

District 1 — Roma Dawson

District 3 — Barry Del Buono

District 5 — Ruben Navarro

District 7 — Victoria Partida (VC)

District 9 — Don Jackson

Mayor — Zenia Cardoza

Lived Experience (Mayor) — Sketch Oppie

Lived Experience Alternate (Mayor) — Jerome Shaw

VACANT — District 2

Linh Vong — District 4

Jen Beehler — District 6

Huy Tran — District 8

Roberta Moore — District 10

Daniel Finn — CAAC MR

(C) Ryan Jasinsky — CAAC ML

---

Commissioners are appointed by corresponding Council Members, but do not need to reside in that Council District.

---

## **REGULAR MEETING AGENDA**

SEPTEMBER 14, 2023

Virtual [Zoom Link](#)

Start time: 5:45 PM

Web ID: **940 5398 8541**

Location: Tower 5<sup>th</sup> Floor, Room 550

**888-475-4499 (Toll Free)**

Members of the public have a choice to attend the meeting either in person at the location listed above, or to attend virtually, viewing and listening 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 & Community Development Commission Meeting:**

- 1) **In person:** For participants that would like to attend in person, the physical location is listed on the upper left of this page.
- 2) **Electronic Device Instructions:** For participants who would like to join electronically from a PC, Mac, iPad, iPhone, or Android device, please click this URL: [Zoom Link](#).
  - 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 audio feedback.
  - 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.
- 3) **Telephone Device Instructions:** For participants who would like to join on their telephones, please dial **888-475-4499 (Toll Free)** and when prompted, enter meeting Webinar ID: **940 5398 8541**. You may also **press \*9 to raise a hand to speak**.
- 4) **Public Comments prior to meeting:** If you would like to submit your comments prior to the meeting, please e-mail [Luisa.Cantu@sanjoseca.gov](mailto:Luisa.Cantu@sanjoseca.gov) or call **(408) 535-8357 no less than 90 minutes before the start of the meeting**. Comments submitted prior to the meeting will be considered as if you were present in the meeting.

*Note that the times for items shown below are approximate and intended only to notify the Commission of the approximate amount of time staff expects each item might take. Please note that items may be heard before or after the times shown, and plan accordingly.*

APPROX. TIME	AGENDA ITEM
5:45	<p><b>I. Call to Order &amp; Orders of the Day</b></p> <p style="padding-left: 20px;">A. Chair reviews logistics for Zoom meetings</p>
5:46	<p><b>II. Introductions and Roll Call</b></p>
5:50	<p><b>III. Consent Calendar</b></p> <p style="padding-left: 20px;"><b>A. Approve the Minutes for the Regular Meeting of August 10, 2023</b> ACTION: Approve the August 10, 2023 action minutes.</p> <p style="padding-left: 20px;"><b>B. Approve the Minutes for the Annual Retreat Special Meeting of August 26, 2023</b> ACTION: Approve the August 26, 2023 action minutes.</p> <p style="padding-left: 20px;"><b>C. Approve the Housing and Community Development Commission’s Fiscal Year 2022-23 Accomplishments Report and Fiscal Year 2023-24 Workplan</b> ACTION: Approve the Housing and Community Development Commission’s FY 2022-23 Accomplishments Report and FY 2023-24 Workplan</p>
6:00	<p><b>IV. Reports and Information Only</b></p> <p style="padding-left: 20px;">A. Director</p> <p style="padding-left: 20px;">B. Council Liaison</p> <p style="padding-left: 20px;">C. Chair</p>
6:10	<p><b>V. Open Forum</b></p> <p style="padding-left: 20px;"><i>Members of the Public are invited to speak on any item that does <u>not</u> 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 during Open Forum; however, the time limit is in the discretion of the Chair of the meeting and may be limited when appropriate due to a large number of speaker requests.</i></p>
	<p><b>VI. Old Business</b></p>
	<p><b>VII. New Business</b></p>
6:15	<p><b>A. Public Hearing on the Draft Fiscal Year 2022-2023 Consolidated Annual Performance and Evaluation Report (CAPER)</b></p>

**(S. Gutowski, Housing Department)**

**ACTION:** Conduct 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 FY 2022-2023 Annual Action Plan (Housing) regarding the use of federal funds from the U.S. Department of Housing and Urban Development (HUD), and recommend that the City Council approve the FY 2022-2023 CAPER.

