

NEWBERG AFFORDABLE HOUSING COMMISSION MINUTES

Friday March 3, 2017, 1:30 PM

**Newberg City Hall Permit Center Conference Room
414 E. First Street**

CALL MEETING TO ORDER

Chairman Stuart Bronn opened the meeting at 1:36 PM.

ROLL CALL

Members Present: Stuart Brown, Chair Mike Gougler Steve Comfort E.C. Bell

Members Absent: Terry Emery

Staff Present: Doug Rux, Community Development Director

PUBLIC COMMENTS –

Roger Grahn provided public comment on a possible project where a request to the City may occur for affordable housing to reduce fees (Building, Planning and System Development Charges). Mr. Grahn noted that he estimates that fees due to the City for the possible project would be \$1,300,000 and that he would like to get them reduced down to \$910,000. His concept is that 35% of the fees would be paid at Building Permit Issuance and 35% at occupancy. The remaining 30% would be financed over approximately a 10 year period. His comments were information for the Commission members and he would continue to talk with CDD Rux on the concept.

PROPOSED FY 2017-2018 BUDGET

CDD Rux recapped what had been estimated for expenditures in FY 2016-2017 and proposed expenditures for FY 2017-2018 which included \$12,336 for Grants, \$29,607 for Loans and \$7,401 in Contingency.

Chair Stuart noted that the focus for the upcoming fiscal year should be on Accessory Dwelling Units and to keep going with the manufactured home repair and rehabilitation program.

Commissioner Bell inquired how these items fit into the Affordable Housing Task Force activities.

Chair Stuart noted that discussion are underway with Habitat on manufactured housing where the City could put in \$5,000 from its grant program with other funding from Habitat of \$2,500 and then dollars from other sources.

CDD Rux explained the Accessory Dwelling Unit discussion at the Housing Task Force, the Affordable Housing Commission, the Planning Commission discussion on parking associated with accessory Dwelling Units and the topic of Tiny Homes.

Chair Brown suggested that a work group be created at the next Affordable Housing Commission meeting to work on the topic of Accessory Dwelling Units.

Commissioner Bell raised the question about transitional housing for women. He is aware of an individual who may want a loan from the Trust Fund to do renovation and improvements to a dwelling. The loan request may be in the \$20,000 range.

CDD Rux noted that the Notice of Funding Availability closed on December 6, 2016. A new Notice of Funding Availability would have to be done.

There was a general discussion on adjustment to the FY 2016-2017 expenditures which would impact the proposed FY 2017-2018 budget. If the Commission want to retain a \$20,000 loan expenditure for the current fiscal year staff would revise numbers and generate a new FY 2017-2018 budget and get that submitted to the Finance Department. If the loan did not happen this current fiscal year a budget adjustment could occur next fiscal year to move the money from Contingency to the Loan line item.

MOTION: Bell/Comfort to estimate a \$20,000 loan for FY 2016-2017 and adjust the 2017-2018 budget proposal.

Motion carried (3 Yes/0 No).

NEXT MEETING – April 25, 2017

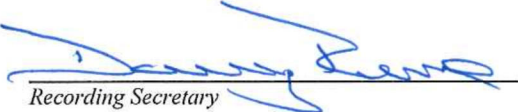
ADJOURNMENT

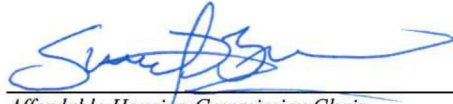
MOTION: Brown/Bell motion to adjourn.

Motion carried (3 Yes/0 No).

The meeting adjourned at 1:59 p.m.

Approved by the Newberg Affordable Housing Commission on May 23, 2017.


Recording Secretary


Affordable Housing Commission Chair