

ATTACHMENT B: Housing & Community Development Commission Draft Workplan for FY 2019-20

#	Topics for FY 2019-20	Actions	HCDC Function, Power, Duty	Type of Item	Tentative Date
1.	Adopt Commission FY 2018-19 Accomplishments	Review, discuss, and adopt HCDC's FY 2018-19 Accomplishments based on work completed at Annual Retreat	Administrative	Governance	Sep 2019
2.	Adopt Commission FY 2019-20 Workplan	Review, discuss, and adopt HCDC's FY 2019-20 Workplan based on work completed at Annual Retreat	Administrative	Governance	Sep 2019
3.	Annual Homeless Report	Review report and provide input on overall budget, policies, and programs to address homelessness	Existing program	Report	Sep 2019
4.	Consolidated Annual Performance and Evaluation Report (CAPER)	Hold a public Hearing for the FY 2018-19 Consolidated Annual Performance and Evaluation (CAPER) and make possible recommendation to City Council to approve report	Federal funds	Hearing	Sep 2019
5.	Assessment of Fair Housing and Five-year Consolidated Plan	Review reports on process to create AFH Plan and new Five-year Consolidated Plan and make possible recommendations	Federal funds	Plans	Sep 2019
6.	Ellis Act Ordinance Recontrol Provisions and Apartment Rent Ordinance Demographic Study	Review report updating information on tenant demographics in apartments subject to the Apartment Rent Ordinance and review potential changes to Ellis Act Ordinance recontrol provisions and make possible recommendations	Ellis Act Ordinance	Policy	Nov 2019
7.	Mobilehome Park General Plan Land Use Actions	Review Planning Commission-approved GP land use actions regarding mobilehome park designations and make possible recommendation to provide comments	Revised policies	Plan	Oct/Nov 2019
8.	Administrative Citations for Tenant Protection Ordinance and Housing Payment Equality Ordinance overseen by the Rent Stabilization Program	Review proposed administrative citations for Tenant Protection Ordinance and Housing Payment Equality Ordinance overseen by the Rent Stabilization Program and make possible recommendations	Revised program	Policy Program	Oct/Nov 2019

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9.	Inclusionary Housing Framework Revisions	Review proposed revisions to the Inclusionary Housing Ordinance and related programs and make possible recommendations	Existing program	Policy	Oct 2019
10.	Anti-Displacement Draft Strategy	Review draft Anti-Displacement Strategy and make possible recommendation	Policies	Report	Nov 2019
11.	Moderate-income Housing Strategy	Review report of consultant report on Moderate-income housing strategies on proposed strategies to meet the housing needs of moderate-income residents in San José and make possible recommendation	New program	Plan	Dec 2019
12.	Affordable Housing Siting (Dispersion) Policy	Provide input on proposed updates to the City's Dispersion Policy for siting affordable housing and make possible recommendation	Revised policy	Policy	Jan 2020
13.	HCDC Workplan Amendments	Review amended 2019-20 HCDC Workplan and make possible recommendation for submission to the Community and Economic Development Committee (if necessary)	Governance	Plan	Jan 2020
14.	Diridon Affordable Housing Implementation Plan	Review draft Plan and make possible recommendation	New plan	Plan	Jan 2020
15.	Annual Housing Element Report	Review annual progress report on the Housing Element and make possible recommendation	Housing goals	Report	Feb 2020
16.	Housing Crisis Workplan	Review progress report on implementation of prioritized items in the Housing Crisis workplan and make possible recommendation	Housing goals	Report	Feb 2020
17.	New Five-year Consolidated Plan and FY 2020-21 Annual Action Plan Funding Priorities	Hold a Public Hearing and review funding priorities for 2020-25 Consolidated Plan and FY	Federal funds	Hearing	Feb/Mar 2020

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		2020-21 Annual Action Plan and make possible recommendation			
18.	Assessment of Fair Housing Draft Plan	Review draft plan on housing challenges and community needs and make possible recommendation	New plan	Plan	Mar 2020
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 2020
20.	Draft Five-year Consolidated Plan and FY 2020-21 Annual Action Plan	Hold a Public Hearing and review draft 2020-25 Consolidated Plan and FY 2020-21 Annual Action Plan and make possible recommendation	Federal funds	Hearing	Apr 2020
21.	Housing Trust Fund Budget	Review and provide input on proposed expenditures for FY 2020-21 from the Housing Trust Fund for homeless programs and make possible recommendation	Local funds	Plan	Apr 2020
22.	Commission Nominations	Nominate and select Chair and Vice Chair for FY 2020-21	Governance	Administration	May/June 2020
23.	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, and Mobilehome Rent Ordinance programs and make possible recommendations	Report on ARO & Mobilehome Rent Ordinance	Report	Quarterly, Annual
24.	Soft Story Program Framework and Ordinance	Review draft soft story program framework and ordinance and make possible recommendation	New program	Program	TBD
25.	Commercial Impact Fee	Review report on Commercial Impact Fee Nexus Study and Feasibility Study and make possible recommendation	Local funds	Report	TBD

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26.	Regional Housing Needs Allocation Subregion	Review the status of potential formation of a Regional Housing Needs Allocation Subregion (informational) and make possible recommendation	New policies	Strategy	TBD
27.	Policy 0-4 and 2.08 Amendments	Review changes to the versions circulated by the Clerk's office and make possible recommendation	Administrative	Governance	TBD
28.	Amended Commission Bylaws	Review, make possible changes, and approve amended Commission Bylaws	Administrative	Governance	TBD
29.	Outreach Authorization for Commissioners	Consider, and by motion, authorize identified Commissioners to use their titles in seeking public input on items within the purview of the Commission subject to Council Policy 0-4 for FY 2020-21 and to report back to the Commission after the conclusion of such meetings	Administrative	Governance	TBD after changes to Policy 0-4 finalized
30.	Reports on Housing Data	Review reports on housing data	Report	Report	As required
31.	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 required
32.	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
33.	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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Commissioner-initiated Items*					
34.	Commission-initiated discussions under the purview of Commission*	Hold Commissioner-initiated discussions on existing or potential programs or 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
35.	Potential Policy or Program on Affordable Housing that Encourages Transportation Mobility*	Continue the Commissioner-initiated discussion on potential policy or program to foster affordable housing creation that encourages transportation mobility and take possible action	New, revised programs or policies	Program Policy	TBD

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

- 7 – General Plan land use changes
- 8—Administrative Citations for RSP Programs
- 10 – Anti-displacement Draft Strategy
- 12 – Affordable Housing Siting (Dispersion) policy
- 15 – Annual Housing Element report
- 16—Housing Crisis Workplan Updates
- 18—Assessment of Fair Housing Draft Plan
- 19 – RSP Budget
- 23 – Quarterly and Annual reports
- 30—Reports on Housing Data
- 31 – Proposed State/Federal Legislation
- 32 – Topics related to Chapters 17.22 and 17.23 of the San José Municipal Code
- 33 - Topics related to Chapter 20.180 of the San José Municipal Code
- 34 – Commission-initiated discussions under the purview of Commission*

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