

**Housing & Community Development Commission
Workplan for FY 2018-19 - FINAL**

#	Objective for FY 2018-19	Actions	HCDC Function, Power, Duty	Type of Item	Tentative Date
1.	Adopt Commission FY 2017-18 Accomplishments	Review, discuss, and adopt HCDC's FY 2017-18 Accomplishments based on work completed at Annual Retreat.	Administrative	Governance	Sep 2018
2.	Adopt Commission FY 2018-19 Workplan	Review, discuss, and adopt HCDC's FY 2018-19 Workplan based on work completed at Annual Retreat.	Administrative	Governance	Sep 2018
3.	Consolidated Annual Performance and Evaluation Report (CAPER)	Hold a public Hearing for the FY 2017-18 Consolidated Annual Performance and Evaluation (CAPER) and make possible recommendation to City Council to approve report.	Federal funds	Hearing	Sep 2018
4.	General Obligation Bond Expenditure Plan	Review the City Council's recommendation on an expenditure plan for possible new G.O. bond revenue for affordable housing (informational).	Local funds	Plan	Sep 2018
5.	Regional Housing Needs Allocation Subregion	Review the City Council's recommendation on a potential formation of a Regional Housing Needs Allocation Subregion (informational).	New policies	Strategy	Sep 2018
6.	Santa Clara County Civil Grand Jury Report on Affordable Housing Crisis	Review the City Council's recommendation on the City's required response to this County-wide report on actions to address the affordable housing crisis (informational).	New, revised policies	Report	Sep 2018
7.	Statewide Ballot Propositions	Review statewide ballot propositions 1, 2, 5 and 10 concerning housing and community development issues related to the Commission's jurisdiction per SJMC Part 28 and take possible action to comment	New, revised policies	Ballot information	Sep 2018
8.	Potential Policy on Family Housing*	Hold Commission-initiated discussion on potential policy recommendations regarding the creation of affordable housing opportunities for families and take possible action	New policy	Policy	Sep 2018

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9.	Station Area Advisory Group (SAAG) Recommendations*	Hold Commission-initiated discussion on the Diridon Station Area SAAG/civic engagement process status and the housing and community development-related input issues and ideas.	New, revised policies	Report	Nov 2018
10.	TPO/Ellis – Consider addition of Duplexes	Per City Council direction, provide comments on draft ordinance to expand applicability of TPO and Ellis Act to duplexes	Ellis/TPO Ordinance	Policy	Oct 2018
11.	Potential Commercial Impact Fee*	Hold Commission-initiated discussion on a potential Commercial Impact Fee and hear staff presentation, and take possible action	Local funding	Fee	Oct 2018
12.	Annual Report on Homelessness	Provide input to staff on overall budget, policies, and programs to address homelessness including safe parking program development	Existing program	Report	Oct/Nov 2018
13.	Expenditure Plan for Homeless Emergency Aid Program (HEAP) Funds	Review local funding strategies and priorities for new State HEAP funds to be used on homelessness programs and make possible recommendation	State funds	Plan	Oct/Nov2018
14.	General Plan 2040 Text Amendments	Review Planning Commission-approved GP text amendments regarding housing, mobilehomes and other items within the Commission’s purview and make possible recommendation to provide comments	Revised policies	Plan	Nov 2018
15.	Outreach Authorization for Commissioners	Consider, and by motion, authorize identified Commissioners to use their titles in seeking public input on items within the purview of the Commission subject to Council Policy 0-4 for FY 2018-19 and to report back to the Commission after the conclusion of such meetings	Administrative	Governance	TBD after changes to Policy 0-4 finalized

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16.	Policy 0-4 and 2.08 Amendments	Review changes to the versions circulated by the Clerk's office and make possible recommendation	Administrative	Governance	Nov 2018
17.	FY 2019-20 Annual Action Plan Funding Strategies	Hold a Public Hearing and review funding strategies for 2019-20 Annual Action Plan and make possible recommendation	Federal funds	Hearing	Nov 2018
18.	Rent Stabilization Program Implementation Update	Review report of Rent Stabilization Program implementation status	ARO/TPO	Report	Nov 2018
19.	Source of Income Discrimination Ordinance	Provide input on proposed on contents of a potential Source of Income Discrimination Ordinance concerning landlords' acceptance of rental vouchers	New policy	Policy	Dec 2018
20.	Potential Vacant Housing Tax*	Hold a Commission-initiated discussion of a potential vacant housing tax and take possible action	New policy	Policy	Dec 2018
21.	HCDC Workplan Amendments	Review amended 2018-19 HCDC Workplan and make possible recommendation for submission to the Community and Economic Development Committee (if necessary)	Governance	Plan	Jan 2019
22.	Amended Commission Bylaws	Review, make possible changes, and approve amended Commission Bylaws	Governance	Bylaws	Jan 2019
23.	Moderate-income Housing Strategy	Provide input on proposed strategies to meet the housing needs of moderate-income residents in San José and make possible recommendation	New program	Plan	Jan 2019
24.	Affordable Housing Impact Fee Annual Report	Review first annual report of AHIP and make possible recommendation	Local funds	Report	Jan 2019

