and possible impacts to eviction prevention programs. **P. Treece** provided knowledge of current steps in the process and budget discussion developments. **S. Wilson** clarified overview of organizational structure between funding and the Community Development department and its independence from Metro funding.

7. ADJOURNMENT - The meeting was adjourned at 7:38 pm by Vice Chair **K. Young**
Next Policy Advisory Meeting scheduled January 9th 2025

ATTACHMENTS