

Attachment B: Housing & Community Development Commission Work Plan for FY 2022-23

	Topics for FY 2022-23	Actions	HCDC Function, Power, Duty	Type of Item	Possible Date
1.	Adopt Commission FY 2021-22 Accomplishments	Review, discuss, and adopt HCDC's FY 2021-22 Accomplishments based on work completed at Annual Retreat	Administrative	Governance	Aug 2022
2.	Adopt Commission FY 2022-23 Work Plan	Review, discuss, and adopt HCDC's FY 2022-23 Work Plan based on work completed at Annual Retreat	Administrative	Governance	Aug 2022
3.	Consolidated Annual Performance and Evaluation Report (CAPER)	Hold a public hearing for the FY 2021-22 Consolidated Annual Performance and Evaluation (CAPER) on the use of funds from the U.S. Department of Housing and Urban Development and make possible recommendation to City Council to approve report	Federal funds	Hearing	Sep 2022
4.	Affordable Housing Investment Plan	Review draft Affordable Housing Investment Plan including funding priorities and make possible recommendations	Local funds	Program	Sep 2022
5.	Draft Housing Element	Review report on status of the Assessment of Fair Housing and Housing Element work, review the draft report, and make possible recommendations to staff	New plan	New Plans	Oct 2022 (multiple meetings)
6.	Amendment to FY 2021-22 Annual Action Plan for \$11.7 M in HOME-ARP funds	Hold a Public Hearing and review draft Amendments to FY 2021-22 Annual Action Plan for the use of federal American Rescue Plan funds from the U.S. Department of Housing and Urban Development and make possible recommendation	Federal funds	Hearing	Nov 2022
7.	Measure E Annual Report	Review report for expenditures of Measure E funds and make possible recommendations	Local funds	Plan	Nov 2022
8.	Housing Crisis Work Plan Prioritized Items Status Report	Review progress report on implementation of prioritized items in the Housing Crisis Work Plan and make possible recommendation	Housing goals	Report	Nov 2022
9.	Draft Amendments to Citizen Participation Plan	Hold a public hearing and review draft amendments to the City's Citizen Participation Plan which defines required public outreach on actions related to funding	Federal funds	Policy	Dec 2022

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		from the U.S. Department of Housing and Urban Development			
10.	FY 2023-24 Annual Action Plan Funding Priorities	Hold a Public Hearing and review funding priorities for FY 2023-24 Annual Action Plan and make possible recommendation	Federal funds	Hearing	Dec 2022
11.	Diridon Affordable Housing Implementation Plan Work Plan	Review draft Work Plan for the Diridon Affordable Housing Implementation Plan and make possible recommendation	New plan	Plan	Jan 2023
12.	Annual Homelessness Report	Review report and provide input on overall budget, policies, and programs to address homelessness	Existing program	Report	Jan 2023
13.	Community Plan to End Homelessness	Review the Countywide <i>Community Plan to End Homelessness 2020-25</i> and make possible recommendations	New plan	Plan	Jan 2023
14.	Draft 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 recommendations	New program	Program	Feb 2022
15.	Draft Tenant Preference Program	Review draft program report on Tenant Preferences to help prevent displacement and make possible recommendations	New program	Program	Feb 2023
16.	Rent Stabilization Program Strategic Plan	Review amended Strategic Plan for the Rent Stabilization Program and make possible recommendation	New plan	Plan	Feb 2023
17.	HCDC Work Plan Amendments	Review amended 2022-23 HCDC Work Plan and make recommendation for submission to the Community and Economic Development Committee	Governance	Plan	Feb 2023 (only if needed)
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 2023

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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 2023
20.	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	Mar 2023
21.	Final Draft Housing Element	Review and approve final draft Housing Element (2023-2031)	New plan	Plan	Apr 2023
22.	Draft Assessment of Fair Housing (AFH) Plan	Hold a public hearing and review draft AFH Plan on strategies to affirmatively further fair housing and make possible recommendations	New plan	Plan	Apr 2023
23.	Draft FY 2023-24 Annual Action Plan	Hold a Public Hearing and review FY 2023-24 draft Annual Action Plan for the use of federal funds from HUD and make possible recommendation	Federal funds	Hearing	Apr 2023
24.	Measure E Spending Plan FY 2023-24	Review spending plan for the Measure E Property Tax Revenue and provide comments for transmittal to the City Council	Local funds	Plan	Apr 2023
25.	Housing Trust Fund Budget FY 2023-24	Review and provide input on proposed expenditures for FY 2023-24 from the Housing Trust Fund for homeless programs and make possible recommendation	Local funds	Plan	Apr 2023
26.	Soft Story Program Framework and Ordinance	Review draft soft story program framework and ordinance and make possible recommendation	New program	Program	Apr 2023
27.	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 2023
28.	Commission Nominations/Elections	Nominate and select Chair and Vice Chair for FY 2023-24	Governance	Administration	May & Jun 2023
29.	Accessory Dwelling Units Loan Program	Review report on proposed program and make possible recommendation	New program	Program	Jun 2023

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30.	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, Housing Payment Equality Ordinance, and Mobilehome Rent Ordinance programs and make possible recommendations	Report on ARO & Mobilehome Rent Ordinance	Report	Quarterly, Annual
31.	Homeless Encampment Locations	Hold commissioner-initiated discussion of prohibiting homeless encampments near schools, daycare, mobilehome communities and other sensitive uses in light of Los Angeles' policy	Commissioner-initiated idea for new policy	Policy	Jun 2023
32.	Housing for Homeless College Students	Hold commissioner-initiated discussion on ways the City could assist extremely low-income student housing for homeless college students	Commissioner-initiated idea for new program	Program	Jun 2023
33.	Reports on Housing Data	Review reports on housing data	Report	Report	As needed
34.	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
35.	Amendment(s) to FY 2022-23 Annual Action Plan	Hold a Public Hearing and review Amendments to FY 2022-23 Annual Action Plan for the use of federal funds from HUD and make possible recommendation	Federal funds	Hearing	As needed
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 needed
37.	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
38.	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

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39.	Commissioner-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

****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 agendized and prioritized around the Commission’s regular workload. The proposed agendized items may be subject to change.***

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

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| <ul style="list-style-type: none"> 5, 21 – Draft Housing Element 6, 10, 23, 34, 35 – Annual Action Plans 9 – Housing Crisis Work Plan 16 – Rent Stabilization Program Strategic Plan 19 – RSP Budget 20 – Annual Progress Report on the Housing Element 22 – Draft Assessment of Fair Housing Plan 24 – Measure E Spending Plan | <ul style="list-style-type: none"> 30 – Quarterly and Annual Reports 31 – Homeless Encampment Locations (commissioner-initiated discussion) 33 – Reports on Housing Data 36 – Proposed State/Federal Legislation 37 – Topics related to Ch. 17.22 and 17.23 of the San José Muni Code 38 – Topics related to Ch. 20.180 of the San José Muni Code 39 – Commissioner-initiated discussions under the purview of Commission |
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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.