

**HOUSING AND COMMUNITY DEVELOPMENT ADVISORY COMMISSION (HCDC)**

**SYNOPSIS OF MEETING AT 5:45 PM**

**August 12, 2010**

**MEMBERS PRESENT:** Vice Chair Darrow, Commissioners Contreras, Ellak, Mace, and Tom.  
**MEMBERS ABSENT:** Chair Norimoto (unexcused) and Commissioner Cantore (unexcused)  
**CITY STAFF:** W. Chen (Housing), M. DeCastro (City Attorney's Office), R. Lopez (Housing), J. Morales-Ferrand (Housing), M. Shelton (Housing), S. Murillo (Housing), S. Jain (Councilmember Nguyen's Office), J. Scheiner (Housing)  
**GUESTS:** A. Saelee, P. Ward (Affordable Housing Network)  
**LOCATION:** 200 E. Santa Clara Street, Wing Room 118 & 119, San José, CA 95113

\*\*\*Digital Recording of the meeting can be obtained from the City of San Jose Housing Department\*\*\*

**AGENDA ITEM**

**(a) Call to Order/Orders of the Day**

The meeting was called to order at 5:57 p.m.

**(b) Introductions**

Commissioners, guests, and staff introduced themselves.

**(c) Announcements**

No announcements.

**(d) Approval of Action Minutes for June 10, 2010**

*Commissioner Mace made the motion to approve the June 10, 2010 action minutes with a second by Commissioner Lee. The motion was approved 5-0.*

**(e) Consent Item: Housing Department Production Reports**

Housing Department production reports accepted by the Commission.

**(f) Update on Community Development Block Grant and Healthy Neighborhood Venture Fund (HNVF) (S. Murillo, Housing Department).**

Ms. Murillo announced that as of August 2, HNVF is now a part of the Housing Department and will be part of the grants team. Ms. Murillo introduced the HNVF manager, Matthew Shelton. Mr. Shelton gave an overview of the HNVF program to the Commission. Commissioner Mace requested a comparison of which agencies receive Housing Department grants.

**(g) Housing Trust Fund Recommendations for Martha's Kitchen and Loaves and Fishes (J. Scheiner, Housing Department)**

*Commissioner Mace made the motion to approve the Housing Trust Fund Recommendations for Martha's Kitchen and Loaves of Fishes with a second by Commissioner Contreras. The motion was approved 5-0.*

**(h) Recommendation on Boards and Commissions Interdepartmental Team's Recommendation (J. Scheiner, Housing Department)**

*Commissioner Mace made the motion that the number of Commission meetings during a calendar year should be added or consolidated based on the workload. Commissioner Lee seconded the motion. The motion was approved 4-0 with Commissioner Tom abstaining.*

**(o) Standing Reports**

- a. Chair's Report – no report
- b. Director's Report – no report
- c. City Council Meeting Report for: none (Chair Mace) – no report
- d. Ad-Hoc Committees
  - i. CDBG Ad-Hoc Committee – no report
  - ii. Communications Ad-Hoc Committee – no report

**(p) Future Agenda Items**

Staff stated that there will be public hearings and recommendations on the Analysis of Impediments to Fair Housing Choice report, Consolidated Annual Performance Evaluation Report, and Citizen Participation Plan.

**(q) Open Forum**

No public comment.

**(r) Adjournment**

The meeting was adjourned at 6:50 p.m.