



TILLAMOOK COUNTY BOARD OF COMMISSIONERS

Mary Faith Bell - Doug Olson - Erin Skaar

BOARD MEETING

Wednesday, February 28, 2024, 9:00 AM

Join In Person:

County Courthouse, Board of Commissioners' Meeting Room 106, 201 Laurel Avenue, Tillamook

Join Virtually:

tillamookcounty.gov/bocc/page/meetings-agendas-minutes or 1-971-254-3149, ID: 866 914 607#

Additional viewing options are available at tctvonline.com. Closed captioning and translation options are available for recorded videos at www.youtube.com/@tillamookcounty1434.

More detailed [meeting instructions](#) are available at tillamookcounty.gov/bocc/page/meetings-agendas-minutes. Call 503-842-1814 or send an email to helpdesk@tillamookcounty.gov regarding any meeting technical issues.

MEETING - 2024-02-28 BOCC MEETING AUDIO.MP4

CALL TO ORDER – Wednesday, February 28, 2024 9:00 a.m.

1. Welcome & Request to Sign Guest List
01:55
2. Pledge of Allegiance
02:04
3. Public Comment: There were none.
02:29
4. Non-Agenda Items: There were none
02:31

LEGISLATIVE - ADMINISTRATIVE

5. [Tillamook County Housing Commission 2023 Multi-Family Rental Housing Fund Allocation Recommendations/Parker Sammons, Housing Coordinator, Department of Community Development](#)
02:36

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board approved the request (to consult with County Counsel).

6. Consideration of a Sub-Grantee Contract with Tides of Change Regarding the 2023-2026 United States Department of Justice Office on Violence Against Women Rural Continuation Grant/Undersheriff Matt Kelly, Sheriff's Office
39:14

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed the contract.

7. Consideration of a Personnel Requisition for a New Regular Full-Time Corrections Deputy in the Sheriff's Office/Jodi Wilson, Director, Human Resources; Josh Brown, Sheriff
43:33

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Chair signed the requisition.

8. Consideration of a Personnel Requisition for a New Regular Full-Time Accounting Manager in the Health and Human Services Department/Jodi Wilson, Director, Human Resources; Marlene Putman, Administrator, Health and Human Services
1:02:17

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Chair signed the requisition.

9. Consideration of Modification #3 to Professional Services Agreement #6200 with RSS Architecture P.C. for the Tillamook County Health Center 8th Street Annex Addition and Remodel Project/Marlene Putman, Administrator, Health and Human Services
1:09:21

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed the modification.

10. Consideration of Modification #1 to Personal Services Agreement #6501 with Rede Group for the Public Health Modernization Community Assessment and Improvement Plan Project/Marlene Putman, Administrator, Health and Human Services
1:12:07

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed the modification.

11. Consideration of a Personnel Requisition for a New Regular Full-Time Fee Collector in the Parks Department/Jodi Wilson, Director, Human Resources
1:14:57

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Chair signed the requisition.

12. Consideration of a United States Department of the Interior, United States Geological Survey Joint Funding Agreement #24YFJFA021 for Water Resource Investigations/Randy Thorpe, Director, Emergency Management
1:24:44

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed the agreement.

13. Consideration of a Contract for Goods with Tillamook Motor Company, Inc. for the Parks Department Vehicle Purchase of a 2024 Ford F-550 and a 2023 F-150/Commissioner Mary Faith Bell

1:34:33

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed the contract.

14. Consideration of a Letter of Support for the Nehalem Bay Health District's Request for Grant and Donation Funding/Commissioner Erin Skaar

1:36:01

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed the letter of support.

15. Consideration of Modification #5 to Professional Services Agreement #6122 with Consor for the Pacific City/Woods Parking Management Plan Design Project/Rachel Hagerty Chief of Staff

01:37:46

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed the modification.

16. Board Concerns

01:45:28

Pacific City Parking Lot Closure/Commissioner Doug Olson, Commissioner Erin Skaar, Commissioner Mary Faith Bell
Pacific City Parking Lot and Restroom Design/Rachel Hagerty, Chief of Staff

OTHER MEETINGS AND ANNOUNCEMENTS

01:49:52

The Commissioners will hold a Board Briefing on **Wednesday, February 28, 2024** at **2:00 p.m.** to discuss weekly Commissioner updates. The meeting will be held in the Commissioners' Meeting Room 106 in the Tillamook County Courthouse, 201 Laurel Avenue, Tillamook. The teleconference number is 1-971-254-3149, Conference ID: 866 914 607#.

