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HOUSING & COMMUNITY DEVELOPMENT COMMISSION

REGULAR MEETING ACTION MINUTES

APRIL 17, 2014

MEMBERS PRESENT: Mike Graves Chair Pro Tempore
Lee Ellak Commissioner

MEMBERS ABSENT: Donna Cox (excused)

STAFF: Jacky Morales-Ferrand City Staff, Housing Department
Dave Bopf City Staff, Housing Department
Robert Lopez City Staff, Housing Department

- (a) **Call to Order/Orders of the Day**—Commissioner Graves opened the meeting at 5:47pm.
- (b) **Introductions**—Commissioners, staff, and audience introduced themselves.
- (c) **Approval of Chair – Pro Tempore** – Commissioner Ellak made the motion to nominate Commissioner Graves to be Chair Pro Tempore for the meeting. The motion passed. (2:0)
- (d) **Approval of the Action Minutes for the March 20, 2014 Special Meeting**—Commissioner Ellak made the motion to approve the minutes for the March 20, 2014 regular meeting. The motion was seconded by Chair Pro Tempore Graves. The motion passed unanimously (2:0).
- (e) **Update on Mobilehome Park Conversion Ordinance (J. Morales-Ferrand, Housing Department)**—
Chair Pro Tempore requested to agendize this item for the May commission meeting.
- (f) **Amendment to the Citizen Participation Plan (D. Bopf)**
(1) **Hold a Public Hearing on the Amendment to the Citizen Participation Plan**
Chair Pro Tempore Graves opened the public hearing.
No public comment. Chair Pro Tempore closed the public hearing.
(2) **Make a Recommendation on the Amendment to the Citizen Participation Plan that will be forwarded to the City Council**
Commissioner Ellak moved to recommend the Amendment to the Citizen Participation Plan be forwarded to the City Council. Chair Pro Tempore Graves seconded the motion. The motion passed. (2:0)
- (g) **Draft FY 2014-15 Annual Action Plan (J. Morales-Ferrand)**
(1) **Hold a Public Hearing on the 2014-15 Annual Action Plan**
Chair Pro Tempore Graves opened the public hearing.
Martha O'Connell commented that the homeless strategy should include additional homeless shelters.
Chair Pro Tempore Graves closed the public hearing.

DRAFT

(2) Make a Recommendation on the Annual Action Plan that will be forwarded to the City Council

Commissioner Ellak moved to recommend the Draft FY 2014-15 Annual Action Plan be forwarded to the City Council. Chair Pro Tempore Graves seconded the motion. The motion passed. (2:0)

(h) Review and discuss the Proposed FY 2014/15 Fee Structure for the Rental Rights and Referrals Program and possible recommendation to the City Council

(1) Apartment Rent Control Fee: increase from \$7.50 to \$11.75 per unit

(2) Mobilehome Rent Control Fee: increase from \$17.00 to \$21.00 per unit

(3) Mediation for Apartment Non-Rent Control Fee: increase from \$1.00 to \$2.00 per unit

Commissioner Ellak and Chair Pro Tempore Graves declined to vote on Proposed FY 2014/15 Fee Structure for the Rental Rights and Referrals Program because only two people are representing the Housing & Community Development Commission and felt that the issue deserved more representation for a decision.

(i) Director's Report

No report.

(j) Open Forum---

Chair Pro Tempore re-opened Item (d) Approval of the Action Minutes for the March 20, 2014 regular meeting.

Marie Hayter requested that the minutes be changed to clarify that she was told by her City Councilmember that there would be no low income housing in an Urban Village development in South San Jose,

Martha O'Connell requested that the minutes be changed to correct the word "run" to "vetted".

Commissioner Ellak made the motion to edit the minutes to reflect requests made by Marie Hayter and Martha O'Connell. Chair Pro Tempore Graves seconded. The motion passed. (2:0)

(k) Adjournment—The HCDC meeting adjourned at 6:51pm.