

NEWBERG AFFORDABLE HOUSING COMMISSION MINUTES

Tuesday, July 28, 2015, 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 1:36 PM.

ROLL CALL

Members Present: Stuart Brown, Chair Terry Emery Steve Comfort

Staff Present: Doug Rux, Community Development Director
Renata Wakeley, Community Development Director, Mid-Willamette Valley Council of Governments

Also Present: None

APPROVAL OF MINUTES

Approval of May 26, 2015, Newberg Affordable Housing Commission Meeting Minutes.

MOTION: Emery/Comfort approved the Affordable Housing Commission minutes for May 26, 2015.
Motion carried (3 Yes/0 No).

DRAFT RESOLUTION NO. 2015-3211 AMENDING RESOLUTION NO. 2015-2749

Chair Brown indicated he had spoken with the Mayor about increasing the membership of the Newberg Affordable Housing Commission (NAHC) given the changing dynamics with transportation, Historic Preservation Commission activities, preserving existing housing in the downtown area, activating the second floors of downtown buildings, accessory dwelling units within the community and increasing density in an affordable way. There was a general discussion among the NAHC members on residential units above retail in the downtown, past criteria on the Newberg Affordable Housing Trust Fund grants and loans, individuals supported by welfare or that are homeless, emergency housing and transitional housing. Community Development Director Doug Rux provided a recap of the proposed changes in draft Resolution No. 2015-3211 on the 80 percent of area median income as established by U.S. Department of Housing and Urban Development and modifying the resolution language to indicate "as determined by the Community Development Director" in Section 3.1 and increasing the membership of the NAHC from three members to five members as noted in Section 5.7.

MOTION: Emery/Comfort approve draft Resolution No 2015-3211.
Motion carried (3 Yes/0 No).

DRAFT ORDINANCE NO. 2015-2785

Mr. Rux presented the proposed changes to draft Ordinance 2015-2785 changing the 100 percent of area median income in Section 3.35.010A and 3.35.020 to 80 percent to align with the Policies and Procedures for Administration of the City of Newberg's Affordable Housing Trust Fund adopted by Resolution No. 2015-3202.

MOTION: Emery/Comfort accept amendments in draft Ordinance No. 2015-2785.
Motion carried (3 Yes/0 No).

NOTICE OF FUNDING AND AVAILABILITY AND REQUEST FOR PROPOSALS

Renata Wakeley, Community Development Director for the Mid-Willamette Valley Council of Governments, provided an overview of the draft Notice of Funding Availability (NOFA) documents. The NAHC discussed if all the funds budgeted had to be allocated for this round or if it could be divided into two rounds of solicitation, award amount limits, how to reach out to a broader group of businesses and private property owners, application submittal deadline of December 15, 2015, replenishing the Trust Fund and not awarding grants during this solicitation cycle in order to preserve the fund.

MOTION: Emery/Comfort delete the grant language from the NOFA and cap the funding at \$25,000 for the combined three loan programs.
Motion carried (3 Yes/0 No).

COMPETITIVE AWARDS PROGRAM CRITERIA

The NAHC discussed modifications to the selection criteria which included the following:

Delete criteria #3

Modify criteria #7 to read “The proposal demonstrates that the Newberg Affordable Housing Trust Funds and other funding sources, if applicable, are necessary for the project.”

Delete Criteria #8

Criteria #9 delete

Modify Criteria #10 by deleting the second sentence and modify the points to up to ten (10) points

Modify Criteria #11 to up to 15 points

Modify Criteria #13 by lowering points to up to 5 points

Modify Criteria #14 to up to 10 points

Modify Criteria #16 to up to 10 points

MOTION: Comfort/Emery adopt the modifications to the selection criteria as noted above.
Motion carried (3 Yes/0 No).

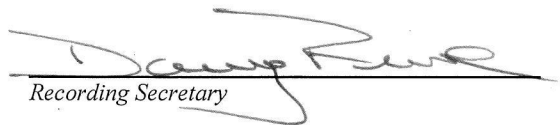
The NAHC discussed the definitions in the scoring criteria, specifically the “Adjusted Gross Income” modifying the definition.

NEXT MEETING – October 27, 2015

OTHER BUSINESS – None.

ADJOURNMENT – The meeting adjourned at 3:10 p.m.

Approved by the Newberg Affordable Housing Commission on October 27, 2015.



Recording Secretary



Affordable Housing Commission Chair