

**OREGON STATE HOUSING COUNCIL**  
**Minutes of Meeting**

Meeting Location:  
Oregon Housing and Community Services  
725 Summer Street NE, Room 124 A/B  
Salem, OR 97301

**9:00 a.m.**  
**July 13, 2012**

**MEMBERS PRESENT**

Mayra Arreola  
Tammy Baney  
Aubre Dickson  
Mike Fieldman  
Zee Koza  
Adolph “Val” Valfre, Jr.  
Jeana Woolley

**MEMBERS ABSENT**

**GUESTS**

Tom Cusak, Oregon Blog  
Shelly Cullin, Chrisman Development  
John Miller, Oregon ON  
Rob Prash, NOAH  
Rita Grady, Polk CDC  
Sheila Heine, CCHA  
Kathy Lucas, CCHA  
Julie Marple, NWRECC  
Lynn Boose, Community Services, Inc.  
Keith Wooten, Housing Works  
Christel Allen, Geller Silvis & Associates  
Jeff Puterbaugh, AMH/OHA  
Jan Nordlund, Committee Administrator  
Michele Deister, LFO  
Andrea Romini, UCAN

**STAFF PRESENT**

Margaret S. Van Vliet, Director  
Karen Tolvstad, Policy, Strategy & Community  
Engagement Division Administrator  
Julie Cody, Program Delivery Division  
Administrator  
Karen Clearwater, Regional Advisor to the Dept.  
Karen Chase, Regional Advisor to the Dept.  
Vince Chiotti, Regional Advisor to the Dept.  
Kim Travis, Community Engagement Manager  
Bruce Buchanan, Regional Advisor to the Dept. (via  
phone)  
Benjamin Pray, Communications Manager  
Heather Pate, Multi-Family Section Manager  
Roz Barns, Loan Officer  
Carole Dicksa, HOME Program Coordinator  
Carol Kowash, LIHTC Program Coordinator  
Joyce Robertson, Loan Officer  
Phil Richards, Loan Officer  
Betty Markey, Operations Analyst  
Janna Graham, Loan Specialist  
Debie Zitzelberger, Loan Officer  
Mike McHam, Appraiser & Market Analyst  
Loren Shultz, Loan Specialist  
Diana Koppes, Business Operations Division  
Administrator  
Jo Rawlins, Recorder

- I. CALL TO ORDER: Chair Woolley calls the July 13, 2012 meeting to order at 9:00 a.m.**
- II. INTRODUCTION OF NEW COUNCIL MEMBERS. Chair Wooley introduces new Council Members, Mayra Arreola, Aubre Dickson and Zee Koza.**
- III. ROLL CALL: Chair Woolley asks for roll call. Present: Mayra Arreola, Tammy Baney, Aubre Dickson, Mike Fieldman, Zee Koza, Adolph “Val” Valfre, Jr., and Chair Jeana Woolley.**

IV. **APPROVAL OF MINUTES**

A. **Chair Woolley** asks if there are any corrections to the May 4, 2012 Minutes. There being no corrections, the Motion was read:

**MOTION: Valfre moves that the Housing Council approve the Minutes of the May 4, 2012 Council meeting.**

**VOTE: In a roll call vote the motion passes. Members Present: Mayra Arreola, Tammy Baney, Aubre Dickson, Mike Fieldman, Zee Koza, Adolph “Val” Valfre, Jr., and Chair Jeana Woolley.**

