City of Santa Rosa

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

Housing Authority
Regular Meeting Minutes - Draft

Monday, August 25, 2025 **1:30 PM**

1. CALL TO ORDER

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

2. REMOTE PARTICIPATION UNDER AB 2449 (IF NEEDED)

NONE

3. ROLL CALL

Present 6 - Vice Chair Wayne Downey Ph. D, Commissioner Claudia Cappio, Commissioner Angela Conte, Commissioner Jeffrey Owen, Commissioner Andrew Smith, and Commissioner Scott Wimmer

Absent 1 - Chair Jeremy Newton

4. STATEMENTS OF ABSTENTION

NONE

5. STUDY SESSION

NONE

6. PUBLIC COMMENTS (ON NON-AGENDA ITEMS)

Two members of the public commented on this item during the public comment period:

Duane Dewitt discussed a New York Times article and other issues related to housing HUD-VASH veterans.

Janice Karrman emphasized the importance of affordable housing for HUD-VASH veterans and challenges she faced in obtaining City of Santa Rosa information, including last year's budget.

7. APPROVAL OF MINUTES

7.1 Draft Minutes - July 28, 2025.

Approved as submitted.

Public Comment:
None

8. CHAIRMAN/ COMMISSIONER REPORTS

NONE

9. COMMITTEE REPORTS

NONE

10. EXECUTIVE DIRECTOR REPORTS/ COMMUNICATION ITEMS:

PENDING DEVELOPMENT PIPELINE UPDATE - Provided for information.

Megan Basinger, Executive Director welcomed the new Tenant Commissioner, presented the Housing Pipeline for information, and responded to commissioner questions

Public Comment:
None

11. REPORT ITEMS

11.1 REPORT - BURBANK HOUSING DEVELOPMENT CORPORATION AND BURBANK HOUSING NEIGHBORHOOD REVITALIZATION CORPORATION'S REQUEST FOR A CONDITIONAL CONSOLIDATION, EXTENSION AND MODIFICATION OF LOAN TERMS FOR 2862 AND 2866 APPLE VALLEY LANE, 2870 AND 2874 APPLE VALLEY LANE, PAPAGO COURT, PAULIN CREEK, AND OLIVE GROVE APARTMENTS

BACKGROUND: The Housing Authority has provided loans to Burbank Housing Development Corporation and Burbank Housing Neighborhood Revitalization Corporation (Burbank Housing) for five affordable housing properties in the total principal amount of $13,868,472 representing a total of 232 units, with 226 units affordable to extremely low-, very low- and low-income households. The properties, identified as 2862 and

2866 Apple Valley Lane, 2870 and 2874 Apple Valley Lane, Papago Court, Paulin Creek and Olive Grove Apartments, are being consolidated into a “scattered site” application known as Apple Valley Scattered Sites to pursue tax exempt bonds and tax credits to access funds for rehabilitation of the project sites. The proposed consolidation includes a request to extend the terms of the loans to June 30, 2083, as well as extend the term of the Regulatory Agreements and updates to the affordability mix, securing long term affordability for 228 income restricted units for an additional 21 to 34 years through the extension of each regulatory agreement.

RECOMMENDATION: It is recommended by the Housing and Community Services Department that the Housing Authority, by five resolutions, conditionally approve a consolidation, extension and modification to the loans for 2862 and 2866 Apple Valley Lane, 2870 and 2874 Apple Valley Lane, Papago Court, Paulin Creek and Olive Grove Apartments to: 1) consolidate the existing loans that are secured on the five project sites into a single loan; 2) change the interest rate from 3% to the Applicable Federal Rate as of the date of execution of the consolidated Loan Agreement with a floor of 3%; 3) extend the loan term(s) for 57 years; 4) extend the term of the Regulatory Agreements recorded against each project site to June 30, 2083; and 5) assign the loans and loan agreements to Apple Valley Olive Grove, L.P.

Rebecca Lane, Program Specialist presented and along with Megan Basinger, Executive Director responded to commissioner questions.

One member of the public commented on this item during the public comment period:

Jocelyn Lin from Burbank Housing, with General Counsel approval, clarified commissioner's questions and concerns regarding the Resolution under vote.

A motion was made by Commissioner Conte, seconded by Commissioner Cappio, to approve RECOMMENDATION It is recommended by the Housing and Community Services Department that the Housing Authority, by five resolutions, conditionally approve a consolidation, extension and modification to the loans for 2862 and 2866 Apple Valley Lane, 2870 and 2874 Apple Valley Lane, Papago Court, Paulin Creek and Olive Grove Apartments to: 1) consolidate the existing loans that are secured on the five project sites into a single loan; 2) change the interest rate from 3% to the Applicable Federal Rate as of the date of execution of the consolidated Loan Agreement with a floor of 3%; 3) extend the loan term(s) for 57 years; 4) extend the term of the Regulatory Agreements recorded against each project site to June 30, 2083; and 5) assign the loans and loan agreements to Apple Valley Olive Grove, L.P.. The motion carried by the following vote:

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

Absent: 1 - Chair Newton

11.2 REPORT - CHANGE TO TARGETED UNIT MIX ON PRIOR AWARD OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR WEST AVENUE APARTMENTS

BACKGROUND: West Avenue Apartments (Project) is a 40-unit apartment building located at 1400 West Avenue in Santa Rosa. The Project was built in 1986 and is owned by Burbank Housing and includes 39 affordable units currently rented to households at or below 60% of AMI and one manager unit. There are 34 2-bedroom units and five 3-bedroom units in the Project. Burbank Housing has secured a conditional commitment of Portfolio Reinvestment Program (PRP) funds from the California Department of Housing and Community Development (HCD) to rehabilitate the property, in addition to the conditional award of Community Development Block Grant (CDBG) funds from the Housing Authority committed to the project on October 28, 2024. HCD is requiring Burbank Housing to update the targeted unit mix from 29 units at 60% of Area Median Income (AMI), one unit at 50% of AMI and nine units at 30% of AMI, which is the unit mix that was approved by the Housing Authority in the CDBG award, to increase the number of units affordable to households at 50% of AMI by one unit. The new targeted affordable unit mix is 28 units at 60% of AMI, two units at 50% of AMI, and nine units at 30% of AMI. The unit mix change

must be approved, by resolution, by the Housing Authority.

RECOMMENDATION: It is recommended by the Housing and Community Services Department that the Housing Authority, by resolution, approve a change to the targeted affordable unit mix for West Avenue Apartments identified in Resolution No. 1783, dated October 28, 2024, to align the targeted affordable unit mix with the requirements of the state funding sources supporting West Avenue Apartments.

Rebecca Lane, Program Specialist presented and along with Megan Basinger, Executive Director responded to commissioner questions.

Public Comment:
None

A motion was made by Commissioner Smith, seconded by Commissioner Conte, to approve RECOMMENDATION It is recommended by the Housing and Community Services Department that the Housing Authority, by resolution, approve a change to the targeted affordable unit mix for West Avenue Apartments identified in Resolution No. 1783, dated October 28, 2024, to align the targeted affordable unit mix with the requirements of the state funding sources supporting West Avenue Apartments.. The motion carried by the following vote:

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

Absent: 1 - Chair Newton

12. ADJOURNMENT

Seeing no further business Acting Chair, Commissioner Owen adjourned the meeting at 2:41PM.