



**Housing Authority
Special Meeting Minutes - Draft**

Monday, June 17, 2019

1:30 PM

1. CALL TO ORDER

Chair Burke called the meeting to order at 1:35 pm.

2. ROLL CALL

Present 5 - Commissioner Stephen Burke, Commissioner Wayne Downey Ph. D, Commissioner Leora Johnson-Morgan, Commissioner Diane Test, and Commissioner Jeffrey Owen

Absent 1 - Commissioner Phil Olsen

3. STATEMENTS OF ABSTENTION

Commissioner Owen stated he would be abstaining from Item 11.2 due to a business conflict.

4. STUDY SESSION

4.1 FISCAL YEAR 2019-2020 NOTICES OF FUNDING AVAILABILITY FOR AFFORDABLE HOUSING AND REQUEST FOR PROPOSALS FOR PROJECT BASED VOUCHERS

BACKGROUND: In an effort to improve and streamline the applications processes used by Housing and Community Services for funding and Project Based Vouchers, to meet the need for additional affordable housing and to expedite the funding process, the Department of Housing and Community Services is requesting that the Housing Authority consider opening a joint Notice of Funding Availability (NOFA)/Request for Proposals for Project-Based Vouchers to support affordable housing projects for an undefined period of time to allow projects to apply as funding opportunities arise. If supported, staff will release a NOFA/RFP for funding, as well as identify the opportunity to apply for up to 75 Project Based Vouchers.

Presented by: Megan Basinger, Housing and Community Services Manager and Rebecca Lane, Housing and Community Services Manager

PUBLIC COMMENT: Paul Carroll, Community Action Partnership, spoke regarding housing projects throughout the community.

Wilson Vang, Eden Housing spoke regarding housing projects run by Eden Housing, Quail Run Apartments and Del Nido Apartments.

Riley Weissenborn, Midpen Housing expressed concerns regarding the criteria that projects must be within 12 months of construction readiness to be funded.

Scott Johnson, EAH Housing, expressed support for the NOFA and had concerns regarding the criteria for 12 months construction readiness to be funded.

Vice Chair Johnson-Morgan left the dais at 2:03 pm and returned at 2:05 pm.

Chair Burke stated he will reach out to the Commissioners to create a subcommittee and will let staff know.

5. PUBLIC COMMENTS ON NON-AGENDA MATTERS:

None.

6. APPROVAL OF MINUTES

6.1 MAY 20, 2019 - DRAFT MEETING MINUTES.

7. CHAIRMAN/ COMMISSIONER REPORTS

Chair Burke reminded the commissioners that they should attend the Anti Harassment Training as it is required by law. He also stated he'd attended the Board and Commissions Orientation.

8. COMMITTEE REPORTS

None.

9. EXECUTIVE DIRECTOR REPORTS/ COMMUNICATION ITEMS:

Executive Director Gouin presented the two communication items and answered any clarifying questions from the commissioners.

9.1 UPDATED INCOME GUIDELINES, AFFORDABLE HOUSING PROGRAM RENTS, MAXIMUM SALES PRICE CHART AND UTILITY ALLOWANCES - Provided for information.

9.2 HOUSING AUTHORITY MONTHLY ACTIVITIES REPORT - Provided for information.

10. CONSENT ITEMS

10.1 RESOLUTION - REQUEST TO TERMINATE THE SEPTEMBER 2018 REQUEST FOR PROPOSALS (RFP) FOR PROJECT-BASED VOUCHERS

RECOMMENDATION: It is recommended by the Housing and Community Services Department that the Housing Authority, by resolution, approve the termination of the Request for Proposals for Project-Based Vouchers initiated in August 2018.

A motion was made by Commissioner Johnson-Morgan, seconded by Commissioner Owen, to waive reading of the text and adopt

Resolution No. 1664 Entitled: Resolution of the Housing Authority of the City of Santa Rosa Terminating the September 2018 Request for Proposals for Project Based Vouchers.

The motion carried by the following vote:

Yes: 5 - Commissioner Burke, Commissioner Downey Ph. D, Commissioner Johnson-Morgan, Commissioner Test and Commissioner Owen

Absent: 1 - Commissioner Olsen

11. REPORT ITEMS

11.1 REPORT - FISCAL YEAR 2019/20 HOUSING AUTHORITY BUDGET ADOPTION

BACKGROUND: The Housing Authority's annual budget process runs concurrently with the City's process from January through June each year. The Executive Director of the Housing Authority is charged with submitting an expenditure, revenue, and transfer budget for all Housing Authority programs for approval by the Housing Authority Commissioners, which then becomes the formal budget for the next fiscal year. The Housing Authority is asked to adopt the budget at their June meeting each year.

RECOMMENDATION: It is recommended by the Housing & Community Services Department that the Housing Authority, by resolution, adopt the proposed budget for Fiscal Year (FY) 2019/20.

Presented by: David Gouin, Executive Director and Kate Goldfine, Administrative Services Officer

A motion was made by Commissioner Owen, seconded by Commissioner Test, to waive reading of the text and adopt

RESOLUTION NO. 1665 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROVING THE HOUSING AUTHORITY BUDGET FOR FISCAL YEAR 2019/20.

The motion carried by the following vote:

Yes: 5 - Commissioner Burke, Commissioner Downey Ph. D, Commissioner Johnson-Morgan, Commissioner Test and Commissioner Owen

Absent: 1 - Commissioner Olsen

11.2 REPORT - 2019-2020 FOCUSED NOTICE OF FUNDING AVAILABILITY - FUNDING RECOMMENDATION FOR DUTTON FLATS, 206, 208 AND 214 WEST THIRD STREET

BACKGROUND: In response to the 2019-2020 Notice of Funding Availability(NOFA) announcing approximately \$3,700,000 million of funds for affordable housing, the Housing Authority received six applications requesting \$14,500,000 million. The NOFA focused on multifamily rental projects with application deadlines in June or July for two state funding programs. A NOFA Ad Hoc Committee and staff reviewed the applications and recommend funding one project that best meets the selection criteria described in the NOFA.

RECOMMENDATION: It is recommended by the Housing Authority NOFA Ad Hoc Committee and the Housing and Community Services Department that the Housing Authority, by resolution, approve a conditional commitment of funds to Dutton Flats, L.P. in the amount of \$3,100,000 for construction-related costs for Dutton Flats, 41 multifamily rental units, located at 206, 208 and 214 West Third Street.

Presented by: Frank Kasimov, Program Specialist II.

Commissioner Owen left the dais at 2:41 pm.

Consultants from Dutton Flats LP offered clarifying answers regarding services and design.

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

RESOLUTION NO. 1666 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROVING A CONDITIONAL COMMITMENT OF LOAN FUNDS IN THE AMOUNT OF \$3,100,000 TO DUTTON FLATS, LP FOR CONSTRUCTION RELATED COSTS FOR DUTTON FLATS, 206, 208, AND 214 WEST THIRD STREET, APN'S 125-061-026,125-061-027 AND 125-061-028 LOAN NO. 9030-3085-18.

The motion carried by the following vote:

Yes: 4 - Commissioner Burke, Commissioner Downey Ph. D, Commissioner Johnson-Morgan and Commissioner Test

Absent: 2 - Commissioner Olsen and Commissioner Owen

12. ADJOURNMENT

Chair Burke adjourned the meeting at 2:59 pm.

