

**CITY OF SAN JOSÉ
HOUSING AND COMMUNITY DEVELOPMENT
COMMISSION**

**October 8, 2015 AT 5:45 PM
SAN JOSÉ CITY HALL
200 E. SANTA CLARA ST.**

**LOCATION: CITY HALL WING ROOMS 118 & 119
SAN JOSÉ, CA 95113**



Martha O'Connell, Chairperson
Amanda Montez, Vice Chair

<u>Commissioners</u>		
Michael Fitzgerald	Davlyn Jones	Gary Prideaux
Bob Gill	Melissa Medina	Alex Shoor
Mike Graves	Steven Neff	Lee Thompson
Victoria Johnson	Patrick Ngo	

Members of the public who wish to make comments on any item on the Agenda, or any other item related to the Commission's purview, may be given two (2) minutes. Please note that: (1) the Commission will only be able to discuss comments to items on the Agenda; and (2) the time schedule shown below is approximate and intended only to notify the Commission of the approximate amount of time staff expects each item might take, and items may be heard before or after the times shown.

TIME*	AGENDA ITEM
5:45	(a) Call to Order/Orders of the Day
5:50	(b) Introductions
5:55	(c) Approval of Minutes for the September 10, 2015 Regular Meeting ACTION: Recommend approval of the September 10, 2015 minutes
6:00	(d) Approval of Minutes for the September 26, 2015 Annual Retreat ACTION: Recommend approval of the September 26, 2015 minutes
6:05	(e) Chair's Report (M. O'Connell, Chair)
6:10	(f) Public Hearing: FY 2015-16 Annual Action Plan Funding Strategies (J. Stagi, Housing Department) ACTION: Hold Public Hearing and possible approval of FY 2015-16 Annual Action Plan Funding Strategies
6:30	(g) Housing Trust Fund Expenditures for Destination: Home's Homeless and Housing Initiatives (R. Bramson, Housing Department) ACTION: Recommend endorsement of a Housing Trust Fund expenditures by the Director of Housing, in an amount not to exceed \$100,000, to

provide funding to support coordination efforts on the new community-wide Campaign to End Veteran Homelessness and development of new supportive and homeless housing tools.

- 6:45 (h) **Update on Mobilehome Conversion Strategy (A. Marcus, Housing Department)**
- 7:00 (i) **FY 2015-16 HCDC Workplan (D. Bopf, Housing Department)**
ACTION: Possible approval of FY 2015-16 HCDC Workplan to submit to Rules & Open Government Committee
- 7:15 (j) **Director's Report (D. Bopf, Housing Department)**
- 7:20 (k) **Open Forum**
- 7:25 (l) **Adjournment**

**HCDC meetings start at 5:45 pm. All other times listed for the specific agenda topics are estimates. Actual start times may deviate from the estimate provided.*

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the City of San Jose Housing Department, 200 E. Santa Clara St., 12th Floor, San Jose, CA 95113 at the same time that the public records are distributed or made available to the legislative body.

To request an accommodation for this meeting or an alternative format for any related printed materials, please contact Robert Lopez at 408-975-4402 or Robert.Lopez@sanjoseca.gov or 408-294-9337 (TTY) as soon as possible, but at least three business days before the meeting.

Para residentes que hablan español: Si desea mas información, favor de llamar a Theresa Ramos al 408-975-4475.

Riêng đối với quý vị nói tiếng Việt : Muốn biết thêm chi-tiết, xin vui lòng tiếp xúc với Therese Tran, Đ.T. 408-793-5349.

對於說華語的居民: 請電 408-975-4450 向 Ann Tu 詢問詳細事宜。說粵語的居民則請撥打 408-975-4425 與 Yen Tiet 聯絡。

Para sa mga residente na ang wika ay tagalog: Kung kinakailangan pa ninyo ng inpormasyon, tawagan si Arlene Silverio sa 408-793-5542. Salamat Po.

***You can access the agenda and all attachments electronically at the Housing & Community Development Commission website at : <http://www.sanjoseca.gov/index.aspx?NID=1262>

DRAFT

HOUSING & COMMUNITY DEVELOPMENT COMMISSION

REGULAR MEETING ACTION MINUTES

SEPTEMBER 10, 2015

MEMBERS PRESENT: Martha O’Connell Chair
 Amanda Montez Vice Chair
 Michael Fitzgerald Commissioner
 Bob Gill Commissioner (6:33pm)
 Mike Graves Commissioner
 Victoria Johnson Commissioner (5:50pm)
 Davlyn Jones Commissioner
 Melissa Medina Commissioner (5:48pm)
 Gary Prideaux Commissioner
 Alex Shoor Commissioner
 Lee Thompson Commissioner
 Patrick Ngo Commissioner
 Steven Neff Commissioner

MEMBERS ABSENT: None

STAFF: Dave Bopf Housing Department
 James Stagi Housing Department
 Adam Marcus Housing Department
 Robert Lopez Housing Department

(a) **Call to Order/Orders of the Day**—Chair O’Connell opened the meeting at 5:45pm. Vice Chair Montez made the motion to approve the Orders of the Day with a second by Commissioner Jones. The motion passed unanimously (10:0).

(b) **Introductions**—Commissioners, staff, and audience introduced themselves.

(c) Approval of the Action Minutes for the August 13, 2015 Regular Meeting

Commissioner Graves made the motion to approve the minutes for the August 13, 2015 regular meeting with a second by Commissioner Jones. The motion passed unanimously (10:0).

(d) Chair’s Report (Chair O’Connell)

Chair O’Connell reported that the Senior Citizens Commission at its last meeting endorsed a motion in favor of the six-month mobilehome conversion moratorium ordinance and would be sending a letter to City Council. Chair O’Connell submitted an email reflecting this endorsement and thanked staff for getting this issue on this evening’s agenda for a vote.

(e) Public Hearing on the FY 2015-15 Consolidated Annual Performance and Evaluation Report (CAPER) (J. Stagi, Housing Department)

Mr. Stagi explained that this is an annual report that is due to Federal Department of Housing and Urban Development (HUD) on yearly activities.

DRAFT

Chair O'Connell opened the public hearing.

Commissioner Shoor commented that he is appreciative of the neighborhood organizations and events being funded and would like to see more of these funded in the future, specifically community gardens, clean-ups, and dumpster days.

Commissioner Jones commented that funding is needed to assist people with moderate incomes to move into mobilehomes. Staff responded that federal funding can only be used for households of lower income and that the specific function is not an eligible use of funding.

Chair O'Connell closed the public hearing.

Commissioner Graves made the motion to recommend to the City Council approval of the FY 2014-15 Consolidated Annual Performance and Evaluation Report with a second by Vice Chair Montez. The motion passed unanimously (12:0).

(f) Update on Mobilehome Conversion/Preservation Process and Proposed Ordinance to Establish a Temporary Six-month Moratorium on the Conversion or Closure of Mobilehome Park Uses (A. Marcus, Housing Department)

Mr. Marcus summarized the outreach meetings and Council action for 45 day moratorium. Staff has been working on a 6-month moratorium ordinance that has been endorsed by the Planning Commission and will expire in February 2016. Information can be found on the website. Council also wants staff to work on an opt-in/stay-in business ordinance.

Chair O'Connell commented that she is concerned about the idea of having a small group of mobilehome residents provide input on the issue and would rather have a larger group. Mr. Bopf responded that the idea is to have a smaller in depth discussion where the group can remain engaged on a concept.

Commissioner Jones agreed that the next focus group should have the same openness and transparency as the public meetings that were held.

Commissioner Thompson made the motion to direct the HCDC Chair to write a letter in support of the proposed ordinance to establish a temporary six-month moratorium on the conversion or closure of mobilehome park uses with a second by Vice Chair Montez. The motion passed 12:0 with Commissioner Jones abstaining from the vote.

(g) Update on Annual HCDC Retreat (R. Lopez, Housing Department)

Mr. Lopez stated that the annual HCDC retreat will be held on Saturday, September 26 at 4th Street Apartments. The agenda will be posted and mailed by Friday, September 28.

(h) Draft FY 2014-15 HCDC Workplan and Accomplishments (D. Bopf, Housing Department)

Vice Chair Montez made the motion to approve the draft FY 2014-15 HCDC Workplan and Accomplishments to submit to the Rules & Open Government Committee with a second by Commissioner Graves. The motion passed 12:0 with Commissioner Shoor abstaining from the vote.

HOUSING & COMMUNITY DEVELOPMENT COMMISSION

ANNUAL RETREAT ACTION MINUTES

SEPTEMBER 26, 2015

MEMBERS PRESENT: Martha O'Connell Chair
 Amanda Montez Vice Chair
 Michael Fitzgerald Commissioner
 Mike Graves Commissioner
 Davlyn Jones Commissioner
 Melissa Medina Commissioner
 Gary Prideaux Commissioner
 Alex Shoor Commissioner
 Lee Thompson Commissioner
 Patrick Ngo Commissioner
 Steven Neff Commissioner

MEMBERS ABSENT: Victoria Johnson Commissioner (excused)
 Bob Gill Commissioner (excused)

SPECIAL GUEST: Vice Mayor Rose Herrea

STAFF: Dave Bopf Housing Department
 Robert Lopez Housing Department
 Dan Block Housing Department

(a) **Call to Order/Orders of the Day**—Chair O'Connell opened the meeting at 9:15am.

(b) **Introductions**—Commissioners, staff, and audience introduced themselves.

(c) **Announcements**—no announcements

(d) **Priorities and Issues Facing San Jose in 2015-16 (Vice Mayor Herrera)**

Vice Mayor Herrera presented her priorities and issues facing San Jose in 2015-16 along with the important items City Council will be working on for the year.

