



Housing & Community Development Commission Accomplishments for FY 2022-23

	Objective for 22-23	Recommended Actions	Commission Action
Administrative Discussions			
1.	Adopt Commission’s Accomplishments for FY 2021-22 August 15, 2022	Review, discuss, and adopt the Housing and Community Development Commission’s Fiscal Year 2021-22 Accomplishments for submission to the City Council’s Community and Economic Development Committee at its August 22, 2022 meeting.	Commissioner Tran made the motion to adopt the Housing and Community Development Commission’s Fiscal Year 2021-22 Accomplishments for submission to the City Council’s Community and Economic Development Committee at its August 22, 2022 meeting, with a second by Vice Chair Dawson. The motion passed 9-0. Yes: O’Connell, Dawson, Shoor, Vong, Navarro, Wheeler, Partida, Tran, Moore (9) No: (0) Absent: Jasinsky, Del Buono (2)
2.	Adopt Commission’s Work Plan for FY 2022-23 August 15, 2022	Review, discuss, and adopt the Housing and Community Development Commission’s Fiscal Year 2022-23 Work Plan, for consideration by the City Council’s Community and Economic Development Committee at its August 22, 2022 meeting.	Commissioner Tran made the motion to approve the Housing and Community Development Commission’s Fiscal Year 2022-23 Work Plan giving staff and the chair the flexibility to change dates as needed, with a second by Vice Chair Dawson. The motion passed 7-0 with 1 abstention. Yes: O’Connell, Dawson, Shoor, Vong, Navarro, Wheeler, Tran (7) No: None (0) Abstain: Moore (1) Absent: Jasinsky, Del Buono, Partida (3)
Policy & Programmatic Discussions			
3.	First Substantial Amendment to the Fiscal Year 2022-23 Annual Action Plan to Transfer Neighborhood Stabilization Program Income Funds to	Conduct a public hearing on the proposed First Substantial Amendment to the Fiscal Year 2022-23 Annual Action Plan on the transfer and use of Neighborhood Stabilization Program income funds to the Community Development Block Grant	Commissioner Wheeler made the motion to recommend to the City Council it approve the proposed First Substantial Amendment, with a second by Commissioner Dawson. The motion passed 10-0. Yes: O’Connell, Jasinsky, Dawson, Shoor, Del Buono, Vong, Wheeler, Partida, Tran, Moore (10) No: (0)

Housing & Community Development Commission FY 2022-23 Accomplishments

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	Community Development Block Grant for Eligible Uses September 8, 2022	Program for eligible uses, take public comment as required by the U.S. Department and Housing and Urban Development, review the staff report, and make recommendations to the City Council to approve the proposed First Substantial Amendment.	Absent: Navarro (1)
4.	Public Hearing on the Fiscal Year 2021-22 Consolidated Annual Performance Evaluation Report (CAPER) September 8, 2022	Hold a public hearing on the report on the progress towards achieving the housing and community development goals identified in the City's five-year Consolidated Plan and the Fiscal Year 2021-22 Annual Action Plan regarding the use of federal funds from the U.S. Department of Housing and Urban Development, and recommend that the City Council approve the Fiscal Year 2021-22 CAPER.	Commissioner Wheeler made the motion to recommend that Housing staff amend, if needed, the Council memo for the Fiscal Year 2021-22 CAPER to add for each line item the amount allocated and spent, rename outcomes to outputs, add progress towards five-year goals, add outcomes, and add evaluation of each program with a second by Moore. The motion passed 7-2. Yes: O'Connell, Jasinsky, Shoor, Vong, Wheeler, Tran, Moore (7) No: Dawson, Del Buono (2) Absent: Navarro, Partida (2)
5.	Rent Stabilization Program Fiscal Year 2021-2022 Quarter 4 Report for Apartments, Including the Apartment Rent Ordinance, Tenant Protection Ordinance, and Ellis Act Ordinance September 8, 2022	Review the report on the Rent Stabilization Program for Apartments in Quarter 4 of Fiscal Year 2021-2022 and provide possible recommendations to staff.	Commissioner Moore made the motion to update Chart 6 to make the time period the same for rent-stabilized and market-rate rents, with a second by Commissioner Wheeler. The motion passed 9-0. Yes: O'Connell, Jasinsky, Dawson, Shoor, Del Buono, Vong, Wheeler, Tran, Moore (9) No: None (0) Absent: Navarro, Partida (2)
6.	Rent Stabilization Program Fiscal Year 2021-2022 Quarter 4 Report for Mobilehomes, Including the	Review the report on the Rent Stabilization Program for Mobilehomes in Quarter 4 of Fiscal Year 2021-2022 and provide possible recommendations to staff.	Commissioner O'Connell made the motion to accept the report and ask staff to report back to the Commission this fall on possible actions with respect to issues in the mobilehome park Trailer Terrace, with a second by Commissioner Wheeler. The motion passed 8-1 with 1 abstention.

