

ATTACHMENT B: DRAFT Housing & Community Development Commission Workplan for FY 2021-22

#	Topics for FY 2021-22	Actions	HCDC Function, Power, Duty	Type of Item	Tentative Date
1.	Housing Crisis Workplan Update	Review progress report on implementation of items in the Housing Crisis workplan and make possible recommendation	Housing goals	Report	Aug 2021
2.	Consolidated Annual Performance and Evaluation Report (CAPER)	Hold a public Hearing for the FY 2020-21 Consolidated Annual Performance and Evaluation (CAPER) and make possible recommendation to City Council to approve report	Federal funds	Hearing	Sep 2021
3.	Adopt Commission FY 2020-21 Accomplishments	Review, discuss, and adopt HCDC's FY 2020-21 Accomplishments based on work completed at Annual Retreat	Administrative	Governance	Oct 2021
4.	Adopt Commission FY 2021-22 Workplan	Review, discuss, and adopt HCDC's FY 2021-22 Workplan based on work completed at Annual Retreat	Administrative	Governance	Oct 2021
5.	Measure E Annual Report	Review report for expenditures of Measure E funds and make possible recommendations	Local funds	Plan	Nov 2021
6.	Housing Crisis Workplan Prioritized Items Status Report	Review progress report on implementation of prioritized items in the Housing Crisis workplan and make possible recommendation	Housing goals	Report	Nov 2021
7.	Commission Lived Experience Seat	Review proposal for Lived Experience commission seat, review draft amendments to Commission Bylaws and San José Municipal Code, and make possible recommendation	Administrative	Governance	Dec 2021
8.	Commercial Linkage Fee Implementation	Review report on potential updates to implementation of the Commercial Impact Fee and make possible recommendation	Local funds	Report	Dec 2021
9.	Amendment to FY 2021-22 Annual Action Plan to \$11.7 M in HOME-ARP funds	Hold a Public Hearing and review Amendments to FY 2021-22 Annual Action Plan for the use of federal	Federal funds	Hearing	Dec 2021

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		American Rescue Plan funds from HUD and make possible recommendation			
10.	FY 2022-23 Annual Action Plan Funding Priorities	Hold a Public Hearing and review funding priorities for FY 2022-23 Annual Action Plan and make possible recommendation	Federal funds	Hearing	Dec 2021
11.	Diridon Affordable Housing Implementation Plan Workplan	Review draft Workplan for the Diridon Affordable Housing Implementation Plan and make possible recommendation	New plan	Plan	Jan 2021
12.	Annual Homeless Report	Review report and provide input on overall budget, policies, and programs to address homelessness	Existing program	Report	Jan 2021
13.	Report on the Better Housing Initiative	Review the status report on the Better Housing Initiative Program and make possible recommendations	Program analysis	Program	Jan 2022
14.	Draft Assessment of Fair Housing & Housing Element Strategies	Review report on status of the AFH and Housing Element work, review preliminary draft strategies, and make possible recommendations	New plan	New Plans	Jan 2022
15.	Draft Community Opportunity to Purchase Program (COPA)	Review draft program report for the Community Opportunity to Purchase program to foster nonprofit acquisition and rehabilitation of residential properties and make possible recommendations	New program	Program	Jan 2022
16.	HCDC Amended Bylaws	Review and approve amended HCDC Bylaws for compliance with Policy 0-4 and other consistent amendments	Governance	Plan	Jan 2022 (only if needed)
17.	HCDC Workplan Amendments	Review amended 2021-22 HCDC Workplan and make recommendation for submission to the Community and Economic Development Committee	Governance	Plan	Feb 2022 (only if needed)
18.	Anti-Displacement Strategy Status Update	Review report on Anti-Displacement Strategy update and make possible recommendation	Report	Report	Mar 2022
19.	Rent Burden and Demographics of Affordable Housing Residents Report	Review report on rent burden and demographics of affordable housing residents and make possible recommendation	Program analysis	Program	Mar 2022
20.	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 2022

