



APPROVED MINUTES*

SUNNYVALE HOUSING AND HUMAN SERVICES COMMISSION

The Housing & Human Services Commission met in a regular session in the West Conference Room at 456 W. Olive Ave., Sunnyvale City Hall, Sunnyvale, CA 94086 on August 27, 2008 at 7:08p.m. with Chair Plant presiding.

ROLL CALL

Commission Members Present: Commissioners: Ann Andersen, Micki Falk, Jeremy Hubble, Gal Josefsberg, Charles Keeler, Patrick Meyering, Pat Plant, and Demi Yezgi.

Commission Members Absent: Florence Tindle

Staff Present: Laura Simpson, Housing Officer, and Edith Alanis, Housing Programs Technician.

SCHEDULED PRESENTATION – None

PUBLIC ANNOUNCEMENTS - None

CONSENT CALENDAR

Minutes of meeting of July 23, 2008.

Commissioner Yezgi recommended some changes to the minutes of July 23, 2008.

The first amendment consisted of a more concise version of the discussion prior to the election of the new Chair and Vice Chair under the Public Hearing/General Business section of the minutes.

Chair Plant asked for a motion to approve the first amendment to the minutes of July 23, 2008.

Commissioner Hubble moved and Commissioner Yezgi seconded to approve the first amendment to the minutes of July 23, 2008.

Motion passed 6-2 with Commissioner Tindle absent

Commissioner Meyering asked that the following comments be included in these minutes for the record. Commissioner Meyering stated that the Commission is in fact changing the draft minutes to delete comments that were made based on historical performance of this Commission. Those comments were made at the meeting of July 23. There were comments made by the commissioners expressing the need to give

*Minutes approved as amended at meeting of September 24, 2008.

someone else a chance with regards to the leadership of the Commission. There was a need for change to have someone who is willing to enforce the rules and that understands that the public is entitled to speak, someone who understands that it is important to have a commitment to the principle that this is a public commission; and that understands that by state law all meetings are open to the public; and that the ultimate goal of this commission is to gather public input, even if the comments come from a minority or represent an opposing view point. It is important that the Commission embraces these types of comments both on the superficial as well as the in depth level. Removing that type of comment given the track record of this Commission really is a disservice to the public of Sunnyvale.

Chair Plant asked for a motion to approve the second amendment to the minutes of July 23, 2008 which consisted of clarification on the way that Commissioner Yezgi's comments were recorded under the Non-Agenda Items and Comments section of the minutes.

Commissioner Andersen moved and Commissioner Keeler seconded to approve the second amendment to the minutes of July 23, 2008.

Motion passed 7-1 with Commissioner Tindle absent.

Commissioner Andersen moved and Commissioner Yezgi seconded to approve the minutes of July 23, 2008 as amended.

Motion passed 7-1 with Commissioner Tindle absent.

CITIZENS TO BE HEARD

A Sunnyvale resident of the Carroll Inn came before the Housing and Human Services Commission to speak on behalf of another resident who was not present at the meeting.

The Carroll Inn is a 121 unit single resident occupancy (SRO) development located in downtown Sunnyvale that is owned and managed by Mid-Peninsula Housing.

The resident expressed that there were many problems at the facility and that the other residents were afraid to come forward. As an example, the resident cited that there is another resident living in a 165sq.ft. studio and that the rent for it has increased twice in the past two years, \$15.00 last year which represents a 4% increase, and \$17.00 this year which represents close to a 5% increase. The resident that lives there is on a fixed income and this added increases would represent having to pay approximately 45% of his income.

The resident asked if the Commission can help bring the rent back to what it was last year (\$362.00). The resident also expressed that the residents are afraid that if they complain, management will retaliate by increasing the rent even more. Furthermore, the resident expressed that they have heard a rumor that rents will be going up to \$700.00.

The Commission suggested that the residents contact Catholic Charities Long Term Ombudsman to assist them as well as Project Sentinel to act as mediator.

The Commission inquired whether there are regulations that limit the amount that the rents can be raised. Officer Simpson replied that there should be language in their regulatory agreement that establishes when, if, and how much Mid-Peninsula can raise the rents.

Another commissioner suggested that there should be a mechanism that facilitates these types of complaints to be brought forward without risk or fear of retaliation.

