

# City of Carlsbad

## Housing Commission Work Plan

### January 2023 - June 2024

#### I. Mission Statement

The mission of the Housing Commission is to promote housing security and affordability for all segments of our community, including lower income families and people with special housing and supportive service needs.

#### II. Composition

The Housing Commission consists of five members who are appointed by the Mayor and confirmed by the City Council. Members shall serve four-year terms.

#### III. January 2023 - June 2024 Goals & Tasks

The Housing Commission will focus on the following goals and tasks:

1. Support and advise the City Council regarding efforts to address affordable housing.
  - a. As needed throughout this time frame, perform the functions of the Housing Commission consistent with Carlsbad Municipal Code Section 2.40.060, including responsibilities for the Carlsbad Public Housing Authority.
  - b. Review and recommend for approval to City Council the Public Housing Agency Annual Plan for Fiscal Year 2023-24.
  - c. Examine housing policy questions as may be referred by the City Council.
2. Support and advise the City Council regarding efforts to address homelessness.
  - a. Receive a report on the Homeless Response Plan Update and provide recommendations for prioritization of actions, if warranted.
3. Improve understanding of housing programs, policies and laws.
  - a. Receive legislative update offered or arranged by the City of Carlsbad.
  - b. Receive update on Housing Element progress and affordable housing sites.
  - c. Participate in best practices session on addressing rental and homeownership affordable housing needs and homelessness.
  - d. Examine ways to reduce barriers to accessing affordable housing.
  - e. Examine smoke free requirements for City assisted affordable housing.
4. Housing Trust Fund

- a. Review and provide input on requests for funding from the Housing Trust Fund.
5. Facilitate communication with the City Council and the broader Carlsbad community regarding matters which fall within the Commission's functions.
- a. Prepare an annual work plan and present to City Council for approval.
  - b. Report to City Council and public on annual work plan accomplishments.
  - c. Provide an annual report to the City Council on the status and progress of affordable housing and homelessness programs.
  - d. Promote efforts to maximize public participation in city-organized information forums, workshops and public hearings related to goals above.