**7:15 B. Draft Program Frameworks for Proposed Tenant Preferences that Deter Displacement**

**(J. Ishimatsu, Housing Department)**

**ACTION:** Review the proposed framework for the proposed Anti-Displacement and Neighborhood Tenant Preferences for city-funded affordable housing and make recommendations to staff and/or the City Council.

**8:15 C. Establish an Ad-Hoc Committee to Research Soft Story Seismic Retrofit Policy and Programs**

**(R. Jasinsky, Chair)**

**ACTION:** Form an ad hoc committee and authorize the ad hoc committee to research soft story seismic retrofit policies and programs and report back to the Commission at a future meeting.

**8:30 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 (per [Section 2.08.2840](#) of the San José Municipal Code). Meeting attendees are usually given two (2) minutes to speak during Open Forum; however, the time limit is in the discretion of the Chair of the meeting, and may be limited when appropriate due to a large number of speaker requests.*

**8:45 IX. Meeting Schedule**

The next **Regular Meeting** for the Commission is scheduled to be held on **Thursday, October 12, 2023, at 5:45 p.m. in Wing Rooms 118-120 at San José City Hall, 200 E. Santa Clara St., San José, CA 95113**. Items tentatively expected to be heard are:

- Rent Stabilization Program FY 2022-23 Quarter 4 for Apartments, Including the Apartment Rent Ordinance, Tenant Protection Ordinance, and Ellis Act Ordinance
- Rent Stabilization Program FY 2022-23 Quarter 4 Report for Mobilehomes

- Draft Soft Story Retrofit Program

**8:55 X. Adjournment**

*The City's [Code of Conduct](#) is intended to promote open meetings that welcome debate of public policy issues being discussed by the City Council, their Committees, and City Boards and Commissions in an atmosphere of fairness, courtesy, and respect for differing points of view.*

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. Agendas, Staff Reports and some associated documents for the Commission items may be viewed on the Internet at <http://www.sanjoseca.gov/hcdc>. 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.

Correspondence to the Housing & Community Development Commission is public record and will become part of the City's electronic records, which are accessible through the City's website. Before posting online, the following may be redacted: addresses, email addresses, social security numbers, phone numbers, and signatures. However, please note: e-mail addresses, names, addresses, and other contact information are not required, but if included in any communication to the Housing & Community Development Commission, will become part of the public record. If you do not want your contact information included in the public record, please do not include that information in your communication.

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 Office of the City Clerk, 200 East Santa Clara Street, 14<sup>th</sup> Floor, San José, California 95113, at the same time that the public records are distributed or made available to the legislative body. Any draft resolutions or other items posted on the Internet site or distributed in advance of the Commission meeting may not be the final documents approved by the Commission. Contact the Office of the City Clerk for the final document.

On occasion, the Commission may consider agenda items out of order.

The Housing & Community Development Commission meets every second Thursday of each month (except for July and sometimes December) at 5:45pm, with special meetings as necessary. If you have any questions, please direct them to the Commission staff. Thank you for taking the time to attend today's meeting. We look forward to seeing you at future meetings.

**To request translation or interpretation services, accommodation, or alternative format under the Americans with Disabilities Act for City-sponsored meetings, events, or printed materials, please call (408) 535-1260 as soon as possible, but at least three business days before the meeting. Please direct correspondence, requests, and questions to:**

City of San José Housing Department  
Attn: Luisa Cantu  
200 East Santa Clara Street, 12<sup>th</sup> Floor  
San José, California 95113  
Tel: (408) 535-8357  
Email: [Luisa.Cantu@sanjoseca.gov](mailto:Luisa.Cantu@sanjoseca.gov)

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

**Tiếng Việt:** Xin vui lòng liên lạc Janie Le tại 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。

**HOUSING & COMMUNITY DEVELOPMENT COMMISSION**  
**MEETING ACTION MINUTES**

**August 10, 2023**

**MEMBERS PRESENT:**

Roma Dawson	Commissioner (D1)
Vacant	Commissioner (D2)
Barry Del Buono	Commissioner (D3)
Ruben Navarro	Commissioner (D5) <i>Left @ 7:28</i>
Jen Beehler	Commissioner (D6)
Victoria Partida	Vice Chair (D7)
Huy Tran	Commissioner (D8)
Don Jackson	Commissioner (D9)
Daniel Finn	Commissioner (MR)
Ryan Jasinsky	Chair (ML)

