



**SOCIAL AND ECONOMIC JUSTICE COMMISSION
REGULAR MEETING**

City Hall Council Chambers – 1000 San Pablo Avenue

February 7, 2017 – 7:30 PM

AGENDA

****WRITTEN CORRESPONDENCE FOR THE SOCIAL & ECONOMIC JUSTICE
COMMISSION****

Persons interested in submitting written correspondence on an item listed on the agenda are requested to submit the correspondence and any related materials no later than 12:00 PM on the date of the meeting. If correspondence is received after the deadline, the Social & Economic Justice Commission may not have time to review its content.

- 1. CALL TO ORDER**
- 2. APPROVAL OF ACTION MINUTES:** December 6, 2016
- 3. PUBLIC COMMENT**

For persons desiring to address the Commission/Committee/Board on an item that is not on the agenda. Please note that each speaker is limited to three (3) minutes. The Chair may reduce the time limit per speaker depending on the number of speakers. The Brown Act limits the Commission's ability to take and/or discuss items that are not on the agenda; therefore, such items are normally referred to staff for comment or to a future agenda.

All persons wishing to speak on an item on the agenda are to fill out speaker cards and provide to the staff liaison. Comments related to items appearing on the agenda are taken up at the time the Commission deliberates each action item. The Chair will announce when the period for public comment is open on each agenda item.

- 4. ANNOUNCEMENTS FROM COMMITTEE MEMBERS**
- 5. ANNOUNCEMENTS FROM STAFF**
- 6. PRESENTATION**
- 7. UNFINISHED BUSINESS**

7-1 Resource Center: Chair Marks will provide an update on the presentation to Council.

Staff Recommendation: Receive information

7-2 Work Plan 2017-2018: The Commission will begin to work on its 2017-2018 Work Plan in support of the Council Strategic Plan.

Staff Recommendation: Review current work plan accomplishments and begin to identify items for inclusion in the 2017-18 Work Plan to support Council Strategic Plan. The Work Plan will be presented to Council in April/May 2017.

7-3 ECHO Housing Fair Housing Workshop: Echo Housing will host a Fair Housing Workshop in Albany on Thursday, March 16, 2017.

Staff Recommendation: Information only

8. NEW BUSINESS

8-1 Affordable Housing Bond Issuance: Measure A1 – Alameda County Affordable Housing Bond Implementation Plan

Staff Recommendation: Document included in the packet for the Commission's information.

8-2 Election of Officers: The Commission will nominate and elect Chair and Vice-Chair.

Staff recommendation: Elect Chair and Vice-Chair for 2017.

9. FUTURE AGENDA ITEMS

(Commission/Committee/Board Member announcement of requests for future agenda items. No public comment will be taken on announcement of future agenda items). **Next Meeting: Tuesday, March 7, 2017, 7:30pm, City Hall Council Chambers, 1000 San Pablo Ave.**

10. ADJOURNMENT

The Commission/Committee/Board agenda is available for public inspection at the Albany Community Center/Library, Senior Center and at City Hall. The agenda and supporting staff reports, when available, can be found on our web page at www.albanyca.org.

To view the live televised meetings, go to KALB Comcast channel 33, AT&T channel 99 or view in HD at [youtube.com/Albany KALB](http://youtube.com/AlbanyKALB). Please note that if you provide your name and address when speaking before the Commission it will become part of the official public record, which will be posted on the Internet and broadcast on KALB.

In compliance with the Americans with Disabilities Act (ADA), and State Law, if you need special assistance to participate in this meeting, please contact the City Administration Office 510-528-5710. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102.104 ADA Title II)". Upon request, we will provide written agenda materials in appropriate alternate formats, of disability related modification or accommodation, including auxiliary aids or services to enable individuals with disabilities to participate in public meetings. Please deliver a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service at least two (2) days before the meeting. Request should be sent to: City Clerk, 1000 San Pablo Avenue, Albany, CA 94706.



SOCIAL AND ECONOMIC JUSTICE COMMISSION MEETING

Tuesday, December 6, 2016, 7:30 PM

City Hall – Council Chambers, 1000 San Pablo Avenue

ACTION MINUTES

1. Call to Order: 7:32 PM. Members Present: Chair Marks, Members Beall, Diehl, Grossman and Kaludi. Staff Present: Isabelle Leduc

2. Approval of Minutes: Motion to approve minutes from October 4, 2016 was made by Member Beall, seconded by Member Grossman.

AYES: Members Beall, Diehl, Marks, Grossman and Kaludi

NOES: None

Abstain: None

Motion carried and so ordered.

3. Public Comments

4. Announcements from Commission Members

5. Announcement from Staff

6. Presentation

7. Unfinished Business

7-1 Resource Center: Member Grossman presented a proposal for a resource center in Albany.

Motion: Motion to approve the Resource Center Pilot in concept and to present it to Council for feedback was made by Member Beall and seconded by Member Diehl.

AYES: Members Beall, Diehl, Marks, Grossman and Kaludi

NOES: None

Abstain: None

Motion carried and so ordered.

7-2 Rent Review Board Ordinance: An update was provided.

7-3 Berkeley Mental Health: Commissioner Grossman provided an update.

8. New Business

8-1 Review of Current Work Plan: The Commission reviewed current work plan accomplishments.

8-2 Human Services Report: Staff provided an overview of the report.

8-3 ECHO Housing Fair Housing Workshop: Echo Housing will host a Fair Housing Workshop in Albany.

