



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 September 24, 2008 at 7:05 p.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, Florence Tindle, and Demi Yezgi.

Commission Members Absent:

Staff Present: Laura Simpson, Housing Officer; Katrina Ardina, Housing Programs Analyst, and Edith Alanis, Housing Programs Technician.

SCHEDULED PRESENTATION - NONE

PUBLIC ANNOUNCEMENTS

One announcement by Commissioner Meyering.

The Salvation Army in San Jose has an 80 bed homeless shelter called Immanuel House and they are having an open house with an ice cream social on Friday September 26th from 2-3:30 p.m. at 405 N. 4th Street.

CONSENT CALENDAR

Chair Plant asked for a motion to approve the minutes.

1.A. Approval of Draft Minutes of August 27, 2008.

Addition to the minutes to the "for the record" comments by Commissioner Meyering. He asked that, even if it was part of minority or opposing view point that it be added to his comments and included in the minutes.

Commissioner Andersen moved and Commissioner Josefsberg seconded to approve the minutes of August 27, 2008 with Commissioner Meyering's corrections.

Motion passed unanimously 8-0 with Commissioner Hubble absent

CITIZENS TO BE HEARD - None

PUBLIC HEARINGS/GENERAL BUSINESS

1. Review of Draft RTC for Study Issue on General Fund Support to Public Service Agencies

Officer Laura Simpson let the Commissioners know that this item was only for review of the work that has been done so far.

She also explained that the RTC is scheduled for the November 25th Council meeting and will be brought for input and action to the Housing and Human Services Commission October 22nd meeting.

There was no input or discussion at this time.

Commissioner Hubble arrived at 7:15.

2. Annual Review of the Draft Consolidated Annual Performance Evaluation Report (CAPER) for Program Year 2007-2008

Katrina Ardina, Housing Programs Analyst, reviewed the CAPER for this program year with the Commission. She explained that this is the third year of the five year housing strategy that was prepared within the Consolidated Plan and that the CAPER summarizes the accomplishments for the year in housing, leveraging, creation of affordable housing, services provided, etc.

Katrina also explained that this report is submitted to the Department of Housing and Urban Development (HUD) annually. In turn, HUD assesses the City's performance and returns a report telling the City if it is on target to the goals that were set in the strategic five year plan as well as the goals that were outlined in the Action Plan for the year.

Katrina went on to review the charts that were included in the packet which include a financial summary report and that summarize the accomplishments for fiscal year 07/08. The financial summary describes in detail where all the dollars were spent on the various activities such as administration of the program, the housing and service activities as well as whether all the mandated percentage caps were met or not.

A commissioner pointed out that some goals have already surpassed the five year target and asked if the activities associated to those goals will stop. Katrina replied that that was not the case and added that the services will continue as long as the need is there.

Katrina informed the Commission that the final report will be submitted to HUD on September 30, 2008.

There was some general discussion with regards how to read other parts of the report and where to find more specific information on individual agencies.

Commissioner Meyering requested that the Commission gets a copy of the latest assessment that Housing staff received from HUD. Staff indicated that they would make every effort to have it available for the next meeting.

There were some formatting suggestions for the report, such as adding a footnote to clarify what the numbers on the tables mean, and a few more general questions with regards to the content and the type of feedback that the Commission was being asked to provide.

Katrina also reviewed and explained the purpose of the race and ethnicity reporting that is included in the CAPER. She informed the Commission that HUD collects that data which is obtained from each beneficiary via self identification.

3. Review of 20-Year Affordable Housing Strategy

Laura Simpson, Housing Officer went over the PowerPoint presentation that included in the Commission's packet and that was also presented to City Council on September 16 during a study session. She added that this Housing Strategy is scheduled to go back to City Council on October 14th.

Officer Simpson explained to the Commission that the Housing Strategy was started back in 2007 and that the City hired a consultant to help with the research and the writing of it while staff reviewed the findings and gave recommendations. The purpose of the Housing Strategy is to outline the existing programs, identify current and projected needs, and make recommendations to improve or create more opportunities for affordable housing. Furthermore, it is designed to give a comprehensive view of what housing has to offer and to list the existing policies and programs that assist not only in the sustainability of current affordable housing, but also in the creation of it.

Furthermore, she expressed that Sunnyvale is very proactive in terms of the policies that already exist. Over the past 30 years Sunnyvale has produced almost 2300 affordable housing units, which is almost 4% of the overall housing stock in the City. Approximately 2/3 of that was created through subsidized rental projects and the other 1/3 were created through the Below Market Rate Program. She also added that about 7% of the total housing stock in the City is comprised of mobile homes.

Officer Simpson reviewed the breakdown of the budget available for affordable housing programs. She pointed out the list that describes what the reserve balances are as of June 30, 2008, and the sources.

Officer Simpson explained that all these programs are designed to benefit the lower income populations through programs such as Below Market Rate (BMR) rental and ownership, rehabilitation programs, down payment and security deposit assistance to name a few.

Officer Simpson explained what the Association of Bay Area Governments (ABAG) numbers mean in terms of the goals to be achieved for the period of 2009-2014. ABAG determines the number of housing units that need to be produced for each level of income levels. She also pointed out that the percentage of low and very low income households in Sunnyvale has increased from 27% in 2000 to almost 40% in the most recent survey. There is not a strong penalty for not meeting these goals, but it could affect eligibility for some state funding that will be needed for some upcoming projects.

She summarized some of the changes being proposed for short term objectives to increase the utilization of the programs or to increase the production of affordable housing.

