



**HOUSING ELEMENT UPDATE 2006-2014  
CITIZENS' ADVISORY COMMITTEE  
APPROVED MINUTES**

*Monday, August 18, 2008*

*1 – 3 p.m.*

*Location, City Hall - Mayor's Ceremonial Room (7<sup>th</sup> Floor)  
3900 Main Street, Riverside CA 92522  
Planning Division Office - 951-826-5371*

**Members Present:** Mayes, Baum, Benavidez, Ford, Holley, Ruiz, Singletary, Teer, Terando, Thompson, Van Doren,

**Members Absent:** Berzansky

**Staff Present:** Jenkins, Darnell, Bouska, Gutierrez, Yakutis, Yerdon, Gonzales

**1. Introductions**

Diane Jenkins, Principal Planner, welcomed everyone and introduced City staff. She stated she was looking forward to working with the members of the Citizens Advisory Committee. She called attention to the binders provided to each of the members. A copy of the General Plan 2025 was also included in the binder.

**2. Role of Citizens Advisory Committee (CAC)**

Ms. Jenkins informed the committee of their role. The committee will serve as an advisory board that will review and make recommendations on the Housing Element Objective and Policy alternatives. The committee's recommendations will be forwarded to the City Planning Commission and then forwarded to the City Council for final adoption. Planning staff will be available to assist the Committee. Staff anticipates a total of 3 - 4 meetings and hoped that the members would be able to attend all the meetings.

**3. Discussion of Role of CAC Chair and Vice Chair**

Ms. Jenkins explained the roles of the committee's Chair and Vice-Chair.

**4. Nomination and Approval of CAC Chair and Vice Chair**

Mr. Teer nominated Chris Singletary for Chair.

Ms. Mayes nominated Francis Baum for Vice-Chair

The Committee voted unanimously to elect Chris Singletary for Chair and Francis Baum for Vice-Chair.

**5. Oral communications from the audience. This is the portion of the meeting specifically set aside to invite public comments on matters of interest to the Committee that are not included on the agenda. If there is no one from the audience wishing to speak, the Committee will move to the next item.**

Chair Singletary asked if there was anyone in the audience that would like to speak, there was no one present requesting to speak.

6. Format of Meetings

Doug Darnell, Senior Planner, reviewed the format for the meetings. He stated that the Committee will be subject to the Brown Act and that the agendas would be posted outside City Hall and on the Housing Element web site so that the public can participate in the meetings. Should the members have any questions regarding possible conflict of interest, staff would be available for consultation. The minutes of each meeting will be sent out with the agenda for the next meeting.

Mr. Benavidez requested that the minutes be sent out in Word format and electronically.

7. Discussion of CAC Meeting Procedural Guidelines

Mr. Darnell reviewed the draft Procedural Guidelines. He stated that a copy of the guidelines were included in their binder.

8. Approval of CAC Procedural Guidelines

Chair Singletary called for any comments or suggestions regarding the procedural guidelines.

A motion was made by Mr. Teer to adopt the draft Procedural Guidelines as presented, Seconded by Ms. Holley. The motion carried unanimously.

9. Overview of the Housing Element Process and state Department of Housing and Community Development (HCD) Requirements

Ms. Jenkins introduced Mark Hoffman, Housing Consultant with The Planning Center.

Mr. Hoffman explained that the Housing Element was a mandated chapter of the City of Riverside's General Plan 2025. The Housing Element addresses neighborhood quality, supply and quality of housing, housing assistance and special needs. The Housing Element is reviewed by the State Department of Housing and Community Development (HCD) for compliance with state law. Certification of the Housing Element by the HCD opens the door to state and federal housing grants and protects the City from lawsuits.

10. Overview of the Current General Plan 2025 Hoffman Housing Element

Mr. Hoffman reviewed the Regional Housing Needs Assessment (RHNA). These numbers are allocated among the southern California cities by the Southern California Association of Governments (SCAG) and are goals that require cities to identify enough land to accommodate housing. He went over the numbers allocated to the City of Riverside. The reporting period for meeting these goals is 2006 – 2014.

Ms. Jenkins stated that staff would work to identify projects beginning in 2006 that would help meet these goals.

Mr. Hoffman reiterated that the City can meet the goals not just by providing the housing but by providing the adequate land and zoning to accommodate the potential for the necessary housing.

Mr. Ford asked if students had been considered under the special needs category.

Mr. Hoffman replied that they were included.

Mr. Van Doren asked if the City would be looking at other programs the City has such as Redevelopment Activities and CDBG funds.

Ms. Jenkins explained that the implementation of the Housing Element is also mandated so that the committee would be reviewing how the City is meeting the goals. She asked the committee if there was anything they felt staff could provide them with.

Ms. Holley stated that she was concerned that the City was locked into these housing numbers with respect to the current housing market.

Ms. Jenkins responded that staff has provided the committee with articles regarding foreclosures in their binders. This is something the committee can look into and address in the update.

Mr. Benavidez asked what the rewards were for cities who were successful in achieving their goals and objectives.

Mr. Hoffman explained that if the HCD certifies the Housing Element the awards are the ability to apply for state and federal grants. If a city is not certified, they would be at a disadvantage to apply to the grants and exposed to the possibilities of lawsuits.

Ms. Mayes inquired if any annexations would increase the RHNA numbers.

Ms. Jenkins stated that City would inherit County's goals for any portion annexed to the City. The recent annexations have had a minimal affect on the City to date.

Mr. Van Doren inquired how the change in status of some affordable apartment units would affect the housing goals for the different income levels.

Mr. Hoffman explained that the committee will be reviewing these as well. The committee will review the existing housing and whether or not the conditions for affordable housing will expire.

11. Adjournment

Chair Singletary adjourned the meeting at 2:00 pm.