**MEMBERS ABSENT:**

Linh Vong	Commissioner (D4)
Zenia Cardoza	Mayor (CW)
Sketch Oppie	Lived Experience (CW)

**STAFF PRESENT:**

Rachel VanderVeen	Assistant Director Housing
Luisa Cantu	Commission Assistant Secretary, Housing
Kristen Clements	Acting Deputy Director, Housing Department
Emily Hislop	Division Manager, Housing Department

**(I) Call to Order & Orders of the Day**

**A. Chair Jasinsky called the meeting to order at 5:46 p.m. and reviewed logistics for Zoom meetings**

**(II) Introductions – Commissioners and staff introduced themselves.**

**(III) Consent Calendar**

**A. Approve the Minutes for the Regular Meeting of June 8, 2023.**

ACTION: Approve the June 8, 2023 action minutes.

**Commissioner Dawson made the motion to approve the minutes for the meeting of June 8, 2023, with a second by Commissioner Finn. The motion passed 10-0.**

Yes	Finn, Jasinsky, Dawson, Del Buono, Navarro, Beehler, Partida, Tran, Jackson, Moore (10)
No	None (0)
Absent	Vong, Cardoza, Oppie (3)

**Housing & Community Development Commission  
Draft Minutes – Regular Meeting of August 10, 2023**

**(IV) Reports and Information Only**

- A. Chair:** Chair Ryan Jasinsky reviewed logistics and guidelines for participation.
- B. Director:** Ms. Rachel VanderVeen updated the commission regarding the open commission seat for District 2. Housing staff is working closely with the District 2 offices to recruit a new commissioner. Ms. VanderVeen welcomed the new commissioner for District 6 Ms. Jen Beehler. Ms. VanderVeen also welcomed Ms. Rosalynn Hughey our new Acting Housing Director.
- C. Council Liaison:** No Report (absent).

**(V) Open Forum**

**(VI) Old Business**

**(VII) New Business**

**A. Rent Stabilization Program Draft Strategic Plan  
(E. Hislop, Housing Department)**

**ACTION:** Review the draft Rent Stabilization Program Strategic Plan and make possible recommendations to staff and/or City Council.

**Commissioners asked clarifying questions and made comments to staff. Per below, Commissioners made six total motions, none passed.**

***Commissioner Moore made a motion to reject the Strategic Plan as it will make a precarious housing situation even worse, with a second by Chair Jasinsky. The motion failed 4-4.***

Yes	Jasinsky, Beehler, Jackson, Moore (4)
No	Dawson, Del Buono, Partida, Tran (4)
Absent	Vong, Navarro, Cardoza, Oppie (4)
Abstain	Finn (1)

***Commissioner Moore made the motion, given the Housing Director vacancy, the lack of alignment between goals, findings and objectives to recognize housing providers as integral to the goals, we recommend the City Council table this report until these two issues are resolved, with a second by Commissioner Beehler. The motion failed 4-5.***

Yes	Jasinsky, Beehler, Jackson, Moore (4)
-----	---------------------------------------

**Housing & Community Development Commission  
Draft Minutes – Regular Meeting of August 10, 2023**

No	Finn, Dawson, Del Buono, Partida, Tran (5)
Absent	Vong, Navarro, Cardoza, Oppie (4)
Abstain	None (0)

***Commissioner Tran made a motion to recommend the City Council adopt the Strategic Plan, with a second by Commissioner Dawson. The motion failed 4-5.***

Yes	Dawson, Del Buono, Partida, Tran (4)
No	Finn, Jasinsky, Beehler, Jackson, Moore (5)
Absent	Vong, Navarro, Cardoza, Oppie (4)
Abstain	None (0)

***Commissioner Moore made a motion: If the City Council proceeds with the Strategic Plan, first gather and incorporate feedback from housing providers to modify the objectives, with a second by Commissioner Jackson. The motion failed 2-7.***

Yes	Jackson, Moore (2)
No	Finn, Jasinsky, Dawson, Del Buono, Beehler, Partida, Tran (7)
Absent	Vong, Navarro, Cardoza, Oppie (4)
Abstain	None (0)

***Commissioner Tran made a motion: recommend to make no recommendation, with a second by Commissioner Dawson. The motion failed 4 -5.***

