

Attachment B
Housing and Community Development Commission Work Plan for Fiscal Year 2024-2025

#	Topics for Fiscal Year 2024-2025*	Action	HCDC Role, Function, Power, Duty	Topic	Tentative Date
<i>Legend:</i> <i>MH = Mobilehomes; RSP = Rent Stabilization Program; HUD = United States Department of Housing and Urban Development; GHP = General Housing Programs; ME = Measure E Parcel Tax; HCDC = Housing and Community Development Commission</i>					
1	HCDC Fiscal Year 2023-2024 Annual Accomplishments	ADOPT: Review, discuss, and adopt HCDC's Fiscal Year 2023-2024 Annual Accomplishments	HCDC Admin / Governance	HCDC	Sep 2024
2	HCDC Fiscal Year 2024-2025 Annual Work Plan	ADOPT: Review, discuss, and adopt HCDC's Fiscal Year 2024-2025 Annual Work Plan	HCDC Admin / Governance	HCDC	Sep 2024
3	Mobilehomes Quarter 4 Report – (Apr-Jun)	REVIEW: Review and possibly provide advice to staff regarding Mobilehome Quarterly Report	Review of Mobilehome Rent Ordinance-related data (Municode 2.08.2840)	MH	Oct 2024
4	Rent Stabilization Program Semi-Annual Report Fiscal Year 2023-2024	REVIEW: Review and possibly provide advice to staff regarding Rent Stabilization Program data	Review of Apartment Rent Ordinance-related data (Municode 2.08.2840)	RSP	Nov 2024
5	Draft Assessment of Fair Housing Plan	RECOMMEND: Hold a public hearing for the Assessment of Fair Housing Plan for the use of specified federal funds and make possible recommendation to City Council to approve the Assessment of Fair Housing	HUD-related Hearing (Citizen Participation Plan Requirement)	HUD	Dec 2024

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6	Measure E Annual Report	REVIEW: Review and possibly provide advice to staff regarding the report for expenditures of Measure E funds	Measure E Oversight Committee (Resolution #79608)	ME	Dec 2024
7	Soft Story Policy and Program Update	REVIEW: Review, discuss, and provide input about the soft story policy and program implementation update	Advisory (Program)	GHP	Feb 2025
8	Mobilehomes Quarter 1 Report – (Jul-Sep)	REVIEW: Review and possibly provide advice to staff regarding Mobilehome Quarterly Report	Review Mobilehome Rent Ordinance-related data (Municode 2.08.2840)	MH	Feb 2025
9	Mobilehomes Quarter 2 Report – (Oct-Dec)	REVIEW: Review and possibly provide advice to staff regarding Mobilehome Quarterly Report	Review of Mobilehome Rent Ordinance-related data (Municode 2.08.2840)	MH	Feb 2025
10	Moderate-Income Housing Strategy Status Report	REVIEW: Review, discuss, and provide input about the draft Moderate-income Housing Strategy	Advisory (Programs)	GHP	Spring 2025

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11	Housing Balance Status Report	REVIEW: Review, discuss, and provide input about the Housing Balance Status Report	Advisory (Programs)	GHP	Spring 2025
12	Funding Priorities for Fiscal Year 2025-2026 Annual Action Plan	RECOMMEND: Hold a Public Hearing and review funding priorities for the Fiscal Year 2025-2026 Annual Action Plan and make potential recommendation to City Council to approve the plan	HUD-related Hearing (Citizen Participation Plan Requirement)	HUD	March 2025
13	Rent Stabilization Program Budget and Fee Recommendations	RECOMMEND: Review, discuss, and make recommendations to staff and City Council about the proposed Rent Stabilization Program Budget and Fee recommendations	Advisory (Municode 2.08.2840)	RSP	Mar 2025
14	Annual Progress Report on the Housing Element and Housing Successor Report	REVIEW: Review the report and advise staff and/or City Council about progress towards Housing Element goals	Advisory (General Housing Programs)	GHP	Mar 2025
15	Measure E Spending Plan	RECOMMEND: Review, discuss, and make recommendations to staff and	Measure E Oversight Committee	ME	Apr 2025

