

**MINUTES**  
**HOUSING AND HUMAN CONCERNS COMMITTEE**  
**April 28, 2009**  
**CITY HALL**  
**Council Chambers**  
**1017 MIDDLEFIELD ROAD**  
**7:00 - 9:30 PM**

Housing and Human Concerns Committee Members Present: D. Brosseau, K. Bondonno, J. Dempsey, R. Dickinson, M. Manuel, J. Richardson, C. Robinson and C. Wright

Housing and Human Concerns Committee Members Absent: B. Miller

Staff Members Present: Webb, Chin, Jones-Thomas and Mees

Staff Members Absent: None

Guests Present: Melissa Platte, Mental Health Association and Jacob Lile, Shelter Network

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**1. Approval of Minutes**

**M/S** (Manuel/Bondonno) to approve minutes from April 8, 2009.

**Approved 8-0**

**2. Oral Communications**

Phillip Bahr, Architect with Bahr Architects addressed the Committee. He talked about sustainability and the Passive House concept, which reduces energy usage and leaves virtually zero carbon. He suggested meeting with the Housing Subcommittee to further discuss the concept and possibly present a proposal for Redwood City.

**3. Public Hearing**

None

**4. New Items**

4.a. Update on HOPE Plan.

Teri Chin, Human Services Manager at the Fair Oaks Community Center spoke on the HOPE Plan which is a plan to end homelessness in San Mateo County. The Plan's recommendations are to increase housing opportunities, prevent and end homelessness, create system performance standards and develop long-term leadership.

The major accomplishments to date have been to increase housing opportunities including County Departments looking at sites for affordable housing, preventing and ending homelessness through services such as the Early Entry Shelter Program, creating system performance standards by participating in the San Mateo County Homeless Census and survey and developing long-term leadership through the One Day Homeless Count and Project Connect.

- Staff Member Chin reported on the Early Entry Shelter Program (EESP) for Singles and said during the period of April 1, 2008 to March 31, 2009, the Fair Oaks Community Center was able to assist 230 unduplicated single homeless adults in San Mateo County. The homeless individuals have been assisted with motel vouchers at an average of 8 motel nights per person. Of those individuals given motel vouchers, 63% were able to move into a shelter program or move out on their own, 6% were still in the EESP waiting to bridge into shelter, 10% did not return for shelter referral after being in the EESP motel voucher system, 4% refused the shelter beds they were offered after being in the EESP motel voucher program for multiple days and 18% who were exited from the EESP did not follow program policy/guidelines.
- Melissa Platte, Executive Director of Mental Health Association said that 40% of the people in supportive housing self reported they have some type of mental illness or chemical dependency. Belmont Apartments are single apartments which are fully furnished and the Cedar Street project will replicate those for Redwood City residents.
- Jacob Lyle, Program Director at Shelter Network addressed the Committee on the Housing First Program. He said Charles Schwab provided a grant to serve families for a program called Housing First, whose goal was to provide housing first and supportive services second. Shelter Network provides grants to get families into housing in 30 days or less by providing a one time move in grant of up to 80% of move-in costs up to \$2,000 and a rent subsidy of two months. They work with families to become self sufficient by continuing the rent subsidy for an additional three months if the family is able to increase their income by 20%. There is also a program open to single individuals.
- Staff Member Chin reported on an individual who was homeless and had numerous health issues who was able to get assistance through the Early Entry Shelter Program and to go into Maple Street Shelter while assisting him with his benefits and his substance abuse issues.

#### 4.b. County Programs/Initiatives-including Economic Stimulus Funds

Staff Member Chin reported that there is funding under the Stimulus Bill called the HUD Homeless Prevention and Rapid Re-Housing Program (HPRP). The State of California is receiving \$44 million for the HPRP and those funds will be reallocated to local jurisdictions, and would possibly be an opportunity for the City to apply for these funds that can be used for rapid re-housing or homeless prevention, such as rental or down payment assistance. Some of the funding can be used to provide services such as case management to put families or individuals into housing and the intended target recipients are households with income levels below 50% AMI.

Staff Member Chin said the County is trying to respond to current economic emergencies and has formed an Economic Emergency Response Team and identified four areas of concern which are health, employment, food and shelter. The idea is to bring together different departments in the County and other providers in the community to identify emerging needs and try to strategize ways to respond to the needs. Two target populations have been identified-Population 1 and Population 2. Population 1 is professional or middle class individuals recently laid off that have never been in a situation where they needed to seek help. Population 1 is not familiar with the type of services available. Population 2 is families that are already in working class or lower incomes and are in now in a worse situation. The concern is how to identify needs and respond to them. An additional \$500,000 has been set aside by the County Board of Supervisors to support safety net services during this time.

#### 4.c. Report Back on Redwood City Second Harvest Food Bank Partner's Meeting regarding Food Distribution Capacity

Staff Member Chin reported providers from local food agencies were brought together to share information and the feeling was there are enough outlets for food in Redwood City even with the increasing demand. Produce mobiles have been opened for families who are signed up to pick up produce once a month from Hoover, Taft and Kennedy Schools. Staff Member Chin said one of the things she has been tasked with is to expand the current list of food providers in Redwood City, add the produce mobile and other information about emergency food availability and make sure the information gets out. According to Second Harvest, the Brown Bag Program has the capacity to add more people. Staff Member Chin said there would be another meeting in about three months to check back in regards to the capacity issue. Second Harvest said they have the possibility of accessing stimulus dollars.

