

**McMinnville Affordable Housing Task Force**  
February 22nd, 2016

Agenda

1. A review of Bend Oregon’s Affordable Housing Program. Jim Long will give an overview of Bend’s program and discuss the history behind how it was formed and how they established their goals.
  
2. Establishing a Framework
  - Charter: From the minutes of the Sept 26<sup>th</sup> Work Session on Homelessness and Affordable Housing: “The idea of the formation of a low-income housing advisory committee was discussed. It was noted that the advisory committee should be a mix of City staff, Council members, and outside interests. Topics for the Committee would be SDCs, rezoning lands within the current urban growth boundary, and short term solutions to address the upcoming winter. It was agreed that the “low hanging fruit” should be the committee’s first priority.”
  - Formalizing Charter based on low income housing
  - Formalizing membership:
    - New Member - Darrick Price from Community Home Builders
    - For Consideration - Scott Chambers, President Headwater Investment Consulting and Alan Evans, Executive Director for Helping Hands Reentry non profit program
  - Formalizing Timeframe - how long does this body exist?
  
3. Supply and Demand:
  - Demographic Snapshot

	McMinnville	United States
Income		
Median household income (2014 dollars)	\$44,451	\$53,482
Per capita income (in 2014 dollars)	\$20,936	\$28,555
Persons in poverty	23.6%	14.8%
Housing units (2010)	12,389	131,704,730
Owner-occupied housing (2010 – 2014)	55.9%	64.4%
Median value (2010-2014)	\$192,500	\$175,700
Median monthly costs -with a mortgage	\$1,407	\$1,522
Median gross rent (2010-2014)	\$853	\$920
Households (2010-2014)	11,644	116,211,092
Persons per household (2010-2014)	2.68	2.63
Language other than English (2010-2014)	20.5%	20.9%

Poverty Thresholds for 2015 by Size of Family and Number of Related Children Under 18 Years

Size of family unit	Related children under 18 years								
	None	One	Two	Three	Four	Five	Six	Seven	Eight or more
One person (unrelated individual).....									
Under 65 years.....	12,331								
65 years and over.....	11,367								
Two people.....									
Householder under 65 years.....	15,871	16,337							
Householder 65 years and over.....	14,326	16,275							
Three people.....	18,540	19,078	19,096						
Four people.....	24,447	24,847	24,036	24,120					
Five people.....	29,482	29,911	28,995	28,286	27,853				
Six people.....	33,909	34,044	33,342	32,670	31,670	31,078			
Seven people.....	39,017	39,260	38,421	37,835	36,745	35,473	34,077		
Eight people.....	43,637	44,023	43,230	42,536	41,551	40,300	38,999	38,668	
Nine people or more.....	52,493	52,747	52,046	51,457	50,490	49,159	47,956	47,658	45,822

Source: U.S. Census Bureau.

- Market Analysis
  - Lafayette Apartments is compiling a snapshot of the data that led to their decision to build in McMinnville
  - Barry House, Willamette West Realtors is compiling a market analysis for single family housing within McMinnville
- Who are we helping?
  - 80% Average Median Income, 60% Average Median Income, lower??
  - How do we determine this??
- Where's the gap?
- Who are our partners?

Attachments:

1. Compilation of initiatives within Bend's Affordable Housing Program
2. Bend's CDBG Policies
3. Listing of Low Income Housing in Yamhill County
4. Minutes from Jan 19th Meeting

## **Bend Oregon Affordable Housing Program**

In July 2006 Bend's City Council initiated the Affordable Housing Fee, a fee of 1/3 of 1% of the total valuation on all Building Permits submitted to the City of Bend. Collection of the fee started at the end of October 2006. According to the ordinance, priorities for this funding are based upon the goals identified in the five year Community Development Block Grant Program Consolidated Plan.

List of Programs the City of Bend has in place to help with affordable housing issues in Bend:

### 1. City of Bend Affordable Housing Developer Incentives Program

- As part of the planning process associated with the Community Development Block Grant Program, Bend has examined regulatory barriers to affordable housing. The following Housing Development Incentives programs were adopted:
  - Expedited Review and Permitting
    - Any residential or mixed use development that receives local, state or federal affordable housing funding is eligible to have their project receive a written decision by the Planning Department within two weeks of the date of submittal. For projects that may require more complex planning development actions, a decision will be written or the first public hearing will be held within six weeks of the date of submittal.
    - Building Plans and Permits review will be completed, and the applicant will be notified of any deficiencies in the application, within three working days from the date of submittal. Once any deficiencies have been addressed, review will be completed and permits will be issued within 10 working days.
  - Low Income Rental Housing Property Tax Exemption
    - Qualifying low-income rental housing projects are also eligible to receive exemption from City property taxes for a 20-year period. With agreement from other taxing jurisdictions, projects receiving exemption from City property taxes may also be eligible to receive exemption from their entire property tax bill for the 20-year exemption period.
  - These developer incentive programs have proven to be popular with the full gamut of the development community - including for-profit, non-profit and faith based developers of affordable housing. Over 100 units have

been added to Bend's housing stock in the last three years using these programs.

