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343 Item Agenda: 04/24/2024 REG CC

Item 12

Community Advisory Committee Charter

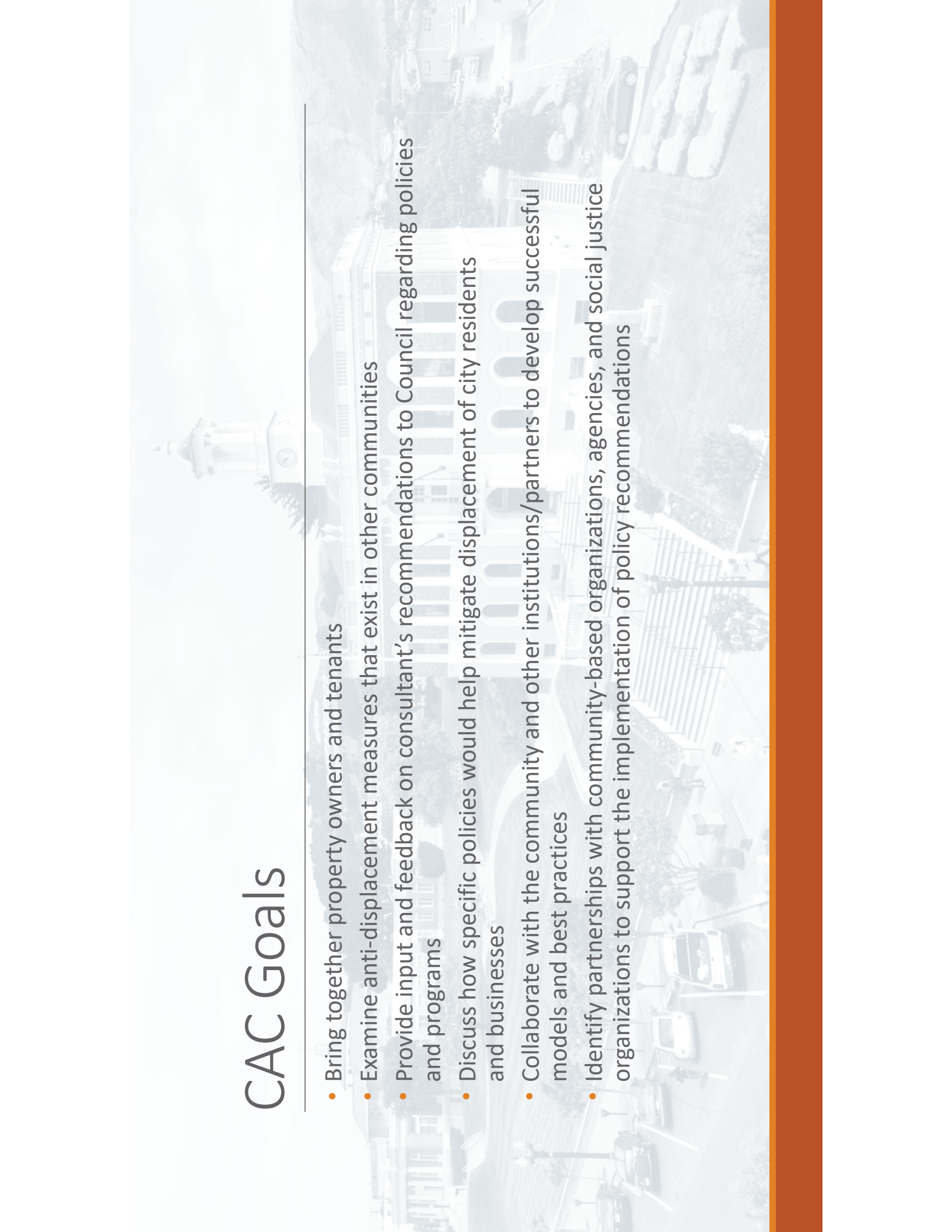
COMMERCIAL & RESIDENTIAL ANTI-DISPLACEMENT ROADMAP

Background

- In January, Council approved a resolution authorizing the City Manager to execute a professional services agreement with HR&A Advisors, Inc. (HR&A) to prepare an Anti-Displacement Roadmap (Roadmap).
- The Roadmap's scope of work includes research and data gathering, community engagement, and policy recommendations and reporting.
- Community Engagement includes staffing a Community Advisory Committee (CAC).

CAC Charter Mission

- The charter for the CAC outlines the vision, objectives, timeline, membership guidelines, and expected outcomes for the committee.
- The CAC will represent South San Francisco business owners, residents, landlords, and subject matter experts from professional organization and advocacy communities.



CAC Goals

- Bring together property owners and tenants
- Examine anti-displacement measures that exist in other communities
- Provide input and feedback on consultant's recommendations to Council regarding policies and programs
- Discuss how specific policies would help mitigate displacement of city residents and businesses
- Collaborate with the community and other institutions/partners to develop successful models and best practices
- Identify partnerships with community-based organizations, agencies, and social justice organizations to support the implementation of policy recommendations

Representative Type	Definition
Residential Landlord (2 Members)	Someone who leases residential units to tenants in South San Francisco. This may include small-, mid-, and large-size market rate and affordable housing landlords and developers. <i>Example: An individual who leases properties to tenants in South San Francisco.</i>
Residential Renter (2 Members)	Someone who rents a residential property in South San Francisco. <i>Example: A tenant who lives in naturally occurring affordable housing in the Downtown.</i>
Local Business Owner/Business Organization (3 Members)	Someone who owns or manages businesses in South San Francisco that sell goods or services to individuals on site at their business location (businesses may include small, medium, and larger scale organizations) and/or someone affiliated with an organization that provides support to local businesses, such as a merchant's association, business improvement district, chamber of commerce, or similar organization. Business owners should be operating for 5+ years and have an active business license. <i>Example: This can include someone who is a member of South San Francisco's Chamber of Commerce or someone who has owned a small business in South San Francisco for more than five years and currently has an active business license. There will be an effort to select businesses in three different sectors.</i>