V. **DIRECTOR’S REPORT:** Van Vliet reports the following:

- ***SB 1552:*** Staff is gearing up to contract with non-profits to provide pre-mediation counseling in every county of the state; outreach efforts are being launched; and the department is in the process of hiring one full time limited duration staff, approved by the legislature.
- ***Budget:*** The department is beginning work on the 2013-15 budget, and is in the process of understanding how the programs align with the 10-year goals of the Governor’s Plan. We have begun the process of talking to the Governor’s Advisory Program Funding Teams about how our programs support the Healthy People initiative of the 10-year. Tammy Baney is a member of the Program Funding Team, appointed by the Governor, as advisory to the Governor as he develops his budget. We will plan to do a preview for Council in August focused on how our budget aligns with the Governor’s 10-Year Plan and the Healthy People outcomes.
- ***OHSI*** continues to roll forward in a positive way. We are currently operating four programs: Mortgage Payment Assistance, Mortgage Payment Assistance for people on unemployment, Preservation, and the Loan Refinance Assistance Pilot Project. To date we have expended \$77M of the \$220M Hardest Hit Fund grant, and Oregon is still leading the other states. The US Department of Treasury is coming back for a compliance review in August. Participants are beginning to exit the program and we have begun to survey them and will provide surveys over the next couple of years to see if the program benefited them, allowed them to stay in their homes, or did it just buy them time to find other options. That information will be important policy consideration both in Oregon and nationally.
- ***Legislative Concepts:*** The first round of legislative concepts are being developed by agencies, in concert with the Governor’s office. The department doesn’t have an ambitious legislative agenda. We do have a concept we want to explore with Council around workforce housing and one that would extend the Farmworker Housing Tax Credit which will be expiring in 2014; we want to look at sponsoring or co-sponsoring a potential increase in the rate for the Earned Income Tax Credit, as an anti-poverty measure tool; and we are going to rethink the structure and role of the Interagency Council on Hunger and Homelessness. There are also some other housekeeping items, but those are the basic frameworks and we will come back in late summer with more policy development.

**Baney** comments that the program funding team is very unique and her hat is off to the OHCS team. The presentation was very well done and she was very proud of the presentation done by Julie and Diana.

**VI. PUBLIC COMMENT: None.**

**VII. NEW BUSINESS:**

**A. Consolidated Funding Cycle.** **Van Vliet** says that this is actually a bittersweet moment, in that while she is excited about the variety of projects coming on line, and humbled by the work that goes into this process by staff, at the same time it is painful to recognize how many truly worthy projects we are not able to fund because of limited resources. She points out that the process needs to change because it is simply too much work and costs everyone in the system too high a price. It also needs to change because of unintended consequences related to regional equity and responsiveness to locally-identified needs.

Significant time has been spent on working with stakeholders to understand their concerns and perspectives about the application, the process, and the ways they see need in their communities. A new process is being designed for the future, and some important changes will be made in 2013 and beyond.

She also commends her team and Heather Pate, who manages the housing resources and finance team. She points out that while she has instituted major changes at the department in a relatively short time, the need for change is in no way any kind of indictment on staff. It is the natural progression of public processes. She sees how hard staff works each and every day and how much they care and want to get it right. She stresses that she is grateful for their service.

1. *Overview.* **Julie Cody**, Program Delivery Division Administrator, and **Karen Tolvstad**, Policy, Strategy & Community Engagement Division Administrator, give an overview of the 2012 CFC scoring process, target population prioritization, planned regional allocations, types of projects funded, and the approval process. (A copy of the CFC PowerPoint presentation is included in the permanent meeting records.)

They note the criteria for the scoring model applied to the applications had been published in the CFC application in January 2012, and the agency was bound by those criteria. Although the scoring model used was the existing published model, the process by which the applications were scored was different this year. The Housing Division streamlined their score sheets and ensured the criteria on the score sheets were very objective and verifiable, and they moved away from the process of having different teams of individuals scoring different applications and, for consistency, had single individuals scoring a particular part of all applications. A management team then reviewed the scores and, finally, the executive team and two council members evaluated final scores to make final determinations based on published allocations.

**Tolvstad** states that the published scoring model the agency was bound to this year does not give consideration to the geographic distribution of awards, other than providing overall urban and rural set asides. She notes this is another of the key things that is being looked at in the process and policy changes for next year.