8-4 Social & Economic Justice Commission 2017 Meeting Schedule

9. Future Agenda Items: Aging in Place, Ashby Village, Resource Center, Measure A1
Housing Bond

10. Adjournment: 9:52 PM

**CITY OF ALBANY
CITY COUNCIL AGENDA
STAFF REPORT**

Agenda Date: February 6, 2017
Reviewed by: PC

SUBJECT: Community Resource Center One-Year Pilot Program

REPORT BY: Isabelle Leduc, Community & Human Services Manager

SUMMARY

The Social and Economic Justice Commission has been researching the feasibility of a Community Resource Center as a venue for Albany residents to receive information and referrals to services available. Council will consider the inclusion of the development of a one-year Community Resource Center Pilot Program as part of the Council Strategic Plan.

STAFF RECOMMENDATION

That the Council include the development of a Community Resource Center Pilot Program as part of its Strategic Plan, approve the use of funds up to \$68,400 from the 2016 Fiscal Year Budget surplus, and provide feedback to the Social and Economic Justice Commission on potential services that could be available at the Resource Center.

BACKGROUND

In September 2014, the Social and Economic Justice Commission conducted a Needs Assessment of basic social services available to Albany Residents. The assessment tool was designed as an online survey which was sent to 123 key informants. Key informants included Council Members, City Board Chairs and City staff, faith-based, services and business organizations, community groups, school district staff and other non-profit organizations.

The top area of unmet need identified by key informants was affordable housing for seniors, low income residents and people experiencing homelessness. A second area of need revolved around the challenges for seniors to age in place, lack of affordable in-home supportive services and a friendly visitor program. Affordable mental health services including the availability of mental health services for youth and seniors was also identified. Other service area gaps for low-income households and people experiencing homelessness identified by key informants included a drop in/resource center, food pantry, and access to affordable medical care.

While the needs assessment provided some insights on the availability of services, the assessment was not meant to be statistically conclusive. The goal was to inform the Commission on service availability and where gaps exist. Based on the results of the Needs Assessment, the SEJC included in their 2015 Work Plan the investigation of needs for services in housing, senior services and mental health and to research and recommend a model for a Community Resource Center that would include potential sites, costs, staffing and services offered.

DISCUSSION

The SEJC is proposing the development of a one- year Community Resource Center Pilot Program. The Community Resource Center would be housed at the Albany United Methodist Church Community Room located at 980 Stannage Avenue and open on Wednesdays and Fridays from 10:00 am to 1:00 pm.

The Community Resource Center's main goal is to bridge the service information gap by creating a location within the City of Albany where residents can learn about services available to them and receive referrals and assistance. The Community Resource Center would also be a space where residents could meet with service professionals from Albany Project Hope, Berkeley Mental Health and other organizations.

The Resource Center would be administered by a part-time coordinator supported by volunteers. Staffing would either be provided through a contract with another agency or a part-time City staff member. Staff met with Berkeley Food and Housing Project, the agency contracted by the City for homeless outreach, engagement and case management to discuss the feasibility of including the Resource Center as part of the BFHP contract. It was determined that the Community Resource Center would not be included as part of the BFHP contract since the scope of the resource center is broader than BFHP's mission to serve people experiencing homelessness. The Resource Center will be open to anyone looking for any type of assistance. Staff will continue to assess the best staffing alternative.

ANALYSIS

Staff is recommending that the Community Resource Center be included in the Council's Strategic Plan and evaluated after the first year to determine program effectiveness. It is also anticipated that the Community Resource Center Pilot program will inform the City about unmet needs and this information will be used to determine next steps. The SEJC proposal is attached to this staff report for Council's information.

FINANCIAL IMPACT

The Community Resource Center would be funded entirely from the Fiscal Year 2016 budget surplus. Cost breakdown is as follow:

Description	Cost
Community Hall Rental	\$18,400
Staffing	\$45,000
Supplies	\$5,000
Total 1 year	\$68,400

Staff and SEJC are considering other possible funding sources such as the Mental Health Services Act through Berkeley Mental Health. If other funding sources are identified, less funds would be needed from the FY16 budget surplus.

Attachments

1. SEJC Proposal – Paul O’Curry Resource Center Pilot

Proposal: Pilot - Paul O'Curry Resource Center

Summary – It is proposed that the Social and Economic Justice Commission support a one-year pilot of the Paul O'Curry Resource Center. This Center would offer Albany residents a one-stop venue to learn about and receive referrals to resources for help with a range of social and economic problems. The Center would initially operate out of the United Methodist Church from 10am-1pm on Wednesdays and Fridays. Costs, detailed below, would be rental of the venue, salary for a part-time coordinator and materials and supplies.

The Impetus – The City of Albany offers very few social services. Those that do exist focus on specific population include the Albany Senior Center, Project Hope for the Homeless and student counseling services in the Albany Unified School district. Beyond this, services in Berkeley are, in some cases, available to Albany residents, such as the Berkeley Mental Health Services. There are, however, few opportunities for Albany residents to learn about these services. A 2014 key informants survey identified a need for services related to affordable housing, services for aging seniors wishing to remain in their homes and affordable mental health services. Other needs were mentioned as well.

It is unlikely that the City can fund multiple additional service programs but it could, at a reasonable cost, provide a Center where community members could learn about services, perhaps speak to service representatives and obtain other forms of assistance such as transportation vouchers. The recent experiment with free showers at the Albany pool demonstrated that small social service programs with the support of volunteers can be useful and inexpensive in Albany.

The Plan – The Paul O'Curry Resource Center would begin as a pilot in the Community Hall of the United Methodist Church twice a week from 10AM-1PM. The Center would be staffed by a part-time coordinator supported by community volunteers. During these hours residents could obtain brochures and information about available services. They could speak with the Coordinator about their needs and learn about effective resources. Other possible on-site opportunities could be developed. For example, it may be possible for a counselor from Berkeley Mental Health Services to do on-site assessments. Other agencies might offer information sessions.

