



Housing

Public Hearing Fiscal Year 2023-2024 Draft Annual Action Plan

Housing & Community Development Commission

Item VII-A
April 13, 2023

Kristen Clements
Acting Deputy Director

Stephanie Gutowski
Senior Development Officer

Federal Programs

- 🏠 Community Development Block Grant (CDBG)
- 🏠 HOME Partnership Program (HOME)
- 🏠 Housing Opportunity for People with AIDS (HOPWA)
- 🏠 Emergency Solutions Grant (ESG)

2020-25 Consolidated Plan Goals

- Increase housing opportunities and self-sufficiency for **homeless** populations and assist in the **prevention** of homelessness for at-risk individuals and families.
- Create new **affordable housing** opportunities and preserve existing affordable housing.
- Promote **fair housing** and lowered barriers to housing
- Strengthen and **stabilize communities'** conditions and help to improve residents' opportunities such as the ability to increase their employment prospects and grow their assets.

FY 2023-2024 Action Plan Highlights

- Housing Department invited qualified organizations to submit proposals to oversee various programs funded by the CDBG, ESG, and HOPWA Program funds for FY 2023-2024 and FY 2024-2025

- Qualified organizations applied for only the programs they were interested in administering. Applications were accepted for the following programs:
 - Neighborhood Engagement (CDBG)
 - Fair Housing - Legal Services (CDBG)
 - Senior Nutrition (CDBG)
 - Minor Home Repair (CDBG)
 - Rental Assistance and Support Services (HOPWA)
 - Homeless Citywide Outreach (ESG and CDBG)

FY 2023-2024 Action Plan Highlights

- 🏠 Proposals were due on February 24, 2023
- 🏠 Applications for each program were reviewed by separate panels in March 2023
- 🏠 Each panel contained subject matter experts from City and County staff
 - Outreach panel evaluation included a lived experience member
 - Neighborhood engagement panel included a retired Project Sentinel staff member
- 🏠 Citywide Outreach RFP had to be re-opened and will close this week

Total Funds Available FY 2023-2024

Program	Actual FY 2022-2023 Allocation	Actual FY 2023-2024 Allocation	Change from Prior Year	% Change	Fund Balance & Program Income	Total Program
CDBG	\$8,454,606	\$8,350,201	(\$104,405)	(1.23%)	\$4,544,210	\$12,894,411
HOME	\$3,564,527	\$3,380,549	(\$183,978)	(5.16%)	\$13,119,355	\$16,499,904
HOPWA	\$1,652,667	\$1,797,713	\$145,046	8.78%	\$51,528	\$1,849,241
ESG	\$747,341	\$743,071	(\$4,270)	(0.57%)	\$0	\$743,071
TOTAL	\$14,419,141	\$14,271,534	(\$147,607)	(1.02%)	\$17,715,093	\$31,986,627

Proposed CDBG-Public Service

CDBG Activity	Agency	Description	FY 2023-24 Funding	Proposed Outcome
Senior Nutrition	The Health Trust	Meals on Wheels provides seniors with nutritious food and wellness checks	\$300,000	Propose serving 939 seniors and 230,500 home delivered meals
Senior Nutrition	POSSO	Provide seniors with nutrition and wellness support.	\$152,530	Propose serving 120 seniors and 600 door-to-door transportation trips
Neighborhood Engagement	SOMOS Mayfair	Provide community-based leadership training and support.	\$150,000	Propose to serve 188 individuals, 40 families with translations svcs services.

Proposed CDBG-Public Service

CDBG Activity	Agency	Description	FY 2023-24 Funding	Proposed Outcome
Neighborhood Enagagement	Vivo	Provide cultural, educational, and health services	\$50,000	Propose to serve 300 individuals.
Homeless Citywide Outreach	TBD	Provide financial and case management intervention..	\$400,000	Propose to complete 130 eligibility assessments.
Legal Services	Law Foundation	Provide legal servicTes.	\$200,000	Propose to serve 145 individuals.
TOTAL			\$1,252,530	

Proposed CDBG-CDI Non-Construction

CDBG Activity	Agency/ Department	Description	FY 2023-2024 Funding	Proposed Outcome
Enhanced Code Enforcement	PBCE	Providing code enforcement in targeted neighborhoods	\$1,100,000	Provide 400 initial inspections.
Home Repair	Rebuilding Together	Providing emergency and minor home repairs to homeowners.	\$1,150,000	Propose to service 170 households.
Home Repair	Habitat for Humanity	Providing emergency and minor home repairs to homeowners.	\$500,000	Propose to serve 40 households.
TOTAL			\$2,750,000	

