

**NEWBERG AFFORDABLE HOUSING
ACTION COMMITTEE
Wednesday, December 9, 2009
7 p.m. to 9 p.m.
Newberg City Hall
Permit Center Conference Room
414 E. First Street, Newberg, OR**

I. OPEN MEETING:

Chair Cathy Stuhr opened the meeting at 7:06 p.m.

II. ROLL CALL:

Present:	Cathy Stuhr, Chair	Councilor Denise Bacon
	Rick Rogers	Ken Austin, Jr. Stuart Brown
	Doug Bartlett	Mike Willcuts Charles Harris
	Dennis Russell	

Absent: Mike Gougler (excused for Citizen Rate Review Meeting)

Staff Present: Barton Brierley, Planning & Building Director
David Beam, Economic Development Planner
Dawn Karen Bevill, Recording Secretary

Others Present: Saj Jivanjee

III. INTRODUCTIONS:

Cathy Stuhr was appointed to the Newberg Planning Commission in 2005 and worked on the Ad Hoc Committee for Newberg's Future.

Stuart Brown is Principal Broker of Valley Mortgage. He's been part of the community for 25 years and has personally been involved in real-estate development and urban planning outside of Dallas/Fort Worth, Texas, which is similar in demographics to Newberg. His goal is to become more involved here in our community.

Denise Bacon is a City Councilor and was a member of the Phase I Affordable Housing Committee.

Rick Rogers is the Executive Director of Habitat for Humanity and served on the Ad Hoc Committee for Newberg's Future and on the Phase I Affordable Housing Committee.

Charles Harris works with the Community and Shelter Assistance Corp. (CASA) and served on the Phase I Affordable Housing Committee.

Saj Jivanjee moved to Newberg three years ago and is an Architect/Planner. Although he is not a member of this committee, he hopes to contribute towards design and economics. He was invited to participate by David Beam.

Mike Willcuts, Willcuts Company & Coyote Homes, is a local builder/developer and was a member of the Phase I Affordable Housing Committee.

Ken Austin is a native of Newberg and has lived here his whole life. His family owns much property on the north side of town.

Dennis Russell, of Friendsview Retirement Community, also served on the Phase I Affordable Housing Committee.

Barton Brierley, Planning & Building Director, has been with the City for 11 years. Through the years, he was involved with the Ad Hoc Committee on Newberg's Future. That committee looked at a broad-range of strategies regarding the growth of Newberg. One strategy that came out of it was to promote affordable housing.

David Beam, Economic Development Planner, has been with the City for 11 years as well, and was also involved in the Phase I Affordable Housing process.

IV. COMMITTEE PURPOSE:

David Beam gave a PowerPoint presentation and reviewed the Purpose Statement for the Affordable Housing Action Committee Plan as stated in Resolution 2009-2857. The committee shall develop and refine various tools identified in the Newberg Affordable Housing Action Plan that will assist with the implementation of the plan. The committee consists of local citizens that represent a broad range of interests in affordable housing issues. The Affordable Housing Action Committee will serve until it completes its task. It is anticipated that this committee will serve up to two years.

V. INTRODUCTION OF COMMITTEE CHAIR:

David Beam introduced Cathy Stuhr and stated Mayor Bob Andrews requested she serve as Chair for this committee. Mayor Andrews asked the committee to appoint a Vice Chair.

VI. PLAN OVERVIEW:

David Beam presented the project history in Phase I on the PowerPoint presentation. Mr. Beam reviewed the ethical, economic, environmental, and social reasons to promote affordable housing (see official meeting packet for details). "Affordable Housing" is defined as when a family spends no more than 30% of its income for housing. Currently, 35% of mortgage owners are paying over 30% of their household income and 37% of renters are paying over 30% of their household income on housing in Newberg.

Mr. Beam reviewed the chart, which showed what kind of housing could be afforded in Newberg from very low- to middle-income families. Barton Brierley stated the table was updated in the handout from this past December 2009. The Newberg Urban Area Residential Land Needs and Supply was reviewed as of January 1, 2009.

David Beam reviewed the Plan Strategies and Actions in the Plan. (See official meeting packet for details.) The Phase I Committee spent an evening reviewing maps on what lands could be converted for more density housing. Unfortunately, not many opportunities were found for redevelopment or rezoning. The Planning Commission has made many refinements to the proposed changes to the development code standards outlined in Strategy #4 of the Plan.

In the last year, Newberg has worked on the South Industrial Master Plan since there are not nearly enough sizes or types of land for business growth needs in Newberg. It was accepted by the City Council a few months ago.