(e) **Overview of Housing & Community Development Commission Duties (D. Bopf, Housing Department)**

Mr. Bopf summarized important point from the San Jose Municipal Code that outlined the duties of the HCDC.

(f) **Overview of City's Citizen Participation Plan (CPP) for U.S. Department of Housing and Development Prgrams (D. Bopf, Housing Department)**

Mr. Bopf explained that the City's Citizen Participation Plan outlines the need for public input in the commission process.

DRAFT

(g) Overview of Housing Department Workplan for 2015-16 (D. Bopf, Housing Department)

Mr. Bopf presented the draft Housing Department workplan for 2015-16 and explained how it outlines the work of the HCDC.

(h) Review and Commissioner Input on FY 2015-16 Preliminary Draft HCDC Workplan (D. Bopf Housing Department)

The Commission provided input on the workplan items, which are outlined in the next agenda item.

(i) Prioritization and Possible Recommendation of 2015-16 HCDC Workplan (D. Bopf, Housing Department)

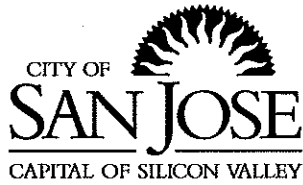
Commissioner Thompson made the motion to direct Housing staff to revise the draft FY 2015-16 HCDC Workplan per commissions' comments for final approval at October 8, 2015 regular meeting, with inclusion of the following comments: (1) Commercial Impact Fee - Commission to review any associated Nexus Study before it goes to City Council; (2) Mobilehome Conversion - First right of refusal for other mobilehome park residents or owners to purchase mobilehome parks; (3) Additional efforts that the Housing Department can do to support community gardens and clean-ups; (4) Input on potential VTA-sponsored ballot measures pertaining to obtaining funding for affordable housing in transit corridors. In addition, it is requested that staff work with the City Attorney to obtain guidance (and report back to the Commission) on Brown Act conformance - specifically in regards to including following specific language on future HCDC agendas - "Discussion of unique housing and community development issues for presentation to or consideration by the City Council" and "Discussion of unique mobile home park issues for presentation to or consideration by the City Council". The motion was seconded by Commissioner Shoor. The motion was approved unanimously (11:0).

(j) Open Forum

None.

(k) Adjournment

Chair O'Connell adjourned the meeting at 12:30pm.



Memorandum

TO: HOUSING AND COMMUNITY
AND DEVELOPMENT
COMMISSION

FROM: David Bopf

SUBJECT: SEE BELOW

DATE: October 1, 2015

**SUBJECT: FISCAL YEAR 2016-2017 ANNUAL ACTION PLAN FUNDING
FRAMEWORK AND PRIORITIES**

RECOMMENDATION

Accept staff report on the development of the FY 2016-2017 Annual Action Plan and provide input on recommended federal funding priorities.

OUTCOME

The goal of this report and presentation to the Housing and Community Development Commission is to: 1) Present a summary of the community input received on community needs and FY 2016-2017 funding priorities; 2) identify potential investments in projects, services and programs; 3) obtain Commission input on the funding framework and funding priorities; and, 4) provide opportunity for additional public comment.

BACKGROUND

As an entitlement City, San José receives federal formula grants each year from the U.S. Department of Housing and Urban Development (HUD) for housing and community development activities. The funding provided to the City is based on a number of factors including population, poverty and housing statistics.

Every five years HUD requires jurisdictions that receive federal funding to develop a Five-Year Consolidated Plan. The Consolidated Plan identifies priority needs, goals, actions, and funding strategies for the four federal housing and community programs: the Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with Aids (HOPWA).

Consolidated Plan Needs and Goals

After extensive public outreach, the 2015-20 Consolidated Plan was approved by City Council on May 5th, 2015. The Consolidated Plan identified areas of greatest need within the community. Additionally, the Plan identified broad project goals and activities to address the areas of need. These are listed below.

Goal: Increasing and preserving affordable housing opportunities.

- Development of new affordable rental apartments,
- Acquisition/Rehabilitation of affordable rental apartments,
- Acquisition/Rehabilitation of affordable homeowner housing,
- Rental assistance/Rapid Re-housing for low-income households.

Goal: Responding to homelessness and its impacts on the community.

- Housing for homeless families and individuals.
- Rental assistance/Rapid Rehousing for homeless and at-risk populations
- Street outreach services for unhoused populations,
- Homelessness prevention activities.
-

Goal: Promoting fair housing.

- Outreach, education, testing, enforcement, and technical assistance services to ensure equal access to housing.

Goal: Strengthening neighborhoods.

- Services for low-income and special needs populations,
- Public facility or infrastructure improvements,
- Targeted code enforcement,
- Homeowner housing repair.
- Jobs creation/retention for low- and moderate-income individuals.

Annual Action Plan

In accordance with the federal funding requirements, the City must prepare an Annual Action Plan to document how it plans to utilize its federal resources each year. Included in the Plan are funding recommendations for specific actions and activities for each of the federal funding sources. The Plan must also describe how the City plans to support the goals and meet the needs identified in the Five-year Strategic Plan. Prior to final approval by City Council, the Housing Department must provide for a 30-day public review of the Plan. In accordance with the City's Citizen Participation Plan, the Housing Department must provide three public hearings on the Plan to provide opportunity for public comment.

The FY 2015-16 Annual Action Plan was developed and approved with the intent of transitioning programs and services from the 2010-2015 Consolidated Plan to the 2015-2020 Consolidated Plan. With the exception of homeless services, agencies who received funds under the previous Plan received contract extensions for their respective programs and services for one additional year.

Federal Funding Sources and their Use

As previously mentioned, the City receives four major sources of federal funding annually from HUD). Each of these sources is distinct and support specific Housing and Community Development needs. The primary use for each fund is stated below along with the amount projected for FY 2016-17.

Funding Source	Primary Use	FY 2016-2017 Projected Allocation
HOME	Housing	\$2,240,000
ESG	Homeless Services and Shelter Operations	\$726,000
HOPWA	Housing Support for Persons with AIDS	\$867,000
CDBG	Housing and Community Development Programs, Services and Capital Improvements	\$8,200,000
	Total	\$12,033,000

Because the requirements for the use of HOME, ESG, and HOPWA are fairly specific, most of the decisions pertaining to funding priorities pertain to CDBG funding. HOME funds must be used to serve the housing goals; ESG funds must be used to support homelessness efforts; and HOPWA funds must be used to serve individuals with AIDS or HIV. CDBG is the most flexible federal funding source and may be used to fund a wide range of Housing and Community Development needs. Therefore, CDBG funds are sought as the funding source to address many community needs. However, CDBG funds also have specific funding requirements. Some of these requirements are stated below.

CDBG Funding Categories and their Limits

CDBG funds are divided into three categories. These include Public Services, Administration, and Community Development Investment (CDI) Activities.

Public Services: These funds can pay for a variety of services for low-income individuals. Program regulations require that funding for public services be capped at 15% of the annual allocation combined with the prior year's Program Income.

Administration: Recognizing the significant requirements associated with managing CDBG funds, HUD allows funding of administrative planning and oversight utilizing up to 20% of the annual allocation combined with the current year's Program Income.

Community Development Investment (CDI): CDI funds can be used to fund infrastructure and other needs. There is no limit on the amount of funding that may be dedicated in the CDI category.

The funding limits projected for the FY 2016-2017 CDBG allocation are listed below

Funding Category	Amount
FY 2016-2017 Projected Allocation	\$8,200,000
Public Service (15% cap)	\$1,230,000
Administrative Costs (20% cap)	\$1,640,000
CDI (no cap)	\$5,330,000

ANALYSIS

In early August 2015, the Housing Department staff kicked off the planning and development process for the FY 2016-2017 Annual Action Plan. Staff held a series of stakeholder and community meetings to help identify opportunities for investment and solicit input on the four goals and potential funding priorities for the upcoming year. A summary of the outreach completed for the FY 2016-17 Action Plan is provided as **Attachment A**.

Activities Identified as Overall Priorities

The result of the collective input and data gathering, the following activities were identified, as possible funding priorities (listed in order of priority):

Funding Objectives	Potential Activities
Facilitate Neighborhood engagement and leadership development	<ul style="list-style-type: none"> • Resident Leadership Training • Community Asset Mapping • Fund development – including pursuit of City grants
Address Housing needs	<ul style="list-style-type: none"> • Displacement/gentrification • Preservation Activities – Homeowner Rehab • Rental & Permanent Supportive Housing • Shelter Rehab
<u>Support Youth Programs</u>	<ul style="list-style-type: none"> • After school programs • Free recreation activities
<u>Improve Transportation</u>	<ul style="list-style-type: none"> • Improved Access • Pedestrian Safety • Bike friendly • Safe Streets – traffic calming
Connect the community with Job training opportunities – with emphasis on youth	<ul style="list-style-type: none"> • Job training focused on youth under 18 • Job training focused on young adults
Support Senior Services	<ul style="list-style-type: none"> • Activities that support age friendly cities
Promote Healthy Communities	<ul style="list-style-type: none"> • Access to healthy foods • Address Illegal Dumping • Walkable communities

After collecting this input, the Housing Department evaluated funding options based on a number of factors identified in the funding framework detailed below.

Funding Framework

When considering activities for potential funding, Housing Department must first ensure that the activity complies with federal funding requirements and guidelines. Staff must therefore address the following questions:

- Does the proposed objective and activity meet the funding eligibility requirements?
- Does the proposed funding objective and activity address the adopted goals and priorities in the adopted Consolidated Plan?
- Are there other City resources already dedicated to meet the needs and priorities?
- Is the need and activity identified by the community substantiated by current data?
- What funding category does the proposed activity fall within and are their sufficient funds available in that funding category?