Yes	Finn, Dawson, Del Buono, Tran (4)
No	Jasinsky, Beehler, Partida, Jackson, Moore (5)
Absent	Vong, Navarro, Cardoza, Oppie (4)
Abstain	None (0)

***Commissioner Moore made a motion to remove Objective 4.5 in the Strategic Plan, with a second by Commissioner Beehler. The motion failed 4-5.***

Yes	Finn, Jasinsky, Beehler, Moore (4)
No	Dawson, Del Buono, Partida, Tran, Jackson (5)
Absent	Vong, Navarro, Cardoza, Oppie (4)
Abstain	None (0)



**Housing & Community Development Commission  
Draft Minutes – Regular Meeting of August 10, 2023**

**B. Housing Catalyst Work Plan**

**(J. Ferguson, Planning, Building and Code Enforcement)**

**ACTION:** Review the status report on the work to initiate the Housing Catalyst Work Plan and make possible recommendations to staff and/or City Council.

**Commissioners asked clarifying questions and gave feedback to staff. No motions were 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 Special Meeting for the Commission is the Annual Retreat, scheduled to be held on **Saturday, August 26, 2023, at 9:00 a.m., Tower room T-1734, at San José City Hall, 200 E. Santa Clara St., San José, CA 95113.** Items expected to be heard are (updated):

- Draft FY 22-23 Accomplishments
- Draft FY 23-24 Workplan

The next Regular Meeting for the Commission is scheduled to be held on **Thursday, September 14, 2023, at 5:45 p.m., Tower room T-550, at San José City Hall, 200 E. Santa Clara St., San José, CA 95113.** Items expected to be heard are (updated):

- Approve FY 22-23 Accomplishments
- Approve FY 23-24 Workplan
- Draft CAPER
- Draft Tenant Preferences Program
- Draft Soft Story Retrofit Program

**(X) Adjournment**

**Chair Jasinsky adjourned the meeting at 10:58 p.m.**

**HOUSING & COMMUNITY DEVELOPMENT COMMISSION**

**MEETING ACTION MINUTES**

**August 26, 2023**

<b>MEMBERS PRESENT:</b>	Roma Dawson	Commissioner (D1)
	Linh Vong	Commissioner (D4)
	Zenia Cardoza	Mayor (CW)
	Roberta Moore	Commissioner (D10)
<b>MEMBERS ABSENT:</b>	VACANT	Commissioner (D2)
	Barry Del Buono	Commissioner (D3)
	Ruben Navarro	Commissioner (D5)
	Jen Beehler	Commissioner (D6)
	Victoria Partida	Vice Chair (D7)
	Huy Tran	Commissioner (D8)
	Don Jackson	Commissioner (D9)
	Daniel Finn	Commissioner (MR)
	Ryan Jasinsky	Chair (ML)
	Sketch Oppie	Lived Experience (CW)
<b>STAFF PRESENT:</b>	Rachel VanderVeen	HCDC Secretary, Housing Department
	Josh Ishimatsu	HCDC Secretary, Housing Department
	Luisa Cantu	HCDC Assistant Secretary, Housing Dept.
	Rosalynn Hughey	Acting Housing Director

- a) **Call to Order/Orders of the Day** (R. Dawson, Commissioner D1)  
**Commissioner Dawson called the meeting to order at 9:11 a.m. and reviewed Zoom instructions.**
- b) **Logistics & Goals for the Retreat** – (R. VanderVeen, Housing)
- c) **Introductions/ Ice Breaker** – (R. Dawson, Commissioner D1)
- d) **Overview of City’s Priorities Regarding Housing & Community Development for FY 2023-24**  
(Vanessa Sandoval, Council Chief of Staff for Councilmember Jimenez)  
**Council Chief of Staff for Councilmember Jimenez, Vanessa Pacheco shared priorities for the new fiscal year for the City Council.**
- e) **Update on Housing Director Recruitment Process and Interim Leadership Plan**  
(R. Hughey, Housing / City Manager’s Office)
- f) **Overview of Housing Department Priorities for FY 2022-23**

**Housing & Community Development Commission  
Draft Minutes Retreat Meeting, August 26, 2023**

---

(R. VanderVeen, Housing)

**g) Housing Commission Draft FY 2022-23 Accomplishments**

(J. Ishimatsu, Housing)

ACTION: Review draft 2022-23 HCDC Accomplishments, give input, and authorize Housing Department staff to revise draft 2022-23 HCDC Accomplishments per Commissioners' comments for final approval at the Commission's next meeting on September 14, 2023.

