



HOUSING & COMMUNITY DEVELOPMENT COMMISSION

ANNUAL RETREAT – SPECIAL MEETING AGENDA

WEDNESDAY, SEPTEMBER 22, 2021, 5:00-6:30 P.M.

[ZOOM Link to Login](#) | **877-853-5257 (Toll Free) | **Webinar ID: 940 5398 8541****

*** COVID-19 NOTICE ***

Consistent with the California Governor’s Executive Order [No. N-29-20](#), the Housing and Community Development Commission (HCDC) meeting will not be physically open to the public, and the Commission members will be teleconferencing from remote locations.

HCDC is meeting via teleconference from remote locations in accordance with state and local orders and measures taken as a result of the COVID-19 pandemic. Members of the public may view and listen to the meeting by following the instructions below. Additional instructions are provided below to those members of the public who would like to comment on items on the agenda.

How to attend the Housing and Community Development Commission Meeting:

- 1) **Electronic Device Instructions:** For participants who would like to join electronically from a PC, Mac, iPad, iPhone, or Android device, please click this URL:
<https://sanjoseca.zoom.us/j/94053988541>.
 - a. Use a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer. Mute all other audio before speaking. Using multiple devices can cause an audiofeedback.
 - b. Enter an email address and name. The name will be visible online and will be used to notify you that it is your turn to speak.
 - c. When the Chair calls for the item on which you wish to speak, click on “raise hand.” Speakers will be notified shortly before they are called to speak.
 - d. When called, please limit your remarks to the time limit allotted.
- 2) **Telephone Device Instructions:** For participants who would like to join on their telephones, please dial **1-877-853-5257 (Toll Free)** and when prompted, enter meeting **Webinar ID: 940 5398 8541**. You may also **press *9** to raise a hand to speak.
- 3) **Public Comments prior to meeting:** If you would like to submit your comments prior to the meeting, please e-mail luisa.galdamez@sanjoseca.gov or contact 408-535-8357. Comments submitted prior to the meeting will be considered as if you were present in the meeting.

Commissioners are strongly encouraged to log on by 4:30pm to ensure there are no technical difficulties – thank you!



HOUSING & COMMUNITY DEVELOPMENT COMMISSION

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WEDNESDAY, SEPTEMBER 22, 2021, 5:00-7:00 P.M.

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Note: All listed agenda item times are approximate.

TIME	AGENDA ITEM
DAY TWO - Wednesday, September 22, 2021 5:00 PM to 7:00 PM	
4:45	Log in
5:00	(a) Call to Order/Orders of the Day
5:05	(b) Introductions
5:10	(c) Logistics & Goals for the Retreat (K. Clements, Housing)
5:15	(d) Overview of City’s Priorities Regarding Housing & Community Development for FY 2021-22* (Councilmember S. Jimenez, City Council Liaison to the Commission)
5:45	(e) Overview of Housing Department Priorities for FY 2021-22 (R. VanderVeen, Housing)
6:05	(f) Housing & Community Development Commission Draft FY 2021-22 Workplan (K. Clements, Housing) ACTION: Review draft 2021-22 HCDC Workplan, give input, and authorize Housing Department staff to revise draft 2021-22 HCDC Workplan per Commissioners’ comments for final approval at the Commission’s next regular meeting on October 14, 2021.
6:55	(g) Open Forum <i>Members of the Public are invited to speak on any item that does not appear on today’s Agenda and that is within the subject matter jurisdiction of the Commission. Meeting attendees are usually given two (2) minutes to speak on any discussion item and/or during open forum; the time limit is in the discretion of the Chair of the meeting and may be limited when appropriate. Speakers using a translator will be given twice the time allotted to ensure non-English speakers receive the same opportunity to directly address the Commission.</i>
7:00pm	Adjournment

**Note: Item (d) will only be held if Councilmember is able to join the meeting.*



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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 José Housing Department, 200 E. Santa Clara St., 12th Floor, San José, 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 – an alternative format, translation for any related printed materials, or interpretation services for the meeting – please contact Luisa Galdamez at 408-535-8357 or 408-294-9337 (TTY) or luisa.galdamez@sanjoseca.gov as soon as possible, but at least three business days before the meeting.

The City of San José is committed to open and honest government and strives to consistently meet the community's expectations by providing excellent service, in a positive and timely manner, and in the full view of the public.

You may speak to the Commission about any discussion item that is on the agenda, and you may also speak during Open Forum on items that are not on the agenda and are within the subject matter jurisdiction of the Commission. Please be advised that, by law, the Commission is unable to discuss or take action on issues presented during Open Forum. Pursuant to Government Code Section 54954.2, no matter shall be acted upon by the Commission unless listed on the agenda, which has been posted not less than 72 hours prior to meeting.

Para residentes que hablan español: Si desea mas información, favor de llamar a Luisa Galdamez al 408-535-8357.

