



Memorandum

TO: COMMUNITY AND ECONOMIC
DEVELOPMENT COMMITTEE

FROM: Jacky Morales-Ferrand

SUBJECT: SEE BELOW

DATE: October 15, 2021

Approved

Date

10/18/21

**SUBJECT: HOUSING AND COMMUNITY DEVELOPMENT COMMISSION FY
2020-21 ANNUAL REPORT AND FY 2021-22 WORKPLAN**

RECOMMENDATION

It is recommended that the Community and Economic Development Committee (CED Committee) approve the Housing and Community Development Commission's FY 2020-21 Annual Accomplishments Report and consider and approve its FY 2021-22 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 mobile home 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 2020-21 (**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 32 items. These items included several important issues including:

- Citywide Residential Anti-Displacement Strategy
- Diridon Affordable Housing Implementation Plan
- Assessment of Fair Housing Findings
- Affordable Housing Siting Policy
- Sunset on the 2021 Moratorium on Rent Increases for Tenants and Mobilehome Residents and Owners Financially Impacted By COVID-19

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 (HUD). These reports are required to be submitted annually to fulfill federal funding requirements. Last year, the Commission heard four HUD-required items:

- Consolidated Annual Performance and Evaluation Report for FY 2019-20
- FY 2021-22 Annual Action Plan Funding Priorities
- Draft FY 2021-22 Annual Action Plan
- Substantial Amendments to FY 2019-20 and FY 2020-21 Annual Action Plans to program \$7.6 million in new federal stimulus funds through the CDBG-CV program.

Proposed Workplan

The Commission's proposed FY 2021-22 Workplan (**Attachment B**) is comprised mostly of Department-scheduled items.

The Commission held its Annual Retreat on the evenings of September 21 and 22, 2021. It heard and conditionally approved its FY 2020-21 Annual Accomplishments Report and approved a draft Workplan for FY 2021-22, pending staff's integration of amendments identified at the

retreat. At its regular meeting on October 14, 2021, the Commission approved last year's accomplishments and its FY 2020-21 Workplan.

Of note, is the first annual report associated with Measure E funds, the City's real property transfer tax approved by San José voters on March 3, 2020. In its function as Measure E Oversight Committee, the Commission verifies that the Department's spending plan is consistent with the City Council's approved priorities for affordable housing and homelessness. In FY 2021-22, the Commission will hear the plan to add a seat for a commissioner with lived experience with homelessness before the item goes to the City Council. The Commission also is expected to consider other new or revised plans, policies and programs, including the Community Opportunity to Purchase program and draft strategies for the forthcoming Assessment of Fair Housing / 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 2021-22.

All identified Workplan items are within the scope pursuant to 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 citizens of San José.

CONCLUSION

Staff recommends that the CED Committee approve both the Commission's FY 2020-21 Annual Accomplishments Report and its proposed Workplan for FY 2021-22.

EVALUATION AND FOLLOW-UP

If necessary, staff will present any amendments to the Commission's FY 2021-22 Workplan to the CED Committee for approval during the fiscal year.

PUBLIC OUTREACH

The Commission held two publicly-noticed, virtual Special Meetings for its Annual Retreat on September 21 and 22, 2021. The meetings were announced by posted public agendas on the City's website and on the Housing Department's website. Department staff also sent an e-blast to interested parties on the Commission's e-blast list to notify them of the meetings. The Commission held a publicly noticed virtual Regular Meeting on October 14, 2021 and approved

both documents for submission to the CED Committee. In addition, this memorandum will be posted along with the CED Committee agenda for its publicly noticed virtual meeting on October 25, 2021.

COORDINATION

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

CEQA

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

/s/

JACKY MORALES-FFERRAND
Director, Housing Department

For questions, please contact Kristen Clements, Division Manager, at kristen.clements@sanjoseca.gov or (408) 535-8236.

ATTACHMENTS:

Attachment A: Housing & Community Development Commission Annual Accomplishments for FY 2020-21

Attachment B: Housing & Community Development Commission Draft FY 2021-22 Workplan