



APPROVED MINUTES

SUNNYVALE HOUSING AND HUMAN SERVICES COMMISSION WEDNESDAY, JUNE 24, 2009

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 June 24, 2009 at 7:13 p.m. with Chair Andersen presiding.

ROLL CALL

Commission Members Present: Ann Andersen, Micki Falk, Charles Keeler, and Jeremy Hubble

Commission Members Absent: Patrick Meyering.

Staff Present: Hanson Hom, Director of Community Development, Suzanne Isé, Housing Officer, Katrina Ardina, Housing Programs Analyst, and Edith Alanis, Housing Programs Technician.

The Commissioners were advised that Commissioner Meyering had called to let staff know that he was unable to attend the meeting because of work.

SCHEDULED PRESENTATION

NONE

PUBLIC ANNOUNCEMENTS

NONE

CONSENT CALENDAR

1. Draft [Minutes of April 29, 2009](#).

Chair Andersen asked for a motion to approve the minutes of April 29, 2009.

Commissioner Hubble moved and Vice Chair Falk seconded to approve the minutes of April 29, 2009 as presented.

Motion passed unanimously 4-0.

PUBLIC COMMENTS

NONE

PUBLIC HEARINGS/GENERAL BUSINESS

1. Public Hearing: Recommend Approval of Update of the Housing and Community Revitalization Sub-element of the General Plan

Suzanne Isé, Housing Officer, gave the staff report to the Commission. She explained that State law requires each local government to adopt a housing element as one of seven mandatory elements of their General Plan. In Sunnyvale the housing element is part of the Community Development Element and is referred to as the Housing Sub-Element. The State mandates that housing elements be updated every five years. Due to changes in state law, after this cycle, it will be updated every eight years to match the state and federal transportation planning cycles. As part of the update, the City is required to do public outreach and get input from the community to determine what the current housing needs and community priorities are. For example, one topic that came up at one of the community meetings was the desire to see some co-housing developments in Sunnyvale.

The City has held several community outreach meetings on the Housing Element Update at various times and locations to accommodate as many residents as possible, as well as the joint study session with the Housing and Human Services Commission, City Council, and the Planning Commission.

Office Isé highlighted the main changes to the current Sub-element, most of which were made to comply with recently passed state legislation; and to respond to HCD's requests in the first review letter (Attachment A).

Director Hom pointed out that the City of Sunnyvale's good track record in permit processing accounted for the positive review that the sub-element has received. Additionally, Director Hom pointed out that due to the economic climate it is not likely that the number of units allocated to Sunnyvale will get built during the current cycle.

Staff also explained that some of the changes requested by HCD are intended to make the permitting language in all jurisdictions' codes more consistent. Officer Isé also mentioned that eligibility for many state grants depends on having a state certified adopted housing element.

A negative declaration under CEQA was prepared with no impact findings, because this is strictly a policy document that does not include any rezoning or land use changes.

Chair Andersen opened the Public Hearing period at 7:44pm

There were no members of the public present at this time.

Chair Andersen closed the Public Hearing period at 7:45pm

Chair Anderson asked if there were any comments from the commissioners.

Commissioner Keeler inquired if BMR program residents could be given incentives to increase their incomes in order to move up to a market rate home.

Officer Isé responded that BMR tenants and homeowners are generally fully employed, successful people and the BMR program requires a minimum income to qualify. However, financial literacy education can be used to teach people about the impacts of the housing choices they make, and the advantages of moving to a market rate home if they can. However, although many BMR occupants would like to acquire a market rate home, if current home prices remain steady, for many lower-income households, a market rate home in Sunnyvale may never be affordable.

Commissioner Hubble asked why the lower density neighborhoods are not being rezoned to allow for more housing units near existing parks and good schools. Staff explained that

there is no need to rezone at this time to meet the current allocation and that typically residents of such neighborhoods oppose increasing density in their neighborhood, however this option could be considered during the next update in 2014.

Chair Andersen asked for a motion to recommend approval.

Commissioner Keeler moved and Vice Chair Falk seconded to recommend approval of the update of the Housing and Community Revitalization Sub-element of the General Plan consistent with Alternative 1 in the Report to Council.

Motion passed unanimously 4-0.

Staff requested and the Chair agreed to hold the public hearing on item 4 of the agenda next, because the staff of Mid Peninsula Housing Coalition had arrived for that hearing and no other members of the public were present for the other two items.