## 2. Mobile Home Park Ordinance Creates Development Options

- Like many areas of Oregon, Bend has been faced with the reality that soaring land prices have created the problem of Mobile Home Parks that have been sold for re-development, or are in the process of re-development. This is devastating to many of the people who own units in those parks, particularly those who own units that were built prior to June 15, 1976 and cannot legally be moved to another site. To address this concern, the City of Bend formed a citizens committee, consisting of City Council members, City staff, mobile home park owners, affordable housing providers and mobile home park tenants. This group met regularly for over eight months and developed a local ordinance to address this issue. This was a collaborative process that provides accommodations for tenants of parks that are being redeveloped while also allowing for the owner to utilize his property.
- Two Redevelopment Options Emerged:
  - Option 1: The first is redevelopment consistent with the zoning currently in place, typically single family residential. In exchange the owner/developer would assist the tenants in the park who have units that are legal to move in moving those units to a new park. For those that cannot be moved the owner would be required to pay the Fair Market Value of those units.
  - Option 2: The owner/developer can utilize the new overlay zone that will allow the park owner to increase the density of the park, in most cases from RS (residential single) to RM (residential mixed), or from approximately seven units per acre to 21 units per acre. In exchange for this up zoning a certain number of the newly created units would be required to be made affordable to the tenants of the park, whose units could not be moved. In addition, ten percent of the affordable new units must be made available to families earning no more than 30 percent of the local median income.
- These two options demonstrate the use of regulatory reform to allow choices and to create very low-income housing without additional government subsidy.

### 3. Affordable Housing Fund Creates Affordable Housing Local Revenue Source

- Bend has implemented a fee of 1/5 of 1 percent of the building permit valuation for all building permits. Similar to the Mobile Home Park Ordinance, this fee was created utilizing a collaborative process with representatives from the local builders association, the Bend Chamber of Commerce and the local realtors, in conjunction with affordable housing providers and staff. As Bend is one of the fastest growing cities in the country, and its housing prices have had the highest increase in the country in the last year, this fee will raise approximately \$2.5 million annually. This funding is to be used for development of affordable housing targeted to families at or below 80 percent of median income and utilizes the priorities established in the Consolidated Plan.



City of Bend

## COMMUNITY DEVELOPMENT BLOCK GRANT

Community Development Block Grant (CDBG)  
Policy

## **I. PURPOSE**

To outline the following aspects of the local Community Development Block Grant (CDBG) program:

- a) elements to which the City of Bend must adhere in order to comply with federal regulations;
- b) locally-established guidelines; and
- c) priorities for subrecipient activity.

## **II. POLICY**

The federal CDBG program was established with the passage of the Housing and Community Development Act of 1974. CDBG funds are distributed to eligible governmental units in two forms:

- (1). Entitlement grants directly to cities and counties, and;
  - (2). State grants, which involve annual competitions for non-entitlement communities.
- Since 2004, the City of Bend has received CDBG funds as an entitlement community. The amount of CDBG funds received each year varies based on the appropriation approved by the U.S. Congress and the number of governmental units eligible to participate.

Federal oversight lies within the U.S. Department of Housing & Urban Development.

## **III. FEDERAL REGULATIONS**

The citation reference from federal regulations (Title 24 Part 570 – Community Development Block Grants) can be found in parentheses next to each heading below. Please view that section for more information on the respective item.

