

# MINUTES

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**February 23, 2022**  
**McMinnville Affordable Housing Committee**  
**Regular Meeting**

**10:00 am**  
**ZOOM Online Meeting**  
**McMinnville, Oregon**

**Members Present:** Chairs Remy Drabkin and Kellie Menke, Lori Bergen, Howie Harkema, Steven Iversen, Vickie Ybarguen, Beth Caster, and Katie Curry

**Members Absent:** Philip Higgins, Yuya Matsuda, Alexandra Hendgen, and Lindsey Manfrin

**Staff Present:** Tom Schauer – Senior Planner

**Others Present** Jenny Berg, Library Director; Pat Evans, Turtle Dove Shelters

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## 1. Call to Order

Chair Drabkin called the February 23, 2022 meeting of the McMinnville Affordable Housing to order at 10:00 a.m.

## 2. Agency Reports

### A. YCAP

Kellie Menke provided an update on vacant YCAP Board positions.

### B. HAYC

Vickie Ybarguen noted the LIFT Notice for Funding Availability had been released and HAYC was actively working on its application for the Stratus Village Project. HAYC may need a letter of support from the MAHC within the next month as part of the application.

### C. Habitat

*This item was heard immediately following Item 2.D*

Katie Curry stated Habitat's application for homeownership would remain open through March 18<sup>th</sup>. The organization's website had further details and applicants were encouraged to watch the videos provided on the website as well as attend Zoom Q&A sessions.

### D. Encompass Yamhill County

*This item was heard immediately following Item 2.B*

Howie Harkema provided a summary of recent Safe Overnight Car Park Program efforts, the Gas Voucher Program, and the coordination of warming shelters. Encompass was working on multiple grant opportunities.

### **3. Action / Discussion Items:**

#### **A. Affordable Housing CET Update**

Tom Schauer, Senior Planner, announced that the timeline for considering the Construction Excise Tax (CET) had been adjusted. The issue would now be presented at the Council's first meeting in April. Although Staff worked on gathering outreach materials as requested during the Council's work session but not all feedback had been received yet. Committee members discussed the importance of reviewing the feedback materials before the City Council meeting to incorporate them into MAHC's recommendation and avoid multiple updates. Staff anticipated receiving the feedback before the CET information packet's release, allowing for review and discussion during the next meeting.

The Committee explored the possibility of recycling or repurposing excess building materials at new construction sites, with members suggesting the City consider offering incentives to developers for utilizing the materials. Committee members and Staff noted local builders had previously donated excess materials to Habitat for Humanity's ReStore and a program in Eugene offered builders credits for material donations, benefiting both the environment and the community.

#### **B. Turtle dove Shelters Background**

*This item was heard immediately following item 6.A.*

Chair Drabkin provided context for the current City Code surrounding Turtle dove Shelters, the library's involvement in the project, steps the City had taken to source City-owned properties for overnighting, and challenges to overnighting plans, as well as Council direction on site selection.

Pat Evans from Turtle dove Shelters provided a history of the shelters as well as information regarding the project's goals, criteria for ownership, costs, funding, and an overview of similar projects in other municipalities. The shelters were not intended to be permanent housing, but rather part of a continuum of housing and a first step towards more permanent housing arrangements.

In response to questions, Mr. Evans detailed the reflective tape installed on the shelters currently and noted there were plans to add additional reflective tape and warning signs. Two Turtle dove Shelters had been struck by cars, though those accidents were likely due to the owners parking the shelters perpendicular to the curb, rather than parallel as recommended. Owners were provided with a manual, information about local service providers, and stickers installed on the interior of the shelters provided information about weight limits and maintenance reminders. Owners were also told to assume drivers could not see them.

Out of the 47 completed Turtle dove Shelters, 40 had been placed in McMinnville, but about 25 percent of those had been lost to damage or attrition. Currently, there were 25 to 30 Turtle dove shelters in various locations around McMinnville.

The program hoped to use Encompass as a clearing house to provide a more stable client population and would partner with any group that shared Turtle dove's vision and mission. People

in the community had donated blankets and other items and Encompass donated sleeping bags as well as \$2500.

Chair Drabkin reviewed the steps of a proposed Turtledove Safe Overnight Parking Program action plan and noted it was important to approach the City Council with a concept that was digestible and acceptable to both housing advocates and those who did not advocate for housing.

Mr. Harkema reported McMinnville Covenant Church had recently joined the Safe Overnight Car Park Program and would host one Turtledove Shelter for a month-long evaluation with the goal of accommodating up to three units. Several individuals had graduated from the library parking lot program, freeing up space for the Safe Overnight Car Parking Program. There was a discussion about the possibility of placing Turtledove Shelters in the library parking lot instead of vehicles, with Encompass managing the shelters and providing sanitation. Ms. Berg said she would need to consult with the Executive Team and the City Manager regarding Turtledove Shelters. While the car camping program had been successful, she was unsure if Turtledove Shelters could manage the requirements to move out of the parking lot daily. Mr. Harkema noted McMinnville Covenant Church had agreed owners could leave their Turtledoves in the parking lot during the day.

Chair Drabkin explained that the site criteria and approval process would address specific questions regarding the movement of shelters and would address the use of private properties, whether residential or business. Staff explained that there were no permitting or registration requirements, except for vacant commercial or industrial sites. The maximum limits for commercial and industrial sites were three vehicles, while residential sites allowed one vehicle or one camp facility. Encompass registered the information of Safe Overnight Car Camping Program users with the City.

Chair Drabkin and Staff would continue refining the action plan draft. Mr. Harkema suggested avoiding clustering more than three units at any one site due to potential conflicts among residents. The discussion also touched upon the possibility of using the Construction Excise Tax (CET) as a funding source for programs like the Safe Overnight Car Camping Program.

#### **4. Citizens' Comments**

Pat Evans emphasized the cost-effectiveness and low-budget nature of Turtledove Shelters as a solution for housing the homeless population. Constructing a Turtledove Shelter required 40 to 50 hours of volunteer labor in private homes. Turtledove Shelters could house an individual for \$500 per year, which was good value for the City. Committee members proposed reaching out to the Oregon Community Foundation and McMinnville Foundation to support Turtledove Shelters and raise awareness. Mr. Evans stated Turtledove Shelters was a 501(c)(3) organization.

#### **5. Task Force Member Comments/Updates – None**

#### **6. Staff Comments/Updates**

*This item was heard immediately following Item 3.A*

##### **A. Inclusionary Zoning Bill Update**

Tom Schauer, Senior Planner, provided background on HB 465, the Inclusionary Housing Bill before the legislature. The bill aimed to grant local authorities more control over inclusionary zoning

using a different definition than the one used statewide. The bill did not have a chief sponsor and was not scheduled for a hearing, making its passage unlikely. Chair Drabkin suggested sending a letter of support for the legislation from the organizations represented on MAHC to Representative Ron Noble, urging him to support the bill. Staff would provide Committee members with instructions on submitting testimony online.

Mr. Schauer provided an update on the City's Middle Housing provisions and the timeline for adoption. Information sessions offered by the City would include details on Middle Housing provisions, what was being proposed, and how residents could access the information and participate in the process. In response to questions, Mr. Schauer agreed there were Middle Housing provisions that specified the maximum parking a city could require for Middle Housing types. Though there may be some exceptions, cities could not mandate more than what was permitted by the statute in Administrative Rule.

## **7. Adjournment**

There being no further business, the meeting was adjourned at 11:17 a.m.