

**NEWBERG AFFORDABLE HOUSING
ACTION COMMITTEE
Wednesday, April 28, 2010
7 p.m. to 9 p.m.
Newberg City Hall
Permit Center Conference Room
414 E. First Street, Newberg, OR**

I. **OPEN MEETING:** Chair Stuhr opened the meeting at 7:03 p.m.

II. **ROLL CALL:**

Present:	Cathy Stuhr, Chair	Councilor Denise Bacon	Rick Rogers
	Dennis Russell (late)	Ken Austin, Jr.	Mike Gougler

Absent:	Doug Bartlett (excused)	Charles Harris (excused)
	Mike Willcuts (unexcused)	Stuart Brown (unexcused)

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

Others Present: Jonia A. Pierce, Director of Housing Programs – Housing Authority of Yamhill County

Elise Hui, Executive Director – Housing Authority of Yamhill County

Housing Authority of Yamhill County Board Members –
H. Fred Mickelson, Phil Griffin, and Dave Newville

II. **CONSENT CALENDAR: APPROVAL OF THE FOLLOWING FULL COMMITTEE MEETING MINUTES AND SUBCOMMITTEE MEETING SUMMARIES:**

MOTION #1: Gougler/Bacon to approve the minutes from the Newberg Affordable Housing Action Committee Meeting of February 10, 2010; Legislative Subcommittee Meeting of March 24, 2010; City Housing Program Subcommittee Meeting of March 24, 2010; Education/Outreach Subcommittee Meeting of April 14, 2010; and the Fees/Finance Subcommittee Meeting of April 15, 2010 (5 Yes/ 0 No/ 5 Absent [Bartlett, Harris, Willcuts, Brown, Russell]) Motion carried.

IV. PRESENTATION BY THE HOUSING AUTHORITY OF YAMHILL COUNTY:

Elise Hui, Housing Authority Executive Director began the presentation by stating the Housing Authority was established January 10, 1951 by resolution of the Yamhill County Board of Commissioners. They operate as an independent local public agency under federal and state law and are governed by a five-member Board, which is appointed by the Yamhill County Commissioners. Their vision is for everyone to have the opportunity to live in a home that is safe and affordable; people are treated with respect regardless of their income level or background; and a person's income level cannot be identified by the neighborhood in which they live. The Housing Authority wishes to be a recognized leader in leveraging resources to create affordable housing programs and opportunities that contribute positively to the community. Ms. Hui explained their mission is to provide the opportunity for decent, safe, sanitary and affordable housing to lower-income families residing in our community, including opportunities to become self-sufficient.

The Housing Authority has four different types of properties to which they own or manage; Special Needs Housing, Workforce Housing, Farmworker Housing, and Elderly Housing. They have five Special Needs Housing projects located in McMinnville and are currently looking for properties in Newberg. The five projects are Bridges, Homeport, Sunnyside Apartments, Hendricks Place, and New Reflections. There are currently 243 total units of Workforce Housing, 121 of those in McMinnville and 122 in Newberg. Farm worker Housing includes Abbey Heights and Fresa Park. There are 190 total units of Senior Housing and 43 of those are located in Newberg.

Jonia A. Pierce, Director of Housing Programs, reviewed the Housing Authority Programs that are offered in Yamhill County. Section 8 Voucher Program is a rental assistance funded by Housing and Urban Development (HUD). The tenant pays 30% of adjusted income for rent. The Housing Authority pays the landlord the balance of the fair market rent. Currently, the Housing Authority has 1,343 vouchers in Yamhill County; 269 vouchers in Newberg. Last year, over \$7 million was paid to landlords; \$1.9 of this to landlords in Newberg. Family Self Sufficiency (FSS) is a voluntary program for Section 8 Rental Assistance Program participants. It provides the opportunity for clients to improve their financial situation. As earned income increases, clients can put cash into an escrow account for the family. The Family Self Sufficiency Coordinator will assist the client and work toward short-term and long-term goals to become self-sufficient. The program can empower families to take control of their own lives. There are currently 24 clients in Newberg, 16 have escrow accounts amounting to over \$46,000.

Resource Center Programs are part of the Housing Authority, as well. The programs include Homeownership, Rehabilitation, Financial Literacy Classes, ABC's of Homebuying Classes, and Loss Mitigation. In 2009 and 2010, 61 clients were counseled with 16% being from Newberg. In 2010, 15 clients have been counseled thus far with 20% being from Newberg.

