

HOUSING & COMMUNITY DEVELOPMENT COMMISSION

ANNUAL RETREAT ACTION MINUTES

SEPTEMBER 24, 2016

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MEMBERS PRESENT:	Mike Graves	Chair
	Melissa Medina	Vice Chair
	Michael Fitzgerald	Commissioner
	Martha O'Connell	Commissioner
	Davlyn Jones	Commissioner
	Gary Prideaux	Commissioner
	Alex Shoor	Commissioner
	Lee Thompson	Commissioner
	Andrea Wheeler	Commissioner
	Bob Gill	Commissioner

MEMBERS ABSENT: None

SPECIAL GUEST: Vice Mayor Rose Herrera

STAFF:	Dave Bopf	Housing Department
	Robert Lopez	Housing Department
	Austin McComb	Vice Mayor's Office

(a) **Call to Order/Orders of the Day**—Chair Graves opened the meeting at 9:16am. Commissioner O'Connell made the motion to change the orders of the day to have the Vice Mayor speak first, with a second by Chair Graves. The motion passed unanimously (10:0).

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

(c) **Announcements** – No Announcements

(d) **Priorities and Issues Facing San Jose in 2016-17 (Vice Mayor Herrera)**

Vice Mayor Herrera presented her priorities and issues facing San Jose in 2016-17 along with the important items City Council has worked on in the past year. The Commission provided Vice Mayor Herrera with a commendation for her representation of the Commission.

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

Mr. Bopf summarized important points from the San Jose Municipal Code that outlined the duties of the HCDC as well as went over the Membership Matrix showing the Commission experience and needs.

(f) **Housing & Community Development Commission Draft FY 2015-16 Workplan and Accomplishments (D. Bopf, Housing Department)**

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Commissioner Shoor made the motion to approve the Housing & Community Development Commission Draft FY 2015-16 Workplan and Accomplishments and to forward to the Rules & Open Government Committee with a second by Vice Chair Medina. The motion passed unanimously (10:0).

(g) Overview of Housing Department Workplan for 2016-17 (D. Bopf, Housing Department)

Mr. Bopf presented the draft Housing Department workplan for 2016-17 and explained how it outlines the work of the HCDC.

(h) Review and Commissioner Input on FY 2016-17 Preliminary Draft HCDC Workplan (D. Bopf Housing Department)

Commissioner O'Connell made the motion to direct Housing staff to revise 2016-17 HCDC workplan per commissions' comments for final approval at October 13, 2016 regular meeting with a second by Commissioner Thompson. The motion was approved unanimously (10:0).

(i) Open Forum

None.

(j) Adjournment

Chair Graves adjourned the meeting at 1:24pm.