



## **City of Santa Rosa**

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

### **HOUSING AUTHORITY REGULAR MEETING AGENDA AND SUMMARY REPORT FEBRUARY 27, 2023**

**1:30 P.M.**

**HOUSING AUTHORITY MEMBERS WILL BE PARTICIPATING IN THIS MEETING IN-PERSON, SOCIALLY DISTANCED, IN THE COUNCIL CHAMBER AT 100 SANTA ROSA AVENUE.**

**MEMBERS OF THE PUBLIC CAN PARTICIPATE IN THE MEETING BY:**

- **ATTENDING IN PERSON**  
**OR**
- **VIA ZOOM BY VISITING**  
**[HTTPS://SRCITY-ORG.ZOOM.US/J/83347314684](https://srcity-org.zoom.us/j/83347314684)**  
**OR**
- **BY PHONE BY DIALING 877-853-5257 AND ENTERING WEBINAR ID:**  
**833-4731-4684**

#### **PUBLIC COMMENTS:**

**Comments from the public will be allowed on all agenda items at the time each item is called. Comments on public hearing items may be made when the hearing is opened.**

**Live Public Comment: Members of the public can provide comment on an Agenda Item In-Person from Council Chamber, by accessing the meeting through the Zoom link, or by dial-in at the time an Agenda Item is discussed during the Housing Authority Meeting. Go to <https://srcity.org/virtualparticipation> for more information.**

**E-mail Public Comment: To submit an e-mailed public comment to the Housing Authority, please send to: [svbrown@srcity.org](mailto:svbrown@srcity.org) by 5:00 p.m., on or before February 24, 2023. Identify in the subject line of your e-mail the Agenda Item Number on which you wish to comment, provide your name in the body of the e-mail and your comment.**

**Public comments are limited to one comment per speaker per item.**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. STATEMENTS OF ABSTENTION**

**4 STAFF BRIEFING**

**4.1 HOUSING AUTHORITY FY 2022/23 QUARTER 2 FINANCIAL REPORT**

This presentation will provide information regarding Housing Authority expenditures and funding for July 1 - December 31, 2022.

**Attachments:** [Memorandum](#)

**5. STUDY SESSION**

**5.1 AFFORDABLE HOUSING FUNDING SOURCES OVERVIEW**

Housing Authority Commissioners reviewed the 2022 Planning Day themes at their January 2023 meeting. From these themes, Commissioners requested additional information about the funding sources included in the Housing Trust budget for affordable housing in advance of the next Notice of Funding Availability (NOFA) solicitation.

**Attachments:** [Staff Report](#)  
[Presentation](#)

**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 Draft Minutes - January 23, 2023**

**Attachments:** [Draft Minutes - January 23, 2023](#)

## 8. CHAIRPERSON/ 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](#)

## 11. CONSENT ITEMS

- 11.1 RESOLUTION - BUDGET APPROPRIATION OF FUNDS IN THE AMOUNT OF \$325,000.00 FOR AFFORDABLE HOUSING PURPOSES (CEQA EXEMPT)

RECOMMENDATION: It is recommended by the Housing and Community Services Department that the Housing Authority, by resolution, appropriate \$325,000.00 in Fiscal Year 2021/2022 Fund 2296 Impact Fee Fund revenue and loan repayments for affordable housing purposes.

**Attachments:** [Staff Report](#)  
[Resolution](#)

## 12. REPORT ITEMS

- 12.1 REPORT - REPORT ON THE HOME INVESTMENT PARTNERSHIPS - AMERICAN RESCUE PLAN (HOME-ARP) ALLOCATION PLAN AND SUBMISSION PROCESS.

BACKGROUND: The City of Santa Rosa (City), was allocated \$2,737,433 in HOME Investment Partnerships - American Rescue Plan (HOME-ARP) funds by the U.S. Department of Housing and Urban Development (HUD). The one-time funds must benefit individuals experiencing or at risk of homelessness, experiencing housing instability, or fleeing domestic violence. Selection of an eligible use for these funds is dictated by a public participation process determined by HUD, which began in December, 2021, and will include comments

received at this meeting and the City Council public hearing on February 28, 2023. Based on the consultation process, the draft HOME-ARP Plan recommends use of the funds for supportive services, focusing on homelessness prevention.

RECOMMENDATION: It is recommended by the Housing and Community Services Department that the Housing Authority review the draft HOME Investment Partnerships - American Rescue Plan (HOME-ARP) Allocation Plan and provide feedback to staff.

**Attachments:** [Staff Report](#)  
[Attachment 1](#)  
[Presentation](#)

**12.2 REPORT - APPROVAL OF A LEASE AGREEMENT BETWEEN THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA AND THE CITY OF SANTA ROSA FOR 983 SONOMA AVENUE**

BACKGROUND: On January 23, 2023, in Closed Session, the Housing Authority gave staff direction to negotiate a lease agreement (Lease) with the City of Santa Rosa's inRESPONSE program for the property located at 983 Sonoma Avenue for use as office space and mental health intake interviews by the inRESPONSE team in partnership with the Santa Rosa Police and Fire Departments. Staff has negotiated a Lease within the price and terms given by Housing Authority and now requests Housing Authority approval as well as authorization for the Executive Director to execute the Lease. This action is exempt for CEQA.

RECOMMENDATION: It is recommended by the Department of Housing and Community Services, that the Housing Authority by resolution, approve a Lease Agreement between the Housing Authority and the City of Santa Rosa for the inRESPONSE Program and authorize the Executive Director to sign, subject to approval by the General Counsel of the Housing Authority, a five (5) year lease with the option for two (2), five (5) year extensions.

**Attachments:** [Staff Report](#)  
[Attachment 1](#)  
[Resolution](#)  
[Presentation](#)

### 13. PROCLAMATIONS/PRESENTATIONS

- 13.1 PROCLAMATION - PROCLAMATION OF APPRECIATION FOR DIANE TEST

**Attachments:** [Proclamation](#)

- 13.2 PROCLAMATION - PROCLAMATION OF APPRECIATION FOR STEPHEN BURKE

**Attachments:** [Proclamation](#)

### 14. SWEARING IN/ SEATING/ INTRODUCTION OF NEW COMMISSIONERS

### 15. ROLL CALL

### 16. ELECTION OF OFFICERS

- 16.1 REPORT - ELECTION OF OFFICERS

BACKGROUND: The Housing Authority Bylaws Section 2.04 entitled "Election of Officers" establishes the annual election of officers on the next Regular Meeting of the Authority following City Council appointments to the Housing Authority board for the new calendar year. The City Council appointed three commissioners to the Housing Authority board at their February 14, 2023, Regular Meeting.

RECOMMENDATION: It is recommended by the Housing and Community Services Department that the Housing Authority elect a Chair and Vice-Chair to serve with a term of office commencing on February 27, 2023.

**Attachments:** [Staff Report](#)

### 17. ADJOURNMENT

## **Housing Authority**

**FEBRUARY 27, 2023**

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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>

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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.