The Commissioners will attend an Economic Development Council strategic planning workshop on **Thursday, February 29, 2024** at **12:00 p.m.** The meeting will be held at the PRI Building, Room 107, 4506 E. 3rd Street, Tillamook.

Chair Bell recessed the meeting at 10:50 a.m. to go into executive session pursuant to ORS 192.660(2)(f)

Chair Bell reconvened the meeting at 11:47 a.m.

ADJOURN – 11:48 a.m.

BOARD OF COMMISSIONERS' BOARD MEETING

Wednesday, February 28, 2024

	Present	Absent		Present	Absent
Mary Faith Bell	☒	☐	Rachel Hagerty	☒	☐
Doug Olson	☒	☐	Bill Sargent	☒	☐
Erin Skaar	☒	☐			

PLEASE PRINT

Name

Email or Address

Item of Interest

Annex Seculm

Karl Fleisher

Barrie Sammons

(Please use reverse if necessary)

TILLAMOOK COUNTY BOARD OF COMMISSIONERS' MEETING
WEDNESDAY, FEBRUARY 28, 2024

PUBLIC COMMENT SIGN-IN SHEET

PLEASE PRINT

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TILLAMOOK COUNTY HOUSING COMMISSION



TILLAMOOK COUNTY HOUSING COMMISSION

2023 Multi-Family Rental Housing Fund

- Allocation Recommendations -



TILLAMOOK COUNTY HOUSING COMMISSION

Presentation Outline:

1. The Multifamily Rental Housing Fund Application Process
2. Finance Committee Process
3. Project Evaluation and Proposed Allocation Recommendations
4. Questions and Discussion
5. Request to Approve Allocation



TILLAMOOK COUNTY HOUSING COMMISSION

Application Process:

1. Developers Submit Projects
2. Projects Presented to Housing Commission
3. Qualitative Evaluation
4. Quantitative Evaluation
5. Allocation Recommendations



TILLAMOOK COUNTY HOUSING COMMISSION

Process of the Finance Committee:

- Reviewed financials
- Evaluated quantitative scoring
- Established eligibility
- Examined project assumptions
- Robust conversation
- Finalized recommendations for the Housing Commissions consideration



TILLAMOOK COUNTY HOUSING COMMISSION

What Barrier Has Been Removed?

2023 Multi-Family Rental Housing Fund Applicants

Seagulls Rest



Bay City

Tiny Homes on Wheels in Bay City



Bay City



Tillamook



Manzanita



Hobsonville Point
Bay City Development



Tyler Brogden
Coastal Homes, LLC



Bay City



Beaver

Anchor St. Project Proposal



Rockaway



Manzanita



Tiny Homes on Wheels in Bay City



Merits of Project:

- Housing innovation
- Homeownership element
- Efficient use of space
- Affordable rents



Tiny Homes on Wheels in Bay City



Key Determining Factors:

- Primarily infrastructure improvement project in pre-development
- Does not add 3 or more units
- Renters must provide home

Recommendation:

- An offer of technical support in pursuing SDC fee deferment through newly proposed legislation.
- Conditional on this project providing at least three tiny homes as rental units - the Housing Commission would encourage that this project reapply for consideration of future Multi-Family Rental Housing Fund awards.





**Lighthouse
Management**

Merits of Project:

- Affordable rents
- Preservation of affordable rental stock
- Efficient use of land
- Direct and immediate impact





Lighthouse Management

Determining factors:

- Only 1 unit of housing added
- More appropriate funding may be available
- Is primarily a restoration project

Recommendation:

- An offer of ongoing technical assistance to pursue housing preservation and restoration grants.
- A letter of support for Heather Crawford and associates for supporting their pursuit of additional funding options.





