



MINUTES

October 23, 2024
McMinnville Affordable Housing Committee
Regular Meeting

10:00 am
Hybrid Meeting
McMinnville, Oregon

Members Present: Kellie Menke, Tracy Haas, Rachel Flores, Phillip Higgins, Steve Iverson, Lindsey Manfrin, Amber Hansen-Moore, and Katie Curry

Members Absent: Zack Geary, Vickie Ybarguen, Frank Foti, Carrie Martin, Kenneth Cash Yount, and Alexandra Ball

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

1. Call to Order

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

2. Minutes

None

3. Citizen Comments

None

4. Discussion Items:

A. Construction Excise Tax Program –

- Associate Housing Planner Hietpas presented the Staff report on the Affordable Housing Construction Excise Tax (AHCET) program, reviewing background information on implementation of the program, recommendations made by the AHC subcommittee on how to use CET funding and its allowed uses, the budget summary, the Committee's August 2024 discussion of CETs, and Staff's proposed process for awarding CET funds. During the presentation he and Community Development Director Richards answered clarifying questions from Committee members.
- Committee members discussed Staff's recommendations for distributing CET funds, review criteria that should be used to award funding, Code language that would incentivize developers to build affordable housing, and priorities and desired outcomes of CET funded programs.
- Staff confirmed they would draft the details of each program for the Committee to review at a future meeting.

5. Agency Reports

- A. Yamhill County Health and Human Services - Committee Member Manfrin reported on the new public health building and their application for grant funding to continue certain services.
- B. Henderson House - Committee Member Flores reported on issues with their advocacy center, plans for a new advocacy center with transitional shelter, and repairs to their emergency shelter.
- C. Habitat for Humanity - Committee Member Curry reported on plans for new homes and townhouses in the Aspire Community Development Project, their upcoming annual fundraiser, and their small repair project program.
- D. Yamhill County Action Partnership - Committee Member Hansen-Moore reported on utility assistance, rental assistance, and their navigation centers.

6. Committee Member Comments/Updates

None

7. Staff Comments/Updates

- A. Reappointments for Terms Ending in 2024
 - Associate Housing Planner Hietpas reported on the Planning Commission's work session, which included a presentation by Rogue Retreat on transitional housing models. He and Community Development Director Richards reported on the City Council's upcoming work session to discuss transitional housing.
 - **Chair Menke** recommended that Staff share the Row Retreat's presentation with City Council.
 - Associate Housing Planner Hietpas listed the Committee members whose terms were expiring at the end of the year. He and Community Development Director Richards provided information about the application process to serve on the Committee.
- B. Transitional Housing
 - Associate Housing Planner Hietpas provided information on City Council's recent discussion on a presentation about Rogue Retreat and reported on plans for an open house to gather public input on the proposed transitional housing Code amendments.
- C. Community Land Trusts
 - Associate Housing Planner Hietpas reported on Staff's efforts to identify Community Land Trust (CLT) projects for the Committee to review and compare.

8. Adjournment

Adjournment at 11:30 a.m.