Visitors to the Center would be greeted by local volunteers. Simple refreshments would be available. Where appropriate volunteers would direct visitors to stacks of information that they could peruse. Those who wished to could speak more specifically with the Center coordinator and be referred to such services as Project Hope and the BOSS Outreach Project.

It is envisioned that much would be learned about unmet needs and underused resources as the project continued. Therefore, the full array of services to be made available would evolve as the project continued.

Costs -

Rental of space – The Community meeting room of the United Methodist Church would be available for \$50 an hour for a total of eight hours a week (6 hours of services plus a half hour on each end for set up and clean up) for a total of \$400 a week, \$18,400 for a year. Additional operational costs are estimated between \$5-\$7 thousand a year.

Staffing – one part-time coordinator would lead the project. It is thought that this person might be provided through an extension of the existing Project Hope contract or another agency arrangement. Alternatively, a City Staff person might be recruited. The cost including benefits should be in the neighborhood of \$25-\$35 thousand a year. The Coordinator would be available during Center hours for referral and information consultation, would also do some follow-up on referrals etc. and would contact and visit potential resources. Community volunteers would support the work. They would require some training and supervision from the Coordinator. The Church has already indicated that there are congregants who would like to serve and Albany has many retirees with social services backgrounds who might be willing to provide some time.

This project would be a response to the needs of vulnerable individuals and families in the Albany Community, an effective way of contacting and communicating about available resources and a way to learn more about unmet needs in the City.

Social & Economic Justice Commission 2017/18 Work Plan

DRAFT 2/6/2017

Accomplishments of 2015-16

- Analyzed the “soda tax” and made a presentation to the City Council
- Provided a report on Minimum Wage to the City Council
- Researched the feasibility of a Rent Review Program and made a presentation to Council
- Presentation to the City Council for a 1 year Community Resource Center Pilot Program

Policy Review and Initiatives for 2017-18

- Pursue the implementation of the 1 year Community Resource Center Pilot Program
- Intention to further investigate needs for services in housing, senior services and mental health. Clarify Albany’s relationship and benefits with Berkeley/Albany Mental Health and determine the best way for Albany to meet the mental health needs of its residents.
- Senior Services—Age in Place—The SEJC would investigate needs seniors have as a follow up to the Needs Assessment. We would review services available in the city and the dispersal of the information about such services.

Relation to the City Council Strategic Plan

The Commission’s 2017/18 priority projects will help to implement the City Council’s Strategic Plan Objectives of _____. The activities we propose would provide support to the City Council in areas of need to the homeless, senior, mentally ill and those of lower economic status to allow them to continue to live and thrive in our City.

Social & Economic Justice Commission-2015 Work Plan

Accomplishments of 2014

- Completed a Needs Assessment of basic social services available which included services provided by the City, faith based community, non profits and other organizations. Along with this was an assessment of needs that are not being met
- Research on a Rent Control program
- Explored facets of raising the minimum wage and actions taken by other cities in the Bay Area

Policy Review and Initiatives for 2015

- Analyze the “soda tax” to make a recommendation to the City Council
- Intention to further investigate needs for services in housing, senior services and mental health. Clarify Albany’s relationship and benefits with Berkeley/Albany Mental Health and determine the best way for Albany to meet the mental health needs of its residents.
- Promote Rent Review and Affordable Housing—This was the number one priority on the needs assessment. The SEJC is aware that other groups in Albany are working in this area. Our intention would be to get a status on action taken and to supplement/complement those actions with recommendations to the City Council.
- Minimum Wage—This area would involve a report to the City Council on research already done on this subject.
- Drop In Center—The Commission would research and recommend a model that would include potential sites, costs, staffing and services to be offered.
- Senior Services—Age in Place—The SEJC would investigate needs seniors have as a follow up to the Needs Assessment. We would review services available in the city and the dispersal of the information about such services.

Relation to the City Council Strategic Plan

The Commission’s 2015 priority projects will help to implement the City Council’s Strategic Plan Objectives of “Engage our Diverse Community”. The activities we purpose would provide support to the City Council in areas of need to the homeless, senior, mentally ill and those of lower economic status to allow them to continue to live and thrive in our City.

**CITY OF ALBANY CITY COUNCIL
STRATEGIC PLAN
2017**

Draft 1-31-17

Goal	Objective	Strategy	Action	Timing	Budget	Comments and Staffing
1. Foster a Healthy Urban Village	1.1 - Advance climate action	A. Implement Active Transportation Plan	1) Issue a Request for Construction Bids to complete all the striping projects in the City	FY 2017-18	\$ 290,000 budgeted	Community Development staff leads project; Public Works staff constructs ATP needs update in 2018
			2) Secure Grant Funding	On-going	TBD	Community Development and Public Works staff
		B. Implement & Evaluate Climate Action Plan	1) Present CAP implementation and GHG inventory update to Council in Spring 2017	Spring 2017 and every three years thereafter	Staff time	Community Development staff is relying on availability of CivicSpark Intern Fellow Program
			2) Present BEADO proposal, administer program, and utilize data to inform future actions	2017-18	Staff time	Community Development staff
			3) Develop new CAP: Climate Mitigation and Adaption Plan for 2035 and 2050 Goals including development of funding strategies such as a UUT	2017-18	\$75,000 unbudgeted	City Manager and Community Development staff
		1.2 - Promote housing availability	A. Facilitate development of housing including mixed use, transit	1) Implement Housing Element policies	On-going	Staff time
	2) Implement Measure N1			2017-18	Staff time	Community Development staff