Riêng đối với quý vị nói tiếng Việt : Muốn biết thêm chi-tiết, xin vui lòng tiếp xúc với Viviane Nguyen, Đ.T. 408-975-4462.

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 Shirlee Victorio sa 408-975-2649. Salamat Po.



ATTACHMENT B: Housing & Community Development Commission Workplan for FY 2021-22

#	Topics for FY 2021-21	Actions	HCDC Function, Power, Duty	Type of Item	Tentative Date
1.	Housing Crisis Workplan Update	Review progress report on implementation of items in the Housing Crisis workplan and make possible recommendation	Housing goals	Report	Aug 2021
2.	Consolidated Annual Performance and Evaluation Report (CAPER)	Hold a public Hearing for the FY 2020-21 Consolidated Annual Performance and Evaluation (CAPER) and make possible recommendation to City Council to approve report	Federal funds	Hearing	Sep 2021
3.	Adopt Commission FY 2020-21 Accomplishments	Review, discuss, and adopt HCDC's FY 2020-21 Accomplishments based on work completed at Annual Retreat	Administrative	Governance	Oct 2021
4.	Adopt Commission FY 2021-22 Workplan	Review, discuss, and adopt HCDC's FY 2021-22 Workplan based on work completed at Annual Retreat	Administrative	Governance	Oct 2021
5.	Measure E Annual Report	Review report for expenditures of Measure E funds and make possible recommendations	Local funds	Plan	Oct 2021
6.	Housing Crisis Workplan Prioritized Items Status Report	Review progress report on implementation of prioritized items in the Housing Crisis workplan and make possible recommendation	Housing goals	Report	Oct 2021
7.	Annual Homeless Report	Review report and provide input on overall budget, policies, and programs to address homelessness	Existing program	Report	Oct 2021
8.	Lived Experience Commission Seat	Review proposal for Lived Experience commission seat, review draft amendments to Commission Bylaws and San José Municipal Code, and make possible recommendation	Administrative	Governance	Nov 2021
9.	Commercial Impact Fee Implementation	Review report on potential updates to implementation of the Commercial Impact Fee and make possible recommendation	Local funds	Report	Nov 2021
10.	Diridon Affordable Housing Implementation Plan Workplan	Review draft Workplan for the Diridon Affordable Housing Implementation Plan and make possible recommendation	New plan	Plan	Dec 2021

DRAFT Housing & Community Development Commission Workplan for FY 2021-22

11.	Amendment to FY 2021-22 Annual Action Plan to \$11.7 M in HOME-ARP funds	Hold a Public Hearing and review Amendments to FY 2021-22 Annual Action Plan for the use of federal American Rescue Plan funds from HUD and make possible recommendation	Federal funds	Hearing	Dec 2021
12.	FY 2021-22 Annual Action Plan Funding Priorities	Hold a Public Hearing and review funding priorities for FY 2021-22 Annual Action Plan and make possible recommendation	Federal funds	Hearing	Dec 2021
13.	Report on the Better Housing Initiative	Review the status report on the Better Housing Initiative Program and make possible recommendations	Program analysis	Program	Jan 2022
14.	Draft Assessment of Fair Housing & Housing Element Strategies	Review report on status of the AFH and Housing Element work, review preliminary draft strategies, and make possible recommendations	New plan	New Plans	Jan 2022
15.	Approve Community Opportunity to Purchase Program (COPA)	Review draft program report for the Community Opportunity to Purchase program to foster nonprofit acquisition and rehabilitation of residential properties and make possible recommendation	New program	Program	Jan 2022
16.	HCDC Workplan Amendments	Review amended 2021-21 HCDC Workplan and make possible recommendation for submission to the Community and Economic Development Committee	Governance	Plan	Jan 2022 (if needed)
17.	Anti-Displacement Strategy Status Update	Review report on Anti-Displacement Strategy update	Report	Report	Mar 2022
18.	Rent Burden and Demographics of Affordable Housing Residents Report	Review report on rent burden and demographics of affordable housing residents and make possible recommendation	Program analysis	Program	Mar 2022
19.	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 2022
20.	Draft FY 2022-23 Annual Action Plan	Hold a Public Hearing and review FY 2022-23 draft Annual Action Plan for the use of federal funds from HUD and make possible recommendation	Federal funds	Hearing	Apr 2022
21.	Measure E Spending Plan FY 2022-23	Review spending plan for the Measure E Property Tax Revenue and provide comments for transmittal to the City Council	Local funds	Plan	Apr 2022
22.	Housing Trust Fund Budget FY 2022-23	Review and provide input on proposed expenditures for FY 2022-23 from the Housing Trust Fund for homeless programs and make possible recommendation	Local funds	Plan	Apr 2022