### **A. Federal Eligibility (24 CFR 570.201)**

CDBG funds may be used for the following basic eligible activities:

- (1). Acquisition
- (2). Disposition
- (3). Public Facilities/Improvements
- (4). Clearance/Remediation
- (5). Public Services
- (6). Interim Assistance
- (7). Payment of Non-Federal Share
- (8). Urban Renewal Completion
- (9). Relocation
- (10). Loss of Rental Income
- (11). Housing Services
- (12). Privately-Owned Utilities
- (13). Rehabilitation/Preservation
- (14). Homeownership assistance
- (15). Economic development assistance
- (16). Technical assistance
- (17). Institutions of Higher Education
- (18). Planning/Administration

### **B. Ineligible Activities (24 CFR 570.207)**

The following activities may not be assisted with CDBG funds:

- (1). Buildings (or portions thereof) for the General Conduct of Government
- (2). General Government Expenses
- (3). Political Activities

These activities are not generally eligible for CDBG funding, but may be allowed under certain circumstances:

- (1). Purchase of Equipment
- (2). Operating/Maintenance Expenses
- (3). New Housing Construction

(4). Income Payments

**C. Special Economic Development Projects (24 CFR 570.203)**

CDBG funds may be used for special economic development activities in addition to other activities. Special economic development activities include:

- (1). Acquisition, construction, reconstruction, rehabilitation or installation of commercial or industrial buildings, structures, and other real property equipment and improvements
- (2). Assistance to a private for-profit business, including, but not limited to, grants, loans, loan guarantees, interest supplements, technical assistance, and other forms of support, for any activity where the assistance is appropriate to carry out an economic development project;
- (3). Economic development services, including, but not limited to, outreach efforts; screening of applicants; reviewing/underwriting applications; preparation of all necessary agreements; management of activities; and the screening, referral, and placement of applicants for employment opportunities generated by CDBG-eligible economic development activities.

**D. National Objectives (24 CFR 570.208)**

In order to qualify for funding, activities must meet one of three national objectives of the program:

- (1). Low & Moderate Income (LMI) Benefit
  - a. Area Benefit: activities available for the benefit of all the residents in a particular area, where at least 51 percent of those residents are LMI persons.
  - b. Limited Clientele: activities benefiting a specific group (i.e. abused children, elderly persons, battered spouses), at least 51 percent of whom are LMI persons.
  - c. Housing: activities carried out for the purpose of providing or improving permanent residential structures that, upon completion, will be occupied by LMI households.
  - d. Job Creation/Retention: activities designed to create or retain permanent jobs where at least 51 percent of the jobs involve the employment of LMI persons.
- (2). Slum & Blight Removal
  - a. Area Basis: activities undertaken to eliminate specific conditions of blight, physical decay, or environmental contamination that are located in a designated area of distress, including acquisition, clearance, relocation, historic preservation, remediation of environmentally contaminated properties, or rehabilitation. Rehabilitation must eliminate conditions that are detrimental to public health/safety; acquisition and relocation must be precursors to other activities that eliminate blight.
  - b. Spot Basis: activities undertaken to eliminate specific conditions of blight, physical decay, or environmental contamination at specific sites not located in designated blighted areas, including acquisition, clearance, relocation, historic preservation, remediation of environmentally contaminated properties, or rehabilitation. Rehabilitation must eliminate conditions that are detrimental to public health/safety; acquisition and relocation must be precursors to other activities that eliminate blight.
- (3). Urgent Need
  - a. Activities designed to alleviate existing conditions of recent origin (18 months) that pose serious threats to the health and welfare of the community; this objective may only be used if the community cannot finance necessary activities with other sources.

**E. Categorical Limits (24 CFR 570.201)**

- (1). At least 70 percent of CDBG funds utilized during three consecutive program years, as specified by the grantee, must be expended for LMI benefit; the costs of planning and program administration are excluded from this calculation

(2). The amount of CDBG funds obligated for public service activities in each program year may not exceed 15 percent of the total entitlement grant for that program year, plus 15 percent of the program income received during the preceding program year.

(3). The amount of CDBG funds obligated for planning and administration activities in each program year may not exceed 20 percent of the total entitlement grant for that program year plus the program income received during that program year.

**F. Program Income (24 CFR 570.426)**

The City may reuse any revenue generated from projects undertaken with CDBG funding towards other eligible activities within the entitlement community. Furthermore, any program income earned by a subrecipient may be retained by the subrecipient provided that the income is treated as additional CDBG funds and thus subject to all applicable federal and local requirements.

**G. Fair Housing (24 CFR 570.601)**

The Secretary of HUD requires that:

(1). Grantees must administer all activities related to housing and community development in a manner to affirmatively further the policies of the Fair Housing Act (Public Law 90-284)

(2). Entitlement communities shall conduct an Analysis of Impediments to Fair Housing Choice every five years, and, furthermore, take action to overcome the identified impediments.

**H. Environmental Review Procedures (24 CFR 570.604)**

The environmental review procedures outlined in 24 CFR part 58 must be completed for each CDBG subrecipient activity, as applicable.

