



CONTRA COSTA COUNTY
Department of Conservation and Development
Community Development Division
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DATE: May 23, 2016
TO: Internal Operations Committee
FROM: Kara Douglas, Assistant Deputy Director
SUBJECT: Recommended Appointment to the Affordable Housing Finance Committee

The purpose of this memorandum is to forward the following recommendation from the Affordable Housing Finance Committee (AHFC):

Appoint Bijal Patel to the Community Representative 2 seat with an expiration date of June 30, 2018. Ms Patel's experience in real estate and land development law will bring valuable knowledge to the committee.

Re-appoint Tom Shephard to the County Representative 3 seat with an expiration date of June 30, 2019. Mr. Shephard has served on the committee since 2011. His experience in residential real estate acquisition and management brings important experience to the committee.

Re-appoint Lisa Caronna to the Community Representative 3 seat with an expiration date of June 30, 2019. Ms Caronna has served on the committee since 2013. Her background in public administration and landscape architecture is an asset to the committee.

Background

The Affordable Housing Finance Committee advises the Board of Supervisors on the annual allocation of approximately \$1.5 million in HOME Investment Partnership Act (HOME) and \$1.8 million in Community Development Block Grant (CDBG) funds for affordable housing development in Contra Costa County. These funds are allocated to the County on an annual basis by formula through the U.S. Department of Housing and Urban Development.

The Committee consists of nine members, including:

- three city representatives (one each from East, Central and West County)
- three county representatives; and
- three community representatives.

The three city representatives are nominated by the cities in each subregion of the County and approved by the Board of Supervisors. Nominations for county and community representatives are solicited by the Department of Conservation and Development. All county and community representative appointments to the AHFC are reviewed by the Internal Operations Committee (IOC) and referred to the Board of Supervisors for approval. AHFC terms are for three years. A current AHFC roster is attached for your information (Attachment A).

Current Status of Appointments

With the appointment of the above candidates there will be one vacancy for a County representative.

Attachments

AHFC roster

Bijal Patel application