

HOUSING AND COMMUNITY DEVELOPMENT ADVISORY COMMISSION (HCDC)

SYNOPSIS OF REGULAR MEETING ON SEPTEMBER 08, 2011 AT 5:45 PM

MEMBERS PRESENT: Chair Darrow, Vice Chair Tom, Commissioners Dorvilias, Ellak, Mace, Norimoto, Saelee, Senior Commission Liaison Lynda Kelaita, Senior Commission Liaison Joyce Rabourn

MEMBERS ABSENT: None

CITY STAFF: W. Chen (Housing), K. Clements (Housing), J. Morales-Ferrand (Housing), M. Shelton (Housing), S. Jain (Vice Mayor Nguyen Commission Liaison).

GUESTS: Senior Commission Chair Martha O'Connell

LOCATION: 200 E. Santa Clara Street, Wing Room 118, 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 5:53 p.m.

(b) Introductions

Commissioners (Darrow, Tom, Dorvilias, Ellak, Saelee) and staff introduced themselves. Commissioner Mace arrived during Agenda Item J (which was moved after Agenda Item D per the request of the Senior Commission) and Commissioner Norimoto arrived during Agenda Item H. Vice Chair Tom left during Agenda Item H.

(c) Announcements

The Chair announced that Agenda Item J would be heard after Agenda Item D in order to accommodate the request by the Senior Commission Chair Martha O'Connell.

(d) Approval of Action Minutes for the August 11, 2011 Regular Meeting (W. Chen, Housing Department)

Commissioner Ellak made the motion to approve the action minutes, with a second by Vice Chair Tom. The motion passed 5-0.

(e) Consent Item: Approve Housing Department Production Reports

Staff indicated recent updates to the report.

Commissioner Mace made the motion to approve the Housing Production Report, with a second by Commissioner Ellak. The motion passed 6-0.

(f) Budget Updates and Possible Recommendations (J. Morales-Ferrand, Housing Department)

Staff had no updates.

(g) Legislative Updates and Possible Recommendations (K. Clements, Housing Department)

Staff provided an update on State legislative activity on four bills, three of which are cleanup bills. Staff also provided an update on President Obama's speech on stimulating job creation and the economy.

Commissioner Mace made the motion to support staff in their legislative work, with a second by Commissioner Ellak. The motion passed 6-0.

(h) Report Out on Community Meetings for FY 2012 Federal Grant Programs (M. Shelton, Housing Department)

Staff provided an update on the four community meetings held at the end of August 2011 to obtain public input for priorities on FY 2012 federal grant programs. July 1, 2012 marks the beginning of a new multi-year funding cycle for federal grants, including ESG, HOPWA, and CDBG. One hundred fifty people attended the meetings to provide input. Common themes included: providing or increasing services for preventing homelessness; increasing affordable & accessible housing, including transitional housing; self-sufficiency; and job creation. Staff will create an application process to reflect this input and that meets federal requirements.

Commissioner Dorvilias asked about the location of the community meetings. Staff indicated that meetings were held in diverse geographies, including Districts 5 and 7, as well as downtown. Staff also indicated that information about the community meeting times and locations were distributed through an extensive internal contact list, as well as through advertisements placed in the Mercury news and 3 ethnic papers.

Commissioner Mace asked about the income levels and ethnicities of the meeting attendees. Staff indicated that socioeconomic data from the attendees were not collected but that there appeared to be a wide cross section of participants.

Commissioner Ellak asked about the specific nature of the comments related to affordable housing. Staff responded that they pertained to tenant rights.

Commissioner Mace asked if this outreach is a new process. Staff responded that this outreach is performed every funding cycle.

Commissioner Dorvilias asked if there will be more outreach regarding funding priorities. Staff indicated that outreach had been performed regarding federal funding priorities with the recent completion of the new 5-year Consolidated Plan so that sets the stage of the five-year plan. Additionally, the Mayor's budget message included a request to have Housing Department staff bring a report back to the Council Committee on Public Safety on how to align funding with the City's priorities. Staff will return to the Housing Commission in October to discuss the application process for the upcoming funding cycle.

Commissioner Mace asked if there were any discussions on place-based efforts or about the application procedure. Staff indicated that the format of the application was not discussed, and that a conversation about place-based strategies did occur but at a general level.

Commissioner Ellak indicated that he supports CDBG but is concerned about aligning its funding priorities with Citywide priorities. In particular, Commissioner does not believe that CDBG should be used to purchase fire trucks.

