

**NEWBERG AFFORDABLE HOUSING
ACTION COMMITTEE –EDUCATION/OUTREACH SUBCOMMITTEE
Wednesday, January 12, 2011
4 p.m. to 6 p.m.
Newberg City Hall
Permit Center Conference Room
414 E. First Street, Newberg, OR**

I. Open meeting. Mr. Beam opened the meeting at 4:15 pm.

II. Roll Call. Subcommittee Attendees: Denise Bacon
Cathy Stuhr
Stuart Brown (arrived at 4:30 pm)

Absent members: Doug Bartlett (excused)

Guest: None

City Staff: David Beam, Economic Development Planner

III. Proposed Housing Resource Center Vision Statement – Committee reviewed the draft statement in the meeting packet. The word “extensive” suggested to be removed. No other changes were suggested at this point.

Mr. Beam requested that the Committee discuss possible locations for the Center in Newberg. City facilities were the preferred choices, with the library the first choice and City Hall the second. The physical space is likely to be small: a table, chair, and places on the table and/or wall behind it to place housing assistance information. A large sign should be made with important contact information (HAYC website and telephone number; local Newberg contact, etc.) If housed at library, access to computers already in place. If at City Hall, there will a need to have access to a computer terminal. Brochures about housing center should be distributed at appropriate locations within the community. Setup costs for such a Center should be relatively small.

Instead of the previous idea of training many volunteers, the Committee thought it would be better to have one volunteer in Newberg that is well trained in housing assistance resources. Perhaps HAYC could help with the training of this volunteer. This could be done after the Center has been established and running.

IV. Review of Draft Homeowner’s Maintenance Manual – The Committee liked the manual overall. Ms. Stuhr had many suggested changes, which she supplied to city staff. A revised draft of the manual will be supplied to the Committee for review at a future meeting.

V. Tool Lending Library – Ms. Bacon handed out copies of research materials on this subject. She said that all the examples she’s seen were located actually in library (e.g.

book type). She also said that Habitat was very interested in doing such a program, but it may be a couple of years before they take it on. However, it was suggested that perhaps we could find a place to begin collecting tools to stock the future library. The Committee saw this program as perhaps a joint City/Habitat program. Ms. Bacon will develop a vision statement for the Committee to review at the next meeting. Mr. Beam stated that the Committee should consider whether there may be a problem with this program competing with the tool rental business in town (next to Dairy Queen).

- VI. Renter Training Certificate Program** – Mr. Bartlett was not at the meeting, so there was nothing to report.
- VII. Housing resource website** – As discussed previously, housing assistance resources should be placed on the City's website. IT has already indicated that this could be done. The Committee saw no point in duplicating information that is already on the web by HAYC. Therefore, the information on the City's website should be short, with local contact information to local resources (e.g. YCAP, Love, Inc., local housing resource liaison, etc.) and a web link to HAYC resources.
- VIII. Other business** – None
- IX. Next Meetings: Full Committee: Wednesday, February 23, 2011, at 7:00 pm in City Hall (Permit Center Conference Room)**
Subcommittee: Wednesday, February 9, 2011 at 4:00 pm in City Hall (Permit Center Conference Room)
- IX. Adjourn: 5:30 pm**

Approved by the Affordable Housing Action Committee – Education/Outreach Subcommittee this 9th day of February, 2011.



Education/Outreach Subcommittee Secretary