



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 8/11/2015

Agenda Placement: 10B

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Lawrance Florin - Director  
Housing and Intergovernmental Affairs

**REPORT BY:** Nancy Johnson, Housing and Community Development Program Manager - 707-299-1352

**SUBJECT:** Reorganization of the Napa County Housing Commission

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### **RECOMMENDATION**

First reading and intention to adopt an ordinance reorganizing the Napa County Housing Commission and adoption of a resolution changing the Commission Bylaws to include review and recommendation to the Board of Supervisors on projects using Affordable Housing Fund monies.

**ENVIRONMENTAL DETERMINATION:** The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **EXECUTIVE SUMMARY**

The Napa County Housing Commission was formed in 2007 to be advisory to the Napa County Housing Authority on all matters that involve the three migrant farm worker centers. The Commission members represent the three industry groups (Vintners, Farm Bureau and Grapegrowers) and various components of the farm worker community.

In December 2014, the Board of Supervisors approved an increase in the commercial impact fees, which along with the residential impact fees, are deposited in the County's Affordable Housing Fund. At the time of adoption the Board directed staff to look into creation of a committee to provide oversight for use of these funds. Staff is proposing to reconstitute the Housing Commission to both provide oversight for the use of these funds, as well as advisory input on the operations of the farmworker centers. Staff is also proposing that changes be made to the composition of the commission.

### PROCEDURAL REQUIREMENTS

**A. Ordinance**

1. Open Public Hearing.
2. Staff reports.
3. Public comments.
4. Close Public Hearing.
5. Clerk reads the Ordinance Title.
6. Motion, second, discussion and vote to waive the balance of the reading of the ordinance.
7. Motion, second, discussion and vote on intention to adopt the ordinance.

**B. Resolution**

1. Staff reports.
2. Public comments.
3. Motion, second, discussion and vote on the item.

**FISCAL IMPACT**

Is there a Fiscal Impact?                      No

**ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

**BACKGROUND AND DISCUSSION**

The Napa County Housing Commission was formed in 2007 when the Napa County Housing Authority assumed management and eventual ownership of the three migrant farm worker centers (Calistoga, Mondavi, River Ranch). Since that time, the Housing Commission has been advisory to the Authority on all matters of importance regarding the farm worker centers and on CSA No.4.

In December 2014, the Board of Supervisors approved an increase in the commercial impact fees, which along with the residential impact fees, are deposited in the Affordable Housing Fund. The Vintners organization submitted a support letter on the fee increase that included a request to have a seat on a committee that provided oversight on the use of Affordable Housing Funds. The Board directed staff to look into creation of such an oversight committee. Staff is proposing to reconstitute the Housing Commission to include the review of affordable housing projects funded with Affordable Housing Funds and continue their role as advisory to the Authority on matters of importance regarding the farm worker centers.

Certain positions on the current commission have been difficult to fill and some have remained unfilled for over three years. The proposed ordinance would eliminate some positions while adding others that would provide knowledge in financing and development and affordable housing. Currently, the Housing Commission has 12 approved positions. The new version would have a more manageable total of eight (8) positions. Staff is also recommending that new categories be created to better reflect the role of this newly reconstituted commission.

The positions on the current commission are:

1. Representative of the Vintners organization

2. Representative of the Farm Bureau
3. Representative of the Grapegrowers
4. A farm worker advocate
5. A member of the public that is a vineyard land owner
6. Member of the public with a strong financial background in the wine industry
7. A City Selection nominee
8. Housing Authority tenant (two positions; only one is filled)
9. Housing Authority tenant over the age of 62\*\*
10. A farm labor contractor
11. A farm worker

The positions proposed for the new commission:

1. Representative of the Vintners organization
2. Representative of the Farm Bureau
3. Representative of the Grapegrowers
4. One tenant member
5. One tenant member over the of age 62 \*\*
6. One member who is an affordable housing developer
7. One member who is in real estate or housing development
8. One interested member of the public who is interested and/or experienced in affordable housing or farmworker housing

(\*\* This is a State required position that has not been filled since the Housing Commission was created due to difficulties in finding an applicant.)

The proposed changes to the Bylaws will reflect the new positions, the addition of new duties regarding review of projects funded by the Affordable Housing Fund and the meeting schedule. All items relating to the farm worker centers will be voted on by the Housing Commission with recommendations forwarded to the Housing Authority. Items related to use of Affordable Housing Funds will be voted on by the Housing Commission and the recommendation will be forwarded to the Board of Supervisors.

#### **SUPPORTING DOCUMENTS**

- A . Tracked Ordinance
- B . Final Ordinance
- C . Tracked Bylaws
- D . Resolution with Final Bylaws attached

CEO Recommendation: Approve

Reviewed By: Molly Rattigan