



City of San Antonio

Agenda Memorandum

File Number:21-2994

Agenda Item Number: 3.

Agenda Date: 4/28/2021

In Control: Housing Commission

DEPARTMENT: Neighborhood and Housing Services Department

DEPARTMENT HEAD: Verónica R. Soto, FAICP, Neighborhood and Housing Services Department Director

COUNCIL DISTRICTS IMPACTED: Citywide

SUMMARY:

Briefing and possible action on the next steps for the development of subcommittees of the Housing Commission

BACKGROUND INFORMATION

With the acceptance of San Antonio's Housing Policy Framework on September 6, 2018, City Council recommended the Housing Commission become the oversight commission for the Framework implementation.

Per Ordinance 2018-11-15-0919, passed and approved November 15, 2018, Section 9: In order to support its work, the Commission may also seek voluntary technical or specific professional assistance from individuals in the community representing certain technical disciplines or areas of special expertise.

On April 7, 2021, the Housing Commissioners elected to create the following subcommittees to support the Commission's Charge:

- Public Engagement and Outreach Committee
- Dashboard and Annual Report

Many city boards and commissions adopt codes of conduct or by-laws to govern the rules and procedures that govern the board/commission. Within these documents the structure not only of the commission, but of the subcommittees to support the commission, is laid out.

ISSUE:

The next step in the development of the subcommittees is for the Housing Commission to determine details such as:

- The purpose and charge of each subcommittee
- The number of members in each subcommittee
- Whether the subcommittee will have non-commission members on the subcommittee
- Whether appointments to the subcommittees will be made by commissioners or some other method

The structure and functions of the subcommittees will determine the applicability of the Open Meetings Act. The City Attorney's Office will provide guidance on these restrictions.

ALTERNATIVES

This item is for briefing purposes only.

FISCAL IMPACT:

There is no fiscal impact at this time.

RECOMMENDATION:

Staff recommends that the Commission establish a temporary working group of Commissioners to develop the above details for the subcommittees. Staff will support this working group to create a proposal for the full Commission's consideration.