

**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**
- II. ROLL CALL**
- III. CONSENT CALENDAR: APPROVAL OF THE FOLOWING FULL COMMITTEE MEETING MINUTES AND SUBCOMMITTEE MEETING SUMMARIES:**
 - A. Affordable Housing Action Committee – February 10, 2010 meeting minutes
 - B. Legislative Subcommittee meeting summary – March 24, 2010
 - C. City Housing Program Subcommittee meeting summary – March 24, 2010
 - D. Education/Outreach Subcommittee meeting summary – April 14, 2010
 - E. Fees/Finance Subcommittee meeting summary – April 15, 2010
- IV. PRESENTATION BY THE HOUSING AUTHORITY OF YAMHILL COUNTY**
- V. LEGISLATION SUBCOMMITTEE REPORT**
- VI. CITY HOUSING PROGRAM SUBCOMMITTEE REPORT**
- VII. EDUCATION/OUTREACH SUBCOMMITTEE REPORT**
- VIII. FEES/FINANCE SUBCOMMITTEE REPORT**
- IX. TOWN HALL MEETING: CHANGES, OTHER ITEMS**
- X. PROPOSED JOINT MEETING BETWEEN THE FEES/FINANCE SUBCOMMITTEE AND THE CITY HOUSING PROGRAM SUBCOMMITTEE**
- XI. OTHER BUSINESS**
- XII. NEXT FULL COMMITTEE MEETING – WEDNESDAY, JULY 14, 2010
7 PM, CITY HALL, PERMIT
CENTER CONFERENCE ROOM**
NEXT SUBCOMMITTEE MEETINGS
 - A. Legislation Subcommittee – May 12, 2010 4:00 p.m.
 - B. City Housing Program Subcommittee – May 12, 2010 7:00 p.m.
 - C. Education/Outreach Subcommittee – May 26, 2010, 4:00 p.m.
 - D. Fees/Finance Subcommittee – May 26, 2010, 7:00 p.m.

XIII. ADJOURN

ATTACHMENTS: Affordable Housing Action Committee – February 10, 2010 meeting minutes
Legislative Subcommittee meeting summary – March 24, 2010
City Housing Program Subcommittee meeting summary – March 24, 2010
Education/Outreach Subcommittee meeting summary – April 14, 2010
Fees/Finance Subcommittee meeting summary – April 15, 2010
Presentation by Housing Authority of Yamhill County

**NEWBERG AFFORDABLE HOUSING
ACTION COMMITTEE
Wednesday, February 10, 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	Ken Austin, Jr. Dennis Russell
	Mike Gougler	Charles Harris Mike Willcuts
	Doug Bartlett	Stuart Brown (7:05)

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

III. APPROVAL OF FULL COMMITTEE MEETING MINUTES:

MOTION#1: Harris/Russell to approve the minutes from the Newberg Affordable Housing Action Committee Meeting of December 9, 2009. (10 Yes/ 0 No/ 0 Absent) Motion carried.

IV. APPROVAL OF MEETING SUMMARIES BY SUBCOMMITTEE:

MOTION #2: Gougler/Bacon to approve the minutes from the Newberg Affordable Housing Action Committee – Legislation Subcommittee Meeting of January 13, 2010. (10 Yes/ 0 No/ 0 Absent) Motion carried.

MOTION #3: Rogers/Stuhr to approve the minutes from the Newberg Affordable Housing Action Committee – City Housing Program Subcommittee Meeting of January 13, 2010. (10 Yes/ 0 No/ 0 Absent) Motion carried.

MOTION #4: Bartlett/Bacon to approve the minutes from the Newberg Affordable Housing Action Committee – Education/Outreach Subcommittee Meeting of January 27, 2010. (10 Yes/ 0 No/ 0 Absent) Motion carried.

V. LEGISLATION SUBCOMMITTEE REPORT:

Barton Brierley stated the committee identified three target areas to work on: street and access standards, manufactured home park standards, and annexation standards. The street standards discussion included street widths, block lane standards, and multiple driveway standards. The committee invited the Fire Chief, Public Works Director, and Newberg Garbage to their next meeting to discuss the issue of street and access standards followed by a field trip to view streets of various widths and see how large apparatus such as fire trucks and garbage trucks function on them. There will be a point and time when a public meeting or open house will need to take place in order to receive comments and feedback on all three issues.

The second issue is the annexation standards. The committee plans to look at current annexation laws, processes, and possibilities to help in making a recommendation. They have discussed the possibilities of modifying the annexation process and which could or could not include changes to the Charter. The committee asked staff to come back with beginning concepts and proposals to review.

The third issue is manufactured home parks. The committee discussed how to encourage the survival of manufactured home parks and would rather see preservation of the existing parks than conversion to another use. They also talked about ways to encourage ongoing maintenance and funds available for park repairs. The committee will be inviting existing park owners and managers to share what challenges and issues they face and what they could use help with.