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		City Council about the proposed Measure E Spending Plan	(Resolution #79608)		
16	Housing Trust Fund Budget	RECOMMEND: Review, discuss, and make recommendations to staff and City Council about the proposed Housing Trust Fund Budget	Housing Trust Fund Oversight Committee (Resolution #74810)	GHP	Apr 2025
17	Draft 2025-2026 Annual Action Plan	RECOMMEND: Hold a public hearing and review the FY 2025-2026 Annual Action Plan and make potential recommendations to City Council to approve the plan	HUD-related Hearing (Citizen Participation Plan Requirement)	HUD	April 2025
18	Rent Stabilization Program Semi-Annual Report FY 2024-2025	REVIEW: Review and possibly provide advice to staff regarding Rent Stabilization Program data	Review of Apartment Rent Ordinance-related data (Municode 2.08.2840)	RSP	May 2025
19	Draft Amendments to Citizen Participation Plan	RECOMMEND: Hold a public hearing and review the draft amendments to the Citizen Participation Plan which defines required public outreach for Actions related to funding from the	HUD-related Hearing (Citizen Participation Plan Requirement)	HUD	May 2025

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		U.S. Department of Housing and Urban Development			
20	5 Year Consolidated Plan and Draft Amendments to Citizen Participation Plan	RECOMMEND: Hold a public hearing and review the City's 5 Year Consolidated Plan	HUD-related Hearing (Citizen Participation Plan Requirement)	HUD	June 2025
21	Mobilehomes Quarter 3 Report – (Jan-Mar)	REVIEW: Review and possibly provide advice to staff regarding Mobilehome Quarterly Report	Review of Mobilehome Rent Ordinance-related data (Municode 2.08.2840)	MH	June 2025
22	Commission Nominations and Elections	ELECT: Nominate and elect Chair and Vice Chair for Fiscal Year 2024-2025	HCDC Admin / Governance	HCDC	June 2025
23	Amendment(s) to Annual Action Plans (Fiscal Year 2021-2022, 2023-2024, Fiscal Year 2024-2025)	RECOMMEND: Hold a public hearing and review any proposed amendments to any active Annual Action Plans and make potential recommendation to City Council to approve the amendments	HUD-related Hearing (Citizen Participation Plan Requirement)	HUD	Scheduled as needed

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24	<p align="center">Topics related to Chapters 17.22 and 17.23 of the San José Municipal Code</p>	<p align="center">RECOMMEND: Discuss items related to SJMC Chapters 17.22 and 17.23 regarding the Mobilehome Rent Ordinance, Rent Stabilization and related regulations and take possible action</p>	<p align="center">Review of Apartment Rent Ordinance and Mobilehome Rent Ordinance-related policies and programs (Municode 2.08.2840)</p>	<p align="center">RSP / MH</p>	<p align="center">Scheduled as needed</p>
25	<p align="center">Topics related to Chapter 20.180 of the San José Municipal Code</p>	<p align="center">RECOMMEND: Discuss items related to SJMC Chapters 20.180 regarding mobilehome parks and related policies and take possible action</p>	<p align="center">Review of mobilehome-related policies and programs</p>	<p align="center">MH</p>	<p align="center">Scheduled as needed</p>
26	<p align="center">Proposed State/Federal Legislation</p>	<p align="center">RECOMMEND: Discuss and provide recommendations to staff and/or City Council on proposed legislation or ballot measures pertaining to subjects under the purview of the Commission, per City Policy 0-4</p>	<p align="center">Advisory (General Housing Programs)</p>	<p align="center">GHP</p>	<p align="center">Scheduled as needed</p>

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27	Commissioner-initiated discussions under the purview of the Commission**	TBD: Hold Commissioner-initiated discussions on existing or potential programs, policies, or regulations related to housing and community development policies or programs and take possible action	TBD	TBD	Scheduled as needed

NOTES

*The proposed agendized items may be subject to change.

**Commissioner-initiated items are researched and prepared by the HCD Commissioners. All these actions must be taken consistent with City Policy 0-4. City support staff is only responsible for distribution unless capacity exists to provide additional information. These items will be agendized and prioritized around the HCD Commission’s regular workload.