**I. Faith-Based Activities (24 CFR 570.200)**

Religious or faith-based organizations are eligible to participate in the CDBG program. Local government representatives and CDBG program administrators shall not discriminate against an organization on the basis of its religious affiliation.

**J. Submission Requirements (24 CFR 570.302)**

CDBG entitlement communities must submit the following documents:

- (1). Action Plan \_ annually
- (2). Consolidated Annual Performance and Evaluation Report (CAPER) \_ annually
- (3). Consolidated Plan \_ every five years

Creation of these documents must follow HUD requirements for content and citizen participation

**K. Location of Activities (24 CFR 570.309)**

CDBG funds may be awarded to an activity outside the jurisdiction of the entitlement community only if it can be determined that the activity directly benefits the entitlement community's residents.

Documentation of these benefits must be provided before CDBG funds are awarded for the activity.

**L. Conflict of Interest (24 CFR 570.611)**

No persons affiliated with the entitlement community (including subrecipients) who exercise or have exercised any responsibilities with respect to CDBG programming, or who are in a position to participate in a decision-making process, may obtain a financial interest or benefit from a CDBG assisted activity (including subcontracts), either for themselves or those with whom they have business or immediate family ties, during their tenure or for one year thereafter.

## **IV. LOCAL PROGRAM GUIDELINES**

### **A. Program Oversight**

The Affordable Housing Advisory Committee serves as the jurisdiction for oversight of the CDBG Program and will make recommendations to the City Council regarding funding and program utilization.

### **B. Consolidated Plan Submission**

The City of Bend shall submit a Consolidated Plan to HUD every five years. The Citizen Participation Plan discusses the process for creating a local Consolidated Plan, which will begin approximately one year before the required submittal date.

### **C. Application Process**

The subrecipient application process will begin in mid-November and end with awards being announced in early May. The following components of application review will then occur:

- (1). Community Needs Public Hearing (as part of the Consolidated Plan Process)
- (2). Staff review of applications/Interviews with applicants
- (3). Affordable Housing Advisory Committee interviews with applicants
- (4). Affordable Housing Advisory Committee recommendations for funding
- (5). City Council review of Affordable Housing Advisory Committee recommendations

The City Council-approved CDBG awards are announced in May after HUD releases their entitlement award amounts.

### **D. Estimated vs. Actual Entitlement Award**

Each year, the Affordable Housing Advisory Committee will decide how to deal with the differential between the estimated award presented during the application process and the actual award as announced by HUD.

### **E. Local Categorical Limits**

The following limits expand upon federal categorical limits associated with the CDBG program:

- (1). At least 70 percent of CDBG funds utilized during a single program year must be expended for LMI benefit; this excludes planning/administration activities.
- (2). The amount of CDBG funds obligated for public service activities in each program year may not exceed 15 percent of the total entitlement grant for that year.
- (3). The amount of CDBG funds obligated for planning/administration activities in each program year may not exceed 20 percent of the total entitlement grant for that year.

### **F. Program Administration**

HUD requires entitlement communities to provide for efficient and adequate administration of CDBG programming. In addition, the Office of Management and Budget (OMB) Circular A-133 Compliance Supplement and the State Single Audit Guidelines require major state and federal programs (awards over \$300,000) to complete a single audit.

Administration costs may only include: salary/fringe, audit, and necessary training/travel, supplies and telephone/postage.

### **G. Analysis of Impediments to Fair Housing**

The City of Bend shall update the Analysis of Impediments to Fair Housing every five years (See federal fair housing requirements).

### **H. Subrecipient Agreement**

Each subrecipient of CDBG funds must enter into a subrecipient agreement with the City of Bend. This subrecipient agreement serves as a formal contract addressing the various policies outlined in this document, in addition to contract amount/term, reimbursement requests, quarterly reporting, monitoring, financial management guidelines, conflict of interest, and additional federal standards, including lead-based paint regulations and the Davis Bacon Act J. Statement of Work

All subrecipients shall submit a concise Statement of Work that illustrates an implementation plan for their CDBG activity. This Statement, which will be attached to the subrecipient agreement includes: national objective claimed, activity descriptions, intended beneficiaries (number and type), detailed budget and location(s) of program-related activity.

#### **I. Change of Use**

If a subrecipient wishes to utilize funds for an activity not identified on their original application, they are required submit a detailed letter explaining the reasoning for and amount of the proposed change. Changes involving either an amount greater than 15 percent of the original award for that activity or plans to utilize funds under a different activity category will not be considered without Affordable Housing Advisory Committee approval.

