



CITY OF BEND

Minutes

Affordable Housing Advisory Committee

3:00 PM, Wednesday, October 11, 2023

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

Roll Call: Matt Martino (Vice Chair), Helen Silfven, Alison Hohengarten, Joanna Gardner, Heather Simmons, Mandy Dalrymple, Tony Levison and Geoff Wall

Absent: Ian Schmidt (Chair)

Guests: Megan Perkins (Bend City Councilor), Elizabeth Oshel (City of Bend, Assistant City Attorney), Scott Nordquist (Bend Redmond Habitat for Humanity), Amy Warren (Thistle & Nest)

- **Public Comment**

Scott Nordquist, Bend Redmond Habitat for Humanity, invited members of the Affordable Housing Advisory Committee to an open house on October 18, 2023. Lynne McConnell will send the invitation to AHAC members.

- **Approval of September Minutes**

Motion to approve minutes made by Heather Simmons and seconded by Joanna Gardner. Minutes approved. Eight approved. None opposed.

- **Conflict of Interest Disclosure**

Chairperson Martino 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.

Matt Martino and Helen Silfven both have a potential conflict of interest if a home buyer chooses to pursue their services in financial assistance in home buying.

- **SDC Exemptions: Thistle and Nest**

Racheal Baker, Affordable Housing Manager, discussed Thistle and Nest's previous applications for SDC exemptions at 61635 Daly Estates and 61632 Pettigrew Road. Both properties have previously received SDC exemption waivers from the City of Bend, she asked AHAC to make a recommendation for the SDC exemption waivers from Bend Parks and Recreation. These recommendations would satisfy the cap of 75 exemptions for the calendar year.

Joanna Gardner 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 \$41,885.00. If waivers are not exercised before any expected increase, the increase will be added to the total waiver.

Heather Simmons seconded the recommendation. Recommendation passed. Eight approved. None opposed.

Heather Simmons 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 \$92,147.00. If waivers are not exercised before any

expected increase, the increase will be added to the total waiver.

Geoff Wall seconded the recommendation. Eight approved. None opposed.

- **Franklin Surplus Proposal Presentations and Deliberations**

Mellissa Kamanya and Lynne McConnell, Affordable Housing Coordinator and Housing Director, discussed the request for proposal process for surplus land on Franklin. On June 21, 2023, Bend City Council had a public hearing and adopted the resolution for adopting a procedure for the sale of City property for developing affordable rental and owner-occupied housing purposes. AHAC heard proposals from the co-applicants.

Scott Nordquist representing Habitat for Humanity and Amy Warren representing Thistle & Nest presented their application for the development of the Franklin surplus property.

Allison Hohengarten moved to recommend that City Council award the Franklin parcel to the developing partnership between Habitat for Humanity and Thistle & Nest in accordance with the request for proposal outlined in this meeting. Matt Martino seconded the recommendation. Eight approved. None opposed.

- **City of Bend Grant & Loan Policies**

Racheal Baker, Affordable Housing Manager, shared a letter from RootedHomes asking to revisit the Policy on Loans and Grants.

The purpose of the policy is to establish guidelines regarding the awarding of grants and loans through the City of Bend's Community Development Block Grant (CDBG), Affordable Housing Fund (AHF), and Commercial and Industrial Construction Fund (CET) and to establish standard loan terms for the Program. The policy is intended to implement the City of Bend's goal of growing the City's loan funds over time in order to have a greater long-term impact on the community's housing and community development needs.

- **Follow up to Equity and Accessibility Scoring Criteria**

Mellissa Kamanya, Affordable Housing Coordinator, shared proposed language for the scoring of equity partnerships and accessibility. She noted that applications are opening on October 23, 2023. AHAC recommended accepting the proposed language without edits, adding accessibility and equity points to the upcoming application in the bonus section. AHAC agreed to revisit the application in 6 months to reevaluate whether the points should remain as bonus or be considered as required elements in the application.

- **Shelter Report**

Amy Fraley and Brook O'Keefe, Senior Program Manager Houselessness Solutions and Shelter Coordinator, provided a shelter report and presented on the Lighthouse Navigation Center renovations. The Lighthouse Navigation Center is the only walk up low-barrier shelter in the region, and the shelter utilization and service numbers continue to operate over capacity. Shepherd's House is the operator, and they provide services and serve over 300 meals per day. Bend City Council approved renovations for the Lighthouse Navigation Center to begin on October 30, 2023. The renovations will be completed over 14 months and service operations at the Lighthouse Center will continue during the two-phase renovation process.

Staff Report

1. Central Oregon Villages open house Saturday, October 14, 2023, from 10am-2pm.
2. Housing Density code at City Council on November 1, 2023.
3. Volunteers from AHAC needed at the next Council meeting.

4. Pro Housing Grant application underway, authored by Mellissa Kamanya. The public comment period for the draft is from October 3 – 18, 2023, and so far, no comments have been received. A Public Hearing for the application is scheduled at 7PM, October 18, 2023, at the City Council meeting
5. Middle-Income funding – Councilor Perkins discussed the four projects that City Council decided between and ultimately awarded the funds to the Penn Avenue project.
6. Ground breakings Monday, October 16, 2023 – Simpson/ RootedHomes at 12:00pm and Cleveland Commons/Housing Works at 2:00pm.
7. ADU plan program designer application has launched, information on the Affordable Housing webpage.
8. Logan Ave Dedication – Habitat for Humanity – October 18, 2023, at 4:00pm.

- **Adjourn**

To watch the live recording of this meeting, please visit
<https://youtube.com/live/j1CZuK0pxjM?feature=share>