

Cupertino, CA 95014
(408) 777-3308

**DRAFT MINUTES OF THE REGULAR MEETING OF
THE HOUSING COMMISSION HELD ON September 8, 2016**

ROLL CALL

Commission Members present: Harvey Barnett, Chairperson
Nina Daruwalla, Commissioner
Sue Bose, Commissioner

Commission Members absent: Shirley Chu, Commissioner
Rajeev Raman, Vice Chair

Staff present: Benjamin Fu, Assistant Director of Community Development
Colleen Lopez, Consulting Housing Planner
Kerri Heusler, Housing Planner

APPROVAL OF MINUTES:

1. August 11, 2016

Minutes of the August 11, 2016 were approved as written. *(Staff made a correction to the vote for item 3.)*

ORAL COMMUNICATION:

Ms. Kimberly Sandstrom voiced concerns about the minutes from the August 11 meeting. She thought that the vote count for the 2nd item was incorrect and said that there were other errors. She was asked by Chair Barnett to email her edits to Staff member Fu.

Staff Member Fu introduced the City's new Housing Planner, Kerri Heusler, to the Commission.

POSTPONEMENTS/REMOVAL FROM CALENDAR:

None

WRITTEN COMMUNICATIONS:

None

CONSENT CALENDAR:

None

PUBLIC HEARING:

2. Subject: 2015 Consolidated Action Performance Evaluation Report (CAPER)
Recommended Action: Approve Resolution No. 16-05 recommending approval of the Community Development Block Grant (CDBG) Program 2015-16 Consolidated Action Performance Evaluation Report (CAPER)

Colleen Lopez, Consulting Housing Planner, introduced herself to the Commission. She has been helping the City out during staff vacancies. Annually she has been doing the City's CDBG monitoring and the CAPER.

The CAPER is a document required by HUD. This is a reporting tool used by HUD as a way for cities to demonstrate how they have met the goals and objectives of their Action Plan and Consolidated Plan. The document before the Commission today is reporting on the 2015 Action Plan and the 2015-2020 Consolidated Plan. In 2015-2016 the City allocated CDBG funds (\$293k in entitlement funds, \$13k in program income and \$170k in unspent CDBG funds from prior years) to five recipients for program funding; West Valley Community Services (the Care Program), Live Oak Community Services (provides adult day care), Re-Building Silicon Valley (does home repair for low income residents and seniors), ECHO Housing (provides resources for fair housing) and Mid-Pen Housing (did re-hab work on a senior housing project in Cupertino). She said that it was a good year, as all of the agencies met their goals. The City and Re-Building Together did not use all of their allotted funds so that money will go back into the CDBG program and be reallocated in an RFP at a later time. The rest of the report documents how the City has responded to prior program topics such as homelessness, the City's involvement the Santa Clara County Continuum of Care through the County and others. She pointed out that with HUD's new electronic reporting form, there are blank sections in the report because they are not applicable to Cupertino. As an example, one of the sections asks about the City's involvement with the ESG program – a program for emergency shelter grants. The City is not eligible to participate in that particular grant program because HUD has determined that there are other cities with a greater need for Federal funding for these types of services.

Commissioner Daruwalla asked what the City's involvement is with the homeless program. Staff member Lopez, stated that the City used General Fund moneys towards the Rotating Shelter Program which provides referral services and resources to the homeless and also to West Valley Community Services which has programs to help prevent homelessness. Commissioner Daruwalla asked about a specific homeless person she has been helping for some time. XXXX(18:53) asked that she refer that person to them so that they can provide him with a case worker and determine the best way to help him. Commissioner Bose asked about resources for homeless veterans. She was told by XXXX that they can help those people too. Staff member Lopez stated that the City also provides General Fund money to Faith In Action and to MATRI, a program that provides emergency housing to victims of domestic violence.

Chair Barnett opened the item for Public Comments.

Geoff Paulsen, Planning Commissioner, asked for confirmation of where the emergency shelters are and if they are still open seasonally. Staff Lopez confirmed the locations he mentioned and said that the North County location recently moved as the former site was going to be developed for affordable housing. Chair Barnett said that the emergency shelter in Sunnyvale is closed. Staff member Lopez said that site was also to be developed for affordable housing.

Chair Paulsen closed the Public Comment period.

Chair Paulsen asked if the report would be going to the City Council. Staff member Fu said that the report would be an informational item to Council, but they would not be approving it. The report will be submitted to HUD for review by its deadline of September 30th.

MOTION: Commissioner Daruwalla moved to recommend approval of Resolution No. 16-05

SECOND: Chair Barnett

ABSENT: none

ABSTAIN: none

VOTE: 3-0-0

STAFF AND COMMISSION REPORTS:

Staff member Fu let the Commission know that at the City Council meeting on September 6th, the Council approved the Marina Plaza redevelopment project with a requirement for 2 additional BMR units for a total of 18 units.

Chair Barnett reminded the Commissioners that the Sandstrom appeal item was going to be heard by the City Council on the 20th. He asked that Staff forward the Housing Commissioners the Council agenda information and confirmed that the meeting will start at 6:45pm.

OLD BUSINESS:

None

NEW BUSINESS:

None

ADJOURNMENT:

- The meeting was adjourned to next regular Housing Commission meeting on October 13, 2016, 9:00 a.m.

Respectfully submitted:

_____/s/Beth Ebben
Beth Ebben
Administrative Assistant