Staff then evaluates and prioritizes projects based on a number of factors that are aimed at ensuring the highest and best use (cost-effectiveness) of the project in meeting the defined need.

- Evaluate and Prioritize projects based on their measured impact on the community
- Evaluate the effectiveness in which activities will meet Consolidated Plan goals and the Neighborhood Program Guiding Principles.
- Evaluate the leveraging of federal resources - Building off of existing work, assets, relationships, services, and infrastructure.
- How do the proposed activities advance other strategic goals endorsed by the City (Examples: Envision San Jose General Plan 2040, 2014-23 Housing Element, Community Plan to End Homelessness, Green Vision, Vision Zero, Age-Friendly City Initiative).

FY 2016-17 Priorities

As previously mentioned, the three other federal funding sources (HOME, ESG, HOPWA) are less flexible than CDBG funds in how they can be used. With CDBG funding left to address the remaining housing and community needs, the City must make difficult decisions in terms of what programs, services and project to fund with this limited source.

Under the previous Consolidated Plan, the needs and priorities identified are similar to those in the 2015-2020 Consolidated Plan. The need to preserve and create affordable housing, promote fair housing choices and the need to respond to homelessness continue to be among the largest needs and priorities in San José. In addition to the federal resources dedicated these three high

priority needs, the Housing Department devotes a significant amount of non-federal resources to address those priorities. With considerable resources committed to the first three goals, CDBG funds have been prioritized to address the goals of strengthening neighborhoods. This is consistent with CDBG objectives and prior direction from City Council.

Neighborhood Strategy

As previously mentioned, the FY 2015-2016 Annual Action Plan was developed with the goal of transitioning Programs and Services from one Five Year Plan to the next and to ease the financial transition of service providers who may no longer receive funding in the upcoming years. Additionally, the transition year provided Housing staff with the opportunity to analyze the outcomes of the Place-based neighborhood strategy over the last three years of implementation and reevaluate the strategy moving forward.

Based on the input and analysis to date, it is evident that there is a growing need within the lower income neighborhoods to build additional engagement and leadership capacity. Housing staff continues to work with the community stakeholder to develop the neighborhood strategy for the coming years. Once fully developed, Housing Department staff will present the neighborhood strategy to HCDC to receive input from the commission and the public.

CDBG Funding Priorities and Proposed Expenditure Plan:

Proposed Funding Recommendations for Service Expenditures

Based on the goals identified through the needs assessment process and the limited funding under the CDBG public service cap, staff is recommending a shift in service funding. Given the limited funding for services, staff is proposing to shift funding for seniors from services to project based funding. The remaining service funds are proposed to be used for homeless, neighborhood, and fair housing services. Detailed below are the proposed funding priorities for FY 2016-2017:

- *Continue* funding Homeless Services – The Housing Department recently completed a competitive Request for Proposal (RFP) and awarded contracts for outreach and shelter as well as rapid re-housing and supportive services. The agreements are one year agreements with up to renewal option for up to three years. Based on performance, staff anticipates ongoing funding for these services.
- *Continue* funding Fair Housing Services – Currently, fair housing services are funded through CDBG and allocated between the Public Service allocation and the Administrative allocation. Staff is recommending that fair housing funding remain at the current level with no change in the funding allocation. Consistent with best practices and to ensure a fair and competitive funding process, the Housing Department will be releasing a competitive RFP for fair housing services to begin a new funding cycle.
- *Transitional* funding for Senior Services - Funding is recommended but at a reduced level in FY 2016-2017. As previously mentions, funding for senior services does not align with the needs and priorities of the current Five-year Plan and was identified as a lower priority in the

community outreach process. Additionally, senior services are provided through a variety of other City and non-City resources. However, Housing staff is recommending a reduction of funding this coming year. Providing partial or “transitional” funding for one additional year, allows the agencies to seek alternative funding and ease the funding transition. Additionally, staff recognizes that this is a growing demographic with expanding needs. With this in mind, staff will seek opportunities to fund projects and programs that serve the needs of seniors, such as home repair programs and targeted capital projects. Since funding for these activities will be from the CDI category of CDBG funds, the amount of funding that will be available to seniors from this category will likely be much higher than the amount provided through via services.

- *Increased* – Funding for Neighborhood Engagement and Leadership Services. After significant outreach and solicited input, Neighborhoods Engagement and Leadership development were identified as top priority in all of the community meetings as well as the neighborhood and non-profit stakeholder meetings. Staff is recommending development and release of a new RFP for these services. Beyond basic neighborhood engagement and leadership the Housing Department will be seeking agencies to:
 - Create model engagement and leadership structure with the goal of expanding in other neighborhoods;
 - Identify leadership and social capital within other neighborhoods;
 - Develop neighborhood asset Mapping tools; and
 - Provide guidance and support for project and funding development.

Proposed Funding Recommendations for Capital Expenditures

With the limits on public service funding, the CDI allocation provides opportunity to support the four goals identified in the Five-year plan, promote the Place-based guiding principles and meet several of the needs identified in the community meetings. During the development of the FY 2016-2017 Annual Action Plan, staff will pursue projects that will create space and opportunity to meet the areas of need and support the Place-based strategies guiding principles.

In addition to the general funding framework, staff will continue to rank and fund projects using the following established criteria: 1) funding eligibility 2) project impact 3) community support 4) project size and scale 5) project readiness 6) availability of other funding 7) leveraging of resources 8) level of community engagement, and 9) location. Below is list of the proposed priority CDI activities.

- Seek and support unfunded transportation projects that provide Complete Streets - Improved access and safety for vehicles, bikes and pedestrians within the CDBG eligible census tracts (City Infrastructure).
- Fund capital projects that create or transform under utilized space to support Neighborhoods focused services such as youth services, job training centers, homeless or senior services (Public Facility improvements).
- Fund capital projects that create or transform under utilized space to support to promote economic resilient and healthy communities such as access to community kitchens, open space or community gardens.

- Support targeted Housing programs – Neighborhood specific or Senior Housing Rehabilitation (private residential) – Staff will develop and release a new RFP for these services.
- Expand Economic opportunities - Support Job Training Programs for homeless and youth.
- Shelter Improvements – Develop and release a new RFP to funds improvement or expand existing shelters (private facilities).

The Housing Department recommends continued funding the following CDI eligible activities in FY 2016-17.

- Targeted Code Enforcement within the current place based neighborhoods, possible expanded service area and identified hotspots.
- Minor and urgent repairs to single-family homes and Mobilehomes – the current agency has proved these serves under agreement for four years. To ensure a fair, competitive and transparent selection, these services will be awarded under a new RFP in FY 2016-2017.
- Community Based Development Organization (CBDO) – Currently San Jose Streets Team (SJST) is the only designated CBDO in this region. SJST provides a range services such as of job training, encampment clean-up, blight mitigations and housing placement services to homeless individuals. As a CBDO, some of the services provided by SJST are exempt for the CDBG service cap.

Next Steps

After gathering input from the Housing and Community Development Commission and the Neighborhood and Education Services Committee, Housing Department staff will finalize the recommendations for final public comment and will release the following proposed Requests for Proposals.

- Neighborhood Engagement and Leadership Services – New Services
- Fair Housing Services – existing services- new funding cycle
- Home Repair and Improvement Program(s) –Existing Programs new funding cycle
- Capital improvement Notice of Funding Availability for Non-City facilities such as Homeless Shelters

In addition to the competitive RFPs, the Housing Department will continue working collaboratively with other City Departments to explore opportunities that will leverage opportunities to support the priorities stated in this document. The Housing Department will seek funding applications for capital projects from City Departments for the projects listed herein. A timeline for implementation of the FY 2016-17 Action Plan is provided as **Attachment B** to this memorandum.

/s/

David Bopf
Interim Assistant Director of Housing

Attachments

Attachment A

Summary of Outreach Efforts Completed for FY 2016-17 Annual Action Plan

Stakeholders Meetings

In early August staff began the outreach process by conducting a series of three stakeholder meetings. The three stakeholder meetings consisted of internal stakeholders, neighborhood leaders and neighborhood focused non-profit service providers. The first stakeholder meeting was with the internal stakeholders. Representatives from several City Departments including PRNS, DOT, OED, Library, Public Works and Code Enforcement were invited to share their thoughts and ideas for the funding projects and services in FY 2016-2017. The group of approximately 17 department representatives discussed the Five-year goals and priorities and identified several collaborative projects ideal for achieving the goals strengthening neighborhoods. The group looked at current initiatives within the City and how the CDBG program could leverage those programs and resources. Proposals will be submitted and ranked based on the CDBG project criteria discussed later.

The second group of stakeholders was the neighborhood groups. The meeting was held at the Mayfair Community Center and consisted of 25-30 community leaders, place-based neighborhood residents, faith based leaders, and neighborhood based CBOs. Similar to the internal stakeholders meeting City staff facilitated discussion on the neighborhood needs and priorities. Staff gained input on the existing Place-based neighborhood Program and future programs and services, as well as possible shifts in program location.

The last stakeholder meeting was held at the Baccardo Center for Non-profits. Using the same meeting structure, Housing Department staff facilitated the meeting with several non-profit service providers to gain perspective on the four goals and their thoughts on priorities.

Community Outreach

After the three stakeholder meetings were completed, staff collected the feedback and reconciled the information which helped form the agenda and focus of the upcoming community meetings. In preparation for the community meetings staff conducted outreach in five languages including English, Spanish, Vietnamese, Chinese and Tagalog. Outreach included 30 day advance posting in the Mercury new paper along with corresponding ethnic publications. The Department also reached out directly to stakeholders through a series of e-blast. Three community meetings were held between late August and early September. Approximately 80 community members attended the three meetings. The attendees represented a wide range of community interests including residents, various school representatives, advocates, non-profits faith leaders and community leaders.