2. *Projects Awarded by OHCS – Informational Only.* **Baney** distributes a map of Oregon showing projects funded and not funded across the state, and raises concerns about the lack of awards in Eastern Oregon. Margaret again highlights the fact that geographic distribution factors were not part of the previously published criteria the agency was bound to and was of concern to her as well. She emphasizes the need for serious analysis of the issue, including an historical look at numbers and types of applications and OHCS investments. **Heather Pate**, Multi-Family Section Manager, gives an overview of the ten projects awarded funding by OHCS, but not requiring Housing Council approval:

- *Alma Gardens (Hillsboro, OR).* 45 units, elderly, new construction.
- *Beech Street Apartments (Portland, OR).* 32 units, alcohol and drug recovery, new construction. Provides services that are culturally adapted for African American women and their children.
- *Brookside Village Apartments/Rose Court Apartments (Phoenix, OR).* 76 units, elderly and disabled, acquisition-rehab preservation.
- *Freedom Square & Liberty Place (White City / Central Point, OR).* Split site – 34 and 16 units, new construction, serving homeless veterans and working families.
- *Freedom House One (Grants Pass, OR), Freedom House Two (Grants Pass, OR).* 1 unit (existing house), serving homeless women in alcohol and drug recovery, and their children.
- *High Valley Estates (Klamath Falls, OR).* 37 units, acquisition rehab, serving families.
- *Hollyfield Village Apartments (Lake Oswego, OR).* 30 units, elderly, acquisition rehab.
- *Lancaster Bridge Apartments (Corvallis, OR).* 50 units, acquisition rehab, serving disabled, domestic violence, family and homeless.
- *Willamette Place I & II & Meadow Glen Apartments (Tillamook & McMinnville, OR).* 80 units, acquisition rehab, consolidating three projects into one partnership, serving family, elderly and disabled.

3. *Projects Recommended to State Housing Council.* **Vince Chiotti**, Regional Advisor to the Department for the Metro and Northwest Regions, **Karen Clearwater**, Regional Advisor to the Department for the Mid-Willamette Valley, **Karen Chase**, Regional Advisor to the Department for the Southwest Region, and **Kim Travis**, Regional Advisor to the Department for the Central Region and Community Engagement Manager, each gives an overview of the projects in their regions recommended to Council for funding. The following projects were approved for funding:

a. *Dethman Manor (Hood River, OR).* 27 units, rehab, serving the elderly. **Dickson** declares a conflict of interest.

**MOTION: Baney moves that the Housing Council approve an HDGP grant in an amount up to \$500,000 and a HOME grant in an amount up to \$750,000 to Providence Health and Services for the rehabilitation of the Dethman Manor located in Hood River, Oregon. Award is contingent on meeting all program requirements and conditions of award.**

**VOTE: In a roll call vote the motion passes. Members Present: Mayra Arreola, Tammy Baney, Mike Fieldman, Zee Koza, Adolph “Val” Valfre, Jr., and Chair Jeana Woolley. Abstain: Aubre Dickson.**

b. *Greenview Terrace Apartments (Portland, Or).* 31 units, acquisition rehab, serving veterans, family and homeless.

**MOTION: Valfre moves that the Housing Council approve an HDGP grant in an amount up to \$500,000 to ROSE Community Development for the acquisition/rehabilitation of Greenview Terrace Apartments located in Portland, Oregon. Award is contingent on meeting all program requirements and conditions of award.**

**VOTE: In a roll call vote the motion passes. Members Present: Mayra Arreola, Tammy Baney, Aubre Dickson, Mike Fieldman, Zee Koza, Adolph “Val” Valfre, Jr., and Chair Jeana Woolley.**

c. *Kehillah Housing (Portland, OR).* 15 units, new construction, serving homeless and developmentally disabled. **Dickson** declares a conflict of interest.

