



City of Santa Rosa

City Hall, Council
Chamber
100 Santa Rosa Avenue
Santa Rosa, CA

HOUSING AUTHORITY REGULAR MEETING AGENDA AND SUMMARY REPORT JUNE 20, 2022

1:30 P.M.

PURSUANT TO GOVERNMENT CODE SECTION 54953(e) AND THE RECOMMENDATION OF THE HEALTH OFFICER OF THE COUNTY OF SONOMA, HOUSING AUTHORITY MEMBERS WILL BE PARTICIPATING IN THIS MEETING EITHER VIA ZOOM WEBINAR OR IN-PERSON, SOCIALLY DISTANCED, IN THE COUNCIL CHAMBER AT 100 SANTA ROSA AVENUE.

MEMBERS OF THE PUBLIC CAN PARTICIPATE IN THE MEETING BY:

- **BY ZOOM BY VISITING <https://srcity-org.zoom.us/j/84526450363> , OR**
- **BY PHONE BY DIALING 877-853-5257 AND ENTERING WEBINAR ID: 845-2645-0363.**

1. CALL TO ORDER

2. ROLL CALL

3. STATEMENTS OF ABSTENTION

4. STAFF BRIEFING

4.1 HOUSING AUTHORITY 50TH ANNIVERSARY VIDEO

This briefing will highlight the achievements of the Housing Authority of Santa Rosa over the last fifty years.

Attachments: [HCS Video](#)

5. STUDY SESSION

6. PUBLIC COMMENTS (ON NON-AGENDA ITEMS)

Comments from the public will be allowed on all agenda items at the time each item is called. This is the time when any person may address the Housing Authority on matters not listed on this agenda, but which are within the subject matter jurisdiction of the Housing Authority. Each speaker will be allowed three minutes.

7. APPROVAL OF MINUTES

7.1 May 23, 2022 - Draft Minutes.

Attachments: [May 23, 2022 - Draft Minutes](#)

8. CHAIRMAN/ COMMISSIONER REPORTS

9. COMMITTEE REPORTS

10. EXECUTIVE DIRECTOR REPORTS/ COMMUNICATION ITEMS:

10.1 COMMUNICATION - PENDING DEVELOPMENT PIPELINE UPDATE
Provided for information only.

Attachments: [Memorandum](#)
[Attachment 1](#)

10.2 AFFORDABLE HOUSING MONTH PROCLAMATION
Provided for information only.

Attachments: [Affordable Housing Month Proclamation](#)

11. CONSENT ITEMS

11.1 RESOLUTION - CHANGE TO LEGAL NAME OF ENTITY ON PRIOR
AWARD OF PROJECT BASED VOUCHERS FOR BURBANK AVENUE
APARTMENTS

RECOMMENDATION: It is recommended by the Housing and
Community Services Department that the Housing Authority, by
resolution, change the legal name of the entity on prior award of twelve
(12) Project Based Vouchers for Burbank Avenue Apartments from
Waterstone Residential, LLC to WSA Burbank Housing Partners I, LP.
All other provisions of Resolution No. 1694 remain unchanged.

Attachments: [Staff Report](#)
[Attachment 1 - Resolution 1694](#)
[Attachment 2 - Resolution 1707](#)
[Attachment 3 - Modification Request Letter](#)
[Resolution](#)
[Presentation](#)

12. REPORT ITEMS

12.1 REPORT - FISCAL YEAR 2022/23 HOUSING AUTHORITY BUDGET ADOPTION

BACKGROUND: The Authority's annual budget preparation process runs concurrently with the City's process from January through June each year. 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.

RECOMMENDATION: It is recommended by the Housing & Community Services Department that the Housing Authority, by resolution, adopt the proposed budget for Fiscal Year 2022/23.

Attachments: [Staff Report](#)
[Attachment 1- Budget Summary](#)
[Attachment 2 - Narrative](#)
[Resolution](#)
[Presentation](#)

12.2 REPORT - HOUSING CHOICE VOUCHER PROGRAM ADMINISTRATIVE PLAN REVISION - UTILITY ALLOWANCES IN THE PROJECT-BASED VOUCHER PROGRAM

BACKGROUND: The Administrative Plan is the major policy document guiding the ongoing administration of the federally regulated Housing Choice Voucher (HCV) program. Where allowed under law, the U.S. Department of Housing and Urban Development (HUD) permits local jurisdictions to establish policies pertaining to the program. Chapter 17 of the Santa Rosa Housing Authority Administrative Plan outlines the policies regarding the use of Project Based Vouchers (PBVs) within the HCV program. The Administrative Plan policies regarding PBVs are in need of revision to allow eligible units where the owner is participating in the Low-Income Housing Tax Credit Program (LIHTC) and utilizing a utility allowance that has been created with the California Utility Allowance Calculator (CUAC) to use the CUAC in the PBV assisted

units if approved by the Department of Housing and Urban Development.