The structure and approach of each community meetings was identical. The meetings were facilitated by Housing Department staff and divided into three parts. The first portion of the meeting was dedicated to educating the community on funding, the Annual Action Plan Process and the Five-year goals. The second portion of the meetings was set aside for facilitated breakout groups. Each group was asked a series of questions aimed at receiving input on the four goals in

general with the primarily objective of collecting thoughts and ideas around the goal of strengthening neighborhoods. The group created a list of projects, services and programs to support the four goals and was asked to select the top three as a group. The Third portion of the meeting was a participatory budget exercise where all participants were provided with "HUD Bucks" and asked to budget their money based on their individual priorities. In order to align the exercise with the funding limits, each participant was given HUD Bucks that represented service dollars and CDI or Project based dollars. The exercises stimulated exciting and productive dialogue amongst the participants.

In addition to the six meetings conducted in this process, surveys were sent via e-blast to gather input from anyone who was not able to attend one of the meetings. As of September 18th, approximately 60 surveys were submitted to the Housing Department.

Attachment B

FY 2016-2017 Annual Action Timeline	
Task	Timeline
Community Input on Funding Priorities	August – Mid September 2015
Develop preliminary project and service priorities	Mid September – Early October 2015
Present at Housing and Community Development Commission	October 8, 2015
Present NSE	November 12, 2015
Based on NSE and additional community Input – develop and release services RFP and CDI projects NOFA	December 2015
RFP/NOFA Due	Late January 2016
Notify agencies of selection	February 8, 2016
Draft 2016-2017 Annual Action Plan (AAP)	February – Early March 2016
Release Draft AAP for Public comment (min. 30 day review period)	February 2016
Present Draft AAP to Housing and Community Development Commission	March 10, 2016
First City Council Public hearing	March 29, 2016
Last day to accept public comments and make changes	April 22, 2016
Final City Council public Hearing and CC approval of the Plan	April 26, 2016
Submit to HUD for Approval	May 9, 2016

FY 2016-2017 Annual Action Plan - Proposed Funding Priorities

City of San José
Housing Department



Presentation Overview

- Summary of the Community Input
- Potential Investments
- Obtain feedback from the Commission
- Provide opportunity for additional public feedback.

2015-2020 Consolidated Plan

Four major needs identified:

- 1) Increasing and preserving affordable housing opportunities
- 2) Responding to homelessness and its impact on the community
- 3) Promoting fair housing
- 4) Strengthening neighborhoods

FY 2016-17 Federal Funding Estimate

Funding Source	Primary Use	Allocation Estimate										
HOME	Housing	\$2,240,000										
ESG	Homeless Services and Shelter Operations	\$ 726,000										
HOPWA	Housing Support for Persons with AIDS	\$ 867,000										
CDBG	Housing and Community Development Programs, Services and Capital Improvements <table border="1" data-bbox="841 562 1188 1537"> <thead> <tr> <th data-bbox="841 562 911 846">Funding Category</th> <th data-bbox="841 846 911 1537">Amount</th> </tr> </thead> <tbody> <tr> <td data-bbox="911 562 980 846">FY 2016-2017 Allocation (Est.)</td> <td data-bbox="911 846 980 1537">\$8,200,000</td> </tr> <tr> <td data-bbox="980 562 1050 846">Public Service (15% cap)</td> <td data-bbox="980 846 1050 1537">\$1,230,000</td> </tr> <tr> <td data-bbox="1050 562 1120 846">Administrative Costs (20% cap)</td> <td data-bbox="1050 846 1120 1537">\$1,640,000</td> </tr> <tr> <td data-bbox="1120 562 1188 846">CDI (no cap)</td> <td data-bbox="1120 846 1188 1537">\$5,330,000</td> </tr> </tbody> </table>	Funding Category	Amount	FY 2016-2017 Allocation (Est.)	\$8,200,000	Public Service (15% cap)	\$1,230,000	Administrative Costs (20% cap)	\$1,640,000	CDI (no cap)	\$5,330,000	\$8,200,00
Funding Category	Amount											
FY 2016-2017 Allocation (Est.)	\$8,200,000											
Public Service (15% cap)	\$1,230,000											
Administrative Costs (20% cap)	\$1,640,000											
CDI (no cap)	\$5,330,000											
	Total	\$12,033,000										

2016-2017 Annual Action Plan

- **Outreach Efforts**
 - Three Stakeholder meetings
 - Three Community meetings
- **Activities Identified as top priorities:**
 1. Neighborhood Engagement and Leadership Development
 2. Housing Needs
 3. Youth Programs

Community Meetings Top Priorities

Priority	Identified Activities
Neighborhood engagement and leadership development	<ul style="list-style-type: none"> • Resident Leadership Training • Community Asset Mapping
Housing needs	<ul style="list-style-type: none"> • Displacement/gentrification • Preservation Activities – Homeowner Rehab
Youth Programs	<ul style="list-style-type: none"> • After School program • Free recreation activities
Transportation	<ul style="list-style-type: none"> • Improved Access and pedestrian Safety
Job training – with emphasis on youth	<ul style="list-style-type: none"> • Job training focused on young adults
Senior Services	<ul style="list-style-type: none"> • Activities that support age friendly cities
Healthy Communities	<ul style="list-style-type: none"> • Access to healthy foods • Address Illegal Dumping

2016-2017 Priorities

SERVICES

- Continue Funding Homeless Services
- Continue Funding Fair Housing
- Continue Funding Senior Services for one additional year at reduced Level
- RFP for NEW Neighborhood Engagement and Leadership Services

FY 2016-2017 Priorities

Capital Funding - Projects

- Transportation projects that provide Complete Streets (City Infrastructure)
- Create or transform under utilized space
 - Support Neighborhood focused services such as youth services, job training centers, homeless or senior services (Public Facility improvements)
 - Promote economic resilient and healthy communities (Public or Private Facilities)
- Shelter Improvements

FY 2016-2017 Priorities

Capital Funding – Programs

- Support targeted Housing programs
- Targeted Code Enforcement
- Minor and urgent repairs to single-family homes and Mobilehomes
- Expand Economic opportunities - Support Job Training Programs for homeless and youth

Next Steps

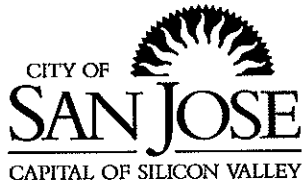
Release Requests for (Funding) Proposals

- Neighborhood Engagement and Leadership Services
- Fair Housing Services
- Home Repair and Improvement Program(s)
- Capital improvements for Non-City facilities (eg. Homeless Shelters)

FY 2016-2017 Annual Action Timeline

Task	Timeline
Community Input on Funding Priorities	August – Mid September 2015
Develop preliminary project and service priorities	Early October 2015
Present preliminary priorities to HCDC	October 8, 2015
Present preliminary priorities to NSE	November 12, 2015
Release services RFP and Facilities Rehab NOFA	December 2015
RFP/NOFA Due	Late January 2016
Notify agencies of selection	February 8, 2016
Draft 2016-2017 Annual Action Plan (AAP)	February – Early March 2016
Release Draft AAP for Public comment (30 day period)	February 2016
Present Draft AAP to HCDC	March 10, 2016
First City Council Public hearing	March 29, 2016
Last day to accept public comments and make changes	April 22, 2016
Final City Council public Hearing and Plan Adoption	April 26, 2016
Submit to HUD for Approval	May 9, 2016





Memorandum

**TO: THE HOUSING & COMMUNITY
DEVELOPMENT COMMISSION**

FROM: Ray Bramson

SUBJECT: SEE BELOW

DATE: October 1, 2015

Approved

Date

**SUBJECT: HOUSING TRUST FUND EXPENDITURE FOR DESTINATION: HOME'S
HOMELESS AND HOUSING INITIATIVES**

RECOMMENDATION

It is recommended that the Housing and Community Development Commission endorse Housing Trust Fund expenditures by the Director of Housing, in an amount not to exceed \$100,000, to support coordination efforts on the new community-wide Campaign to End Veteran Homelessness and development of new supportive and homeless housing tools.

BACKGROUND

Homelessness and the lack of available housing for extremely low-income populations continues to be a pressing issue for the City of San José and Santa Clara County as a whole. According to the U.S. Department of Housing and Urban Development's 2014 Annual Homeless Assessment Report, among the 48 Major City Continuums of Care, Santa Clara County has:

- the seventh largest number of homeless persons on any given night;
- the third largest number of chronically homeless persons;
- the fourth largest number of homeless individuals;
- the fourth largest number of unaccompanied homeless youth; and
- the fifth largest number of homeless veterans.

To respond to this crisis, the City and its partners have been working towards a comprehensive, regional response to homelessness for over a decade. With Destination: Home serving as the coordinating partner, leaders from the City, the County, the Housing Authority of the County of Santa Clara (Housing Authority), the Santa Clara Valley Water District, service providers, philanthropy, community institutions, and business organizations, created the *Community Plan to End Homelessness in Santa Clara County (Community Plan)*. In February 2015, the City Council adopted a resolution to endorse the *Community Plan*, making San José the first City in the County to formally extend its support for this critical effort.