**Commissioners asked clarifying questions and gave feedback to staff. No motions were made.**

**h) Review of Housing & Community Development Commission Functions, Powers and Duties**

(J. Ishimatsu, Housing)

**i) Commission Draft FY 2023-24 Workplan** (J. Ishimatsu, Housing)

ACTION: Review draft 2023-24 HCDC Workplan, give input, and authorize Housing Department staff to revise draft 2023-24 HCDC Workplan per Commissioners' comments for final approval at the Commission's next meeting on September 14, 2023.

**Commissioners asked clarifying questions and gave feedback to staff. No motions were made.**

**j) Presentation by the City's Office of Racial Equity**

(Z. Maciel, City Manager's Office)

**k) 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.*

**l) Meeting Schedule**

The next Commission meeting will be held on **Thursday, September 14, 2023, at 5:45 p.m.** online. Topics to be covered include:

- Approval of the Commission's FY 2021-22 Accomplishments
- Approval of the Commission's FY 2022-23 Workplan
- Draft CAPER
- Draft Tenant Preferences Program
- Draft Soft Story Retrofit Program

**m) Adjournment**

**Commissioner Dawson adjourned the meeting at 12:46 p.m.**



# Memorandum

**TO:** HOUSING AND COMMUNITY  
DEVELOPMENT COMMISSION

**FROM:** Rachel VanderVeen

**SUBJECT:** SEE BELOW

**DATE:** September 7, 2022

---

Approved

Date

---

**SUBJECT: HOUSING AND COMMUNITY DEVELOPMENT COMMISSION'S FY  
2022-23 ANNUAL REPORT AND FY 2023-24 WORKPLAN**

## **RECOMMENDATION**

Approve the Housing and Community Development Commission's FY 2022-23 Accomplishments Report and FY 2023-24 Workplan.

## **BACKGROUND**

Section 2.080.030 of the San José Municipal Code requires annual approval of commission workplans for each fiscal year and reports on their annual accomplishments. Commissions' workplans and annual reports provide the City Council with clear detail about boards' and commissions' activity. Annual workplans identify specific priorities, allowing direct and concise direction to the members of the bodies while managing the time of the City support staff. Annual reports document the implementation of the previous year's workplan. Items on a workplan must clearly align to that commission's purpose and must be consistent with City policies. Such City policies include Council Policy 0-4 governing boards and commissions. Once approved, boards and commissions may not engage in activities that are not on their workplans without approval of a modified workplan.

Under the City's Municipal Code (Title 2 Part 28), the Housing and Community Development Commission (Commission) has advisory functions, powers, and duties on the following matters: existing policies and programs concerning housing and community development; potential new policies and programs; reports on the City's progress in meeting its housing goals; annual hearings on the City's federal funding plans and outcomes; proposals regarding the use of funds for housing and community development; and, issues related to the City's Mobilehome Rent Ordinance and mobilehome parks, and the City's Apartment Rent Ordinance and related programs.

In March 2017, the Rules and Open Government Committee established the Community and Economic Development Committee as the approval body for the Housing and Community Development Commission.

## **ANALYSIS**

### **Accomplishments**

The Commission's accomplishments from FY 2022-23 (**Attachment A**) illustrate its members' dedication to addressing a wide range of housing and community development-related policies, programs, and funding decisions. Last year, the Commission heard 29 items. These items included:

- Draft Housing Element Strategies
- Measure E Spending Plans, and Annual Report
- Housing Crisis Workplan updates.

The Commission also held public hearings on required plans and reports regarding the use of public funds from the U.S. Department of Housing and Urban Development. These reports are required to be submitted annually to fulfill federal funding requirements. Last year, the Commission heard these HUD-required items:

- Consolidated Annual Performance and Evaluation Report for FY 2022-23
- FY 2023-24 Annual Action Plan Funding Priorities
- Draft FY 2023-24 Annual Action Plan.

### **Proposed Workplan**

The Commission's proposed FY 2023-24 Workplan (**Attachment B**) is comprised mostly of Department-scheduled items. The Commission held its annual retreat on August 26, 2023 at which it reviewed both the FY 2022-23 Accomplishments and FY 2023-24 Workplan.

In the new fiscal year, items of note that it is expected the Commission will hear include a new proposal for Tenant Preferences in City-supported affordable housing, a soft-story seismic retrofit program, and updates on progress towards the City's newly adopted Housing Element.