Goal	Objective	Strategy	Action	Timing	Budget	Comments and Staffing	
		oriented development (TOD), senior and secondary units	3) Investigate updating codes to support housing, urban development and floor-area regulations related to building height	2017-18	Staff time	Community Development staff	
		B. Conduct housing outreach and referrals for people experiencing homelessness	1) Implement Housing Element policies	On-going	Staff time	Community Development and Human Services staff	
		C. Develop rent review ordinance	1) Implement Ordinance	2017	Staff time, possibly non-profit agency (unbudgeted)	City Manager and Community Development staff	
	1.3 - Promote Active Transportation and Safety	A. Implement Complete Streets Plan		1) Complete Design for Phase 1	2017	Grant funding	Community Development and Public Works staff
				2) Continue to pursue grants and funding opportunities	On-going	Staff time	Public Works and Community Development staff
		B. Implement sidewalk programs including the sidewalk repair program and communications		1) Evaluate 2016 Pilot Program	2017	Staff time	Public Works staff
				2) Develop Program to Integrate New Funding	2017	Sidewalk Tax Revenue	Public Works staff
	1.4 - Manage Parking	A. Investigate parking management, permit and meter programs	1) Evaluate permit parking, and parking meter programs	2018	Staff time	Community Development and Public Works staff	
	2. Engage Our Diverse Community	2.1 - Connect with and engage the community	A. Conduct outreach and service referrals to low-income, seniors and people experiencing homelessness	1) Budget for annual communications and outreach efforts	On-going	Staff time	City Manager and Human Services staff

Goal	Objective	Strategy	Action	Timing	Budget	Comments and Staffing
		B. Update Disaster Preparedness Plan	1) Continue disaster preparedness	On-going	Staff time	Fire – CERT training to include info on disabled needs (this has been included, correct?)
	2.2 – Continue to promote communitywide inclusivity	A. Further policies and programs that support inclusivity	1) Identify outreach strategies and programs to support inclusivity	2017-18	Staff time	City Manager staff
	2.3 – Promote Health & Wellness	A. Develop health & wellness programs in coordination with community input regarding use of soda tax revenues	1) Conduct community workshop, and develop health & wellness programs	2017-18	Soda tax revenue	City Manager Staff Recreation Staff
3. Maximize and Improve Parks and Open Space	3.1 – Create Parks	A. Implement Transition Plan for Bulb to Eastshore Parks	1) Complete CEQA for transition plan implementation	2017-18	\$300K Propose to use 2016 surplus	Community Development staff
			2) Complete improvements as per MOU	Future	unbudgeted	City Manager staff
			3) Negotiate transfer agreement with EBRP District	Future	Staff time	City Manager staff
		B. Construct Phase 1 Pierce St. Park	1) Complete Construction	2017	\$1.2 million budgeted	Public Works staff
	3.2 – Enhance Open Space	A. Prioritize Albany Hill projects	1) Include projects in CIP funded by Measure R	2017-18	Staff time	Community Development and City Manager staff
B. Reevaluate creek projects		1) Review Measure R funding opportunities 2) Begin implementation of	2017-18	Staff time	Community Development and Public Works	

Goal	Objective	Strategy	Action	Timing	Budget	Comments and Staffing
			priority creek projects			
		C. Investigate potential for open space use of Caltrans Right-of-Way	1) Inventory existing Caltrans Right-of-Way	2017-18	Staff time	Community Development and Recreation staff
	3.3 Create Cultural Facilities and Opportunities	A. Develop Ohlone Greenway recreation and aesthetic opportunities	1) Construct approved plans for Ohlone Greenway	2017	Measure WW	Recreation and Public Works staff
		B. Investigate Veterans Bldg. Retrofit Funding Options	1) Consider funding options	2018	\$10.1 million unbudgeted	Recreation staff
		C. Review existing memorials and features on public lands	1) Inventory and evaluate existing memorials and features	2017-18	Staff time	Recreation staff
		D. Create policies concerning memorials on public lands	1) Research peer city policies	2017-18	Staff time	Recreation staff
4. Promote Business Vitality and Advance Economic Development and the Arts	4.1 - Encourage economic development with variety of businesses and development models	A. Complete economic development plan	1) Explore the following plan elements: <ul style="list-style-type: none"> Explore creation of Measure BB temporary advisory body Analyze economic development incentives 	2017	\$40,000 budgeted	Community Manager staff and consultant

Goal	Objective	Strategy	Action	Timing	Budget	Comments and Staffing
			<ul style="list-style-type: none"> Seek vertically mixed-use developers Streamline the permit process 			
		B. Increase outdoor seating areas	1) Investigate outdoor seating opportunities on Ohlone gateway and Solano Ave.	2017	CIP Budget (Greenway)	Recreation staff (to be part of Ohlone Plan)
		C. Facilitate construction of UC Village Project	1) Support developer and contractors with permits and inspections	2017	None	Community Development staff
	4.2 – Investigate ways to support and develop the arts	A. Implement Arts Master Plan policies	1) Prioritize policies	2017-18	None	Recreation staff
		B. Incorporate Arts into the Economic Development Plan	1) Include policy on how art supports Economic Development	2017-18	None	Recreation staff
	5. Facilitate Government Accountability	5.1 – Enhance communication and transparency programs	A. Continue to create and utilize a variety of communication strategies	1) Complete website re-design 2) Expand portfolio of communication outlets (mail & electronic)	2017-18	Website: budgeted Other: staff time & upcoming budget
5.2 – Develop appropriate staffing		A. Ensure adequate staffing to support programs	1) Include sufficient staffing in operating budget	On-going	TBD	City Manager staff
		B. Explore alternatives to current City	1) Conduct analysis to determine best practices	2017-18	Staff time	City Manager staff