Housing & Community Development Commission FY 2022-23 Accomplishments

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	Mobilehome Rent Ordinance September 8, 2022		Yes: O’Connell, Dawson, Shoor, Del Buono, Vong, Wheeler, Partida, Tran (8) No: Jasinsky (1) Abstain: Moore (1) Absent: Navarro (1)
7.	Study Session on the Draft 2023-2031 Housing Element October 13, 2022	Hold a study session on the Draft 2023-2031 Housing Element and give feedback to staff on draft Chapter 3, Housing Goals and Strategies.	Commissioners asked clarifying questions and gave feedback to staff. No motions were made.
8.	Measure E Transfer Tax Annual Report for Fiscal Year 2021-2022 November 10, 2022	Review the Measure E Transfer Tax Annual Report for Fiscal Year 2021-2022 and provide possible recommendations.	Commissioner Partida made the motion to recommend City Council that it amend the Measure E allocation plan to increase the Homelessness Prevention and Rental Assistance from 10% to 20%, reduce the Creation of New Affordable Housing for Extremely Low-Income Households category from 40% to 35%, and reduce the Creation of New Affordable Housing for Low-Income Households from 30% to 25%, with a second by Commissioner Navarro. The motion passed 10-0. Yes: O’Connell, Jasinsky, Dawson, Shoor, Del Buono, Vong, Navarro, Partida, Tran, Moore (10) No: (0) Absent: Wheeler (1)
9.	Housing Crisis Work Plan Update November 10, 2022	Review the final status report on implementation of the Housing Crisis Work Plan and the transition to a newly-established Housing Catalyst Team Work Plan aligned with the timeline and goals of the Housing Element, and make possible recommendations to staff or the City Council.	Commissioners received the update, made comments, and asked clarifying questions; no motions were made.

Housing & Community Development Commission FY 2022-23 Accomplishments

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10.	<p>Commissioner-initiated Item on Encampment Locations</p> <p>November 10, 2022</p>	<p>Receive the report, form an ad hoc committee, authorize the ad hoc committee to conduct further research and draft a letter or report for the Commission’s consideration at a future meeting, and/or make possible recommendations to the City Council.</p>	<p>Commissioner Jasinsky made the motion to recommend to the City Council that it adopt a 150-foot buffer zone between mobilehome communities and homeless encampments to protect mobilehome communities from fire to preserve the affordable housing stock, with a second by Commissioner Moore. The motion passed 8-1.</p> <p style="padding-left: 40px;">Yes: O’Connell, Jasinsky, Dawson, Shoor, Del Buono, Vong, Partida, Moore (8)</p> <p style="padding-left: 40px;">No: Tran (1)</p> <p style="padding-left: 40px;">Absent: Navarro, Wheeler (2)</p> <p>Commissioner Partida made the motion to retroactively form an ad hoc committee through March 2023 to discuss potential policy ideas on homeless encampment locations, including Commissioners Partida, Vong, Jasinsky, O’Connell, with a second by Commissioner Jasinsky. The motion passed 9-0.</p> <p style="padding-left: 40px;">Yes: O’Connell, Jasinsky, Dawson, Shoor, Del Buono, Vong, Partida, Tran, Moore (9)</p> <p style="padding-left: 40px;">No: None (0)</p> <p style="padding-left: 40px;">Absent: Navarro, Wheeler (2)</p>
11.	<p>Rent Stabilization Program Fiscal Year 2022-2023 Quarter 1 Report for Apartments, Including the Apartment Rent Ordinance, Tenant Protection Ordinance, and Ellis Act Ordinance</p> <p>December 08, 2022</p>	<p>Review the report on the Rent Stabilization Program for apartments in Quarter 1 of Fiscal Year 2022-2023 and provide possible recommendations to staff.</p>	<p>Commissioner Dawson made the motion to recommend that Chair Shoor or designee would speak on item 2.19 at the Council meeting on 12/13/22 on behalf of the Commission's desire to see funds approved per staff recommendation for the Eviction Diversion and Settlement Program, with a second by Commissioner Del Buono. The motion passed 10-0.</p> <p style="padding-left: 40px;">Yes: O’Connell, Jasinsky, Dawson, Shoor, Del Buono, Vong, Navarro, Wheeler, Partida, Moore (10)</p> <p style="padding-left: 40px;">No: None (0)</p> <p style="padding-left: 40px;">Absent: Tran (1)</p>
12.	<p>Rent Stabilization Program Fiscal Year 2022-2023 Quarter 1 Report for Mobilehomes</p>	<p>Review the report on the Rent Stabilization Program for apartments in Quarter 1 of Fiscal Year 2022-2023 and provide possible recommendations to staff.</p>	<p>Commissioners asked clarifying questions and gave feedback to staff. No motions were made.</p>

