



**Housing Authority
Special Meeting Minutes**

Monday, July 19, 2021

1:30 PM

SPECIAL

1. CALL TO ORDER

2. ROLL CALL AND COMMISSIONER INTRODUCTIONS

Present 7 - Chair Jeffrey Owen, Vice Chair Diane Test, Commissioner Stephen Burke, Commissioner Wayne Downey Ph. D, Commissioner Thomas LaPenna, Commissioner Scott McWhorter, and Commissioner Yvonne Rawhouser

3. STATEMENTS OF ABSTENTION

Commissioner Downey requested to abstain from item 10.1.

4. STUDY SESSION

Chair Owen directed that the Housing Authority hear item 4.3 before item 4.2.

4.1 2050 GENERAL PLAN VISION STATEMENTS

The Vision Statements will help shape the goals and policies of the 2050 General Plan which is branded as the “Santa Rosa Forward” project. The presented draft Vision Statements, which came out the Santa Rosa Forward Community Advisory Committee, will be refined by the project team using input collected from surveys, at public workshops, meetings with community groups, presentations to City boards and commissions, and at a joint City Council and Planning Commission study session on July 20, 2021. The final Vision Statements will be used by the project team to build land use alternatives for multiple General Plan scenarios. The project team will present these alternatives in the Fall of 2021 for public review. Based on comments received one alternative will be chosen by the Council to move forward to the environmental review phase (2022). In this way, the preparation of the Vision Statements is a vital step to help ensure that Santa Rosa Forward represents the desires of the community.

Andrew Gustavson, Senior Planner Planning and Economic

Development, gave a presentation and answered questions from the Commissioners.

Public Comments:
NONE

4.2 REVIEW OF FISCAL YEAR 2021-2022 NOTICE OF FUNDING AVAILABILITY PROCESS AND POINT SYSTEM

This study session is intended to review the Point System that was used in the Fiscal Year 2021-2022 NOFA and receive feedback from the public, developers and Housing Authority Commissioners

Nichole Rathbun, Housing and Community Services Interim Manager, gave a presentation and answered questions from the Commissioners.

Public Comments:

Devon Neary of MidPen Housing made commentary in support of the scoring system developed by the Housing Authority to determine allocation of funding.

Chair Owen requested the development of an ad hoc committee to review the process of changing the point system and nominated himself, Commissioner Burke and Commissioner Downey.

4.3 HOUSING CHOICE VOUCHER PROGRAM WAITING LIST OVERVIEW

The Housing and Community Services Department administers the Housing Choice Voucher (HCV) program on behalf of the City of Santa Rosa Housing Authority. The HCV program has 1,903 vouchers under an Annual Contributions Contract (ACC) with the Department of Housing and Urban Development (HUD), and administers additional vouchers from Housing Authorities outside the jurisdiction of the City of Santa Rosa under the portability guidelines of the HCV program.

The resources of the HCV program do not meet the demand for vouchers, so there is a Waiting List for receiving assistance. The study session will review the Waiting List policies and procedures.

Rebecca Lane, Housing and Community Services Manager, gave a presentation and answered questions from the Commissioners.

Public Comments:
NONE

5. PUBLIC COMMENTS (ON NON-AGENDA ITEMS)

NONE

6. APPROVAL OF MINUTES

Approved as submitted.

6.1 June 21, 2021 - Draft Minutes.

7. CHAIRMAN/ COMMISSIONER REPORTS

7.1 APPOINTMENT OF NOMINATING COMMITTEE- For Housing Authority action.

Megan Basinger, Interim Director Housing and Community Services, provided information regarding the appointment of Housing Authority Chair and Vice Chair and answered questions from the Commissioners.

Public Comments:
NONE

8. COMMITTEE REPORTS

NONE

9. EXECUTIVE DIRECTOR REPORTS/ COMMUNICATION ITEMS:

9.1 ANNUAL ADJUSTMENT TO THE HOUSING AUTHORITY PROCESSING FEE SCHEDULE. Provided for information.

Megan Basinger, Interim Director Housing and Community Services, provided information and answered questions from the Commissioners.

Public Comments:
NONE

10. CONSENT ITEMS

- 10.1 RESOLUTION - SECOND AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH DISABILITY SERVICES & LEGAL CENTER TO INCREASE THE FUNDING FOR THE HOUSING ACCESSIBILITY MODIFICATION GRANT PROGRAM BY \$20,000

RECOMMENDATION: It is recommended by the Housing & Community Services Department that the Housing Authority, by resolution, approve a Second Amendment to Professional Services Agreement with Disability Services and Legal Center (DSLCL) for the administration of the Housing Accessibility Modification Grant Program in the additional amount of Twenty Thousand Dollars (\$20,000) and authorize the Chief Financial Officer to pay all proper costs and claims from Key No. 340101.

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

RESOLUTION NO. 1722 ENTITLED: SECOND AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH DISABILITY SERVICES & LEGAL CENTER TO INCREASE THE FUNDING FOR THE HOUSING ACCESSIBILITY MODIFICATION GRANT PROGRAM BY \$20,000

The motion carried by the following vote:

Yes: 6 - Chair Owen, Vice Chair Test, Commissioner Burke, Commissioner LaPenna, Commissioner McWhorter and Commissioner Rawhouser

Abstain: 1 - Commissioner Downey Ph. D

11. REPORT ITEMS

- 11.1 REPORT - APPROPRIATION OF \$2,542,392 OF EMERGENCY HOUSING VOUCHER FUNDS ALLOCATED TO THE CITY OF SANTA ROSA UNDER THE AMERICAN RESCUE PLAN ACT OF 2021

BACKGROUND: The proposed action will authorize use of the EHV funding provided under the ARP for housing assistance payments to qualified participants and administration to be managed by the Authority's Housing Choice Voucher (HCV) program.

RECOMMENDATION: It is recommended by the Housing and

Community Services Department that the Housing Authority, by resolution, appropriate \$2,542,392 of Emergency Housing Voucher (EHV) program funding allocated to the Housing Authority of the City of Santa Rosa (Authority) under the American Rescue Plan (ARP) Act of 2021.

Rebecca Lane, Housing and Community Services Manager, and Kate Goldfine, Administrative Services Officer, gave a presentation and answered questions from the Commissioners.

Public Comments:

NONE

A motion was made by Commissioner Downey Ph. D, seconded by Commissioner McWhorter, to waive reading of the text and adopt:

RESOLUTION NO. 1723 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROPRIATING \$2,542,392 OF EMERGENCY HOUSING VOUCHER PROGRAM FUNDING ALLOCATED UNDER THE AMERICAN RESCUE PLAN ACT OF 2021

The motion carried by the following vote:

Yes: 7 - Chair Owen, Vice Chair Test, Commissioner Burke, Commissioner Downey Ph. D, Commissioner LaPenna, Commissioner McWhorter and Commissioner Rawhouser

12. ADJOURNMENT

Seeing no further business, Chair Owen adjourned the meeting at 4:29PM.

Approved on:

Steven V. Brown
Recording Secretary