TILLAMOOK COUNTY HOUSING COMMISSION

2023 Multi-Family Rental Housing Fund

- Allocation Recommendations -

Seagulls Rest



Project: Seagulls Rest

Developer: Nate Palmer

Project Summary: Six (6) duplexes located in the heart of Bay City

Project Details

Units Added	12
Type	2bd
AMI Range	80-120%
Requested Funds	\$200,000
Construction Stage	Construction



Seagulls Rest



Allocation Recommendation:

50% \$100k

25% of Total

Project Highlights:

- In construction phase
- Effective use of previous funding
- Strong letters of support

Qualitative Score	Quantitative Score
83.4%	77.2%



1902 First Street



Project: T-mobile Building

Developer: Danny McGinley -
Redside

Project Summary: Four (4) 2bd
units in mixed use building in
central Tillamook

Project Details

Units Added	4
Type	2bd
AMI Range	80-120%
Requested Funds	\$80,000
Construction Stage	Pre-Construction



1902 First Street



Allocation Recommendation:

87.5
%

\$70k
17.5% of Total

Project Highlights:

- Project is construction ready
- Demonstrated need of assistance
- Project at risk of being non-workforce housing

Qualitative Score	Quantitative Score
70.1%	45.0%





Project: Maker Manzanita

Developer: Maker Studios

Project Summary: Multi-phase large footprint workforce housing project in Manzanita

Project Details

Units Added	34
Type	1bd
AMI Range	80-120%
Requested Funds	\$400,000
Construction Stage	Pre-Development





Allocation Recommendation:

12.5
%

\$50k
12.5% of Total

Project Highlights:

- Subsequent phases and funding opportunity will benefit from early investment
- High QOL workforce housing
- In need of catalytic funding

Qualitative Score	Quantitative Score
80.9%	96.9%





Hobsonville Point Bay City Development

Tyler Brogden
Coastal Homes, LLC



Project: Hobsonville Point

Developer: Coastal Homes LLC -
Tyler Brogden

Project Summary: Mixed income
2/3/4-plexes in Bay City

Project Details

Units Added	29
Type	2bd
AMI Range	60-120%
Requested Funds	\$250,000
Construction Stage	Pre-Development





Hobsonville Point Bay City Development

Tyler Brogden
Coastal Homes, LLC



Allocation Recommendation:

16% **\$40k**

10% of Total

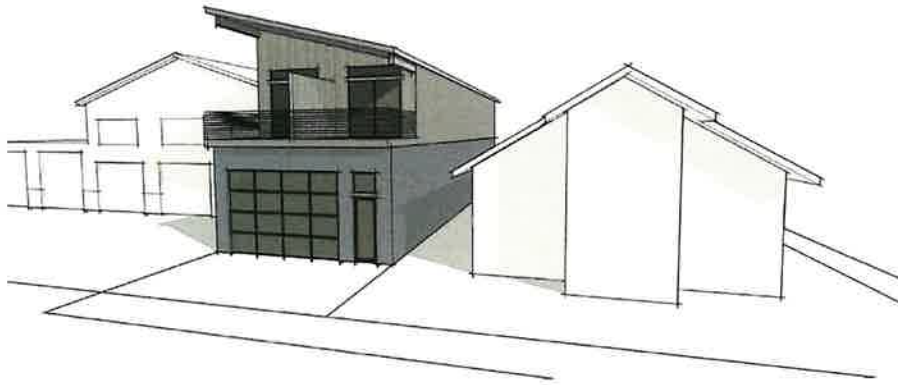
Project Highlights:

- Mixed income development
- City supported infrastructure improvement
- MFRHF investment in pre-development work

Qualitative Score	Quantitative Score
80.6%	95.2%



Anchor St. Project Proposal



Project: Anchor St. Project

Developer: Jeff Wong/Todd Johnston -
Home Forward Oregon

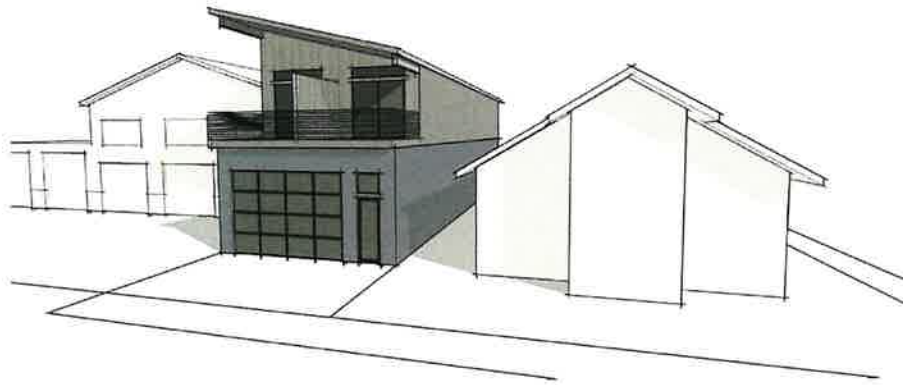
Project Summary: Commercial
kitchen with workforce housing in
Rockaway