Housing & Community Development Commission FY 2022-23 Accomplishments

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	<u>December 08, 2022</u>		
13.	Second Study Session on the Draft 2023-2031 Housing Element <u>December 08, 2022</u>	Hold a second study session on the Draft 2023-2031 Housing Element and give feedback to staff on draft Chapter 3, Housing Goals and Strategies, focusing on Section 3.2 Housing for People Experiencing Homelessness and Section 3.3 Housing Stability.	Commissioners asked clarifying questions and gave feedback to staff. No motions were made. Notes on Commissioner comments will be created for all three study sessions and included in future draft minutes.
14.	Third Study Session on the Draft 2023-2031 Housing Element <u>January 12, 2023</u>	Hold a third study session on the Draft 2023-2031 Housing Element and give feedback to staff on draft Chapter 3, Housing Goals and Strategies, focusing on Section 3.4: Healthy, thriving neighborhoods with access to good jobs, schools, transportation, and other resources, and Section 3.5: Racially and socially inclusive neighborhoods that overcome past and present discrimination.	Commissioners asked clarifying questions and gave feedback to staff. No motions were made. Notes on Commissioner comments will be created for all three study sessions and included in future draft minutes.
15.	Sixth Substantial Amendment to the Fiscal Year 2019-2020 Annual Action Plan for the Reallocation of Coronavirus Aid Relief and Economic Security Act Funds Awarded by the United States Department of Housing and Urban Development for Eligible Uses <u>February 9, 2023</u>	Conduct a Public Hearing on the Sixth Substantial Amendment to the Fiscal Year 2019-2020 Annual Action Plan (Action Plan) to reallocate \$6,770,616 in Community Development Block Grant CARES Act funds among eligible uses, take public comment as required by the U.S. Department of Housing and Urban Development (HUD), and recommend to the City Council it approve the Sixth Substantial Amendment.	Commissioner Dawson made the motion to recommend to the City Council it approve the Sixth Substantial Amendment to the 2019-2020 Annual Action Plan, with a second by Commissioner Navarro. Yes: Finn, Jasinsky, Dawson, Shoor, Del Buono, Vong, Navarro, Wheeler, Partida, Tran, Jackson, Moore, Cardoza, Oppie (14) No: (0) Absent: (0)