Charles Harris asked for an update regarding the Plan Actions and decisions being made by the Planning Commission and the City Council. David Beam stated the Planning Commission has gone through the recommended Development Code changes in the Plan and most of it has stayed intact. The Planning Commission is hoping to finalize its recommendations at the December 10, 2009 meeting and have a comprehensive resolution regarding all the recommended development code changes that can be sent on to City Council for their consideration.

VII. SUBCOMMITTEE TASKS AND SELECTION OF SUBCOMMITTEE MEMBERS:

David Beam referred to the Affordable Housing Action Committee Draft Work Program Schedule handout and the Affordable Housing Action Plan Committee Work Program Priority Draft handout. The tasks have been divided into three categories:

- Planning Commission/City Council/NUAMC
- Affordable Housing Citizen Committees
- City Staff and Staff of other Public/Quasi-Public Agencies

Staff is proposing four subcommittees from the Citizen Committees as follows:

- Fees/Finance Subcommittee
- City Housing Program Subcommittee
- Legislation Subcommittee
- Education-Outreach Subcommittee

The entire committee will be meeting every couple of months, while the subcommittees will be meeting more frequently to work on ideas and recommendations to bring before the entire committee for review. Subcommittees will make their own meeting schedules. Barton Brierley stated the subcommittees can bring in other people from the community to help with ideas and input, as well.

The committee members volunteered for the following subcommittees:

<u>Fees/Finance:</u>	<u>City Housing Program:</u>	<u>Legislation:</u>	<u>Education-Outreach:</u>
Mike Gougler	Rick Rogers	Mike Willcuts	Cathy Stuhr
Dennis Russell	Cathy Stuhr	Denise Bacon	Stuart Brown
Ken Austin, Jr.	Ken Austin, Jr.	Doug Bartlett	Denise Bacon
Charles Harris	Charles Harris	Mike Gougler	Doug Bartlett

VIII. MEETING SCHEDULES (COMMITTEE AND SUBCOMMITTEES):

Chair Stuhr stated the subcommittee meetings also need to be open to the public. Barton Brierley stated it is important through this process to program in specific times for the public to attend one to two meetings, and if they also want to attend the subcommittee meetings that's fine too. Dennis Russell stated some of the early subcommittee organizing may not be as much of an interest to the public, but their attendance will be critical when the committee is discussing how it will affect the public. Saj Jivanjee suggested a working web page that catalogs what is being done and could be made accessible to the public. Also, high school students could get involved by adding their input and hopefully encouraging their parents to become involved. Barton Brierley stated a scribe will not be attending the subcommittee meetings, but staff members will be taking notes.

IX. UPDATE ON CITIZEN RATE REVIEW COMMITTEE WORK -

Barton Brierley referred to the meeting memorandum regarding potential SDC reductions for affordable housing and explained the Citizen Rate Review Committee (CRRC) started meeting in September 2009 and is currently discussing sewer, water, and storm drainage SDCs and rates. Mr. Brierley explained the CRRC is looking at an 11% increase in sewer and water rates to cover the ongoing system maintenance needs in Newberg. Mike Gougler is on the CRRC as well as Matson Haug, who is also on the Planning Commission. Staff met with the CRRC at the beginning of their process, informing them that Strategy #5 of the Plan, which is to amend the Development Fee Schedule, identify, and establish City development fees that can be reduced/waived for affordable housing projects. Since the CRRC will be concluding their meetings in January, it is important that the Affordable Housing Committee consider action right away. Barton Brierley referred to the three attachments included in the memorandum and explained them in detail. The Phase I Committee recommended that the entire city share in the burden of the fee reductions, rather than have it fall on specific segments of the population, as seen in Attachment #1. There are different ways that could be distributed through sewer and water rates. Barton Brierley asked if the committee is in favor of staff giving this concept to the Public Works Department so they can calculate costs and have the CRRC and fees subcommittee review it at the next CRRC meeting. The committee was in favor.

Chair Stuhr stated the City needs to be careful how much of these costs is being pushed down to the payers. She suggested running the calculations backwards to see what the general population will accept and what that looks like.

X. APPOINTMENT OF COMMITTEE VICE CHAIR:

Motion: Rogers/Brown moved to nominate Dennis Russell as the Ad Hoc Affordable Housing Action Committee Vice-Chair. (9 Yes/ 0 No/ 1 Absent [Gougler]) Motion carried.

XI. OTHER BUSINESS - none

XII. ADJOURN: The meeting adjourned at 9:00 p.m.

Approved by the Affordable Housing Action Committee this 10th day February, 2010.

AYES: 10

NO: 2

ABSTAIN: 2
(list names)

ABSENT: 2


Affordable Housing Recording Secretary


Affordable Housing Committee Chair