



DATE: June 27, 2012
TO: Honorable Mayor and City Councilmembers
FROM: Neighborhood Services Department
SUBJECT: **HOUSING COMMISSION FY2012-2014 WORKPLAN**

SYNOPSIS

Staff and the Housing Commission recommend that the City Council approve the FY2012-2014 Housing Commission Workplan.

BACKGROUND

On March 27, 1991, the City Council established seven Commissions including the Housing Commission. Section 6 of the resolution establishing Commissions states that each Commission shall submit to the City Council a workplan indicating specific projects and tasks proposed for each fiscal year to support the purpose and scope of responsibilities of the Commission.

ANALYSIS

Attached is a copy of the FY2012-2014 Housing Commission Workplan. The Workplan delineates the Commission's mission to consider and make recommendations to the City Council and the Community Development Commission on policies pertaining to programs for low- and moderate-income housing and homelessness.

In the course of its work in fiscal year 2012-2014, the Housing Commission will address the following issues:

- 1) Homeownership Programs
- 2) Mobile Home Parks
- 3) Regional Housing Task Force
- 4) State and Federal Fair Housing
- 5) Accessibility
- 6) Consolidated Plan
- 7) Housing Element
- 8) Community Development Block Grant – Home Funds
- 9) Apartment Vacancy Rates
- 10) Senior and Special Needs
- 11) Crown Heights

- 12) Homelessness
- 13) Energy Efficiency
- 14) Celebrate Diversity

FISCAL IMPACT

None.

COMMISSION OR COMMITTEE REPORT

The Housing Commission reviewed and unanimously approved its FY2012-2014 Workplan at its meeting on October 25, 2011.

CITY ATTORNEY'S ANALYSIS

Does not apply.

RECOMMENDATION

Staff and the Housing Commission recommend that the City Council approve the FY2012-2014 Housing Commission Workplan.

PREPARED BY:


Margery M. Pierce
Director, Neighborhood Services

SUBMITTED BY:


Peter A. Weiss
City Manager

REVIEWED BY:

Michele Skaggs Lawrence, Deputy City Manager 

Attachment: Workplan
Housing Commission Action Report

**CITY OF OCEANSIDE HOUSING COMMISSION
FY 2012 – 2014 WORKPLAN**

1.0 MISSION STATEMENT

The City of Oceanside Housing Commission considers and makes recommendations to the City Council on policies pertaining to programs for low and moderate income housing and homelessness. The Housing Commission also serves as the “Community Development Advisory Committee” (C.D.A.C.) pursuant to City Council Ordinance No. 95-001. The Chair and Vice-Chair also serve on the Relocation Appeals Board. The Housing Commission also considers and makes recommendations to the City Council on programs and policies to promote the diversity of the community, (including but not limited to the senior citizens, youth, minority groups and disabled persons. The Commission was established by the City Council on March 27, 1991.

In order to facilitate its mission, the Commission reviews proposed and existing low and moderate income housing programs administered by the Oceanside Neighborhood Services Department. The Commission’s purpose is to communicate to the City Council recommended courses of action relating to housing issues. The Commission acts in an advisory capacity.

2.0 COMPOSITION

The Commission is composed of nine (9) regular voting members and alternates, if any, as appointed by the Mayor and ratified by the City Council. Two members of the Commission shall be tenant members.

Present Commissioners

Kay Parker	(Chair)
Joe Farmer	(Vice-Chair)
Jackie Camp	
Geri Cooper	
Bob Mikulay	
Wanda Moore	
J.J. Sorensen	
Allison James	
Inez Williams	
City Council Liaison	Mayor Jim Wood

3.0 STRUCTURE

Committees will be appointed on an ad-hoc basis as necessary to accommodate the work of the Commission. In all cases, committees shall conduct their mission in compliance with the Revised Brown Act.

4.0 GENERAL GOALS AND TASKS

The Commission desires to encourage community participation in the decision-making process. Towards that goal, the Commission shall endeavor to:

- a) Inform citizens of the programs and projects under consideration.
- b) Promote public comment on housing policies and programs.
- c) Encourage volunteer efforts when specific outreach efforts are scheduled.
- d) Advocate citizen involvement in civic issues.

