



M E M O R A N D U M
COMMUNITY DEVELOPMENT RESOURCE AGENCY
ADMINISTRATION
County of Placer

TO: Board of Supervisors DATE: February 9, 2021

FROM: Steve Pedretti, Agency Director

BY: Anne Marie Novotny, Housing Specialist

SUBJECT: Placer County Housing Development Advisory Taskforce to Recommend Housing Development Projects for Housing Trust Placer and County Housing Projects

ACTION REQUESTED

1. Adopt a Resolution to designate the member seats, eligibility requirements, and terms with appointing authority for the Placer County Housing Development Advisory Taskforce.

PROPOSAL

Staff is proposing that a housing development advisory taskforce be formed by the Board of Supervisors, with members appointed by the Board. The proposed taskforce is nine members with a variety of expertise in housing development and knowledgeable about housing needs in Placer County.

BACKGROUND

On August 27, 2019, the Board received a presentation on the Affordable Housing Program, Housing Strategy and Development Plan, and the Housing Funding and Investment Strategy. The Board also authorized staff to work with stakeholders to establish a private housing trust. The proposed private housing trust would be formed to address unincorporated Placer County's affordable housing challenges and, when possible, used to assist in the implementation of the County General Plan housing policies. The trust would provide a mechanism to secure gap funding for affordable housing projects, to accommodate the donation of a variety of public, private, and nonprofit sources of funding, including acquisition of land, and administer loans to affordable homebuilders or renovators to provide additional affordable housing in the unincorporated area of the County.

On November 5, 2019, staff returned to the Board with a follow-up item and the Board affirmed support for establishment of a private housing trust, directed staff to proceed with development of initial funds management agreements to establish procedures for future County funds and/or future affordable housing fees to be deposited into the trust, and for development of a housing advisory group. In January 2020, the proposed private housing trust was formed and named Housing Trust Placer.

The housing trust proposal included the formation of a Board appointed housing advisory group that would function similar to the Capital Projects Advisory Committee in Tahoe. Specifically, this group would hold regular public meetings (subject to the Brown Act) to consider proposals and would identify available sites or affordable housing projects that would merit review and consideration of the Board of Supervisors.

The housing advisory group would report to the Board of Supervisors at designated times (to be determined) with a list of recommended potential projects, sites, funding opportunities, etc. The advisory group is strictly a recommending body. Any decisions to proceed with any recommendations would be at the discretion of the Board of Supervisors.

The Board could recommend or tie the use of a particular sum of funds conveyed to the trust for a particular purpose or project identified by the housing advisory group and the funds management agreement(s) would ensure that the funds are used for affordable housing within the unincorporated area of the County.

Proposed Advisory Group Composition

The Housing Development Advisory Taskforce (“Taskforce”) includes nine (9) seats comprised of broad representation from the following sectors: builders experienced in infill development, community foundations, residential brokers, commercial brokers, banking and/or mortgage lenders, land use or housing attorneys, housing advocates, and student housing stakeholders (e.g., Sierra College, Sac State). The Taskforce will serve the Board of Supervisors by reviewing housing development proposals and identifying available sites or affordable housing projects that merit review and consideration of the Board of Supervisors. All members of the Taskforce shall serve without compensation.

To provide additional input to the Taskforce, affordable housing developers, the Building Industry Association (BIA), and Housing Trust Placer will be offered the opportunity to participate and advise the taskforce, but not actually sit on the taskforce.

Qualification of Membership

Members must demonstrate that they have expertise in housing development in Placer County to be eligible for appointment to the Taskforce.

Term of Office

Member terms will be staggered between two and three years to ensure committee stability. After the first three years, all terms will be two-year terms.

Member Appointments

Members will be appointed by the Board of Supervisors. Applications for all seats will be received by Placer County Community Development Resource Agency.

Meeting Schedule

The Taskforce will meet quarterly in February, May, August, and November, but may meet more often as needed.

The proposed Board Resolution includes detail on the proposed composition, purpose, qualification of membership, terms of office, procedural rules, and meeting schedule for the Housing Development Advisory Taskforce (Attachment A).

NEXT STEPS

Staff will solicit applications for the nine member seats for a 30-day period ending in mid-March 2021 and return to the Board by April 2021 with recommended seat appointments for the Board’s confirmation. The Housing Development Advisory Taskforce will hold their first meeting in May 2021.

