



**Housing Authority
Regular Meeting Minutes - Draft**

Monday, June 17, 2024

1:30 PM

1. CALL TO ORDER

Chair LaPenna called meeting to order at 1:30.

2. REMOTE PARTICIPATION UNDER AB 2449 (IF NEEDED)

NONE

3. ROLL CALL

Present 6 - Chair Thomas LaPenna, Vice Chair Jeremy Newton, Commissioner Angela Conte, Commissioner Wayne Downey Ph. D, Commissioner Jeffrey Owen, and Commissioner Andrew Smith

Absent 1 - Commissioner Doug Shivananda Friedman

4. STATEMENTS OF ABSTENTION

NONE

5. STAFF BRIEFING

5.1 HOUSING AUTHORITY FY 2023/24 QUARTER 3 FINANCIAL UPDATE

This memo summarizes Housing Authority (“Authority”) expenditures and funding for July 1, 2023 - March 31, 2024.

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

Public comment:

Duane Dewitt made comments regarding the budget update and the absence of HUD allocations for veterans.

6. STUDY SESSION

6.1 FISCAL YEAR 2024-2025 NOTICE OF FUNDING AVAILABILITY PRIORITIES

The Housing Authority held a Study Session to review the upcoming 2024-2025 NOFAs at its April 22, 2024, meeting and directed staff to

incorporate changes related to a priority for applications for rehabilitation as the eligible use of funds when the rehabilitation results in adding affordable units to the Authority's portfolio. This Study Session will discuss the updated priorities for the Fiscal Year 2024-2025 NOFAs, review the Point Scoring System and seek further direction from the Authority.

Nicole Del Fiorentino, Manager, gave presentation and answered Commissioner questions.

Megan Basinger, Director, assisted in answering Commissioner questions.

Public comment:

Duane Dewitt made comments regarding design amenities for renters, his appreciation of expanded point scoring criteria, and rental units that need rehabilitation.

7. PUBLIC COMMENTS (ON NON-AGENDA ITEMS)

Duane Dewitt made comments regarding opportunity zones in Roseland and directing federal funds more toward downtown than the peripheral boundaries of the City.

8. APPROVAL OF MINUTES

8.1 Draft Minutes - May 24, 2024.

Approved as submitted.

Public Comments:

None

9. CHAIRPERSON/ COMMISSIONER REPORTS

9.1 APPOINTMENT OF AD HOC COMMITTEE TO PLAN PROPERTY TOURS - For Housing Authority Action.

Vice Chair Newton made comments regarding adding a study session relating to veteran housing vouchers.

Chair LaPenna appointed Commissioner Smith, Commissioner

Downey, and Commissioner Conte to the ad hoc committee for property tours.

Public Comments:
None

10. COMMITTEE REPORTS

NONE

11. EXECUTIVE DIRECTOR REPORTS/ COMMUNICATION ITEMS:

11.1 ANNUAL ADJUSTMENT TO THE HOUSING AUTHORITY FEE SCHEDULE

Megan Basinger, Director, provided information and answered Commissioner questions.

Public Comments:
None

11.2 PENDING DEVELOPMENT PIPELINE UPDATE - Provided for information.

Megan Basinger, Director, provided information and answered Commissioner questions.

Public Comments:
Duane DeWitt made comments regarding Burbank Avenue Apartments and who is eligible for housing vouchers at that facility.

12. CONSENT ITEMS

NONE

13. REPORT ITEMS

13.1 REPORT - REQUEST TO RELEASE THE REGULATORY AGREEMENT AND DEED OF TRUST FOR INDIVIDUALS NOW, INC. DBA SOCIAL ADVOCATES FOR YOUTH (SAY) UPON SALE OF PROPERTY AND REPAYMENT OF LOAN - RE: 1243 RIPLEY STREET SANTA ROSA.

BACKGROUND: On July 27, 1992, the Authority awarded a \$47,000 loan to Individuals Now, Inc. DBA Social Advocates for Youth for acquiring a youth shelter at 1243 Ripley Street, Santa Rosa, CA. Upon the loan's maturity on August 4, 2023, the Authority extended the repayment date by 15 years, forgave accrued interest, and set future interest at 0% to ensure continued access to the shelter. The property, restricted by a Regulatory Agreement with the Housing Authority's loan secured by a Deed of Trust is now subject to Chapter 7 bankruptcy proceedings and is being prepared for sale. Approval of the request to release the Deed of Trust and Regulatory Agreement upon the property's sale and repayment of the loan will allow the Housing Authority to recoup its original investment of \$47,000.