Homeownership is a one-stop center for all housing needs. It includes first time homebuyer programs, individual development accounts, and referral to appropriate agencies. There are 26 active accounts, 7% from Newberg. Forty-five people are on the waiting list, 11% from Newberg. The Rehabilitation Program includes a home repair program for low-income homeowners with a loan max of \$25,000 at 0% to 2% deferred payments or installment

payments, depending on the applicant's adjusted gross income. The homeowner chooses a licensed and bonded contractor to do the work. In Newberg, there are currently 63 applicants on the waiting list, one loan is currently under construction and over \$635,000 has been made in loans. Types of repairs needed by those on the waitlist include new heat source, insulation, electrical, windows, siding, plumbing, handicap access, gutters, foundation repairs, roof, sewer, paint, drainage, dry rot, mold remediation, and floor repair. Financial Literacy Classes are multi-part workshops with topics covering building assets, setting reasonable goals, overcoming financial obstacles, how to find the money to save, creating a spending plan, how to communicate about money, and learning about credit reports. Since January 2008, 81 people have completed the series with 15% being from Newberg. ABC's of Homebuying Classes are first-time homebuyer classes, which teach homebuyers how to prepare for successful homeownership. Experienced volunteers from real estate and the banking industry teach the classes. Completion of the course satisfies homeownership education requirements for down payment, closing cost, grant, and loan programs. Since January 2008, 124 people have attended the ABC's, 11% are from Newberg.

Elise Hui reviewed future development short-term goals as such: assist the Special Needs Task Force of the Ending Homelessness Governing Council with housing development expertise as requested; purchase land with low rent public housing proceeds; start development processes for one new project in line with Action Step 5 of the Ten Year Ending Homelessness Plan (Permanent Supportive Housing, Affordable Workforce Housing, and Affordable Senior Housing); review existing affordable housing stock in Yamhill County and be prepared to analyze possible purchases when these properties become available for sale in order to preserve as affordable housing; and to work with the City of Newberg to assist in meeting the identified need for affordable housing.

Some benefits to becoming community partners is to help move people off welfare and toward self-sufficiency, create a more stable community, foster responsible renters and better educated homebuyers; \$8 million dollars more into the local economy, lend a hand to people who need basic necessities, and to give children an opportunity to succeed in school and life.

Ms. Hui and Ms. Pierce finished their presentation by showing a short video to the committee.

Barton Brierley asked how the City of Newberg could work more closely with the Housing Authority and what are the best things Newberg can do to be supportive. Elise Hui replied making people aware of their programs, support affordable housing, and make it easier to rezone or develop within the City of Newberg.

Chair Stuhr asked if the Financial Literacy and ABC's classes are held in Newberg. Jonia Pierce replied not yet but if a meeting location were supplied, they would be happy to.

Elise Hui announced the Yamhill County Housing Authority has a new website and news page – www.Hayc.org.

TIME 7:57 PM

V. LEGISLATION SUBCOMMITTEE REPORT:

Barton Brierley stated the subcommittee has focussed on street access and width issues. At their first meeting they invited the Public Works Director, the Fire Chief, and Newberg Garbage and at their second meeting took a tour of streets in the community which helped identify real issues and challenges and what will and will not work. The subcommittee toured the Fire Station where the Fire Marshal demonstrated how the fire truck would fit on various street widths as well as learning the truck needs a clear width of 26 feet at a fire hydrant. The subcommittee also learned about garbage trucks and how they are affected by street widths, as well. Overall, there was positive feedback to the recommendations in the Oregon Street Guide – 28-foot street widths. The subcommittee will also be looking at multiple houses on one driveway as well as curb side sidewalks and set backs which have both pros and cons. The subcommittee hopes to draft a recommendation for the next meeting.

VI. CITY HOUSING PROGRAM SUBCOMMITTEE REPORT:

David Beam stated at the last meeting Ms. O'Grady, Energy Educator of Yamhill County Action Partnership (YCAP) attended and spoke about weatherization and energy assistance programs. The cost of the average home upgrade is about \$6,000. All work is through grants, not loans. Energy assistance has limited annual funding. Applicants need to re-apply every year. The basic task of the subcommittee is the Housing Trust Fund. They reviewed the Ashland ordinance and resolution language for the Fund and discussed what changes would need to be made to make the model language work for a Newberg program. Trust funds are always started and overseen by governments, but can administratively be taken over by a non-profit. Further discussion regarding the trust fund will continue at the next subcommittee meeting.

