

# AGENDA

## ITEM A

# MEMORANDUM

*Department of Planning & Neighborhood Services*

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**To:** City Council Finance Subcommittee  
**Through:** James Lindsay, Planning & Neighborhood Services Director  
**From:** Felix Reliford, Principal Housing Planner  
**Subject:** Affordable Housing Grant Request from Terrace Gardens to Complete Kitchen Upgrades  
**Date:** April 23, 2010

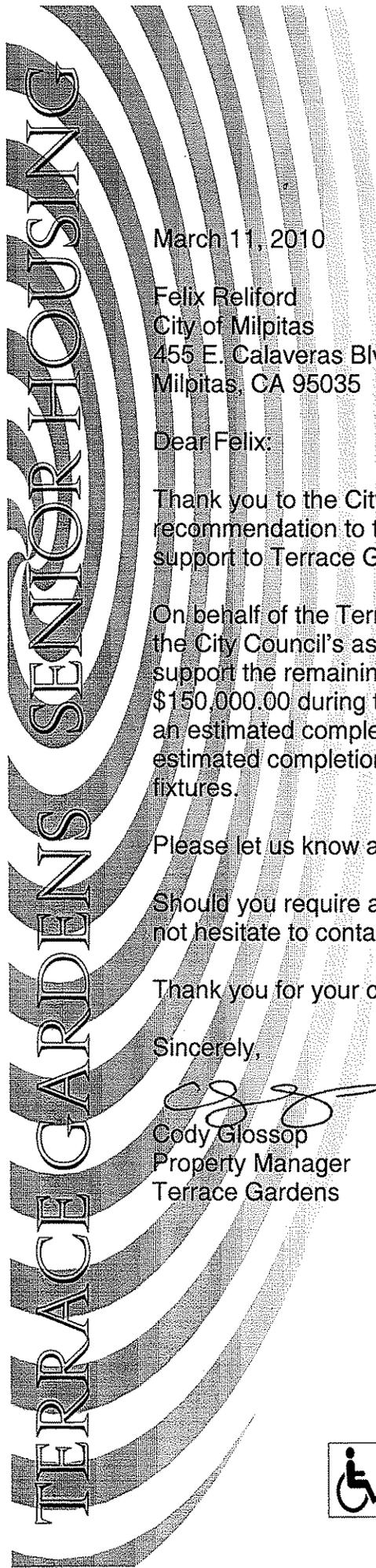
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**Background:** Terrace Gardens has submitted a request of the Redevelopment Agency for a housing grant of \$56,667 to install the balance of 14 cabinets, countertops and fixtures. Terrace Gardens has been approved to receive \$93,591 in Community Development Block Grant (CDBG) funds to install 24 kitchen cabinets, counter tops and replacements of fixtures. Their CDBG application was for \$150,000 to install a total of 38 cabinets. This request of the RDA will allow them to complete the kitchen upgrades.

The installation of the kitchen cabinets and repairs has been an on-going project in Terrace Gardens over the past three years. The CDBG funding in the past has only been used for purchase of materials (minus labor costs), to allow Terrace Gardens the opportunity to maximize the number of cabinets, countertops and fixtures to be purchased. In 2009, the Agency provided \$2,797 for the payment of building permit fees for the installation of cabinets.

**Fiscal Impact:** None, there are sufficient funds in the Agency's Housing Fund for this grant.

**Recommendation:** Recommend the City Council approve the \$56,667 Affordable Housing Grant for Terrace Gardens to complete the kitchen upgrades.



RECEIVED

MAR 11 2010

HNP DIVISION

March 11, 2010

Felix Reliford  
City of Milpitas  
455 E. Calaveras Blvd.  
Milpitas, CA 95035

Dear Felix:

Thank you to the City of Milpitas staff and the Community Advisory Commission's recommendation to the City Council for a total of \$93,333.00 2010-2011 CDBG support to Terrace Gardens for resident kitchen remodels.

On behalf of the Terrace Gardens Board of Directors, we are here by requesting the City Council's assistance through the Milpitas Redevelopment Agency to support the remaining funding of \$56,667.00 for a total combined funding of \$150,000.00 during the 2010-2011 fiscal year. The additional funding will allow an estimated completion of 14 additional resident kitchen remodels; a combined estimated completion of 38 units with new kitchen cabinets, countertops and fixtures.

Please let us know at your earliest convenience if our request may be granted.

Should you require any further documentation or have any questions, please do not hesitate to contact me.

Thank you for your consideration.

Sincerely,

  
Cody Glossop  
Property Manager  
Terrace Gardens

408-946-9034 FAX 408-946-9054  
186 BERESFORD CT. MILPITAS, CA 95035



# AGENDA

ITEM B

# MEMORANDUM

*Department of Planning & Neighborhood Services*

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**To:** City Council Finance Subcommittee  
**From:** James Lindsay, Planning & Neighborhood Services Director  
**Subject:** Affordable Housing Grant Request from the LIFT Zone Property Owners for Neighborhood Improvements  
**Date:** April 23, 2010

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**Background:** Mayor Livengood initiated a neighborhood improvement program for the properties located between Adams Avenue and East Calaveras Boulevard known as the Local Improvements for a Better Tomorrow (LIFT) Zone. This neighborhood consists of sixteen individually owned properties each containing a 4-unit apartment building (total of 64 units) and share a common alley at the rear of the properties for tenant parking and trash collection. The ownership of the individual properties consists of eight owners with one party owning eight parcels. There is no owners association or other legal entity binding the individual owners beyond the common access easement along the rear alley.

