

**CITY OF SAN MATEO  
COMMUNITY RELATIONS COMMISSION – REGULAR MEETING  
MINUTES – September 5, 2024**

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The September 5, 2024 Regular Meeting of the Community Relations Commission (CRC) was called to order at 7:01 pm. Chair Boles called the meeting to order.

**ROLL CALL**

Chair Boles, Vice Chair Fitzgerald, and Commissioners Nugent, Crowell, and Kim were present. No Commissioners were absent.

**CITY STAFF PRESENT**

Rachel Horst, Housing Manager was present.

**CONSENT CALENDAR / APPROVAL OF MINUTES**

1. The minutes of the July 17, 2024 meeting were approved. (Crowell/Nugent; 5-0-0)

**PUBLIC COMMENT**

No public comment was received.

**NEW BUSINESS**

2. Draft Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) 2023-24 Program Year  
The CRC voted (Fitzgerald/Nugent; 5-0-0) to recommend that the City Council adopt the 2023-2024 Consolidated Annual Progress and Evaluation Report (CAPER) for submittal to the United States Department of Housing & Urban Development.

**Public Comment on this item:** None received.

Commissioners' comments included:

- Making clarifying additions to Table 2 on race and ethnicity of households served with CDBG-funded activities and associated narrative.
- Based on race and ethnicity data provided in Table 2 on households served with CDBG-funded activities, considering in future Program Years how to improve overall program reach to households in the Asian category.
- Evaluating goal-setting for future years for home repair/rehabilitation programs, given the difference between the annual goal (29) and actual number served this Program Year (11).
- Consideration of senior housing in future goal-setting for CDBG.

**REPORTS AND ANNOUNCEMENTS**

No reports or announcements were made.

**ADJOURNMENT**

With no further business before the Commission, the meeting adjourned at 7:49 pm (Nugent/Crowell; 5-0-0).

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