



**NEWBERG AFFORDABLE HOUSING  
EDUCATION/OUTREACH SUBCOMMITTEE**

**Wednesday, May 26, 2010**

**4 p.m. to 6 p.m.**

**Newberg City Hall**

**Permit Center Conference Room**

**414 E. First Street, Newberg, OR**

**I. Open meeting**

**II. Roll call**

**III. Program Development**

- Support/expand transitional and group housing
  - Discussions with transitional/group housing organizations  
(Invitees include YCAP, CHYS, Love Inc., and Thugs Off Drugz)
- Housing maintenance education
  - Tool loan library
  - County list of housing services
  - Home improvement workshops
- Home ownership/rental counseling
  - Survey of needs
  - Housing Fair for Newberg
- Resources website

**IV. Other business**

**V. Next meetings:**

**Full Committee:** Affordable Housing Open House  
Wednesday, June 9, 2010, at 7:00 pm in Newberg Public Safety  
Building (401 E. Third Street)

**Subcommittee:** Wednesday, June 23, 2010 at 4:00 pm in City Hall  
(Permit Center Conference Room)

**VI. Adjourn**

Attachments: April 14, 2010 meeting summary approved at the Full Committee meeting held on April 28, 2010.



**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.**

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Education/Outreach Subcommittee Secretary