Project Details

Units Added	4
Type	1-2bd
AMI Range	80%
Requested Funds	\$80,000
Construction Stage	Pre-Development



Anchor St. Project Proposal



Allocation Recommendation:

81.25% \$65K

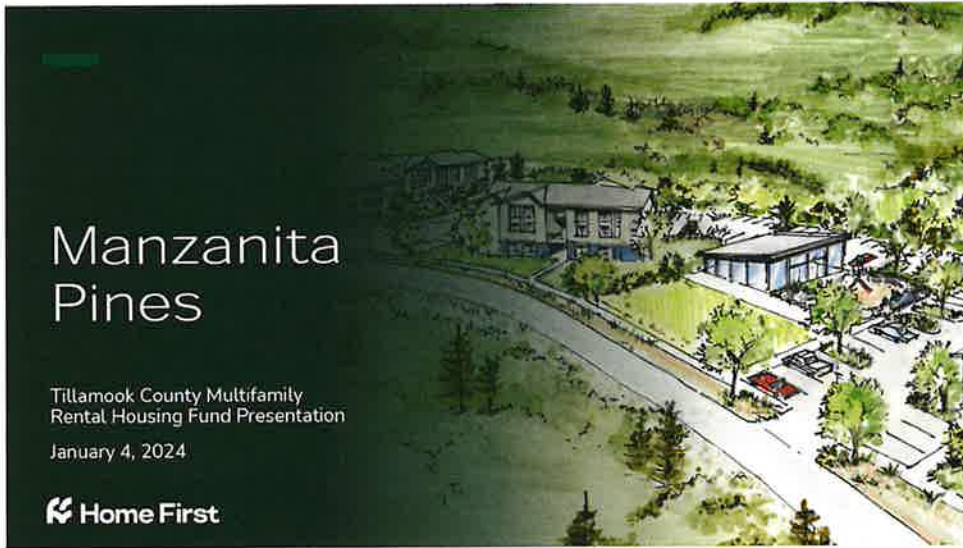
16.25% of Total

Project Highlights:

- Highly efficient use of small lot
- Significant community benefit
- Supports critical agriculture industry workers

Qualitative Score	Quantitative Score
70.3%	77.2%





Project: Manzanita Pines

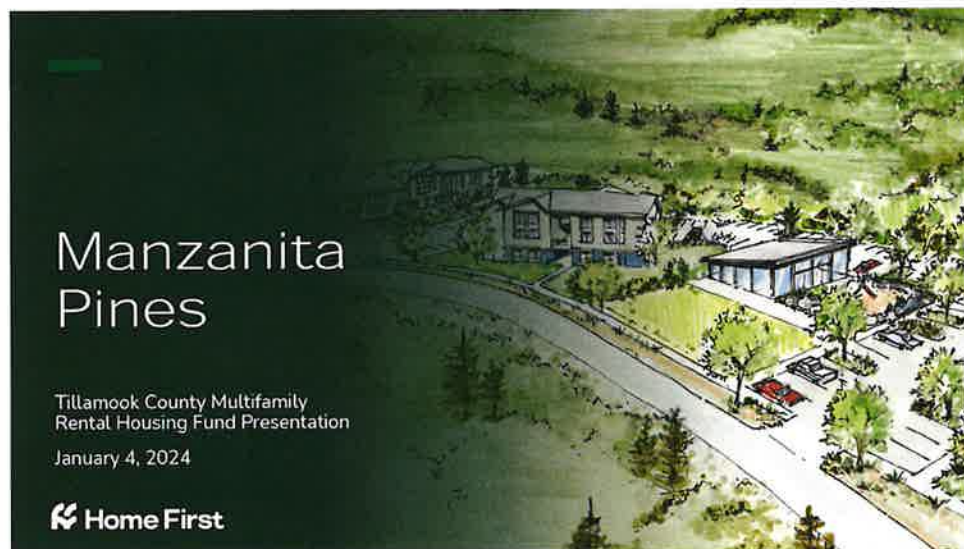
Developer: HomeFirst - Ben Pray

Project Summary: Large Footprint Affordable Housing In Manzanita

Project Details

Units Added	60
Type	2-3bd
AMI Range	60-80%
Requested Funds	\$390,000
Construction Stage	Pre-Development