ANALYSIS

In order to continue to advance the efforts of the Community Plan to End Homelessness, staff is seeking to provide funding to Destination: Home to support two major initiatives:

- 1) *Coordinated Veteran Homelessness Campaign* – The 2015 Homeless Census and Survey enumerated 498 veterans who were experiencing homelessness in San José and 63% of that population reported having one or more disabling conditions. In April of 2015, the City, County, and Housing Authority joined the VA’s challenge to end veteran homelessness and identified a need for greater centralized coordination to achieve the desired outcomes. Destination: Home has agreed to take on the lead for this effort. A \$50,000 grant from the City will provide one-third of the total costs to fund a full-time coordinator for the campaign. The County and other partners have already agreed to fill the remaining funding gap.
- 2) *Supportive and Homeless Housing Tool Development* – Beyond targeting specific sub-populations such as veterans, much work still needs to be done to support efforts to house over 4,000 people who experience homelessness on any given night in San José. Tools to reduce barriers for homeless populations to gain access to permanent housing, and to facilitate the development of best-practices, are essential to achieve this goal. A \$50,000 grant to Destination: Home will allow the organization to partner with consultants on several efforts, including:
 - a. Refinement of tenant screening criteria for supportive housing developments to allow more flexibility in housing homeless individuals with challenging credit and rental histories;
 - b. Barrier analysis for end-users of existing emergency shelter and transitional housing; and
 - c. Development of other tools to support and encourage development of best-practice permanent supportive housing.

Both initiatives described above are critical to addressing key and urgent homeless issues in San José. Staff will be available to answer questions related to this item at the October 8 Housing and Community Development Commission meeting.

Ray Bramson
Homelessness Response Manager

Housing & Community Development Advisory Commission
Draft Workplan for FY 2015-16

#	Objective for FY 2015-16	Actions	Subject	Meeting Date*	Status
1	Consolidated Annual Performance and Evaluation Report (CAPER)	Public Hearing of the FY 2014-15 Consolidated Annual Performance and Evaluation (CAPER) – and Possible Recommendation to City Council to Approve Report	Housing and Community Development	September 10, 2015	Complete
2	Adopt FY 2015-16 Workplan for the Commission	Review, discuss, and adopt a FY 2015-16 Workplan based on work completed at Annual Retreat.	Administrative	October 8, 2015	One-time
3	Substantial Amendments to FY 2015-16 Annual Action Plan	Provide input to staff and recommendation to City Council regarding amendments to the Annual Action Plan	Housing and Community Development	November 12, 2015	Ongoing
4	FY 2016-17 Annual Action Plan Funding Strategies	Review and possible recommendation on funding strategies for 2016-17 Annual Action Plan	Housing and Community Development	October 8, 2015	Ongoing
5	Mobilehome Park Preservation	Provide input to staff and recommendation to City Council regarding Mobilehome Park Preservation (to include discussion of first right of refusal for park purchase by mobilehome park residents or other park owners)	Mobilehome	Fall/Winter 2015	Ongoing
6	Commercial Impact Fee for Affordable Housing	Provide input on a non-residential development fee as an additional source of revenue for affordable housing development with review of the associated Nexus Study before it goes to City Council	Housing & Community Development	As required	Ongoing
7	Apartment Rent Ordinance (ARO)	Provide input to staff recommendations regarding the potential modifications to the ARO.	Apartment & Mobilehome Rent Ordinances	Fall 2015/Winter 2015/16	Ongoing
8	Apartment Rent Ordinance Regulations	Provide input on Apartment Rent Ordinance regulations to implement the potential modifications to the ARO.	Apartment & Mobilehome Rent Ordinances	Winter 2015/Spring 2016	Ongoing
9	Mobilehome Park Opt-in/Stay in Business Concept	Provide input on potential Opt-in/stay in business concept.	Mobilehome	As required	Ongoing

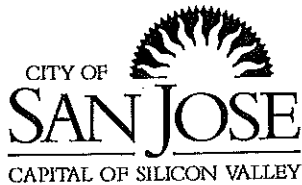
Housing & Community Development Advisory Commission
Draft Workplan for FY 2015-16

#	Objective for FY 2015-16	Actions	Subject	Meeting Date*	Status
10	Homeless Issues	Provide updates and input on homeless policy issues.	Housing and Community Development	As required	Ongoing
11	General Plan 2040 Implementation	Provide input on general plan implementation, including text amendments, urban villages, affordable housing, and mobilehome parks	Housing and Community Development	As required	Ongoing
14	Public Hearing – Input on FY 2016-17 Annual Action Plan	Hold Public hearing on the Annual Action Plan (Required per Citizen Participation Plan prior to publication)	Housing and Community Development	Winter/Spring 2016	Public Hearing
15	Preliminary Recommendations for award of FY 2016-17 Federal Grants	Review and potential recommendation to City Council regarding award of federal funds to nonprofit grant recipients pursuant to Needs Assessment for Five-Year Consolidated Plan	Housing and Community Development	Winter/Spring 2016	Ongoing
16	Rental Rights and Referral Program Budget (Fee) Recommendations	Review, discuss, and provide recommendation to the Housing Department on the RRR Program annual fee structure and staffing levels (Mobilehomes and Apartments)	Apartment & Mobilehome Rent Ordinances	Winter/Spring 2016	Ongoing
17	Public Hearing and Recommendation on FY 2016-17 Annual Action Plan	Public Hearing and possible Recommendation on 2016-17 Annual Action Plan and Housing Trust Fund	Housing and Community Development	Spring 2016	Public Hearing
18	Neighborhood Strategy 2.0	Provide input on the Proposed Plan replacing the Place-Based Neighborhood Initiative (to include discussion of efforts to support community gardens and clean-ups).	Housing and Community Development	Spring 2016	One-time
19	Commission Nominations	Nominate and select Chair/Vice Chair	Administrative	June 9, 2016	One-time
20	Proposed State/Federal Legislation	Federal/State Legislation. Discussion and possible recommendations on proposed legislation and ballot measures pertaining to subjects under the purview of the Commission	Housing and Community Development	As required	Ongoing

Housing & Community Development Advisory Commission
Draft Workplan for FY 2015-16

#	Objective for FY 2015-16	Actions	Subject	Meeting Date*	Status
21	Quarterly Housing Reports	Review various reports on housing data (for what purpose, recommendation?)	Housing and Community Development	As required	Ongoing
22	Brown Act Training	Training and discussion of Brown Act as it pertains to Commission Agendas and discussion	Administrative	As Required	Ongoing

**Items marked by an asterisk in the Meeting Date column are "time-certain" items that have been noticed for the specific date indicated. All other dates listed are for planning purposes only and may be heard at a different date than that listed on the workplan.*



Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: Jacky Morales-Ferrand

SUBJECT: UPDATE ON THE ADVISORY COMMITTEE FOR POTENTIAL MODIFICATIONS TO THE CITY'S APARTMENT RENT ORDINANCE

DATE: September 29, 2015

Approved

Date

9/29/15

INFORMATION

At the September 1, 2015 City Council meeting, Housing Department staff presented a proposed workplan to explore potential modifications to the City's Apartment Rent Ordinance (ARO) as directed by Council in June 2015. Included in the proposed workplan was a process to receive stakeholder input from tenants (and their advocates) and apartment owners and managers (and their advocates) in two separate series of meetings. The dual tracking of the stakeholder groups was proposed as a result of concerns that tenants in ARO apartments would not participate in a joint working group due to retaliation fears. The input from these meetings would inform staff recommendations on potential modifications to the ARO, which would go to Council in December 2015 for consideration. The Council approved staff's proposed workplan but voted to create an Advisory Committee instead of the dual track format. Because the Advisory Committee was created by Council, it is subject to the same rules as other Council created Boards and Commissions, including the Brown Act, the Political Reform Act, and the Sunshine seven-day posting and action minutes requirements.

Since the September 1 Council meeting, staff has developed the Advisory Committee structure, process, and meeting timelines. The 12-person Committee includes six tenant/advocate members and six apartment owner/manager/advocate members in order to collaboratively work through items related to the ARO. A neutral, third-party facilitator will run the Committee and preside over all procedural matters, including public comments and input-gathering. Staff will attend each meeting to present informational items and provide technical support as needed. The Advisory Committee members will indicate their position on items through red-yellow-green indicators rather than through a formal voting mechanism or by consensus. Staff's recommendations will ultimately be informed by a combination of Advisory Committee input, public input, analyses and findings by the economic consultant, and research and findings by staff. This Advisory Committee role is consistent with the limits on solely advisory bodies under the Political Reform Act.

Additionally, staff has worked closely with both tenant and apartment owner/manager groups to identify qualified members for the Committee. The guiding principles for participation include:

- For tenant participants, residents must live in or have lived in within the last six months an apartment building under the City's ARO. This is especially important given initial comments from the owner/manager focus group held in August that actual ARO-tenants provide input.
- Owners/managers must own or manage apartment buildings under the City's ARO. The Committee must be composed of owners/managers with small, medium, and large portfolios. This is especially important given initial comments provided by public testimony and the City Council that "mom and pop" operators may have different economics than professional management companies.
- Advocates must be knowledgeable about the City's ARO and/or have represented tenants or owners/managers on ARO related issues.
- Committee members must be open-minded, be willing to listen and to collaborate, be responsive to communications, and be solutions-oriented, especially given the time-limited process.
- Committee members must be committed to the process, and to work through issues with each other in good faith. Members must commit to attending all meetings to the best of their ability.

Advisory Committee Members

Based on these guiding principles, staff selected qualified members for the Advisory Committee. Additionally, the compressed timeframe to bring potential recommendations back to the Council in December 2015 required staff to work with expediency on seating the Committee members. Nominations for apartment owners/managers/advocates received by staff for Committee members were shared with the Apartment Association, who made recommendations on the composition of owner/manager representation. Staff contacted tenant nominations or communicated with individuals who inquired about tenant participation. Staff also sought tenant members from the following groups: individuals who have participated in the ARO program's mediation/arbitration process, tenants recommended by tenant advocacy groups, and tenants who have attended public meetings on this item. It is important to note that finding tenants who were willing to participate on the Advisory Committee was challenging, especially because these are public meetings. The fear of retaliation represents a key impediment to tenant participation. For example, no tenant from the tenant focus group held in August 2015 wished to participate in a public setting due to retaliation fears. As a result, tenants who have already appeared in public on this item and who met the above guiding principles were strong candidates for Committee membership.

