



City of Sunnyvale

Meeting Minutes - Draft

Housing and Human Services Commission

Wednesday, February 25, 2026

7:00 PM

Online and Redwood Conference Room
140, City Hall, 456 W. Olive Ave.,
Sunnyvale, CA 94086

CALL TO ORDER

Chair Friedlander called the meeting to order at 7:06 p.m.

SALUTE TO THE FLAG

Chair Friedlander led the salute to the United States flag.

ROLL CALL

Present: 5 - Chair Morgan Friedlander
Vice Chair Leesa Riviere
Commissioner Scott Duncan
Commissioner Rao Shen
Commissioner Carol Weiss
Absent: 1 - Commissioner Jim Davis

Commissioner Davis' absence is unexcused.

Council Liaison Klein (present)

ORAL COMMUNICATIONS

Chair Friedlander announced that the City is currently recruiting applicants for several Boards and Commissions, including the Arts Commission, Bicycle and Pedestrian Advisory Commission, Board of Library Trustees, Heritage Preservation Commission, Housing and Human Services Commission, Human Relations Commission, Parks and Recreation Commission, Personnel Board, Planning Commission, and Sustainability Commission. Applications are due by 4:00 p.m. on Thursday, April 16, 2026 for interviews scheduled with City Council on April 27 and April 28, 2026. Sunnyvale residency is generally required. Additional information is available on the City's website or through the City Clerk's Office.

There were no members of the public wishing to speak under Oral

Communications.

CONSENT CALENDAR

Chair Friedlander opened and closed the public hearing at 7:11 p.m.

MOTION: Commissioner Weiss moved and Commissioner Duncan seconded the motion to approve Items 1.A through 1.B.

The motion carried by the following vote:

Yes: 5 - Chair Friedlander
Vice Chair Riviere
Commissioner Duncan
Commissioner Shen
Commissioner Weiss

No: 0

Absent: 1 - Commissioner Davis

1.A [26-0341](#) Approve the Housing and Human Services Commission Meeting Minutes of December 2, 2025 (Joint meeting with City Council)

Approve the Housing and Human Services Commission Minutes of December 2, 2025 as submitted.

1.B [26-0342](#) Approve the Housing and Human Services Commission Meeting Minutes of January 6, 2026

Approve the Housing and Human Services Commission Minutes of January 6, 2026 as submitted.

PUBLIC HEARINGS/GENERAL BUSINESS

2 [26-0084](#) Consider Approval of First Substantial Amendment to the 2025/26 Housing and Urban Development (HUD) Action Plan to Terminate WorkFirst Sunnyvale Project

Housing Programs Analyst, Matt Hazel, presented the staff report and oral presentation.

The City receives annual funding from the U.S. Department of Housing and Urban Development (HUD) through the Community Development Block Grant (CDBG) and HOME programs to support community development and housing programs.

The FY 2025-26 HUD Annual Action Plan included funding for the Work First Sunnyvale program, operated by Downtown Streets Team, which provided job readiness training and employment support for individuals experiencing homelessness. The program ended on October 31, 2025 after Downtown Streets Team ceased operations.

Because the program ended early, a substantial amendment to the Action Plan is required. Proposed amendments include:

- Updating the project end date from June 30, 2026 to November 24, 2025
- Revising program outcomes to reflect the shortened timeline
- Updating the budget to uncommit approximately \$341,000 in unspent funds from the original \$513,000 allocation

During the program's operation, 7 participants obtained employment and 20 participants received job training

The uncommitted funds will be included in the City's next RFP cycle.

Staff recommended approval of the draft substantial amendment.

Commissioners asked staff questions regarding:

- Whether the program outcomes were affected by the shortened time-frame
- The reason Downtown Streets Team ceased operations
- Whether remaining funds could be allocated during the current fiscal year
- Whether program participants were connected with other services
- Whether other cities were experiencing similar impacts from the program closure

Housing Program Analyst, Matt Hazel, explained that the program was on track to meet its goals but ended early due to the closure of Downtown Streets Team. Due to timing and HUD requirements, reallocation the remaining funds during the current fiscal year was not feasible. Staff also noted that partner organizations worked to ensure clients continued to receive support where possible.

Chair Friedlander opened the public hearing at 7:24 p.m.

Marie Bernard, Sunnyvale Community Services, spoke about the long-standing partnership between Sunnyvale Community Services and Downtown Streets Team through the Work First Sunnyvale program.

Chair Friedlander closed the public hearing at 7:28 p.m.

MOTION: Commissioner Duncan moved and Commissioner Weiss seconded the motion to approve Alternative 1: Approve the draft First Substantial Amendment to the FY 2025/26 Action Plan as shown in Attachment 3 of the staff report.

The motion carried by the following vote:

Yes: 5 - Chair Friedlander
Vice Chair Riviere
Commissioner Duncan
Commissioner Shen
Commissioner Weiss

No: 0

Absent: 1 - Commissioner Davis

NON-AGENDA ITEMS AND COMMENTS

-Commissioner Comments

Commissioner Weiss asked about the status of the Family Shelter Study Issue previously mentioned in staff comments from the January meeting. Housing Officer, Amanda Sztoltz, indicated the report is currently under internal review.

-Staff Comments

Housing Officer, Amanda Sztoltz, provided the following staff updates:

- The City Council Priority Projects Workshop will be held February 26, 2026 from 9:00 a.m. to 4:00 p.m.

- The next Housing and Human Services Commission meeting on March 25 will include:

1. CDBG and HOME applicant presentations
2. Housing Mitigation NOFA recommendations for affordable housing development
3. CDBG and HOME staff recommendations

- A Safe Parking public hearing is scheduled for City Council on April 21, 2026.

Staff is exploring hosting an outreach meeting prior to the hearing to provide additional information and answer questions.

ADJOURNMENT

Chair Friedlander adjourned the meeting at 7:34 p.m.