

MINUTES
HOUSING AND HUMAN CONCERNS COMMITTEE
September 22, 2009
CITY HALL
Council Chambers
1017 MIDDLEFIELD ROAD
7:00 - 9:30 PM

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

Housing and Human Concerns Committee Members Absent: B. Miller

Staff Members Present: Chin, Jones-Thomas and Mees

Staff Members Absent: Webb

Guests Present: Corinne Centeno, City of Redwood City Director of Parks & Recreation

1. Approval of Minutes

M/S (Bondonno/Dickinson) to approve minutes from August 25, 2009.

Approved 6-0-2 (Brosseau/Routt abstained)

2. Oral Communications

None

3. Public Hearing

3.a. Consolidated Annual Performance & Evaluation Report (CAPER) 2008-2009

Staff Member Jones-Thomas presented to the Committee the expenditures and programmatic accomplishments for the One Year Annual Plan for 2008-2009 and the cumulative performance for the four year total. The total budget for this year was 9 million dollars which included 2% of the City's funds from Human Services Financial Assistance and 48% of the State Redevelopment money at 4.5 million dollars and the rest was made up of Federal funds comprised of CDBG, Program Income and HOME Funds at 4.7 million or 50% of the total budget.

At the inception of the CDBG in 1977, the City set up a revolving loan program for housing rehabilitation and because loans have been made, there is program income that the City receives that is allocated to the Home Improvement Loan Program. There are also loans made through the First Time Homebuyer Program and loans made to non-profit organizations. The principle and interest loans on the First Time Homebuyer and the rehab loans are paid monthly. The City received payment from one of the non-profits so the total program income available was 1.9 million dollars, or 41% of the budget. The CDBG allocation included carryover CDBG funds and the new entitlement and the HOME budget included a new entitlement and carryover HOME funds as well. HOME made up 32% of the total budget.

On the expenditure side, with regard to all fund sources out of the 9 million budgeted, there were total expenditures of 3.2 million dollars. The total non-homeless services listed at 4% is funded entirely by CDBG and total homeless is a combination of the public service money from CDBG and Human Services Financial Assistance. Total housing makes up 58% of our expenditures and is reflective of CDBG, HOME and RDA Housing funds.

Expenditures for Housing listed at 1.1 million dollars or 71% of the total money this year came from CDBG and HOME. Homeless monies of \$151,000 came from CDBG and the non-homeless at 9%. Administrative and planning expended 12% of the total CDBG budget, which is under the 15% maximum cap.

The CDBG and HOME Program makes a significant contribution to housing expenditures. This year 52% of the housing expenditures came from CDBG and 9% came from HOME, while only 39% of this year's expenditures were Redevelopment Housing Funds.

The Redwood City residents who received assistance from these expenditures, 247 or 38% were female headed households, 224 or 34% were disabled and 228 or 35% were minorities. This total exceeds 100% because there is some overlap among the targeted population. One of the things being seen over time is the number of disabled households are increasing. The 35% is representative of the minority population in Redwood City.

The City approved three strategic priorities in the Consolidated Plan. The first is the expansion and preservation of affordable housing. The number one priority was land acquisition for new construction. The goal was to try to acquire at least two sites by 2010. No new sites were acquired in FY 08/09, but as of the end of the fourth year, the goal has been exceeded by 200% with four sites being acquired. Another goal was to construct 200 new housing units by 2010 which is approximately 4 per year. This year the City completed construction and occupancy of eight ownership units. The 15 Cedar Street supportive housing units will be ready for groundbreaking in October. The hope is to have money available next year for site remediation on the Heller Street project. The new construction goal for this year has been achieved by 33% and by 75% for the five year goal.

The Home Improvement Loan Program rehabilitated 11 owner occupied units and no rental units this year. The goal was to rehab 10 owner occupied units and 25 rental units a year or 50 owner occupied and 125 rental units by 2010. The City has achieved 60% of the five year goal for owner occupied units and 59% of the five year goal for rental units. No emergency loans were made this year as all repairs could be accommodated under the loan program. The Minor Home Repair Program completed 19 repairs or 95% of its annual goal and has achieved 78% of the five year goal. The Housing Accessibility Modifications Program completed 19 this year, and since the organization moved their offices, the performance was low for this program year. The annual goal achieved was 38% and 82% of the five year goal has been achieved. The Lead Based Paint Program, which is a supplemental program to the Rehabilitation Program, carried out one inspection and removed hazards in one unit. That program achieved 143% of the five year goal for inspections and 15% of the five year goal for hazard removal. There were 12 free paint grants, which exceeds the five year goal by 243%.

