

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: MEGAN BASINGER, DIRECTOR OF HOUSING AND
COMMUNITY SERVICES
SUBJECT: AUTHORIZING THE APPLICATION AND AMENDING THE
PERMANENT LOCAL HOUSING ALLOCATION PROGRAM PLAN

AGENDA ACTION: RESOLUTION

RECOMMENDATION

The Housing and Community Services Department recommends that the Council, by resolution, authorize submission of a revised resolution and amend the Permanent Local Housing Allocation (PLHA) Plan, as required by the California Department of Housing and Community Development (HCD), to receive Round 5 PLHA funding. This item has no impact on the current fiscal year budget.

EXECUTIVE SUMMARY

On November 21, 2025, the City of Santa Rosa (City) was conditionally awarded \$456,230 (Round 5) of PLHA grant funds from HCD. During preparation of the Standard Agreement, HCD has requested a revised resolution using their template to authorize the application and amend the PLHA plan to allocate forty percent (40%) of Round 5 funds to Affordable Owner-Occupied Workforce Housing (AOWH), which was previously approved by Council by resolution and submitted with the application.

GOAL

This item relates to Council Goal #5 - Plan for and Encourage Housing for All and Reduce Homelessness by expanding access to affordable homeownership and housing opportunities for low and moderate-income households.

BACKGROUND/PRIOR COUNCIL REVIEW

On January 28, 2025, the Council adopted Resolution No. RES-2025-006 approving submission of an application in response to HCD's Notice of Funding Availability (NOFA) for up to \$456,230 under the PLHA Program and authorizing the Director of Housing and Community Services to execute the Standard Agreement and related documents.

AUTHORIZING THE APPLICATION AND AMENDING THE PERMANENT LOCAL HOUSING ALLOCATION (PLHA) PROGRAM PLAN
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On November 21, 2025, the City was conditionally awarded \$456,230 of PLHA grant funds. In the preparation of the Standard Agreement, HCD has requested a revised resolution using their template to authorize the application and amend the PLHA plan. The revised resolution designates the Mayor as the authorized signer, in accordance with California Government Code § 40602. Per state law, the Mayor shall sign all warrants drawn on the city treasurer, all written contracts and conveyances made or entered into by the city, and all instruments requiring the city seal.

ANALYSIS

Approval of this item will satisfy HCD's request for an updated resolution necessary to execute the Standard Agreement and receive program funds.

FISCAL IMPACT

Approval of this action does not have a fiscal impact on the General Fund.

ENVIRONMENTAL IMPACT

Pursuant to CEQA Guidelines section 15378, the recommended action is not a "project" subject to the California Environmental Quality Act (CEQA) because it does not have the potential to result in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. In the alternative, the action is exempt pursuant to CEQA Guidelines section 15061(b)(3), as it can be seen with certainty that there is no possibility that approval of the amended PLHA Plan and revised authorizing resolution may have a significant effect on the environment.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Attachment 1 – Resolution RES-2025-006
- Resolution
- Exhibit A – PLHA Plan

PRESENTER(S)

Angela Morgan, Program Specialist II