

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

---

**DRAFT MINUTES OF THE REGULAR MEETING OF  
THE HOUSING COMMISSION HELD ON February 8, 2018**

**ROLL CALL**

Commission Members present: Sue Bose, Chair  
John Zhao, Vice Chair  
Nina Daruwalla Commissioner  
Poonam Goyal, Commissioner  
Sanjiv Kapil, Commissioner

Commission Members absent: none

Staff present: Kerri Heusler, Senior Housing Planner

Chair Bose opened the meeting at 9:05am.

**APPROVAL OF MINUTES**

1) Minutes of the February 8, 2018 Housing Commission meeting were approved as written. Commissioner Daruwalla made a motion and Vice Chair Zhao seconded the motion.

APPROVE: Bose, Zhao, Daruwalla

ABSENT: Goyal

ABSTAIN: Kapil

VOTE: 3-0-2

APPROVE: Bose, Zhao, Daruwalla

ABSENT: Goyal

ABSTAIN: Kapil

VOTE: 4-0-1

**ORAL/WRITTEN COMMUNICATIONS**

None

**PUBLIC MEETINGS**

2) FY 2018-19 Community Development Block Grant (CDBG) Program, Below Market Rate (BMR) Affordable Housing Fund (AHF), and General Fund Human Service Grants (HSG) Program funding allocations.

Chair Bose opened the item. Staff member Heusler gave an overview of the funding allocations and recommendations. Commissioner Goyal joined the meeting at 9:10am. Commissioners had questions

about how duplicate applications are reviewed and staff indicated that agencies will only receive funding from one source. Sujatha Venkatraman from West Valley Community Services attended the meeting and gave an overview of the Greenwood Court property. In addition, Ms. Venkatraman answered questions about the project scope, past performance, and the breakdown of costs for FY 18-19. Additional funding is needed to account for the cost of prevailing wages and cost of materials. The cost for FY 18-19 funding should be less because West Valley is using the same contractor for most items. Commissioners expressed concern about the total cost of the project and the need for additional funding. Ms. Venkatraman also provided an overview of the Vista Village property and the request for funding. The Commission recommended approval of the proposed FY 2018-19 funding allocations; however, they requested that West Valley Community Services (WVCS) return to the next Housing Commission meeting with a Greenwood Court Renovation Project FY 2016-17 and 2017-18 Report and FY 2018-19 Cost Proposal. Vice Chair Zhao made a motion and Commissioner Daruwalla seconded the motion.

APPROVE: Bose, Zhao, Daruwalla, Goyal, Kapil

ABSENT:

ABSTAIN:

VOTE: 5-0-0

## **OLD BUSINESS**

None

## **NEW BUSINESS**

Staff member Heusler introduced Samuel Lai, Planning Intern. Staff Heusler announced the following dates:

April 5- Vista Village Tour

April 19- The Veranda Grand Opening

May 5- Cupertino Volunteer Fair (Commissioners would like to participate)

## **STAFF AND COMMISSION REPORTS:**

Staff member Heusler announced that staff will present information on the Vallco specific plan at the April meeting. Commissioners would like to have presentations at upcoming meetings from our grantees, staff, and local agencies. Chair Daruwalla would like more information about how the Cupertino awards are handed out. Chair Bose attended the monthly Mayor's meeting. Vice Chair Zhao attended a SV@Home event and a Better Cupertino event. Commissioner Daruwalla will not be able to attend the April meeting.

## **ADJOURNMENT:**

The meeting was adjourned at 10:42am to the special Housing Commission meeting on April 12, 2018.

Respectfully submitted:

/s/Kerri Heusler

Kerri Heusler

Senior Housing Planner