



MARION COUNTY BOARD OF COMMISSIONERS

Management Update Minutes

Monday, October 29, 2018, 9:00 a.m.

Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Silverton Conference Room

ATTENDANCE:

Commissioner Kevin Cameron, Commissioner Sam Brentano, Jan Fritz, Jane Vetto, Colleen Coons-Chaffins, Justine Flora, Joe Fennimore, Tom Hogue, Brandon Reich, Barb Young, Lisa Trauernicht, Jolene Kelley, and Joanna Ritchie as Recorder.

John Lattimer called the meeting to order at 9:00 a.m.

INFORMATIONAL:

Discuss Proposed Housing Project

- Ron Hays and Mark Shipman

Summary of presentation:

- Commissioner Carlson gave some background information on the proposed project:
 - Received a call from Larry Tokarski a couple months ago regarding a homelessness project idea;
 - They were looking for properties in the county to utilize;
 - Asked Finance to pull together a list of foreclosed property; and
 - Invited Mr. Hays to the meeting to explain project ideas.
- Mr. Hays stated that the fastest growing homeless population right now is the 55 plus seniors:
 - Fixed income;
 - Average income is \$1,400 a month; and
 - 200 percent increase in bankruptcy over the last year.
- Meeting with other community members:
 - How to build affordable housing; and
 - Average cost to build is around \$249,000, which is outside the market of affordability.
- Looking into a variety of building types:
 - Domes houses:
 - Example is C-Tech building at Yamhill-Carlton school;
 - Uses air form, using foam, ties to rebar, and then structure gets shotcrete;
 - Attended training workshop in Texas for these housing types;
 - Cost of construction for quad unit is around \$100,000; and
 - Drawback is may be visually unpleasant to some.
 - Shipping containers:

- Working with a company out of Canby.
 - Housing kit:
 - Wood pieces cut from C and C machine;
 - Can be built in two to three days;
 - Need one person who knows how to fit pieces together; and
 - Unskilled labor to assemble.
- Eight goals for affordable housing:
 - Target population of 55 plus, singles and couples;
 - Want it to be financeable;
 - Meet building and energy codes;
 - Meet Americans with Disability Acts (ADA) needs;
 - Address NIMBY (Not In My Back Yard);
 - Durable and ease of building;
 - Functional; and
 - Replicate building project.
- There will be a management company or non-profit to work with individuals:
 - Community Renewal Team (CRT); and
 - Partnering with other local non-profits to provide services.
- Locations considered:
 - Turner Road and Mill City;
 - Looked at properties both inside and outside Salem city limits;
 - Have to fit housing project on available land;
 - Location has to offer adequate services:
 - Sewer;
 - Water; and
 - Bus access.
 - Turner Road property is about .93 acres, can fit 12 units; and
 - Open space in front of Marion County Health Department.
- Here today to begin conversation about affordable housing, get an idea of project locations, and possibly form a subcommittee.

Board discussion:

- Health and Juvenile Department properties both have water and sewer available;
- Juvenile Department uses property for gardening:
 - Roughly nine acres;
 - Concerned with putting adult population next to vulnerable kids in juvenile program;
 - Would have to rezone property;
 - Need to look at future use of land; and
 - Access issues to property.
- Look into available county properties and future expansion needs;
- Minimal acreage needed is roughly one-quarter of an acre;
- Mr. Hays said there will be money available to purchase property, but it has to be rural land:
 - Rural land is defined as a population of 35,000 or less; and
 - Mostly every city in Marion County qualifies under the definition, except the city of Salem.

- The board directed Mr. White to look for county owned or foreclosed properties within the Urban Growth Boundary of Marion County that are 10,000 or more square feet regardless of zoning;
- Project addresses need of target population, also temporary in nature;
- Consider surrounding areas when determining property location; and
- The board will:
 - Get together a list of properties;
 - Discuss the item at a future BOC/CAO Meeting; and
 - Set up a work group/work session.

Review Staff Recommendations Related to Economic Development Program's Business Development Grants

- Tamra Goettsch

Summary of presentation:

- There are two items in packet:
 - First is an application received for a business development grant:
 - Company is asking for resources to purchase materials;
 - Typically look at long term investments for these types of grants:
 - Purchase of equipment;
 - Expansion; or
 - Training programs for staff.
 - Some staffing needs are attached to grant request; and
 - Materials have already been secured.
 - Do not typically fund these types of requests;
 - Local company makes a product called GreenFLEX, and they will be using it to manufacture tiny homes;
 - They have a contract with the RV/tiny home park next to Enchanted Forest;
 - Staff does not recommend funding this application;
 - Many questions raised while reviewing the application;
 - Opens up to other businesses that county awards grants to help offset business costs;
 - Second item in packet:
 - \$150,000 has been budgeted for business development grants;
 - Due to newly adopted strategic plan, propose suspending grant applications for the remainder of the fiscal year to reconsider the best way to wisely invest these funds that fit the bigger picture;
 - Working with Finance to identify ways to effectively, efficiently, and legally invest resources that align with efforts for board consideration; and
 - If grants continue to be funded in the future, staff would like to look at the application criteria to be able to get the information needed, see how it aligns with the strategy, and how it will produce results.
- Ms. Goettsch responded to the board's inquiry regarding the capital needs of the Oregon Garden:
 - This item is not currently in the plan;