VI. CITY HOUSING PROGRAM SUBCOMMITTEE REPORT:

David Beam stated the committee has two issues to consider: ways to improve the City's housing rehabilitation funding through existing or potential funds and the creation of a housing trust fund. Last year the City received a \$100,000 grant from the State and the City gave out loans to local homeowners for home rehabilitation projects. Habitat for Humanity has a concept program called *Brush with Kindness* which the homeowner would supply the materials for a housing rehab project and the Habitat volunteers would do the labor. The committee discussed the new document recording fees, which were enacted by the State last year. They are anticipating raising fifteen million dollars through this new State funding mechanism the first year. Its focus is on building low-income housing. The Subcommittee would like to focus on helping the rehab of low-income rentals. The rules for the State program have already been written, but the money has not been distributed yet. The City has \$246,000 in housing rehabilitation funds, that originally came from a federal grant in the 1990s. Those funds have not been used as effectively as they could be, so the committee has discussed how to better advertise and use the money.

Mr. Beam found a step-by-step packet which shows how to create and develop a housing trust fund. The committee had many questions and discussed the tasks that would need to be accomplished to establish the fund, such as who would the fund serve? How Many? How much funding will be available? The subcommittee created a schedule of future meetings and the topics to be discussed at those meetings. Chair Stuhr stated the subcommittee was going to look

at Appendix B in the Action Plan more closely, regarding the assumed future housing development.

Charles Harris stated it would be helpful for the Committee to remain aware that there will be a lot of overlap of tasks between the subcommittees such as fees, units to build, and what the size of the housing trust fund should be. The Subcommittee felt the full committee should look at how much money gets into the trust fund and how it would be funded and used.

Chair Stuhr stated concrete goals are needed. Rick Rogers stated the housing trust fund should come up with an estimate of money that is needed to cover the goal in the Action Plan. Mike Gougler stated an important question is what can be raised and how much of that burden can the developers afford to carry. The first goal is to establish a trust fund, even if it is just \$100. Once the fund has been established, then how it is to be administered, what are our income sources and what portion of needed funding can reasonably be expected to be paid by the sources can be decided. Rick Rogers stated a number is needed to present to the Finance Committee. Mr. Gougler stated a dedicated funding stream is needed. Going to the public and asking for a surcharge on the utility bills is difficult since scheduled rate increases are expected take place in the future. Ken Austin wants to be sure the funds are available first. Chair Stuhr stated there are other resources to draw on such as volunteering, but agreed a realistic approach needs to be taken.

VII. EDUCATION/OUTREACH SUBCOMMITTEE REPORT:

David Beam stated the Subcommittee discussed the assigned tasks that were taken directly from the Newberg Affordable Housing Action Plan. Action on one of those tasks had already taken place with the 2009 Housing Fair last spring. The Subcommittee had discussed whether or not to continue doing the fair, whether specific audiences should be targeted, holding the fair in a different venue, and how to define what a successful event is.

The Subcommittee has talked about housing maintenance and looked at a Homeowner's Maintenance Handbook by the City of Wichita Housing and Community Services Department. The City may be able to use this as a template. Another suggestion was to establish a community tool library to loan out maintenance tools out for free. It was also suggested to have Ace Hardware hold maintenance workshops like they do at Home Depot. A "Christmas in July" event could be held where volunteers could with low-income folks with their home maintenance needs.

Workforce skills development was discussed by the committee. Mr. Beam stated that he works with individual businesses in the community and tries to find resources to solve problems as needed, such as upgrading employee skills. Climax Potable Machine Tools has their own internship program with the high school and is trying to establish a local internship center that other local businesses could take advantage. Chemeketa Community College also offers a lot of skills training courses for local companies. The more skills, the better pay, the more housing can be afforded. Company incentives, like a walk, bike or carpool to work program, can lower transportation costs, leaving more funds to help with housing costs.

Most employer assistance programs have to do with transportation assistance. There are programs that create funds where there is an employee/employer match program. Those funds can be used for housing, education, etc.. The committee members felt programs that help with housing costs need to be better publicized.

The committee talked about transitional housing. Mr. Beam is only aware of two programs: Yamhill Community Action Partnership (YCAP) and Chehalem Youth and Family Services (CYFS).

Some other ideas discussed by the committee was to ask the Housing Authority of Yamhill County (HAYC) to hold an annual housing fair in Newberg; publicize www.211.org which identifies good housing resources, food, shelter, and emergency assistance in the area; establish a housing resource center in Newberg which could be open part time to offer information, and train volunteers. Stuart Brown said he was willing to come up with a mock website where all this housing information would be available to the public. Mike Gougler suggested a program to train the community in fixing their own plumbing and electrical. Mr. Gougler also suggested a community serve day could be done by Faith in Action and other organizations where volunteers could target different problem areas, such as plumbing. Chair Stuhr talked about hosting a renters' program on how to be a good renter. Doug Bartlett stated rental classes are especially helpful for those who have had a problem with credibility as a renter and want to turn the corner. The success rate of such programs is very good.

VIII. FEES/FINANCE SUBCOMMITTEE REPORT:

Barton Brierley stated the committee met with the Citizens Rate Review Committee (CRRC) at their December 11, 2009 meeting. It was apparent the utility fund is stressed at this point and will need an increase in the sewer/water bills to address the ongoing maintenance of the system. The level of rate increase needed will stretch the community in accepting it. The committee concluded to continue to work with the CRRC in the future and not during this rate cycle. They had a good discussion with the committee and understood the goals. Two Citizen Rate Review Committee members agreed to be on this committee and will meet after the rate process has concluded.

