



**Housing Authority
Regular Meeting Minutes - Draft**

Monday, November 28, 2022

1:30 PM

1. CALL TO ORDER

Chair Test called the meeting to order at 1:30PM.

2. ROLL CALL

Present 6 - Chair Diane Test, Vice Chair Jeffrey Owen, Commissioner Stephen Burke, Commissioner Wayne Downey Ph. D, Commissioner Thomas LaPenna, and Commissioner Yvonne Rawhouser

Absent 1 - Commissioner Scott McWhorter

3. STATEMENTS OF ABSTENTION

NONE

4. STAFF BRIEFING

4.1 Q1 FINANCIAL REPORT

This Staff Briefing will provide an overview of the Financial Report for the Housing Authority.

Kate Goldfine, Administrative Services Officer Housing and Community Services, gave a presentation and answered Commissioner questions.

Megan Basinger, Director Housing and Community Services, assisted in answering Commissioner questions.

Public Comments:
None

5. STUDY SESSION

5.1 HOUSING CHOICE VOUCHER PROGRAM UTILIZATION UPDATE

The purpose of this study session is to provide information regarding utilization in the Housing Choice Voucher (HCV) program. Program

utilization is generally measured as the number of vouchers leased compared to the total number of vouchers a Public Housing Agency is contracted to administer. The study session will identify current utilization statistics for the City of Santa Rosa HCV programs and discuss factors that influence utilization.

Rebecca Lane, Housing and Community Services Manager, gave a presentation and answered Commissioner questions.

Public Comments:
None

6. PUBLIC COMMENTS (ON NON-AGENDA ITEMS)

NONE

7. APPROVAL OF MINUTES

7.1 October 24, 2022 - Draft Minutes
Approved as submitted.

7.2 HOUSING AUTHORITY PLANNING DAY SUMMARY
Approved as submitted.

8. CHAIRPERSON/ COMMISSIONER REPORTS

NONE

9. COMMITTEE REPORTS

NONE

10. EXECUTIVE DIRECTOR REPORTS/ COMMUNICATION ITEMS:

10.1 COMMUNICATION - PENDING DEVELOPMENT PIPELINE UPDATE
Provided for information only

Megan Basinger, Director Housing and Community Services, provided information regarding the Housing Pipeline Update, new staff members in the Housing Choice Voucher division, the progress of the Orchard Commons project, notification from the City

Clerk regarding upcoming vacant Housing Authority Commissioner positions, and answered Commissioner questions.

Public Comments:
None

11. CONSENT ITEMS

11.1 RESOLUTION - BUDGET APPROPRIATION OF FUNDS IN THE AMOUNT OF \$300,000 FOR AFFORDABLE HOUSING PURPOSES

RECOMMENDATION: It is recommended by the Housing and Community Services Department that the Housing Authority, by resolution, appropriate \$300,000 in Fiscal Year 2021/2022 and 2022/2023 revenue generated by the Santa Rosa Housing Trust's loan portfolio to affordable housing purposes.

Public Comments:
None

A motion was made by Vice Chair Owen, seconded by Commissioner Burke, to waive reading of the text and adopt:

RESOLUTION NO. 1749 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROPRIATING FUNDS IN THE AMOUNT OF \$300,000.00 FOR AFFORDABLE HOUSING PURPOSES.

The motion carried by the following vote:

Yes: 6 - Chair Test, Vice Chair Owen, Commissioner Burke, Commissioner Downey Ph. D, Commissioner LaPenna and Commissioner Rawhouser

Absent: 1 - Commissioner McWhorter

12. REPORT ITEMS

NONE

13. ADJOURNMENT

Seeing no further business, Chair Test adjourned the meeting at 2:53PM.