September 29, 2015

Subject: Update on the Advisory Committee for Potential Modifications to the City's Apartment Rent Ordinance

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As a result of this work, the 12-member Advisory Committee is as follows:

Owners and Advocates

Gustavo Gonzalez is an independent rental property owner, manager, and realtor who owns several apartment buildings in San José subject to the City's ARO. He is active in the local real estate community through his involvement in the Santa Clara County Association of Realtors (SCCAOR), the California Apartment Association (CAA), the Board of Directors for the Hispanic Association of Realtors and Affiliates, and served a term as a Trustee on the Alum Rock Union Elementary School District.

Joshua Howard is the Senior Vice President, Local Government Affairs for the California Apartment Association and serves as the Executive Director of its Tri-County Division. Locally, CAA's membership includes over 3,500 property management companies, developers, real estate investment trusts, and individual property owners. He has over ten years of experience with the regional and local rental housing market, has been involved with the ARO and its implementation for many years, and brings a background in communications and public policy.

John Hyjer is the Vice President, Investments for Equity Residential. With more than 35 years in the development and management of multi-family housing, Hyjer is intimately involved in all aspects of multi-family operations from acquisitions and development to the operations of apartment communities of various size across Northern California and brings a great deal of experience in overseeing the management and operations of apartment homes in cities with rent control laws.

Michael Pierce currently serves as President of Prodesse Property Group and Prodesse Investments, Inc. He has been active in the management, operation, acquisition, renovation and construction of rental apartments since 1979. His firm currently owns and/or manages hundreds of rent controlled units in buildings of various size. Michael has worked at various real estate and property management companies during his career. He has served as a member of the Board of Directors of the Tri-County Division of the California Apartment Association (CAA) since 1991 and served as its President in 1997. He also served as CAA's President in 2009.

Tom Scott, CPM is president and co-founder of Cambridge Management Company (CMC). CMC owns and/or manages more than 3,000 apartment units (850 of which are subject to San José's ARO) in Northern California. He has been in the property management field since 1976 and actively serves the rental housing industry in a variety of roles. Tom is past president of the local chapter of Institute of Real Estate Management (IREM), served as president of a local chamber of commerce, and has been actively involved in the local apartment association. He is familiar with the ARO and the issues facing the City today, and served on the ARO stakeholder group in 2002-03 that addressed the issues around rising rents and no-fault tenancy terminations.

September 29, 2015

Subject: Update on the Advisory Committee for Potential Modifications to the City's Apartment Rent Ordinance

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Roberta Moore is a Broker Associate and member of the President's Club with Alain Pinel Realtors, the Chair of a group of Owners of 128 four-plexes, the President of an HOA of 51 four-plexes, a four-plex owner and property manager, and founder of a high-tech consulting firm that specializes in research. She is also working with the City to start a tenants group to take back their neighborhood from the drug dealers and gangs. Roberta has a Bachelor of Science in Business Administration with an emphasis in economics and finance.

Tenants and Advocates

Aimee Inglis is a Program Manager with Tenants Together, a statewide rental rights coalition with offices in San Francisco and Fresno. Aimee started her work with Tenants Together as a volunteer counselor on the Tenant Rights Hotline. As staff, her role at Tenants Together is focused on educating volunteers, managing the Tenant Rights Hotline, and engaging in state and local policy on tenants' rights including local rent ordinances.

Melissa Morris is a Senior Attorney at the Law Foundation of Silicon Valley. Over the course of ten years at the Law Foundation, Ms. Morris's work has included representing individual tenants in evictions and subsidy terminations, litigating affirmative fair housing cases, educating community members and groups about landlord-tenant law, and advocating for local policies that create and preserve affordable housing.

Eloise Rosenblatt, a college teacher, who also taught high school, is a second-career attorney in family law, working with low-income clients, and familiar with their housing issues, evictions, bankruptcy, and effect on children. Not a homeowner, she has lived in a series of apartments more than 30 years and currently resides in an apartment under the City's ARO.

Elisha St. Laurent has resided in San José for 26 years and has rented in an apartment under the ARO for over 10 years. She graduated from San José State University and now works at Housing Choices Coalition as a Housing Development Advocate.

Laurie Wilkinson was born and raised in Campbell, and currently lives in San José in an apartment under the City's ARO. She has worked for the Santa Clara County Office of Education for twenty years. Laurie also works a second job at a pediatric day health center in order to pay her rent and living expenses.

Elizabeth Neely has lived in San José all her life. She currently resides in a one-bedroom apartment in downtown San José. She has been a teacher for the last 14 years and currently teaches middle school English in San José to a group of kids who are predominantly socio-economically disadvantaged.

Third-Party Facilitator

As mentioned above, the Advisory Committee will be facilitated by a neutral third-party. The facilitator will be Shawn Spano, Ph.D., who is a professor in the Communication Studies Department at San José State University. Shawn teaches courses and conducts research in public dialogue and organizational communication.

In addition to his university position, Shawn is a Communication Consultant and founding member of the Public Dialogue Consortium, www.publicdialogue.org, a non-profit group devoted to improving the quality of communication in public organizations and local communities. He has over 20 years of experience working with local city government organizations, including multi-year projects with three different municipalities. Shawn is a specialist in designing and facilitating stakeholder meetings, training workshops, public forums, and off-site retreats with executive staff, elected officials, middle managers, commissions and boards, and local residents. One of his areas of expertise is helping groups in the public sector manage contentious issues in productive and constructive ways. Shawn has considerable experience in land use issue and projects, most notably with the City of San José and Town of Los Gatos.

Meeting Schedule

Staff has scheduled eleven meetings over the next six weeks to work through the relevant ARO items. Due to the compressed timeframe to bring recommendations back to the City Council for consideration in December 2015, staff will begin convening weekly Advisory Committee meetings per the following schedule:

- Wednesday, September 30; 6-8:30pm, Roosevelt Community Center
- Wednesday, October 7; 6-8:30pm, Roosevelt Community Center
- Wednesday, October 14; 6-8:30pm, Roosevelt Community Center
- Saturday, October 17; 10am-2pm, San Jose High School (location pending)
- Wednesday, October 21; 6-8:30pm, City Hall, Wing Room 118-120
- Saturday, October 24; 10am-2pm, Roosevelt Community Center
- Wednesday, October 28; 6-8:30pm, City Hall, Wing Room 118-120
- Saturday, October 31; 10am-2pm, Roosevelt Community Center
- Wednesday, November 4; 6-8:30pm, Roosevelt Community Center
- Saturday, November 7; 10am-noon, Roosevelt Community Center
- Monday, November 9; 6-8:30pm, City Hall, Wing Room 118-120

This meeting schedule was distributed through an email announcement sent Wednesday, September 23, 2015. Each of these meetings will be noticed and conducted according to Brown Act and Sunshine requirements, and will be open to the public. If the Committee is able to work

HONORABLE MAYOR AND CITY COUNCIL

September 29, 2015

Subject: Update on the Advisory Committee for Potential Modifications to the City's Apartment Rent Ordinance

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through the items expeditiously, the Committee may not need all of the meetings. Meeting agendas, minutes, cancelations (if any), and other updates will be posted here:

<http://sanjoseca.gov/index.aspx?nid=4744>.

/s/

Jacky Morales-Ferrand
Interim Director, Department of Housing

For questions, please contact Wayne Chen, Acting Division Manager, at (408) 975-4442.



Memorandum

TO: NEIGHBORHOOD SERVICES AND
EDUCATION COMMITTEE

FROM: Angel Rios, Jr.

SUBJECT: REPORT ON AGE-FRIENDLY
CITY INITIATIVE

DATE: August 24, 2015

Approved

Date

8/26/15

COUNCIL DISTRICT: Citywide

RECOMMENDATION

Accept the Report on Age-Friendly City Initiative as supported by the World Health Organization; and recommend this item for full City Council consideration at the October 6, 2015 Council meeting. (Parks, Recreation and Neighborhood Services)

OUTCOME

As a member of the Age-Friendly City world network, the City will support the ideals of building a healthy community for all ages.

BACKGROUND

For the past 20 years, the City of San José (CSJ) and the Santa Clara County (SCC) have collaborated on various senior services topics including strategic plans to better serve the community. In 2005, the CSJ and SCC sponsored a "Community for a Lifetime," a ten-year strategic plan to advance the well-being of the older adults in Santa Clara County. To continue this productive relationship, Parks, Recreation and Neighborhood Services (PRNS) is proposing a joint initiative with the SCC to start the Age-Friendly model launched by the World Health Organization (WHO).

In 2006, the WHO recognized two major global trends: rapid aging and increasing urbanization. A major study was launched in 33 different cities around the globe to determine what amenities optimize and enhance the quality of life for residents as they age. Focus groups composed of ages 60 and above from lower- and middle-class backgrounds participated in helping the WHO compile a list of services that influence a resident's quality of life as they age. Eight key elements were identified through this process as basic characteristics of an age-friendly community: housing; transportation; social participation; respect and social inclusion; civic participation and employment; communication and information; community support and health

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Subject: Report on Age-Friendly City Initiative

Page 2

services; and outdoor spaces and buildings. These results launched WHO's Global Age-Friendly Cities.

In an Age-Friendly City, policies, services, settings and structures enable and support people as they grow older to live healthy and vibrant lives. In the past nine years, hundreds of cities from around the world have embraced Age-Friendly ideals and are creating programs to incorporate the goals developed by the WHO. Currently, in the United States, 38 cities have been accepted into the WHO Age-Friendly City Network.