Representative Type	Definition
Real Estate Professional (1 Member)	Someone who actively participates in the buying, selling, or leasing of residential and/or commercial real estate in South San Francisco; and/or someone who actively participates in the operations, management, or administration of residential or commercial units in South San Francisco. <i>Example: An experienced and locally active member representative from San Mateo County Association of Realtors (SAMCAR) or the California Apartment Association (CAA).</i>
Community Based Organization (1 Member)	Someone affiliated with a community-based organization or local human service organization that supports individuals in securing housing, providing support to local businesses, and/or other services. <i>Example: Representative from organizations like YMCA with regular access to tenants in need.</i>
Commercial Landlord (1 Member)	Someone who leases commercial units to business tenants in South San Francisco.

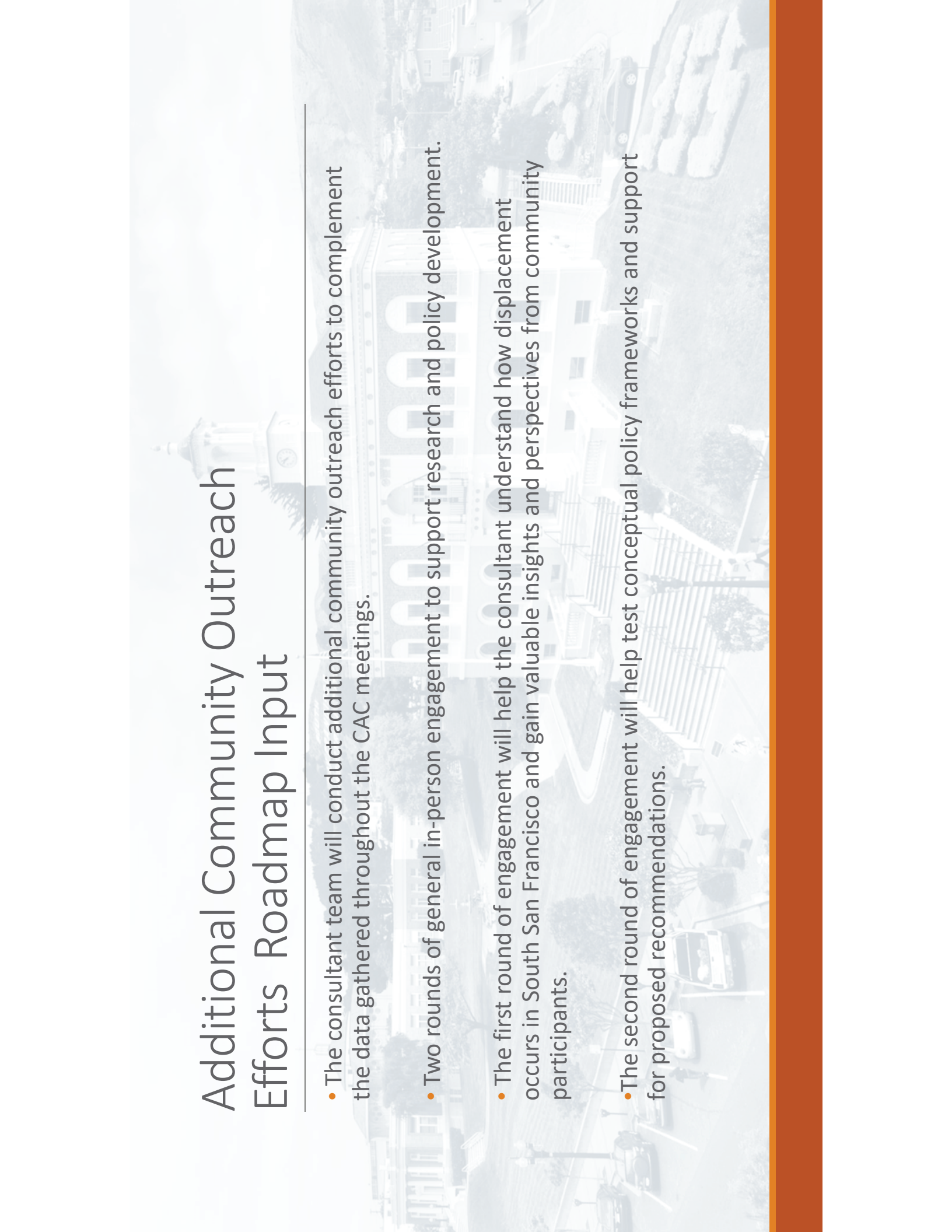
CAC Membership Marketing & Outreach Strategy

- "Boards and Commissions Application"
- Supplemental Form
- Awareness Campaign
- Informational Session



Member Selection Process

- Confirm a selection committee comprised of City Staff.
- Each member would indicate their first and second choice for each category.
- The selection committee would convene to review applications, and the meeting would be facilitated by the City's consultant team.
- The consultant will prepare an evaluation matrix.



Additional Community Outreach Efforts Roadmap Input

- The consultant team will conduct additional community outreach efforts to complement the data gathered throughout the CAC meetings.
- Two rounds of general in-person engagement to support research and policy development.
- The first round of engagement will help the consultant understand how displacement occurs in South San Francisco and gain valuable insights and perspectives from community participants.
- The second round of engagement will help test conceptual policy frameworks and support for proposed recommendations.

Recommendation

- Staff recommends adopting a resolution approving the Community Advisory Committee Charter for the Residential and Commercial Anti-Displacement Roadmap (Roadmap).