2. Public Hearing: Recommend Approval of: Amendment to Action Plans for Fiscal Years 2004-08; Conditional Commitment of a \$1.3 Million Loan of HOME Funds for Rehabilitation of Aster Park; and Budget Modification No. 1

Housing Officer Isé presented this item and explained that the Aster Park property is a 95-unit development built in 1975 to house both families and seniors. It has been owned and managed by Mid-Peninsula since inception. Given the age of the structure it now requires major rehabilitation.

Several weeks ago the City received notice from HUD that the City needed to commit \$700,000 of its HOME funds by July 30, 2009 or the funds would be disencumbered by HUD. Additionally, the City's affordability restrictions on Aster Park expire next year when the City loan on the property becomes due. Mid-Peninsula as well as the City of Sunnyvale would like those units to remain affordable.

Officer Isé briefly reviewed the proposal that was included in their packets and described the rehabilitation work proposed. She highlighted that there were 3 major goals of this project; the addition of solar hot water systems and other energy efficiency upgrades, other needed rehabilitation items, and extending the affordability of these units for a longer term.

Officer Isé explained that the City is able to commit 1.3 million because there will be an additional \$700,000 in HOME funds that must be spent by next July, and finding a feasible project for just that amount would be very difficult.

Chair Andersen opened the Public Hearing period at 8:09pm.

Todd Marans, Director of Asset Management from Mid-Peninsula, was present to answer questions about the project. Commissioners inquired about the green building aspects of the project. He explained that replacing all the windows with dual pane windows will save the tenants a significant amount on their utilities. Furthermore, Mr. Marans clarified that any additional costs beyond the \$1.3 million from the City will be covered by Mid-Peninsula through other funding sources available to them.

There were no members of the public present for questions or input at this time.

Chair Andersen closed the Public Hearing period at 8:19pm.

Chair Andersen asked for a motion to recommend approval.

Commissioner Keeler moved and Commissioner Hubble seconded to recommend the approval of the Amendment to Action Plans for Fiscal Years 2004-08;

Conditional Commitment of a \$1.3 Million Loan of HOME Funds for Rehabilitation of Aster Park; and Budget Modification No. 1

Motion passed unanimously 4-0.

3. Public Hearing: Recommend Approval of First Time Homebuyer Program Guidelines

Chair Andersen opened the Public Hearing period at 8:21pm.

There were no members of the public present at this time for comments or input.

Chair Andersen closed the Public Hearing period at 8:22pm.

Chair Andersen asked if there were any comments from the commissioners.

Staff gave a quick overview of the proposed changes, such as the modification of the loan terms, the new funding source and combining the HPCC Program with the First Time Homebuyer Program.

Commissioners asked additional questions about the loan amounts, where the funds come from, and how the funds are used when the loans are repaid. Officer Isé explained that the loan amount was currently capped at \$50,000 in an effort to help as many homeowners as possible with limited funds, and due to the recent declines in home prices this amount is estimated to be adequate. Furthermore, she explained that the funds are returned to the housing funds when repaid in order to use them again for affordable housing activities.

Chair Andersen asked for a motion to recommend approval of the First Time Home Buyer Program Guidelines.

Commissioner Hubble moved and Vice Chair Falk seconded to recommend approval of the First Time Homebuyer Program Guidelines per staff's recommendation in the Report to Council.

Motion passed unanimously 4-0.

4. Recommend Approval of Request for Proposals for Homelessness Prevention and Rapid-Re-Housing Program Grants

Katrina Ardina, Housing Programs Analyst gave an overview of the draft Request for Proposals and the requirements, and explained that this was the next step to find service providers to utilize this special-purpose stimulus funding.

There was a brief discussion regarding which agencies have expressed interest in applying for these funds.

Chair Andersen asked for a motion to approve the Request for Proposals.

Vice Chair Falk moved and Commissioner Keeler seconded to recommend approval of the Request for Proposals for Homelessness Prevention and Rapid Re-Housing Programs Grants.

Motion passed unanimously 4-0.

NON-AGENDA ITEMS AND COMMENTS

- BOARDMEMBERS OR COMMISSIONERS ORAL COMMENTS

NONE

- STAFF ORAL COMMENTS

Director Horn expressed his gratitude to the commissioners for their service to the City as Commissioners, as this was their last meeting.

INFORMATION ONLY ITEMS

Commissioners were handed a hard copy of the Community Award Nomination packets.

ADJOURNMENT

Meeting adjourned at 8:50 p.m.

Respectfully submitted,

Suzanne Isé
Housing Officer