Staff has worked with the owners to correct a significant number of code violations in the neighborhood and beautification of the properties. Most notably is the new front yard landscaping along West Calaveras Boulevard and some additional landscaping along Adams Avenue. The deteriorating condition of the rear alley remains unresolved. The owners have come up with an improvement plan for the neighborhood that includes correcting the deficiencies along the rear alley, new trash enclosures, new landscaping, and common fencing. The estimated total cost for these improvements is \$500,000.

The owners have submitted a request (see attached letter) for an Affordable Housing Grant of \$250,000 from the Redevelopment Agency to match the funds they are committing to the improvement project. They have agreed to restrict 32 of the 64 units within the neighborhood as affordable units for low and moderate income households. The LIFT Zone area was recently added to the Redevelopment Project Area and these units, if restricted, would count towards the Agency's requirement to provide 9% of the units in the Project Area for low and moderate income households. If the Agency approves this grant request, a regulatory agreement would be drafted and recorded against each property to ensure the affordability of the units for 55 years.

**Fiscal Impact:** None, there are sufficient funds in the Agency's Housing Fund for this grant.

**Recommendation:** Recommend the City Council approve the Affordable Housing Grant request for \$250,000 to help fund the neighborhood improvement in the LIFT Zone.

**RECEIVED**

APR 16 2010

April 2, 2010

**CITY OF MILPITAS  
PLANNING DIVISION**

Dear Mayor Livengood and Members of the Milpitas City Council,

We are respectfully requesting assistance from the City of Milpitas with the expenses associated with the beautification of the common areas surrounding the sixteen (16) apartment complexes located between E. Calaveras Boulevard and Adams Avenue. The addresses of each these properties that lies within the project site are listed at the end of this letter. Also, we understand that the properties listed may be moved into the Redevelopment Area.

The eight (8) owners of the sixteen apartment complexes came up with a comprehensive improvement plan for our properties. A projected completion date for implementing these enhancements is scheduled for the end of July 2010. After much discussion, the property owners came to an agreement on the following enhancements that includes:

- Asphalt overlay of apartment complex's common driveways and carports.
- New striping and curbing for parking and fire lanes.
- Improved rear yard landscaping of each property.
- New common fencing along the adjoining properties.
- Additional tenant parking stalls along the complex's common driveways.
- New "gated" enclosures for properties' garbage and recycling bins.

These improvements are in addition to the ones that the eight owners have already done during the past year which are:

- New painting of the apartment complex's various building structures and carports.
- Hiring a contractor to clean and maintain the complex's common and garbage/recycling bins areas.
- New front landscaping along Calaveras Blvd and improvement of existing landscaping along Adams Ave.

The owners have spent approximately \$45,000 on these past improvements.

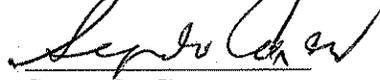
A professional engineer was contracted by the eight owners to draft up plans for the proposed enhancements. City staff was consulted for their input before completion of these plans. These drawings were then used to obtain bids from several contractors to determine the project's total cost.

The total project expenditure for the proposed improvements should be no higher than \$500,000. The owners are able to commit to approximately \$250,000 towards the project's total cost and are requesting from the City to match these funds not to exceed \$250,000.

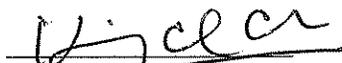
In return for the City's assistance, the owners will restrict 50% of the total (64) units to moderate or low income families. The total units that will fall under the family income restrictions will be thirty-two (32) units for 55 years. The family's income requirements will be based on the qualifications typically specified for these types of rental housing programs.

Please consider our request for assistance on defraying the cost of these enhancements that we've mentioned above. We feel that the properties' beautification project will meet the intent of moving these sixteen apartment complexes under the new Redevelopment Area. Feel free to contact any of us if there are any questions regarding our request.

Respectively submitted,



**Segundo Cacao**  
1559 Calaveras Blvd.  
1605 Calaveras Blvd.  
1619 Calaveras Blvd.  
1633 Calaveras Blvd.  
1649 Calaveras Blvd.  
1665 Calaveras Blvd.  
1594 Adams Ave.  
1640 Adams Ave.



**Hing & Siao Fay Chan**  
1566 Adams Ave.



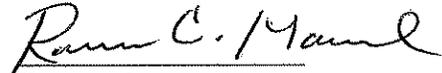
**Brian Tran**  
1626 Adams Ave.



**Arthur Yu**  
1573 Calaveras Blvd.



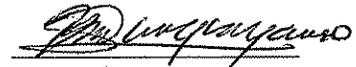
**Rolando Cayabyab**  
1585 Calaveras Blvd.  
1580 Adams Ave.



**Ramon Manuel**  
1654 Adams Ave.



**Joy Mao**  
1666 Adams Ave.



**Vince Songcayawon**  
1610 Adams Ave.