



COUNTY OF SANTA CRUZ

HOUSING ADVISORY COMMISSION

701 OCEAN STREET, SUITE 310, SANTA CRUZ, CA 95060
(831) 454-3290 FAX: (831) 454-2131 T00: (831) 454-2123
TOM BURNS, DIRECTOR

HOUSING ADVISORY COMMISSION

DRAFT MINUTES

Wednesday, January 5, 2005
4:00 – 5:30 p.m.

Aptos-La Selva Fire Protection District
Downstairs Conference Room
6934 Soquel Drive, Aptos, CA

1. CALL TO ORDER, ROLL CALL, AGENDA CHANGES

Acting Chairperson Guth formally called the meeting to order at 4:05 p.m.

Commissioners Present:	Guth, Schiffrin, Sprague, Stewman, Averill, Pomper and Carney
Commissioners Excused:	Melgoza
Commissioners Absent:	Sweet and Damon
Staff Present:	Erik Schapiro and Carolyn Watanabe
Public Present:	Sam Finkelstein of Housing Choices Coalition
Agenda Changes:	None

Commissioner Schiffrin requested that Item 3.B. be pulled from the Consent Agenda and Chairman Guth requested that Item 3.C. be pulled from the Consent Agenda.

2. ORAL COMMUNICATIONS

- A. Public Comment – None
- B. Announcements

1) Erik Schapiro announced that the Draft Housing Element will be presented to the Board of Supervisors for approval on January 11, 2005. Commissioners requested copies of this latest update.

3. CONSENT AGENDA

It was moved by Commissioner Schiffrin, seconded by Commissioner Sprague and passed unanimously to approve the Consent Agenda without items 3B and 3C.

4. STAFF REPORTS AND ANNOUNCEMENTS

- A. Measure J Program: Erik Schapiro presented a report on the options for the buying and selling process as outlined in the written materials. The Commissioners discussed these options and the possibility of contracting with another agency. They also suggested that outreach efforts should be in Spanish and not only directed to people who use the website.

HOUSING ADVISORY COMMISSION MEETING MINUTES

January 25, 2005

Page 2 of 2

It was moved by Commissioner Schiffrin, seconded by Commissioner Carney that the Housing Advisory Commission recommend to the Board of Supervisors that:

- (1) staff conduct public outreach to provide information to the entire community on the Measure J Program;
- (2) the County not take responsibility for choosing buyers;
- (3) staff report back to the HAC on the details of the outreach program;
- (4) staff report back to the HAC in one year on the progress of the program's sale and resale process and on the outreach effort;
- (5) the sale of a unit be made public only if the seller wants it to be, and then it may be posted on the Measure J website and buyers names emailed to the seller; and
- (6) the Measure J report to the Board of Supervisors be postponed to February 2005.

B. Housing Advisory Commission 2005 Work Program -- Commissioners made the following additions:

- (1) In Paragraph III, add Section 4. Housing Element; and under it, "Implementation of Housing Element and its programs."
- (2) In Paragraph III, Section 1, add "Consider expanding financial options for seniors, first time home buyers and other home ownership programs."

It was moved by Commissioner Schiffrin, seconded by Commissioner Sprague and unanimously passed to approve the 2005 Work Program, as amended.

C. Affordable Housing Field Trip:

It was moved by Commissioner Schiffrin, seconded by Commissioner Sprague and unanimously approved to set the date for the field trip on the April 6th HAC meeting date, if all members are available, or change the meeting date to April 5th.

5. ITEMS INITIATED BY THE HOUSING ADVISORY COMMISSION FUTURE MEETINGS

- A. Commissioner Carney explained that there could be a one-time property tax benefit for seniors allowing them to transfer their existing tax assessment to their new house within the County. A senior can't bring the tax benefit into the County from another county, although some counties allow it.

6. MEETING ADJOURNED AT 5:14 P.M.

MEMORANDUM

Date: January 21, 2005
To: Housing Advisory Commission
From: Carolyn Watanabe, Housing Project Manager
Re: HAC 2004 Annual Report

Annually at this time, the HAC staff prepares an Annual Report for the previous year to document the goals and what was accomplished. Attached is a draft of that report for the Commissioners' review and approval. If ~~this~~ report is approved, it will be presented to the Board of Supervisors.

One of the requirements of the report is the adoption by the HAC of a Work Program for 2005. On January 5, 2005 the HAC approved the Housing Advisory Commission 2005 Work Program, as amended. The final document is attached incorporating the approved changes.



