



COUNTY OF HUMBOLDT

AGENDA ITEM NO.
HI

For the meeting of: February 6, 2018

Date: January 29, 2018
To: Board of Supervisors
From: Supervisor Estelle Fennell and Supervisor Rex Bohn
Subject: Report from the Homeless and Housing Ad Hoc Committee

RECOMMENDATION(S):

That the Board of Supervisors hear the report and take appropriate action, if necessary.

SOURCE OF FUNDING:

1100 General Fund

DISCUSSION:

The Homeless and Housing Ad Hoc Committee was formed on Jan. 9, 2018. The ad hoc committee was tasked with reporting back within 30 days on whether to recommend a shelter crisis declaration and formation of a homeless and housing task force.

FINANCIAL IMPACT:

Estelle Fennell
Rex Bohn

Prepared by Kathy Hayes

Signature _____

REVIEW:

Auditor _____ County Counsel _____ Human Resources _____ Other _____

TYPE OF ITEM:

- _____ Consent
- Departmental
- _____ Public Hearing
- _____ Other _____

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT
Upon motion of Supervisor _____ Seconded by Supervisor _____

- Ayes
- Nays
- Abstain
- Absent

SEE ACTION SUMMARY

PREVIOUS ACTION/REFERRAL:

Board Order No. H-2

Meeting of: 1/09/2018

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: _____

By: _____

Kathy Hayes, Clerk of the Board

There is minimal financial impact related to Homeless and Housing Ad Hoc Committee, as staff time is already budgeted for in the fiscal year 2017-18 budget. However, costs associated with a shelter crisis declaration are unknown at this time and would be the responsibility of the General Fund.

This action supports the Board's Strategic Framework by creating opportunities for improved safety and health and protecting vulnerable populations.

OTHER AGENCY INVOLVEMENT: None.

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Board discretion.

ATTACHMENTS:

Draft Resolution for a Citizens Advisory Committee on Affordable Housing Trust Fund Expenditures
Draft Resolution Declaring the Existence of Shelter Crisis

RESOLUTION ESTABLISHING AN AFFORDABLE HOUSING TRUST FUND
COMMITTEE

WHEREAS, on Jan. 26, 2016 the Humboldt County Board of Supervisors received a report from Focus Strategies on Homeless Strategies and this report included a recommendation to adopt a Housing First approach county-wide and subsequently the Board of Supervisors adopted the Housing First approach; and

WHEREAS, the Focus Strategies report states the affordable housing inventory in Humboldt County is not adequate; and

WHEREAS, on Jan. 9, 2018, County staff and concerned citizens shared information on the state of the homeless and affordable housing opportunities in Humboldt County; and

WHEREAS, on Jan. 23, 2018 the Board of Supervisors directed staff to create an Affordable Housing Trust Fund; and

WHEREAS, the Board of Supervisors desires to establish an Affordable Housing Trust Fund Committee to set criteria for (1) the receipt of funds into the Affordable Housing Trust Fund, and (2) the expenditure of funds derived from the Affordable Housing Trust Fund; and (3) to make recommendations for expenditures from the Affordable Housing Trust Fund; and

WHEREAS, the Board of Supervisors may appoint commissions or committees of citizens to study problems of general or special interest to the board and to make reports and recommendations to the board pursuant to Government Code §31000.1; and

NOW, THEREFORE, the Board of Supervisors of the County of Humboldt resolves as follows:

1. Committee

The Humboldt County Affordable Housing Trust Fund Committee is hereby established.

2. Purpose

The purpose of the Affordable Housing Trust Fund Committee (hereinafter the Committee) is to recommend criteria for the receipt and use of Affordable Housing Trust Fund monies, which shall be subject to Humboldt County Board of Supervisors approval. The criteria shall ensure that housing fund monies are used to assist the county in meeting its affordable housing goals.

In making recommendations regarding funding sources, the Committee shall consider all applicable state and federal housing programs and funding sources including, but not limited to, the grants available to counties pursuant to Health and Safety Code section 50843.5.

