



**City of McMinnville**  
**Planning Department**  
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# MINUTES

**August 25, 2021**  
**McMinnville Affordable Housing Committee**  
**Regular Meeting**

**10:00 am**  
**ZOOM Online Meeting**  
**McMinnville, Oregon**

**Members Present:** Chair Remy Drabkin and Vice Chair Kellie Menke, Lori Bergen, Katie Curry, Mark Davis, Howie Harkema, Steven Iversen, Lindsey Manfrin, Yuya Matsuda, and Vickie Ybarguen

**Members Absent:** Alexandra Hendgen and Marcus Straw

**Staff Present:** Tom Schauer – Senior Planner and Jennifer Cuellar – Finance Director

**Others Present**

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## 1. Call to Order

Vice Chair Menke called the meeting to order at 10:00 a.m.

## 2. Minutes

A. October 28, 2020

Committee Member Davis moved to approve the October 28, 2020 minutes. The motion was seconded by Committee Member Iversen and passed unanimously.

## 3. Agency Reports

A. YCAP

None

B. HAYC

Committee Member Ybarguen reported on Providence and YCAP's Turnkey project, landlord compensation fund, emergency vouchers, and Stratus Village funding.

C. Encompass Yamhill County

Committee Member Harkema reported on the cooling and warming shelters, finding a location, and distributing food and water.

There was discussion regarding Jacob Miller's comments at the last meeting about enforcement actions.

#### **4. Action / Discussion Items:**

##### **A. Work Overview**

Senior Planner Schauer reviewed the Committee's work plan including short term and upcoming items.

It was suggested to add amending the parking design standards for parking lots and advocacy for inclusionary zoning to the legislature.

##### **B. ARPA Funds**

Senior Planner Schauer said the Council adopted principles for how the ARPA funds would be spent.

Finance Director Cuellar said the City would receive about \$7.9 million in ARPA funds. There had been three meetings of the Budget Committee/Council to look at the use of the funds. She explained the eligible expenses, prohibited uses, and considerations for discussion.

There was discussion regarding how the funds could be used, tying the use of the dollars to the Strategic Plan, support for the Navigation Center in the initial list, timeline for recommendations from the Committee to Council, when the dollars had to be spent, how the County planned to use their ARPA funds, and what the recommendation should be from the Committee.

Chair Drabkin moved to recommend ARPA funds be allocated for administrative costs related to the development of a Navigation Center and to support the construction of Stratus Village as a partner with the Housing Authority. The motion was seconded by Chair Menke and passed unanimously with Committee Member Ybarguen abstaining.

#### **5. Citizen Comments**

None

#### **6. Task Force Member Comments/Updates**

None

#### **7. Staff Comments/Updates**

None

#### **8. Adjournment**

Vice Chair Menke adjourned the meeting at 11:16 a.m.