

NEWBERG AFFORDABLE HOUSING COMMISSION Minutes
Tuesday, January 28, 2013, 1:30 p.m.
Newberg City Hall, Permit Center Conference Room
414 E. First Street, Newberg, OR

I. Open Meeting

Chairman Brown opened the meeting at 1:40 p.m.

II. Roll Call

Members Present: Stuart Brown (Chair), Terry Emery, Steve Comfort

Members absent: Mayor Bob Andrews (Ex-officio)

Staff present: David Beam, Economic Development Planner; Barton Brierley, Planning and Building Director; Brad Allen, Code Enforcement Officer

Guests: Deborah Cathers-Seymour, Chehalem Youth and Family Services
Jonia Pierce, Housing Authority of Yamhill County
Elise Hui, Housing Authority of Yamhill County
Rick Rogers, Newberg Habitat for Humanity
Michelle O'Malley, Newberg Love INC

III. Approval of Minutes

The Commission members unanimously approved of November 26, 2013, Newberg Affordable Housing Commission meeting minutes.

IV. Presentations by funding request applicants

Representatives by each of the applicants for funding through the Newberg Affordable Housing Trust Fund's (NAHTF) Competitive Awards Program made presentations about their project and answered questions from the commissioners. Applicants included: Chehalem Youth and Family Services; Housing Authority of Yamhill County; Newberg Habitat for Humanity; and, Newberg Love INC. Copies of application request were included in the meeting packet.

V. Commission discussion regarding applications

The commissioners felt that all the applicant project were good projects that would help support affordable housing in Newberg. They reviewed the projects and how each one met the project review criteria laid out in the program administration language of the NAHTF.

VI. Application decision process

The commissioners discussed whether the available grant funding should be provided to one project or split between multiple projects. The commissioners decided that it would be best to one project. The commissioners decided that the project that best met the project criteria of the NAHTF was the Love INC project. This project would replace the furnace and water heating systems at the Newberg Shelter (for women and children). Per requirements of the NAHTF, this recommendation will be forwarded for consideration of approval by the city council at their February 18, 2014 meeting.

VII. Application scoring by Commissioners

The commissioners performed evaluations of the applications, based upon their individual preliminary scoring of the written applications prior to today’s meeting as well as the information provided during the applicants’ presentations.

VIII. Next Meeting

The commissioners decided to hold their next meeting in April 2014 (exact date TBD). Before that meeting, Chair Brown will meet with staff to discuss future work of the commission.

IX. Other Business

No other business was brought forward.

X. Adjourn

The meeting was adjourned at 3:20 p.m.

Approved by the Newberg Affordable Housing Commission this 22 day of April, 2014.

AYES: 3

NO: 0

ABSENT: 0

ABSTAIN: 0



Recording Secretary



Affordable Housing Commission Chair