Housing & Community Development Commission FY 2022-23 Accomplishments

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16.	Rent Stabilization Program Strategic Plan Update February 9, 2023	Review a progress update on the Strategic Plan for the Rent Stabilization Programs (Apartment Rent Ordinance, Mobilehome Rent Ordinance, Tenant Protection Ordinance, and Ellis Act Ordinance) and give feedback to staff on content.	Commissioners asked clarifying questions and gave feedback to staff. No motions were made.
17.	First Substantial Amendment to the Fiscal Year 2022-2023 Annual Action Plan to Include the American Rescue Plan Act HOME Allocation Plan March 9, 2023	Conduct a public hearing on the First Substantial Amendment to the Fiscal Year 2022-2023 Annual Action Plan regarding the use of HOME Investment Partnerships Program American Rescue Plan Act (HOME-ARP) federal funds from the U.S. Department of Housing and Urban Development (HUD), and recommend approval to the City Council.	Commissioner Moore made the motion to move 15% of \$4.5 million in TBRA to homelessness prevention for use on rental assistance and move 15% to supportive services, with a second by Commissioner Partida. Yes: Finn, Shoor, Vong, Navarro, Partida, Moore, Cardoza (7) No: Dawson, Del Buono, Tran, Oppie (4) Absent: Jasinsky, Wheeler (2) Abstain: Jackson (1)
18.	Fiscal Year 2023-2024 Annual Action Plan Funding Priorities March 9, 2023	Conduct a public hearing on funding priorities for the Fiscal Year 2023-2024 Annual Action Plan for the use of formula funds from the U.S. Department of Housing and Urban Development (HUD), and provide possible input to staff on proposed funding priorities for the City’s next Annual Action Plan.	The Commission conducted a public hearing. Commissioners asked clarifying questions and gave feedback to staff, and comments from the public were noted. No motions were made.
19.	Rent Stabilization Program Fiscal Year 2022-2023 Quarter 2 Report for Apartments, Including the Apartment Rent Ordinance, Tenant Protection Ordinance, and Ellis Act Ordinance March 9, 2023	Review the report on the Rent Stabilization Program for apartments in Quarter 2 of Fiscal Year 2022-2023 and provide possible recommendations to staff.	Commissioners asked clarifying questions and gave feedback to staff. No motions were made.

Housing & Community Development Commission FY 2022-23 Accomplishments

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20.	Rent Stabilization Program Fiscal Year 2022-2023 Quarter 2 Report for Mobilehomes March 9, 2023	Review the report on the Rent Stabilization Program for mobilehomes in Quarter 2 of Fiscal Year 2022-2023 and provide possible recommendations to staff.	Commissioners asked clarifying questions and gave feedback to staff. No motions were made.
21.	Homelessness Annual Report for Fiscal Year 2021-2022 March 9, 2023	Review the Annual Homelessness Report for Fiscal Year (FY) 2021-2022 and recommend that the City Council approve the report.	Commissioners asked clarifying questions and gave feedback to staff. No motions were made.
22.	Draft Community Opportunity to Purchase Program (COPA) March 16, 2023	Review the staff report on the draft Community Opportunity to Purchase Program (COPA), which would give the right of first and final offer to qualified nonprofits to purchase properties covered by the program in order to increase the stock of preserved and permanently affordable homes, and make possible recommendations.	<p>Commissioner Dawson made the motion to support staff recommendations for draft program on Commission report dated March 9, 2023, pages 23 - 32, with a second by Commissioner Del Buono.</p> <p style="padding-left: 40px;">Yes: Finn, Dawson, Shoor, Del Buono, Navarro, Partida, Cardoza (7) No: Moore (1) Absent: Jasinsky, Vong, Wheeler, Oppie (4) Abstain: Jackson (1)</p> <p>Commissioner Moore made the motion to include incentives that properties acquired through COPA are sold to their renters who remain in place, with a second by Commissioner Navarro.</p> <p style="padding-left: 40px;">Yes: Dawson, Shoor, Del Buono, Navarro, Partida, Jackson, Moore, Cardoza (8) No: (0) Absent: Jasinsky, Vong, Wheeler, Oppie (4) Abstain: Finn (1)</p>