Chair Darrow inquired about the funding application timeline. Staff indicated that the grant will be released early November 2011 with a January 2012 due date.

(i) Review of the FY 2010-11 Draft Consolidated Annual Performance Evaluation Report and Possible Recommendations (W. Chen, Housing Department)

Staff reviewed the draft Consolidated Annual Performance Evaluation Report (CAPER) which was released August 30 for a 15-day public comment period. The CAPER summarizes the Housing Department's progress towards meeting its housing goals as identified in the 5-year Consolidated Plan as well in the FY 2010-11 Annual Action Plan created to implement the 5-year Plan.

Commissioner Ellak asked if a graph of the homeless population to show the change over time can be included in the CAPER. Staff responded that the CAPER has a narrow purpose of reporting on the past year's performance and that a chart would be more appropriate to include in next year's Annual Action Plan.

Clorama: would also like to see amount of homeless funding. Staff responded that it is possible to include data that pertains specifically to federal funds.

Commissioner Mace asked if staff tracks the progress of homeless prevention efforts. Staff responded that it does per the Consolidated Plan's requirements.

Chair Darrow asked for clarification on the small businesses that received federal funds. Staff provided the information.

Chair Darrow asked three questions on behalf of Vice Chair Tom who needed to leave the meeting early.

Commissioner Mace made the motion to accept the FY 2010-11 CAPER, with a second by Commissioner Ellak. The motion passed 6-0.

(j) Seniors Citizens Commission Communications/Liaison Plan and Possible Recommendations (W. Chen, Housing Department)

This item was moved up to follow agenda Item D. Staff introduced the Senior Commission's request to explore ways in order to improve communications between the Senior and the Housing Commissions.

Chair Darrow asked Senior Commissioner Chair Martha O'Connell to provide context regarding her Commission's request. Ms. O'Connell explained that being a Senior Commission liaison to the Housing commission is a daunting assignment due primarily to the meeting's start time, duration, and frequency. The Senior Commission initially suggested three solutions: quarterly updates by Housing Department staff to the Senior Commission, extended minutes, and notification on relevant issues.

Staff agreed to continue providing extended minutes as it has done, and to notify the Senior Commission of any relevant Housing Commission agenda items. Staff also agreed to a trial run of providing quarterly updates to the Senior Commission, and will provide a future evaluation on what the impacts to staff might be in order to provide this update. Adjustment to the quarterly update procedure may be adjusted as necessary depending on staffing impacts.

The Senior Commissioners indicated that current priority issues are mobilehome infrastructure and senior homelessness.

(k) Review and Discuss Needs for Ad Hoc and Standing Subcommittees, and Possible Recommendations (W. Chen, Housing Department)

Commissioner Norimoto made the motion to dissolve the Grants Management and Communications ad hoc committees, with a second by Commissioner Ellak. During the discussion of the motion, Commissioner Norimoto indicated that having standing items rather than making this an issue about subcommittees would be more effective in terms of conducting Housing Commission business. The motion passed 6-0.

(l) Standing Reports:

- (1) Chair's Report
- (2) Director's Report
- (3) General Plan Report (Chair Darrow/Housing Staff)

Chair Darrow indicated that the last General Plan Update meeting will be held September 12. The Plan will be brought to the Planning Commission for consideration on September 28 and for City Council consideration on October 25.

Staff indicated the Plan has achieved significant public support, and provided an update to the Senior Commission liaisons about the Plan and its relevant sections for seniors.

(4) Ad-Hoc Committees

- (a) Grants Management Ad-Hoc Committee (Commissioners Cantore and Mace)
- (b) Communications Ad-Hoc Committee (Chair Norimoto, Commissioners Ellak and Tom)

(m) Future Agenda Items

- Destination Home
 - Report on the progress of Destination:Home and data
 - Development of adequate long-term business plan
 - Evaluate compensation levels of the two staff position to ensure alignment with City's budget framework

- Housing Trust Fund wrap up and impact on the community and forward-looking budgeting process.
Report on current year's expenditures
- Prioritization framework for new expanded homebuyer program
- Progress on NSP1 and NSP2
- Communications plan/liaison coordination with Senior Commission
- Report on homelessness and Biannual Homeless Census Count
 - Report on homeless seniors as requested by Senior Commission

(n) Open Forum

No comments.

(o) Adjournment

The meeting was adjourned at 7:21 pm.