- Standardize the interest rate throughout the City programs at 3%
- Allow different City loans to be combined
- Remove the age restriction on the paint grants and loans
- Increase first time homebuyers assistance to \$75,000 from \$50,000
- Revamp the equity share agreements
- Create an equity sharing homebuyer down payment assistance for those interested in market rate homes.
- Revise the BMR ordinance
 - Lower threshold of units to increase BMR requirements in order to produce more units
 - Allow 100% of the CPI increase as seller equity
 - Allow more flexibility for the developers to meet the requirements even if it means to produce the affordable housing units off site
- Increase the resources available to subsidize affordable housing
 - Revise the Housing Mitigation fees to apply to other developments

Long term objectives

- Creation of a Community Land Trust
- Land Banking
- Bond Financing

There was a lengthy discussion about the Strategy, some clarifications and some more in depth explanation of different specific programs.

There were questions with regards to mobile homes and mobile home conversions and what effect that has on the displaced population. It was asked what part the City played when this happened and whether there was enough relocation assistance available.

There was some discussion with regards to rent control. Officer Simpson explained that Sunnyvale does not have any rent control; she pointed out that although some cities like Berkeley have rent control it often leads to deterioration of the housing stock.

Commissioner Keeler commented on the 15% increase of homeless in Sunnyvale and asked if there was a breakdown of who they are; people who lost their homes, immigrants, children, etc.

Office Simpson replied that staff has a copy of the Santa Clara County Homeless Census Survey, which breaks down the totals by subpopulations such as individual or household with children and whether they are sheltered or unsheltered. However, it may **not describe where** they come from.

4. **Discussion and Recommendation of New Study Issues**

There was a lengthy discussion about the study issue that Commissioner Yezgi is proposing with regards to nonprofits in Sunnyvale. She read her proposal to the rest of the Commissioners as follows:

Identify nonprofits in the City of Sunnyvale, how successful they are in accomplishing their purpose, how the City is currently supporting these organizations, what else can the City provide to enhance their capacity and how the City can nurture the relationships with existing organizations as well as being a call and encouragement for new initiatives.

The starting point of this research would be to map the nonprofits that are located in Sunnyvale or serve residents of Sunnyvale as well as to understand what type of nonprofit organizations they are (human services, arts, lobbying, public benefit etc.); what the populations they serve to; how they benefit our community (their missions, goals, activities etc.); whether they collaborate with each other or even aware of each others' efforts.

In addition to the demographics and activity level, research would include how local nonprofits are funded, and what their needs and challenges are. The research would also look at the City's existing relationship and support structure whether it is funding larger organizations, or also smaller grassroots organizations; and what type of follow-up mechanisms and evaluation practices are in place.

The goal would be to establish how the City could better support nonprofits, or create a system or structure for the nonprofits, so that they better provide their services in this community.

There was a lengthy discussion with regards to Commissioner Yezgi's proposal. Some commissioners agreed that it sounded like a good idea, but the scope seem too broad.

Commissioner Hubble expressed that it sounded like a university research project and

asked if bringing in an intern was an option. Officer Simpson replied that it could be added in the wording of the study issue.

Commissioner Yezgi explained that the City Council is very committed and excited to create a program to strengthen the non-profits. She also added that everyone that spoke to during her interviews for this Commission expressed a great desire to empower the non-profits.

Vice Chair Josefsberg compared it to taking inventory of all the non-profits that serve Sunnyvale and added that it could identify the non-financial ways that the nonprofits can benefit from the City support, even if it means to simply introduce non-profits to each other.

Commissioner Meyering expressed that he does not feel that conducting an academic exercise to identify non-profits falls under the City's goals or mission. It was his understanding that the City advertises to all non profits to present their proposals, and that the City explains that there is certain money available for certain projects. He felt that the scope and goal for the study issue being proposed was not well defined.

Study issue: Needs Assessment for Non-Profits in Sunnyvale

Study issue voted to move forward 6-3 with Commissioners Meyering, Hubble, and Falk dissenting

NON-AGENDA ITEMS AND COMMENTS

- **BOARDMEMBERS OR COMMISSIONERS ORAL COMMENTS**
 - Chair Plant announced that she is involved in housing event in San Jose at First Christian Church from 9 a.m. to 1 p.m. on October 25th called "Reclaiming the Right to Housing". This event is being co-sponsored by approximately 20 organizations who are concerned with the growing homeless situation.
 - Chair Plant asked if anyone had attended the State of the City. Commissioner Andersen replied that it was a fascinating experience to be on top of the garage. She was very complimentary of the entire event.
- **STAFF ORAL COMMENTS**
 - Officer Simpson reported on the inquiry from the resident that spoke at the last meeting with regards to the Carroll Inn SRO. She explained that Housing Staff had conducted both inspections and monitoring for the site prior to the resident speaking at the meeting, and the conditions of the building at the time were up to par.

Officer Simpson also reported on a visit that she made after the resident spoke at the meeting and she expressed that the general condition of the building was still acceptable; the site was clean, and the landscaping was well maintained and no violations were found.

She also informed the Commission that she checked on the rent levels, and found out that they are all within the allowable parameters for the project and had followed all the rules.

- With regards to the relationship of the tenants and the management. Officer Simpson explained that it is very hard to gauge that and suggested a survey that would come directly to the city staff rather than to the property manager.

INFORMATION ONLY ITEMS - NONE

ADJOURNMENT

Meeting adjourned at 9:08 p.m.

Respectfully submitted,

Laura Simpson
Housing Officer