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23.	Annual Progress Report on the Housing Element	Review progress report on the Annual Progress Report to the State on the City's Housing Element and make possible recommendation	Housing goals	Report	Apr 2022
24.	Soft Story Program Framework and Ordinance	Review draft soft story program framework and ordinance and make possible recommendation	New program	Program	Apr 2022
25.	Housing Crisis Workplan	Review progress report on implementation of prioritized items in the Housing Crisis workplan and make possible recommendation	Housing goals	Report	May 2022
26.	Moderate-income Housing Strategy	Review report on proposed Moderate-income housing strategies to meet the housing needs of moderate-income residents in San José and make possible recommendation	New program	Plan	May 2022
27.	Assessment of Fair Housing Draft Plan	Review draft Plan on fair housing strategies to address housing challenges and community needs and make possible recommendation	New plan	Plan	May 2022
28.	Rent Stabilization Program Strategic Plan	Review amended Strategic Plan for the Rent Stabilization Program and make possible recommendation	New plan	Plan	May 2022
29.	Commission Nominations/Elections	Nominate and select Chair and Vice Chair for FY 2022-23	Governance	Administration	May/June 2022
30.	Accessory Dwelling Units Loan Program	Review report on proposed program and make possible recommendations	New program	Program	June 2022
31.	Quarterly and Annual Reports	Review quarterly and annual reports on the Rent Stabilization Program including the Apartment Rent Ordinance, Ellis Act Ordinance, Tenant Protection Ordinance, and Mobilehome Rent Ordinance programs and make possible recommendations	Report on ARO & Mobilehome Rent Ordinance	Report	Quarterly, Annual
32.	Reports on Housing Data	Review reports on housing data	Report	Report	As needed
33.	Amendment(s) to FY 2019-20 Annual Action Plan	Hold a Public Hearing and review Amendments to FY 2019-20 Annual Action Plan for the use of special COVID-related federal funds from HUD and make possible recommendation	Federal funds	Hearing	As needed
34.	Amendment(s) to FY 2021-22 Annual Action Plan	Hold a Public Hearing and review Amendments to FY 2021-22 Annual Action Plan for the use of federal funds from HUD and make possible recommendation	Federal funds	Hearing	As needed

DRAFT Housing & Community Development Commission Workplan for FY 2021-22

35.	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 needed
36.	Topics related to Chapters 17.22 and 17.23 of the San José Municipal Code	Discuss items related to SJMC Chapters 17.22 and 17.23 regarding the Mobilehome Rent Ordinance and related regulations and take possible action	New, revised programs and policies	Program Policy	As needed
37.	Topics related to Chapter 20.180 of the San José Municipal Code	Discuss items related to SJMC Chapter 20.180 regarding mobilehome parks and related policies and take possible action	New, revised programs and policies	Policy	As needed
35.	Board and Care Regulations and Properties*	Hold a Commissioner-initiated discussion of board and care regulations and properties located in San José and take possible action	New programs or policies	Program Policy	TBD
36.	Mental Health Proposition 2 Funding*	Hold a Commissioner-initiated discussion of Mental Health Proposition 2 bond funding from 2018 and potential leverage through collaboration with the County of Santa Clara and take possible action	New programs or policies	Program Policy	TBD
37.	Additional Density Bonus for Affordable Housing*	Hold a Commissioner-initiated discussion of a potential additional City-authorized density bonus for affordable housing developments and take possible action	New, revised programs or policies	Program	TBD
38.	Nonprofit Housing Co-ops First Opportunity to Buy Affordable Housing Properties*	Hold a Commissioner-initiated discussion of a potential program to give nonprofit housing co-ops the first opportunity to buy affordable housing properties and take possible action	New programs or policies	Program Policy	TBD
39.	Commission-initiated discussions under the purview of Commission*	Hold Commissioner-initiated discussions on existing or potential programs, policies or regulations 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, Part 5.10 Housing Payment Equality Ordinance, and take possible action	New, revised programs and policies	Program Policy	As needed

DRAFT Housing & Community Development Commission Workplan for FY 2021-22

****Note: Commissioner-initiated items are researched and prepared by the Commissioners. All of these actions are to be taken consistent with Policy 0-4. Staff is only responsible for distribution unless capacity exists to provide additional information. These items will be agendaized and prioritized around the Commission's regular workload. The proposed agendaized items may be subject to change.***

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

- Measure E Spending Plan
- Housing Crisis Workplan Updates
- Assessment of Fair Housing
- Annual Action Plans
- RSP Budget
- Annual Progress Report on the Housing Element
- Quarterly and Annual Reports
- Reports on Housing Data
- Proposed State/Federal Legislation
- Topics related to Chapters 17.22 and 17.23 of the San José Municipal Code
- Topics related to Chapter 20.180 of the San José Municipal Code
- Commission-initiated discussions under the purview of Commission*

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 agendaized and prioritized around the Commission's regular workload. The proposed agendaized items may be subject to change.