Housing & Community Development Commission FY 2022-23 Accomplishments

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23.	First Draft Fiscal Year 2023-2024 Annual Action Plan April 13, 2023	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.	Vice Chair Dawson made the motion to move to close the public hearing, with a second by Commissioner Moore. The motion passed 11-0. Yes: Finn, Dawson, Shoor, Del Buono, Vong, Wheeler, Partida, Jackson, Moore, Cardoza, Oppie (11) No: (0) Absent: Jasinsky, Navarro, Tran (3) Commissioner Vong made the motion to recommend to the City Council it approve the Draft Action Plan, with a second by Commissioner Cardoza. The motion passed 11-0. Yes: Finn, Dawson, Shoor, Del Buono, Vong, Wheeler, Partida, Jackson, Moore, Cardoza, Oppie (11) No: (0) Absent: Jasinsky, Navarro, Tran (3)
24.	Rent Stabilization Program Fees for Fiscal Year 2023-2024 April 13, 2023	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: <ul style="list-style-type: none"> 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 	Commissioner Moore made the motion that staff propose an increase in the Annual Apartment Rent Control Fee limited to 5%, for a total of \$68.25 instead of \$72, with a second by Commissioner Oppie. The motion failed, 2-6-3. Yes: Moore, Oppie (2) No: Dawson, Del Buono, Vong, Wheeler, Partida, Jackson (6) Absent: Jasinsky, Navarro, Tran (3) Abstain: Shoor, Finn, Cardoza (3) Commissioner Partida made the motion to recommend that the City Council adopt the proposed fees: <ul style="list-style-type: none"> i. Annual Apartment Rent Control Fee: increase from \$65.00 per unit to \$72.00 ii. ii. Annual Apartment Non-Rent Control Fee: increase from \$15.00 per unit to \$34.00 iii. iii. Annual Mobilehome Rent Control Fee: increase from \$30.00 per unit to \$33.00, and iv. 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 & Community Development Commission FY 2022-23 Accomplishments

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		units and \$951 per unit for over 10 units.	with a second by Commissioner Del Buono. The motion passed, 8-2-1. Yes: Finn, Dawson, Del Buono, Wheeler, Partida, Jackson, Cardoza, Oppie (8) No: Vong, Moore (2) Absent: Jasinsky, Navarro, Tran (3) Abstain: Shoor (1)
25.	Housing Trust Fund Budget for Fiscal Year 2023-2024 April 13, 2023	Acting as the Housing Trust Fund Oversight Committee, recommend that the Director of Housing approve the expenditure plan for the Housing Trust Fund of \$2,927,184 (corrected) for Fiscal Year (FY) 2023-2024.	Commissioner Moore made the motion that the Commission, acting as the Housing Trust Fund Oversight Committee, recommend that the Director of Housing approve the expenditure plan for the Housing Trust Fund of \$2,927,184 for Fiscal Year 2023-2024, with a second by Commissioner Wheeler. The motion passed, 8-0-2. Yes: Finn, Dawson, Del Buono, Wheeler, Partida, Jackson, Cardoza, Cardoza (8) No: None (0) Absent: Jasinsky, Navarro, Tran, Vong (4) Abstain: Shoor, Oppie (2)
26.	Proposed Changes to the Percentage Allocations and the Spending Plan for Fiscal Year 2023-2024 Including Uncommitted Funds Recaptured from Fiscal Year 2020-2021 through Fiscal Year 2022-2023 for Measure E Transfer Tax Funds May 11, 2023	Review the staff report and provide possible recommendations to the City Council regarding the following: A. Proposed changes to the percentage allocations in the allocation framework for Fiscal Year 2023-2024 to: (1)5% for administration with the remaining revenue allocated as follows: (2)0% for the creation of new affordable housing for extremely low-income households; (3)0% for the creation of new affordable housing for low-income households; (4)0% for the creation of new affordable housing for moderate-income households;	Commissioner Navarro made a motion that Commission not approve recommendation A or B and instead reaffirms the current spending percentages already in place consistent with City Council Policy 1-18, with a second by Commissioner Oppie. The motion passed 11-0. Yes: Finn, Dawson, Shoor, Del Buono, Vong, Navarro, Partida, Tran, Jackson, Cardoza, Oppie (11) No: None (0) Absent: Jasinsky, Wheeler, Moore (3) Commissioner Finn made a motion that the Commission write a strongly worded letter to the Mayor and Council reflecting the Commission’s discussion to be composed by Vice Chair Dawson, with copies to the City Manager and City Clerk, with a second by Commissioner Oppie. The motion passed 11-0. Yes: Finn, Dawson, Shoor, Del Buono, Vong, Navarro, Partida, Tran, Jackson, Cardoza, Oppie (11)