VII. EDUCATION/OUTREACH SUBCOMMITTEE REPORT:

David Beam stated that Chair Stuhr had requested written comments on Wichita Homeowner's Maintenance Handbook but has not received any to date, so we are not sure how well it has been utilized. The subcommittee decided that creating a similar manual for Newberg might be a good idea, but should be a future task. Perhaps some other entity could produce and distribute it. Councilor Denise Bacon researched the idea of a Tool Loan Library for tools such as basic Sanders, lawn mowers, and drills to name a few. Ms. Bacon will be contacting others who are involved in such a program to find out how successful they have been. David Beam stated it might be helpful for those borrowing the tools to be taught how to carry out the proposed project better or use the tool more efficiently. David Beam stated that Mr. Bartlett felt that the Housing Authority of Yamhill County could bring their home ownership education class to Newberg if there were enough participants and an available space. Mr. Beam said it would be helpful to have renter classes, as well. Denise Bacon stated the application fee is often very expensive for those wanting to rent, and they may or may not be approved. Mr. Beam stated having a Housing Resource Website to help aid the public is one idea, but is unsure whether it could be on the City website or be a link. Mr. Beam stated the City is currently a non-entitled community for the Community Development Block Grants (CDBGs) and suggested it may be a good idea at some

point to do an analysis to see if the City would be better off by requesting to become an entitled community.

VIII. FEES/FINANCE SUBCOMMITTEE REPORT:

Barton Brierley stated the subcommittee worked on a Fee Deferral Policy, which is one way to help reduce the impact of system development fees on a project without sacrificing what the fees go for; deferring some of the fees until occupancy. It does have some benefits, especially in financing for smaller builders who will not have to take out a loan until the time of occupancy. Value ratios are benefited due to not borrowing much money up front. Mr. Brierley will put the subcommittee recommendation policy in the July 14, 2010 packet for the committee to view. The subcommittee is still working on reductions for multiple units where the units are all the same or similar such as permit fee reductions. There was some discussion on reduced system development fees or a break for small remodeled units to encourage small unit additions. The subcommittee reviewed the draft letter to the School District in participating in waiving some of their fees but decided to wait on sending the letter until the City has acted on fee reductions. The subcommittee would like a joint meeting with the Housing Trust Fund subcommittee to discuss how to raise money for the fund.

IX. TOWN HALL MEETING, CHANGES, OTHER ITEMS:

Barton Brierley stated the Planning Commission passed the proposed development code amendments, recommending they be adopted by the City Council. Mayor Andrews is interested in having a Town Hall Meeting before these proposed changes come to the Council to inform the public and receive feedback regarding street standards, fee programs, housing program ideas, outreach, etc. Mr. Brierley will send out an email to help in choosing a date for the Town Hall Meeting.

PROPOSED JOINT MEETING BETWEEN THE FEES/FINANCE SUBCOMMITTEE AND THE CITY HOUSING PROGRAM SUBCOMMITTEE:

The committee agreed to wait until the May 12, 2010 City Housing Subcommittee Meeting to decide when the two committees can meet.

X. OTHER BUSINESS:

Barton Brierley stated the City Council went through the utility rates discussion and adopted the Citizen Rate Review Committee's recommendation on raising the rates. They did ask staff to come back with a program to help low-income individuals on the rates; staff will come back to the City Council with a proposed program. There is much interest in plumbing help, which relates to sewer and water rates and could lower those costs.

The City of Newberg won the Betty Niven Award from the Oregon Chapter of the American Planning Association for distinguished leadership in Affordable Housing Advocacy.

XI. NEXT FULL COMMITTEE MEETING :

**WEDNESDAY, JULY 14, 2010
7 PM, CITY HALL, PERMIT CENTER
CONFERENCE ROOM**

NEXT SUBCOMMITTEE MEETINGS:

The next Legislative Subcommittee Meeting is on May 12, 2010 at 4:00 p.m.
The next City Housing Program Subcommittee is on May 12, 2010 at 7:00 p.m.
The next Education/Outreach Subcommittee is on May 26, 2010 at 4:00 p.m.
The next Fees/Finance Subcommittee Meeting is on May 26, 2010 at 7:00 p.m.

The meeting adjourned at 8:52 p.m.

Approved by the Affordable Housing Action Committee on this 14th day July, 2010.

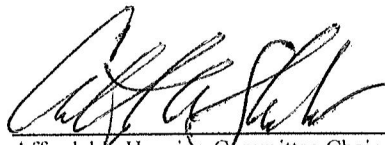
AYES: 8

NO: 0

ABSTAIN: 0

ABSENT: 1
(Russell)


Affordable Housing Recording Secretary


Affordable Housing Committee Chair