



Minutes

Affordable Housing Advisory Committee

3:00 PM, Wednesday, May 10, 2023

Staff Liaisons: Lynne McConnell, Racheal Baker, Amy Fraley, Deena Cook, Kerry Bell, Mellissa Kamanya and Brook O'Keefe

Roll Call: Cindy King, Keith Wooden, Kathy Austin, Matt Martino, Ian Schmidt, Alison Hohengarten, Joanna Gardner, Heather Simmons, Mandy Dalrymple

Meeting guests: Barb Campbell (Bend City Councilor), Elizabeth Oshel (City of Bend, Assistant City Attorney), Russ Grayson (City of Bend, Chief Operations Officer), Sarah Hutson (City of Bend, Senior Management Analyst), Megan Perkins (Bend City Councilor), Colin Stephens (City of Bend, Community Development Director), Janette Townsend (City of Bend, Finance Director), Pauline Hardie (City of Bend, Senior Planner)

❖ Public Comment

John Heylin commented on his excitement for the Timber Yards application, a proposed development in the Old Mill District for 1600 affordable housing units.

❖ Approval of April Minutes

Kathy Austin requested a change to the April minutes. Minute taker changed the words "having difficulties" to "having discussions" under the SDC (System Development Charges) Methodologies agenda item discussion.

Motion to approve revised minutes made by Matt Martino and seconded by Heather Simmons. Minutes approved. Nine approved. None opposed.

❖ Public Hearing – Consolidated Plan

Cindy King recognized that Bend City Council approved the Consolidated Plan as drafted. King requested any additional comment AHAC (Affordable Housing Advisory Committee). King officially closed the public hearing.

❖ Shelter Update

Amy Fraley and Brook O'Keefe, Senior Program Manager, Houselessness Services and Shelter Coordinator, provided a shelter update. Fraley highlighted the 2023 Point in Time Count statistics and the Lighthouse Navigation Center overnight occupancy statistics. O'Keefe discussed the status of the Franklin Avenue Shelter noting that it is currently vacant. She explained that the City has partnered with Shepherd's House Ministries, as the service operator, to apply for funding. If the funding is received, the Franklin Avenue Shelter would create 60 new shelter beds, which would meet over 50% of the region's goal to create 111 new shelter beds with Executive Order 23-02 funds.

❖ Middle Income Housing Report

Kerry Bell, Middle Income Housing Coordinator, provided an update on middle income housing programming. She clarified that there are two components to middle housing: middle-income housing and the missing middle housing. Development has focused on single family dwellings leaving the townhomes, courtyards or cottage clusters underdeveloped. Bell highlighted City efforts in interdepartmental communication noting the processes that expedite unit production. She explained the three phases of the Pre-Approved ADU (Accessory Dwelling Unit) Plan Program. Lastly, the Technical Advisory Committee (TAC) continues to meet regularly to work on programming and advise staff.

Matt Martino addressed an issue having to do with middle housing development codes. Specifically, land that is being partitioned for development must go through the partition process to separate the land into multiple pieces and that process must have a survey completed and then a legal description is issued. However, the new partitioned piece of land is not recorded. Only once permits have been issued and framing development has occurred will the partitioned land be recorded as legal.

Additionally, if the landowner wanted to pursue financing, they would not be able to because the legal description would not exist.

❖ **CDBG (Community Development Block Grant) Timeliness Report**

Melissa Kamanya, Affordable Housing Coordinator, discussed the HUD (Housing and Urban Development) mandated timeliness protocol. This included the reasons for untimeliness and the potential repercussions for untimeliness. The Timeliness Workout Plan and its mitigations were reviewed.

❖ **Conflict of Interest Disclosure**

Chairperson King addressed the committee that members are to disclose whether any item on the agenda could or would result in a financial benefit or detriment to the committee member, a family member, a client, or business with which any of them are associated. No conflicts of interest disclosed.

Keith Wooden has a potential conflict of interest with the Simpson Project with Kôr Community Land Trust and the Bend Parks and Rec unit count. Wooden will receive no monetary compensation regardless of how the AHAC committee votes. Wooden excused himself from the room during the voting process.

Matt Martino has a potential conflict of interest if a home buyer chooses to pursue his services in financial assistance in home buying.