Commissioners may elect to hear Commissioner-initiated items within the scope of the Commission that they research and present, but only to the extent that there is time after Department-scheduled items. No such items have been identified for FY 2023-24.

All identified Workplan items are within the scope per the City's Municipal Code for this Commission.

The Housing Department greatly appreciates the dedication and service of the Housing and Community Development Commissioners in their efforts to help improve the quality of life for the residents of San José.

### **CONCLUSION**

Staff recommends that the Committee approve both the Commission's FY 2021-22 Annual Accomplishments Report and its proposed Workplan for FY 2022-23.

### **PUBLIC OUTREACH**

- This memorandum will be posted on the Housing Department website for the September 14, 2023 Commission meeting.
- This memorandum will be posted on the City's Council Agenda website for the October Community Economic Development Committee meeting.
- Outreach was undertaken for this item in addition to the agenda posting described above. These outreach efforts are described below.

The Commission held a publicly-noticed hybrid meeting for its annual retreat on August 26, 2022. The meeting was announced by posted public agendas on the City's website and on the Housing Department's website. Department staff also sent an eblast to interested parties on the Commission's eblast list to notify them of the meeting.

### **COORDINATION**

This memorandum was coordinated with the City Attorney's Office.

HOUSING & COMMUNITY DEVELOPMENT COMMISSION

September 7, 2023

Subject: **HOUSING AND COMMUNITY DEVELOPMENT COMMISSION FY 2022-23 ANNUAL REPORT  
AND FY 2023-24 WORKPLAN**

Page 4

**CEQA**

Not a Project, File No. PP17-010, City Organizational & Administrative Activities that involve no physical changes to the environment.

/s/

RACHEL VANDERVEEN  
Assistant Director, Housing  
Department

For more information, call Josh Ishimatsu, Acting Division Manager, at (408) 535-8236.

**ATTACHMENTS:**

**Attachment A:** Housing & Community Development Commission Annual Accomplishments for  
FY 2022-23

**Attachment B:** Housing & Community Development Commission Draft FY 2023-24 Workplan



**DRAFT Housing & Community Development Commission Accomplishments for FY 2022-23**

	Objective for 22-23	Recommended Actions	Commission Action
<b>Administrative Discussions</b>			
1.	<b>Adopt Commission’s Accomplishments for FY 2021-22</b>  <a href="#">August 15, 2022</a>	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.	<b>Adopt Commission’s Workplan for FY 2022-23</b>  <a href="#">August 15, 2022</a>	Review, discuss, and adopt the Housing and Community Development Commission’s Fiscal Year 2022-23 Workplan, 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 Workplan 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)
<b>Policy &amp; Programmatic Discussions</b>			
3.	<b>First Substantial Amendment to the Fiscal Year 2022-23 Annual Action Plan to Transfer Neighborhood Stabilization Program Income Funds to Community Development Block Grant for Eligible Uses</b>	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 Program for eligible uses, take public comment as required by the U.S.	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) Absent: Navarro (1)



## DRAFT Housing & Community Development Commission Accomplishments for FY 2022-23

#	Objective for 22-23	Recommended Actions	Commission Action
	<a href="#">September 8, 2022</a>	Department and Housing and Urban Development, review the staff report, and make recommendations to the City Council to approve the proposed First Substantial Amendment.	
4.	<b>Public Hearing on the Fiscal Year 2021-22 Consolidated Annual Performance Evaluation Report (CAPER)</b>  <a href="#">September 8, 2022</a>	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.	<b>Rent Stabilization Program Fiscal Year 2021-2022 Quarter 4 Report for Apartments, Including the Apartment Rent Ordinance, Tenant Protection Ordinance, and Ellis Act Ordinance</b>  <a href="#">September 8, 2022</a>	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.	<b>Rent Stabilization Program Fiscal Year 2021-2022 Quarter 4 Report for Mobilehomes, Including the Mobilehome Rent Ordinance</b>  <a href="#">September 8, 2022</a>	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. Yes: O'Connell, Dawson, Shoor, Del Buono, Vong, Wheeler, Partida, Tran (8) No: Jasinsky (1) Abstain: Moore (1)

