



**SACRAMENTO
HOUSING AND REDEVELOPMENT
AGENCY**



October 16, 1991

Housing Authority of the
City of Sacramento
Sacramento, California



Honorable Members in Session:

SUBJECT: Policy/Procedure For Replacement of Resident Committees

LOCATION AND COUNCIL DISTRICT

City.

SUMMARY

This report outlines the process by which residents of SHRA managed housing developments may call for a resident vote to dissolve their existing resident committee and establish a new committee to represent their interests.

VOTE AND RECOMMENDATION OF COMMISSION

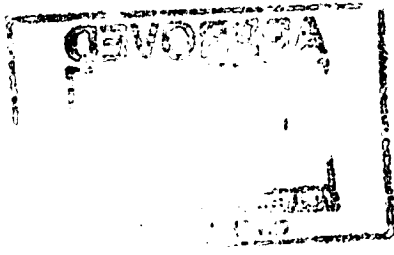
At its meeting of October 16, 1991, the Sacramento Housing and Redevelopment Commission adopted a motion recommending approval of the attached resolution that approves the attached policy relating to resident committees.

AYES: Amundson, Cespedes, Pernel, Moose, Simon, Simpson, Strong,
Williams, Wooley

NOES: None

ABSENT: Diepenbrock, Yew

(1)



SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY

Housing Authority of the
City of Sacramento
October 16, 1991
Page 2

RESIDENT COMMITTEE REVIEW

The proposed policy for replacement of resident committees has been circulated for review and comment to the resident committees of our four large family housing complexes: River Oaks, Dos Rios, New Helvetia, and Kennedy Estates.

STAFF RECOMMENDATION

The staff recommends adoption of the attached resolution that approves the attached policy which establishes a procedure for the replacement of resident committees.

BACKGROUND

Residents of all SHRA managed housing developments (except scattered sites) are currently represented by elected representatives of a resident committee who serve on the agencywide resident council; the latter serves in an advisory capacity to your Commission. Each resident committee has established by-laws which define the process by which individual representatives are elected. Resident committees enter into partnership agreements with SHRA which define and outline the responsibilities of both parties.

Current SHRA policy does not define how residents may dissolve their existing resident committee to establish a new representative tenant organization. The proposed attached policy would establish such a process effective January 1, 1992, upon expiration of current partnership agreements.

Under this policy, by signed petition 25 percent of the households within a development may call for a special resident vote to dissolve their existing resident committee. Upon receipt of such a petition Family Services staff will verify the residency of those requesting dissolution of the resident committee. After verification, a special vote of the resident population will be conducted to dissolve and call for the election of new resident representatives. Each household will have the right to exercise one (1) vote. Family Services staff will assist with that election to insure that an open election process is followed and the rights of all residents protected. A majority vote to dissolve will dissolve the existing resident committee and call for the election of new representatives. Following the latter election, a new partnership agreement will be formalized between SHRA and the new resident committee.

SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY

Housing Authority of the
City of Sacramento
October 16, 1991
Page 3

FINANCIAL CONSIDERATIONS

There are no fiscal implications associated with the development of the policy outlined in this staff report.

POLICY CONSIDERATIONS

The action proposed in this staff report is consistent with previously approved policy to provide for resident participation in decisions regarding their complexes; the change being recommended will further strengthen existing procedures.

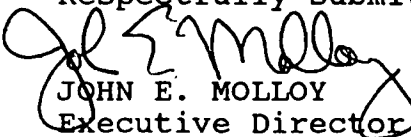
ENVIRONMENTAL REVIEW

The proposed action is exempt from environmental review per CEQA Guidelines, Section 15378(b)(3); NEPA does not apply.

MBE/WBE REVIEW

MBE/WBE considerations are not required with this activity.

Respectfully submitted by,


JOHN E. MOLLOY
Executive Director

TRANSMITTAL APPROVED BY:

FOR COUNCIL MEETING OF:


WALTER J. SLIPE, City Manager

October 29, 1991

Contact Person: Roger Schwarzin
440-1300

RESOLUTION NO. 91-031

ADOPTED BY THE HOUSING AUTHORITY OF THE CITY OF SACRAMENTO

ON DATE OF _____

DEVELOPMENT OF POLICY AND PROCEDURE FOR THE REPLACEMENT OF RESIDENT COMMITTEES

WHEREAS, the Housing Authority desires to establish a formal procedure for the replacement of Resident Committees within Agency managed developments; and

WHEREAS, the Housing Authority desires to support resident initiatives in the operation of their respective developments.

NOW THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY OF SACRAMENTO:

Section 1: The Executive Director is authorized to establish the attached Housing Authority policy relating to replacement of Resident Committees.

CHAIR

ATTEST:

SECRETARY



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FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____

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SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY

Policy For Replacement of Resident Committee

Call For Referendum

Upon presentation of a petition signed by not less than 25% of the households within a development, Family Services staff shall prepare, within 60 days, a resident election regarding dissolution of the existing Resident Committee. The signature of an adult legally residing in a household will be accepted as the signature of a household. Only one adult individual's signature will be accepted for each household. Family Services staff will work with Housing Management to verify the residency status of each signatory. The exact number of signatures required will be established for each development based upon current occupancy.

Election Process

After verification that a petition has the required number of acceptable signatures, Family Services staff will conduct the resident election. Each household shall exercise one (1) vote. Family Services staff will monitor the balloted vote to insure that confidentiality is maintained and that no household exercises more than one vote.

All households within the Development shall receive written notification of the special resident election at least three and not more than five days prior to the resident vote. The voting process shall be conducted during hours that encourage maximum resident participation such as 3:00 to 7:00 p.m. Only one adult individual listed on the current lease agreement shall be eligible to exercise the vote for that household. The vote of the first eligible adult from a household shall be the valid vote.

Vote Results

Family Services staff shall tally the votes and post the results in both Management and Family Services Offices. The vote results shall indicate the total number of votes cast, the number cast in favor of retaining the existing Resident Committee, and the number cast in support of its dissolution. Fifty-one percent of the votes cast shall constitute a majority. A majority of the valid votes cast in the election shall determine its outcome.

SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY

If a majority votes for retention of the existing Resident Committee the current Partnership Agreement will continue in effect and the current slate of representatives shall retain their positions. If a majority votes to dissolve the Resident Committee, Family Services staff will conduct an election of new representatives under the following guidelines:

- (1) A new slate of representatives shall be elected by resident vote at the earliest possible date but not later than two (2) weeks following the vote to dissolve.
- (2) Election of new representatives shall be conducted under the existing by-laws of the Resident Committee. To insure equitable representation of all residents, election of representatives by district shall be encouraged. In the event a district fails to secure a candidate, "representative-at-large" may be selected to insure full resident representation on the Resident Committee.
- (3) Family Services staff will assist with the preparation and printing of election ballots and will provide monitoring of the election process.

Partnership Agreement

Newly elected representatives must enter into a Partnership Agreement with SHRA to receive formal recognition as the duly elected representative body for their development.