

**APPROVED MINUTES OF THE REGULAR MEETING OF  
THE HOUSING COMMISSION HELD ON June 14, 2018**

**ROLL CALL**

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

Commission Members absent: Poonam Goyal, Commissioner

Staff present: Erick Serrano, Associate Planner  
Benjamin Fu, Assistant Community Development Director

Chair Bose opened the meeting at 9:05am.

**APPROVAL OF MINUTES**

1. Minutes of the April 12, 2018 Housing Commission meeting were approved as written. Commissioner Zhao made a motion and Commissioner Kapil seconded the motion.

APPROVE: Bose, Kapil, Zhao

ABSENT: Goyal

ABSTAIN: Daruwalla

VOTE: 3-0-2 (Daruwala abstain, Goyal absent)

**ORAL/WRITTEN COMMUNICATIONS**

None

**PUBLIC HEARING**

2. 2018-19 Community Development Block Grant (CDBG) Annual Action Plan

Chair Bose opened the item. Staff member Serrano gave an overview on the 2018-19 CDBG Annual Action Plan. Staff member Serrano explained that the City was not notified of the funding allocation until May, where the funding is typically made available in January or February. Staff explained how funding allocation was appropriated into groups such as Public Service Grants, Administrative and Capital/Housing Projects.

Commissioner Daruwalla asked about the amount of money spent on staff. Staff indicated that 20% of the funds is based on the CDBG program, and pays for staffing and consultants. Commissioner Kapil asked if any of the CDBG funds go to the City's Below Market Rate (BMR) funds, and why BMR funds are mentioned in the report. Staff informed the Commission that the no BMR funds come from the

CDBG, but that BMR funds are mentioned because the Department of Housing and Urban Development likes to be informed on how city resources are leveraged.

No comments were provided by the public.

APPROVE: Bose, Zhao, Daruwalla, Kapil

ABSENT: Goyal

ABSTAIN: none

VOTE: 4-0-1 (Goyal absent)

#### **OLD BUSINESS**

None

#### **NEW BUSINESS**

None

#### **STAFF AND COMMISSION REPORTS:**

Chair Bose attended the monthly Mayor's meeting and provided a report.

#### **ADJOURNMENT:**

The meeting was adjourned at 9:53 am to the next regularly scheduled Housing Commission meeting.

Respectfully submitted:

/s/Erick Serrano

Erick Serrano

Associate Planner