Goal	Objective	Strategy	Action	Timing	Budget	Comments and Staffing
		Treasurer structure				
	5.3 – Identify funding mechanisms to ensure stable & effective budget	A. Consider extension of current sales tax (Measure F)	1) Review funding needs and develop draft measures for November 2018 ballot for Council consideration	November 2018 ballot	Staff time	City Manager staff/Finance
		B. Consider a measure to continued funding creeks/open space funding/and Playfields once Measure R bonds are retired				

“Budget” definitions: ***budgeted***: currently budgeted; ***unbudgeted***: will include budget in upcoming cycles; ***staff time***: will require staff time using existing staff resources.

ECHO HOUSING

WELCOMES RENTERS, HOUSING PROVIDERS AND SERVICE PROVIDERS TO A FREE FAIR HOUSING TRAINING!

Date: Thursday, March 16, 2017

Time: 2:00PM to 5:00PM

Albany Community Center
1249 Marin Avenue
Albany, CA 94706



Topics will include:

- Reasonable accommodations/modifications for tenants with disabilities
- Renting to families with children
- Occupancy standards
- What are the state and federal fair housing laws?
- Who is protected under the law?
- Advertising guidelines
- AND MORE!

Please register for this training by contacting Angie Watson-Hajjem at (855) ASK-ECHO x15 or at angie@echofairhousing.org

See You There!



ECHO Housing provides free Fair Housing training for tenants, rental property owners and managers, realtors, and the community at large to eliminate illegal housing practices and discrimination in housing.

This training is made possible with generous funding from the Department of Housing and Urban Development.



ALAMEDA COUNTY COMMUNITY DEVELOPMENT AGENCY

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MEMORANDUM

TO: Supervisor Wilma Chan
Supervisor Keith Carson
Board of Supervisors Health Committee

FROM: Chris Bazar, Director, Community Development Agency
Linda Gardner, Housing Director, Housing and Community Development

DATE: January 23, 2017

SUBJECT: Measure A1 Housing Bond Implementation Plan Overview

Measure A1, the Countywide Housing Bond, was passed by over 73% of the voters in November. Attached as Exhibit A is the draft plan for the implementation of the Bond program which is focused on the initial implementation period through June 2018.

Summary of Housing Bond Programs

The \$580 million countywide Housing Bond program, adopted by your Board on June 28, 2016, will fund three programs related to homeownership and two rental housing development programs.

The homeownership programs include:

- 1) Down Payment Assistance Loan Program (\$50 million), designed to assist middle-income households to purchase homes and stay in Alameda County;
- 2) Homeownership Housing Development Program (\$25 million), designed to assist in the development and long-term affordability of homeownership housing for low-income households to become first-time homebuyers; and,
- 3) Housing Preservation Loan Program (\$45 million), to help seniors, people with disabilities, and other low-income homeowners to remain safely in their homes.

The two components of the rental housing programs are:

- 1) Rental Housing Development Fund (\$425 million), to create and preserve affordable rental housing for vulnerable populations; and,
- 2) Innovation and Opportunity Fund (\$35 million), to respond quickly to capture opportunities that arise in the market to preserve and expand affordable rental housing and/or prevent tenant displacement.

Implementation of the Housing Bond

Implementation of the variety of programs to be funded with the bond is expected to be substantially accomplished over an eight-year period. Initial work towards implementation has already begun. Initial focus is on the implementation work needed through June 2018, including development of more detailed program policies, development and issuances of requests for proposals, discussions with each city regarding focus and selection process for rental housing developments to be financed from base city allocations of funds, and other items.

Some of the key items to be accomplished during the initial implementation period, as described in the attached Plan, include:

- Establishment of County Bond Implementation Team, including selection of Bond Counsel and Financial Advisor.
- Creating needed staff positions and hiring additional staff.
- Development of detailed implementation policies for each of the Bond's programs.
- Issuance of Request for Proposals/Qualifications (RFP/Q) and selection of operators for two of the homeowner programs: the Down Payment Assistance Loan Program and the Housing Preservation Loan Program.
- Issuance of Request for Qualifications (RPQ) and establishment of an approved pool of developers which can access the Rental Housing Opportunity Fund.
- Issuance of Request for Proposals (RFPs) and selection of initial projects to be financed from the four regional pools of the Rental Housing Development Fund.
- Issuance of a RFP and selection of initial projects to be financed from the Homeowner Housing Development Program.
- Work with each city to establish rental housing development selection processes for base city allocations of rental housing development funds.
- Development of program marketing materials, loan documents, and other related documentation and materials for each program.
- Development of program progress tracking and reporting indicators and format.
- Establishment of Independent Citizen's Oversight Committee.

This work will involve a variety of public and stakeholder meetings, as well as updates to the Board.

In addition, as part of the implementation of the Housing Bond, HCD will be working on several related initiatives, including working to link the Bond program with related job training, apprenticeship, and employment opportunities for the target populations of the Bond's housing programs, and working with funded rental housing developments and other stakeholders on streamlining the ways that households seeking affordable rental housing locate potential housing opportunities and simplifying application processes for affordable rental housing.

To implement the Bond program, HCD will be using existing staff and new positions to be added. A Board letter with more details regarding the staffing plan and request for authorization of new needed positions and a funding plan will be forthcoming.

