

# MINUTES

**January 26, 2022**  
**McMinnville Affordable Housing Committee**  
**Regular Meeting**

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

**Members Present:** Chair Remy Drabkin, Kellie Menke, Lori Bergen, Howie Harkema, Steven Iversen, Vickie Ybarguen, Philip Higgins, Katie Curry and Yuya Matsuda

**Members Absent:** Beth Caster, Alexandra Hendgen, and Lindsey Manfrin

**Staff Present:** Tom Schauer – Senior Planner

**Others Present** Mayor Hill and Nate Ball

## 1. Call to Order

Chair Remy Drabkin called the meeting to order at 10:00 am.

## 2. Election of Chair and Vice-Chair

Chair Drabkin read the election procedure and called for nominations for the position of Chair.

Committee Member nominated Remy Drabkin for Chair. Committee Member nominated Kellie Menke. Committee Member Menke declined. Hearing no further nominations, Chair Drabkin closed the nominations and called for the vote.

Remy Drabkin was unanimously elected Chair with Committee Member Bergen abstaining from the vote.

Chair Drabkin called for nominations for the position of Vice-Chair. She nominated Kellie Menke. Committee Member nominated Yuya Matsuda. Hearing no further nominations, Chair Drabkin called for the vote.

Kellie Menke was elected Vice-Chair by majority vote.

## 3. Minutes

A. January 27, 2021

B. February 24, 2021

C. March 31, 2021

Committee Member moved to approve the January 27, 2021; the February 24, 2021; and the March 31, 2021, minutes as presented, seconded by Committee Member Bergen. The motion passed unanimously.

#### **4. Agency Reports**

##### **D. YCAP**

Committee Member Menke reported that Beth Wytoski resigned as president; the new president is Carrie Zimbruch. They are voting on the strategic plan and are in the middle of their first audit with a new auditor which is going well. They are making progress on adding a couple of rooms at the turnkey operation and have adopted a bilingual pay policy. YCAP is proceeding with the City on the navigation center. She described their continuing efforts, walk-throughs of the sites, and plans for the spaces and construction.

Chair Drabkin noted on January 19th, Alexandra and Amber Hansen-Moore, who do youth services, presented updates on the navigation center to City Council, which is available via recording.

##### **E. HAYC**

Committee Member Ybarguen reported the letter sent to Oregon Housing and Community Services (OHCS) requesting changes to the LIFT program was successful. Instead of just urban and rural, they now have a mid-size urban category which is what they will apply under with the whole project as one. The NOFA should be released at any time. They have seen the draft but not a final version. Anticipating the NOFA will be due back early spring, they will hear back on the funding in July. KC Cool has been organizing an affordable housing and shelters tour every Friday of this month. Last month the legislation delegation and KC Cool came to the office to talk about housing issues and the Stratus Village project. Margaret Salazar, OHCS director, came down as well. She was promoted to HUD regional director for the area, giving the opportunity to discuss both OHCS and HUD matters. This Friday they will tour Deskins Commons. Their offices are still open to the public despite the Covid surge. They have been working on an online portal. They no longer will have a paper application but will have cards in the office with QR codes. All processes will be through the portal. They do have a resource center if someone needs assistance or a computer. They are still struggling on leasing up with the vouchers. It is tough to find a unit. She clarified she has not yet met the new OHCS director.

##### **F. Habitat**

Committee Member Curry reported Habitat is still building in the Aspire neighborhood, the 34-lot development, and are almost halfway through, with 15 units finished. The Women Build house was just finished through funding and building with the Women Build program. The family of seven will move in probably next month. Next door is the next home for an already selected family of five. They will start opening applications for their next build which probably will not start until the summer. They are looking for two families. In August or September they will start a townhome in Aspire. They will be getting information out in the next few weeks if anyone wants to help. In-person informational meetings will likely be done with pre-recorded videos and Zoom Q&A's. The application timeframe is usually open for about a month. They likely will accept applications mid-February through mid-March. Construction crews are also busy with the park in the Aspire development, a pavilion, and a shelter for the park area. They

are working on board development, needing more members. If anyone has ideas, let Habitat know.

**G. Encompass Yamhill County**

Committee Member Harkema reported for the safe overnight car park program, Encompass Yamhill County is signing a memorandum of understanding with McMinnville Covenant Church on W 2nd Street, the first church that will provide up to three spots in the back of their parking lot. Hopefully they will inspire other churches to join in. Sunday Sandwiches is held at the library every Sunday from 1:00 to 3:00. They have been doing it for nine months and will continue to do it in the spring and into summer, hoping to make it permanent and seeking funding to do so. It costs roughly \$560 for every two months. Encompass Yamhill County has paid for a number of Sundays. NAMI (National Alliance on Mental Illness) has donated as well. Encompass Yamhill County has implemented a gas voucher system for the YCCO, and their board member takes care of getting the vouchers to those who need them. They are coordinating the warming shelters for the winter and the overnight stays. December 24th through January 2nd, they were able to shelter 522 people. The shelters are open again beginning tonight through Friday. Encompass Yamhill County has gotten a couple of good grants and have applied for a large grant as well.

