

CITY OF SANTA ROSA
HOUSING AUTHORITY

TO: HOUSING AUTHORITY COMMISSIONERS
FROM: MEGAN BASINGER, DIRECTOR
SUBJECT: APPOINTMENT OF RESIDENT ADVISORY BOARD AND
ADOPTION OF ANNUAL PUBLIC HOUSING AGENCY PLAN FOR
FISCAL YEAR 2025-2026

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Department of Housing and Community Services that the Housing Authority, by resolution, appoint any and all Housing Authority Commissioners who are also Housing Choice Voucher program participants as the Resident Advisory Board to represent the interests of those served by the Housing Choice Voucher program, and adopt the Annual Public Housing Agency Plan for Fiscal Year 2025-2026 as required by the United States Department of Housing and Urban Development for local administration of the Housing Choice Voucher program.

EXECUTIVE SUMMARY

The Public Housing Agency Plan (PHA Plan) is required for Public Housing Agencies (PHAs) administering the Section 8 Housing Choice Voucher (HCV) program. The PHA Plan is made available for review to the public, a Resident Advisory Board (RAB) is appointed, and the PHA Plan is adopted by the Housing Authority Board of Commissioners prior to submission to the United States Department of Housing and Urban Development (HUD). The purpose of this item is to appoint any and all existing Tenant Commissioners on the Board of Commissioners to serve concurrently as the RAB, and to review and approve the Annual PHA Plan for Fiscal Year 2025-2026.

BACKGROUND

The Quality Housing and Work Responsibility Act of 1998 requires any Housing Authority that administers the HCV program and/or any public housing units to develop and adopt two types of PHA Plans: the Five-Year Plan and the Annual Plan. By regulation, each PHA Plan must be adopted by the Housing Authority's Board of Commissioners, by resolution, during a public meeting.

APPOINTMENT OF RESIDENT ADVISORY BOARD AND ADOPTION OF ANNUAL
PUBLIC HOUSING AGENCY PLAN FOR FISCAL YEAR 2025-2026
PAGE 2 OF 5

The PHA Plan is intended to be a guide to the PHA's policies, programs, operations and strategies for meeting local housing needs and goals. The PHA Plans are made available for public comment and reviewed by the RAB who represent participants in the Housing Authority's programs.

PRIOR HOUSING AUTHORITY REVIEW

Not applicable.

ANALYSIS

The purpose of the Annual PHA Plan is to describe the mission, goals, policies and programs of the Housing Authority. The format of the Annual PHA Plan is prescribed by HUD using specific templates for different types of programs and different categories of PHAs. The City of Santa Rosa Housing Authority does not own or operate any Public Housing units, agencies in this category complete the HUD Form 50075-HCV.

Every fifth year, the Housing Authority submits a more comprehensive version of the PHA Plan called the Five-Year Plan. The last Five-Year Plan for the City of Santa Rosa Housing Authority was approved for Fiscal Years 2021-2026. The Annual Plan includes progress made towards the goals in the Five-Year Plan, and any elements of the PHA's programs or policies outlined in the PHA Plans that are changing significantly.

Progress Report

The activities during Fiscal Year 2024-2025 that support the goals in the Five-Year Plan are:

Five-Year Plan Goal: To increase the supply of affordable rental housing for the City of Santa Rosa's lowest-income households

- Applied for 10 new HUD-Veterans Affairs Supportive Housing (HUD-VASH) vouchers made available in 2024.
 - Additional Vouchers were not awarded.
- City of Santa Rosa Housing Authority, in conjunction with the Sonoma County Housing Authority, requested review of HUD's Fair Market Rent determination for the Santa Rosa Metropolitan Statistical Area to support higher Payment Standards for rental units in future Fiscal Years.
 - Request is under review with HUD.

Five-Year Plan Goal: To provide housing and services to special needs populations

- Extended the Project-Based Voucher (PBV) contract for the Rosenberg Building, a 76-unit downtown site for seniors and people with disabilities, through the year 2044.

APPOINTMENT OF RESIDENT ADVISORY BOARD AND ADOPTION OF ANNUAL
PUBLIC HOUSING AGENCY PLAN FOR FISCAL YEAR 2025-2026
PAGE 3 OF 5

- Leased up 13 new PBV units for seniors in February 2024 at Laurel at Perennial Park Phase II.

Five-Year Plan Goal: To increase readiness for homeownership for City of Santa Rosa residents

- The Housing Authority has 40 active participants in the Family Self-Sufficiency (FSS) Program who hold a combined total of \$286,400 in FSS escrow funds which can be used upon graduation from the FSS program for downpayments on home purchases.