The resident ended by adding that the living conditions at the facility have been neglected.

Vice Chair Josefsberg moved and Commissioner Andersen seconded that Housing staff look into the adherence of the Carol Inn SRO's contractual obligations; the physical condition of the site via a surprise visit, if possible; and the nature of the landlord/tenant relationship at the site.

Motion passes unanimously 8-0 with Commissioner Tindle absent.

Commissioner Meyering moved and Commissioner Yezgi seconded that the minutes not include the resident's name.

Motion passes unanimously 8-0 with Commissioner Tindle absent

PUBLIC HEARINGS/GENERAL BUSINESS

1. Annual Review of City Code of Ethics

There was a brief review since some commissioners have just gone through the refresher course. There was no further discussion or new recommendations.

There were comments as to the high quality of the training provided.

2. Review of Draft RTC on Housing Element Update Work Plan

Laura Simpson, Housing Officer, gave a brief report on the status of the Housing Element Update Work Plan. She informed the commission that the Housing and Community Revitalization Sub-element is mandated by the State as part of the General Plan update and it is typically updated every five years. However, the last time that it was updated for Sunnyvale was in 2001. The update was due to start the new cycle in 2007, but it was delayed because cities need to wait for the Association of Bay Area Governments (ABAG) to issue its fair share housing goals and it did not until recently.

Therefore, the State extended the time frame allowing the City to submit its Housing Element Update in June 2009.

Staff issued a Request for Proposals (RFP) back in June/July and received 5 proposals. The proposals were reviewed and the consultants interviewed. She added that the consultant that was selected is Karen Warner Associates from Pasadena, and that they will be collaborating with the M-Group, a local group in Sunnyvale. Karen Warner will be the project manager. She will be present at all the community and outreach meetings, and the presentations for this Commission and Council. Their cost will be approximately \$61,000 which was already budgeted for.

Officer Simpson went over the scope of work of the work plan and explained that if the work plan is approved the consultant contract will be executed in early September. She also added that because of the short timing the project would get started right away with a kickoff meeting later in September with staff from Planning, Housing, and Neighborhood preservation that will be working with the consultant. She also mentioned that a lot of the research has already been done through the preparation of the Housing Strategy and the Sunnyvale Community Vision. After that preliminary data is gathered along with some background reports from the consultant there will be a series of community and outreach meetings. These meeting will be published in the newspaper as well as the website, and specific interest groups, such as the Nonprofit Association of Northern California, the homeowners associations will also be notified.

After these meetings have been held, a draft Housing Element with goals will be prepared. Staff would then go back to have a joint work session with the Planning Commission, the Housing & Human Services Commission, and the City Council where the consultant will present the draft and get input from all groups.

Officer Simpson expressed that staff is very happy with the consultant that was selected because the team comes with a lot of experience, has worked directly with HCD staff and has a good record of getting these plans approved. The southern California jurisdictions had to go through this process a year ago and this team has participated in getting several plans certified.

There was some discussion with regards to the scope of work, whether rezoning may be needed, the amount of hours dedicated to each task in the scope of work.

Officer Simpson expressed that the team brings an understanding of the current legislation and the experience of having already certified plans in Southern California; therefore staff feels very confident in the proposal that they have accepted.

One of the Commissioners requested that in the future the Commission receives a copy on any RFP of this nature being sent out.

Another Commissioner asked what staff expects the role of the Commission to be. Officer Simpson explained that all the meetings will be opened to everyone and that all

the Commissioners are invited to participate. This however, does not mean that the Commissioners need to participate in everyone of those meeting nor do they have to participate as Commissioners at those meetings. The Commission's point of view can be represented when it is brought back at the study session.

She offered to bring back informational updates throughout the meetings which are not scheduled yet, but most likely will take place once a month.

It was asked if there was interest in assigning a specific commissioner to participate. Officer Simpson replied that the idea had been explored but it was decided to keep it open to all.

There was a question as to how much of this update is really in the purview of the Housing and Human Services Commission. Officer Simpson went on to explain that anything that pertains to the development of affordable housing is in the purview of this Commission.

Chair Plant asked for a motion.