The Commission shall promote open communication and interaction between the Commission, law and code enforcement agencies. The Commission shall promote open communication to the City Council regarding Commission activities via Liaison. Periodically, the Commission Chair or an appointed Commissioner, by direction of the Commission, may seek to address the full City Council regarding a specific housing issue or to express a Commission recommendation. In addition to any oral presentation to the City Council, a Commission recommendation shall be provided in written form, with minority viewpoints attached.

4.1 SPECIFIC GOALS AND TASKS

The Commission shall continue to evaluate and make recommendations to the City Council regarding programs and/or projects presented by the Housing staff related to low and moderate-income housing and homelessness:

- a) **HOMEOWNERSHIP PROGRAMS** – The Commission shall continue to evaluate, promote and recommend programs that increase homeownership.
- b) **MOBILE HOME PARKS** – The Commission shall monitor the circumstances of the park residents and when possible, promote and accommodate park ownership by residents or non-profit housing agencies.
- c) **REGIONAL HOUSING TASK FORCE** – The Commission shall monitor and support local efforts to implement regional solutions to the current housing conditions.
- d) **STATE AND FEDERAL FAIR HOUSING** – The Commission shall support State and Federal Fair Housing laws. The Commission shall review, evaluate and make recommendations on completed Housing Audits.
- e) **ACCESSIBILITY** – The Commission shall be supportive of A.D.A. and housing accessibility needs in order to foster independent living for Oceanside residents.

- f) **CONSOLIDATED PLAN** – The Commission shall review the Oceanside Consolidated Plan on an annual and a five–year basis as required by HUD.
- g) **HOUSING ELEMENT** – The Commission shall support, promote and recommend policies and programs in compliance with the Housing Element. Priority shall be given to cost-effective plans that generate Housing Element credits.
- h) **COMMUNITY DEVELOPMENT BLOCK GRANT-HOME FUNDS** - The Commission shall make recommendations to the City Council regarding housing programs for Community Development Block Grant and HOME funds.
- i) **APARTMENT VACANCY RATES** – The Commission shall obtain and monitor apartment vacancy rates.
- j) **SENIOR AND SPECIAL NEEDS** – The Commission shall evaluate, monitor and when possible, promote independent living for Senior and the Special Needs population.
- k) **CROWN HEIGHTS** – The Commission shall continue to support programs and goals as defined in the Crown Heights Revitalization Plan.
- l) **HOMELESSNESS** – The Commission shall evaluate, review and make recommendations on programs, policies and plans for addressing homelessness.
- m) **ENERGY EFFICIENCY** – The Commission shall encourage energy efficiency building practices in the development of new or rehabilitated affordable and market-rate residential units.
- n) **CELEBRATE DIVERSITY** – The Commission shall celebrate the diversity of Oceanside by promoting and advocating for events that advance equality.

4.2 **SPECIFIC GOALS AND TASKS FOR COMMUNITY RELATIONS PROGRAM**

The Commission shall continue to evaluate and make recommendations to the City Council regarding programs and/or projects presented by the Housing staff related to the Community Relations Program:

- a) **MARTIN LUTHER KING, JR. COMMUNITY SERVICE AWARD** – The Commission shall coordinate the annual Dr. Martin Luther King, Jr. Community Service Award program and participate in appropriate

celebrations around the Martin Luther King, Jr. commemorative holiday in January. The Commission shall appoint a Community Service Award Selection Committee comprised of no more than four commissioners and up to five persons from the community, including a representative from the North San Diego County Branch of the NAACP and a representative from MCB Camp Pendleton, to select the award recipient.

- b) **MARTIN LUTHER KING, JR. SCHOLARSHIP PROGRAM** - The commission shall manage the annual Dr. Martin Luther King, Jr. Scholarship Program. The Commission shall appoint a Scholarship Selection Committee of no more than four commissioners and up to five persons from the community including a representative from the North San Diego County Branch of the NAACP and a representative from MCB Camp Pendleton, to review applications and award the scholarships.

The Commission shall host an annual fund-raising event for the Dr. Martin Luther King, Jr. Scholarship Program. The Commission as a whole, together with interested members of the community, shall assist the Resource Director in planning the event. No public funds shall be used in the scholarship programs.