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HOUSING & COMMUNITY DEVELOPMENT COMMISSION
REGULAR MEETING ACTION MINUTES

FEBRUARY 11, 2016

MEMBERS PRESENT: Martha O'Connell Chair
Davlyn Jones Vice Chair
Michael Fitzgerald Commissioner
Bob Gill Commissioner
Mike Graves Commissioner
Alex Shoor Commissioner (arrived at 6:02pm)
Melissa Medina Commissioner (arrived at 5:51pm)
Steven Neff Commissioner
Lee Thompson Commissioner
Gary Prideaux Commissioner

MEMBERS ABSENT: Victoria Johnson Commissioner (excused)

STAFF: Dave Bopf Housing Department
James Stagi Housing Department
Ray Bramson Housing Department
Aurelia Bailey Housing Department
Robert Lopez Housing Department
Dan Block Vice Mayor Herrera's Office

(a) **Call to Order/Orders of the Day**—Chair O'Connell opened the meeting at 5:46pm. Commissioner Jones made the motion to approve the Orders of the Day with a second by Commissioner Graves. The motion passed unanimously (8:0).

(b) **Introductions**—Commissioners, staff, and audience introduced themselves.

(c) **Approval of the Action Minutes for the January 14 2016 Regular Meeting**

Commissioner O'Connell made the motion to amend and approve the minutes for the January 14, 2016 regular meeting with a second by Commissioner Graves. Chair O'Connell amended the language in Item (d) clarifying that she said "based on a letter from the California Fair Political Practices Commission (FPPC)". The motion passed unanimously (8:0).

(d) **Chair's Report (Chair O'Connell)**

Chair O'Connell announced that commission mobilehome representatives can vote on mobilehome issues and that city staff should move quickly to select a tenant representative for the Commission.

(e) **Crime-Free Multi-Family Housing Update (J. Stagi, Housing Department)**

Mr. Stagi and a representative from the Police Department provided a presentation on the Crime-Free Multi-Family Housing program and the outreach done by City staff. Mr. Stagi took questions and comments from the Commission and public.

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(f) Homeless Response Update (R. Bramson, Housing Department)

Mr. Bramson gave a brief update and took questions and comments on the activities of the Housing Department in responding to homeless issues.

(g) Director's Report (D. Bopf, Housing Department)

Mr. Bopf reported on upcoming HCDC agenda items which include recommendations on the Crime-Free Multi-Family Housing, proposed Rental Rights and Referrals program fees, and the Apartment Rent Ordinance. Mr. Bopf also announced that the Housing & Community Development Commission ordinance would be amended to add an owner and tenant representative seats to the Commission.

(h) Open Forum

Commissioner Graves requested that he would like to hear a report from the Rental Rights group on how letters and fees are sent out and collected.

Eric Wong commented that letters are not sent out to mobilehome owners on a consistent timeline as he has received letters in the past in different months. Mr. Wong commented that the letters should be sent out on a consistent yearly schedule.

(i) Adjournment

Chair O'Connell adjourned the meeting at 7:14pm.