❖ **SDC Exemption Application – Kôr Simpson Project**

Racheal Baker, Affordable Housing Manager, defined System Development Charges (SDC) as one-time fees that are collected when new development occurs in the city and are used to fund a portion of new streets, sanitary sewers, parks, and water. These fees are necessary to provide adequate funding for growth-related capital improvements vital to maintaining the city's level of service in transportation, water and sewer and Bend Metropolitan Parks & Recreation's service in the city parks.

Kôr Community Land Trust, in partnership with Housing Works, is proposing the development of multiple cottage clusters, totaling 40 single family homes for purchase. These will be a mix of ten 2-bedroom homes and thirty 3-bedroom homes, all designed to goal net-zero energy standards.

Kathy Austin moved to exempt Kôr Community Land Trust from pending City of Bend System Development Charges of \$552,920.00, and to authorize 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. Heather Simmons seconded the motion. Motion passed. Nine in favor. None opposed.

Kathy Austin moved to recommend the Bend Park and Recreation District Executive Director, or designee waive Kôr Community Land Trust from pending Bend Park and Recreation District System Development Charges of \$324,870.00. If waivers are not exercised before any expected increase, the increase will be added to the total waiver. Joanna Gardner seconded the motion. Motion passed. Nine in favor. None opposed.

❖ **Parks SDC Waiver Applications – Thistle & Nest**

61632 Pettigrew Road, Bend, OR 97702 -Thistle & Nest is proposing the development of duplex units and one stand-alone unit, totaling nineteen (19) single family homes for purchase. Nine will be 2-bedroom, 1028 square-foot duplex units, nine will be 3-bedroom, 1550 square foot duplex units, and one 3-bedroom 1550 square foot stand-alone unit. Due to Parks cap on SDC waivers, only eight (8) 3-bedroom duplex units and one (1) 3-bedroom stand-alone unit are requesting Parks exemptions.

Matt Martino moved to recommend the Bend Park and Recreation District Executive Director, or designee waive Thistle & Nest from pending Bend Park and Recreation District System Development Charges of \$87,642.00. If waivers are not exercised before any expected increase, the increase will be added to the total waiver. Alison Hohengarten seconded the motion. Motion passed. Nine in favor. None opposed.

61647 Daly Estates Drive, Bend, OR 97702 - Thistle & Nest is proposing the development of duplex

units and one stand-alone unit, totaling eleven (11) single family homes for purchase. These 1028 square-foot homes will be 2-bedroom duplexes with shared walls, townhome-style.

Matt Martino moved to recommend the Bend Park and Recreation District Executive Director, or designee waive Thistle & Nest from pending Bend Park and Recreation District System Development Charges of \$64,108.00. If waivers are not exercised before any expected increase, the increase will be added to the total waiver. Mandy Dalrymple seconded the motion. Motion passed. Nine in favor. None opposed.

❖ **AHAC Committee Elections**

Three AHAC committee member positions, including the chairperson seat, are available. This is the last meeting for Chairperson King. Kathy Austin nominated Ian Schmidt as Chairperson. Matt Martino seconded the nomination. Nomination passed. Nine in favor. None opposed.

Matt Martino volunteered as Vice-Chairperson. Ian Schmidt nominated Matt Martino as Vice-Chairperson. Mandy Dalrymple seconded the nomination. Nomination passed. Nine in favor. None opposed.

❖ **SDC Exemption Recap – Sarah Hutson and Russ Grayson**

Sarah Hutson and Russ Grayson, Senior Management Analyst and Chief Operations Officer, provided a Methodology update on System Development Charges (SDC). Hutson highlighted the goals of the methodology; those being alignment within transportation and water system planning to support city growth, consistency across all systems, supporting housing affordability and diversity, and ensure revenue adequacy and stability.

Grayson elaborated on how traffic generation data are used to determine transportation SDC rates. Likewise, water usage data and location are considered when determining SDC rates. He reminded us that the macro goal is to fund infrastructure to serve the entire city.

❖ **Housing and Community Development Programs – Proposed Budget Overview**

Janette Townsend and Colin Stephens, Finance Director and Community Development Director, and Russ Grayson provided a question-and-answer session for AHAC regarding the City of Bend proposed biennium budget. Townsend noted that there are dates for public meetings before the budget goes before the City Council for adoption.

❖ **Staff Report**

The Tree Regulation Update Advisory Committee is looking for additional members. Alison Hohengarten nominated Kathy Austin and Keith Wooden seconded it. Nomination passed. Eight approved. None opposed.

❖ **Adjourn**

To watch the live recording of this meeting, please visit <https://youtube.com/live/Astq1eZRxo0?feature=share>