

DRAFT- Fiscal Year (FY) Housing Advisory Committee (HAC) Yearly Meeting / Activities Schedule

~~Jul 17~~, **Aug 21**, **Sep 18** *(Chair and/or Vice-Chair Direct Staff which activity to appear on which Meeting date shown)*

1. Determine Topics and Focus priorities for FY2024-2025 (~~Jul 17~~)
 - i. **Activity** OCS staff to compile feedback from HAC's work session into a working calendar that should also detail available FOIA/Open meetings Training.
2. Determine any additional next steps as it relates to HAC's recommended Landbank Ordinance/Program (**Aug 21**)
 - i. **Activity** Receive comments back from City Manager and/or Deputy City Manager of Operations, which will guide HAC members and OCS staff further.
3. Develop and Deploy Orientation & Recruitment Strategy, to fill (2) vacant lived-experience seats on the HAC committee.
 - i. **Activity** Review new member training, assign peer mentors, include Get Proactive training.
- PILOT Discussion to formulate HAC/Memo of Recommendations to City Council through City Manager if voted on by HAC.
 - ii. **Activity** Discuss applicability, draft recommendations, collaborate with UVA/CRHA.

Oct 16, Nov 20, Dec 18 *(Chair and/or Vice-Chair Direct Staff which activity to appear on which Meeting date shown)*

4. ADU Program/Ordinance Language Clean-up.
 - i. **Activity** ensures clarity and alignment with the development code and current housing goals. (Staff aims to compile and deliver to Deputy City Manager of Operations, **ADU Program Clean-up Due on December 3, 2024**)
5. Landlord Risk Reduction Discussion.
 - i. **Activity** Identify risk factors, propose mitigation strategies, and engage with local landlords to formulate HAC/Memo of Recommendations to City Council through City Manager if voted on by HAC.
6. Tax Abatement for Performance Discussion (Schedule A - Affordable Housing Abatement; and B - Economic Development Abatement).
 - i. **Activity** Discuss and identify HAC Considerations/Recommendations for Tax Abatement for Performance for Affordable Housing developments and draft abatement criteria.

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Jan 15, Feb 19, Mar 19 *(Chair and/or Vice-Chair Direct Staff which activity to appear on which Meeting date shown)*

7. Geographic/Place-Based Incentives.

- i. **Activity** Identify target neighborhoods, develop TIF programs, and include leadership capacity building to formulate HAC/Memo of Recommendations to City Council through City Manager if voted on by HAC.

8. Fee Waiver Programs.

- i. **Activity** Review existing fees, propose waiver criteria, and align with budget planning to formulate HAC/Memo of Recommendations to City Council through City Manager if voted on by HAC.

9. Mid-Year Review.

- i. **Activity** Assess progress, adjust work plans as needed, and prepare interim reports to formulate HAC/Memo of Recommendations to City Council through City Manager if voted on by HAC; these efforts will also inform year-end affordable housing plan/ annual report. (Staff aims to complete the draft of the **Affordable Housing Annual Report on March 5, 2025**)

Apr 16, May 21, Jun 18 *(Chair and/or Vice-Chair Direct Staff which activity to appear on which Meeting date shown)*

10. Follow-up on any HAC-recommended Housing program/policy action that is open or ongoing.

11. **Year-End Review**, to develop Affordable Housing Annual Report.

- o **Activity** Evaluate overall progress, prepare annual report, include achievements and challenges.

12. **Set FY 2025-2026 HAC Yearly Meeting / Activities Schedule**