AARP facilitates the process for cities in the United States in the enrollment of WHO Age Friendly Network through their Network of Age Friendly Communities and gives assistance to cities in the implementation and assessment process.

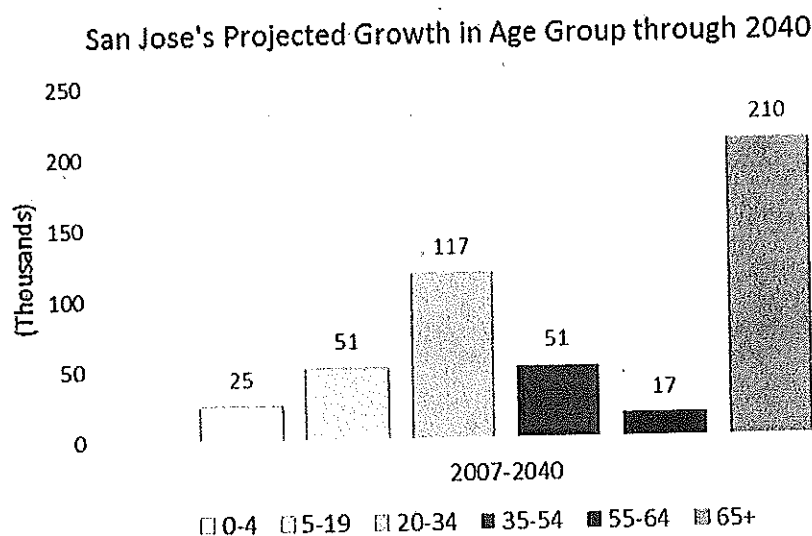
ANALYSIS

In an Age-Friendly City, policies, services, settings and structures enable and support people as they grow older to live healthy and vibrant lives. Age-Friendly ideals optimize opportunities for health, participation and security in order to enhance the quality of life as people age.

In the United States, a number of large cities (Chicago, New York City, Los Angeles, and San Francisco) have been accepted by WHO as Age-Friendly Cities. An "Age-Friendly City" has not only structures and services that are accessible and inclusive of older people with varying needs and capacities but also eight key elements support an urban environment that improves the quality of life for all its residents. For example, a sidewalk curb cut-out benefits an elderly person who has difficulty walking, an individual in a wheelchair or a parent pushing a stroller.

The US Census Bureau estimated that in 2013, 12% of the population in SCC was 65 and older, and that by 2020, older adults are expected to make up 20% of the county residents. In San José, the fastest growing age group is 65 and above. That trend is expected to continue with the aging baby boomers followed by the millennials (1980-2000). Planners have described this as an "Aging Tsunami."

The following graph illustrates the projected growth in age groups through 2040. This graph clearly illustrates the explosion of the 65 and older population.



SCC and CSJ have had a long partnership in working together on issues concerning the older adult population and will continue to share resources and coordinate activities in moving the Age-Friendly City/County initiative forward. By approving this recommendation, the City commits to:

- Organize stakeholders to oversee the Age-Friendly process;
- Conduct baseline assessment of the Age-Friendliness eight domains: Housing; transportation; social participation; respect and social inclusion; civic participation and employment; communication and information; community support and health services; and outdoor spaces and buildings;
- Develop a citywide three-year action plan based on the findings of the assessment; and
- Identify indicators so progress can be monitored against the action plan.

The Age-Friendly Initiative gives the opportunity for other City departments to collaborate on services that support the ideals of building a healthy community for all ages. This effort will support the department's Greenprint and the City of San José's General Plan.

To enhance the daily lives of older adults, City departments have already begun programs and improvements that fit the WHO Age-Friendly model. For example, the following projects from the Department of Transportation (DOT) are services meeting the objectives of this model:

- ADA Sidewalk Accessibility Program
- Safety-pedestrian improvements
- Pedestrian-oriented traffic signals
- Bicycle and pedestrian facilities
- Street Smarts and Senior Safety Program

NEIGHBORHOOD SERVICES AND EDUCATION COMMITTEE

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Parks, Recreation and Neighborhood Services (PRNS) continues to promote activities that address isolation and improve health and wellness for older adults through:

- Senior nutrition
- Support services
- Health and fitness activities
- Outreach transportation
- Special events

The Housing Department is implementing or exploring strategies that support an age-friendly environment:

- Protecting mobile home parks
- Universal design features for multifamily housing
- Repairing and retrofitting single family housing
- Accessory Dwelling Units (ADU)
- Capital projects to seek additional opportunities to fund infrastructure that serve low-income youth and seniors

The Department of Public Works (DPW) is implementing or exploring the following strategies that support an age-friendly environment:

- Through the land use (private development) permitting process, DPW reviews and requires pedestrian friendly enhancements, e.g., sidewalk widening, lighting improvements, shade and tree installations, and upgrading ADA curb ramps to current standards
- Regulate and maintain safe and efficient pedestrian access in the public-right-of-way during street construction
- Formation and administration of Special Assessment Districts to provide enhanced community wayfinding signs and enhanced streetscape improvement in the public-right way, e.g. the installation of benches, shade structures, and trees
- Adherence to accessibility regulations (ADA, Title 24) for new and renovated City projects to increase ease of use for individuals with mobility, visual and hearing disabilities
- Systematically review opportunities to enhance signage, accessibility, and lighting at existing City facilities

The Age-Friendly services that these departments have in place enrich the lives of all community members.

8/24/15

Subject: Report on Age-Friendly City Initiative

Page 5

EVALUATION AND FOLLOW-UP

PRNS and its partner departments will return to the NSE Committee in the fall of 2016 to report back on the progress of the Age-Friendly initiatives. Staff will also coordinate with the Neighborhood Services' City Service Area (CSA).

PUBLIC OUTREACH/INTEREST

This memorandum will be posted on the Neighborhood Services and Education Committee agenda website for the September 10, 2015 meeting.

COORDINATION

This memorandum has been coordinated with the Departments of Housing, Public Works and Transportation; and the City Attorney's Office.

FISCAL/POLICY ALIGNMENT

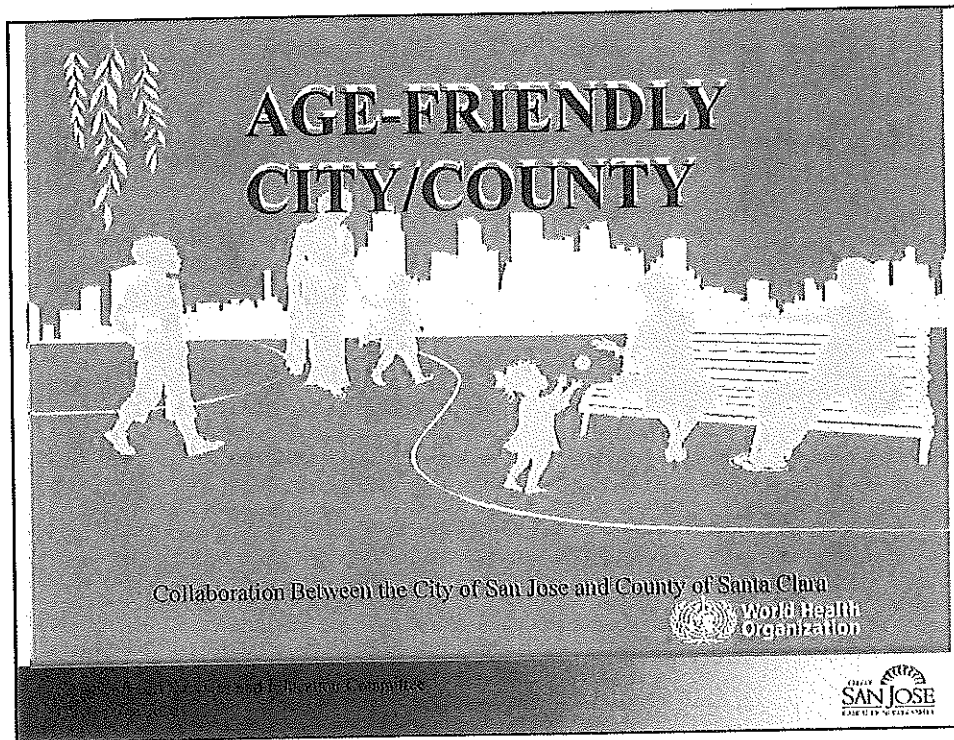
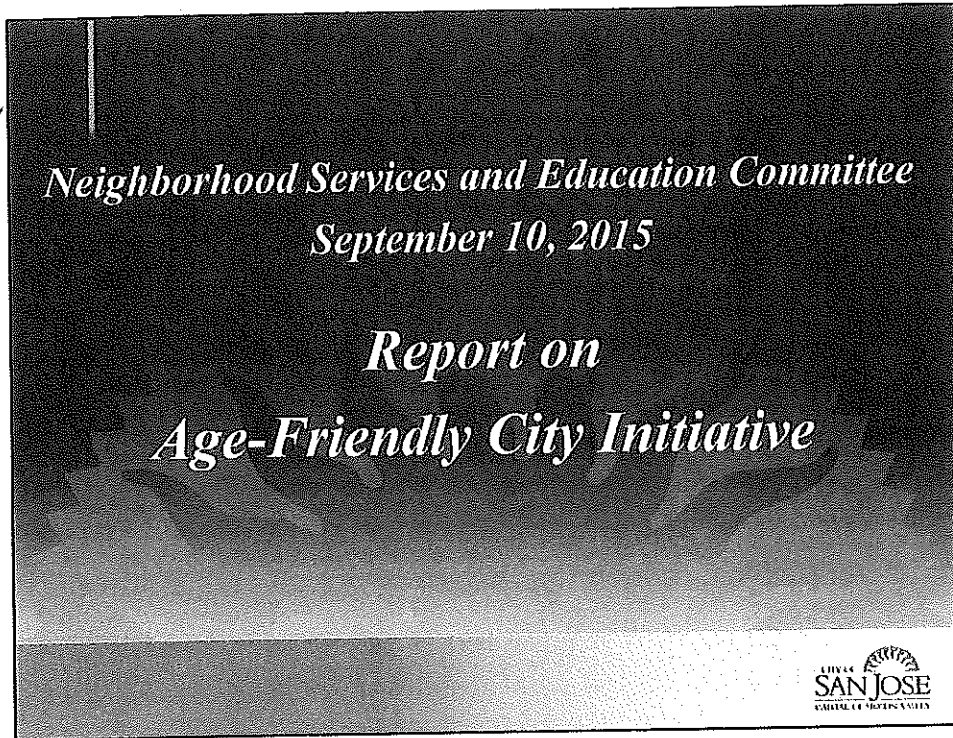
SCC will provide \$60,000 in technical assistance and a countywide marketing plan. The City is requesting \$2,000 to fund an intern from the Center for Age Friendly Excellence who will assist the City in 2015-2016 with program implementation.

