



CITY OF CUPERTINO

AGENDA

HOUSING COMMISSION

This will be a teleconference meeting without a physical location.

Thursday, September 8, 2022

9:00 AM

Special Meeting

TELECONFERENCE / PUBLIC PARTICIPATION INFORMATION TO HELP STOP THE SPREAD OF COVID-19

In accordance with Government Code 54953(e), this will be a teleconference meeting without a physical location to help stop the spread of COVID-19.

Members of the public wishing comment on an item on the agenda may do so in the following ways:

1) E-mail comments by 5:00 p.m. on Wednesday, September 7 to the Commission at housingcommission@cupertino.org. These e-mail comments will be received by the Commission members before the meeting and posted to the City's website after the meeting.

2) E-mail comments during the times for public comment during the meeting to the Commission at housingcommission@cupertino.org. The staff liaison will read the emails into the record, and display any attachments on the screen, for up to 3 minutes (subject to the Chair's discretion to shorten time for public comments). Members of the public that wish to share a document must email housingcommission@cupertino.org prior to speaking.

3) Teleconferencing Instructions

Members of the public may observe the teleconference meeting or provide oral public comments as follows:

Oral public comments will be accepted during the teleconference meeting. Comments may be made during "oral communications" for matters not on the agenda, and during the public comment period for each agenda item.

To address the Commission, click on the link below to register in advance and access the meeting:

Online

Please click the link below to join the webinar:
https://cityofcupertino.zoom.us/webinar/register/WN_is8mjRPrTuewAYOWDHLf1A

Phone

Dial: (669) 900 6833 and enter Webinar ID: 966 1091 4211 (Type *9 to raise hand to speak)
Unregistered participants will be called on by the last four digits of their phone number.

Or an H.323/SIP room system:

H.323:

162.255.37.11 (US West)

162.255.36.11 (US East)

Meeting ID: 966 1091 4211

SIP: 96610914211@zoomcrc.com

After registering, you will receive a confirmation email containing information about joining the webinar.

Please read the following instructions carefully:

1. You can directly download the teleconference software or connect to the meeting in your internet browser. If you are using your browser, make sure you are using a current and up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers, including Internet Explorer.
2. You will be asked to enter an email address and a name, followed by an email with instructions on how to connect to the meeting. Your email address will not be disclosed to the public. If you wish to make an oral public comment but do not wish to provide your name, you may enter "Cupertino Resident" or similar designation.
3. When the Chair calls for the item on which you wish to speak, click on "raise hand." Speakers will be notified shortly before they are called to speak.

4. When called, please limit your remarks to the time allotted and the specific agenda topic.

NOTICE AND CALL FOR A SPECIAL MEETING OF THE CUPERTINO HOUSING COMMISSION

NOTICE IS HEREBY GIVEN that a special meeting of the Cupertino Housing Commission is hereby called for Thursday, September 8, 2022 commencing at 9:00 a.m. In accordance with Government Code 54953(e), this will be a teleconference meeting without a physical

location to help stop the spread of COVID-19. Said special meeting shall be for the purpose of conducting business on the subject matters listed below under the heading, "Special Meeting."

SPECIAL MEETING

ROLL CALL

APPROVAL OF MINUTES

1. Subject: Approve the July 14 Housing Commission regular meeting minutes
Recommended Action: Approve the July 14 Housing Commission regular meeting minutes
[1 - Draft Minutes](#)

POSTPONEMENTS

ORAL COMMUNICATIONS

This portion of the meeting is reserved for persons wishing to address the Commission on any matter within the jurisdiction of the Commission and not on the agenda. Speakers are limited to three (3) minutes. In most cases, State law will prohibit the Commission from making any decisions with respect to a matter not on the agenda.

WRITTEN COMMUNICATIONS

OLD BUSINESS

NEW BUSINESS

2. Subject: Chair Parish to prepare a draft memo to the City Council and City Manager, identifying opportunities for the Housing Commission to contribute to the Housing Element Update such as discussing affordable housing strategies, funding sources and discussing and planning potential joint meetings with other legislative bodies, and to continue this item to a future Housing Commission meeting.
Recommended Action: That the Housing Commission receive draft memo, conduct discussion, and provide input.
[1 - Draft Memorandum](#)

STAFF AND COMMISSION REPORTS

FUTURE AGENDA SETTING

ADJOURNMENT

In compliance with the Americans with Disabilities Act (ADA), anyone who is planning to attend this

meeting who is visually or hearing impaired or has any disability that needs special assistance should call the City Clerk's Office at 408-777-3223, at least 24 hours in advance of the meeting to arrange for assistance. In addition, upon request, in advance, by a person with a disability, meeting agendas and writings distributed for the meeting that are public records will be made available in the appropriate alternative format.

Any writings or documents provided to a majority of the members after publication of the agenda will be made available for public inspection. Please contact the City Clerk's Office in City Hall located at 10300 Torre Avenue, Cupertino, California 95014, during normal business hours.

IMPORTANT NOTICE: Please be advised that pursuant to Cupertino Municipal Code section 2.08.100 written communications sent to the Cupertino City Council, Commissioners or City staff concerning a matter on the agenda are included as supplemental material to the agenda item. These written communications are accessible to the public through the City's website and kept in packet archives. Do not include any personal or private information in written communications to the City that you do not wish to make public, as written communications are considered public records and will be made publicly available on the City website.

