

MINUTES

April 23, 2025
McMinnville Affordable Housing Committee
Regular Meeting

10:00 am
Hybrid Meeting
McMinnville, Oregon

Members Present: Scott Cunningham, Katie Curry, Rachel Flores, Mandee Tatum, Amber Hansen-Moore, Brian Everest, Tracy Haas, Emily Johnson, Vickie Ybarguen, Phillip Higgins, and Jennifer Nice

Members Absent: Lindsey Manfrin, Sal Peralta, and Kenneth Cash Yount

Staff Present: Evan Hietpas – Associate Housing Planner and David Berniker – Planning Manager

Others Present

1. Call to Order

Chair Flores called the meeting to order at 10:02 a.m.

2. Minutes

None

3. Citizens Comments

None

4. Discussion Items

A. Construction Excise Tax Program

Associate Housing Planner Hietpas said the City was working towards making CET funds available to eligible proposals for the first time. The Committee would provide a recommendation to the City Council on the best way to award available CET funding. He discussed the availability of funding to be a semi-annual notice and the application process would have up to two rounds of review per year. He gave a background on how the CET was generated and what it was to be used for. He then walked through the draft funding request application, application submittal process, and selection criteria.

Feedback from the Committee was that they had done a good job matching the criteria to the application and it made sense how it was being evaluated and what was being asked for. There was clarification that deeply affordable housing was defined as projects with 50% of the units at 50% or less of area median income and projects with 20 units or more would be prioritized. There was discussion regarding the federal tax credit, how bonus points could be awarded at the Committee's discretion, hyperlinks for the code and Comprehensive Plan criteria should be added into the application for easy reference, how the CET funding would be allocated, budget dedications and how the Housing Planner position would be 100% funded by CET, the selection review process timeline, eligibility, that a group could apply for both developer incentive and affordable housing program, and limiting a request for administrative costs to 10% or less.

This item would be brought back to the Committee as an action item in June.

5. Agency Reports

A. YCAP

None

B. HAYC

None

C. Habitat for Humanity

Committee Member Curry said they were working on four homes in their Aspire subdivision and had opened the park. They were trying to find infill lots to build triplexes or fourplexes.

D. Encompass Yamhill County

None

E. Henderson House

Chair Flores said they had hired a new Executive Director.

F. Unidos

None

G. Yamhill County HHS

None

H. Yamhill Community Care

Committee Member Johnson said they had recently submitted a response to the Oregon Health Authority's request for information to continue their service as a coordinated care organization in Yamhill County. They had received 51 grant requests and were reviewing applications. Their Community Advisory Council was recruiting for a youth representative.

6. Committee Member Comments/Updates

There was discussion regarding the report from Multnomah County about a new way to track homelessness and the suggestion to do something similar in McMinnville.

7. Staff Comments/Updates**A. Housing Production Strategy**

Associate Housing Planner Hietpas announced upcoming public webinars and explained the adoption process for the Housing Production Strategy.

8. Adjournment

Meeting adjourned at 10:51 a.m.