

Agenda Item # 11.1  
For Housing Authority Meeting of: May 22, 2017

CITY OF SANTA ROSA  
HOUSING AUTHORITY

TO: HOUSING AUTHORITY COMMISSIONERS  
FROM: DAVID GOUIN  
DIRECTOR OF HOUSING AND COMMUNITY SERVICES  
SUBJECT: ELECTION OF CHAIR AND VICE CHAIR

AGENDA ACTION: MOTION

---

RECOMMENDATION

The Department of Housing and Community Services recommends that the Housing Authority, by motion, elect a Chair and Vice Chair in accordance with Section 2.04 of the Bylaws of the Housing Authority of the City of Santa Rosa.

---

EXECUTIVE SUMMARY

Section 2.04 of the Bylaws of the Housing Authority of the City of Santa Rosa requires that the Chair and Vice Chair shall be elected at the next regular meeting of the Authority following City Council appointments to the Authority Board for the new calendar year.

BACKGROUND

City Council appointments to the Housing Authority Board, made on April 18, 2017, reappointed Chair Downey and Commissioner Olsen to each serve four-year terms expiring on December 31, 2020.

As required by Section 2.04 of the Bylaws of the Housing Authority of the City of Santa Rosa, the Chair and Vice Chair shall be elected at the next regular meeting of the Authority. The regular meeting following confirmation of the April 18, 2017 appointments falls on May 22, 2017.

In the event that a motion to elect a Chair and Vice Chair is not made or a motion is made but is not carried, the Chair may appoint an Ad-Hoc Nominating Committee to return at the next regular meeting with a recommendation for the full Housing Authority Board to consider.

PRIOR HOUSING AUTHORITY REVIEW

Not applicable.

ANALYSIS

Section 2.04 of the Bylaws of the Housing Authority of the City of Santa Rosa establishes the following procedures for the election of Chair and Vice Chair:

- a) The Chair and Vice Chair shall be elected at the next regular meeting of the Authority following City Council appointments to the Authority Board for the new calendar year.
- b) The term of the Chair and Vice-Chair shall be one year or until their successors are elected.
- c) The Chair and Vice-Chair may serve consecutive terms if so elected by the Authority.

Each nomination must receive a second and be accepted by the nominee prior to the vote on the nomination.

Section 3.04 of the Bylaws of the Housing Authority of the City of Santa Rosa establishes that every official act of the Authority shall be adopted by a majority vote. A "majority vote" shall mean a majority of all members present when a quorum is present. Four (4) members of the Authority shall constitute a quorum for the purpose of conducting Authority business, exercising Authority powers and for all other purposes.

FISCAL IMPACT

Approval of this action does not have a fiscal impact on any Housing Authority funds.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

COUNCIL/BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

None

CONTACT

Nicole Rathbun, [nrathbun@srcity.org](mailto:nrathbun@srcity.org), 707-543-3308