**MOTION: Baney moves that the Housing Council approve an HDGP grant in an amount up to \$360,000 to the Robison Jewish Home dba Cedar Sinai Park for the new construction of Kehillah Housing located in Portland, Oregon. Award is contingent on meeting all program requirements and conditions of award.**

**VOTE: In a roll call vote the motion passes. Members Present: Mayra Arreola, Tammy Baney, Mike Fieldman, Zee Koza, Adolph “Val” Valfre, Jr., and Chair Jeana Woolley. Abstain: Aubre Dickson.**

d. *CSI GP.HM.Cornell Rd (Hillsboro, OR).* 1 unit (existing house for a group home), new construction/acquisition rehab, serving developmentally disabled.

**MOTION: Koza moves that the Housing Council approve an HDGP grant in an amount up to \$255,000, a HELP grant in an amount up to \$25,000, and a LIWP grant in an amount up to \$62,189 to Community Services, Inc. for the acquisition/rehabilitation and new construction of the CSI GP HM Cornell Rd located in Hillsboro, Oregon. Award is contingent on meeting all program requirements and conditions of award.**

**VOTE: In a roll call vote the motion passes. Members Present: Mayra Arreola, Tammy Baney, Aubre Dickson, Mike Fieldman, Zee Koza, Adolph “Val” Valfre, Jr., and Chair Jeana Woolley.**

e. *Farmington Meadows (Aloha, OR)*. 69 units, acquisition rehab, serving families. **Dickson** declares a potential conflict of interest.

**MOTION: Fieldman moves that the Housing Council approve an HDGP grant in an amount up to \$200,000 and a Weatherization grant in an amount up to \$235,287 to Guardian Development, LLC for the acquisition and rehabilitation of Farmington Meadows Apartments located in the City of Aloha, Washington County, Oregon. Award is contingent on meeting all program requirements and conditions of this award.**

**VOTE: In a roll call vote the motion passes. Members Present: Mayra Arreola, Tammy Baney, Mike Fieldman, Zee Koza, Adolph “Val” Valfre, Jr., and Chair Jeana Woolley. Abstain: Aubre Dickson.**

f. *Harkson Court (Forest Grove, OR)*. 20 units, rehab, serving the elderly. **Valfre** declares a conflict of interest.

**MOTION: Dickson moves that the Housing Council approve an HDGP grant in an amount up to \$400,000 to Accessible Living, Inc. for the rehabilitation of Harkson Court located in Forest Grove, Oregon. Award is contingent on meeting all program requirements and conditions of award.**

**VOTE: In a roll call vote the motion passes. Members Present: Mayra Arreola, Tammy Baney, Aubre Dickson, Mike Fieldman, Zee Koza, and Chair Jeana Woolley. Abstain: Adolph “Val” Valfre, Jr.**

g. *Juniper Gardens Apts. Phase 2 (Forest Grove, OR)*. 22 units, new construction, serving farm workers.

**MOTION: Fieldman moves that the Housing Council approve an HDGP grant in an amount up to \$500,000 and an Oregon Rural Rehabilitation loan up to loan commitment amount of \$100,000 to Bienestar for the new construction of Juniper Gardens Apartments Phase II in Forest Grove, Oregon. Award is contingent on meeting all program requirements and conditions of award.**

**VOTE: In a roll call vote the motion passes. Members Present: Mayra Arreola, Tammy Baney, Aubre Dickson, Mike Fieldman, Zee Koza, Adolph “Val” Valfre, Jr., and Chair Jeana Woolley.**

h. *Hyak (Seaside, OR)*. 9 units, acquisition rehab, serving homeless. **Baney** comments that linking services with other providers is important.

