

CITY OF HEALDSBURG

RESOLUTION NO. 28-2017

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG RESCINDING RESOLUTION NO. 116-2015, ESTABLISHING A NEW COMMUNITY HOUSING COMMITTEE AND OUTLINING THE ROLES AND RESPONSIBILITIES OF THE COMMITTEE

WHEREAS, the City Council of the City of Healdsburg recognizes the continuing need to address the community's affordable and workforce housing needs and to direct activities to further housing and the affordability of housing within the City of Healdsburg; and

WHEREAS, the City Council desires to establish a new Community Housing Committee representing a broad cross section of the community to advise and make recommendations to Council on how best to address workforce and affordable housing challenges in the City of Healdsburg; and

WHEREAS, it is necessary to determine the procedures relating to methods of appointment, terms of office, duties and responsibilities.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Healdsburg hereby rescinds Resolution No. 116-2015, establishes a new Community Housing Committee and adopts the following provisions that relate to the Committee's membership, terms of office, duties and responsibilities:

1. MEMBERSHIP: The membership shall consist of seven (7) core members appointed by the City Council. The core membership shall include seven at large members who represent a broad cross section of the community diversified by age, family status, ethnicity, gender, housing tenure, experience with affordable housing and other relevant experiences. All members shall reside within the City limits of the City of Healdsburg. The City Council shall appoint additional members to the Committee as deemed necessary based on expertise needed to fulfill the objectives.
2. TERM OF OFFICE OF MEMBERS: The term of office of all members of said Committee shall be three (3) years; provided that such members first appointed shall so classify themselves by lot such that three (3) members' terms shall terminate on the first day of January, 2020, two (2) on the first day of January 2019 and two (2) on the first day of January, 2018. Each member shall serve at the pleasure of the Mayor and the City Council until his or her successor is appointed and qualified.
3. VACANCY: Vacancies on said Committee, for whatever cause, shall be filled by the City Council. Any member missing three (3) consecutive regular meetings without approval of the Committee shall be deemed as having vacated his or her seat on the Committee.

4. OFFICERS OF THE COMMITTEE: The Community Housing Committee shall select one of its members as Chairperson and one of its members as Vice-Chairperson whose terms of office for said positions shall be one year. The Chairperson shall act as liaison to the City Council, providing periodic updates on the Committee's work in conjunction with City staff.
5. MEETINGS OF THE COMMITTEE: The Community Housing Committee shall meet the second Monday of every month. Meetings shall take place at Healdsburg City Hall Council Chambers, 401 Grove Street, or at such other time and place as the Committee may establish from time to time following proper notice. Special meetings of the Committee may be called at any time by City Staff, the Chairperson, or by any four (4) or more members of the Committee, by providing notice of said meeting as required by law.
6. ORGANIZATION AND PROCEDURE: The Committee may make and alter all rules and regulations governing its organization and procedure not inconsistent with this Resolution or any other Resolution or any Ordinance of the City. The Committee is subject to and shall comply with the requirements of the Brown Act (Gov. Code §54950 et seq.) Minutes of Committee meetings shall be summary minutes.
7. STAFF TO THE COMMITTEE: The City Manager shall appoint an officer or an employee of the City who shall act as Secretary to the Committee and who shall provide clerical assistance.
8. DUTIES AND RESPONSIBILITIES OF THE COMMITTEE: The Committee shall advise the City Council on matters relating to policies and programs which will serve to further workforce and affordable housing inventories and programs.

The focus of the Committee shall be as follows:

Initial work assignments to be completed by the Committee

- Update the Housing Action Plan to reflect the current Growth Management Ordinance ("GMO") remaining in place including omitting reference to amending the GMO and creation of a middle income category of affordable housing.
- Review the Council adopted GMO Policies and Procedures to ensure they align with the City's affordable housing objectives including assessing the way allocations are currently distributed.

Work assignments to begin once the initial work assignments have been completed

- Update the Inclusionary Housing Ordinance (IHO) to ensure it is meeting the City's affordable housing objectives including reviewing the affordability requirement to determine the optimal affordability requirement that can be supported without overburdening developers.
- Assess alternatives for providing additional affordable housing including an enhanced infrastructure financing district, commercial linkage fee, or commercial inclusionary housing ordinance.
- Review the Accessory Dwelling Unit (“ADU”) Ordinance for further local amendments in order to further encourage ADUs.

BE IT FURTHER RESOLVED that it is the intention of the City Council that the Community Housing Committee shall function in an advisory capacity and shall not be an administrative body, and shall direct its activities to further housing and the affordability of housing within the City of Healdsburg.

PASSED, APPROVED AND ADOPTED this 3rd day of April 2017, by the following vote:

AYES: Councilmembers: (5) Hagele, Mansell, Naujokas, Plass, and Mayor McCaffery

NOES: Councilmembers: (0) None

ABSENT: Councilmembers: (0) None

ABSTAINING: Councilmembers: (0) None

SO ORDERED:

ATTEST:

Shaun F. McCaffery, Mayor

Maria Curiel, City Clerk