



City Council Staff Report

From: City Manager

Report Type: CONSENT CALENDAR

Lead Department: Planning and Development Services

Meeting Date: February 26, 2024

Report #:2401-2573

TITLE

City Councilmember Appointment to the Santa Clara County Housing and Community Development Advisory Committee (HCDAC)

RECOMMENDATION

Approve the appointment of Councilmember Julie Lythcott-Haims as representative to the Santa Clara County HCDAC, and Councilmember Greer Stone as alternate for the 2024 calendar year.

BACKGROUND

Formed in 2018, the nine-member HCDAC for the Urban County¹ is a result of the merger of the Housing and Community Development (HCD) Citizen's Advisory Committee (CAC), and the HCD Council Committee (CC) for the Urban County Community Development Block Grant (CDBG) Program and HOME Investment Partnerships Program (HOME) Consortia. As Palo Alto is part of the HOME program consortium, HCDAC participation is requested. The City has not participated in the HCDAC in previous years.

Below is a summary of the basic requirements of the HCDAC, please see the attached 2018 Bylaws for additional information on the HCDAC's responsibilities and meeting protocols.

HCDAC Role

The HCDAC is the policy recommending body to the Santa Clara County Board of Supervisors on planning, monitoring, and implementation of the HCD Program and the development of a comprehensive, coordinated Housing and Community Development Program. The HCDAC, consisting of representatives of the Urban County jurisdictions (Campbell, Los Altos, Los Gatos, Saratoga, and Morgan Hill) selected by the City Councils and the Board of Supervisors, and a City Council member from each of the cities (Palo Alto, Cupertino, and Gilroy) participating in the Urban County CDBG and HOME Investment Partnerships (HOME) Programs, will review program materials and develop recommendations from an urban county perspective.

¹ Information about the Urban County: <https://osh.sccgov.org/housing-community-development/urban-county-program>

Responsibility

The HCDAC meets approximately five times per year with one-year term commitments for each member. The primary responsibilities of the HCDAC are to:

- a) Develop recommendations on the Five-Year Urban County Consolidated Plan and the Annual Plan which provides the framework for funding projects.
- b) Develop recommendations on projects to be funded addressing the objectives approved in the Consolidated Plan.
- c) Monitor the progress of approved projects on a quarterly basis and prepare recommendations on projects facing significant delays.
- d) Evaluate the overall direction and implementation of the program on a yearly basis and prepare recommendations on housing policies and procedures. This will include site inspections of projects, review of quarterly and annual performance reports, and overall program performance evaluation.
- e) Transmit the HCDAC recommendations on project proposals to the Board of Supervisors in order to make final funding recommendations on the CDBG and HOME projects and programs.

Next Steps

The HCDAC meetings are tentatively planned to begin in March 2024. Once the Council representative is selected, the HCDAC meeting liaison will initiate the coordination of these meetings.

FISCAL/RESOURCE IMPACT

No fiscal impact is associated with this action.

ENVIRONMENTAL REVIEW

Appointment to a board or committee is not an action subject to environmental review under the California Environmental Quality Act.

ATTACHMENTS

Attachment A: HCDAC Bylaws June 2018

APPROVED BY:

Jonathan Lait, Planning and Development Services Director