IX. OTHER BUSINESS:

Barton Brierley stated the Animal Shelter is moving and City Council has decided to put the old property out for a proposal for someone who may do an affordable housing project. Two proposals have been received and Council will be weighing those proposals. Mike Gougler stated another suggestion for that site is the Thrift Center, which is looking for a larger place and is extremely proficient in putting money back into the community.

Mr. Brierley passed out a packet on the Comprehensive Plan Housing Element that the Planning Commission will be considering at the Planning Commission hearing on Thursday, February 11, 2010.

X. The next Full Committee Meeting is scheduled on Wednesday, April 28, 2010, 7 PM, City Hall, Permit Center Conference Room.

XI. ADJOURN: The meeting adjourned at 8:46 PM.

Approved by the Affordable Housing Action Committee on this 28th day April, 2010.

AYES:

NO:

ABSTAIN:

ABSENT:

Affordable Housing Recording Secretary

Affordable Housing Committee Chair

(This page left blank, intentionally)

**NEWBERG AFFORDABLE HOUSING ACTION COMMITTEE
LEGISLATION SUBCOMMITTEE MINUTES**

Wednesday, March 24, 2010

4 p.m. to 6 p.m.

Newberg City Hall

Permit Center Conference Room

414 E. First Street, Newberg, OR

I. Open meeting: The meeting opened at 4:05 p.m.

II. Roll call:

Present: Denise Bacon, Doug Bartlett, Mike Willcuts,
Mike Gougler (joined 4:15 p.m. at fire station)

Absent: none

Staff Present: Steve Olson, Associate Planner

III. Minutes of February 24, 2010

Denise Bacon made a motion to approve the minutes as is, which was seconded by Doug Bartlett. The motion was approved unanimously.

IV. Streets tour:

The group headed first to Newberg Fire Station 21, where Chris Mayfield, the Fire Marshal, had set up the ladder truck with outrigger stabilizers to demonstrate the full 18-foot width of the fire truck. The truck is 10 feet wide mirror-to-mirror without the stabilizers. He also placed orange cones farther out to demonstrate how the truck would fit on 20, 24, 28 and 32 foot wide streets. The truck needs a clear width of 26 feet at a fire hydrant. Mike Gougler took photographs of the truck and cones. This ladder truck is sent out on every fire call. It is 41 feet long, and has rear wheel steering to make it more maneuverable. Chris Mayfield mentioned that serpentine on-street parking can work. The big difficulty is enforcement of parking rules on skinnier streets, especially private streets. Design details like mountable curbs with load-bearing sidewalks can widen the effective width of the street for fire access. Chris offered to drive the fire truck down any streets the committee was interested in, as a demonstration.

One committee member asked how strong the load-bearing sidewalks would have to be. Chris replied later that each outrigger has to have at least 5,000 pounds of pressure placed on it before they can operate the truck. The total load could be greater, but that is the minimum to operate the truck.

The group headed out in a single vehicle to Thorne Street, which has a paved width of 26 feet. One group member noted that with a 7 foot wide parking space on each side, that left 12 feet in the middle for the fire truck, which is 10 feet wide. There was little traffic on the street while the group was there. The street had setback sidewalks with street trees. There was plenty of on-street parking, which was partly due to the wide lot frontages. Briar Court was just off Thorne and was

similar, except with a cul-de-sac bulb. There was parking along only about half of the cul-de-sac frontages, due to the narrower frontages on the pie-shaped lots.

The next stop was Johnson Drive, which is a private 22-foot wide street with a mountable curb and sidewalk on one side. Parking appeared to be allowed on both sides (there were no signs prohibiting parking) but since it is a private street there may be CC&Rs that prohibit on-street parking. The sidewalk was narrow and partially blocked by a group mailbox at several points. The blocking could have been avoided if the sidewalk was merely widened behind the mailbox location. The street appeared to work well, but this might be partly due to active management by an owners' association. There was little traffic while the group was there.

The group made an unplanned stop on Aldersgate to view its curbside sidewalks, which are uncommon in Newberg. The group commented that one plus was that it made it obvious to the homeowners that they needed to maintain the landscaping up to the sidewalk. It also set the street trees farther back from the street, so that they didn't need to be harshly trimmed on one side to provide clearance for 14-foot tall trucks. One minus of curbside sidewalks was that they dipped at driveway curb cuts, making a rolling surface. Mike Willcuts commented that in Dundee they allow curbside sidewalks but pull them back at driveways, to keep the sidewalk path level.

The group stopped briefly at Fircrest Drive, which is a dead-end without a cul-de-sac or other turnaround due to its short length (under 150 feet). There were no sidewalks or street trees, which gave the street almost the look of an alley.

The next stop was Jaquith Park, which has 22 foot wide paved streets. The streets have "eyebrows" at the corners, which might have been done to make the turning radius better or to provide more lot frontage space. There is a mix of setback and curbside sidewalks. The group mailboxes caused some minor issues on the curbside sidewalks. On-street parking appears adequate, and the traffic level was very low while the group was there. The lots seem fairly deep. The neighborhood is attractive, partly due to good street trees.

One or more group members commented that it would be useful to hear from Chief Casey about parking enforcement issues on skinny public and private streets.