## DRAFT Housing & Community Development Commission Accomplishments for FY 2022-23

#	Objective for 22-23	Recommended Actions	Commission Action
			Absent: Navarro (1)
7.	<b>Study Session on the Draft 2023-2031 Housing Element</b>  <a href="#">October 13, 2022</a>	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.	<b>Measure E Transfer Tax Annual Report for Fiscal Year 2021-2022</b>  <a href="#">November 10, 2022</a>	Review the Measure E Transfer Tax Annual Report for Fiscal Year 2021-2022 and provide possible recommendations.	<p>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.</p> <p style="padding-left: 40px;">Yes: O’Connell, Jasinsky, Dawson, Shoor, Del Buono, Vong, Navarro, Partida, Tran, Moore (10)</p> <p style="padding-left: 40px;">No: (0)</p> <p style="padding-left: 40px;">Absent: Wheeler (1)</p>
9.	<b>Housing Crisis Workplan Update</b>  <a href="#">November 10, 2022</a>	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.

## DRAFT Housing & Community Development Commission Accomplishments for FY 2022-23

#	Objective for 22-23	Recommended Actions	Commission Action
10.	<p><b>Commissioner-initiated Item on Encampment Locations</b></p> <p><a href="#">November 10, 2022</a></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><b>Rent Stabilization Program Fiscal Year 2022-2023 Quarter 1 Report for Apartments, Including the Apartment Rent Ordinance, Tenant Protection Ordinance, and Ellis Act Ordinance</b></p> <p><a href="#">December 08, 2022</a></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><b>Rent Stabilization Program Fiscal Year 2022-2023 Quarter 1 Report for Mobilehomes</b></p> <p><a href="#">December 08, 2022</a></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>

## DRAFT Housing & Community Development Commission Accomplishments for FY 2022-23

#	Objective for 22-23	Recommended Actions	Commission Action
13.	<b>Second Study Session on the Draft 2023-2031 Housing Element</b>  <a href="#">December 08, 2022</a>	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.	<b>Third Study Session on the Draft 2023-2031 Housing Element</b>  <a href="#">January 12, 2023</a>	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.	<b>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</b>  <a href="#">February 9, 2023</a>	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)
16.	<b>Rent Stabilization Program Strategic Plan Update</b>  <a href="#">February 9, 2023</a>	Review a progress update on the Strategic Plan for the Rent Stabilization Programs (Apartment Rent Ordinance, Mobilehome Rent Ordinance, Tenant Protection	Commissioners asked clarifying questions and gave feedback to staff. No motions were made.

## DRAFT Housing & Community Development Commission Accomplishments for FY 2022-23

#	Objective for 22-23	Recommended Actions	Commission Action
		Ordinance, and Ellis Act Ordinance) and give feedback to staff on content.	
17.	<b>First Substantial Amendment to the Fiscal Year 2022-2023 Annual Action Plan to Include the American Rescue Plan Act HOME Allocation Plan</b>  <a href="#">March 9, 2023</a>	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.	<b>Fiscal Year 2023-2024 Annual Action Plan Funding Priorities</b>  <a href="#">March 9, 2023</a>	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.	<b>Rent Stabilization Program Fiscal Year 2022-2023 Quarter 2 Report for Apartments, Including the Apartment Rent Ordinance, Tenant Protection Ordinance, and Ellis Act Ordinance</b>  <a href="#">March 9, 2023</a>	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.
20.	<b>Rent Stabilization Program Fiscal Year 2022-2023 Quarter 2 Report for Mobilehomes</b>	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.

## DRAFT Housing & Community Development Commission Accomplishments for FY 2022-23

#	Objective for 22-23	Recommended Actions	Commission Action
	<a href="#">March 9, 2023</a>		
21.	<p><b>Homelessness Annual Report for Fiscal Year 2021-2022</b></p> <p><a href="#">March 9, 2023</a></p>	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.	<p><b>Draft Community Opportunity to Purchase Program (COPA)</b></p> <p><a href="#">March 16, 2023</a></p>	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: 20px;">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: 20px;">Yes: Dawson, Shoor, Del Buono, Navarro, Partida, Jackson, Moore, Cardoza (8)                      No: (0)                      Absent: Jasinsky, Vong, Wheeler, Oppie (4)                      Abstain: Finn (1)</p>
23.	<p><b>First Draft Fiscal Year 2023-2024 Annual Action Plan</b></p> <p><a href="#">April 13, 2023</a></p>	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.	<p>Vice Chair Dawson made the motion to move to close the public hearing, with a second by Commissioner Moore. The motion passed 11-0.</p> <p style="padding-left: 20px;">Yes: Finn, Dawson, Shoor, Del Buono, Vong, Wheeler, Partida, Jackson, Moore, Cardoza, Oppie (11)                      No: (0)                      Absent: Jasinsky, Navarro, Tran (3)</p> <p>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.</p>

