

MINUTES
HOUSING and URBAN DEVELOPMENT ADVISORY COMMITTEE

Wednesday, January 26, 2011, 5:00 PM
350 Commercial ST NE, Salem, OR 97301

MEMBERS PRESENT

Maria Palacio – Chair
Evelyn Roth – V. Chair
Michael Bufalino
Brett Gomsrud
Nate Levin
Levi Herrera-Lopez
Nancy Stempek

MEMBERS ABSENT

Darr Goss-E
Leah McMillian-E
Sean Nikas-A

STAFF PRESENT

Brett Mattson-UD
Toni Payseno-UD/HSS
Rena Peck-UD/HSS

GUESTS

Chuck Fisher
Makenzie Cooper

1. **CALL TO ORDER**: Chair Palacio called the meeting to order at 5:08 PM, noting a quorum was present.
2. **APPROVAL OF AGENDA**: Mr. Bufalino **MADE A MOTION** to approve the agenda which **WAS SECONDED**, voted on, and **CARRIED** unanimously.

Chair Palacio sited that she wished to add an agenda item at the end of the meeting to discuss Board membership.

3. **APPROVAL OF MINUTES**: Board members reviewed the minutes of September 15, 2010. Ms. Roth **MADE A MOTION**, to approve the minutes, the **MOTION** was seconded and **CARRIED** unanimously.
4. **APPEARANCE OF INTERESTED CITIZENS**: Mr. Fisher thanked the Board, reporting that with the funding received from this board, that they were able to close on Royal Pines, a 28 unit affordable HOME housing project on December 30th.

5. **STAFF UPDATE**:

a.) **Current Year**: Ms. Peck highlighted items from last year including the completion of the kitchen for Marion Polk Food Share (MPFS), the completion of the roof repair for the YWCA, the closing and on-going rehabilitation of Royal Pines as mentioned by Mr. Fisher, and lastly that all funded projects from last year are coming along very nicely.

For this year, a possible 25% reduction in CDBG funding may impact the current application cycle; however we are anticipating 1.5 million dollars in CDBG and \$980,000.00 in HOME funds available for dispersal this year.

Approximately \$170,000.00 of cost savings will be used this year to reallocate due to two “Habitat for Humanity” projects previously funded that could not be completed due to environmental concerns. This amount will be factored in to this year’s amount with final figures available at the next meeting.

Ms. Peck reviewed the electronic link information for this year’s funding cycle with the Board assisting those still having trouble.

b.) **Discuss maximum funding amounts**: Detailed information will be provided at the next meeting.

6. ANNUAL APPLICATION CYCLE:

a.) Review timeline: Ms. Peck provided copies of the Program Mirror Cycle Sheets, showing the current years status, explaining that the meetings set for 9 and 23 February will be used to finalize applications and that the meeting for 9 and 23 March will be used to discuss the Annual Plan.

b.) Review score sheet: The 2011/2012 HUDAC Score Sheet was distributed and discussed, the Board stated they had no additions and appreciated the much cleaner format from last year.

c.) Schedule tour: Tabled until next meeting, although everyone tentatively agreed on March 9, 2011.

NEW BOARD MEMBERS: Chair Palacio pointed out that three Board members terms will expire in June and that we need to be thinking now on filing these pending open slots, to give the incoming members as much overlap time as possible with the senior members.

7. ADJOURN

Chair Palacio adjourned the meeting at 6:04 PM, noting the next meeting will be held on February 9th, 2011.

Visit the Department web site at www.cityofsalem.net > Departments > Urban Development.
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