HCD will work with the County Bond Team regarding the size and timing of bond issuance(s). It is anticipated the first issuance will occur after selection of initial projects to be financed under the Rental Housing Development Fund and the Homeowner Housing Development Fund, the creation of the developer pool approved for the Innovation and Opportunity Fund, and the

selection of program operators for the Down Payment Assistance Loan Program and the Housing Preservation Loan Program.

Immediate Concern – Existing Rental Housing Projects at Risk

There is one specific unexpected item to highlight. Subsequent to the November Presidential election, the President-elect’s statements regarding his intention to lower the corporate tax rate and a bill pending in Congress have had an immediate impact on the market for Low-Income Housing Tax Credits (LIHTC). LIHTC corporate investors have lowered the amount they are willing to pay for the credits, causing significant funding gaps in local projects that are far along in the development process. This impacts both projects that have received an allocation of LIHTC but did not yet have a signed agreement with an investor and projects intending to apply in March for LIHTC allocations. The currently estimated new funding gap created by this situation is approximately \$25 million.

The Housing Bond presents an opportunity to close these new funding gaps and allow the impacted developments to move forward. In order to meet the State LIHTC requirements, a commitment of permanent financing to fill these gaps must be secured by March 1, 2017. HCD staff has compiled a list of these developments and is providing additional detail on the issue in Exhibit B. All of the developments contain units targeted to very low-income households and have city investments. HCD is in conversation with the cities regarding this issue, and those HCD has reached to date, have indicated support for using portions of their base city bond allocations towards filling these gaps.

HCD has several more cities to contact regarding this. Once HCD has contacted all of the cities involved and confirmed which cities would like to use portions of their base city bond allocations for projects in their jurisdictions, HCD would like to bring a “Permanent Financing Resolution” in an “up to and not to exceed” amount to the Board for approval in February in order to meet the March 1 deadline. Attached to this memo as Exhibit B is a fuller summary of this issue and a list of potential projects that may be included.

cc: Each member, Board of Supervisors
Susan Muranishi, County Administrator
Steve Manning, Auditor Controller
Donna R. Ziegler, County Counsel
Andrea Weddle, Deputy County Counsel
Melanie Atendido, County Administrator’s Office

Exhibit A

Measure A1
Alameda County Affordable Housing Bond
Implementation Plan

January 2017 Draft



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Introduction

Measure A1, the Alameda County Housing Bond, was passed by over 73% of the voters in November 2016. The \$580 million countywide Housing Bond will fund three programs related to homeownership and two rental housing development programs.

The homeownership programs include:

- 1) Down Payment Assistance Loan Program (\$50 million), designed to assist middle-income households to purchase homes and stay in Alameda County;
- 2) Homeownership Housing Development Program (\$25 million), designed to assist in the development and long-term affordability of homeownership housing for low-income households to become first-time homebuyers; and,
- 3) Housing Preservation Loan Program (\$45 million), to help seniors, people with disabilities, and other low-income homeowners to remain safely in their homes.

The two components of the rental housing programs are:

- 1) Rental Housing Development Fund (\$425 million), to create and preserve affordable rental housing for vulnerable populations; and,
- 2) Innovation and Opportunity Fund (\$35 million), to respond quickly to capture opportunities that arise in the market to preserve and expand affordable rental housing and/or prevent tenant displacement.

Implementation of the Housing Bond

Implementation of the variety of programs to be funded with the bond is expected to be substantially accomplished over an eight-year period. This Plan's focus is on the initial implementation work needed through June 2018.

Key items to be accomplished during this implementation phase include:

- Establishment of County Bond Implementation Team, including selection of Bond Counsel and Financial Advisor.
- Creating needed staff positions and hiring additional staff.
- Development of detailed implementation policies for each of the Bond's programs.
- Issuance of Request for Proposals/Qualifications (RFP/Q) and selection of operators for two of the homeowner programs: the Down Payment Assistance Loan Program and the Housing Preservation Loan Program.
- Issuance of Request for Qualifications (RPQ) and establishment of an approved pool of developers which can access the Rental Housing Opportunity Fund.
- Issuance of Request for Proposals (RFPs) and selection of initial projects to be financed from the four regional pools of the Rental Housing Development Fund.

- Issuance of a RFP and selection of initial projects to be financed from the Homeowner Housing Development Program.
- Work with each city to establish rental housing development selection processes for base city allocations of rental housing development funds.
- Development of program marketing materials, loan documents, and other related documentation and materials for each program.
- Development of program progress tracking and reporting indicators and format.
- Establishment of Independent Citizen’s Oversight Committee.

This work will involve a variety of public and stakeholder meetings, as well as updates to the Board.

County Bond Implementation Team:

The County Bond Implementation Team will coordinate and provide oversight to ensuring that legal and financing requirements for bond issuance are met and that all relevant County agencies are coordinating on implementation, as well as pricing, sizing, and legal documents related to the actual issuance of the bonds.

The Team is proposed to include staff from the County Administrator’s Office (CAO), the Auditor/Controllers Office, County Counsel, along with staff from the Community Development Agency’s Housing and Community Development (HCD) and Finance and Bond Administration departments. The Bond Team will work with outside Bond Counsel and Financial Advisor selected to assist the County in implementing the Housing Bond. Orrick Herrington & Sutcliffe was selected as Bond Counsel and KNN Public Finance provide financial advisory services for the work leading to the placement of the Measure on the November ballot. The Bond Team will work with the CAO Finance Committee regarding selection of Bond Counsel and Financial Advisor for the implementation phase. The Team will meet as needed, anticipated to be at least monthly through June 2018.

