

# Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** Leslye Corsiglia

**SUBJECT: 2015-2020 CONSOLIDATED  
PLAN AND FY 2015-16 ANNUAL  
ACTION PLAN TIMELINE**

**DATE:** September 12, 2014

Approved



Date

9/12/14

## INFORMATION

The purpose of this memo is to inform the Mayor and City Council of the start of the public input process to develop the City's expenditure priorities for federal funds over the next five years, and to provide a timeline for adoption of the 2015-20 Consolidated Plan and FY 2015-16 Annual Action Plan.

The National Affordable Housing Act of 1990 requires each entitlement jurisdiction to adopt a Consolidated Plan that identifies a strategy for addressing its housing and community development needs for a five-year period. Due to the size of its population, San José is an entitlement jurisdiction and is automatically awarded federal funds. In the spring of 2015, the City will adopt a Consolidated Plan for 2015-2020, an Analysis of Impediments to Fair Housing Choice that informs the Consolidated Plan, and an Annual Action Plan for FY 2015-2016. These plans must be adopted by the City Council and submitted to HUD by the May 15, 2015 federal deadline.

The Consolidated Plan is the basis for the City's strategy in allocating its federal resources in four primary programs: Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), Housing Opportunities for Persons with AIDS (HOPWA), and the Emergency Solutions Grant (ESG). In FY 2014-15, the City was allocated a total of \$9.6 million in federal funds for these four programs.

Additionally, the Consolidated Plan must also undertake fair housing planning. As part of this effort, entitlement jurisdictions must assess barriers to fair housing and identify actions to eliminate or mitigate them in an Analysis of Impediments to Fair Housing Choice (AI) report. The AI will be reviewed and approved on the same schedule as the Consolidated Plan.

### 2015-2020 Consolidated Plan

The City of San José is participating in a consortium of Santa Clara County jurisdictions to compile data, obtain public input, identify needs, and formulate funding strategies on a regional

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basis. The consulting firms of LeSar Development Consultants and MIG, Inc. (the Consultant) have been selected via competitive process to assist the consortium with this effort. The Consultant will perform surveys and conduct a series of public hearings to assess funding needs on a regional basis. One of these regional meetings will be held in San José. Each participating jurisdiction also has the option to hold additional meetings specific to each City to inform their agency's Consolidated Plan.

The Consultant will also facilitate four meetings specifically for the City of San José.

| <b>Meeting</b>  | <b>Time</b>           | <b>Location</b>   |
|---|-----------------------|---|
| Santa Clara County Regional Meeting<br>Tuesday, September 30, 2014            | 10:00 a.m.-12:00 p.m. | San José City Hall<br>Room Location: Wing 118-120<br>200 E. Santa Clara Street    |
| San José Specific Meeting #1<br>Wednesday, October 1, 2014                    | 10:00 a.m.-12:00 p.m. | Tully Community Branch Library<br>Room Location: Community Room<br>880 Tully Road |
| San José Specific Meeting #2<br>Tuesday, September 30, 2014                   | 6:30 p.m. -8:30 p.m.  | Roosevelt Community Center<br>Room Location: 1 and 2<br>901 E. Santa Clara St.    |
| San José Specific Meeting #3<br>Community Meeting<br>Tuesday, October 2, 2014 | 6:30 p.m. -8:30 p.m.  | Mayfair Community Center<br>Room Location: Chavez Hall<br>2039 Kammerer Avenue    |
| San José Specific Meeting #4<br>Community Meeting<br>Tuesday, October 7, 2014 | 6:30 p.m.- 8:30 p.m.  | Tully Community Branch Library<br>Room Location: Community Room<br>880 Tully Road |

Notices will be produced in five languages (English, Spanish, Vietnamese, Chinese, and Tagalog) and published in several local newspapers as required by the City's adopted Citizen Participation Plan. Additionally, staff will forward an email notification of these meetings to all people who have expressed interest and are on our mailing list. This notification will be provided in an electronic flyer form to the Mayor and City Council so information about the ConPlan can be shared with their constituents.

#### FY 2015-16 Annual Action Plan

Besides adopting a five-year Consolidated Plan, the City Council's approval of an Annual Action Plan is also required in order to receive the annual entitlement from the U.S. Department of Housing and Urban Development (HUD). The Annual Action Plan provides a one-year strategy that specifically illustrates how the community will use the federal funding in the coming fiscal year to meet the goals identified in the Consolidated Plan.

As stated above, we are working with the County of Santa Clara and the other cities in the County to look at housing more regionally in the preparation of the 2015-20 Consolidated Plan. This process is underway, but won't be completed in time for the City to conduct a competitive process for FY 2015-16 awards. As a result, the Housing Department is recommending that the

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City use its funding priorities from the existing 2010-15 Consolidated Plan as the basis for the FY 2015-16 Annual Action Plan. The specific funding recommendations will be brought forward to City Council December 2, 2014.

A schedule for the adoption of the 2015-2020 Consolidated Plan and the FY 2015-16 Annual Action Plan is provided as an **Attachment** to this document. Final review and approval of the HUD-required documents is scheduled for the May 5, 2015 City Council meeting.

/s/

LESLYE CORSIGLIA

DIRECTOR, HOUSING DEPARTMENT

For questions, please contact Jacky Morales-Ferrand, Assistant Director, at (408) 535-3855.

Attachment

(Attachment)

**2015-20 CONSOLIDATED PLAN AND 2015-16 ANNUAL ACTION PLAN**  
**APPROVAL TIMELINE**

**2015-20 Consolidated Plan Approval Process**

| <b>Date</b>                    | <b>Activity</b>   |
|--------------------------------|---|
| September 1 – October 14, 2014 | Survey Period<br>(Consultant to distribute surveys and compile survey data)                         |
| September 27 - October 7, 2014 | Community Needs Assessment Meetings<br>Regional Meeting in San Jose and San Jose Specific Meetings  |
| November 13, 2014              | HCDC – Public Hearing and Input on Community Priorities for 2015-20 Consolidated Plan               |
| January 8, 2015                | HCDC – Public Hearing – Recommendation on Community Priorities for 2015-20 Consolidated Plan        |
| February 12, 2015              | NSE Committee– Recommendation on Community Priorities for 2015-20 Consolidated Plan to City Council |
| March 20, 2015                 | Release Draft Consolidated Plan through Supplemental Memo to City Council                           |
| March 24, 2015                 | City Council – Public Hearing on 2015-20 Consolidated Plan<br>(Memo due March 6)                    |
| March 30, 2015                 | Start of 30-day Public Comment Period   |
| April 9, 2015                  | HCDC – Public Hearing and Recommendation on 2015-20 Consolidated Plan                               |
| May 5, 2015                    | City Council - Approval of 2015-20 Consolidated Plan<br>(Memo due April 17)                         |
| May 15, 2015                   | 2015-20 Consolidated Plan Due to HUD  |

**FY 2015-16 Annual Action Plan Approval Process**

|                  |  |
|------------------|--|
| October 9, 2014  | HCDC - Presentation on funding strategy for FY 2015-16 Annual Action Plan and Recommendation to City Council |
| December 2, 2014 | City Council – Approval of Funding strategy for FY 2015-16 Annual Action Plan                                |
| March 24, 2015   | City Council – Public Hearing on Annual Action Plan<br>(Memo due March 6)                                    |
| April 9, 2015    | HCDC –Recommendation on the FY 2015-16 Annual Action Plan  |
| May 5, 2015      | City Council - Approval of FY 2015-16 Annual Action Plan<br>(Memo due April 17)                              |
| May 15, 2015     | FY 2015-16 Annual Action Plan Due to HUD   |