

**NEWBERG AFFORDABLE HOUSING
ACTION COMMITTEE –EDUCATION/OUTREACH SUBCOMMITTEE
Wednesday, February 9, 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
Doug Bartlett
Stuart Brown (arrived at 4:30 pm)

Absent members: None

Guest: None

City Staff: David Beam, Economic Development Planner

III. Review of January 12, 2011 meeting summary – Motion to accept the summary in the meeting packet as presented (Stuhr/Bacon). Vote was unanimous.

IV. Revised Proposed Housing Resource Center Vision Statement – Committee members approved of the revision as presented.

Mr. Beam reported that he had visited with Leah Griffith regarding using the Library to host the Center. Ms. Griffith felt they should be able to find a spot for the Center. While she didn't want to tie up a computer just for use by the Center, access to general use computers is easy. Cathy suggested that slips of paper with the web addresses of important contacts should be available for Center users to take to available computers. David said he had the same idea as well. David reported that the Planning Division may be getting a GFU intern, and that the intern may be able to help with the setup of the Center.

As for the Center website, Doug felt that we should try to anticipate common questions by users and make direct links to those questions so as to reduce the level of hunting for answers by the users. Doug also asked if the HAYC had a toll free line for Newberg users. Cathy suggested that the Chamber of Commerce should have information about the Center available for their visitors.

V. Review of Draft Homeowner's Maintenance Manual – The Committee reviewed the revision in the meeting packet as well at the alternative Cathy found online. The Committee members basically liked both approaches but weren't sure how if they should both should be used and if so, how. Cathy said since she use to do technical writing, she

would think about how hard it would be to combine both together into one document. The Committee will revisit this question at the next meeting.

David said he contacted the authors of the document Cathy found online. The authors were lawyers from Eugene. While the authors were supportive of what we were trying to accomplish, they weren't yet ready to provide us an answer as to whether or not we could use the document template. David said he would try to contact them again and get an answer.

VI. Tool Lending Library – David said he spoke to Rick Rogers about the idea and Rick thought Habitat would be willing to host this program. Rick said he would talk to his board about this idea. Denise said the Rick had talked to the Habitat board about this already and the Board initially responded positively to the idea, subject to details being worked out. The Board thought it could be a year or two before they could take on the project. David suggested that it would be nice to begin collecting donated tools for the library and asked Doug, who manages Habitat's Re-Store, if there was room to store donated tools till the program could get underway. Doug was unsure and said that this was an issue that would have to be worked out with the Habitat Board. Denise said she thought she had a list of tools used in an existing tool library and would try to find the list for us. She also mentioned that Michelle ? (wife of owner of Reid Rental) is on the Habitat Board and expressed no concern about competition between this operation and a tool lending library.

VII. Renter Training Certificate Program – David handed out copies of information provided by Doug regarding a program like this being done in Salem. Denise said HAYC is beginning to develop such a program. All in the Committee agreed that when the program is up and running, classes should be held in Newberg as well as in McMinnville. Doug agreed to ask HAYC if he could act as a liaison between HAYC and our Committee members so we can assist with the development of the program. The Committee wanted to help ensure that the program will be of high quality and useful to the citizens of Newberg. Once the program is up and running, city staff, City Council, and and/or citizens of Newberg will need to monitor the program and ensure that the program continues having classes in Newberg. HAYC should have plenty of Newberg clients to pick from. They already have a two year waiting list for Section 8 housing. Doug said that the requirement of program participants to have a case manager is a good one; give leverage to ensure that the participant completes the class program.

VIII. Other business – Cathy suggested that we should develop a cost estimate the implementation of all the proposed education outreach programs: both direct costs as well as in-kind services.

Stuart said that the current housing market in Newberg is a mixed. New housing is starting to sell, but current stock is still moving slowly because most of it isn't what buyers want. He also said that the average new housing is about 20% smaller than before the housing crisis began. Doug said he would like to see developers more types of housing that buyers want and can afford (e.g. singles, boomers downsizing, etc.).

**IX. Next Meetings: Full Committee: Wednesday, February 23, 2011, at 7:00 pm in City Hall
(Permit Center Conference Room)
Subcommittee: Unscheduled**

IX. Adjourn: 5:25 pm

**Approved by the Affordable Housing Action Committee – Education/Outreach
Subcommittee this 23rd day of February, 2011.**



Education/Outreach Subcommittee Secretary