Housing & Community Development Commission FY 2022-23 Accomplishments

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		<p>(5)20% for homeless prevention, gender-based violence programs, legal services, and rental assistance; and (6)80% for homeless support programs including shelter construction and operations</p> <p>B. Proposed spending plan for Fiscal Year 2023-2024 based upon the changes to percentage allocations, that includes the reallocation of \$87 million of uncommitted revenue comprised of \$17 million from FY 2020-2021, \$20.4 million from FY 2021-2022, and \$49.5 million from FY 2022-2023 to: (1)22% for administration, with the remaining revenue allocated as follows: (2)21% for the creation of new affordable housing for extremely low-income households (3)57% for the creation of new affordable housing for low-income households; (4)0% for the creation of new affordable housing for moderate-income households; (5)4% for homeless prevention, gender-based violence programs, legal services and rental assistance; and (6)18% for homeless support programs including shelter construction and operations.</p>	<p>No: None (0) Absent: Jasinsky, Wheeler, Moore (3)</p> <p>Commissioner Dawson made a motion that Chair Shoor speak or designate a surrogate commissioner to address City Council on behalf of the Measure E Oversight Committee for the budget item 3.3 on Tuesday 5/16/23, with a second by Commissioner Finn. The motion passed 11-0.</p> <p>Yes: Finn, Dawson, Shoor, Del Buono, Vong, Navarro, Partida, Tran, Jackson, Cardoza, Oppie (11) No: None (0) Absent: Jasinsky, Wheeler, Moore (3)</p>
27.	Seventh Substantial Amendment to the Fiscal Year 2019-2020 Annual	a) Conduct a Public Hearing on the Fiscal Year 2019-2020 Annual Action Plan to reallocate a portion of the Community	Commissioner Finn made the motion to accept the staff recommendation, with a second by Commissioner Del Buono. The motion passed 10-0.

Housing & Community Development Commission FY 2022-23 Accomplishments

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	Action Plan to Reallocate a Portion of Community Development Block Grant Cares Act Funding Awarded by the United States Department of Housing and Urban Development May 11, 2023	Development Block Grant Coronavirus Aid, Relief, and Economic Security (CARES) Act (CDBG-CV) funding awarded by the United States Department of Housing and Urban Development (HUD) to the City of San José; b) Approve the Seventh Substantial Amendment to the Fiscal Year 2019-2020 Annual Action Plan to amend the CDBG-CV Program Allocation Plan and reallocate \$250,000 in unused CDBG-CV funds from the Law Foundation of Silicon Valley to Sacred Heart Community Services for the Eviction Diversion and Settlement Program; and c) Recommend to the City Council it approve the Seventh Substantial Amendment to the Fiscal Year 2019-2020 Annual Action Plan.	Yes: Finn, Dawson, Shoor, Del Buono, Vong, Navarro, Partida, Tran, Jackson, Cardoza, Oppie (11) No: None (0) Absent: Jasinsky, Wheeler, Moore (3)
28.	Information Briefing on the Soft Story Seismic Retrofit Program May 11, 2023	Receive the briefing on the Soft Story Seismic Retrofit Project and provide feedback to staff on the outreach and engagement strategy to maximize stakeholder participation and input on program elements.	Commissioners asked clarifying questions and gave feedback to staff. No motions were made.
29.	Draft 2023-2031 Housing Element June 8, 2023	Review the Draft 2023-2031 Housing Element and the Planning Commission Memorandum dated May 24, 2023 and recommend the City Council approve the Housing Element.	Commissioner Tran moved that the Commission recommend the City Council approve the Housing Element, with a second by Commissioner Finn. The motion passed 6-2. Yes: Finn, Dawson, Shoor, Partida, Tran, Jackson (6) No: Jasinsky, Moore (2) Absent: Del Buono, Vong, Navarro, Wheeler, Cardoza, Oppie (6)