

HOUSING & COMMUNITY DEVELOPMENT COMMISSION
MEETING ACTION MINUTES

March 10, 2022

MEMBERS PRESENT:	Martha O’Connell	Chair (MR)
	Ryan Jasinsky	Vice Chair (ML)
	Roma Dawson	Commissioner (D1)
	Alex Shoor	Commissioner (D2)
	Barry Del Buono	Commissioner (D3)
	Linh Vong	Commissioner (D4) <i>arrived 6:43pm</i>
	Victoria Partida	Commissioner (D7)
	Huy Tran	Commissioner (D8)
	Roberta Moore	Commissioner (D10)
MEMBERS ABSENT:	Ruben Navarro	Commissioner (D5)
	Andrea Wheeler	Commissioner (D6)
	VACANT	Commissioner (D9)
	VACANT	Mayor (CW)
STAFF PRESENT:	Kristen Clements	Secretary, Housing Department
	Luisa Galdamez	Assistant Secretary, Housing Department
	Dylan Sanchez	Council Liaison, District 2
	Rachel VanderVeen	Deputy Director, Housing Department
	Ragan Henninger	Deputy Director, Housing Department
	Kelly Hemphill	Housing Policy & Planning Administrator, Housing
	Stephanie Gutowski	Senior Development Officer, Housing Department
	Viviane Nguyen	Senior Analyst, Housing Department
	Ramo Pinjic	Acting Senior Analyst, Housing Department
	Noel Padilla	Acting Senior Analyst, Housing Department

(I) Call to Order & Orders of the Day

A. Review logistics for Zoom meetings

Chair O’Connell called the meeting to order at 5:48 p.m.

(II) Introductions – Commissioners and staff introduced themselves.

(III) Consent Calendar

A. Minutes for the Meeting of February 10, 2022

ACTION: Approve the February 10, 2022 action minutes.

Vice Chair Jasinsky made the motion to approve the minutes for the meeting of February 10, 2022, with a second by Commissioner Tran. The motion passed 8-0.

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Yes: O’Connell, Jasinsky, Dawson, Shoor, Del Buono, Partida, Tran, Moore (8)

No: None (0)

Abstain: (0)

Absent: Vong, Navarro, Wheeler (3)

(IV) Reports and Information Only

A. Chair: Chair O’Connell reminded the Commissioners and members of the public to be mindful of commenting briefly, as there are four items on the agenda. The Chair noted that if a large number of speakers was present for any item, she may limit public comments to one minute.

B. Director: Ms. Kristen Clements noted that there would be no special meeting held in April to hear the Community Opportunity to Purchase (COPA) draft program, as that effort has been delayed due to the need for staff to focus on creating a draft sixth cycle Housing Element. COPA will likely return to Commission in late summer or early fall 2022.

C. Council Liaison: No report.

(V) Open Forum

(VI) Old Business

(VII) New Business

A. Fiscal Year 2022-2023 Annual Action Plan Funding Priorities

(K. Clements, Housing Department)

ACTION: Hold a public hearing on funding priorities for the Fiscal Year 2022-23 Annual Action Plan for the use of federal funds from the U.S. Department of Housing and Urban Development, provide input to staff, and make possible recommendations to the City Council on funding priorities.

Vice Chair Jasinsky made the motion to shift \$100,000 from Fair Housing Public Services to Senior Services (Meal and Support Programs), with a second by Commissioner Moore. The motion passed 5-2 with 2 abstentions.

Yes: O’Connell, Jasinsky, Dawson, Partida, Moore (5)

No: Del Buono, Tran (2)

Absent: Navarro, Wheeler (2)

Abstain: Shoor, Vong (2)

B. Homelessness Annual Report for Fiscal Year 2020-2021

(K. Hemphill, Housing Department)

ACTION: Review the Annual Homelessness Report for Fiscal Year 2020-2021, including updates on the approved Citywide Roadmap items for Fiscal Year 2021-2022 related to

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emergency interim housing and sheltering and enhanced encampment services, and recommend that the City Council approve the report.

