

MINUTES
HOUSING and URBAN DEVELOPMENT ADVISORY COMMITTEE

Wednesday, March 30, 2011, 5:00 PM
350 Commercial ST NE, Salem, OR 97301

MEMBERS PRESENT

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

MEMBERS ABSENT

Darr Goss-A
Sean Nikas-E

STAFF PRESENT

Brett Mattson-UD
Rena Peck-SHA

GUESTS

Chuck Fisher-SKCDC

1. **CALL TO ORDER:** Chair Palacio called the meeting to order at 5:14 PM, noting a quorum was present.

2. **APPROVAL OF AGENDA:** Ms. Roth **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 March 9th, Mr. Bufalino **MADE A MOTION**, to approve the minutes; the **MOTION** was seconded and **CARRIED** unanimously.

4. **APPEARANCE OF INTERESTED CITIZENS:** Mr. Fisher, Executive Director of SKCDC, thanked the Board for all the hard work put into this year's funding cycle and speaking on the publication of this year's Annual Plan suggested some improvements regarding site control and applicant presentation length.

Chair Palacio suggested adding meetings to next year's cycle specifically for grant applicants to present information and field questions from the Board.

5. **DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST:** None of the members present disclosed any conflicts.

6. **ANNUAL APPLICATION:**

a.) **Annual Action Plan and Review:** Ms. Peck handed out copies of the 2011-2012 Annual Action Plan, stating most information contained is repetitive but required by HUD. "On 8 April the plan goes out for a 30-day public comment period then goes to City Council on May 9th". Adding that applicants can also testify in front of City Council.

The Board then proceeded to review the plan in its entirety and discussed various aspects and helped to locate misspelled words, punctuation errors, and grammatical mistakes.

Mr. Bufalino **MADE A MOTION**, to recommend approval of the draft plan, with the noted corrections and minor typo-graphical errors, the **MOTION** was seconded and **CARRIED** unanimously.

b.) Election of new Officers: Ms. Peck announced that the Ms. Palacio and Mr. Nikas term expires on June 30th (before our next meeting). Mr. Bufalino's first term expires but is eligible to be reinstated for an additional 3 years. The board needs to elect a new Chair

Chair Palacio **MADE A MOTION**, to approve the second term of Mr. Bufalino, the **MOTION** was seconded and **CARRIED** unanimously.

Ms. Stempek **NOMINATED** Ms. Roth as the new Chair; the **MOTION** was seconded and **CARRIED** unanimously.

Mr. Levin **NOMINATED** Ms. McMillan as the new Vice Chair; however she declined due to her heavy involvement with other Boards.

Chair Roth **NOMINATED** Mr. Bufalino as the new Vice Chair; the **MOTION** was seconded and **CARRIED** unanimously.

7. ADJOURN: Chair Palacio adjourned the meeting at 6:08 PM, noting the next meeting will be held towards the end of September or August 2011, unless an emergency meeting is called due to dramatic budget shortfalls.

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