



MINUTES

August 28, 2024
McMinnville Affordable Housing Committee
Regular Meeting

10:00 am
Hybrid Meeting
McMinnville, Oregon

Members Present: Kellie Menke, Vickie Ybarguen, Tracy Haas, Rachel Flores, Phillip Higgins, Steve Iverson, and Katie Curry

Members Absent: Zack Geary, Frank Foti, Howie Harkema, Miriam Vargas-Corona, Kenneth Cash Yount, Lindsey Manfrin, Carrie Martin, and Alexandra Ball

Staff Present: Community Development Director Heather Richards, Associate Housing Planner Evan Hietpas, and Associate Planner Matthew Deppe

1. Call to Order

Chair Menke called the meeting to order at 10:01 am.

2. Minutes

- A. August 23, 2023 – Exhibit 1
- B. November 22, 2023 - Exhibit 2

Committee Member Iverson moved to approve both minutes as presented. Committee Member Higgins seconded the motion, which passed unanimously. (Ayes: Menke, Ybarguen, Haas, Flores, Higgins, Iverson, and Curry. Nays: None.)

3. Citizen Comments

Board Member, Operation Generation, spoke about efforts to secure funding for a project to serve people experiencing houselessness, detailing an upcoming fundraiser.

4. Discussion Items:

- A. Construction Excise Tax –
 - Associate Housing Planner Hietpas presented the Staff report via PowerPoint on the City's Affordable Housing Construction Excise Tax (AHCET), reviewing the history and purpose of the City's CETs, recommended uses for the funds, similar programs implemented in other jurisdictions in Oregon, and guidelines for deciding how the City should use the funds. During the presentation, clarifying questions from Committee members were addressed by Staff.

- Committee members and Staff discussed leveraging the funds to increase resources for affordable housing, the types of programs the funds should be invested into, the best way to review proposals, and how to divide the available funding between large and small projects. The Committee and Staff agreed to continue the discussion at the October meeting.

5. Agency Reports

- A. Yamhill County Health and Human Services - Committee Member Manfrin reported on Commonwealth Development Corporation's efforts to develop an affordable housing complex near Stratus Village.
- B. Henderson House - Committee Member Flores reported on the transitional shelter project, annual fundraiser, strategic planning for a family justice center, and shelter repairs.
- C. Housing Authority of Yamhill County - Committee Member Ybarguen reported on their Stratus Village project.
- D. Habitat for Humanity - Committee Member Curry reported on home sales, houses being built, grant funding for new homes in Aspire, and the annual fundraiser.

6. Committee Member Comments/Updates

None

7. Staff Comments/Updates

- A. Transitional Housing Code Amendments
 - Associate Housing Planner Hietpas reported the key takeaways from the July 18, 2024 joint meeting with the Planning Commission reviewing the proposed Code amendments, detailed next steps in the Code amendment process, and answered clarifying questions from Committee members.
 - Committee members and Staff discussed the Planning Commission's request for more data on transitional housing and forming a committee to prepare a presentation for public open houses.
- B. Housing Production Strategy (HPS)
 - Associate Housing Planner Hietpas reported on the Project Advisory Committee, its first meeting, and the Committee's next steps. He also reported that the City Council and Planning Commission would discuss the HPS at a joint work session.

8. Adjournment

Adjournment at 11:28 a.m.