The group traveled to the Laurel/Holly/Linda/Maple area, where the streets are 28 feet wide. There were no sidewalks or street trees. Traffic was light, and parking appeared adequate. There were a couple of places where cars were parked on both sides of the street, so the group could experience how queuing would work on these streets.

The next stop was Elva, which has 29-foot wide streets with setback sidewalks and some street trees. The short blocks made the skinnier streets work better. There was a low level of traffic and adequate on-street parking. The group then drove across Third Street to Orchards Lair, which has small lots but conventional 32-foot wide streets. Traffic was moderate, due to the higher density. On-street parking was good where the houses had rear alley access, but tighter on the garage-front houses due to driveway curb cuts and narrow lot widths. The builder had grouped the driveways, however, to add on-street parking.

The group then traveled towards downtown and visited Third Street near Meridian, which is a 24 foot wide street with very wide planter strips (est. 15 feet wide) and narrow setback sidewalks. Some liked the look of the wide planter strip but others found them odd. Third Street was signed “no parking” on one side to preserve emergency access. There was some traffic on Third.

The next stop was Meridian around 6th Street, where it is 28 feet wide. This width appeared to work well for parking on both sides.

The last stop was Howard around 5th Street, where it is 28 feet wide. The width appeared OK for parking and travel. There were fairly wide planter strips, setback sidewalks, and some street trees. Traffic was light.

V. Other business: none

VI. Adjourn: The meeting adjourned at 6:05 p.m.

Approved by the Affordable Housing Action Committee – Legislative Subcommittee this 12th day of May, 2010.

Legislative Subcommittee Secretary

(This page left blank, intentionally)

**NEWBERG AFFORDABLE HOUSING
ACTION COMMITTEE – CITY HOUSING PROGRAM SUBCOMMITTEE
Meeting Summary for Wednesday, March 24, 2010
7 p.m. to 9 p.m.
Newberg City Hall
Permit Center Conference Room
414 E. First Street, Newberg, OR**

I. Open meeting. Barton Brierley opened the meeting.

II. Roll Call. Subcommittee Attendees: Rick Rogers
Cathy Stuhr
Charlie Harris
Ken Austin, Jr

Absent members: None

City Staff: David Beam, Economic Development Planner

III. Approval of February 24, 2010 meeting summary – Approved by Committee

IV. Presentation by Lara O’Brady, Energy Educator of YCAP

Ms. O’Brady spoke about YCAP’s weatherization and energy assistance programs. Main points included:

- Weatherization actions must be cost effective.
- New windows not usually cost effective.
- Payback period for weatherization action should be less than 10 years.
- Work can be for health and safety reasons.
- Work on rental and multifamily units – substantial amount of residents need to be low income.
- Waiting list is about 1 year long.
- First step in process is energy audit. Most cost effective actions are what gets done first.
- Lots of work in Newberg; lots of manufactured homes here contribute to that fact.
- Funding for work comes from a variety of sources.
- Cost of upgrades for each house varies widely – average cost is about \$6,000.
- All work is through grants, not loans.
- Citizens of Newberg can sign up for program at local YCAP office on Tuesdays and Thursdays.
- Waiting list for weatherization – no limit.
- Waiting list for energy assistance – limited due to limited annual funding. Need to re-apply every year.
- Weatherization work can be done no earlier than every 10 years.
- Program advertising mostly through word of mouth.

V. Housing Trust Fund – Review of Ashland Ordinance and Resolution Language

The Subcommittee began reviewing the Ashland language and discussed what changes would need to be made to make the model language work for a Newberg program. This task will continue at the next meeting.

The Subcommittee requested that the following question be ask of the Legal Department: Would work done with Trust Fund monies have to pay prevailing wages? Would it matter if the Fund was a City fund or a non-profit?

The Subcommittee asked Mr. Beam to research on government versus private housing trust funds. They also asked that HAYC be invited to the next meeting.

VI. Other business. The Subcommittee requested that staff invite the full AH Committee members to the April 17th City Council meeting, where the proposed Comprehensive Plan polices and Development Code amendments will be considered for adoption.

VII. Next Meeting:

Full Committee: Wednesday, April 28, 2010 at 7:00 pm in City Hall (Permit Center Conference Room.)

Subcommittee: Wednesday, May 12, 2010 at 7:00 pm in City Hall (Permit Center Conference Room.)

VIII. Adjourn: 9:15 p.m.

Approved by the Affordable Housing Action Committee – City Housing Program Subcommittee this 28th day April, 2010.

City Housing Program Subcommittee Secretary

**NEWBERG AFFORDABLE HOUSING
ACTION COMMITTEE –EDUCATION/OUTREACH SUBCOMMITTEE
Wednesday, April 14, 2010
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.

II. Roll Call. Subcommittee Attendees: Denise Bacon
Cathy Stuhr
Doug Bartlett

Absent members: Stuart Brown

Guest: None

City Staff: David Beam, Economic Development Planner

III. Approval of March 10, 2010 meeting summary: Unanimously approved.

Program Development:

Housing maintenance education: Mr. Beam requested written comments on Wichita's *Homeowner's Maintenance Handbook* from Barton Brierley, Brook Bateman and Terry Mahr. Mr. Brierley felt that the disclaimer was well written and should protect the City from any liability. Mr. Mahr had not responded. Mr. Bateman made the following comments:

Overall it looks pretty basic. However, there some minor things to be aware of.