In regards to assisting non-profits to acquire housing for special needs, with the site that Service League is acquiring, the five year goal has been exceeded by 240%.

There were no first time homebuyer loans or re-sales in this program year.

Under Supportive Service Activities, 520 homeless individuals were assisted, which is 104% of the annual goal and 68% of the five year goal. Intervention activities for persons at-risk of homelessness went up from last year and is only 39% of the annual goal because it is taking longer to put people in permanent housing. The Human Services Financial Assistance Program Agencies reports are incomplete. These will be added to the final document before it is submitted to HUD

Two facilities were completed this year under capital projects. One was the YMCA pool refurbishing and the second was the CORA domestic shelter rehab project. The Fair Oaks audio/visual project is still pending under the removal of architectural barriers project. The PAL Jobs Diversion project was cancelled due to staff lay-offs, and PAL will try to re-write the project and see if it can be carried out. Staff is continuing to work with the Redevelopment Agency to create opportunities and identify projects that would provide jobs in the local area.

Chair Brosseau asked if there were particular areas of concern to staff.

Staff Member Jones-Thomas said site acquisition is of a concern because it takes so long to develop units. Of all the sites that have been acquired, only one or two of them have been developed. In regards to acquisition of housing that can be converted, with this environment, there will be less land acquisition and less construction and this may be something to look at as a strategy in the next Consolidated Plan. Staff Member Jones-Thomas expressed she felt job development and providing job opportunities was the goal performance most needing improvement. Of most concern, however, is the fact that the need for services is increasing and funds available for those programs are being reduced.

M/S (Bondonno/Robinson) to close the Public Hearing.

M/S (Wright/Robinson) to approve the CAPER presentation including the reprogramming of funds of \$1,862.93 to the Fair Oaks Community Center Audio Visual Project.

Approved 8-0

M/S (Richardson-Daines/Robinson) to close the Public Hearing.

4. New Items

4.a. New Member Welcome/Oath of Office for Karen Routt

Committee Member Routt introduced herself to the Committee and gave them a brief background on herself.

4.b. Election of Officers

M/S (Brosseau/Manuel) to nominate Committee Member Rob Dickinson for Chair.

Committee Member Dickinson respectfully declined the nomination.

M/S (Manuel/Brosseau) to nominate Committee Member Kevin Bondonno for Chair.

Approved 8-0

M/S (Brosseau/Wright) to nominate Committee Member Marc Manuel for Vice Chair.

Approved 8-0

4.c. Consolidated Plan Outreach Schedule

Staff Member Jones-Thomas gave the Committee an overview of the Consolidated Plan Outreach Workshops scheduled for the next month beginning on October 7th. Different groups would be targeted at the various meetings. Staff Member Jones-Thomas said there would also be a survey available of the web site within a few days for the community to make comments. The consultant would be collecting the data. Staff Member Jones-Thomas encouraged the Committee to participate in some or all of the meetings.

5. Continuing Items

5.a. Study Session Regarding Human Services in Preparation for Future Recommendations to Council regarding the future of HSFA.

Corinne Centeno, City of Redwood City Director of Parks & Recreation addressed the Committee. She said the ultimate desired outcome was the Committee would come up with a recommendation for the City Council as to the future of Human Services Financial Assistance (HSFA). Staff Member Centeno said given the financial situation of the City and the issues it has, the HSFA is not something many other cities do when talking about core services. The recommendation to Council can be:

- spend more money
- keep the funding the same
- some reduction or
- don't do HSFA funding at all

Staff Member Centeno explained the Park, Recreation and Community Services (PRCS) budget to the Committee and said 11% of the PRCS budget is spent on Human Services which includes HSFA, money for the Fair Oaks Community Center (FOCC) and money to support the FOCC information and referral program and HSFA represents 17% of the Human Services portion of the total PRCS budget. Staff Member Centeno said the HSFA is a significant portion of the Supplies and Services portion of the budget.