Project Highlights:

- 60 units of affordable level housing
- First affordable housing in Manzanita
- Catalyst for additional funding

Allocation Recommendation:

19.23% \$75k

18.75% of Total

Qualitative Score	Quantitative Score
89.2%	99.2%



2023 Multi-Family Rental Housing Fund Allocation Recommendation

<u>Project</u>	<u>Award</u>	<u>Of Total</u>	<u>Of Ask</u>	<u>Ask</u>	<u>Pre-development</u>	<u>Construction</u>	<u>Contingency</u>
Seagulls Rest	\$100,000	25.00%	50.00%	\$200,000		✓	
Bay City Tiny Homes	-	-	-	\$55,464	✓		
T-mobile on 1st	\$70,000	17.50%	87.50%	\$80,000		✓	
Manzanita Maker	\$50,000	12.50%	12.50%	\$400,000	✓		
Hobsonville	\$40,000	10.00%	16.00%	\$250,000	✓		For construction costs only
Lighthouse	-	-	-	\$20,000		✓	
Anchor St.	\$65,000	16.25%	81.25%	\$80,000	✓		\$6500 for pre-development. The remainder to be awarded at construction
Manzanita Pines	\$75,000	18.75%	19.23%	\$390,000	✓		



2023 MFRHF Allocation Recommendation Distribution

Seagulls Rest



25%

Tiny Homes on Wheels in Bay City



0%



17.5%



12.5%



Hobsonville Point
Bay City Development



Tyler Brogden
Coastal Homes, LLC



10%

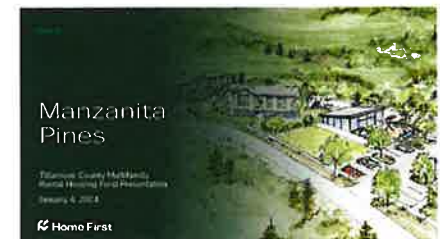


0%

Anchor St. Project Proposal



16.25%



18.75%





TILLAMOOK COUNTY HOUSING COMMISSION



Tillamook County Board of Commissioners

201 Laurel Avenue, Tillamook, OR 97141
Phone: 503-842-3403

Mary Faith Bell, Chair
Doug Olson, Vice-Chair
Erin D. Skaar, Commissioner

February 28, 2024

To Whom it May Concern:

In March of 2022, the Tillamook County Board of Commissioners offered its endorsement and strong support for the Nehalem Bay Health District's (the District) request for Grant and Donation Funding. The District received a \$3 million congressional award in December of that year.

Subsequently the District sought and received an extremely strong show of community support for its efforts to improve local health and senior care and undertake pre-development work leading to workforce housing. The District's general obligation bond measure to support these projects passed in May 2023 with nearly 70% voter support.

The Health District's strategy to address much needed upgrades in facilities that provide critical health and senior care in rural north Tillamook County have been informed by public engagement and community outreach that led to a comprehensive strategic plan. That plan is now being implemented.

Given the impacts of inflation and the cost of construction materials, the District is now seeking final dollar support from foundations, grants, and individuals to realize the full vision of a new health center and pharmacy, a renovated skilled nursing and rehabilitation facility, and pre-development work in preparation for workforce housing geared toward health care and other essential workers.

When fully realized the District's plans will be transformative for the coastal community of Wheeler, Oregon and much of Tillamook County. We are pleased to support the District's efforts and to join many other community partners in endorsing these critical projects.

Sincerely,

BOARD OF COMMISSIONERS FOR TILLAMOOK COUNTY, OREGON

A handwritten signature in blue ink that reads "MF Bell".

Mary Faith Bell, Chair

A handwritten signature in blue ink that reads "Doug Olson".

Doug Olson, Vice-Chair

A handwritten signature in blue ink that reads "Erin D. Skaar".

Erin D. Skaar, Commissioner