RECOMMENDATION: It is recommended by the Housing and Community Services Department that the Housing Authority, by resolution, authorize the termination and release of the Regulatory Agreement and Deed of Trust with Individuals Now, Inc. DBA Social Advocates for Youth for the youth shelter located at 1243 Ripley Street upon the sale of the property and repayment of the outstanding principal of the Housing Authority Loan No. 9021-0274-93.

Koy Stewart, Program Specialist, gave presentation and answered Commissioner questions.

Public Comments:
None

A motion was made by Commissioner Smith, seconded by Commissioner Conte, to waive reading of the text and adopt:

RESOLUTION 1774 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROVING THE TERMINATION AND RELEASE OF THE REGULATORY AGREEMENT AND RELEASE OF THE DEED OF TRUST WITH INDIVIDUALS NOW, DBA SOCIAL ADVOCATES FOR YOUTH UPON THE SALE AND FULL REPAYMENT OF THE HOUSING AUTHORITY LOAN NO. 9021-0274-93 FOR THE YOUTH SHELTER LOCATED AT 1243 RIPLEY STREET, ASSESSOR PARCEL NUMBER 180-740-065.

The motion carried by the following vote:

Yes: 6 - Chair LaPenna, Vice Chair Newton, Commissioner Conte, Commissioner Downey Ph. D, Commissioner Owen and Commissioner Smith

Absent: 1 - Commissioner Friedman

13.2 REPORT - FISCAL YEAR 2024/25 HOUSING AUTHORITY BUDGET ADOPTION

BACKGROUND: The Authority's annual budget process runs concurrently with the City's process from January through June. The Executive Director of the Authority must submit an expenditure, revenue, and transfer budget for all Authority programs for approval by the Authority Commissioners, which then becomes the formal budget for the next fiscal year. Annually, the Authority is asked to adopt the budget at their June meeting in advance of City Council budget approval; the City Council will review the Citywide FY 2024/25 budget on June 18, 2024.

RECOMMENDATION: It is recommended by the Housing & Community Services Department that the Housing Authority, by resolution, adopt the proposed budget for Fiscal Year 2024/25.

Kate Goldfine Administrative Services Officer gave presentation and answered commissioners questions.

Megan Basinger Director assisted in answering commissioner questions.

Public comment:

Duane Dewitt asks commissioners to draft a letter-Watch video

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

RESOLUTION 1775 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROVING THE HOUSING AUTHORITY BUDGET FOR FISCAL YEAR 2024/25.

The motion carried by the following vote:

Yes: 6 - Chair LaPenna, Vice Chair Newton, Commissioner Conte, Commissioner Downey Ph. D, Commissioner Owen and Commissioner Smith

Absent: 1 - Commissioner Friedman

13.3 REPORT - UPDATE TO HOUSING CHOICE VOUCHER PROGRAM ADMINISTRATIVE PLAN - NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE (NSPIRE) INSPECTION STANDARDS AND POLICY

BACKGROUND: The Administrative Plan is the major policy document guiding the ongoing administration of the federally regulated Housing Choice Voucher (HCV) program. Each Public Housing Agency (PHA) administering an HCV program is required to establish an Administrative Plan to outline the federal regulations and, where allowed under the law, enact local policies pertaining to the HCV program. The Administrative Plan must be reviewed at a public meeting and approved by the PHA's Board of Commissioners.

RECOMMENDATION: It is recommended by the Department of Housing and Community Services that the Housing Authority, by resolution, adopt the Housing Choice Voucher Program Administrative Plan Chapter 8 - National Standards for the Physical Inspection of Real Estate and Rent Reasonableness Determinations effective July 1, 2024 to complete the implementation of National Standards for the Physical Inspection of Real Estate (NSPIRE) inspections for the Housing Choice Voucher and related programs of the Housing Authority.

Annette Anthony Manager gave presentation and answered commissioner questions.

Public comment none

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

RESOLUTION 1776 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROVING THE REVISIONS TO THE HOUSING CHOICE VOUCHER PROGRAM ADMINISTRATIVE PLAN CHAPTER 8 - NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE AND RENT REASONABLENESS DETERMINATIONS.

The motion carried by the following vote:

Yes: 6 - Chair LaPenna, Vice Chair Newton, Commissioner Conte,
Commissioner Downey Ph. D, Commissioner Owen and
Commissioner Smith

Absent: 1 - Commissioner Friedman

14. ADJOURNMENT

Seeing no further business, Chair LaPenna adjourned the meeting
at 3:00pm.

Approved on:

**Ashley Paul,
Recording Secretary**