



Meeting Minutes

Affordable Housing Advisory Committee

3:00 PM, Wednesday, May 11, 2022

Staff Liaisons: Lynne McConnell, Racheal Baker, Amy Fraley and Deena Cook

Roll Call: Kathy Austin, Alison Hohengarten (Chairperson), Joanna Gardner, Heather Simmons, Mandy Dalrymple, Matt Martino (arrived after approval of meeting minutes)

Absent: Cindy King, Keith Wooden, Ian Schmidt

Meeting Guests: Barb Campbell (Bend City Council), Elizabeth Oshel (City of Bend, Assistant City Attorney), Xavier Borja (City of Bend, Community Relations Manager), Russell Grayson (City of Bend, Chief Operations Officer), Amy Warren (Hive Development LLC), Mellissa Kamanya (Habitat for Humanity, Director of Grants Management)

- **Public Comment**

Jackie Keogh, Executive Director for Kôr Community Land Trust, provided a written letter to AHAC members and City staff outlining program recommendation changes that would benefit City of Bend homebuyers and the non-profit developers who support them.

Melissa Kamanya, Director of Grants Management for Habitat for Humanity, provided an update on land acquisition purchases specifically with regard to their Logan Project. They are requesting a one-year extension.

- **Approval of April Minutes**

Motion approved. Motion to approve made by Heather Simmons and seconded by Mandy Dalrymple. Five approved. None opposed.

- **Conflict of Interest Disclosure**

Chairperson Hohengarten inquired with AHAC members as to potential conflicts of interest with regard to the contents of this meeting.

- Alison Hohengarten has a potential conflict of interest as her law firm has completed work for Woodhaven Community Housing, LLC and Amy Warren.
- Matt Martino has a potential conflict of interest if a home buyer chooses to pursue his services in financial assistance in home buying. Currently there is no impact.

- **SDC Exemptions for Woodhaven Community Housing – 61635 Daly Estates Road**

Racheal Baker, Affordable Housing Manager, explained System Development Charges (SDC), which is a one-time fee imposed on new or some types of re-development at the time of development. The fee is intended to recover a fair share of the costs of existing and planned facilities that provide capacity to serve new growth. AHAC became the approving body for SDC Exemptions in 2017. Prior to 2017, City Council approved these exemptions.

Amy Warren, Hive Development, outlined Woodhaven Community Housing's mission, business plan phases and their desire to build affordable housing with the use of SCD exemptions. Warren also explained the benefits to both non-profit and for-profit developers.

Heather Simmons moved to conditionally exempt Woodhaven Community Housing, LLC, from pending City of Bend System Development Charges (SDC) of \$154,087.60, as long as the Woodhaven Community Housing development is awarded financing from Oregon Housing and Community Service Department by August 31, 2022; and authorized staff to take all actions necessary to complete such exemptions, including signing loan agreements and related documents, without further approval. If exemptions are not exercised before any expected increase, the increase will be added to the total exemption. If the Woodhaven Community Housing development is not

awarded financing by August 31, 2022, then these SDC exemptions are void, and Woodhaven Community Housing, LLC, may return to the City to reapply once financing is secured. Kathy Austin seconded the motion. Motion approved. Five approved. One abstention. None opposed.

Mandy Dalrymple moved to recommend the Bend Park and Recreation District Executive Director or designee conditionally exempt Woodhaven Community Housing, LLC, from pending Bend Park and Recreation District System Development Charges (SDC) of \$112,321.00 as long as the Woodhaven Community Housing development is awarded financing from Oregon Housing and Community Services Department by August 31, 2022. If exemptions are not exercised before any expected increase, the increase will be added to the total exemption. If the Woodhaven Community Housing development is not awarded financing by August 31, 2022, then these SDC exemptions shall become available to other developers, and Woodhaven Community Housing, LLC, may return to the City to reapply once financing is secured. Matt Martino seconded the motion. Motion approved. Five approved. One abstention. None opposed.

- **Council Goals Update – Russell Grayson**

Russell Grayson, Chief Operations Officer with the City of Bend, provided an update on Bend City Council goals and their strategy to invest in programs and partnerships that result in collaborative, concrete actions toward ending homelessness in Bend. He highlighted Council's proposed action items, their proposed guiding principles list and their proposed removed and revised action items.

- **Community Outreach – Zavier Borja**

Zavier Borja, Community Relations Manager with the City of Bend, presented the City's communications goal of lowering barriers to engagement and to improve access to City services while working with underrepresented community members.

- **Shelter Update – Amy Fraley**

Amy Fraley, Affordable Housing Coordinator, provided a shelter update on the three properties that the City owns: Division Street Shelter, Franklin Avenue Shelter and Second Street Shelter.

- **Staff Report**

Racheal Baker, Affordable Housing Manager with the City of Bend, announced that the City passed its timeliness test which complies with the requirement that a CDBG Entitlement grantee must carry out its program in a timely manner, as measured by the rate of expenditure of funds from the grantee's Line of Credit (LOC). A CDBG Entitlement grantee, in accordance with the CDBG regulations at 24 CFR 570.902, must have a balance no greater than one and one-half (1.5) times its annual grant remaining in the Line of Credit, 60 days prior to the end of the program year. HUD has a longstanding policy of reducing the next year's grant allocation of a grantee that continues to be untimely.

Lynne McConnell, Housing Director with the City of Bend, announced openings on both the Landmarks Commission and the Accessibility Advisory Committee.

Lynne invited AHAC member to attend the June 1, 2022 City Council meeting with presentations on:

- Nonprofit and MUPTE tax exemptions
- Stevens Road
- Senate Bill 458

AHAC letters of support for these presentations will be drafted and submitted to City Council.

Committee stipends will be available for permanent committee volunteers. Stipends are delivered by reimbursement and limited to a maximum of \$500 per person per year. This is an optional stipend and any committee member may opt out ahead of time. More information to come.

The return to in-person meetings in Council Chambers are scheduled to begin in July. A virtual hybrid option will always be an option. Lynne congratulated the AHAC members for being present on camera.

- **Adjourn**

To watch the live recording of this meeting, please visit

<https://www.youtube.com/watch?v=rtMOEH0h5IU>