Staff Member Chin reported to the Committee the total HSFA budget is \$1.39 million, which is broken down into three categories including HSFA, the FOCC Information & Referral Program and the FOCC Operations. The FOCC Operations includes staff, supplies and services, building maintenance, custodial, telephone and risk management and capital items. These costs are used to run the FOCC facility. The FOCC Programs and Services include the Fair Oaks Intergenerational Senior Center, State Subsidized Childcare Program, and Immigration and Citizenship Program. The FOCC Programs and Services features food programs, legal services, social services, health/wellness services, special events and programs and a training site. Staff Member Chin continued by saying the FOCC provides information and direct services to some of the key partners such as Second Harvest Food Bank, St. Vincent de Paul, Salvation Army and Shelter Network. Approximately 2,500 unduplicated households are served a year. Staff member Chin said what is typical with many of the agencies served is that the waiting list are double or triple the sizes they once were.

The Committee had a discussion of the HSFA funding.

Committee Member Dickinson said he felt in these times, the funding for HSFA is as critical now as it has ever been and to cut the amount of money being spent on these agencies would be a real problem.

Committee Member Wright added that she understands cuts need to be made at all levels but doesn't want to see the funding cut from these services.

Committee Member Routt said the City has an opportunity to set an example and cutting the funds from the HSFA could really affect other areas such as crime.

Committee Member Brosseau said she felt there were areas in supplies and services where cuts could be made such as landscaping and color ink and the money should be spent on people who are starving.

Chair Bondonno said he understands that Redwood City is one of the only cities in the county that has the Human Services Financial Assistance Program, and this is a unique feature to the City and is very proud of this. Chair Bondonno said he would like to see the funding continue but would like to see what the trade offs are to balance the budget.

Staff Member Centeno said a couple of things to consider are if a minimum amount given to an agency should be set and some of the agencies either receive CDBG money and/or are housed and supported in other ways by the City so should that be a factor. Staff Member Centeno said the City is looking at cutting staff positions so that is a real possibility.

Chair Bondonno said he is not willing to have the HSFA funding eliminated completely.

Staff Member Centeno said the operating hours have already been reduced at the Fair Oaks Center. The Department is also looking at automation, where possible, and a customer service center. Staff Member Centeno says she wants to maintain as much service for the public but to do it at less cost with less people.

Committee Member Robinson said the Human Service Subcommittee has been discussing the funding and the Subcommittee would like to see HSFA not go away altogether. The Subcommittee made a commitment to focus on the most significant community needs. In the future, the Subcommittee would like to see the money focused on organizations responding to the most immediate needs, such as homeless prevention for families in our community.

Committee Member Wright said she would add that food is also a huge need and many of the agencies that serve food needs are able to leverage the city and county money a lot more than some of the other agencies.

Chair Bondonno added that the committee is hoping to get something by November that everyone would feel comfortable enough to move to the City Council. Chair Bondonno asked what the Human Services Subcommittee needed to be able to come back in October with some recommendations for the full committee.

Committee Member Robinson said he felt it would be helpful to see some statistics on the number of families seeking assistance for housing and other data related to homeless prevention to see where the needs have changed and where the focus should be.

Committee Member Routt asked that the statistics include the domestic violence changes as well.

Chair Bondonno asked for an update from staff regarding the memo to Council and attendance by the Chair at the September 14th budget meeting. Staff Member Chin said staff drafted a memo that could be presented to Council and Staff Member Centeno coordinated with the City Manager. The City Manager decided that because of the vast amount of information presented to the Council that evening, he thought it would be better to do a more condensed version instead of the full memo. The memo came from the Department Director on behalf of the HHCC summarizing the committee's thoughts. This memo was given to Council in relationship to various questions that had come up during the budget hearings. The recommendation was made for the Chair not to attend the meeting but at a future time it would be appropriate for the Chair to come forward to address the Council.

6. Items of Committee Interest

6.a. Committee Questions and Issues

Committee Member Routt was appointed to the Human Services Subcommittee.

6.b. Sub Committee Reports

Human Services Subcommittee:

No report

Housing Subcommittee:

No report

Outreach Subcommittee:

Committee Member Manuel said the Subcommittee would be getting some feedback to the consultant and working on the content of the website at their next meeting. Also Threshold 2009 had the last community conversation, which Craig and he both attended. There was a high registration and low turnout but there were some good ideas presented. Hopefully Threshold will be at the next HHCC meeting to give a presentation.

6.c. Other Updates

City Council Report:

No report

Planning Commission Report:

No report

Staff Updates:

No report

7. Adjournment: Motion to adjourn until the next regular meeting of October 27, 2009

M/S: (Dickinson/Richardson-Daines) to adjourn

Motion Passed, approved 8-0

Meeting was adjourned at 9:24 PM