- 1. Our foundation systems are generally different than what is described*
- 2. To remove lead paint in Oregon you must be state certified or a \$30,000 fine may be imposed. However, I think this may be just for contractors but I'm not sure as it is brand new and I have just heard rumors of details.*
- 3. I would like to see a section on permit requirements.*

Ms. Stuhr reported she did call Wichita. She said they had received no feedback on the Manual. It appeared that it was published a couple of years ago. Wichita gave out the manual to new home buyers and homeowners doing rehab work.

The Subcommittee decided that creating a similar manual for Newberg might be a good idea, but should be a future task. Maybe some other entity other than the City could prepare and distribute it as well as some sort of summary.

Tool loan library: Ms. Bacon researched this idea. She passed out a packet of information that described various existing programs (attached). Ideas for Newberg: maybe City buys tools and

non-profit (i.e. Habitat) runs the program; get donated tools from public, which gets tax deduction; get High School students to maintain tools. Ms. Bacon will ask if Milwaukie is “the” Portland program.

Ms. Bacon was unable to ask the County about the existence of a comprehensive spreadsheet of housing programs and their services. Mr. Bartlett suggested that she contact YCAP about such a spreadsheet as well. Question: if we can’t find such a document, should we create one? Mr. Beam pointed out that the 211 website did not work. Ms. Bacon will investigate.

Mr. Bartlett will is still trying to connect with HAYC about their housing maintenance program. Mr. Brown was absent, so he could not report on the possibility of Ace Hardware having home improvement workshops.

Home ownership/rental counseling: Regarding the Subcommittee develop a needs survey to be implemented at the June 5 Edwards Community Festival, Ms. Bacon mentioned that Linfield College is currently doing an extensive survey in the County and larger cities in Yamhill. She will try to get a copy of the survey so the group can see what questions are being asked. Maybe we don’t need to do our own survey. Mr. Bartlett felt that HAYC would bring their home ownership education class to Newberg if we had enough participants and a space for the class. about bringing their annual housing fair here to Newberg. As for renter classes, he doesn’t see much incentive for folks to take the classes. If the students got a certificate that meant something to owners of rentals or property managers and made it easier for them to get into a rental, then that would demonstrate value. Maybe we could survey property managers about what issues should be addressed in such a class and what they would like certificate to prove to them.

As to HAYC doing their housing fair in Newberg, Mr. Bartlett thinks they would, but was uncertain the level of involvement they would commit to. The Subcommittee suggested that one of their meetings in May or June should consist of discussions with the HAYC housing fair director and Habitat’s proposed “Brush with Kindness” program.

Support/expand transitional and group housing: Mr. Beam passed out a draft list of questions consolidated from the Subcommittee members for invite representatives of transitional/group housing organizations to the May 26 meeting. No changes were suggested, but the Subcommittee asked that Mr. Beam modify the format of the questions to create the most effective survey. Mr. Beam suggested that if any of the members had any other questions they would like added, that they send them to him within the next week.

Promote development of workforce skills: Mr. Beam conveyed to the Subcommittee that City staff continually works on this task and was unsure what the Subcommittee could do. The Subcommittee suggested that Mr. Beam write a brief description of what city staff does to accomplish this task for the Subcommittee to review.

Housing Resources Website: Since Mr. Brown was absent, discussion on this subject was limited. Mr. Beam reported that the City’s IT staff did not seem to care if such a website was on the City’s website or just connected to it. Question: Is there a good reason to have such a website separate from the City’s website? Mr. Beam will ask Mr. Brown about this.

IV. Other business: Mr. Beam stated that Newberg is currently a non-entitled community for CDBG funding. He suggested that at some point, it may be a good idea to do an analysis to see if we would be better off by requesting to become an entitled community. Such an action may provide a source of funding for some of the AH projects.

**VI. Next Meetings: Full Committee: Wednesday, April 28, 2010, at 7:00 pm in City Hall
(Permit Center Conference Room)
Subcommittee: Wednesday, May 26, 2010 at 4:00 pm in City Hall
(Permit Center Conference Room)**

VII. Adjourn: 8:45 pm

Approved by the Affordable Housing Action Committee – Education/Outreach Subcommittee this 28th day of April, 2010.

Education/Outreach Subcommittee Secretary

(This page left blank, intentionally)

Ald. Hamilton says when you're planning your home repair or improvement projects, your source for getting the right tool for the job could be at your local **Tool Loan Center**. Located at 2500 W. Capitol Dr. the **Tool Loan Program** lends tools to people who own homes in the City of Milwaukee.

Membership is easy, just stop by and sign up. The annual fee is \$35, or \$25 for those 62 years and over. By the way, current and new members can pick up **FREE paint brushes and roller sets** while supplies last.

The Tool Loan Center stocks a variety of hand and power tools from screwdrivers, hammers and pipe wrenches to sanders, saws, ladders and wheel barrows. Funded by the **Community Development Block Grant** program, the Tool Loan Center is open Tuesday and Thursday, 9:00 a.m. to 6:00 p.m., Wednesday and Friday from 9:00 a.m. to 5:00 p.m., and on Saturday from 9:00 a.m. to 2:00 p.m. Call **449-0705** for information.

