



Agenda Report

20-992

Agenda Date: 12/7/2020

REPORT TO GOVERNANCE AND ETHICS COMMITTEE

SUBJECT

Discussion and Consideration of the City's Housing Commission

BACKGROUND

At the February 10, 2020 Governance and Ethics Committee meeting, the Committee inquired about restructuring and renaming the Housing Rehabilitation Loan Committee (HRLC) to a Housing Commission and noted that a name change may be appropriate given the Council Committee restructuring that was approved by the Council in 2019.

On February 5, 2019, the City Council approved a broad restructuring of the City's Committees, which included removal of the Councilmember position from the HRLC. At that time, staff noted that the HRLC's scope did not require a Council Committee to consider loan approvals since these approvals are administrative in nature and funding has already been approved by the City Council in the annual appropriation of the budget. In review of the legislative history for the HRLC, the City never established a City Code section addressing this committee and thus loan approvals are now strictly administrative and approved by an internal credit Committee.

At the September 14, 2020 Governance and Ethics Committee (Committee) meeting, the Committee provided direction for staff under Item 2 (Discussion and Consideration of Approving a New Boards, Commission and Committee) to bring back a recommendation on restructuring and renaming the HRLC, that reflects the input of both the Committee and HRLC members, to the December 7, 2020 Governance and Ethics Committee meeting.

DISCUSSION

At the November 12, 2020 HRLC meeting, the Committee discussed possibilities for responsibilities and scope as well as a potential name change. The proposed restructured and renamed commission (Housing Commission) would include advisory functions related to the administration of the City's Federal entitlement grants and programs, which include neighborhood enhancement, homeless programs, and public service grants.

City of Santa Clara Housing Commission - Proposed Scope

Advises City Council on programs, policies, and other issues regarding housing and community services. Responsibilities include:

- Review proposed funding and grant applications by eligible public service agencies for Community Development Block Grant (CDBG), HOME and/or other available funds for public services and/or housing projects and help form funding recommendations to Council.
 - Activities include: 1) reading proposals, 2) developing questions for agencies, 3) interviewing agencies and 4) making funding recommendations

- Review and provide feedback on Housing and Urban Development (HUD) Consolidated Plans and Annual Action Plans to provide recommendations to Council regarding the content of those plans, including oversight of the City's Neighborhood Conservation and Investment Program (NCIP) and the Tenant Based Rental Assistance Program (TBRA).
- Study and advance the needs of Santa Clara's unhoused populations, including recommendations to implement plans approved by the County Board of Supervisors to address homelessness in Santa Clara County

While membership to the HRLC was appointed by the City Council on an informal basis, the Governance and Ethics Committee may recommend to the City Council to enact an ordinance that clearly sets forth the composition of the membership of the Committee and the scope of the committee's jurisdiction should a more formal structure be desired. Staff recommends that the Housing Commission consists of five commissioners that are volunteers and are appointed by the City Council.

FISCAL IMPACT

There was no fiscal impact associated with this report.

COORDINATION

This report was coordinated with the City Attorney's Office.

PUBLIC CONTACT

Public contact was made by posting the Governance and Ethics Committee agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

Approve the restructuring and renaming of the HRLC and direct staff to bring an ordinance formalizing the Housing Commission for full Council consideration.

Reviewed by: Jonathan Veach, Assistant to the City Manager

Approved by: Deanna J. Santana, City Manager