FISCAL IMPACT

There is no fiscal impact.

ATTACHMENT

Attachment A: Board Resolution – Housing Development Advisory Taskforce

cc: Steve Pedretti – CDRA Director
Anne Marie Novotny, CDRA Housing Specialist
Karin Schwab – County Counsel
Clayton Cook – Deputy County Counsel
Dave Defanti, Deputy CEO

ATTACHMENT A

Before the Board of Supervisors County of Placer, State of California

In the Matter of:
A Resolution Establishing the
Housing Development Advisory Taskforce

Resolution No.: _____

The following Resolution was duly passed by the Board of Supervisors of the County of Placer at a regular meeting held on _____, 2021 by the following vote:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

Chair, Board of Supervisors

Attest:

Clerk of said Board

WHEREAS, on November 5, 2019, the Board of Supervisors directed staff to establish and form a housing advisory group to support a proposed private housing trust by reviewing housing development proposals and identifying available sites or affordable housing projects that would merit review and consideration of the Board of Supervisors; and

WHEREAS, in January 2020, the proposed private housing trust was formed and named Housing Trust Placer; 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

WHEREAS, the housing advisory group would report to the Board of Supervisors at designated times (to be determined) with a list of recommended potential projects, sites, funding opportunities, etc.; and

WHEREAS, the housing advisory group is strictly a recommending body, any decisions to proceed with any recommendations would be at the discretion of the Board of Supervisors; and

THEREFORE, THE BOARD OF SUPERVISORS OF THE COUNTY OF PLACER, STATE OF CALIFORNIA, RESOLVES AS FOLLOWS:

1. ESTABLISHMENT OF HOUSING DEVELOPMENT ADVISORY TASKFORCE: The housing advisory group identified as the Housing Development Advisory Taskforce (“Taskforce”) is hereby established in order to review housing development proposals and identify available sites or affordable housing projects that merit review and consideration of the Board of Supervisors.
2. COMPOSITION: The Board of Supervisors shall appoint the Taskforce, which will consist of nine (9) members as follows:
 - Seat 1 Representing the building sector experienced in infill development
 - Seat 2 Representing a Placer County community foundation
 - Seat 3 Representing the residential brokerage sector
 - Seat 4 Representing the commercial brokerage sector
 - Seat 5 Representing the banking and/or mortgage lending sector
 - Seat 6 Representing the legal sector (e.g., attorney experienced in housing/land use)
 - Seat 7 Representing the student housing sector (e.g., Sierra College, Sac State)
 - Seat 8 Member At-Large representing one of the following: housing advocates, mortgage lender, realtor, or land use or housing attorney
 - Seat 9 Member At-Large representing one of the following: housing advocates, mortgage lender, realtor, or land use or housing attorney
3. QUALIFICATION OF MEMBERSHIP: Members must demonstrate that they have expertise in housing development in Placer County.
4. TERM OF OFFICE: For the initial appointment and terms of the members, Seats 1, 2, 3, 8, and 9 shall serve a two-year term commencing on May 1, 2021. Seats 4, 5, 6, and 7 will serve a three-year term commencing on May 1, 2021. Thereafter, terms shall be for two years, staggered as herein described.
5. REMOVAL FROM OFFICE: Members may be removed by the Board of Supervisors if they miss three (3) consecutive meetings, or upon a 2/3 vote of the Board of Supervisors.
6. PURPOSE: The purpose of the Taskforce is to advise the Board of Supervisors on housing development proposals and available sites or affordable housing projects that would merit review

and consideration. The Taskforce may also advise the County on housing projects initiated or managed by the County.

7. PROCEDURAL RULES: The Taskforce shall adopt rules, regulations and procedures as are reasonable and appropriate for its activities, so long as they do not modify the requirements contained in this resolution. In absence of procedures to the contrary, the advisory group shall be governed by Robert's Rules of Order.
8. RECORDS: The Taskforce shall keep records of its actions.
9. COMPENSATION: All members of the Taskforce shall serve without compensation.
10. MEETING SCHEDULE: The Taskforce will meet quarterly in February, May, August, and November, but may meet more often as needed.
11. CONFLICT OF INTEREST CODE: The Taskforce shall comply with all applicable laws regarding conflict of interest, including the Political Reform Act (Government Code commencing with Section 81000) and the Placer County Conflict of Interest Code.
12. This resolution shall take effect immediately upon its adoption.