COUNTY OF SANTA CRUZ

HOUSING ADVISORY COMMISSION

701 OCEAN ST., 4TH FLOOR, SANTA CRUZ, CA 95060
(831) 454-2322 FAX: (831) 454-2131 TDD: (831) 454-2123

2004 ANNUAL REPORT TO THE BOARD OF SUPERVISORS

I. Role of the Housing Advisory Commission

The duties of the Housing Advisory Commission are listed in Section 2.94.050 of the Santa Cruz County Codes. These duties specifically include:

- Assessing the housing needs of Santa Cruz County residents and making recommendations on public programs designed to meet those needs;
- Advising the Board of Supervisors on housing policy;
- Advising the Board of Supervisors and Planning Commission on matters related to the Housing Element of the General Plan; and
- Conducting public hearings on housing problems and potential solutions to them.

II. Meeting Dates, Time and Location

The Housing Advisory Commission meets at the Aptos-La Selva Fire Protection District Office, in the first floor conference room, located at 6934 Soquel Drive, Aptos. Regular meetings are held from 4:00 p.m. to 5:30 p.m.

III. Commission Membership and Structure

The Commission is composed of ten or fewer County residents, depending on vacancies. Two commissioners are appointed by each County Supervisor to represent their supervisorial district. A list of the members of the Housing Advisory Commission during 2004 and their terms of office is included in Table 1 on the following page. At its February meeting, the Commission elected Mr. Michael Guth as its Chairperson and elected Ms. Sheri Damon as its Vice-Chairperson.

Housing Advisory Commission
2004 Annual Report to the Board of Supervisors

Table 1. HAC Membership and Terms of Office

District	Commissioner and Office	Date Appointed	Term Expires
First	Katherine Sweet	4/1/01	4/1/05
First	Michael Guth	12/02	4/1/05
Second	Sheri Damon	10/07/03	4/1/05
Second	Mary Thuerwachter	5/22/01	Resigned 8/25/04
Second	Anthony J. "Bud" Carney	9/14/04	4/1/05
Third	Andrew Schiffrin	3/25/03	4/1/07
Third	Ann Pomper	3/25/03	4/1/07
Fourth	Yolanda Melgoza	3/25/03	4/1/07
Fourth	Carl Sprague	3/25/03	4/1/07
Fifth	Donna Stewman, Chairperson	4/1/01	4/1/05
Fifth	Jay Averill	8/7/01	4/1/05

IV. Attendance

Attendance at Commission meetings during 2004 is shown in the following table.

Table 2. 2004 HAC Meeting Attendance

Member	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Sweet	P	P	E	P	P	P	C	C	P	E	P	P
Guth	A	A	A	P	P	E	C	C	P	P	P	P
Thuerwachter	A	E	P	P	E	P	C	C	A	NS	NS	NS
Damon	A	P	P	P	P	P	C	C	P	A	A	P
Foster/Schiffrin	P	P	P	P	P	P	C	C	P	P	P	P
Pomper	P	P	P	P	E	P	C	C	P	P	P	E
Melgoza	E	A	A	P	P	E	C	C	P	A	P	E
Sprague	P	P	P	P	E	P	C	C	A	P	P	P
Stewman	P	P	P	E	E	P	C	C	P	E	E	P
Averill	P	P	P	A	A	P	C	C	P	A	E	P
Bud Carney	NS	NS	NS	NS	NS	NS	NS	NS	NS	P	P	P

P: Present A: Absent E: Excused NS: Not Serving C: Meeting Cancelled

V. Commission Staff

Julianne Ward, Advance Planning, served as Secretary to the Commission through June 2004. Carolyn Watanabe, Housing Project Manager, assumed the secretary's duties following the merger of the Housing function of the Redevelopment Agency with the Planning Department.

VI. 2004 Goals and Accomplishments

The Housing Advisory Commission plans to focus on four main areas of activity:

- Providing Input to and Oversight of County Housing Policies;
- Monitoring Housing Programs, Projects and Activities;
- Seeking Information to Help Address Housing Problems and Needs; and
- Facilitating Public Participation Related to Housing Programs and Policies.

The Commission's activities within each of these categories is summarized below

A. County Housing Policies

During 2004, the Commission addressed its role in reviewing specific projects and determined that it did not wish to become another reviewing body for development proposals. Rather, the Commission will continue to be dedicated to policy issues relating to housing.

The Commission stayed apprised as to the status of the Housing Element. The Commission began to organize a list of priority programs for the Commission to participate in once the Housing Element is adopted.

The Commission was concerned about and took a position on the status of the federal budget as it relates to housing funding.

B. Housing Programs, Projects and Activities

The Commission was informed of planned and proposed housing projects in the County, including market-rate and affordable housing developments. The Commission became more familiar with the variety of affordable housing programs the County facilitates through presentations by staff,

The Commission reviewed the process for the sale and resale of Measure J units.