RECOMMENDATION: It is recommended by the Housing and Community Services Department that the Housing Authority, by resolution, adopt the revisions to the Housing Choice Voucher Program Administrative Plan Chapter 17 - Project Based Vouchers to allow eligible units where the owner is participating in the Low-Income Housing Tax Credit Program (LIHTC) and utilizing a utility allowance that has been created with the California Utility Allowance Calculator (CUAC) to use the CUAC in the PBV assisted units if approved by the Department of Housing and Urban Development.

Attachments: [Staff Report](#)
[Attachment 1 - Chapter 17 Adm Plan PBV 06 20 2022](#)
[Resolution](#)
[Presentation](#)

12.3 REPORT - FISCAL YEAR 2022-2023 NOTICE OF FUNDING AVAILABILITY - FUNDING RECOMMENDATIONS

BACKGROUND: The Fiscal Year 2022-2023 Focused NOFA was published on April 4, 2022, with project applications due on April 29, 2022 (Attachment 1). As communicated in the NOFA, approximately \$10,600,000 of funds are available. The Housing Authority received ten applications requesting \$21.2 million for 575 total units. Eight applications were received for new construction projects and two applications were received for rehabilitation and/or acquisition/rehabilitation projects.

The projects were evaluated and ranked based on project readiness, affordability, bedroom size, special needs set asides, leveraging, project competitiveness, developer and management experience, services and amenities, and other factors. A detailed list of the ranking criteria and the point. A Housing Authority Ad-Hoc Review Committee comprised of Commissioners Owen, LaPenna, and Rawhouser met on June 13, 2022 to review the projects and scoring details. The Ad Hoc recommending funding five of the ten applications that were received.

RECOMMENDATION: It is recommended by the Housing Authority Ad-Hoc Review Committee and the Housing and Community Services Department that the Housing Authority, by resolutions, approve a conditional commitment of loan funds to: 1) PEP Housing in the amount of \$2,200,000 for rehabilitation costs associated with Vigil Lights Apartments located at 1940 Long Drive; 2) BHDC Parkwood Apartments, LLC, in the amount of \$750,000 for rehabilitation-related costs for the Parkwood Apartments located at 6867 Montecito Boulevard; 3) MP Mahonia Glen Associates L.P. in the amount of \$2,000,000 for construction-related costs for Mahonia Glen project at 5173 Highway 12 in Santa Rosa; 4) Stony Point Flats, L.P., in the amount of \$1,200,000 for construction related costs for Stony Point Flats located at 2268 Stony Point Road; and 5) WSA Burbank Housing Partners I, LP in the amount of \$4,400,000 for construction related costs for Burbank Avenue Apartments located 1780 Burbank Avenue.

Attachments: [Staff Report](#)
[Attachment 1 - FINAL NOFA with Points System](#)
[Attachment 2 - Vigil Lights Rehab Summary](#)
[Attachment 3 - Parkwood Work Summary](#)
[Attachment 4 - Mahonia Summary](#)
[Attachment 5 - Stony Point Flats Summary](#)
[Attachment 6 - Burbank Avenue Summary](#)
[Resolution - Vigil Lights](#)
[Resolution - Parkwood](#)
[Resolution - Mahonia Glen](#)
[Resolution - Stony Point Flats](#)
[Resolution - Burbank Avenue](#)
[Presentation](#)

13. ADJOURNMENT

Housing Authority

JUNE 20, 2022

The City of Santa Rosa does not discriminate on the basis of disability in the admissions or access to, or treatment of or employment in, its programs or activities. Disability-related aids or services, including printed information in alternate formats, to enable persons with disabilities to participate in public meetings and programs are available by contacting the Housing Authority Recording Secretary at (707) 543-3300 one week prior to the meeting/program.

This information can also be accessed via the internet at: <http://www.srcity.org>

NOTE: Any writings or documents provided to a majority of the Housing Authority regarding any item on this agenda will be made available for public inspection in the Department of Housing and Community Services located 90 Santa Rosa Avenue during normal business hours.