

**RESOLUTION ESTABLISHING
THE WINSTON-SALEM AFFORDABLE HOUSING COALITION**

WHEREAS, it is desirable to create a citizen advisory commission on affordable housing in Winston-Salem, to be known as the Winston-Salem Affordable Housing Coalition.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and the City Council of the City of Winston-Salem authorize establishment of the Winston-Salem Affordable Housing Coalition as follows:

Purpose.

The purpose of the Winston-Salem Affordable Housing Coalition is to identify and recommend strategies that:

1. Expand affordable housing opportunities;
2. Engage supporters of and advocates for affordable housing;
3. Coordinate and secure sustainable resources for affordable housing; and
4. Advise the Winston-Salem City Council on the use of City funds to support affordable housing development.

Membership; term of office.

The Coalition will consist of 11 city residents, each serving a term of three years. The Coalition will consist of members with expertise in one or more of the following areas: real estate, nonprofit development (CDC), for-profit development (developer), social services, public health, transportation, finance, economic development, urban & regional planning, public housing, philanthropy, county government representative, and faith-based service providers. Included in this membership will be one resident who is not required to possess any of the expertise noted above. Members shall be residents of the City of Winston-Salem but cannot be

employees of the City of Winston-Salem. Members shall be recommended by the mayor and appointed by the city council. The members of the coalition shall elect a chairman and a vice chairman from their membership. Initially the members shall be appointed for staggered terms. Four members shall be appointed for a three year term. Four members shall be appointed for a two year term. Three members shall be appointed for a one year term. All subsequent appointments shall be for three-year terms.

Removal of members.

Members of the coalition shall serve at the pleasure of the city council, and may be removed by the city council. In order for the coalition to carry out its duties and responsibilities, it is necessary for all members to attend the meetings. If any member is absent for two (2) consecutive regular meetings, without excuse granted by the coalition, the chair shall notify such member in writing of such member's absences, and if such member fails to attend the next regular meeting, the coalition may, by majority vote of the remaining members, request that the position be vacated and a replacement be appointed by the city council.

Member responsibilities.

The strategies identified and recommended by the Coalition must:

1. Improve the quality and increase the quantity of affordable housing;
2. Equip people to better afford and access housing;
3. Assist in the development of additional strategies to support affordable homeownership opportunities;
4. Help to promote opportunities related to affordable housing like open houses, housing information workshops, RFPs, and surveys; and
5. Help to identify and secure sustainable, long-term resources for affordable housing.

The Coalition will also be charged with submitting an “Affordable Housing Coalition Annual Report” to the Winston-Salem City Council outlining how the implementation of the recommendations have improved the housing choices of Winston-Salem residents.

Meetings.

1. Generally. The coalition shall establish its own meeting schedule but in no event shall meet less frequently than once a quarter. All meetings of the coalition shall be open to the public, and reasonable notice of the time and place thereof shall be given to the public and subject to the statutes regarding open meetings and public records.
2. Records. The coalition shall maintain a record of member attendance, actions taken, findings, and recommendations.
3. Quorum and voting. A quorum to conduct business shall consist of at least six (6) members. Official action by the coalition shall require a majority vote of those present and qualified to vote. The chairperson shall be entitled to vote.
4. Rules of procedure. The coalition is authorized to adopt by-laws, rules, regulations and operating procedures necessary to conduct the affairs of the coalition and not inconsistent with the provisions of the codes of the city and state law.

Subcommittees/work groups.

The coalition will meet and consider the work and recommendations of the following subcommittees/focus working groups:

1. Housing Stock.
 - (a) Expand the diversity of housing types and locations.
 - (b) Foster preservation of affordable housing.
 - (c) Expand community infrastructure to stimulate greater and expanded services.

- (d) Support innovative ideas for expanding affordable housing.
- 2. Housing Access and Services.
 - (a) Develop long-term affordable rental and ownership homes.
 - (b) Develop rent supplement mechanisms.
 - (c) Educate employers on the opportunities and benefits of Employer-Assisted Housing.
 - (d) Educate housing consumers and providers on opportunities and responsibilities.
- 3. Long Term Planning and Resources.
 - (a) Design an integrated funding mechanism.
 - (b) Create public/private partnerships to develop and implement comprehensive housing strategies to address the affordability gap.
 - (c) Explore the viability of land banking and/or community land trusts to achieve greater long-term housing affordability.

The working groups can consist of community members in addition to the Coalition members, and will meet and work during the months in between the quarterly meetings of the Coalition. The work of the subcommittees/working groups shall be submitted to the Coalition for review and recommendations, if any, to city council.

Staff support.

Staff from the community development department will provide primary staff support to the Coalition.

BE IT FURTHER RESOLVED that this resolution shall become effective upon adoption.