Upon adoption of criteria governing revenue sources and expenditures from the Affordable Housing Trust Fund, the Committee shall make recommendations to the Board of Supervisors as to which of the proposals meeting criteria should be funded.

3. Duties

The duties of the Committee shall include:

- a. Ongoing review of the County's current and projected homeless assistance and affordable housing revenues and expenditures.
- b. Ongoing review of federal, state, and local government funding sources for affordable housing.
- c. Maintaining a spreadsheet listing potential private funding sources for affordable housing.
- c. Becoming familiar with the County's role as a service provider.
- e. Providing a forum for public expression of desires regarding expenditure of funds derived from Affordable Housing Trust Fund.
- f. Working with the Department of Health and Human Services and members of the public to address potential public concerns about expenditure of funds derived from the Affordable Housing Trust Fund.
- g. Providing recommendations on ongoing sources of funding for the Affordable Housing Trust Fund.
- h. Prepare a draft ordinance or resolution setting forth criteria governing the Affordable Housing Trust Fund;
- i. Prepare formal draft bylaws to be adopted by the Committee.
- j. Assume responsibility for making recommendations to the Board of Supervisors for expenditures from the Affordable Housing Trust Fund pursuant to the criteria adopted by the Board of Supervisors.

4. Membership

The Committee shall be composed of nine (9) voting members and two (2) alternates, who shall be appointed by the Board of Supervisors as follows:

One member from each Supervisorial District, appointed by the Supervisor thereof with notice to his/her fellow Supervisors.

One member to be appointed by the Board of Supervisors upon nomination of the Humboldt Housing and Homeless Coalition.

One member to be appointed by the Board of Supervisors upon nomination by the Planning and Building Director.

Attachment 1

One member to be appointed by the Board of Supervisors upon nomination by the Department of Health and Human Services Director.

One member to be appointed by the Board of Supervisors with experience in developing affordable housing projects.

Two alternates to be appointed by majority vote of the Board of Supervisors.

5. Term of Office

All appointments shall be for a term of four (4) years, except that at the first meeting of the committee four members shall be randomly selected to serve for only two (2) years so that appointments will thereafter be staggered.

Members appointed by individual Supervisors shall serve at the pleasure of their appointing Supervisor; the remaining four members shall serve at the pleasure of a majority of the Board of Supervisors. There shall be no restrictions on reappointment of members to successive terms.

6. Officers and Their Duties

The members of the Committee shall select a Chair and a Vice Chair. The Chair shall preside at all meetings and shall provide the agenda for such meetings. The Vice Chair shall preside in the absence of the Chair and shall assist the Chair in the conduct of his/her office.

A staff member designated by the Department of Health and Human Services shall serve as secretary to the committee and shall keep the minutes of all meetings, prepare correspondence under the direction of the Chair or Vice Chair, send notices of meetings, maintain membership lists, and maintain the files of the committee. This staff member shall not be a member of the Committee and shall have no vote on any item to come before the Committee.

7. Meetings

The Committee shall hold regular meetings at such time and place as shall be agreed upon by the Committee and such other special meetings as shall be required from time to time. Special meetings shall be called by the Chair or, in his/her absence from the County, by the Vice Chair. Special meetings shall be effective for the transaction of business only if notice has been given to each member at least forty-eight (48) hours in advance of the special meeting, and the notice shall contain the subject of the special meeting. No action taken at either regular or special meetings shall be valid unless approved by a majority of the members of the Committee present and voting, and unless a quorum is present.

A quorum shall consist of six members of the Committee. In the event that fewer than six of the designated voting members of the Committee are present, either or both of the alternates may be counted in determining the presence of a quorum. In any case in which an alternate is

used to determine the presence of a quorum, he/she shall have a vote on any business to come before the Committee until he/she is no longer needed to determine a quorum.

8. Removal of Members for Failure to Attend Meetings

In the event that any member of the Committee shall absent himself/herself from three (3) consecutive regular meetings of the committee without showing good cause therefor to the Chair, at the fourth such consecutive regular meeting from which he/she is absent his/her place shall automatically become vacant. Such vacancy shall be reported to the Board of Supervisors, and the appropriate appointing authority (individual Board member, majority vote of Board, County Department Head) shall appoint another member for the unexpired term of the member whose absence gave rise to the vacancy.