CEQA

Not a Project, File No. PP10-069 (a) Assessments.

/s/
ANGEL RIOS, JR.
Director of Parks, Recreation
and Neighborhood Services

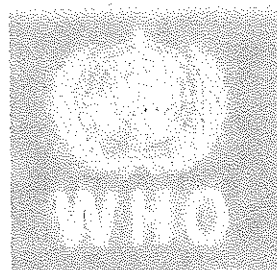
For questions, please contact Suzanne Wolf, Deputy Director, at (408) 535-3576.



World Health Organization

Two Major Global Trends

- Rapid Aging Population
- Increasing Urbanization



38 Age Friendly Cities in the US

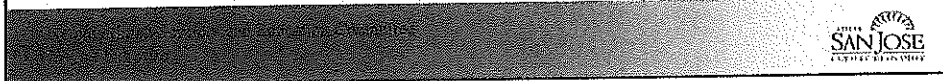
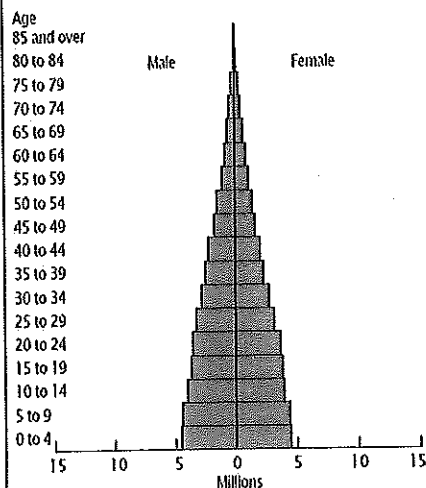
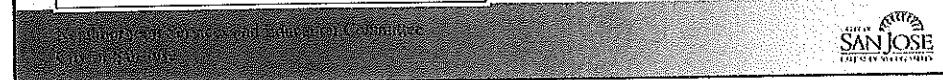
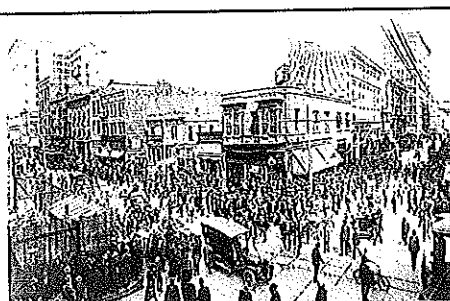
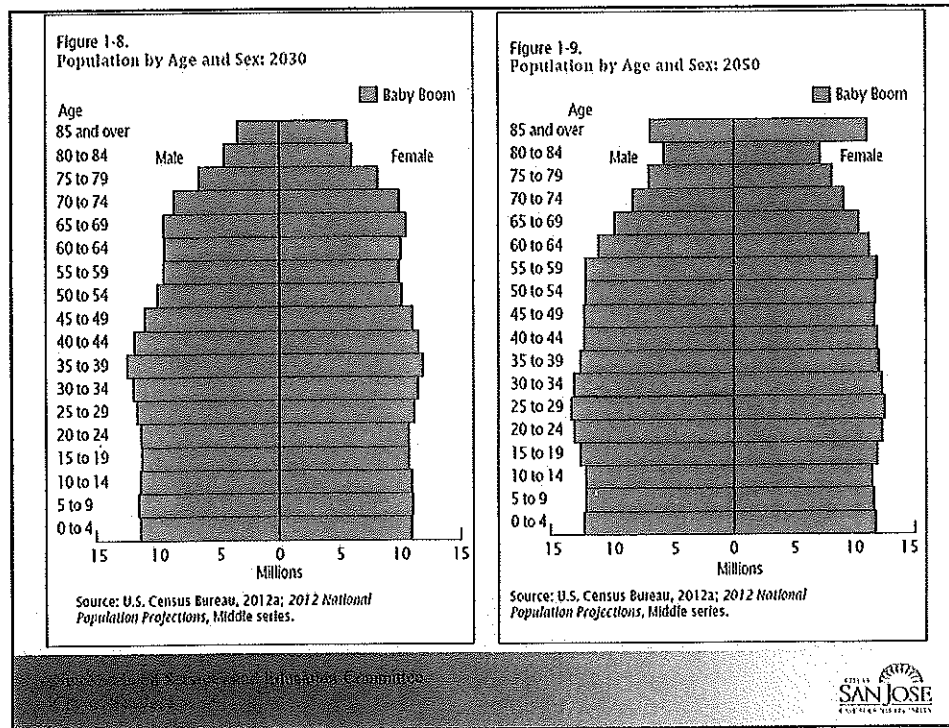
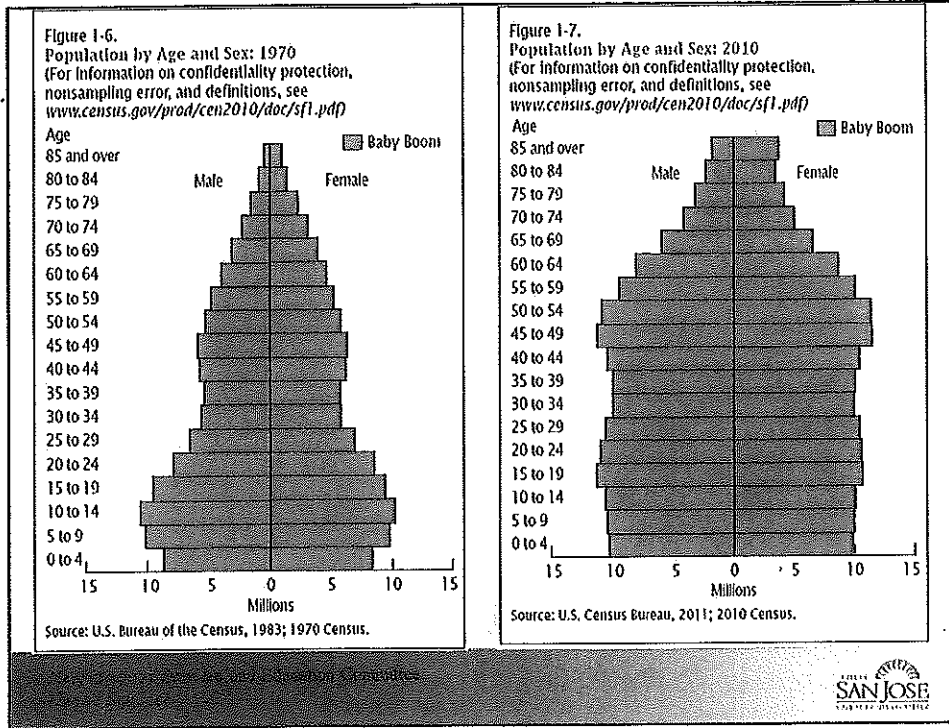


Figure 1-5.
Population by Age and Sex: 1900
(For information on confidentiality protection,
nonsampling error, and definitions, see
www.census.gov/prod/cen2010/doc/sf1.pdf)



Source: U.S. Bureau of the Census, 1983; 1900 Census.





8 Domains

- Housing
- Transportation
- Outdoor Spaces and Buildings
- Communication and Information
- Social Participation
- Respect and Social Inclusion
- Civic Participation and Employment
- Community Support and Health Services



Department of Parks, Recreation and Neighborhood Services

- Senior Nutrition
- Support Services
- Health and Fitness Activities
- Outreach transportation
- Special Events



Department of Transportation

- ADA Sidewalk Accessibility Program
- Safety-pedestrian improvements
- Pedestrian-oriented traffic signals
- Bicycle and pedestrian facilities
- Street Smarts and Senior Safety Program



Department of Housing

- Protecting Mobilehome Parks
- Universal Design Features for Multifamily Housing
- Repairing and Retrofitting Single Family Housing
- Accessory Dwelling Units
- Capital Projects to seek additional opportunities to fund infrastructure that serve low income youth and seniors



Department of Public Works

- Requires pedestrian friendly enhancement
- Provide enhanced community wayfinding signs
- Enhanced streetscape improvement
- Adherence to accessibility regulations
- Systematically review opportunities to enhance signage, accessibility and lighting at existing City facilities



Steps Involved To Become An Age-Friendly City/County

- City Council applies with AARP California and the World Health Organization to become an Age-Friendly City
- Planning (Years 1-2)
- Implementation (Years 3-5)
- Progress Evaluation (End of Year 5)
- Continual Improvement