#### **J. Displacement/Relocation**

Due to the potential liability for long-term assistance and burdens placed on affected tenants, the City of Bend will avoid funding CDBG projects that involve permanent residential displacement or business relocation unless displacement/relocation prove to be the only means available to correct a public health/safety hazard or other critical condition.

#### **K. Disputes**

Any dispute concerning a question of fact arising under a subrecipient program shall be resolved by the Grants Administrator, who shall relay his/her decision in writing to the subrecipient, in addition to furnishing a copy to the City Manager and the Affordable Housing Advisory Committee. The decision of the Grants Administrator shall be final and conclusive unless the subrecipient furnishes a written appeal to the Affordable Housing Advisory Committee within ten days of the date of receipt of such copy. The decision of the Affordable Housing Advisory Committee in such appeals shall be final and conclusive unless appealed to the City Council with thirty days of receipt of such copy.

#### **L. Grant Funds Carryover**

At the end of the program year, the City of Bend has the authority to reprogram any unspent grant funds. If deemed appropriate by the Affordable Housing Manager, a 180-day contract extension may be granted upon receipt of a written request from the subrecipient. The Affordable Housing Manager must receive this request prior to the end of the term for which funds were awarded.

#### **M. Termination**

If the subrecipient fails to fulfill, in timely and proper manner, its obligations under the Statement of Work, or if they violate any stipulations contained within the Subrecipient Agreement, the City has the right to terminate funding of their program. Written notice will be delivered at least 30 days before the date of such termination.

#### **N. Examination of Records**

The subrecipient shall maintain records (including books, documentation and other evidence) pertaining to the costs of carrying out their activity to the extent of detail that will adequately reflect net costs, direct and indirect labor, materials, equipment, supplies/services, and other expenses. Authorized representative of the City or HUD shall have access to subrecipient records at reasonable times of the business day for inspection, audit or reproduction. Subrecipients must make these records available throughout the program year and four years after it expires.

#### **O. Financial Management Systems**

Subrecipients must employ financial management systems that are capable of generating regular financial status reports indicating the dollar amount allocated (including budget revisions), amount obligated, and amount expended for each activity. The system must permit the comparison of actual expenditures and revenues against budgeted amounts. The City must be able to isolate and to trace every CDBG dollar received.

## **V. APPLICATION EVALUTATION CRITERIA**

Proposals will then be reviewed and evaluated by the City of Bend Affordable Housing Advisory Committee. The evaluation criteria outlined in this section have been developed to be consistent with HUD priorities, the City of Bend Consolidated Plan, and City's CDBG funding priorities. All proposals will be reviewed using these criteria.

### **Consolidated Plan Goals and Objectives**

Only those projects addressing at least one of the goals identified in the Consolidated Plan (and at least one of the objectives associated with these goals will be considered for CDBG funding.

### **General Criteria**

In reviewing and evaluating proposals for CDBG funding consideration/priority will be given to the following:

- Projects that successfully maximize utilization of outside (non-CDBG) funds and services (including cash contributions, in-kind contributions, and volunteers).
- Projects that do not duplicate existing services and that effectively utilize/maximize partnerships with other organizations and agencies.
- Projects that are sponsored by organizations or agencies that can demonstrate that they have the staff capability and capacity to successfully implement the proposed project.
- Projects that are clearly defined and realistic in scope, location, need, budget, and goals.
- Projects that demonstrate a clear and effectual plan for evaluating the progress of the project toward addressing the identified need or problem.
- Projects that utilize a proven effective strategy to improve conditions or solve an identified problem.
- Projects that can demonstrate readiness to be implemented in a timely manner once the CDBG funds are awarded.
- Projects that have strong neighborhood/community support, with sufficient evidence illustrating this support.
- Projects that will require a one-time only infusion of funds.
- Projects that will have a sustainable long-term impact, whether these strategies preserve dollars (through tools such as revolving loan funds), preserve affordability of housing, or help people move toward self-sufficiency.
- Projects that do not result in the permanent displacement or relocation of current occupants from their homes or rental units in order to create additional affordable housing.

### **City of Bend Funding Priorities**

To assist with the allocation of resources in meeting the above goals, the City has established the following funding priorities. While the City recognizes that all of the objectives identified in the Consolidated Plan are critical issues for the City to address over the 5-year Consolidated Plan

period, project proposals addressing higher priority needs will score higher during the CDBG Program Year. Depending on the pool of proposals, however, projects in the low priority category may be funded.

During the application review period, applicants will be invited to deliver an oral presentation on their project proposal to the Advisory Committee. Applicants will be allowed approximately 5 minutes to present their proposals, followed by a 5 minute question and answer session.