Members of the public are entitled to address the members concerning any item that is described in the notice or agenda for this meeting, before or during consideration of that item. If you wish to address the members on any other item not on the agenda, you may do so during the public comment.



CITY OF CUPERTINO

Agenda Item

22-11381

Agenda Date: 9/8/2022
Agenda #: 1.

Subject: Approve the July 14 Housing Commission regular meeting minutes

Approve the July 14 Housing Commission regular meeting minutes

City of Cupertino
10300 Torre Avenue
Cupertino, CA 95014
(408) 777-3308

**ACTION MINUTES OF THE REGULAR MEETING OF
THE HOUSING COMMISSION HELD ON JULY 14, 2022**

CALL TO ORDER

Parish opened the meeting at 9:00 a.m.

ROLL CALL

Commission Members present: Tessa Parish, Chair
 Govind Tatachari, Vice Chair
 Sue Bose, Commissioner
 Connie Cunningham, Commissioner
 Angan Das, Commissioner (joined 9:15 a.m.)

Commissioners Members absent: None

Staff present: Kerri Heusler, Housing Manager
 Cyrah Caburian, Administrative Assistant

Outside Panelist: Sujatha Venkatraman, West Valley Community Services

APPROVAL OF MINUTES

1. Subject: Approve the June 23 Housing Commission Special Meeting minutes

Recommended Action: Approve the June 23 Housing Commission Special Meeting minutes

Tatachari moved and Cunningham seconded.

AYES: Parish, Tatachari, Bose, Cunningham

NOES: None

ABSTAIN: None

ABSENT: Das

VOTE: 4-0-0-1

POSTPONEMENTS

None

ORAL COMMUNICATIONS

None

WRITTEN COMMUNICATIONS

None

OLD BUSINESS

None

NEW BUSINESS

2. Subject: Update on Fiscal Year 2021-2022 City Work Program Item Homeless Jobs Program

Recommended Action: Receive an update on the Fiscal Year 2021-22 Homeless Jobs Program work program item

Housing Manager Heusler and Panelist Venkatraman provided a presentation and answered questions.

Member of public, Jennifer Griffin, spoke in support of the item.

Cunningham moved and Tatachari seconded.

AYES: Parish, Tatachari, Bose, Cunningham, Das

NOES: None

ABSTAIN: None

ABSENT: None

VOTE: 5-0-0-0

STAFF UPDATES AND COMMISSION REPORTS

Housing Manager Heusler provided information about the following items:

- CDBG Action Plan adopted by Housing Commission submitted to HUD
- Future meeting will discuss City Plan to End Homelessness, anticipated in fall/winter

Commission Updates

- Chair Parish attended July Mayor's Meeting with Commissioners
- Chair Parish will draft memo from June 23 Special Meeting to the City Council and City Manager, to identify opportunities for the Housing Commission to contribute to the Housing Element Update

FUTURE AGENDA (*limitation, cannot discuss*)

None

ADJOURNMENT

The meeting was adjourned at 9:59 a.m. to the next regularly scheduled Housing Commission meeting.

Respectfully submitted:

/s/Cyrah Caburian

Cyrah Caburian

Administrative Assistant



CITY OF CUPERTINO

Agenda Item

22-11374

Agenda Date: 9/8/2022
Agenda #: 2.

Subject: Chair Parish to prepare a draft memo to the City Council and City Manager, identifying opportunities for the Housing Commission to contribute to the Housing Element Update such as discussing affordable housing strategies, funding sources and discussing and planning potential joint meetings with other legislative bodies, and to continue this item to a future Housing Commission meeting.

That the Housing Commission receive draft memo, conduct discussion, and provide input.

Memorandum

To: Cupertino City Council

From: Housing Commission

Subject: Housing Commission has identified opportunities for the Housing Commission to contribute to the Housing Element Update such as discussing affordable housing strategies, funding sources and discussing and planning potential joint meetings with other legislative bodies, and to continue this item to a future Housing Commission meeting.”

Housing Commission attended 2 joint sessions with Planning Commission to discuss the selection of Sites for Tier 1 & Tier 2 for City Council.

In addition, the Housing Commission discussed its responsibility as per Cupertino Muni Code 2.86.100 item A

- A. To assist the Planning Commission and the City Council in developing housing policies and strategies for implementation of general plan housing element goals;
- B. To recommend policies for implementation and monitoring of affordable housing projects;
- C. To facilitate innovative approaches to affordable housing development and to generate ideas and interest in pursuing a variety of housing options;
- D. When requested by the Director of Community Development or the City Council, to make recommendations to the Planning Commission and the City Council regarding affordable housing proposals in connection with applications for development including, but not limited to, recommendations for possible fee waivers, other incentives, the number and type of affordable units and the target groups to be served. Any referral to the Housing Commission shall be limited to consideration of affordable housing proposals which exceed normal housing requirements under the applicable provisions of the City’s general plan or ordinances related thereto;

The Housing Commission will consider meeting with Non-Profit Groups actively proving funding assistance for low income housing. In order to support City Council in the HE process, we will add to our agenda the discussion policies and ideas for items B. & C. to further support and promote affordable housing projects.

(formal signature)

Tessa Parish

Housing Commission Chair