**5. Action / Discussion Items:**

**A. Follow-Up: City Council Work Session re: CET**

Mr. Schauer spoke about McMinnville's exploring a construction excise tax (CET) for the last number of years. Last fall the Committee made a recommendation to City Council for an affordable housing CET. The City Council work session on November 17th included representatives of other cities with the same program, who shared some of the issues they went through in the development and adoption of CET. He sought the Committee's feedback on two items before doing community outreach. The idea would be for Staff to come back to the Committee at the February meeting to share any of the feedback received from the outreach and essentially get a recommendation on a final proposal for what would go to Council for a public hearing in March. Staff would like guidance on the concerns of the Homebuilders Association in other cities with CETs who are asking the cities to delay when system development charge (SDC) payments are due, until later in the process. He shared the feedback from the communities of Bend and Newberg.

The Committee discussed whether they would want to entertain the timing of SDC payments as part of their recommendations as McMinnville reaches out to the development community, noting concerns about the increased administration needed to do so and possible negative downstream effects to the end user.

Chair Drabkin understood the consensus was to ask the Homebuilders Association to give their top three things the City should be considering, doing more direct outreach to local builders, and getting a real idea of Staff capacity.

Committee Member Matsuda excused himself from the meeting.

Chair Drabkin suggested putting together a small workgroup to meet once and help formulate the list of questions, draft an email to go to Homebuilders Association, and brainstorm ideas

for how to do local engagement. The Committee would flesh out talking points for the letter to the Homebuilders Association and decide how to progress with local outreach.

Mr. Schauer requested feedback on the second item regarding permit tax being based on permit valuation and how some cities have exempted work below a certain valuation from the CET. After discussing whether they want to look at exempting a certain value of work, the majority of the Committee agreed to leave the practice as is.

## **6. Citizens Comments**

Nate Ball thanked the Committee for their work. He and his wife co-own a building on Baker Street, the multi-family complex that burned a year ago. They are making some concrete progress towards a rebuild and looking at making a significant portion of the units affordable. He has been reading the Committee's minutes for quite a while and is interested in continuing affordable housing efforts. He will stay in touch and keep them posted.

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

Vice-Chair Menke understood there would again be no Point in Time count from YCAP, but the homeless population would come to a certain location for giveaways and a little evaluation, acknowledging it is not good that it would be the second year in a row with no Point in Time count. She would try to find out if all the CAP agencies are suspending their Point in Time counts as well and update at the next meeting.

Committee Member spoke about a conversation that started last night in Council about separating out ordinances regarding abandoned vehicles from the ordinance that concerns those who are living in their vehicles on the street. Part of that conversation included how to address Turtle Dove shelter pods, which are not RVs. The idea was brought up that the City could identify one or two parking spots/portions of lands not adjacent to parks that could be designated as a safe overnight spot for a Turtle Dove specifically.

Mayor Hill said the meeting was recorded for anyone who would like to participate in the discussion, adding the Committee would benefit from listening to the dialogue that happened last night. Chair Drabkin would like all members to listen to it before the Committee's next meeting so that they can discuss it as a group.

Committee Members shared ideas and discussed the pros and cons of designating overnight parking spaces for Turtle Dove pods.

Mayor Hill thanked the Committee for having him.

Committee Member thanked Vice-Chair Menke and Chair Drabkin for taking on the Officer positions.

## **8. Staff Comments/Updates**

### **A. Inclusionary Zoning (LC 184)**

Mr. Schauer gave a brief update on the work plan item regarding the legislative concept of inclusionary zoning. Currently, state law only authorizes inclusionary zoning for multi-family structures with more than 20 units. The law does not include things like smaller multi-family

complexes. This concept is essentially a pilot project. The parameters would be defined to mostly allow McMinnville to have decision-making on a more inclusive definition of inclusionary zoning that could apply to other types of housing that are more of what would be seen in McMinnville than in some larger cities.

Mayor Hill updated that McMinnville now has a House Bill assigned to them. The City met with the House Subcommittee on Affordable Housing. He was discouraged by two members of the committee being critical about the length of time it has taken the City to get the Urban Growth Boundary (UGB), as though the City is the cause of the housing shortage in McMinnville, clueless to the opposition and the money, time, and effort. The City did not address the criticism due to limited time allowed to speak, but they hope it can be addressed.

Mr. Schauer stated the Council adopted the updated provisions for the annexation process. The inclusionary zoning option would provide a tool for the Council to consider that is not currently available. With a CET, the funds could be used to help establish affordable housing as areas come into the UGB. He added he had been working on a meeting overview memorandum. A lot of items pending at the prior meeting were adopted by the Council. He thanked everyone for their work.

## **9. Adjournment**

Chair Remy Drabkin adjourned the meeting at 11:29 am.