City staff will have an opportunity to make a formal recommendation to the Advisory Committee regarding project funding before the Advisory Committee finalizes its funding recommendations.

The Advisory Committee's funding recommendations will be incorporated into a draft Action Plan, outlining the City's funding decisions for the CDBG Program Year.

The draft Action Plan will be made available for public review, and the Advisory Committee will hold a public hearing to receive public comment on the Committee's funding recommendations. Revisions may be made to the draft plan as a result of comments received at the public hearing.

The draft Action Plan will then be made available for public review for a period of 30 days. Notice of the 30-day public review period will be published in the Bend Bulletin and on the City website at [www.ci.bend.or.us](http://www.ci.bend.or.us). The entire draft Action Plan will be made available for review at the Bend City Hall and on the City website.

At the end of the 30-day public review period, the City will hold a public hearing before the City Council to receive input from the community on the Advisory Committee's funding recommendations, as outlined in the draft Action Plan.

The City Council will adopt the final Action Plan, outlining the City's final funding decisions for the CDBG Program Year.

If action by an applicant receiving funding requires that the Action Plan be amended any costs associated with the amendment, including legal notice and public hearing costs, will be the responsibility of the applicant.

## MCMINNVILLE HOUSING RESOURCES FOR HOMELESS AND LOW-INCOME

Agency	Deposits/ Screening Fees	Emergency	Short Term	Long Term		
<b>Blanchet Farm Shelter</b> www.blanchethouse.org			<b>Serves 22 men on average</b>		11750 NE Finn Hill Loop Rd Carlton, OR 97111 (503) 852-6626	Drug and alcohol free working farm shelter for adult males.
<b>Catholic Community Services</b> Rainbow Family Services www.ccsww.org			<b>Respite for youth in foster care</b>	<b>1 foster care home serving up to 5 youth</b>	McMinnville, OR	<ul style="list-style-type: none"> <li>Community Homes serve up to 5 youth in foster care to create stability.</li> <li>Rainbow Lodge provides respite for youth in foster care.</li> </ul>
<b>Community Homebuilders</b> www.communityhomebuilders.org				<b>Villa Del Sol – 24 units (farmworker) Homeownership</b>	1107 Northeast Baker St. McMinnville, OR 97128 (503) 434-5265	<ul style="list-style-type: none"> <li>Villa Del Sol – 24 unit farmworker housing project – applicants must be below 80% of AMI.</li> <li>Whisper Meadows - New 22 unit housing project for 2016; between Kingwood and American Dr on Cumulus</li> <li>Mutual Self Help Homeownership Program is for low to moderate income families determined to own their own homes. Approved applicants join a group of 8-12 families that work together to build each others homes in a rural community.</li> </ul>
<b>CWISH (Community Winter Inclement Shelter Help)</b>		X			McMinnville 2-1-1	Emergency shelter open at various churches during inclement weather
<b>Grand Ronde Tribal Housing Authority</b> www.grtha.org/				<b>20 vouchers through HAYC Home repair program DPA program</b>	28450 Tye Rd Grand Ronde, OR 97347 (503) 879-2401	For Grand Ronde Tribal Housing Members - Medical adaptation grant, home repair grant, down payment assistant Grant, Housing, Indian Health.
<b>Habitat for Humanity</b> https://machabitat.org				<b>Homeownership</b>	1024 SE First Street McMinnville, OR 97128 (503) 472-9637	<ul style="list-style-type: none"> <li>43 units in various areas of McMinnville</li> <li>Aspire Development – 34 units currently under construction; 2012 NE Tilbury</li> <li>Habitat homes are built utilizing volunteer labor and donated materials. Habitat families contribute a minimum of 500 hours of “Sweat Equity” and are able to purchase the home at cost with an interest free mortgage. Applicants must be below 80% of AMI.</li> </ul>
<b>HAYC (Housing Authority of Yamhill County)</b> www.hayc.org			<b>1 Transitional Housing unit with 5 beds for men and children</b>	<b>1343 Section 8 vouchers with Fast Track Program</b>  <b>15 properties - 583 Rental Units</b>  <b>Homeownership programs</b>	135 NE Dunn Place McMinnville, OR 97128 (503) 883-4300	<p>Longer term housing assistance. - Section 8, affordable rental housing, homeownership programs, homeowner rehab program</p> <p>Lease 1 Transitional Housing Unit to YCHHS for men in recovery with children.</p>

