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# MINUTES

February 22, 2023  
McMinnville Affordable Housing Committee  
Regular Meeting

10:00 am  
ZOOM Online Meeting  
McMinnville, Oregon

**Members Present:** Remy Drabkin, Kellie Menke, Rachel Flores, Phillip Higgins, Frank Foti, Carrie Martin, Katie Curry, Kenneth Cash Yount, Maeshowe Pierce, Vickie Ybarguen, Howie Harkema, Lindsey Manfrin, and Miriam Vargas-Corona

**Members Absent:** Steve Iverson, Carrie Martin, and Alexandra Hendgen

**Staff Present:** Tom Schauer – Senior Planner and John Swanson – Senior Planner

**Others Present**

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## 1. Call to Order

Chair Drabkin called the meeting to order at 10:00 a.m.

## 2. Swearing in of New/Reappointed Members

Senior Planner Schauer swore in new and reappointed members.

## 3. Selection of Chair and Vice-Chair

The Committee selected Remy Drabkin for Chair and Kellie Menke for Vice Chair for 2023.

## 4. Agency Reports

### A. YCAP

Committee Member Menke discussed Project Turnkey, Built for Zero, and AnyDoor Place.

### B. HAYC

Committee Member Ybarguen reported on the Stratus Village project, funding, and partnerships. She also discussed property that had been purchased for a possible land trust.

### C. Habitat

Committee Member Curry reported on a recent home dedication, Aspire development, grant application from OHCS, increasing their affordable housing portfolio, and formatting deed notes for home owners to keep homes in the affordable housing stock.

D. Encompass Yamhill County

Committee Member Harkema discussed Sunday sandwiches at the library, need for another site for the safe overnight car parking program, and coordination of warming shelters.

E. Henderson House

Committee Member Flores reported on their services, need for expansion, and finding affordable housing for their clients.

F. Unidos

Committee Member Vargas-Corona spoke about their services, outreach opportunities, and citizenship classes.

Committee Member Manfrin gave an update on the County RFP for behavioral health housing and expansion of the Community Outreach and Support Services Team.

**5. Action / Discussion Items:**

A. CET Update and Direction

Chair Drabkin said the Committee had tried three times to take the Construction Excise Tax to the City Council and it passed on the third attempt. She explained the intent of the CET and how a subcommittee had been created to come up with a recommended plan to implement the CET.

Senior Planner Schauer discussed the subcommittee's recommendations for CET implementation. These included the use of the funds with an emphasis on increasing the inventory of affordable units, to build up an initial reserve before anything was spent, looking at future projects/needs to leverage funds, and annual community outreach to identify needs and priorities.

There was discussion regarding how long it would take to get to a baseline of \$300,000, how the 1% CET was calculated, looking long term but also being open to help with smaller projects, creating a rehabilitation fund, creating a process for how the funding would be distributed, and financial support for the outreach.

Each committee member discussed whether or not they were in favor of the subcommittee's recommendations.

There was consensus for the subcommittee to refine the recommendations with the feedback received today.

B. Work Plan

Chair Drabkin said the Work Plan was the approved action plan from the City. It was updated every year and she noted the previous work that had come out of the Committee. She asked that the Committee review the current plan and bring back any comments and ideas for prioritization.

**6. Citizens Comments**

None.

**7. Task Force Member Comments/Updates**

Chair Drabkin said the governor had signed an executive order declaring a state of emergency for counties that had seen an increase in over 50% of their unhoused population from 2017-2021. McMinnville did not have the data to prove they should be allowed into the executive order. She met with the governor's office and they said the County could declare a state of emergency and they could be allowed in. She wrote a letter to the County Commissioners asking them to consider declaring a state of emergency either for the County or McMinnville and they would be discussing it tomorrow. This would allow them access to state funds.

**8. Staff Comments/Updates****A. Development/Buildable Lot Information**

Senior Planner Schauer said the buildable land inventory was low and there was not a lot of development activity.

**9. Adjournment**

Chair Drabkin adjourned the meeting at 11:33 a.m.