



HOUSING COMMISSION MEETING MINUTES

Wednesday, April 4, 2012 at 5:30 p.m.
701 Laurel Street, Menlo Park, CA 94025
Administrative Building Conference Room, First Floor

Chair Murray called the meeting to order at 5:32 p.m. in the Administrative Building Conference Room.

ROLL CALL –

Commissioners Present: Sally Cadigan, Julianna Dodick, Anne Moser, Yvonne Murray (Chair), Brigid Van Randall (Vice-Chair, arrived at 5:50 p.m.).

Commissioners Absent: John Bautista, Carolyn Clarke.

Staff Present: Douglas Frederick, Housing Manager.

A. PUBLIC COMMENT #1 – None.

B. REGULAR BUSINESS

1. Funding Plan for HIP Housing Proposal

Housing Manager Frederick recommended using the Foreclosure Prevention Program funding of \$1,000,000 and \$990,000 from interest income from the BMR Program to fund the \$1,990,000 loan to HIP that the Housing Commission had approved the previous month.

M/S Moser/Cadigan to approve the recommendation; 4-0-0.

2. Housing Commission Goals

Chair Murray presented edits to the work plan for presentation to City Council on April 17, 2012. The commissioners discussed the plan and made assignments for individual commissioners to take charge of various tasks. No motions were made.

3. Approval of March 7, 2012 Minutes

M/S Moser/Cadigan to approve the minutes as presented; 5-0-0.

C. REPORTS AND ANNOUNCEMENTS

1. Update on Housing Activity (Report from Staff)

Housing Manager Frederick provided a report on the status of the two NSP homes, as well as the RFP progress on contracting out the administration of the City's BMR and PAL Programs.

2. Monthly Report on Housing Rehabilitation Loan Program for March 2012

Housing Manager Frederick reported that the contract for the final rehab project was terminated at the request of the owner. She will have the work completed on her own.

3. Report from the Chair

Chair Murray mentioned the upcoming City Council meeting when the work plan would be presented and asked any commissioner who could to attend.

4. Commission Member Reports

Commissioner Moser reported on occupancy standards for the HIP housing project.

D. INFORMATION ITEMS – None.

E. PUBLIC COMMENT #2 – None.

F. ADJOURNMENT – 6:40 p.m. M/S Cadigan/Van Randall 5-0-0.

Minutes submitted by: Doug Frederick, Housing Manager.