Bond Program Implementation Policies:

Leading up to placement of the Bond on the November ballot, the Board of Supervisors adopted broad program descriptions for programs to be funded by the Bond. More detailed program policies are needed to implement each of the programs. Development of these policies will include consultations with stakeholders and cities, as well as with program operators selected to implement the Down Payment Assistance Loan Program and the Housing Preservation Loan Program. HCD will bring implementation policies for each specific program to the Board for approval beginning no later than July 2017.

Rental Housing Programs

Rental Housing Development Fund

HCD already has in place implementation policies and procedures for its Affordable Housing Development Program. Policies specific to the General Obligation Bond program need to be developed and adopted. These include items such as specific income levels and target populations of the Bond, level of required city financing, the relationship of funds from the regional pools and city base allocations, and deadlines for commitment of funds/selection of projects to be funded. In addition, there may be a need for differentiation of some policies specific to city base allocations of funds versus the regional funding pools. The legal and programmatic analysis regarding fair housing issues will be part of this work. Consultation to solicit input from stakeholders will also be conducted.

Rental Housing Innovation and Opportunity Fund

This Fund is a new type of program for which HCD will need to develop new policies. Program policies related to the type of housing will be similar to the policies for the Rental Housing Development Fund, however policies related to selection and management of the pre-approved developer pool, the term and repayment of opportunity loans and new types of loan and regulatory documents will need to be developed for this program.

Schedule

HCD anticipates holding initial stakeholder meetings in Spring 2017, followed by release of draft policies, a formal public comment period, and bringing proposed policies to the Board for approval no later than July 2017.

Homeowner Programs

Homeowner Housing Development Program

HCD has homeowner housing development experience, but it has been primarily through the use of federal grant programs, most recently through Neighborhood Stabilization Program grants focused on acquisition, rehabilitation, and re-sale of foreclosed properties, therefore HCD will be developing policies to implement this component of the Bond program. The process and timing is anticipated to mirror that of the rental housing development programs.

Homeowner Housing Preservation Loan Program

CDA has administered housing preservation loan programs, primarily funded by the federal Community Development Block Grant, since the 1970s. Development of specific program policies for the Bond-funded program will be necessary. The process will involve consultation with cities, since many of the cities have existing housing preservation loan and grant programs

and the Bond-funded program should fill gaps and leverage those programs. Program policies will be finalized and brought to the Board for adoption after selection of a program operator so that the program operator will also have the opportunity to be involved in the development of the implementation policies.

Down Payment Assistance Loan Program

The Down Payment Assistance Loan Program included in the Housing Bond program description was modeled after a successful San Francisco program that has been in place for a number of years and has been accepted by primary mortgage lenders and the secondary market (e.g. FHA). The Housing Bond policies will build off of the policies and program materials of the San Francisco program, with possible changes to conform with the adopted Bond program and to work in Alameda County markets. Program policies will be finalized and brought to the Board for adoption after selection of a program operator so that the program operator will also have the opportunity to be involved in the development of the implementation policies.

Selection Processes

Each of the Bond programs will have a competitive process for selection of Projects or Program Operators, beginning by Summer 2017 and continuing through Fall 2017.

Rental Housing Development Fund

- Regional Pools - HCD will conduct a competitive RFP process for selection of developments to be financed by the Regional Pools. The RFP is expected to be issued no later than Fall 2017.
- City Base Allocations: HCD will administer these funds and will work with each city on its selection of projects proposed to be funded from its base allocation of funds. Developments must comply with Bond program policies, as adopted by the Board. We anticipate that some cities have projects they are already working with and others do not. Depending on the city, the selection process may involve the city conducting a competitive RFP, the city and HCD issuing a joint RFP, or HCD administering an RFP on the city's behalf. HCD is meeting with each city to discuss program policies and project selection options. Initial meetings should be concluded by the end of February 2017.

Rental Innovation and Opportunity Fund

HCD will conduct a Request for Qualifications process to pre-screen and select a pool of qualified developers. Developers in the approved pool will then be able to apply "over the counter" for short-term financing for acquisition of properties available in the market and/or initial predevelopment expenses. The RFQ will be released no later than Fall 2017.

Homeowner Housing Development Program

HCD will conduct a RFP to identify projects to be financed from this component of the Bond program. The RFP is expected to be issued no later than Fall 2017.

Down Payment Assistance Loan Program

HCD will conduct a competitive RFP process to select a program operator for this program. It is expected that this RFP will be issued by June 2017.

Housing Preservation Loan Program

HCD will conduct a competitive RFP process to select a program operator for this program. It is expected that this RFP will be issued by June 2017.

Independent Citizen Oversight Committee

The purpose of the Oversight Committee is to review the annual report each year to ensure that Bond proceeds are being spent in compliance with the ballot measure. The Oversight Committee should be established during FY17/18 so that it can review the annual report. This can occur after the first bond issuance. HCD has gathered information on existing County Citizen Oversight Committees, for example for Measure A, and will work in consultation with the County Bond Team to propose membership, process for selection and appointment of members, and other matters related to the formation of the Oversight Committee. It is expected that the proposal for the Oversight Committee will be brought to the Board for consideration by January 2018.

Staffing

To implement the Bond program, HCD will be using existing staff and new positions to be added. Varying levels of staffing will be needed at different points. Prior to the first issuance, staffing will need to be paid for through a source of funds to be identified, which will be paid back with bond proceeds. A Board letter with more details regarding the staffing plan and request for authorization of new needed positions and a funding plan will be forthcoming.

