

**MINUTES**  
**HOUSING and URBAN DEVELOPMENT ADVISORY COMMITTEE**

Wednesday, February 24, 2011, 5:00 PM  
350 Commercial ST NE, Salem, OR 97301

**MEMBERS PRESENT**

Maria Palacio – Chair  
Michael Bufalino  
Brett Gomsrud  
Nate Levin  
Levi Herrera-Lopez  
Nancy Stempek  
Leah McMillan

**MEMBERS ABSENT**

Darr Goss-E  
Sean Nikas-E  
Evelyn Roth – E

**STAFF PRESENT**

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

**GUESTS**

Scott Humpert-SKCDC

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.
3. **APPROVAL OF MINUTES:** Board members reviewed the minutes of February 9, 2011. Mr. Bufalino **MADE A MOTION** to approve the minutes. The **MOTION** was seconded and **CARRIED** unanimously.
4. **APPEARANCE OF INTERESTED CITIZENS:** Mr. Humpert from Salem-Keizer CDC provided information on four SKCDC projects.
5. **DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST:** Mr. Herrera from Mano-a-Mano stated that his involvement with the funding they receive via SSAB may be a potential conflict.

Chair Palacio announced a potential conflict with her involvement with Catholic Community Services.

Ms. Peck declared a conflict of interest due to her husband who is the executive director of MERIT Micro Enterprises, and the organization is requesting funds. Ms. Payseno is the direct contact for all microenterprise programs.

**6. APPLICATION SCORING:**

**a.) Review and score applications:** Ms. Peck reminded everyone that all Board members should have had the opportunity to review the funding applications online. Additionally, she announced that on-going Congressional actions concerning possible reductions, even a possible elimination of CDBG/HOME funds, could lead to future meetings to reallocate funding.

Ms. Peck and Ms. Payseno displayed a spreadsheet on the projector screen to aid in scoring the applications and refreshed everyone on the goals of CDBG/Home Funding: First: Reduce homelessness; Second: Economic Development; Third: Affordable Housing; and Fourth: Community Development/Infrastructure.

A scoring system of one-five will be used, with one being the highest score. A total Board score is given, with a separate Ranking score provided based off the total Board scoring.

**CDBG Applications:**

Risk Mitigation                      Score: 28                      Rank: 3.5

Comments: First year requesting funding. This program provides funds that are accessible to landlords to rent to high-risk populations.

MPFS                                      Score: 16                      Rank 2.29

Comments: Requesting funds to purchase a much-improved Food Sorter.

MWCAA                                      Score: 19                      Rank: 2.71

Comments: Requesting funds to remodel their administrative and Head Start area.

NRSA Lights                                      Score: 22                      Rank: 3.14

Comments: Requesting funds to provide lighting for NEN.

SHA Parkway Apts:                      Score: 10                      Rank: 1.43

Comments: Requesting funding for major architectural repairs.

SKCDC-Highland                      Score: 20                      Rank: 2.86

Comments: Requesting funding to replace siding.

FHDC-Tlaneci                                      Score: 13                      Rank: 1.86

Comments: Program aimed to provide farm worker microenterprise.

YWCA-Rehab                                      Score: 28                      Rank: 4.00

Comments: Requesting funds to repair/replace roof and windows and to repair some water damage. If approved, some items will require close scrutiny to ensure monies are spent correctly.

CoS – Audible Signals                      Score: 20                      Rank: 2.86

Comments: A City of Salem Public Works project to install audible safety signals to aid the deaf.

CoS-Critical Repair                      Score: 19                      Rank: 2.71

Comments: A City of Salem program that provides funding for homeowners to obtain a zero percent interest loan for critical home repairs that meet HUD standards.

Interface                                      Score: 15                      Rank 2.14

Comments: A micro-enterprise that provides computer training, "English as a second language" and other training/education.

Merit                                      Score: 15                      Rank: 2.14

Comments: A micro-enterprise that provides low income individuals including the Latino community, valuable steps in starting their own businesses.

**HOME Applications:**

SHA-Security Deposit Score: 9 Rank: 1.29

Comments: Provides a one-time gift towards meeting the security deposit of moving into an apartment.

SKCDC-Wallace Road Score: 10 Rank: 1.43

Comments: Funding requested to purchase property to build a complex of affordable housing. They are also pursuing tax credits from the State for this project.

Habitat-New Day: Score: 29 Rank: 4.14

Comments: Also known as "Windsor Island."

CoS-SFHR Score: 18 Rank: 2.57

Comments: A City of Salem program that provides funding for homeowners to obtain a zero percent interest loan for home repairs that meet HUD standards. This program differs from the Critical Skills program in that this loan is tied to the owner's equity in the property.

CCS-Wallace Road Score: 11 Rank: 1.57

Comments: Request funding for affordable housing.

MWCAA-TBRA Score: 11 Rank: 1.57

Comments: This program provides rental (not security deposit) assistance for those just out of prison.

CCS-CHDO: Score: 18 Rank: 2.57

Comments: Funding requested to provide operating dollars for affordable housing.

Conclusion: Ms. Peck noted that we will take this ranking information and be ready to discuss actual funding at the next meeting.

**b.) Schedule tour:** March 11th, meet at SHA at 1:30 PM. Ms. Peck will email the scoring spreadsheet to Board Members.

**7. ADJOURN**

Chair Palacio adjourned the meeting at 7:03 PM, noting the next meeting will be held on March 9th, 2011.