## DRAFT Housing & Community Development Commission Accomplishments for FY 2022-23

#	Objective for 22-23	Recommended Actions	Commission Action
			<p>Yes: Finn, Dawson, Shoor, Del Buono, Vong, Wheeler, Partida, Jackson, Moore, Cardoza, Oppie (11)                      No: (0)                      Absent: Jasinsky, Navarro, Tran (3)</p>
24.	<p><b>Rent Stabilization Program Fees for Fiscal Year 2023-2024</b></p> <p><a href="#">April 13, 2023</a></p>	<p>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:</p> <ul style="list-style-type: none"> <li>i. Annual Apartment Rent Control Fee: increase from \$65.00 per unit to \$72.00</li> <li>ii. Annual Apartment Non-Rent Control Fee: increase from \$15.00 per unit to \$34.00</li> <li>iii. Annual Mobilehome Rent Control Fee: increase from \$30.00 per unit to \$33.00, and</li> <li>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.</li> </ul>	<p>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.</p> <p>Yes: Moore, Oppie (2)                      No: Dawson, Del Buono, Vong, Wheeler, Partida, Jackson (6)                      Absent: Jasinsky, Navarro, Tran (3)                      Abstain: Shoor, Finn, Cardoza (3)</p> <p>Commissioner Partida made the motion to recommend that the City Council adopt the proposed fees:</p> <ul style="list-style-type: none"> <li>i. Annual Apartment Rent Control Fee: increase from \$65.00 per unit to \$72.00</li> <li>ii. Annual Apartment Non-Rent Control Fee: increase from \$15.00 per unit to \$34.00</li> <li>iii. Annual Mobilehome Rent Control Fee: increase from \$30.00 per unit to \$33.00, and</li> <li>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,</li> </ul> <p>with a second by Commissioner Del Buono. The motion passed, 8-2-1.</p> <p>Yes: Finn, Dawson, Del Buono, Wheeler, Partida, Jackson, Cardoza, Oppie (8)                      No: Vong, Moore (2)                      Absent: Jasinsky, Navarro, Tran (3)                      Abstain: Shoor (1)</p>
25.	<p><b>Housing Trust Fund Budget for Fiscal Year 2023-2024</b></p> <p><a href="#">April 13, 2023</a></p>	<p>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.</p>	<p>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.</p>

## DRAFT Housing & Community Development Commission Accomplishments for FY 2022-23

#	Objective for 22-23	Recommended Actions	Commission Action
			<p>Yes: Finn, Dawson, Del Buono, Wheeler, Partida, Jackson, Cardoza, Cardoza (8)                      No: None (0)                      Absent: Jasinsky, Navarro, Tran, Vong (4)                      Abstain: Shoor, Oppie (2)</p>
26.	<p><b>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</b></p> <p><a href="#">May 11, 2023</a></p>	<p>Review the staff report and provide possible recommendations to the City Council regarding the following:</p> <p>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; (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</p>	<p>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.</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> <p>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.</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> <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>



**DRAFT Housing & Community Development Commission Accomplishments for FY 2022-23**

#	Objective for 22-23	Recommended Actions	Commission Action
		<p>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>	
27.	<p><b>Seventh Substantial Amendment to the Fiscal Year 2019-2020 Annual 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</b></p> <p><a href="#">May 11, 2023</a></p>	<p>a) Conduct a Public Hearing on the Fiscal Year 2019-2020 Annual Action Plan to reallocate a portion of the Community 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.</p>	<p>Commissioner Finn made the motion to accept the staff recommendation, with a second by Commissioner Del Buono. The motion passed 10-0.</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>

## DRAFT Housing & Community Development Commission Accomplishments for FY 2022-23

#	Objective for 22-23	Recommended Actions	Commission Action
28.	<b>Information Briefing on the Soft Story Seismic Retrofit Program</b>  <a href="#">May 11, 2023</a>	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.	<b>Draft 2023-2031 Housing Element</b>  <a href="#">June 8, 2023</a>	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)