Proposed CDBG-CDI Construction

CDBG Activity	Description	FY 2023-2024 Funding	Proposed Outcome
Fair Swim Center/Tot Lot Rehab	Rehabilitate the tot lot next to the swim center	\$516,000	Enhance the tot lot playground designed for ages 2-5 years old.
Guadalupe Alley Lighting & Signage	Install lighting and signage	\$150,000	Provide lighting and signage for safety
TOTAL		\$666,000	

Proposed CDBG-CDI Nonprofit Rehab

CDBG Activity	Description	FY 2023-2024 Funding	Proposed Outcome
YWCA – 1157 Taylor Street	Rehabilitation of site for child-care program	\$350,000	Propose to enroll 70 children
Catholic Charities – Blossom Valley Family Center	Develop a Multiservice Family Center	\$3,088,808	Propose to serve 675 individuals
TOTAL		\$3,438,808	

Proposed CDBG-Administration

Agency/Department	Program	FY 2023-2024 (recommended)
Housing Department	CDBG Administration	\$1,605,248
City Attorney's Office	Legal Staffing	\$19,493
PBCE	Environmental Reviews	\$49,097
Law Foundation of Silicon Valley - Four Agency Consortium	Fair Housing	\$200,000
TOTAL		\$1,873,838

Proposed HOME Activities

Agency/Department/ Project	Project	FY 2023-2024 (recommended)	Proposed Outcome
New Affordable Housing Development (including project delivery)	Affordable Housing Development	\$2,335,409	New Affordable Housing Development
Housing Department	HOME Administration	\$338,058	Administration and Planning
New Affordable Housing Development	CHDO Set Aside	\$507,082	New Affordable Housing Development
Law Foundation of Silicon Valley - Four Agency Consortium	Fair Housing	\$200,000	Propose to serve 145 individuals.
TOTAL		\$3,380,549	

Proposed HOPWA Activities

HOPWA Agency	Activity	FY 2023-2024 (recommended)	Proposed Outcome
The Health Trust	Rental Assistance and Supportive Services	\$1,521,873	Propose to provide service to 80 households
San Benito County	Rental Assistance and Supportive Services	\$150,000	Propose to provide service to 8 households
Housing Department	HOPWA Administration	\$125,840	
TOTAL		\$1,797,713	

Proposed ESG Activities

ESG Activity	Description	FY 2023-2024 (recommended)	Proposed Outcome
Homeless Outreach - TBD	Street-based outreach, engagement, and case management for the unhoused population	\$487,341	Propose to serve 190 individuals, services include case management and workshops
County Homeless Management Information System	Operation of the Homeless Management Information System (secure web-based database) in compliance with HUD	\$200,000	Provide funding for web-based homeless shelter software
Housing Department	ESG Administration	\$55,730	
TOTAL		\$743,071	

Recommendation

- 1) Conduct a Public Hearing on the Draft Fiscal Year 2023-2024 Annual Action Plan (Action Plan) for the use of federal funds from the U.S. Department of Housing and Urban Development (HUD), and take public comment as required by HUD,
- 2) Provide Housing Department staff with input on the draft Action Plan and proposed funding, and
- 3) Recommend to the City Council it approve the Draft Action Plan.



Housing

Public Hearing Fiscal Year 2023-24 Draft Annual Action Plan

Housing & Community Development Commission

Item VII-A
April 13, 2023

Kristen Clements
Acting Deputy Director

Stephanie Gutowski
Senior Development Officer



Housing

Rent Stabilization Program Fees for Fiscal Year 2023-2024

**Housing and Community
Development Commission**

April 13, 2023
Item VII-B

Emily Hislop
Division Manager

Noel Padilla
Senior Analyst

Vanessa Pacheco
Analyst

Fees Are Full Cost-recovery

Personal Services

Employee salary,
benefits, and retirement

- 🏠 Compliance team
- 🏠 Petitions team
- 🏠 Management & Legal
- 🏠 Admin, IT & Public Info

Non-personal Services

Technology costs,
hearing officers, supplies

- 🏠 Laptops and headsets
- 🏠 Communications
(mailers, flyers, forms)
- 🏠 Printing, other



Reduced Fees During COVID-19 Pandemic

- ▲ To mitigate impacts of the eviction and rent increase moratoria, fees were temporarily reduced for two years