9. Open Meeting Requirement

The Affordable Housing Committee on Affordable Housing Trust Fund Expenditures meetings shall be open to the public and subject to the Ralph M. Brown Act (Government Code commencing with Section 54950). The Affordable Housing Committee on Affordable Housing Trust Fund Expenditures shall carry out its functions in accordance with procedures established by the Board of Supervisors, or in the absence of such procedures, shall establish its own procedures consistent with State and local law and Robert's Rules of Order. The committee shall obtain input and advice from appropriate County staff in carrying out its duties.

10. Conflict of Interest Code

The Affordable Housing Committee on Affordable Housing Trust Fund Expenditures shall comply with all applicable laws regarding conflict of interest, including the Political Reform Act (Government Code commencing with Section 81000) and the Humboldt County Conflict of Interest Code.

11. Effective Date

This Resolution shall take effect thirty (30) days from and after its date of adoption.

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT, STATE OF CALIFORNIA

Certified copy of portion of proceedings, Meeting of XXX, 2018

RESOLUTION NO. _____

RESOLUTION OF THE COUNTY OF HUMBOLDT DECLARING THE EXISTENCE OF A SHELTER CRISIS IN ACCORDANCE WITH GOVERNMENT CODE SECTIONS 8698-8698.2

WHEREAS, the California Legislature has enacted Government Code section 8698, et. seq., referred to herein as the "Shelter Crisis Law," which authorizes the Humboldt County Board of Supervisors to declare that a shelter crisis exists within the jurisdiction of the County upon a finding that a significant number of persons within the County are without the ability to obtain shelter and a threat exists to the health and safety of those people; and

WHEREAS, the County of Humboldt, herein referred to as County, has received information that there is presently a significant number of persons within the within the unincorporated areas of the County who are currently unsheltered, and who are unable to obtain shelter; and

WHEREAS, being unsheltered creates a threat to the health and safety of such persons; and

WHEREAS, such persons generally camp overnight in the open spaces of the County or in County owned property such as parks, greenbelts and marshes; and

WHEREAS, such camping activities during the winter months places the health and safety of the people of the homeless population at risk; and

WHEREAS, pursuant to Government Code Section 8698.1(b), upon declaration of a shelter crisis, the provisions of state or local regulatory statutes, regulations, and ordinances prescribing standards of housing, health, or safety are deemed suspended and inapplicable to the extent that strict compliance with such regulations or ordinances would in any way prevent, hinder, or delay the mitigation effects of the shelter crisis; and

NOW, THEREFORE, BE IT RESOLVED by the Humboldt County Board of Supervisors, hereby finds and adopts the recitals above as findings and determinations.

1. The Board finds that a significant number of persons within the County of Humboldt are without the ability to obtain shelter and that the situation has resulted in a threat to the health and safety of those persons; and
2. The Board finds that the Declaration of Shelter Crisis is statutorily exempt under CEQA;
3. The Board encourages groups within the community to provide shelter for those persons who may not have any.
4. The Board hereby declares pursuant to Government Code section 8698 through 8698.2 that a shelter crisis exists, and will continue to exist, throughout the unincorporated areas of Humboldt County until June 1, 2018.

Dated XXXXXXXX, 2018

Ryan Sundberg, Chair of the Board

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT, STATE OF CALIFORNIA
Certified copy of portion of proceedings, Meeting of XXX, 2018

Adopted on motion by Supervisor _____, Seconded by Supervisor _____, and the following vote:

- AYES:
- NAYS:
- ABSENT:
- ABSTAIN:

STATE OF CALIFORNIA)
County of Humboldt)

I, KATHY HAYES, Clerk of the Board of Supervisors, County of Humboldt, State of California, do hereby certify the foregoing to be a full, true, and correct copy of the original made in the above-entitled matter by said Board of Supervisors at a meeting held in Eureka, California as the same now appears of record in my Office.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of said Board of Supervisors.

KATHY HAYES
Clerk of the Board of Supervisors of
the County of Humboldt, State of California