Five-Year Plan Goal: To preserve existing affordable housing stock

- The Housing Authority continues to maintain three PBV contracts which were executed on existing housing units at Bethlehem Tower, Rosenberg and Parkwood Apartments to preserve the affordability of those complexes and leverage revenue for rehabilitation.
- During the current Fiscal Year, 174 rental units with habitability issues were brought into compliance with housing quality standards through routine housing inspections.

Five-Year Plan Goal: To support the City of Santa Rosa efforts to reduce homelessness

- The Housing Authority maximized its utilization of the Emergency Housing Voucher (EHV) program for people experiencing homelessness before the initial program sunset date of September 30, 2023, and has 117 leased up EHV's.
- The Housing Authority maintains a Limited Preference on its HCV waiting list for households referred through Sonoma County Coordinated Entry under policies established through the Sonoma County Continuum of Care for homeless services. These 25 vouchers are currently fully utilized.
- Since the publication of the FY 2023/2024 Annual PHA Plan, the Housing Authority entered into a PBV Housing Assistance Payment (HAP) Contract for 30 new PBV units at South Park Commons dedicated to people experiencing homelessness and will lease up 33 units in the current Fiscal Year at the Cannery at Railroad Square. Both projects were awarded PBVs in FY 2021-2022.
- By the end of FY 2024-2025, there will be a total of 101 homeless-dedicated PBV units in service.

Five-Year Plan Goal: To utilize the resources of the Housing Choice Voucher program strategically and in cooperation with other local funding sources to maximize efficiency and produce additional affordable housing.

- The Housing Authority is maintaining its PBV contracts which have leveraged the development of additional affordable units. Across 15 project sites, the Housing

Authority has 330 active PBV units that helped bring a total of 581 new units to the affordable housing market. In addition, the Housing Authority has executed an Agreement to Enter a Housing Assistance Payments (AHAP) Contract for eight PBV units at Del Nido Apartments which is assisting the project in financing a rehabilitation of the entire property.

Anticipated Plan Changes

In addition to the progress reported in the Annual PHA Plan, PHAs must identify any elements of their existing PHA Plans that have changed since the previous Annual PHA Plan submission. Due to delays in the implementation of the Housing Opportunity Through Modernization Act of 2016 (HOTMA), PHA Plan element changes that had been anticipated for the 2024-2025 Fiscal Year were not implemented. The Housing Authority adopted the National Standards for the Physical Inspection of Real Estate (NSPIRE) standards effective July 1, 2024.

Changes to the Housing Choice Voucher Program Administrative Plan required prior to July 1, 2025, under HOTMA outlined in Public and Indian Housing (PIH) Notice 2024-38 including revised income exclusions and definitions will be presented to the Housing Authority Board of Commissioners at a future meeting.

Review of the Annual PHA Plan

A local RAB must review the PHA Plan, and any comments by the RAB must be included in the PHA Plan submission. Housing Authorities that do not administer a Public Housing program do not have formal resident councils and may establish their own policies to meet the RAB requirement. Per Resolution 1129 dated January 22, 2001, the RAB requirement for the City of Santa Rosa is satisfied by the service of Tenant Commissioners on the Santa Rosa Housing Authority Board of Commissioners who represent the interests of those served by the Section 8 Housing Choice Voucher program. The Tenant Commissioners serve concurrently as the Resident Advisory Board while they are serving as Tenant Commissioners. The RAB review and comment on the PHA Plan is part of the public meeting.

Any public comments received on the PHA Plan are also submitted to HUD in the PHA Plan. Therefore, the attached PHA Plan is subject to the addition of any RAB or public comments in section C.1 and/or C.4 of HUD Form 50075-HCV. After local adoption by the Housing Authority Board of Commissioners, the PHA Plan is submitted electronically to HUD.

FISCAL IMPACT

Approval of this action does not have a fiscal impact on any Housing Authority funds.

ENVIRONMENTAL IMPACT

The Housing Authority finds that pursuant to CEQA Guidelines Section 15378, the proposed action is not a “project” subject to the California Environmental Quality Act (CEQA) because it does not have a potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. In the alternative, the proposed action is exempt from CEQA pursuant to CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the project may have a significant effect on the environment.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Notice of the Public Hearing was published on the City of Santa Rosa website, the City’s housing programs office located at 90 Santa Rosa Avenue, and in the Press Democrat. The Public Comment period opened February 14, 2025, and will close on March 31, 2025.

ATTACHMENTS

- Attachment 1 – Annual PHA Plan for Fiscal Year 2025-2026
- Attachment 2 – Five-Year PHA Plan for Fiscal Years 2021-2026
- Resolution

PRESENTER

Rebecca Lane, Program Specialist