

**Humboldt County**  
**Housing Trust Fund and Homelessness Solutions Committee (HTFHSC)**  
**Minutes of Regular Meeting**  
**March 5, 2019**

**I. Meeting Called to Order**

- a. Committee staffer Robert Ward called the meeting to order at 1:30 p.m. in the Large Mezzanine Conference Room in the Professional Building located at 507 F Street, Eureka.

**II. Roll Call**

- a. *Committee members present.*

**Present:**

Andrew Rix, District 4  
John Calkins, District 5  
Marc Delany, At Large Member Experienced in Developing Affordable Housing Projects  
Fhyre Phoenix, At Large Member representing the homeless community  
Brett Watson, At Large  
Lynn Martinez, Humboldt Housing and Homeless Coalition  
Beth Matsumoto, District 3  
Nezzie Wade, District 1  
Michelle Nielsen, Department of Planning and Building

**Absent:**

Sally Hewitt, Department of Health and Human Services  
The District 2 seat is currently vacant.

**III. Agenda Modifications**

*No modifications were made.*

**IV. Approval of the Minutes – February 26, 2019**

*The minutes were approved on voice. No nays. Nezzie Wade and John Calkins abstained.*

**V. Public Comment on Non-Agenda Items**

**VI. Committee Meeting Ground Rules**

**VII. Approve the Affordable Housing Definitions and Acronyms Document to be Attached to the Policies and Procedures and Submitted to the Board of Supervisors**

*The Affordable Housing Definitions and Acronyms Document was approved on voice. No nays, no abstentions.*

**VIII. Approve Funding for the Housing Trust Fund Report for Submission to the Board of Supervisors**

*Lynn Martinez moved to authorize the Chair to draft a formal letter on behalf of the committee recommending that the Board of Supervisors dedicate 100% of boomerang funds from redevelopment dissolution and any other post-redevelopment statutorily required funds, 50% of transient occupancy tax revenues, 50% of cannabis tax revenues, and 50% of code enforcement revenues to the Housing Trust Fund for the first year with a notation that the draft resolution would follow. Fhyre Phoenix seconded. The motion passed on voice, no nays, no abstentions.*

**IX. Ad Hoc Committee Reports**

- a. **Criteria for Governing Housing Trust Fund Monies and Committee Bylaws**

- i. Review Draft 3- Proposed Revenue Sources

- ii. Discuss Housing Trust Fund Survey Report 2016
  - iii. Discuss Housing Trust Fund Expenditure Goals
- b. **Shelter Crisis Solutions**

**X. Agenda Items for Next Meeting, March 19, 2019**

- *Presentation on Humboldt County Housing Element Update*
- *Letter to be sent to Board of Supervisors Regarding Recommendation on Funding Sources*
- *Consider revising regular meeting schedule frequency*

**XI. Adjourn**

*Meeting adjourned at 3:30 p.m.*

**The next meeting will be held on March 19, 2019 from 1:30 p.m. to 3:30 p.m. at 507 F Street, Large Mezzanine Conference Room.**

*Minutes Prepared by:*

*Robert Ward, Administrative Analyst*