Tool Loan Program

Farmers Branch residents may borrow lawn care equipment from the City at no charge. Should your personal lawn equipment be temporarily inoperable and you have a need to mow, trim or edge your property, contact the **Community Services Department** at 972.919.2549 or ava.longshore@farmersbranch.info and we will help coordinate the use of tools.

- Residents are required to fill out a **Tool Loan Program** application at the **Permit Desk** at City Hall located at 13000 William Dodson Parkway.
- Drivers license or valid ID showing proof of **Farmers Branch** residency is required.
- Borrower agrees to hold the City harmless from any loss, damages or liabilities regarding this equipment.
- Equipment must be used in the **City of Farmers Branch**.
- Equipment is available on a first-come, first-serve basis.
- The loan period may not exceed **three (3) days**.
- You are responsible for the pick-up, transportation, cleaning and return of equipment.
- Pick-up and drop-off of equipment is between the hours of 7:00am and 3:00pm at the **City's Service Center** located at 13333 Senlac Drive.

Tool Loan Program

About the Tool Loan Program

The Tool Loan Program provides a variety of tools to Cleveland residents free of charge, allowing them to maintain, repair and improve their homes affordably. The program operates Monday thru Friday, 8:00 AM to 4:30 PM.

Eligibility

All Cleveland residents are eligible to apply for the program. Income guidelines may apply.

Registration Procedure

- Complete a confidential application.
- Provide a photo ID including Social Security Number, a current utility bill and verification of phone number.
- Please allow up to three days to process your application.
- Only one tool loan card will be issued per household.
- Tools are not lent to persons under 18 years of age.

Program Policies

- Tools must be used in the City of Cleveland.
- Tools may not be used in connection with any for-profit enterprise.
- A valid Tool Loan card must be presented each time a tool is borrowed.
- Tool Loan cards must be renewed every two years if you wish to remain eligible.
- Loan periods vary from 24 hours to 5 days. Most tools are overnight-loan. Some items are lent by advance registration only. Most tools are lent "first come, first served." See tools available list for details.
- Borrowers are responsible for pick-up, safe transport and return of tools.
- Borrowers are responsible for secure storage of tools while in their possession.
- Borrowers are responsible for safe operation of tools. Do not borrow any tool unless you are familiar with its safe operation. Tool Loan Staff can provide written and verbal instructions.
- Borrowers are responsible for tools damaged or lost while in their possession.
- Return tools in clean condition. Do not attempt to repair any tools yourself. Report any damage or malfunction to Tool Loan Staff.

**THE TOOL LOAN PROGRAM IS A SERVICE OF
THE LUTHERAN HOUSING CORPORATION
FUNDED BY THE CITY OF CLEVELAND
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS**

**LUTHERAN HOUSING CORPORATION
IS A PRIVATE NOT-FOR-PROFIT ORGANIZATION**

Woodland-Larchmere	12114 Larchmere Blvd. Cleveland, OH 44120	(216) 231-5815
Near West Side	1967 West 45th Street Cleveland, OH 44102	(216) 651-0077

**NEWBERG AFFORDABLE HOUSING
ACTION COMMITTEE – FEES/FINANCE SUBCOMMITTEE
Thursday, April 15, 2010
7 p.m. to 9 p.m.
Newberg City Hall
Permit Center Conference Room
414 E. First Street, Newberg, OR**

I. OPEN MEETING: The meeting began at 7:05.

II. ROLL CALL:

Present: Dennis Russell, Mike Gougler, Beth Keyser, David Maben, Charlie Harris

Absent: Ken Austin (excused)

Staff Present: Barton Brierley, Planning & Building Director

III. MINUTES

Minutes of March 10, 2010 meeting were approved.

IV. FEE DEFERRAL:

Barton said the building valuation table is set and can't be changed. Dennis asked if the building permit percentage could be reduced. Barton said yes. Barton will return with a proposal, such as modifying the percent of permit fees. Charlie suggested this could be adjusted based on housing size. Charlie suggested this could be a source of funds for the housing trust fund.

Dennis suggested some cost savings for larger projects with multiple units. The inspections are pretty much the same for each unit. Barton said that could be done.

Charlie questioned whether the fee deferral would be effective. Mike Gougler said that fee deferral would not make a for-profit builder build affordable housing, but it would help a builder intent on building affordable housing be better able to do so.

Beth was concerned about housing bringing down the values of neighboring properties.

The committee accepted the fee deferral policy as proposed.

V. OTHER BUSINESS

The committee suggested a reduced SDC or a break for small units and remodels to encourage small unit additions. Barton will return with a proposal.

The committee reviewed the draft letter to the School district: Questions were: How many units should be allowed waiver per year? And how will they be guaranteed to be affordable? It was suggested that be by deed restriction, lien, mortgage, or other document.

The committee's consensus was to wait on sending the letter until the City has acted on fee reductions, so they could ask the school district to follow suit.

The committee would like a joint meeting with Housing trust fund committee for the next meeting.

Dennis Russell suggested looking at the repeat plan policy for multi-family units.