**MOTION: Valfre moves that the Housing Council approve an HDGP grant in an amount up to \$500,000 to the Clatsop County Housing Authority for the rehabilitation of Hyak located in Seaside, Oregon. Award is contingent on meeting all program requirements and conditions of award.**

**VOTE: In a roll call vote the motion passes. Members Present: Mayra Arreola, Tammy Baney, Aubre Dickson, Mike Fieldman, Zee Koza, Adolph “Val” Valfre, Jr., and Chair Jeana Woolley.**

i. *Deskins Commons (Newberg, OR)*. 56 units, rehab, serving workforce and chronically mentally ill. **Aubre** declares a conflict of interest.

**MOTION: Koza moves that the Housing Council approve a HOME grant in an amount up to \$500,000 to the Housing Authority of Yamhill County for both the new construction and partial rehabilitation of Deskins Commons located in Newberg, Oregon. Award is contingent on meeting all program requirements and conditions of award.**

**VOTE: In a roll call vote the motion passes. Members Present: Mayra Arreola, Tammy Baney, Mike Fieldman, Zee Koza, Adolph “Val” Valfre, Jr., and Chair Jeana Woolley. Abstain: Aubre Dickson.**

j. *Firestone Place (Dallas, OR)*. 5 units, new construction, alcohol and drug recovery.

**MOTION: Fieldman moves that the Housing Council approve a HOME grant in an amount up to \$560,860 and an HDGP grant in an amount of \$500,000 to Polk Community Development Corporation for the new construction of Firestone Place in Dallas, Oregon. Award is contingent on meeting all program requirements and conditions of award.**

**VOTE: In a roll call vote the motion passes. Members Present: Mayra Arreola, Tammy Baney, Aubre Dickson, Mike Fieldman, Zee Koza, Adolph “Val” Valfre, Jr., and Chair Jeana Woolley.**

k. *The Jetty Apartments (Lincoln City, OR)*. 34 units, acquisition rehab, serving the elderly. **Valfre** expresses his concern about the low number of units accessible for wheelchairs. **Clearwater** says she will talk with the team about the possibility of making more units adaptable, with wider doors, etc.

**MOTION:** Fieldman moves that the Housing Council approve an HDGP grant in an amount up to \$500,000, a HOME grant in an amount up to \$394,103 and a Weatherization grant in an amount up to \$32,251 to Guardian Real Estate Services for the acquisition and rehabilitation of The Jetty Apartments located in the City of Lincoln City, Lincoln County, Oregon. Award is contingent on meeting all program requirements and conditions of this award.

**VOTE:** In a roll call vote the motion passes. Members Present: Mayra Arreola, Tammy Baney, Aubre Dickson, Mike Fieldman, Zee Koza, Adolph “Val” Valfre, Jr., and Chair Jeana Woolley.

l. *Applegate Apartments (Cottage Grove, OR)*. 16 units, acquisition rehab, serving developmentally disabled.

**MOTION:** Dickson moves that the Housing Council approve a HOME grant in an amount up to \$525,000 and an HDGP grant in an amount up to \$500,000 to Mainstream Housing, Inc. for the acquisition/rehabilitation of Applegate Apartments in Cottage Grove, Oregon. Award is contingent on meeting all program requirements and conditions of award.

**VOTE:** In a roll call vote the motion passes. Members Present: Mayra Arreola, Tammy Baney, Aubre Dickson, Mike Fieldman, Zee Koza, Adolph “Val” Valfre, Jr., and Chair Jeana Woolley.

m. *Camas Ridge Apartments (Roseburg, OR)*. 10 units, new construction, alcohol and drug recovery. **Fieldman** declares a conflict of interest. **Dickson** asks why there were only ten units. **Andrea Romini** with UCAN, explains it is because of available resources, and that they would build more if they could.

**MOTION:** Valfre moves that the Housing Council approve an HDGP grant in an amount up to \$500,000, a HOME grant in an amount up to \$999,431, a HELP grant in an amount up to \$120,000, and a LIWP grant in an amount up to \$22,500 to United Community Action Network for the new construction of the Camas Ridge Apartments located in Roseburg, Oregon. Award is contingent on meeting all program requirements and conditions of award.

