

MINUTES - REGULAR MEETING

NEIGHBORHOOD IMPROVEMENT AND CONSERVATION COMMISSION (NICC)

Community Meeting Center, Council Chamber  
11300 Stanford Avenue

Monday, December 4, 2017

CALL TO ORDER: 6:33 P.M.

ROLL CALL:

COMMISSIONER BLACKMUN  
COMMISSIONER BRIETIGAM  
COMMISSIONER CRAWFORD  
COMMISSIONER MCINTOSH  
COMMISSIONER PHAM  
COMMISSIONER RAMIREZ  
COMMISSIONER SERRANO

Absent: Crawford, Pham

ALSO PRESENT: Allison Wilson, Neighborhood Improvement Manager; Nate Robbins, Senior Program Specialist; Judith Moore, Recording Secretary.

PLEDGE OF ALLEGIANCE: Led by Commissioner Brietigam.

ORAL COMMUNICATIONS – PUBLIC: None.

MINUTES: It was moved by Commissioner Serrano and seconded by Commissioner Blackmun, to receive and file the Minutes from the September 11, 2017 Meeting. The motion carried by a 4-0-2-1 vote, with Commissioners Crawford and Pham absent, and Brietigam abstaining as follows:

Ayes: (4) Blackmun, McIntosh, Ramirez, Serrano  
Noes: (0) None  
Absent: (2) Crawford, Pham  
Abstain: (1) Brietigam

MATTERS FROM STAFF: PUBLIC HEARING FOR FISCAL YEAR 2016-17 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

Staff explained that due to a noticing error for the September 11<sup>th</sup> public hearing on the CAPER, HUD required the item be brought before the NICC again prior to City Council review.

The City receives several types of funds from HUD, and in order to continue receiving these funds, 2.5 million worth last year – the City must submit a CAPER each September for the previous program year. This CAPER covers July 1, 2016

through June 30, 2017. The CAPER is part of an ongoing planning for HUD funds – through a citizen participation process - which happens in 3 stages:

1. The City created a 5-Year Consolidated Plan for Community Planning and Development, which identified the community's priority housing, homeless, and social service needs. The Consolidated Plan then specified goals and objectives to address those needs. The City's current Consolidated Plan is for 2015 through 2020. This CAPER covers the second year of the 5-year planning period.
2. Each year staff recommends an Action Plan of specific projects and budget allocations to address needs identified in the Consolidated Plan. This Commission participates in reviewing the Action Plan before Council adopts it.

Once the Action Plan is approved, contracts are executed, projects implemented, and funds are expended in accordance with the Plan.

3. At the conclusion of the year, a CAPER is produced to evaluate how the City performed:

Staff measures how the City did as a whole: the number of people served, the number of housing units rehabilitated, the amount of money spent, etc.

Staff evaluates the progress of each project in the Action Plan.

Staff reports on the City's progress or any challenges the City is encountering in meeting the 5-year goals in the Consolidated Plan.

Some of the City's accomplishments include:

- Assisted 345 individuals and/or households with fair housing services
- Provided 4 low-income households with rental assistance in the form of tenant based rental assistance
- Rapid Rehousing to 7 families
- 252 homeless residents with overnight shelters
- 19 families with homeless prevention services
- Over a 1100 seniors with services and meal delivery (596 Senior Serv/545 Senior Center)
- Funded gang prevention services in the City's low and moderate income areas
- Constructed 47 affordable units for low-income seniors and families (11 HOME units)

The CAPER is part of an ongoing citizen participation process that includes an opportunity for public comment for at least 15 days.

Unlike the Consolidated Plan or Action Plan, the City is not required to "adopt" the CAPER. The City submits it to HUD, therefore, the Commission takes no action, but

is asked to hold a public hearing to hear comments from the audience and share Commission feedback. The City Council will hold a public hearing on the CAPER on December 12th. Staff will consider all comments from the NICC meeting and Council meeting before submitting the final draft to HUD. The Public Hearing was opened and closed with no comments from the public.

It was moved by Commissioner Blackmun and seconded by Commissioner Brietigam, to recommend approval of the CAPER to the December 12th City Council meeting. The motion carried by a 5-0-2 vote, with Commissioners Crawford and Pham absent, as follows:

Ayes: (5) Blackmun, Brietigam, McIntosh, Ramirez, Serrano  
Noes: (0) None  
Absent: (2) Crawford, Pham

MATTERS FROM COMMISSIONERS: Commissioner Blackmun mentioned that in regard to homeless assistance, the result of an experimental call to 211 was a list of service numbers rather than assistance for immediate shelter.

Several Commissioners appreciated that the Police Department now had two dedicated officers tasked with resolving homeless issues.

Vice Chair McIntosh commented that he would like the City to focus on and promote more low-income housing.

Commissioner Serrano expressed concern that two empty buildings on Valley View Street were targets for graffiti and vandalism. Staff responded that both locations were monitored by Code Enforcement and the Police Department to prevent decline. Serrano then asked if a senior center or activity center would be a good fit for the buildings. Staff replied that any portion of funds spent toward the operation of additional centers would decrease the funds allotted for other services.

Chair Ramirez commented that his New Year's resolution was to be more proactive on reporting graffiti and homeless issues.

ADJOURNMENT: Chair Ramirez adjourned the meeting at 7:04 p.m. to the next regular meeting of the Neighborhood Improvement and Conservation Commission to be held on Monday, March 5, 2018, at 6:30 p.m., at the Community Meeting Center Council Chamber, 11300 Stanford Avenue.

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Judith Moore  
RECORDING SECRETARY