VI. OTHER BUSINESS:

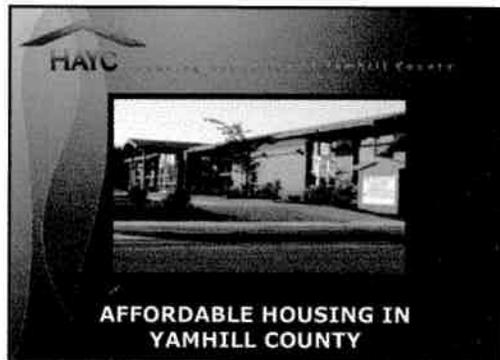
The next meeting will be April 28, 2010.

VII. ADJOURN: The meeting adjourned at 8:55 p.m.

Approved by the Affordable Housing Action Committee – Fees/Finance Subcommittee this 26th day May, 2010.

Fees/Finance Subcommittee Secretary

(This page left blank, intentionally)



HAYC

Our History

- Established January 10, 1951 by resolution of the Yamhill County Board of Commissioners.
- Operates as an independent local public agency under federal and state law.

Governed by a five-member Board of Commissioners, which is appointed by the Yamhill County Commissioners.

HAYC

Our Vision

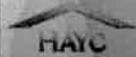
HAYC envisions a future where everyone has the opportunity to live in a home that is safe and affordable, people are treated with respect regardless of their income level or background, and a person's income level cannot be identified by the neighborhood in which they live.

HAYC will be a recognized leader in leveraging resources to create affordable housing programs and opportunities that contribute positively to the community.



Our Mission

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.




Special Needs Housing



Farmworker Housing



Workforce Housing



Elderly Housing

Housing Authority Owned and/or Managed Properties




Bridges



Hendricks Place



Homeport



Sunnyvale Apartments



New Reflections

Special Needs Housing

HAYC



103-113 No.
Travis Street in
McMinnville
6, 1-BR Units
Built in 1971
Serves persons
with serious and
persistent mental
illness
Partnership with
Yamhill County
Adult Mental
Health

Special Needs Housing
"Bridges"

HAYC



735 No. Cook
Street in McMinnville
R. 1 BR Units
Built in 2001
Serves persons
with developmental
disabilities below
22% median income
Partnership with
Families United for
Independent Living
(FUIL)

Special Needs Housing
"Hendricks Place"

HAYC



512-527 354
Cypress Street in
McMinnville
11, 1-BR & 1, 2-BR
Unit
Built in 1995
Serves persons
with serious and
persistent mental
illness below 22% of
median income
Partnership with
Yamhill County Adult
Mental Health

Special Needs Housing
"Homeport"

HAYC



**Special Needs Housing
"Sunnyside Apartments"**

2201 W. Sahara
Suite 100, Las Vegas, NV
705, 1-800-4-A-RENT
200
Fax: 702-734-
Service provided with
an emphasis on the
needs of the elderly
and disabled
42% of the
rent
Partnership with
Harris County, AZ
Local Board

HAYC



**Special Needs Housing
"New Reflections"**

The building
is a state-of-the-art
multi-unit housing
complex
located in the
central business
district of Las Vegas
City Center. The
building is a
state-of-the-art
multi-unit housing
complex
located in the
central business
district of Las Vegas
City Center.

HAYC



Farmworker Housing

Abby Heights
Fresa Park

HAYC



213 12th Street in
Lakewood
11, 2-88, 17, 3-
88 & 4, 4-88 Units
Built in 1998
Serves
farmworker & below
50% of median
income
Tax credit
priority

**Farmworker Housing
"ABBEY HEIGHTS"**

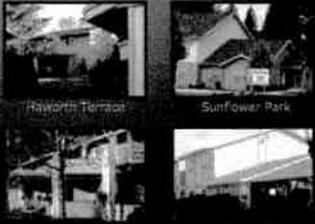
HAYC



995 Ferry Street in
Dayton, 1 duplex in
Newberg, 2
duplexes in
Pittsboro
1, 2-05, 3, 2-04 &
4, 4-48 Units
Built in 1997
Serves
farmworker below
20% of median
income
Rural development
priority

**Farmworker Housing
"FRESA PARK"**

HAYC



248 year
1988
122 Hg
Pittsboro
12
Newberg

Workforce Housing

HAYC



2700 Hawthorn
 Avenue in Norwood
 St. 1-28, 4, 28, 3
 68 Units
 Built in 1977,
 upgraded in 1999
 Serves families
 with incomes below
 80% of median
 income
 OHCS funding

Workforce Housing
"HAWORTH TERRACE"

HAYC



367 8th Ave. East
 in McKinville
 St. 2-88, 4, 28, 3
 80 Units
 Built in 2000
 Serves families
 below 80% of
 median income
 Tax credit
 property, OHCS
 funding

Workforce Housing
"SUNFLOWER PARK"

HAYC



2905 NE Evans
 Street in McKinville
 St. 2-88, 4, 28, 3
 84 Units
 Built in 1994
 Serves families
 below 80% of
 median income
 Rental bonds
 were reinvested to
 mortgage

Workforce Housing
"TICE PARK"

HAYC



409 S. 8th Street
in Newberg
64, 1-BR Units
Built in 1998
Serves families
below 80% of
median income
Equation funds
were allocated to
mortgage

