

# **NEWBERG AFFORDABLE HOUSING COMMISSION MINUTES**

**Tuesday, January 24, 2017, 1:30 PM**

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

## **CALL MEETING TO ORDER**

Acting Chairman Terry Emery opened the meeting at 1:40 PM.

## **ROLL CALL**

Members Present: Terry Emery, Acting Chair Mike Gougler Steve Comfort

Members Absent: Stuart Brown, Chair E.C. Bell

Staff Present: Doug Rux, Community Development Director

## **ELECTION OF CHAIR AND VICE CHAIR**

The floor was opened for nominations by Acting Chair Emery.

**MOTION:** Emery nominated Commissioner Stuart as Chair and E.C. Bell as Vice Chair.  
Comfort provided a second. Motion carried (3 Yes/0 No).

## **APPROVAL OF MINUTES**

Approval of the November 1, 2016 Newberg Affordable Housing Commission Meeting Minutes.

**MOTION:** Gougler/Comfort to approve the Affordable Housing Commission minutes for November 1, 2016.  
Motion carried (3 Yes/0 No).

**PUBLIC COMMENTS** – None.

## **NOTICE OF FUNDING AVAILABILITY UPDATE**

CDD Rux provided an update that no responses for loan funds had been submitted by the deadline of December 6, 2016.

AHC Gougler inquired who does the underwriting for the loan applications. CDD Rux responded the Mid-Willamette Valley Council of Governments provides that service to the City of Newberg.

AHC Gougler inquired on the loan amounts available. CDD Rux reviewed the program outline and that \$25,500 was available with \$12,500 the Competitive Loan Program, and \$12,500 for the Time Sensitive Loan Program and Rehabilitation loan Program combined.

AHC Gougler outlined possible options for a different program that addressed: 1) Program for heating or air conditioner units for homes and 2) Program for mothers or fathers with kids for temporary housing.

AHC Comfort indicated that Love Inc. has a program for women and kids.

AHC Gougler discussed the possibility of hotels providing temporary housing and that Trust Funds might be used to underwrite the costs for those members of the community who are living in their cars. Marketing of such a program might be done through the Police Department, Tualatin Valley Fire and Rescue and the City on where to send people.

CDD Rux noted that a supplemental budget was passed on January 3, 2017 and reviewed the amount of funds available for grants and loans for FY 2016/2017.

AHC Gougler indicated that the City is not set up to market loan programs. He provided an example of a maintenance worker who needed housing which he assisted with obtaining a 5<sup>th</sup> wheel trailer. Then the toilet broke and there was a need to repair it. How do we get the word out to plumbers and HVAC contractors that there are loan funds available to do these types of repairs for low income individuals? The commission members had a general discussion on outreach and market efforts.

### **COMMUNITY DEVELOPMENT BLOCK GRANT UPDATE**

CDD Doug Rux provided an update that the City is waiting for documents from the Infrastructure Finance Authority on the Community Development Block Grant award of \$400,000. The City will also need to do an agreement with the Housing Authority for the pass through of the grant funds and administration of the program.

### **MANUFACTURED HOME REHABILITATION AND REPAIR GRANT PROGRAM UPDATE**

CDD Rux indicated that no applications have been received for this grant program. Solicitation was done through the Newberg Graphic and is on the City's web site. Newberg Area Habitat for Humanity is also aware of the grant opportunity.

ACH Emery asked how the City can make contractors aware of the grant opportunity.

ACH Comfort asked if funding needs are seasonal and that is why we are not seeing any response to the solicitation.

ACH Gougler suggested that we not do any more solicitations, but instead work with contractors by surveying them to see who they are servicing. The Commissioners stated they would send a list of contractor names to CDD Rux. It was also suggested that a brochure be prepared to give to contractors that could hand out to individuals on loan and grant opportunities through the City.

### **NEWBERG HOUSING TASK FORCE**

CDD Rux provided an overview of the discussion held in December 2016 and January 2017 by the Housing Task Force group. This included the topic areas of Reducing Housing Cost, Local Funding, Land Availability, Communication/Advocacy and Student/Workforce Housing at the December meeting and area for further research at the January meeting on Workforce Housing, Minimum/Maximum Densities, Annexations/R3 land, Design Standards, Vacation Rental Regulations, Incentives/Flexible Design Standards, Employer/Employee Survey, ADU Regulations, Construction Excise Tax, Did You Know/Awareness, Art Space and Inclusionary Zoning. The next meeting is February 21.

### **ACCESSORY DWELLINGS UNITS IN R-1**

CDD Rux reviewed information in the packet on the survey results from the Newberg 2030 program that related to Accessory Dwelling Units (ADU's) noting that respondents were supportive of this type of housing in all

zones within Newberg but that there are concerns on parking, traffic, long term maintenance and size of units. Results also appeared supportive of removing or reducing regulations for ADU's. The purpose of sharing the information is that the Affordable Housing Commission identified ADU's as a focus for their 2017 work program.

## **OTHER BUSINESS**

AHC Gougler discussed the issue of wine country and that web traffic draws people to Newberg, Chehalem Valley and Yamhill County. Could there be a live camera feed that shows wineries or vineyards? A web site should be developed that has all registered vacation rentals on it for easy access.

CDD Rux note that the Transient Lodging Tax Ad Hoc Committee will be looking at marketing activities. At their first meeting web marketing was a topic of discussion.

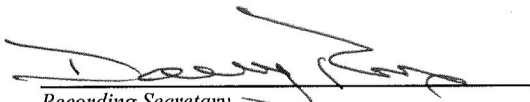
**NEXT MEETING – January 24, 2017**

## **ADJOURNMENT**

|                                                                                         |
|-----------------------------------------------------------------------------------------|
| <p><b>MOTION:</b> Emery/Comfort motion to adjourn.<br/>Motion carried (3 Yes/0 No).</p> |
|-----------------------------------------------------------------------------------------|

The meeting adjourned at 2:40 p.m.

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

  
Recording Secretary

  
Affordable Housing Commission Chair