#### 4.d. Discussion of Joint Study with Planning Commission from March 31, 2009 (Housing Element)

Staff Member Webb said the draft Housing Element was submitted to Housing and Community Development (HCD) on April 10<sup>th</sup>. There are two 60 day review periods and we are currently in the first one. The reviewer has been assigned to us and is coming next week to take a tour of our sites and potential sites. Jill Ekas, Planning Manager would like to come to one of the next meetings to begin to talk about the civic engagement and public outreach for the Inclusionary Housing.

Committee Member Dickinson said he would be interested in the consultant agreement and scope of work for the Inclusionary Zoning Policy. Staff Member Webb said she would follow up with Planning Staff on this.

#### 4.e. Peninsula Park Update

Staff Member Webb said Paul Powers, the developer and Peter Ingram, City Manager met with the Regional Water Quality Control Board (RWQCB). The RWQCB would not give Mr. Powers the permit needed to go forward with his project, and Mr. Powers is still working with the RWQCB to get their approval. In the mean time, he will submit his infrastructure plans for review.

#### 4.f. Consolidated Plan Schedule

Staff Member Chin said the goal is to get the Request for Proposal to the consultant by the end of April, hire a consultant by the end of June and get the public consultations by early July. Committee Member Manuel said a discussion was had at the last Outreach Subcommittee meeting about having some input as to the content of the RFP and at what levels the consultant and the Outreach Subcommittee would be involved. Staff Member Webb said the Outreach Subcommittee could review the content of the RFP at their next meeting on May 11<sup>th</sup>.

#### 4.g. Schedule Monitoring Visits

Staff Member Chin shared a list of recommended agencies for monitoring visits. Staff will send an email to the Committee to set up visits with agencies.

### **5. Continuing Items**

#### 5.a. Finalize Work Plan FY 2009/2010

A discussion was had about possibly revisiting the Subcommittees and how they operate.

A discussion was had about the Funding Subcommittee meeting as an Ad Hoc committee to address the funding commitment for the \$80,000 given by Council to Redwood Family House, making the rating sheets equal 100 points total and the timeliness and completeness of applications.

**M/S** (Dickinson/Richardson) to initiate the Ad Hoc Funding Subcommittee with Committee Member Robinson as Chair and Committee Members Bondonno and Wright.

**Motion Passed, approved 8-0**

The Work Plan will be updated and brought back to the full committee again in May.

## **6. Items of Committee Interest**

### 6.a. Committee Questions and Issues

Committee Member Wright announced there will be a link on the City's website to SAMCAR 2009, an event on May 2<sup>nd</sup> at the San Mateo Expo Center to assist people with issues on housing.

### 6.b. Sub Committee Reports

#### **Human Services Subcommittee:**

No report

#### **Housing Subcommittee:**

Chair Dickinson said the next Housing Subcommittee meeting would be May 5<sup>th</sup>.

#### **Outreach Subcommittee:**

Chair Manuel reported that Greg Greenway attended the last Outreach Subcommittee meeting and discussed Threshold 2009 which will include Redwood City. Mr. Greenway is asking for \$12,500 from the City to train facilitators, conduct 30 community conversations to engage between 60-75 people and reports and presentations on the results. Mr. Greenway has received a commitment from the City Manager to fund at least \$7,500 from the City and is reaching out for private donations as well. The Outreach Subcommittee will be discussing further details at their next meeting on May 11<sup>th</sup>.

The Outreach Subcommittee would be taking the lead on the public participation for the Consolidated Plan.

A housing flyer will be put together with assistance from city staff and distributed in strategic places such as the Library and kiosks around the city to help get people thinking about the need for diversified housing in RWC and the subcommittee is also working on updating the City's website.

### 6.c. Other Updates

#### **City Council Report:**

Staff Member Webb said Staff Member Chin presented the HSFA report and the Annual Action Plan was approved with the tentative figures.

Staff Member Webb said the Downtown Precise Plan (DTPP) will need a new EIR but much of the work will have been done under the General Plan. Planning staff anticipates having the DTPP ready to go in spring 2010.

#### **Planning Commission Report:**

Planning Commissioner Borgens reported the project on Kentfield for approximately 24 units was passed and immediately appealed, and the developer for the property at 885 Woodside Road recently met with the neighborhood. Staff Member Webb further said she attended a Hampton Oaks HOA meeting for 885 Woodside and there were only two people against the project and Randy Lamb needs to go back to the City Council with the Affordability Covenants.

Commissioner Borgens suggested if and when the Housing Subcommittee meets with the Council, the Planning Chair be included in that meeting.

Staff Member Webb said the General Plan is the focus of the Planning Staff, Planning Commission and City Council. The inclusionary policy can be discussed in the Housing Element, but the inclusionary ordinance will not be addressed until after the General Plan is finished in November.

**Staff Updates:**

None

**7. Adjournment: Motion to adjourn until the next regular meeting of May 26, 2009**

**M/S:** (Dickinson/Wright) to adjourn

**Motion Passed, approved 8-0**

Meeting was adjourned at 9:35 PM