Program	2018-2019	2019-2020	2020-2021	2021-2022
Apartment Rent Ordinance	\$77.00	\$85.00	\$55.00	\$55.00
Tenant Protection Ordinance	\$6.00	\$9.00	\$5.00	\$5.00
Mobilehome Rent Ordinance	\$26.00	\$24.00	\$20.00	\$20.00



Three-year Plan to Step Up Fees

- Staff presented to Commission during fee approval for FY 2022-2023 a gradual fee increase over 3 years

Program	2022-2023 (approved)	2023-2024 (forecasted)	2024-2025 (forecasted)
Apartment Rent Ordinance	\$65.00	\$75.00	\$85.00
Tenant Protection Ordinance	\$15.00	\$23.00	\$5.00
Mobilehome Rent Ordinance	\$30.00	\$35.00	\$40.00
Ellis Act Ordinance	\$2,833.00	\$2,833.00	\$2,833.00



Recommendations for FY 2023-2024

- Fee amounts adjusted after thorough analysis of staff time allocations and more accurate count of Tenant Protection Ordinance-only units

Program	2022-2023	2023-2024 (Proposed)
Apartment Rent Ordinance	\$65.00	\$72.00
Tenant Protection Ordinance	\$15.00	\$34.00
Mobilehome Rent Ordinance	\$30.00	\$33.00
Ellis Act Ordinance	\$2,833.00	\$2,833.00



Proposed Fees - Similar to or Lower than Other Jurisdictions'

	San José (Proposed FY 2023-24)	Los Angeles County (FY 2022-23)	Oakland (FY 2022-23)	Berkeley (FY 2022-23)	Inglewood (FY 2022-23)	Mountain View (FY 2022-23)
Population	1,015,785	1,057,162	413,775	124,321	107,762	82,376
# Covered Units	85,993	122,290	80,000	26,000	23,000	15,000
# Full-time Staff	22	n/a	26	25	17	7
Staff per 1,000 units	0.26	n/a	0.32	0.96	0.74	0.47
Per Unit Fee	\$72 / \$34	\$90 / \$30	\$101	\$250 / \$150	\$206	\$96



Next Steps

- 🏠 **May 5, 2023:** Publication of proposed fees
- 🏠 **May 16, 2023:** Initial public hearing of proposed fees
- 🏠 **June 12, 2023:** Final public hearing of proposed fees
- 🏠 **June 13, 2023:** City Council review and approval
- 🏠 **July 1, 2023:** New fees effective



Recommendation

Review the proposed fee structure for Fiscal Year 2023-2024 for the Rent Stabilization Program, as stated below, and recommend that the City Council approve the proposed fees:

- i. Annual Apartment Rent Control Fee: increase from \$65.00 per unit to \$72.00;
- ii. Annual Apartment Non-Rent Control Fee: increase from \$15.00 per unit to \$34.00;
- iii. Annual Mobilehome Rent Control Fee: increase from \$30.00 per unit to \$33.00; and
- iv. Fees in connection with withdrawal of a building under the Ellis Act Ordinance: maintain \$2,833 per unit for up to 10 units and \$951 per unit for over 10 units.





Housing

Rent Stabilization Program Fees for Fiscal Year 2023-2024

**Housing and Community
Development Commission**

April 13, 2023
Item VII-B

Emily Hislop
Division Manager

Noel Padilla
Senior Analyst

Vanessa Pacheco
Analyst



Housing

Housing Trust Fund Budget for Fiscal Year 2023-2024

Housing and Community Development Commission
Item VII-C

April 13, 2023

Kelly Hemphill

Division Manager, Housing Department

FY 2023-2024 Proposed Expenditures

Homeless Initiatives

UPLIFT Bus Passes	\$100,000
-------------------	-----------

Housing and Homeless Projects

Safe Parking Program	\$750,000
----------------------	-----------

Pulse for Good	\$65,000
----------------	----------

Employment Initiative	\$125,000
-----------------------	-----------

Homeless Services, Campaigns & Initiatives	\$400,000
--	-----------



FY 2023-2024 Proposed Expenditures

Disaster Assistance

Motel Voucher Program	\$400,000
-----------------------	-----------

City Staff, Overhead and Non-personal

Non-personal	\$53,320
--------------	----------

Transfers	\$33,864
-----------	----------

Staffing including Overhead	\$1,000,000
-----------------------------	-------------

TOTAL	\$2,927,184
--------------	--------------------



Recommendation

Acting as the Housing Trust Oversight Committee, recommend that the Director of Housing approve the expenditure plan for the Housing Trust Fund of \$2,927,184 for Fiscal Year (FY) 2023-2024.

