



# City of Sunnyvale

## Meeting Minutes - Draft Housing and Human Services Commission

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Wednesday, December 14, 2022

7:00 PM

Telepresence Meeting: City Web Stream

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### Special Meeting

#### **CALL TO ORDER**

Chair Stetson called the meeting to order at 7 p.m.

#### **ROLL CALL**

**Present:** 7 - Chair Elinor Stetson  
Vice Chair Leesa Riviere  
Commissioner Jim Davis  
Commissioner Scott Duncan  
Commissioner Sue Harrison  
Commissioner Ken Hiremath  
Commissioner Helen Lei

**Council Liaison Russ Melton (absent)**

#### **ORAL COMMUNICATIONS**

None.

#### **CONSENT CALENDAR**

**1.A**     [22-1073](#)     Approve the Housing and Human Services Commission Meeting Minutes of November 16, 2022

**1.B**     [22-1149](#)     Approve 2023 Draft Master Work Plan

Chair Stetson asked if any member of the public wanted to discuss any item on the consent calendar. No one wished to speak.

Chair Stetson asked for discussion or a motion on the Consent Calendar.

MOTION: Vice Chair Riviere moved and Commissioner Harrison seconded the motion to approve the Consent Calendar.

Motion carried by the following vote:

**Yes:** 6 - Chair Stetson  
Vice Chair Riviere  
Commissioner Davis  
Commissioner Duncan  
Commissioner Harrison  
Commissioner Hiremath

**No:** 0

**Abstain:** 1 - Commissioner Lei

### **PUBLIC HEARINGS/GENERAL BUSINESS**

- 2      [22-0711](#)      Forward Recommendation to City Council to Approve the Non-Residential Housing Mitigation Fee Nexus Study and Adopt a Resolution Amending the Housing Impact Fee for Non-Residential Development (Study Issue) and Find the Actions are Exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15378 (b)(4)

Housing Specialist Ryan Dyson introduced the item and Stephanie Hagar, Principal at BAE Urban Economics gave a slide presentation.

Staff and consultants answered a few clarifying questions. Staff noted that this item will be considered by the Planning Commission on Jan. 9 and by Council on Jan. 24.

Chair Stetson opened and closed the public hearing at 7:33 p.m. upon confirming that no members of the public wished to speak.

After a lengthy discussion and additional questions from the Commissioners, Chair Stetson asked for a motion.

The consensus among the commissioners was that Sunnyvale should not be afraid to lead and recommended a higher fee.

MOTION: Commissioner Hiremath moved and Commissioner Duncan seconded the motion to Alternatives 1 and 4: Recommend that the City Council Approve the Non-Residential Housing Mitigation Fee Nexus Study and Adopt a Modified Fee

Schedule Amending the Housing Impact Fee for Non-Residential Development for Office/R&D Development to Increase the Fee to \$15 per Square Foot for the First 10,000 Square Feet and \$30 per Square Foot for All Remaining Square Feet, Adjusted Annually for Inflation, with No Changes to the Fee Schedule for Retail, Lodging, and Industrial.

The motion carried by the following vote:

**Yes:** 7 - Chair Stetson  
Vice Chair Riviere  
Commissioner Davis  
Commissioner Duncan  
Commissioner Harrison  
Commissioner Hiremath  
Commissioner Lei

**No:** 0

- 3      [22-1150](#)      Annual Review of the City Code of Ethics and Conduct for Elected and Appointed Officials

Housing Officer Jenny Carloni noted that this annual review was an opportunity for commissioners to ask questions or give recommendations about the Code of Ethics and Conduct for Elected and Appointed Officials.

There were no comments or discussion.

**STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES**

[22-1151](#)      Consideration of Potential Study Issues

None.

**STANDING ITEM: HOUSING ELEMENT UPDATE**

[22-1152](#)      Housing Element Update

**NON-AGENDA ITEMS & COMMENTS**

**-Commissioner Comments**

None

**-Staff Comments**

Officer Carloni had the following remarks:

1. She welcomed to the newest HHS Commissioner, Helen Lei. Noted that there are no more vacancies.
2. She reported that Council had considered the Second Harvest loan forgiveness request and denied it. Council directed staff to prepare a Budget Modification to grant Second Harvest the loan amount from the General Fund to repay the Revolving Loan fund.
3. She shared that Council had started holding in-person meetings and that Boards and Commissions will follow soon, but a date has not been set.
4. She highlighted that the draft Work Plan that was just approved shows that 2023 will be another very busy year for the HHSC.
5. She expressed gratitude for the commissioners' work and dedication in 2022.

**INFORMATION ONLY REPORTS/ITEMS**

[22-1153](#)

Housing and Human Services Commission Proposed Study  
Issues, Calendar Year: 2023

**ADJOURNMENT**

Chair Stetson adjourned the meeting at 8:29 p.m.