

NEWBERG AFFORDABLE HOUSING COMMISSION MINUTES

Tuesday, November 1, 2016, 1:30 PM

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

CALL MEETING TO ORDER

Chairman Stuart Brown opened the meeting at 1:35 PM.

ROLL CALL

Members Present: Stuart Brown, Chair Mike Gougler E.C. Bell arrived at 1:42 Terry Emery

Members Absent: Steve Comfort

Staff Present: Doug Rux, Community Development Director

APPROVAL OF MINUTES

Approval of the July 26 and August 23, 2016 Newberg Affordable Housing Commission Meeting Minutes.

MOTION: Gougler/Emery to approve the Affordable Housing Commission minutes for July 26 and August 23, 2016.

Motion carried (3 Yes/0 No).

PUBLIC COMMENTS – None.

COMMUNITY DEVELOPMENT BLOCK GRANT UPDATE

CDD Doug Rux provided an update on the application. Application material has been received by the Infrastructure Finance Authority, supplemental material was also submitted. The City has been notified the application is complete and is proceeding through the review process.

DISCUSSION ON MANUFACTURED HOME REHABILITATION AND REPAIR GRANT PROGRAM APPLICATION AND GUIDELINES

CDD Rux discussed that additional adjustments to the grant program scoring matrix are necessary based on the Policies and Procedures requirements or Resolution No. 2016-3306, specifically the Scored Application Criteria section where a numeric value is required rather than a yes/no ranking.

Commissioner Gougler suggested that #14 and #15 respectively have points of 25 and 25 as these are the two critical criteria and should be weighted towards them. He also noted that the words “and availability” before the word “through” in criteria #14 should be added. Additionally, the words “and accessible” should be added before the word “housing” in criteria #15.

Commissioner Emery suggested that the scoring be 30/40 for criteria #14 and #15 and all the rest a scoring of 5.

Commissioner Gougler suggested the scoring of 10/15 for criteria #14 and #15 and all the rest a scoring of 1 for a total score of 31. Commission members discussed this proposal and reached consensus on this proposed scoring system and the text modification for criteria #14 and #15.

CDD Rux reviewed the draft grant program guidelines.

Commissioner Bell indicated that it should be clarified that the five years under the Grant Terms heading starts after the award and repairs have commenced.

Commissioner Bell questioned what happens if a grant recipient sells within five years? Chair Stuart indicated its statement of intent.

Chair Stuart suggested under the Income category and the section on conventional loans that it be clarified that a letter could suffice from a bank or mortgage lender that conventional loan is not accessible.

By consensus the Commission agreed to the Grant Program Guideline modifications.

CDD Rux indicated the application and guidelines would go before the City Council as an information item on November 21 and solicitation would occur after Council review. Solicitation would be open for 2 weeks after which applications could be received.

ACCESSORY DWELLINGS UNITS IN R-1

Chair Stuart suggested that in 2017 work program to focus on Accessory Dwelling Units and use of Trust Funds.

CDD Rux noted staff is looking at residential parking regulations, which includes ADU's, as part of a Planning Commission activity which possible could lead to land use regulation changes. Staff is looking at best practices and is gathering information as part of the Newberg 2030 program.

Commissioner Gougler indicated he agreed with CDD Rux's approach.

MOTION: Stuart/Gougler to support efforts on Accessory Dwelling Units. Motion carried (4 Yes/0 No).

NEWBERG AFFORDABLE HOUSING TASK FORCE UPDATE

CDD Rux provided a brief summary of the recent Affordable Housing Task Force.

Commissioner Gougler indicated construction costs a concern and that we need to look at the land use system and what we can fix at the local level to address the housing affordability issue before the Commission and other start to look globally.

TRUST FUND ACTIVITY

CDD Rux stated that the Notice of Funding Availability was in the Graphic at the end of September and also is on the City's web site. No responses to date.

OTHER BUSINESS

Chair Brown distributed material from the Newberg Area Habitat for Humanity material for the "A Brush with Kindness" program for the Commission members to review.

Commissioner Emery left at 2:33 PM.

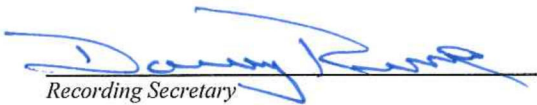
NEXT MEETING – January 24, 2017

ADJOURNMENT

MOTION: Gougler/Bell motion to adjourn.
Motion carried (4 Yes/0 No).

The meeting adjourned at 2:35 p.m.

Approved by the Newberg Affordable Housing Commission on January 24, 2017.


Recording Secretary


Affordable Housing Commission Chair