

BOARD of SUPERVISORS



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MEMORANDUM

Date: October 16, 2020

To: *ACC* The Honorable Members, Board of Supervisors

From: Angela Calvillo, Clerk of the Board

Subject: Administrative Code – Housing Stability Fund Oversight Board
(File No. 200610)

Board of Supervisors Rules of Order 2.21 establishes certain criteria that must be included in legislation creating and establishing, or reauthorizing, new bodies (boards/commissions/task forces/advisory bodies) and requires the Clerk of the Board to advise the Board on certain matters. In order to fulfill these requirements, the following is provided:

File No. 200610 Administrative Code – Housing Stability Fund

The Ordinance would establish the Housing Stability Fund Oversight Board (HSFOB) to provide oversight for the Housing Stability Program Fund by making recommendations and providing guidance for the use of the Housing Stability Program Fund for Social Housing Developments, including, but not limited to, the acquisition of land and/or improvements, preservation, development, rehabilitation, construction operation, loans, grants, and other eligible uses determined by the Mayor's Office of Housing and Community Development (MOHCD), and as included in any Housing Stability Fund regulations.

- Does a current body address the same or similar subject matter?

No. There is no other body charged with addressing the same subject matter.



- Language requiring the body to meet at least once every four months

Page 4, Lines 22-23, states “the Oversight Board shall hold a regular meeting not less than once each quarter.”

- Language indicating members serve at the pleasure of the appointing authority

Page 4-5, Section 545-3(a), entitled “Organization and Terms of Office,” states “Members of the Oversight Board shall serve at the pleasure of their respective appointing authorities and may be removed by the member’s appointing authority at any time. Each member may remain on the Oversight Board for a maximum of a four year term unless removed prior to the expiration of the term by the member’s appointing authority, provided that such limitations to terms do not apply to Seat 12 (with such terms staggered so as to minimize the number of terms expiring simultaneously). The staggered terms will be applied as follows: the initial appointment for seats, 2,5,8 and 14 is two years and the initial appointment for seats 3,6,9 and 15 is three years, with the remaining seats, except seat 12, for initial four year terms. A seat that is vacant on the Oversight Board shall be filled by the appointing authority for that seat.”

- Language establishing attendance requirements

Page 5, lines 11-15, Section 5.22-3(c), entitled “Organization and Terms of Office,” states “Any member who misses three regular meetings of the Oversight Board within a twelve-month period without the express approval of the Oversight Board at or before each missed meeting shall be deemed to have resigned from the Oversight Board 10 days after the third unapproved absence. The Oversight Board shall inform the appointing authority and the Clerk of the Board of Supervisors of any such resignation.”

- Number of seats and qualifications

There are a total of 15 seats: 14 appointed by the Board of Supervisors and, 1 appointed by the Director of MOHCD:

- *Seats 1, 2, and 3 shall be held by persons who are residents of Social Housing Developments, as defined in Section 10.100-78 of the Administrative Code, as amended from time to time to be appointed by the Board of Supervisors.*
- *Seats 4, 5, and 6 shall be held by persons with experience owning, operating, or developing Social Housing Developments, as defined in Section 10.100-78 of the Administrative Code, to be appointed by the Board of Supervisors.*



- *Seats 7, 8, and 9 shall be held by persons with legal, academic, or financing expertise regarding affordable housing creation and policy, to be appointed by the Board of Supervisors.*
- *Seat 10 shall be held by a person with experience or expertise in advocacy on behalf of tenants or residents of affordable housing, to be appointed by the Board of Supervisors.*
- *Seat 11 shall be held by a person with experience or expertise in the organized labor community, to be appointed by the Board of Supervisors.*
- *Seat 12 shall be held by an employee of the Mayor's Office of Housing and Community Development (MOHCD), to be appointed by the Director of MOHCD.*
- *Seats 13, 14, and 15 shall be held by any resident of San Francisco with a demonstrated commitment to affordable housing and to racial and economic equity, to be appointed by the Board of Supervisors.*

- Term limits (i.e., commencement date? staggered terms?)

Page 4, Line 25, through Page 5, Line 7, states Each member may remain on the Oversight Board for a maximum of a four year term unless removed prior to the expiration of the term by the member's appointing authority, provided that such limitations to terms do not apply to Seat 12 (with such terms staggered so as to minimize the number of terms expiring simultaneously). The staggered terms will be applied as follows: the initial appointment for seats, 2,5,8 and 14 is two years and the initial appointment for seats 3,6,9 and 15 is three years, with the remaining seats, except seat 12, for initial four year terms. A seat that is vacant on the Oversight Board shall be filled by the appointing authority for that seat."

- Administering department

The Mayor's Office of Housing and Community Development will provide administrative and clerical support.

- Reporting requirements

The Oversight Board shall provide oversight for the Housing Stability Program Fund established under Section 10.100-78 of Article XIII of Chapter 10 of the Administrative Code by making recommendations and providing guidance for the use of the Housing Stability Program Fund for Social Housing Developments, including, but not limited to, the acquisition of land and/or improvements, preservation, development, rehabilitation, construction, operation, loans, grants, and other eligible uses determined by MOHCD, and as included in any Housing Stability Fund regulations. The Oversight Board shall seek to make its recommendations through a racial and economic equity lens, with an eye toward the



short-term and long-term impact on the use of the monies from the Housing Stability Program Fund.

- **Sunset date**

The Oversight Board is intended to stay in active as long as the Housing Stability Program Fund is in existence. Upon any future removal of the Fund, the Oversight Board would also be removed as part of the code section update.

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