

## **Minneapolis Housing Advisory Committee Overview and By-Laws**

**Purpose and Duties:** The Advisory Committee on Housing was established by a Resolution of the Minneapolis City Council in May 2018. The purpose of this committee is to advise the Departments of Community Planning and Economic Development, Regulatory Services, Health, the Sustainability division of the City Coordinator's Office, and the City Council and mayor regarding matters related to housing policy and development, rental licensing, and other areas which affect the accessibility, maintenance, and development of stable, quality, sustainable, healthy, and affordable housing in the City of Minneapolis. The role of the Minneapolis Advisory Committee on Housing will include serving as liaisons between the City and the community in addressing housing concerns and proactively engaging the community.

**Membership:** The Committee is made up of 21 members, including:

Twelve resident members, with eight to be appointed by the Council and four to be appointed by the mayor. This group of residents should reflect the racial/ethnic, geographic, and gender diversity of Minneapolis, and include the following perspectives:

- Renters
- Homeowners
- Persons who have experienced homelessness, including youth through age 24
- Rental property owners
- Advocates for affordable housing, greater housing supply, renters' rights, sustainability and health in housing, or other issues related to housing

Nine representatives of organizations and entities that work on housing affordability, creation, preservation and management, including one representative from each of the following:

- The Hennepin County Continuum of Care Operating Committee of Heading Home Hennepin
- Minneapolis Public Schools
- The Minneapolis Public Housing Authority
- An organization that provides emergency or overnight shelter services in Minneapolis
- An organization that advises and advocates for renters
- A nonprofit community development organization
- An organization that advocates for rental property owners
- An organization that helps support homeownership and the elimination of racial disparities in homeownership rates
- An organization that works for equity in housing, especially as it relates to preventing involuntary displacement of low income communities of color

## **Bylaws**

### **Updated August 8, 2019**

1. The Co-Chairs, Secretary and any other officers will be selected by the committee. Terms will be one year.
2. The Advisory Committee on Housing will meet monthly. Regular meeting dates, times, and locations will be set by the membership.
3. Quorum will be 1/2 of current membership.
4. Members are expected to attend all regularly scheduled meetings to the best of their ability.
5. The Advisory Committee on Housing will be staffed by the Departments of Community Planning and Economic Development, Regulatory Services and Health. Minutes detailing agenda items discussed and specific actions taken will be taken by the secretary and/or staff and posted on the City of Minneapolis website.
6. Annual reports will be submitted by the officers to the Housing Policy and Development Committee.
7. Advisory Committee on Housing meetings will be open to the public.
8. Agendas will be set by the Chair, in consultation with committee staff, posted online at least 3 business days in advance of regularly scheduled meetings, and approved by the membership at each meeting. If public comment will be taken at either a regular meeting or special meeting, notice will be given 7 days in advance.
9. Meetings will follow an agreed-upon decision making process.
10. Bylaws can be amended by a two-thirds vote of members present at any regular meeting of the Advisory Committee on Housing provided quorum is met.
11. All voting and motions will be noted by voice vote with one vote per member. Voting by proxy is not allowed. If a committee member cannot attend, a designee can participate as an observer, but cannot vote. Decisions will be determined by a simple majority of the quorum present.