



# City of Sunnyvale

## Meeting Minutes - Final

### Housing and Human Services Commission

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Wednesday, November 17, 2021

7:00 PM

Telepresence Meeting: City Web Stream

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#### **CALL TO ORDER**

Vice Chair Sell called the meeting to order at 7 p.m.

#### **ROLL CALL**

**Present:** 6 - Vice Chair Linda Sell  
Commissioner Ken Hiremath  
Commissioner Jim Davis  
Commissioner Scott Duncan  
Commissioner Leesa Riviere  
Commissioner Emily White

**Absent:** 1 - Chair Elinor Stetson

#### **PRESENTATION**

[21-1078](#) PRESENTATION - Introduction and Overview of Fire Prevention

Fire Marshal Vincent Anderson provided a slide presentation and answered questions.

#### **ORAL COMMUNICATIONS**

None.

#### **CONSENT CALENDAR**

Vice Chair Sell asked for a motion or discussion on any of the items on the Consent Calendar.

MOTION: Commissioner Davis moved and Commissioner Hiremath seconded the motion to approve the Consent Calendar.

The motion carried by the following

**Yes:** 6 - Vice Chair Sell  
Commissioner Hiremath  
Commissioner Davis  
Commissioner Duncan  
Commissioner Riviere  
Commissioner White

**No:** 0

**Absent:** 1 - Chair Stetson

**1.A**     [21-1074](#)     Approve the Housing and Human Services Commission  
Meeting Minutes of September 22, 2021

Approve the Housing and Human Services Commission Minutes of September 22, 2021 as submitted.

**1.B**     [21-1072](#)     Approve 2022 Draft Master Work Plan

Approve 2022 Draft Master Work Plan as submitted

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

**2**        [21-1068](#)     Review Draft Request for Proposals for FY 2022/23 CDBG  
Capital Projects and 2022-2024 HOME Tenant Based Rental  
Assistance Funding

Housing Programs Analyst Leif Christiansen provided the staff report and answered questions.

Vice Chair Sell opened the public hearing at 8:15 p.m.

Downtown Street Team Chief Program Officer Chris Richardson spoke in support of the Tenant-Based Rental Assistance (TBRA) Program and the WorkFirst Program funded with Community Development Block Grant (CDBG) funds.

Sunnyvale Community Services Executive Director Marie Bernard also spoke in support of the expansion of the TBRA Program and the WorkFirst program.

Vice Chair Sell closed the public hearing at 8:21 p.m.

After additional questions of staff and discussion, the commissioners gave input on the matrix used to rank and evaluate the proposals and asked to focus on the

project design and readiness criteria.

There was no formal action taken on this item.

**3      [21-1073](#)      Annual Review of the City Code of Ethics and Conduct**

Housing Officer gave a brief overview of the requirement to review the City Code of Ethics and Code of Conduct.

Vice Chair Sell opened and closed the public hearing at 8:40 p.m.  
There were no speakers for this item.

There was no feedback from the commissioners.

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

**[21-1075](#)      Consideration of Potential Study Issues**

None.

**[21-1077](#)      Housing Element Update**

Housing Officer Jenny Carloni reminded the commissioners of the Joint Study Session with the Planning Commission scheduled on Dec.13.

She also noted that the outreach kickoff is tentatively schedule for February 2022.

**NON-AGENDA ITEMS & COMMENTS**

**-Commissioner Comments**

Vice Chair Sell was asked about the training for Chairs and Vice Chairs. She noted that feedback was positive for the most part and that there were no changes to convey.

Commissioner Davis asked about having Affordable Housing Developers come to give presentations during commission meetings focusing on the pitfalls that developers of affordable housing face.

**-Staff Comments**

Housing Officer Carloni gave an update on the Mobile Home Park MOU implementation.

She shared that escrow closed and construction has begun on the Block 15 Project.

Lastly, she noted that the City Council held a study session on housing laws, and that if anyone is interested in watching it, it's available on the City website.

**INFORMATION ONLY REPORTS/ITEMS**

[21-1076](#)

Housing and Human Services Commission Proposed Study  
Issues, Calendar Year: 2022

**ADJOURNMENT**

Vice Chair Sell adjourned the meeting at 8:57 p.m.