Commissioner Andersen moved and Vice Chair Josefsberg seconded that the Housing Element Update Work Plan be approved as proposed.

Motion passes unanimously 8-0 with Commissioner Tindle absent

3. Discussion of Possible Study Issues

This item is on the agenda because staff is required to periodically check with the Commission if there are any additional study issues.

Some study issues have been written up and now need to be voted on to decide whether they should move forward in the process or not.

This is also an opportunity to bring up any new issues. There was some clarification on the process for the newer commissioners and where this study issues come from.

At this point each of the study issues that had been previously proposed was voted on.

Study Issue: Smart Growth Incentives to Encourage Transit Oriented Development.

Study issue voted to move forward 5-2-1 with Commissioner Tindle absent

Study Issue: Determine Need and Method to Mitigate the Impact of Foreclosures in Sunnyvale.

Study issue voted not to move forward 1-7 with Commissioner Tindle absent.

Study Issue: Regional Coordination of Application for Affordable Housing - BMR

Study issue voted to move forward unanimously 8-0 with Commissioner Tindle absent.

Study Issue: Need for Affordable Adult Job Skills Education in Sunnyvale

Study issue withdrawn.

Study Issue: Feasibility of a Multi-Service Facility Modeled after the Opportunity Center in Palo Alto.

Study issue voted to move forward 7-1 with Commissioner Tindle absent.

A study issue was proposed to identify nonprofits in the City of Sunnyvale and how they collaborate with each other. For example, there are several efforts for low income housing that are not coordinated with each other. The research would be to understand the area of focus of the current nonprofits and find out how the City is supporting them, and how the City could better support these nonprofits, or create a system or structure for the nonprofits to better provide their services in Sunnyvale. The study should review the existing relationships between nonprofits, and also find out if there are nonprofits with good intentions, that do not have resources. Research would include the demographics, activity levels, how they are funded, and what are their needs. Also the research would look at whether the City is funding larger organizations, or also smaller grassroots organizations. The goal would be to establish how the City can support nonprofits and be more nurturing so they provide their services in this community.

A commissioner mentioned that there is a nonprofit association in Santa Clara County and that might be the place to start.

It was suggested that this study issue be voted on at next meeting.

NON-AGENDA ITEMS AND COMMENTS

- BOARDMEMBERS OR COMMISSIONERS ORAL COMMENTS
 - Vice Chair Josefsberg announced that he may be taking a position with RAFT, a nonprofit organization for teachers and he wanted to know it represented a conflict of interest to take the job with them and be part of the Housing and Human Services Commission. After some discussion it was decided that it was not and everyone wished him luck.
 - Commissioner Hubble asked what the status of the CDBG Funding Study Issue is. Officer Simpson informed the Commission that it will be brought to the Commission at the September meeting.

- Commissioner Andersen asked what the status is with regards to a new City manager. Officer Simpson informed the Commission that it has not been announced yet.

- STAFF ORAL COMMENTS

INFORMATION ONLY ITEMS

- Housing Officer Laura Simpson informed the Commission about an RTC for a Budget modification to appropriate \$20,000 for an appraisal for the property at Fair Oaks and 237. The City Manager received some direction from City Council to dispose of the property. In order to issue that as a surplus property for disposition for affordable housing the City needs to get an appraisal. If this funding is approved then staff will have the appraisal done and will be followed by a State mandated process which starts with a 60-day period where a notice is sent out to nonprofit developers and public agencies that might be interested in this land. They can submit proposals to the City for development of the land. At the end of that process, if there is any interest then the City can work with the proposers.

There were some general low-income housing questions posed.

The Commission asked if there is a list of low-income housing properties in Sunnyvale. Officer Simpson replied that the information is available at the Housing website.

The Commission also inquired as to how rents are determined at low-income projects. Officer Simpson explained that it depends on whether there are project-based vouchers, or if the residents have housing choice vouchers. There are other subsidized housing units where the rents are capped and renters may pay more than 30% of their income, but it still is a below market rate rent.

Commissioner Yezgi gave a brief overview of the cultural awareness advisory committee to which she was appointed a couple of months prior.

ADJOURNMENT

Meeting adjourned at 8:50 p.m.
Respectfully submitted,

Laura Simpson
Housing Officer