- Proposal of a contract for \$100,000 for five years is coming before the board at Wednesday's board session;
- Receiving settlement funds that are not currently in the economic development program budget;
- Look to see how county may want to invest those funds; and
- Some projects currently budgeted may not be ready during the fiscal year.
- Asking for board direction on suspension of business development grant program and grant application received;
- Total funds available are approximately \$425,000:
 - \$150,00 in Business Development Grants;
 - \$66,000 in Community Projects/Great Places;
 - \$100,000 in Community Grants/Technical Assistance; and
 - \$75,000 in Community Projects/Board designated.

Board discussion:

- Type of material produced is a concrete structural insulated panel;
- Ramping up to hire staff to meet the needs of the contract;
- They are building 50 tiny homes for Enchanted Forest:
 - Possibly for retreats and overnight stays.
- RV park next to Enchanted Forest has a pool, community center, and is set up for small home dwellings;
- Funding ag innovation through economic grants should be a priority;
- Application requests on the website have been suspended;
- The grant application is not very descriptive:
 - Possibly missing last page;
 - From information provided cannot discern what it is they are going to do; and
 - Would ask for more detail if the application was resubmitted.
- Ms. Goettsch said this is what is typically received on grant applications and then staff have to gather additional information;
- Infrastructure for the Oregon Garden was discussed at the last BOC/CAO meeting:
 - Commissioner Brentano asked for support for the capital improvement projects at the garden;
 - The biggest project is the tram:
 - It is inoperable; and
 - A key to the success of the garden.
- The foundation has raised some funds;
- To make the Garden successful, it would take about a half a million dollars;
- The Garden is not able to obtain grants at this time due to their credit rating;
- The board agreed with staff's recommendation and directed the denial of the grant application at this time;
- The commissioners clarified that Ms. Goettsch was asking for continued suspension of the grant application process at this time in order to figure out a detailed application process that lines up with the strategic plan and the budget that has already been approved for the lottery funds;

- Ms. Goettsch added that they are also looking to see if this is the best way to invest the funds in the community; and
- The board directed Ms. Goettsch to suspend the grant application program at this time.

Revitalize Downtown Stayton Community Grant Application Review

- Tamra Goettsch

Summary of presentation:

- Received a grant application from City of Stayton for downtown revitalization;
- Funds are through another section of the Economic Development Grant Program:
 - Fostering a Great Place line item; and
 - Currently have funds available in the budget.
- The city is asking for \$7,000 for architectural façade drawings;
- Staff recommends granting the requesting:
 - Aligns with strategic vision and past community development grants; and
 - Will help support and enhance Stayton's downtown area.

Board discussion:

- Applicants have to match amount funded;
- Application is to come up with design to present to downtown business owners;
- The funds will come through a contract for board approval;
- Funds are available in the budget under Goal 5, Fostering a Great Place; and
- The board is in favor of approving the grant request.

Communications Update

- Jolene Kelley
- Ms. Kelley gave a brief update on upcoming scheduled events, articles for the monthly newsletter, and media inquiries and releases.

COMMISSIONERS' COMMITTEE ASSIGNMENTS AND UPDATE:

Janet Carlson:

- KBZY interview with Commander Jeff Wood regarding reentry;
- Prerecorded interview with KMUZ;
- Follow up on East Salem Neighborhood Association:
 - Discussed at previous meeting about an inquiry from Nichole Tarter on how to establish an association;
 - Asked legal to provide information to board to pass on;
 - Board does not provide guidance on how to set up;
 - Provided code but it is unclear what exactly is needed;
 - Possibly provide sample by-laws and other forms; and
 - Provide information to Nichole Tarter.
- Attended the Mid-Willamette Valley Behavioral Care Network Executive Committee meeting;
- Attended the Willamette Valley Community Health Board meeting;

- Attended a state wide work group on Reentry, Employment, and Housing; and
- Telephone conference with Kelly Fitzpatrick, new director of Oregon Department of Veterans Affairs:
 - Implementation issues; and
 - Support for transition of services.

Kevin Cameron:

- Attended Salem City Club meeting:
 - Debate on Measure 105.
- Oregon State Fair Council meeting:
 - Fair is up 60 percent in attendance;
 - 63 percent in revenue;
 - Weather was great; and
 - Promotions offered helped with success of fair.
- Attended SEDCOR Executive Council meeting:
 - Salem Airport and commercial air service.
- Toured the Northwest Hub:
 - Received grant from Environmental Services;
 - Offers wide array of bicycles; and
 - Picks up bicycles from transfer station and reuses parts.
- Attended United Way Board meeting;
- Attended Legislative Action Team – Governor’s Reentry Council;
- Attended Willamette Workforce Partnership Training; and
- Attended City of Salem Chamber’s Past Presidents Luncheon.

OTHER:

Meeting adjourned at 10:45 a.m.

COMPLETED BY: **Joanna Ritchie**
 Reviewed by: *Cindy Johnson*