



**Housing Authority
Regular Meeting Minutes - Draft**

Monday, April 26, 2021

1:30 PM

1. CALL TO ORDER

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

2. ROLL CALL

Present 5 - Commissioner Stephen Burke, Commissioner Wayne Downey Ph. D, Commissioner Phil Olsen, Vice Chair Diane Test, and Chair Jeffrey Owen

3. STATEMENTS OF ABSTENTION

4. STUDY SESSION

Kate Goldfine, Administrative Services Officer, Megan Basinger, Interim Director, and Rebecca Lane, Housing and Community Services Manger, gave a presentation and answered Commissioners questions.

Public Comments:

Gregory Fearon from Continuum of Care thanked the Housing Authority for the presentation and provided suggestions for funds available to housing and homeless services.

4.1 REVIEW OF FY 2021/22 PROPOSED HOUSING AUTHORITY BUDGET

The Authority will review the proposed FY 2021/22 budget at study session today. The Budget hearing will be held on June 21, 2021 where the Authority will be asked to approve the budget for FY 2021/22 before it goes to the City Council for final approval later that week.

presented

5. PUBLIC COMMENTS (ON NON-AGENDA ITEMS)

None

6. APPROVAL OF MINUTES

6.1 March 22, 2021 - Draft Minutes.

Approved as submitted.

7. CHAIRMAN/ COMMISSIONER REPORTS

Vice Chair Test provided comments about the application process for Merit Awards 2021.

8. COMMITTEE REPORTS

None

9. EXECUTIVE DIRECTOR REPORTS/ COMMUNICATION ITEMS:

Megan Basinger, Interim Director, provided a status update in regard to the Commissioner and Tenant Commissioner appointments and answered Commissioner's questions.

10. CONSENT ITEMS

None

11. REPORT ITEMS

11.1 REPORT - UPDATE TO HOUSING CHOICE VOUCHER PROGRAM ADMINISTRATIVE PLAN PROJECT-BASED VOUCHER POLICIES AND OPENING OF A REQUEST FOR PROPOSALS FOR PROJECT-BASED VOUCHERS

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 within the HCV program. The Housing Opportunity Through Modernization Act of 2016 (HOTMA) authorized regulatory changes specific to the use of Project Based Vouchers; implementation guidance was provided by HUD in PIH Notice 2017-21 and subsequent notices.

This item will update the Santa Rosa Housing Authority Administrative Plan to align the language about Project Based Vouchers with HOTMA. In addition, the proposed revisions include a policy change in the Santa Rosa Housing Choice Voucher program which is authorized under HOTMA. HOTMA allows a Public Housing Authority (PHA) to increase the number of Project-Based Voucher units in its HCV program if the units fall into certain eligible exception categories. The revisions proposed to the Santa Rosa Housing Authority Administrative Plan in this item will allow the HCV program to increase the number of units available for project-basing from 20 percent to 25 percent, so long as the units are set aside for people who are homeless or are veterans.

RECOMMENDATION: It is recommended by the Department of Housing and Community Services that the Housing Authority, by resolution, adopt revisions to the Housing Choice Voucher Program Administrative Plan Chapter 17 - Project Based Vouchers -- to bring the Project-Based Voucher program language in line with current regulatory language that was authorized under the Housing Opportunity Through Modernization Act of 2016 and implemented under the Office of Public and Indian Housing (PIH) Notice 2017-21; the revisions also include a policy change increasing the number of Project Based Voucher units allowed in the Housing Choice Voucher program if those units are specifically made available to house individuals and families who are homeless or if those units are specifically made available to house families that are comprised of or include a veteran.

In addition, if the increase on the number of Project-Based Voucher units in the Housing Choice Voucher program is approved, the Department of Housing and Community Services recommends that the Housing Authority, by motion, approve the release of a Request for Proposals (RFP) for Project-Based Vouchers to solicit proposals specifically for units to be made available to house individuals and families who are homeless.

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

Public Comments:

Gregory Fearon from Continuum of Care spoke in favor of the

resolution and offered information in regard to the current homeless population.

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

RESOLUTION NO. 1715 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROVING THE REVISIONS TO THE HOUSING CHOICE VOUCHER PROGRAM ADMINISTRATIVE PLAN PROJECT BASED VOUCHER PROGRAM POLICIES.

The motion carried by the following vote:

Yes: 5 - Commissioner Burke, Commissioner Downey Ph. D, Commissioner Olsen, Vice Chair Test and Chair Owen

A motion was made by Commissioner Downey Ph. D, seconded by Vice Chair Test, approved the release of Request for Proposals associated with:

RESOLUTION NO. 1715 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROVING THE REVISIONS TO THE HOUSING CHOICE VOUCHER PROGRAM ADMINISTRATIVE PLAN PROJECT BASED VOUCHER PROGRAM POLICIES.

The motion carried by the following vote:

Yes: 5 - Commissioner Burke, Commissioner Downey Ph. D, Commissioner Olsen, Vice Chair Test and Chair Owen

11.2 REPORT - HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME) TENANT BASED RENTAL ASSISTANCE

BACKGROUND: Annually, the City of Santa Rosa (City) is allocated approximately \$750,000 in HOME Investment Partnerships Program (HOME) funds by the U.S. Department of Housing and Urban Development (HUD); the City delegates the administration of the funds to the Housing Authority. The Housing Authority heard a study session on the use of HOME funds for Tenant Based Rental Assistance (TBRA) on March 22, 2021 and directed staff to bring a resolution to approve the use of HOME funds for Tenant Based Rental Assistance for a two-year trial period.

RECOMMENDATION: It is recommended by the Housing and Community Services Department that the Housing Authority, by

resolution, approve the use of Home Investment Partnerships Program funds as a Tenant Based Rental Assistance (TBRA) program for the City of Santa Rosa for a two-year trial period.

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

Public Comments:

Gregory Fearon from Continuum of Care raised concerns about the number of people who cannot participate in the city's waiting list.

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

RESOLUTION NO. 1716 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROVING THE USE OF HOME INVESTMENT PARTNERSHIPS PROGRAM FUNDS FOR TENANT BASED RENTAL ASSISTANCE FOR A TWO-YEAR TRIAL PERIOD BEGINNING JULY 1, 2021.

The motion carried by the following vote:

Yes: 5 - Commissioner Burke, Commissioner Downey Ph. D, Commissioner Olsen, Vice Chair Test and Chair Owen

12. ADJOURNMENT

Seeing no further business, Chair Own adjourned the meeting at 3:35PM.

Approved on:

Steven V. Brown
Recording Secretary