

MINUTES

July 27, 2022
McMinnville Affordable Housing Committee
Regular Meeting

10:00 am
ZOOM Online Meeting
McMinnville, Oregon

Members Present: Remy Drabkin, Kellie Menke, Katie Curry, Philip Higgins, Howie Harkema, Steve Iverson, Vickie Ybarguen, Beth Caster, and Alexandra Hendgen

Members Absent: Lori Bergen and Yuya Matsuda

Staff Present: Tom Schauer -- Senior Planner

Others Present: Diane Linn -- Executive Director, Proud Ground

1. Call to Order / Roll Call

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

2. Minutes

A. June 23, 2021

B. July 28, 2021

Kellie Menke moved to approve the minutes from June 23, 2021, and July 28, 2021 as presented, seconded by Vickie Ybarguen. The motion was approved unanimously.

3. Agency Reports

A. YCAP

This item was heard immediately following Agenda Item 3.B.

Alexandra Hendgen stated the agency had provided \$10 million of direct client assistance in the past year, more than double the amount in the previous year. To better assist the clients coming through the coordinated entry system, YCAP planned to restructure coordinated entry, hire additional staff, and was looking into the potential of call center-type software. She provided a summary of the Built For Zero Initiative, two housing voucher programs, and informed the Committee the agency intended to hire a new housing initiative director by the end of summer, 2022. The agency also hoped to extend the Turnkey Program into permanent supportive housing. Ms. Hendgen provided an update of the Navigation Center and the program's plans to open a YO Mac in the city to address homelessness issues and do

prevention work with those aged 11 to 24. In response to Committee members questions, she clarified YCAP would like to extend the Turnkey motel beyond the three years its Providence partner had originally agreed to and thought it would be helpful if YCAP could go to Providence and ask for an extension with multi-year operation and facility costs already funded. Currently, YCAP's Turnkey programmatic expenses were almost fully funded through 2023 while Providence was not fully funded for their portion of operating the facility through the end of 2023.

B. HAYC

This item was heard immediately following Agenda Item 2.

Vickie Ybarguen provided background regarding the requested removal of air conditioning window units at its Newberg facility, noting the reasons for the request and client reaction. Through the press coverage, portable air conditioning units had been donated. The situation was not resolved because HAYC was reluctant to issue a mandate during hot weather spells and portable AC units were expensive. The first priority was to secure air conditioning for those with medical conditions. Committee members discussed whether the agency needed to provide air conditioning for every unit or just for those with medical needs and whether clients could be educated on how to keep their units cooler and deal with hotter temperatures. Ms. Ybarguen replied AC was not necessary for all clients, but many felt it was a necessity and it was hard to make a determination of who needed AC outside of those with medical issues. The agency had originally planned to include AC for Stratus Village but, due to rising costs, AC had been set aside in favor of windows that could accommodate portable AC units. HYAC put out notice of cooling shelters and cooling was provided in HYAC facilities with community rooms.

C. Habitat

This item was heard immediately following Agenda Item 3.D.

Katie Curry provided an update on Habitat's current single-family build in the Aspire Community and information regarding the community's townhome build. ARPA funding had enabled Habitat to offset rising construction costs and work to partner with local businesses for sponsorship in exchange for marketing was ongoing. Volunteers were simultaneously working on building out the community's park, which should be completed in the fall. In response to Committee Member questions, Ms. Curry clarified the park's infrastructure, including irrigation and electrical systems, were being built out but the play equipment had not yet been placed due to funds. Habitat hoped the equipment would allow for easier access for children with disabilities. The play area at the park was around 4500 square feet, a third of the total planned park area.

D. Encompass Yamhill County

This item was heard immediately following Agenda Item 4. B.

Howie Harkema provided an update on Encompass Yamhill Valley's work to coordinate cooling shelter efforts across the county as well as the sock drive. Work on the Save Overnight Car Park Program continued, and the organization hoped to take advantage of recent legislation which would allow the number of cars parked at the Ebeid property on 99W to expand from 3 to 15. In addition, Sunday Sandwiches at the library continued; Encompass had recently received two grants and turned in a number of other grant requests; the organization

planned to hire three employees beginning August 1 and would provide an onsite manager for the Ebeid property 24 hours a day.

4. Action / Discussion Items:

A. CET Update

This item was heard immediately following Agenda Item 3. C

Tom Schauer, Senior Planner, provided an update on the Construction Excise Tax (CET) and summarized the information included in committee members' packets. In response to committee discussion, Mr. Schauer clarified funding for a CET position would depend on first-year CET funds. Committee members discussed the 4 percent administration costs required by the state. The state received a portion of CET revenue and applied those funds towards homeownership programs in the community from which the funds came. Chair Drabkin noted administration expenses should be written into CET guidelines and suggested MAHC investigate the potential for McMinnville to jointly hire a housing specialist with Newberg and YCAP.

B. Information Sharing: Community Land Trust and Land Bank

This item was heard immediately following Agenda Item 3. A

Diane Linn, Executive Director, Proud Ground, provided a summary of the organization's purpose and how the organization worked for families and their communities.

In response to Committee Member Questions, Ms. Linn clarified Proud Ground was a nonprofit and much of its funding came from federal, state, regional, and local government and raised its own funds as well. Proud Ground's primary location was in Portland, but it was a regional community land trust that operated in Clark County, Washington, as well.

- The organization could provide an advisory role in McMinnville and Proud Ground would help the City determine what steps to take to achieve units that could be held in permanent affordability. Community Development Block Grants were one funding option. Each home realistically needed \$100,000 to \$150,000 in funding.
- There was an empowerment element to a community land trust; homeowners were members of Proud Ground and had the opportunity to serve on the board of directors. The organization provided post-purchase supports to help families with financing issues or home repairs because it needed the homes to be maintained to create permanent affordability for future families and give current owners a great homeownership experience. Proud Ground also helped families become mortgage ready and helped people understand financial fitness.
- While the organization had considered cottage clusters, the focus was to provide homes for families and needed to provide durable, family-sized homes. The organization had built ADUs for current homeowners as additional support for family members. Proud Ground had worked within a condominium structure, however there was significant work involved with land division and condo association development. The more easily and quickly lots could be split, the more likely the City could achieve affordable units.
- Homes in the Proud Ground portfolio, including homes with ADUs, were required to serve as primary units as a requirement of the land lease. Families needed to accept a long list of requirements and could not move out of the home temporarily and rent the

unit without very special considerations. She emphasized the land lease required the units to be kept in affordable housing.

- Proud Ground had taken on Lincoln County's affordable home portfolio more than 6 years ago because the organization had the administrative and fiscal capacity to manage the portfolio. The organization could provide the same services for McMinnville but it was up to the local community and the local community needed to be proactively involved. The organization could assist the City in speaking to builders about how many units in a new development could be set aside for affordable housing.
- Proud Ground partnered with jurisdictions because it could be challenging for jurisdictions to secure significant funds in amounts large enough to fill the gap for families without the capacity to manage the resources. Proud Ground provided the City with a partner that could operate the infrastructure while the City worked with organizations to bring in housing units.

5. Citizens Comments -- None

6. Task Force Member Comments/Updates

Chair Drabkin asked Committee Members to assist in filling vacancies on MACH by reaching out to at least two potential members each before the next meeting. It was important to have a good and robust team to work through different issues, do subcommittee work, and make recommendations that were well-informed and from many different perspectives. Mr. Harkema stated Harry Martin was interested in serving on MACH.

7. Staff Comments/Updates – None

8. Adjournment

Chair Drabkin adjourned the meeting at 11:29 am.