NEWBERG AFFORDABLE HOUSING COMMISSION MINUTES

Tuesday, January 26, 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 1:45 PM.

ROLL CALL

Members Present: Stuart Brown, Chair Steve Comfort Terry Emery Mike Gougler

Members Absent: E.C. Bell

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

Also Present: Rick Rogers, Darcy Reynolds, Elise Hui, Steve Olson

ELECTION OF CHAIR AND VICE-CHAIR

Discussion on nominations for the position of Chair and Vice-Chair.

MOTION: Gougler/Comfort nominating Stuart Brown as Chair.
Motion carried (3 Yes/0 No).

MOTION: Emery/Comfort nominating E.C. Bell as Vice-Chair.
Motion carried (4 Yes/0 No).

APPROVAL OF MINUTES

Approval of the October 27, 2015 Newberg Affordable Housing Commission Meeting Minutes.

MOTION: Gougler/Comfort approved the Affordable Housing Commission minutes for October 27, 2015.
Motion carried (4 Yes/0 No).

PUBLIC COMMENTS – None.

AGENDA MODIFICATION

Chair Brown requested a modification to the agenda to discuss an opportunity for a manufactured home rehabilitation program (loan or grants). Chair Brown explained that there are 600 affordable homes manufactured housing in the community. There is a need for repairs and improvements to these homes with few financial resources. Habitat is interested in a collaboration with matching funds for grants or loans. Would be like micro loans. Request Council create a subcommittee to streamline for micro loans. Would also like to have special meeting by a subcommittee outside of the regular meeting.

MOTION: Brown/Gougler request to 1) modify the agenda and 2) that Council create a subcommittee of the Affordable Housing Commission and hold special meetings outside the regular meetings to discuss a possible program.
Motion carried (4 Yes/0 No).

WORKFORCE HOUSING PRESENTATION

Saj Jivanjee of Jivanjee Companies provided a presentation on workforce housing opportunities. A Power Point presentation was provided to the Commission. Mr. Jivanjee provided examples and details on the following workforce housing projects he has been involved with:

Ash Creek
Stark Street
Pendleton
Mill Pond
Burnside
Ascot Firs
Franklin Avenue
Amber Glen
Macadam
Division
Yacht Club

Mr. Jivanjee expressed three important factors: 1) Quality, 2) Time and 3) SDC fees. Mr. Jivanjee shared handouts on The Development Process for Corporate User and The Nature and Scope of Real Estate Investment. He also shared his model for workforce housing development.

There was a general discussion on how this model might fit into Newberg. The first critical element was to identify the available land. It was also discussed the need to modify land use regulations and what type of partnership the city and Yamhill County could have. Mr. Jivanjee shared some statistics on Newberg with a population of 22,000, 24th largest city in the state, 14% Hispanic population and median income of $54,000 a year. It was also noted that the community has retirees with fixed incomes.

YAMHILL COUNTY AFFORDABLE HOUSING COMMISSION GRANT OPPORTUNITY

Doug Rux provided an introduction to the possible grant opportunity through the Housing Authority of Yamhill County through Business Oregon and the Community Development Block Grant Program. The Affordable Housing Commission may want to have a motion to recommend to the City Council to support the grant.

Darcy Reynolds, Housing Authority of Yamhill County, indicated that there had been an affordable housing grant program since 1980. The cities in the county historically operated on their own. Around 2000, the program rules changed and a non-profit was created where funds are pooled for a revolving loan program. In 2013, the program was modified to allow new CDBG applications for either loans or grants. She indicated that the City of McMinnville had received a prior grant for $400,000 for grants to manufactured home owners. The grant included $310,000 plus $90,000 for administrative overhead and would take two years to administer. Approximately $200,000 of those grant funds have been expended. For Newberg looking at a $400,000 grant with $90,000 going to administrative expenses to administer the grant for rehabilitation for manufactured homes. Grant amount is a maximum of $10,000 per home, would have to be in a manufactured home park and

could not own the land. Anticipate 60-70 families could benefit from the grant. It is anticipated grant fund applications would be available in the third quarter of 2016. The Newberg City Council would need to hold a hearing and approve a resolution to support the grant request. There is a lot of preparation work to get done by the end of the second quarter of 2016 to be in a position to submit an application. Grant awards are anticipated at the end of 2016. The program provides two years to administer the grant, and it can take 4-5 months to do the environmental review. Anticipate construction occurring in April/May 2017.

MOTION: Brown/Comfort support a Council request to move forward with grant application.
Motion carried (4 Yes/0 No).

TRUST FUND ACTIVITY

Doug Rux indicated no responses had been returned as of the cut-off date of December 15, 2015 for the Notice of Funding Availability for $25,000 available for loans. General discussion on the total amount of funds available of $63,000 of which 15% is held in contingency and 5% available for grants. If the Commission wanted to use more for grants for a local manufactured home rehabilitation program the policy would have to be looked at. Staff will take a report to the City Council to inform them of the discussion on a short-term manufactured housing rehabilitation program.

Agenda items for Priorities/Tasks, Newberg Affordable Housing Trust Fund Recapitalization and South Newberg Area did not occur as the meeting was over its time allocation and will be placed on the next Affordable Housing Committee agenda.

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

NEXT MEETING – April 26, 2016

OTHER BUSINESS – None.

ADJOURNMENT – The meeting adjourned at 3:00 p.m.

Approved by the Newberg Affordable Housing Commission on April 26, 2016.

Recording Secretary

Affordable Housing Commission Chair