**VOTE: In a roll call vote the motion passes. Members Present: Mayra Arreola, Tammy Baney, Aubre Dickson, Zee Koza, Adolph “Val” Valfre, Jr., and Chair Jeana Woolley. Abstain: Mike Fieldman.**

n. *Eagle Landing (Roseburg, OR)*. 55 units, new construction, serving homeless veterans. **Fieldman** declares a conflict of interest.

**MOTION: Koza moves that the Housing Council approve a HOME grant in an amount up to \$900,000 to Neighborworks Umpqua for the new construction of Eagle Landing located in Roseburg, Oregon. Award is contingent on meeting all program requirements and conditions of award.**

**VOTE: In a roll call vote the motion passes. Members Present: Mayra Arreola, Tammy Baney, Aubre Dickson, Zee Koza, Adolph “Val” Valfre, Jr., and Chair Jeana Woolley. Abstain: Mike Fieldman.**

**Fieldman** comments that this was a partnership with NeighborWorks Umpqua and UCAN and encourages others to consider working together for the end result, instead of making it a competition for housing.

o. *Hyde Park (Ashland, OR)*. 6 units, new construction, serving families.

**MOTION: Fieldman moves that the Housing Council approve an HDGP grant in an amount up to \$441,173 and a HOME grant in an amount up to \$500,000 to ACCESS for the new construction of Hyde Park Apartments located in the City of Ashland, Jackson County, Oregon. Award is contingent on meeting all program requirements and conditions of this award.**

**VOTE: In a roll call vote the motion passes. Members Present: Mayra Arreola, Tammy Baney, Aubre Dickson, Mike Fieldman, Zee Koza, Adolph “Val” Valfre, Jr., and Chair Jeana Woolley.**

p. *Trail Apartments (Boardman, OR)*. 24 units, acquisition rehab, serving families. **Dickson** declares a potential conflict of interest.

**MOTION: Baney moves that the Housing Council approve a HDGP grant in an amount up to \$200,000, a HOME grant in an amount up to \$503,703 to the Housing Authority of Umatilla County for the acquisition/rehabilitation of the Trail Apartments located in Boardman, Oregon. Award is contingent on meeting all program requirements and conditions of award.**

**VOTE: In a roll call vote the motion passes. Members Present: Mayra Arreola, Tammy Baney, Mike Fieldman, Zee Koza, Adolph “Val” Valfre, Jr., and Chair Jeana Woolley. Abstain: Aubre Dickson.**

**VIII. PUBLIC COMMENT: None.**

**IX. REPORT OF THE CHAIR: Chair Woolley** says she will be reaching out to the Council members in the near future for feedback on what they would like her future reports to include.

**X. FUTURE AGENDA ITEMS:**

- Single Family Bond Programs (August)
- Agency Budget Process and Governor’s 10-Year Plan (August)
- Future Funding Processes (August or September)
- October 26 Housing Council Retreat. August meeting will talk about what Council wants to cover at the retreat.
- Report on resources that are available in the metro area that are not available in the rural areas of the state.

**Woolley** thanks the CFC team for a great job streamlining the presentation process. **Baney** thanks Woolley and Valfre for being part of the CFC process. **Woolley** says it was very insightful to participate. **Fieldman** comments that both the process and the write-ups were good. **Valfre** says he was pleased to be part of the process and that it was very reassuring. **Arreola** states that as a new Council member she had concerns, but that the new process was very good. She would like to see more focus on ethnic groups in the future.

**Chair Woolley** adjourns the meeting at 11:22 a.m.

<u>/s/ Jeana Woolley</u>	<u>08/10/12</u>	<u>/s/ Margaret S. Van Vliet</u>	<u>08/13/12</u>
Jeana Woolley, Chair	DATE	Margaret S. Van Vliet, Director	DATE
Oregon State Housing Council		Oregon Housing & Community Services.	