<b>HAYC and Yamhill County Behavioral Health</b>			<b>8 units</b>	<b>Members suffering from mental illness</b>		<ul style="list-style-type: none"> <li><b>New 8 unit facility at 433 NE 17<sup>th</sup> St</b></li> </ul>
<b>Helping Hands Reentry Outreach Center</b> www.helpinghandsreentry.org		<b>40 beds</b>			McMinnville, OR 97128 (503) 560-9368	<ul style="list-style-type: none"> <li>15 bed facility in McMinnville for Women and Children</li> <li><b>25 bed Men's facility in Newberg</b></li> <li>Emergency housing for women and children in crisis. Additional housing in Newberg for men.</li> </ul>
<b>Henderson House</b> www.hendersonhouse.org		<b>5 bedrooms with max of 15 adults and children</b>			610 SE First St McMinnville, OR 97128 (503) 472-1503	Temporary shelter for abused women and children.
<b>Hope on the Hill</b> http://www.hopeonthehill.org/		<b>Funding dependent</b>			700 NW Hill Road McMinnville, OR 97128 (503) 472-8476	Kathy's Hope is for women and families impacted by breast cancer and what can be paid for is fairly open ended including housing needs.
<b>McMinnville Cooperative Ministries</b> www.mac-coop.org	<b>Funding dependent</b>	<b>Funding dependent</b>			544 NE Second Street McMinnville, OR 97128 (503) 472-5622	Assistance with electric/water bills, rent assistance, deposits, and non-narcotic prescriptions. Must reside in Yamhill County. Does not serve Newberg residents.
<b>Mid-Valley Advancements</b> www.midvalleyrehab.com				<b>Various levels of supportive housing – 30+ residents</b>	319 NE 5 <sup>th</sup> St McMinnville, OR 97128 (503) 472-2248	Provides employment, community inclusion, residential support and transportation to adults with developmental disabilities and other disabilities.
<b>Oxford Houses</b> www.oxfordhouse.org/pdf/or			<b>Morgan Lane II - 9 beds for men</b>  <b>DeAngelo - 8 beds for men</b>  <b>Linfield - 9 beds for women/children</b>		Morgan Lane II (503)435-4944  DeAngelo (503) 883-9585  Linfield – (503) 883-9310	Transitional housing – concept in recovery from drug and alcohol addiction. Democratically run self-supporting and drug-free home.
<b>Salvation Army</b> salvationarmy.org		<b>Funding dependent</b>			1950 SW 2 <sup>nd</sup> St PO Box 765 McMinnville, OR 97128 (503) 472-1009	Limited funding for deposits and emergency rental assistance. Food pantry open Tuesday-Thursday, 1-4 p.m.

<b>St. Vincent de Paul Social Services</b> www.svdpmcminnville.org		Funding dependent			435 SE Baker St McMinnville, OR 97128 (503) 472-6216	Assistance with 72 hour eviction notices and limit on funding to \$250.00. SVDP pays the last \$250.00 as they have had landlords keep the money and evict the client because they could not come up with the balance. They also have the landlord sign that they will not evict the client for 30 days to help the client have some stability for at least another month. They require the client to bring in the receipt from the landlord with the balance up to SVDP's \$250.00 part. A client can only be helped once a year for two years then not again for two years.  Limited funds so cannot help more than 5 clients a month with rent as they also assist with electric medical water, and other needs for our clients.
<b>YCAP – Yamhill Community Action Partnership</b> www.yamhillcap.org	Funding dependent	3 homes (11 family units)	Short term rental assistance	ROLS program  Weatherization program	1317 NE Dustin Court McMinnville, OR 97128 (503) 472-0457	Small amount of funds available for security deposits and to prevent evictions. Operates 3 homes for homeless (11 family units). Small number of “Tenant-Based Assistance” vouchers. Stabilization housing programs for individuals and families including veterans and victims of domestic violence for up to 2 years. ROLS program is for mentally ill clients and provides long-term rental assistance. Weatherization program - provides free weatherization services to income eligible residents (homeowners and renters) of Yamhill County.
<b>YCAP Youth Outreach</b> www.yamhillcap.org/youth-outreach		Safe Shelter - 14 beds around county	TLP - 8 beds between McMinnville and Newberg		719 E First St Newberg, OR 97132 (503) 538-8023	Safe Shelter program - Provides emergency shelter for homeless and runaway youth, ages 11-17, for up to 21 days. Transitional Living Program (TLP) - Provides transitional housing opportunity in both McMinnville (males) and Newberg (females) for runaway and homeless youth ages 18-21, for up to 18 months.
<b>YCGRM (Yamhill Co. Gospel Rescue Mission)</b> www.ycgrm.org		17 beds, working on expansion			1340 NE Logan McMinnville, OR 97128 (503) 472-9766	<ul style="list-style-type: none"> <li>• 17 existing beds for men, women and children</li> <li>• 35 bed emergency shelter – construction expected in 2016</li> <li>• 13 bed Men's facility – Fundraising underway</li> <li>• Year round shelter open 24/7. Must call for intake.</li> </ul>
<b>YCHHS (Yamhill County Health and Human Services)</b> http://hhs.co.yamhill.or.us/hhs-cd/transitional-treatment-recovery-services		1 family stabilization house – can house either 2 women, 2 men, or a family with children	2 homes – 10 beds for women and children in TTRS program		627 NE Evans Street McMinnville, OR 97128 (503) 434-7523	In concert with Oregon's Strengthening, Preserving and Reunifying Families (SPRF) Program, the goal of Yamhill County Health and Human Services (YCHHS) Transitional Treatment Recovery Services (TTRS) is to provide safe clean and sober housing, along with intensive A&D treatment and other supportive and family stabilization services in a structured, supervised environment for parents and their children. This program is designed to promote the return of children to their parent's care sooner, or eliminate the need to place the children in foster care, by providing support and guidance to participants and their families in transition to a self-sufficient lifestyle.