The Commission also discussed issues related to problems regarding the enforcement of limited stay provisions in State Parks.

C. Information Seeking

The Commission continued to stay abreast of new state and local housing legislation that affects the provision of affordable housing in the County or otherwise affect local housing supply, demand and/or the development process.

D. Public Participation

The Commission served as a forum for public discussion of many housing issues.

VII. Future Goals: Year 2005 Work Program

The Commission considered its work program for the year 2005 at its December 2004 meeting and adopted it on January 5, 2005.

VIII. Approval

Housing Advisory Commission approved and adopted this 2004 Annual Report on February 2, 2005.

Michael Guth, Chairperson



County of Santa Cruz

HOUSING ADVISORY COMMISSION

701 OCEAN STREET - 4TH FLOOR, SANTA CRUZ, CA 95060
(831) 454-2580 FAX: (831) 454-2131 TDD: (831) 454-2123

HOUSING ADVISORY COMMISSION 2005 WORK PROGRAM

I. Role of the Housing Advisory Commission

The duties of the Housing Advisory Commission are listed in Section 2 of the Santa Cruz County Code. These duties specifically include:

1. Assess the housing needs of Santa Cruz County residents and making recommendations on public programs and services to meet these needs;
2. Advising the Board of Supervisors on housing policy;
3. Advising the Board of Supervisors and Planning Commission on matters related to the Housing Element of the General Plan; and
4. Conducting public hearing on housing problems and potential solutions to them

II. Meetings Time and Location

The Housing Advisory Commission meets at the Aptos Fire Protection District's first floor conference room located at 6934 Highway 101, Aptos, California. Meetings are held from 4:00 p.m. to 5:30 p.m. on the first Wednesday of each month, or the second Wednesday in case of a holiday. The scheduled meeting dates for 2005 are as follows:

January 5, 2005	May 4, 2005	September 7, 2005
February 2, 2005	June 1, 2005	October 5, 2005
March 2, 2005	July - Summer recess	November 2, 2005
April 6, 2005	August - Summer recess	December 7, 2005

The Commission may elect to cancel the July and/or August meetings for a summer hiatus. If so, notice will be given in the prior month's meeting.

III. Planned Activities for 2005

The Housing Advisory Commission plans to focus on the following areas of activity:

1. Providing technical assistance and support to the County of Santa Cruz Housing Policies, and Monitoring Housing Programs, and
2. Keeping Abreast of Housing Legislation and Receiving Information Affecting Housing In the County:

3. Facilitating Required Public Participation Related to Funding Applications for Housing Programs and Policies, As Appropriate
4. Implementation of Housing Element and its programs

The Commission's planned activities within each of these categories are summarized below:

1. Housing Programs, Projects and Activities

- The Commission strives to be informed of planned and proposed housing projects in the County, including market-rate and affordable housing developments.
- The Commission plans to provide input on the sale and resale process for Measure J units.
- The Commission also plans to explore ways to encourage the construction of more multifamily housing (i.e., attached dwellings such as townhomes, apartments, four-plexes, etc.) to meet local needs.
- The Commission plans to consider expanding financial options to seniors, first time home buyer and home ownership programs.
- Other housing issues identified by the Commission throughout the year.

2. Housing Legislation and Information

- The Commission intends to stay abreast of new state and local housing legislation that may affect the provision of affordable housing in the County or otherwise affect local housing supply, demand and/or the development process.
- The Commission will seek information related to the creation of adequate housing for agricultural workers and their families, and for other groups with special housing needs.
- In order to remain well informed, the Commission plans to invite speakers from various housing organizations, public agencies, etc. to make presentations on current housing topics of interest. In addition, the Commission plans to continue to communicate regularly with other housing groups such as the Continuum of Care Coordinating Group.

3. Public Participation

- The Commission will continue to serve as a forum for public discussion of any housing issues, to conduct public hearings on proposed County housing legislation and plans, as required by law, and to hear public comments related to local housing issues, needs and developments.

IV. Approval

The Housing Advisory Commission approved and adopted this 2005 Work Program on January 5, 2005.

Michael Guth, Chairperson

MEMORANDUM

Date: January 21, 2005
To: Housing Advisory Commission
From: Carolyn Watanabe, Housing Project Manager
Re: Election of HAC Chair and Vice-Chair for 2005

Annual election of Housing Advisory Commission Chairperson and Vice-Chairperson would normally take place at the April HAC meeting. Since we have scheduled the housing projects field trip for the April meeting, it is recommended that the HAC elect its new officers at the March meeting.