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25.	Annual Housing Element Report	Review annual progress report on the Housing Element and make possible recommendation	Housing goals	Report	Feb 2019
26.	Housing Crisis Workplan	Review progress report on implementation of prioritized items in the Housing Crisis workplan and make possible recommendation	Housing goals	Report	Feb 2019
27.	Public Hearing and Recommendation on FY 2018-19 Annual Action Plan	Hold a Public Hearing on 2018-19 Annual Action Plan and make possible recommendation	Federal funds	Hearing, Plan	Mar 2019
28.	Rent Stabilization Program Budget (Fee) Recommendations	Review and discuss the RSP annual fee structure and staffing levels concerning Mobilehomes and Apartments and make possible recommendation	Fees for ARO & Mobilehome Rent Ordinance	Fee Report	Mar 2019
29.	Housing Trust Fund Budget	Review and provide input on proposed expenditures for FY 2019-20 from the Housing Trust Fund for homeless programs and make possible recommendation	Local funds	Plan	Apr 2019
30.	Anti-displacement Plan	Review and provide input on draft plan for anti-displacement strategies and make possible recommendation	New, revised policies & program	Plan	May 2019
31.	Commission Nominations	Nominate and select Chair and Vice Chair for FY 2019-20	Governance	Administration	Jun 2019
32.	Quarterly and Annual Reports	Review quarterly and annual reports on Rent Stabilization Programs and Mobilehome Rent Ordinance programs and make possible recommendations	Report on ARO & Mobilehome Rent Ordinance	Report	Quarterly, Annual
33.	Dispersion Policy	Provide input on proposed updates to the City's Dispersion Policy for siting affordable housing and make possible recommendation	Revised policy	Policy	TBD

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#	Objective for FY 2018-19	Actions	HCDC Function, Power, Duty	Type of Item	Tentative Date
34.	Potential Policy or Program on Affordable Housing that Encourages Transportation Mobility*	Hold Commissioner-initiated discussion on potential policy or program to foster affordable housing creation that encourages transportation mobility and take possible action	New, revised programs or policies	Program Policy	TBD
35.	Reports on Housing Data	Review reports on housing data	Report	Report	As required
36.	Proposed State/Federal Legislation	Discuss and make possible recommendations on proposed legislation and ballot measures pertaining to subjects under the purview of the Commission, per Policy 0-4	New, revised policies	Policy	As Required
37.	Commission-initiated discussions under the purview of Commission*	Hold Commissioner-initiated discussions on potential programs or policies related to housing and community development policies and programs, and to Parts 17.22 and 17.23 of the SJMC including the Apartment Rent Ordinance, the Mobilehome Rent Ordinance, the Ellis Act Ordinance, and the Tenant Protection Ordinance, and take possible action	New, revised programs and policies	Program Policy	As needed
38.	Topics related to Chapters 17.22 and 17.23	Discuss items related to SJMC Chapters 17.22 and 17.23 regarding mobilehomes and related regulations and take possible action	New, revised programs and policies	Program Policy	As needed

Note*: Starred items are researched and prepared by the Commissioners. Staff is only responsible for distribution unless capacity exists to provide additional information. These items will be agendized and prioritized around the Commission’s regular workload. The proposed agendized items may be subject to change.

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Non-governance items that possibly relate to Mobilehomes (directly and/or indirectly):

- 7 – Statewide ballot propositions
- 8 – Potential family housing policy*
- 14 – General Plan text amendments
- 18 – Source of income discrimination
- 20 – Potential vacant housing tax*
- 25 – Annual Housing Element report
- 28 – RSP budget
- 30 – Anti-displacement Plan
- 32 – Quarterly and Annual reports
- 33 – Dispersion policy
- 34 – Potential Policy or Program on Affordable Housing that Encourages Transportation Mobility*
- 36 – Proposed State/Federal Legislation
- 37 – Commission-initiated discussions under the purview of Commission*
- 38 – Topics related to Chapters 17.22 and 17.23 of the San José Municipal Code

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