Commissioner Del Buono made the motion to recommend that the City Council approve the report, with a second by Commissioner Dawson. The motion passed 9-0.

Yes: O’Connell, Jasinsky, Dawson, Shoor, Del Buono, Vong, Partida, Tran, Moore (9)

No: (0)

Absent: Navarro, Wheeler (2)

C. Rent Stabilization Program Annual Fees FY 2022-2023

(R. VanderVeen, Housing Department)

ACTION: Review the proposed fee structure for Fiscal Year 2022-2023 for the Rent Stabilization Program, as stated below, and recommend that the City Council approve the following fees:

- i. Annual Apartment Rent Control Fee: increase from \$55.00 per unit to \$85.00 per unit;
- ii. Annual Apartment Non-Rent Control Fee: increase from \$5.45 per unit to \$15.00 per unit;
- iii. Annual Mobilehome Rent Control Fee: increase from \$20.00 per unit to \$34.00 per unit; and,
- iv. Fees in connection with withdrawal of a building under the Ellis Act Ordinance: increase from \$2,464 per unit for up to 10 units and \$907 per unit for over 10 units, to \$2,833 per unit for up to 10 units and \$951 per unit for over 10 units. the Annual Homelessness Report for Fiscal Year 2020-2021, including updates on the approved Citywide Roadmap items for Fiscal Year 2021-2022 related to emergency interim housing and sheltering and enhanced encampment services, and recommend that the City Council approve the report.

Chair O’Connell made the motion that the item be continued to the April 14, 2022, meeting and that staff return with detailed information about historic program reserve levels, services provided with staff time and staff costs in FY 2021-22 and preferably back to FY 2017-18, and definition of terms (such as 'executive'), with a second by Commissioner Moore. The motion passed 9-0.

Yes: O’Connell, Jasinsky, Dawson, Shoor, Del Buono, Vong, Partida, Tran, Moore (9)

No: (0)

Absent: Navarro, Wheeler (2)

D. Rent Stabilization Program Fiscal Year 2021-2022 Quarters 1 and 2 Report for Apartments, Including the Apartment Rent Ordinance, Tenant Protection Ordinance, And Ellis Act Ordinance

(V. Nguyen, Housing Department)

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ACTION: Review the report on the Rent Stabilization Program for apartments in Quarters 1 and 2 of Fiscal Year 2021-2022 and provide possible recommendations to staff.

Staff heard the report, asked clarifying questions, and made comments to staff. No motion was made.

E. Rent Stabilization Program Fiscal Year 2021-2022 Quarters 1 and 2 Report for Mobilehomes

(R. Pinjic, Housing Department)

ACTION: Review the report on the Rent Stabilization Program for mobilehomes in Quarters 1 and 2 of Fiscal Year 2021-2022 and provide possible recommendations to staff.

Staff heard the report, asked clarifying questions, and made comments to staff. No motion was made.

(VIII) Open Forum

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.

(IX) Meeting Schedule

The next regular Commission meeting is scheduled to be held on **April 14, 2022, at 5:45pm** online. Items expected to be heard are *(updated from the March agenda)*:

- Substantial Amendment to the FY 2021-22 Annual Action Plan regarding HOME-ARP Funds & Substantial Amendment to the FY 2019-20 Annual Action Plan regarding ESG-CV Funds
- Public Hearing on Draft FY 2022-23 Annual Action Plan
- Approval of Housing Trust Fund Budget FY 2022-23
- Approval of Measure E Budget FY 2022-23

In addition, a second, Special Meeting is expected to be held in April on a date to be determined. The item expected to be heard is:

- Rent Stabilization Program Annual Fees FY 2022-2023

(X) Adjournment

Chair O'Connell adjourned the meeting at 10:08 p.m.