## McMinnville Affordable Housing Task Force

Minutes from the Jan 19<sup>th</sup> Meeting, McMinnville Civic Hall

### Attendees:

Howie Harkema (Former Director of the St Barnabas Soup kitchen / President, COMPASS Center)

Sheryl Hill (Citizen at Large)

Elise Hui (Executive Director, Housing Authority of Yamhill County)

Martha Meeker (City Manager)

Kellie Menke (City Councilor)

Doug Montgomery (City Planning Director)

Jeff Sargent (Executive Director Yamhill County Action Partnership – YCAP)

Absent due to scheduling conflicts: Remy Drabkin (Councilor); Alan Ruden (Councilor)

Presenting Guests: Kaye Sawyer, Gospel Rescue Mission

This meeting was the first for the Affordable Housing Task Force since its standup was directed by the McMinnville City Council. Once introductions were complete, the meeting started with an update on the Gospel Rescue Shelter expansion. Planning for the first part of this project has started as the Gospel Rescue prepares for the delivery of a modular unit for emergency shelter housing.

After that, Elise Hui provided background on Yamhill County's current 10 year plan to end homelessness (<http://www.co.yamhill.or.us/sites/default/files/Yamhill%20County%20Ten%20Year%20Plan%20Revised%20Jan%202013.pdf>). While many of the original initiatives such as the Community Connect event and the homeless count have matured into self managing programs, there is still work to be done on the Housing First approach as there is not a lot available in Yamhill County. Active management of the plan has been somewhat in a standstill over the last couple of years as most of original action steps have been completed.

The group then discussed initiatives in other areas of NW Oregon such as Washington County's funded program for housing assistance but acknowledged the difficulty of following a similar path as McMinnville's small size (less than 50,000) means it is not entitled to a direct allocation of Community Development Block Grant funds which often funds initiatives like Washington County's.

Next, the group received an update on the COMPASS Center program. The Center's advisory group has been incorporated and received its EIN number which allows it to begin fund raising. It's still waiting on its official Non-Profit status. The task force then reviewed the number of beds currently available throughout the County and discussed how word is spread to individuals in need. It also talked about the types of housing that is needed and the differences between emergency housing based on a few nights and transitional housing which provides something longer term.

Discussion then turned to what the group felt should be its focus and ranged from an awareness that success on various initiatives could exacerbate the problem as more individuals come to McMinnville to take advantage of expanded services to a desire to ensure money is spent wisely to an acknowledgment that any changes to long standing zoning or other practices must be thoroughly understood. Also, the group acknowledged this is a long term effort. In the shorter term, the group discussed the direction from the Council to provide priorities and to address "low hanging fruit" first.

The session concluded with a need to reach out to other communities for information and to set some basic definitions and baselines to aid the group in addressing larger goals. Howie Harkema mentioned a previous program, "Piecing Community Together", had already done much to outline terms and definitions and he would provide that material to the group. The group also wanted to gain an understanding of the existing rental market and to hear from existing builders on why they are building the properties they do. As a result, the staff will gather market analysis data from existing realtors and builders and arrange for future presentations or discussion opportunities with Lafayette Apartments (McMinnville's newest apartment complex), Jim Long who heads Bend's Affordable Housing program and the County's Health and Human Services Department. The group also suggested adding Darrick Price from Community Home Builders to the group's membership.