**Workforce Housing
"WOODSIDE PARK"**

HAYC






Riverside Terrace
Heritage Place
Village Quarter
Victoria Square

150 total
units -
43 in
Newberg

Senior Housing

HAYC



150 Riverside
Office in Newberg
10, 1-BR, & 10, 2-
BR Units
Built in 1977
acquired in 2012
Serves seniors and
those with
disabilities below
80% of median
income
RD & GHCB
funding

**Senior Housing
"RIVERSIDE TERRACE"**

HAYC



208 Hill Street in
Dayton
6, 1-6B, 6.2, 2.4B
Units
Built in 1992,
acquired in 2009
Senior services and
 meals with
 shuttle bus system
 50% of median
 income
 AD funding

Senior Housing
"PALMER CREEK"

HAYC



3788 Vittoria Way
in Heidelberg
10, 1-6B, 6.5, 6,
6B units
Built in 1976,
acquired in 2009
Senior services and
 meals with
 shuttle bus below
 50% of median
 income
 AD & OHCA
 funding

Senior Housing
"VITTORIA SQUARE"

HAYC



2315 NE number
in Mt. Airyville
10, 1-6B, 6.4A, 2,
5B units
Built in 1993,
acquired in 2009
Senior services and
 meals with
 shuttle bus below
 50% of median
 income
 Private mortgage

Senior Housing
"HERITAGE PLACE"

HAYC



333 NE Drive
 Situated in Northside
 3A, 1-8A, & 12, 2-
 89 units
 Built in 2008
 Before seniors
 Below 20% of
 median income
 Tax credit property
 & QMCS funding

Senior Housing
"VILLAGE QUARTER"

HAYC



Section 8
 Voucher

Family
 Self-Sufficiency

Resource Center
 Programs

Housing Authority Programs

HAYC

RENTAL ASSISTANCE FUNDED BY HUD
 TENANT PAYS 30% OF ADJUSTED INCOME FOR RENT
 HAYC PAYS LANDLORD THE BALANCE OF THE FAIR MARKET RENT (PAYMENT STANDARD SET BY HUD)
 HAYC CURRENTLY HAS 1343 VOUCHERS IN YAMHILL COUNTY
 =269 VOUCHERS IN NEWBERG
 = \$7 MILLION+ PAID TO LANDLORDS LAST YEAR
 = \$1.9+ OF THIS TO LANDLORDS IN NEWBERG

Section 8 Voucher Program

HAVC

- **Collaborative Approach to Homeownership Referral**
A coordinated approach with other service providers
- **Provides opportunity for clients to improve their financial situation**
- **All earned income households** clients can put cash into an escrow account for the family
- **The FSS Coordinator will assist the client work toward short-term and long-term goals to become self-sufficient**
- **The FSS program can empower families to take control of their own lives**
- **There are currently 24 FSS clients in Newberg, 16 have escrow accounts amounting to over \$46,000.**



Family Self-Sufficiency (FSS)

HAVC

Resource Center Programs

- **Homeownership**
- **Rehabilitation Program**
- **Financial Literacy Classes**
- **ABC's of Homebuying Classes**
- **Loss Mitigation**



In 2009 and 2010 we counseled a total of 61 clients, with 16% being from Newberg. In 2010, we have counseled 15 people so far, with 20% being from Newberg.

HAVC

Homeownership

- **One-stop center for all housing needs**
- **First Time Homebuyer programs**
- **Individual Development Accounts**

We have 26 active VIDA accounts, 7% from Newberg. We have 45 people on the waiting list, 11% from Newberg.

- **Referrals to appropriate agencies**



HAVC Rehabilitation Program

Rehabilitation program for low-income homeowners

Maximum cost: \$27,000. It may be a deferred payments or installment payments, depending on applicant's adjusted gross income.

Homeowner chooses a licensed and bonded contractor to do the work.

In Newberg there are currently 63 applicants on waiting list, 1 man 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 lateral, paint, drainage, dry rot, mold remediation and floor repair.

HAVC Before and After Pictures

Before After

Before After

HAVC Financial Literacy

As part of the 2008 program covering:

- Building credit
- Setting realistic goals
- Overcoming financial obstacles
- How to find the money to save
- Creating a spending plan
- How to communicate about money
- Your credit report

Since January 2008, 81 people have completed the series with 15% being from Newberg.



Participants will receive and understand first-time homebuyer information and be prepared for successful home ownership.
 Teachers are experienced volunteers from real estate and banking industry.
 Completion of course satisfies homeownership education requirements for certain down payment, closing cost, grant, and loan programs.
 Since January 2009, 124 people have attended the ABC's, 11% are from Newberg.

ABC's of Homebuying classes



Short-term goals:
 - Assist the Social 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 process for one new project in line with Action Step 2 of the Ten Year Ending Homelessness Plan (Permanent Supportive Housing, Affordable Workforce Housing, 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.
 - Work with City of Newberg to assist in meeting the identified need for affordable housing.

Future Development



- 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
 - Give children an opportunity to succeed in school and life

Benefits to Community Partners

 HAYC
For further information,
please contact
HAYC at 503-883-4300 or
feel free to visit our office
located at
135 NE Dunn Place in
McMinnville
Thank you for your attention.
