



***** NOTICE OF SPECIAL MEETING *****

NOTICE AND AGENDA

SUNNYVALE HOUSING AND HUMAN SERVICES COMMISSION

January 12, 2011

7:00 P.M.

***** PLEASE NOTE: SPECIAL LOCATION *****

**The Board Room, Sunnyvale Community Center
550 East Remington Drive, Sunnyvale**

CALL TO ORDER/SALUTE TO THE FLAG

ROLL CALL

SCHEDULED PRESENTATION

PUBLIC ANNOUNCEMENTS

(Speakers are limited to 3 minutes for announcements of related board/commission events, programs, resignations, recognitions, acknowledgments).

CONSENT CALENDAR

1. A) Approval of Draft Minutes of November 17, 2010

PUBLIC COMMENTS

This category is limited to 15 minutes, with a maximum of three minutes per speaker. If you wish to address the board or commission, please complete a speaker card and give it to the Recording Secretary or you may orally make a request to speak. If your subject is not on the agenda, you will be recognized at this time; but the Brown Act (Open Meeting Law) does not allow action by board or commission members. If you wish to speak to a subject listed on the agenda, you will be recognized at the time the item is being considered by the board or commission.

PUBLIC HEARINGS/GENERAL BUSINESS

2. Review Request for Proposals for FY 2011-12 CDBG/HOME Human Services and Capital Project Funding
3. Annual Review of Code of Ethics and Conduct for Elected and Appointed Officials

NON-AGENDA ITEMS AND COMMENTS

- BOARD MEMBERS OR COMMISSIONERS ORAL COMMENTS
 - Sub-Committee Chair's Update on Visits to Current Human Services Grantees
- STAFF ORAL COMMENTS
 - Charter Review Committee Recruitment

INFORMATION ONLY ITEMS

ADJOURNMENT

Notice to the Public:

Any agenda related writings or documents distributed to members of the Housing & Human Services Commission regarding any open session item on this agenda will be made available for public inspection in the Housing Division Office located at 456 West Olive Avenue during normal business hours, and in the West Conference Room on the evening of the Housing & Human Services Commission meeting pursuant to Government Code §54957.5.

Agenda information is available by calling Housing Division at (408) 730-7254. Agenda and associated reports are also available on the City's web site at <http://www.sunnyvale.ca.gov>, or at the Sunnyvale Public Library, 665 W. Olive Ave., Sunnyvale, 72 hours before the meeting. Please contact CDD Housing Division office at (408) 730-7250 for specific questions regarding the agenda.

Pursuant to the Americans with Disabilities Act, if you need special assistance in this meeting, please contact Housing Division at (408) 730-7250. Notification of 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (29 CFR 35.104 ADA Title II)

2011 Housing and Human Services Commission Meeting Schedule

<i>January 12*</i>	<i>April 27</i>	<i>July 27</i>	<i>October (no meeting)</i>
<i>February 23</i>	<i>May 25</i>	<i>August 24</i>	<i>November 16*</i>
<i>March 23</i>	<i>June (no meeting)</i>	<i>September 28</i>	<i>December (no meeting)</i>

*Special meetings

The Housing and Human Services Commission **typically** meets the 4th Wednesday of each month at 7PM at the West Conference Room, Sunnyvale City Hall, 456 West Olive Avenue.

GUIDELINES FOR ADDRESSING THE BOARD OR COMMISSION

Public Announcements – Beginning of Meeting

- 3 minutes or less per speaker.
- Speakers are requested to give their name (address is optional).
- Recognition of a special achievement.
- Announcement of public event with definite time and date.
- Public events that are of board/commission interest that occur in the City annually. (Only announce one time for the year).

Public Hearings – Order of Hearing as Follows:

- Opening remarks by the applicant (if applicable).
- Speakers are requested to give their name (address is optional).
- Anyone interested in addressing the Council (may only speak one time).
- Closing remarks by the applicant (if applicable).
- Time limit of 3 minutes per person (to be extended at discretion of Chair). Please make comments brief and be prepared to provide new input.

Public Comments

- Any item relevant to the Board and/or Commission
- Speakers are requested to give their name (address is optional).
- Speakers are to turn in a Speaker Card to the Recording Secretary.
- Items not on the agenda.
- Items that do not fall within the scope of the Public Announcement section.
- Time limit of 3 minutes, 15 minutes total for this category (to be extended or continued to end of Board/Commission business, at the discretion of the Chair). Limit to one appearance during this section.

Planning to present materials to the board/commission?

If you wish to provide the board/commission with copies of your presentation materials, please provide sufficient copies for each member, the recording secretary, and other staff present.