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21.	Draft Tenant Preference Program	Review draft program report on Tenant Preferences to help prevent displacement and make possible recommendations	New program	Program	Mar 2022
22.	Draft FY 2022-23 Annual Action Plan	Hold a Public Hearing and review FY 2022-23 draft Annual Action Plan for the use of federal funds from HUD and make possible recommendation	Federal funds	Hearing	Apr 2022
23.	Measure E Spending Plan FY 2022-23	Review spending plan for the Measure E Property Tax Revenue and provide comments for transmittal to the City Council	Local funds	Plan	Apr 2022
24.	Housing Trust Fund Budget FY 2022-23	Review and provide input on proposed expenditures for FY 2022-23 from the Housing Trust Fund for homeless programs and make possible recommendation	Local funds	Plan	Apr 2022
25.	Annual Progress Report on the Housing Element	Review progress report on the Annual Progress Report to the State on the City's Housing Element and make possible recommendation	Housing goals	Report	Apr 2022
26.	Soft Story Program Framework and Ordinance	Review draft soft story program framework and ordinance and make possible recommendation	New program	Program	Apr 2022
27.	Housing Crisis Workplan	Review progress report on implementation of prioritized items in the Housing Crisis workplan and make possible recommendation	Housing goals	Report	May 2022
28.	Rent Stabilization Program Strategic Plan	Review amended Strategic Plan for the Rent Stabilization Program and make possible recommendation	New plan	Plan	May 2022
29.	Commission Nominations/Elections	Nominate and select Chair and Vice Chair for FY 2022-23	Governance	Administration	May & Jun 2022
30.	Moderate-income Housing Strategy	Review report on proposed Moderate-income housing strategies to meet the housing needs of moderate-income residents in San José and make possible recommendation	New program	Plan	Jun 2022
31.	Assessment of Fair Housing Draft Plan	Review draft Plan on fair housing strategies to address housing challenges and community needs and make possible recommendation	New plan	Plan	Jun 2022
32.	Accessory Dwelling Units Loan Program	Review report on proposed program and make possible recommendations	New program	Program	Jun 2022

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33.	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, Housing Payment Equality Ordinance, and Mobilehome Rent Ordinance programs and make possible recommendations	Report on ARO & Mobilehome Rent Ordinance	Report	Quarterly, Annual
34.	Reports on Housing Data	Review reports on housing data	Report	Report	As needed
35.	Amendment(s) to FY 2019-20 Annual Action Plan	Hold a Public Hearing and review Amendments to FY 2019-20 Annual Action Plan for the use of special COVID-related federal funds from HUD and make possible recommendation	Federal funds	Hearing	As needed
36.	Amendment(s) to FY 2021-22 Annual Action Plan	Hold a Public Hearing and review Amendments to FY 2021-22 Annual Action Plan for the use of federal funds from HUD and make possible recommendation	Federal funds	Hearing	As needed
37.	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 needed
38.	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
39.	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
40.	Commission-initiated discussions under the purview of Commission*	Hold Commissioner-initiated discussions on existing or potential programs, 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

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****Note: Commissioner-initiated items are researched and prepared by the Commissioners. All of these actions are to be taken consistent with Policy 0-4. Staff is only responsible for distribution unless capacity exists to provide additional information. These items will be agendized and prioritized around the Commission’s regular workload. The proposed agendized items may be subject to change.***

Non-governance Items that may be Related to Mobilehomes (directly and/or indirectly)

Item #s	Topics
5	Measure E Annual Report
6, 27	Housing Crisis Workplan Updates
14	Assessment of Fair Housing
20	RSP Budget
9, 22, 35, 36	Annual Action Plans
23	Measure E Spending Plan
25	Annual Progress Report on the Housing Element
33	Quarterly and Annual Reports
34	Reports on Housing Data
37	Proposed State/Federal Legislation
38	Topics related to Chapters 17.22 and 17.23 of the San José Municipal Code
39	Topics related to Chapter 20.180 of the San José Municipal Code
40	Commission-initiated discussions under the purview of Commission*

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