Other implementation Items

Program marketing materials, loan documents, and other related documentation and materials will be developed as part of the implementation of each program. HCD has created a Housing Bond site on its web page and a list serve so that interested parties can sign up to receive electronic notices related to Bond implementation, including RFP/Qs. The scopes of work for

selected program operators for the Down Payment Assistance Loan Program and the Housing Preservation Loan Program will be the development of a marketing plan and marketing materials that ensure widespread awareness of the programs across the County, especially among targeted and eligible populations.

As part of implementation of the Housing Bond, HCD will be working on several related initiatives. One initiative is to link the Bond program with related job training, apprenticeship, and employment opportunities for the target populations of the Bond's housing programs. The Board of Supervisors has already adopted a prevailing wage policy for construction jobs in rental housing developments supported with Bond funds. In addition, HCD will be working with funded rental housing developments and other stakeholders on an initiative to streamline the ways that households seeking affordable rental housing locate potential housing opportunities and simplifying application processes for affordable rental housing.

Bond Issuance and Availability of Funds

HCD will work with the County Bond Team regarding the size and timing of bond issuance(s). It is anticipated the first issuance will occur after selection of initial projects to be financed under the Rental Housing Development Fund and the Homeowner Housing Development Fund, the creation of the developer pool approved for the Innovation and Opportunity Fund, and the selection of program operators for the Down Payment Assistance Loan Program and the Housing Preservation Loan Program. Also prior to issuance of bonds including funding for rental housing developments, an analysis of whether any amount of those funds should be issued as tax-exempt, rather than taxable, bonds.

EXHIBIT B

Immediate Concern –Rental Housing Developments at risk

As a result of statements made by President-elect Trump and a bill currently before Congress, reductions in corporate tax rates are expected and the market for Low Income Tax Credits (LIHTC) has already been suddenly and significantly impacted. Lowered corporate tax rates would result in less taxes owed, and therefore less need for the tax credit, dropping their overall value to the corporate investors. Investors who had previously priced LIHTCs at \$1.10 - \$1.20 per credit are now quoting prices at \$0.90 - \$1.00 or below per credit. According to third party industry consultants, the market is therefore 'self-correcting' in anticipation of a corporate tax rate decrease.

Local affordable rental housing projects under development in Alameda County that either have LIHTC allocations and are scheduled to close this Spring, or had intended to apply for LIHTCs in March, now have significant, unanticipated financing gaps.

To assess the situation, HCD held a meeting on January 4th, with non-profit developers impacted by this sudden change. The two charts below include the projects identified that are in this critical situation.

Project with Tax Credits Commitment – Must close Spring, 2017					
Developer	Project	Jurisdiction	# of Units	Gap Increase	City Funding Commitments
EAH	Olympia Place	Emeryville	87	\$1,000,000	\$6,500,000
Alameda HA	2437 Eagle Avenue	Alameda	20	\$1,000,000	\$3,050,000
Bridge Housing	San Leandro	San Leandro	85	\$2,000,000	\$1,000,000
Eden Housing	Parc 55	Fremont	90	\$2,700,000	\$7,407,000
OEDC/Urbancore	Coliseum Connections	Oakland	110	\$2,500,000	\$12,000,000
SAHA	Redwood Hills	Oakland	28	\$1,000,000	\$10,000,000
			420	\$10,200,000	\$39,957,000

For the above projects that currently have LIHTC allocations from the State Tax Credit Allocation Committee, failure to close their financing by the required Spring deadline will mean the loss of the tax credits. These projects will have to compete again, with no guarantee of receiving the credits again. In addition, a few of them have deadlines to start construction under other State funding sources. Failure to start construction and/or complete the projects on time could mean requirements for repayment of State grants.

For those projects which do not already have LIHTC allocations but were ready and planning to apply for LIHTC in March (shown in the table below), they no longer qualify to apply unless the new funding gaps caused by the lower prices in the tax credit equity market are closed.

Project Expected to Apply for Tax Credits in March, 2017					
Developer	Project	Jurisdiction	# of Units	Gap Increase	City Funding Commitments
SAHA	Grayson St. Apts.	Berkeley	23	\$500,000	\$1,095,000
Mid-Pen	Stevenson	Fremont	81	\$700,000	\$11,910,000
Mid-Pen	Sunflower Hill	Livermore	45	\$1,300,000	\$2,100,000
EBALDC	Fruitvale BART	Oakland	94	\$5,700,000	\$2,250,000
SAHA	Camino 23	Oakland	32	\$1,400,000	\$2,700,000
Mid-Pen	Kottinger Place Phase II	Pleasanton	54	\$2,000,000	\$4,000,000
RCD	EMBARK	Oakland	70	\$3,200,000	\$3,000,000
TOTALS			399	\$14,800,000	\$27,055,000

For projects in both of the categories above, failure to fill the new financing gaps by March 1st will cause significant delays in development and possibly cause the projects to not be developed at all. Given this timeframe, a normal RFP process is not possible.

HCD staff has also reached out to the cities which have made funding commitments to the projects in the above charts to discuss the situation and their interest in possibly using portions of their base city allocations of Housing Bond Rental Housing Development Program funding to fill these new funding gaps. We are still in that process. Once HCD has contacted all of the cities involved and confirmed which cities would like to proceed in this manner, HCD proposes to bring a “Permanent Financing Resolution” in an “up to and not to exceed” amount to the Board for approval in February in order to meet the March 1 deadline.

If the Board approves this funding proposal, HCD staff will proceed to completing full underwriting analyses of these projects in order to make final determinations of the total amount needed from Bond funds. Those projects that are closing their financing in the Spring will be the first priority. After underwriting, staff would then bring funding contracts to the Board for approval, in the standard process.