



**Housing Authority
Regular Meeting Minutes - Final**

Monday, April 24, 2017

1:30 PM

1. CALL TO ORDER

Chair Downey called the meeting to order at 1:30 p.m.

2. ROLL CALL

Present 4 - Chair Wayne Downey Ph. D, Vice Chair David Harris, Commissioner Fran Bolduc, and Commissioner Phil Olsen

Absent 3 - Commissioner Stephen Burke, Commissioner Delia Gaitan, and Commissioner Helga Lemke

3. PRESENTATION

**3.1 PRESENTATION - HOUSING AND URBAN DEVELOPMENT 2016
HIGH PERFORMING AGENCY AWARD**

Presented by Rebecca Lane, Housing and Community Services
Manager

4. STUDY SESSION

**4.1 REVIEW OF FY 2017/18 PROPOSED HOUSING AUTHORITY
BUDGET**

The purpose of this Study Session is to provide an overview of the draft
FY 2017/18 budget for the Housing Authority's review and commentary.

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

Commissioner Burke, with the support of Vice Chair Harris and
Commissioner Olsen, directed staff to bring forward a presentation
pertaining to the City's methodology for Overhead Allocation to be
agendized at a future date before the FY1718 budget is brought
forward for adoption, if possible.

5. PUBLIC COMMENTS

Mark Krug from Burbank Housing spoke to advise Commissioners
and staff of a June 3rd street fair in the Catalina Townhomes

neighborhood from 1:00 p.m. to 3:00 p.m.

6. STATEMENTS OF ABSTENTION

None

7. APPROVAL OF MINUTES

7.1 February 27, 2017, Regular Meeting.

Approved as submitted.

8. CHAIRMAN/ COMMISSIONER REPORTS

Chair Downey congratulated Commissioner Olsen on his reappointment to the Housing Authority Board. The Chair also spoke regarding a conversation with Commissioner Burke to appoint an Ad-Hoc Committee to meet with an City Council Ad-Hoc Committee to creating an agenda for a joint meeting of the Housing Authority and City Council. Chair Downey also reported out regarding a request to appoint an Ad-Hoc Committee to address how the Housing Authority's possible role in addressing the homeless issues within the City.

Commissioner Olsen reported out on a conversation with the Mayor during his Housing Authority Board interview in favor of increasing communication between the Housing Authority and City Council to more clearly identify the efforts each Board is making surrounding housing and homelessness.

Chair Downey reported out about his interest in determining the legal liability of the City to house the homeless and thanked Legal Counsel Sue Gallagher for her assistance.

Commissioner Burke reported out about the future appointment of an Ad-Hoc Committee to recommended a new Chair and Vice-Chair for Election of Officers at a future meeting. Commissioner Burke made the suggestion to create a message to City Council on what areas the Housing Authority may help in the local housing/homeless issues, possibly to be created at a future Housing Authority Planning Day.

Commissioner Olsen reported out about his desire to house the whole community, not just the homeless community.

Chair Downey appointed Commissioners Bolduc, Gaitan, and Vice Chair Harris as the Ad-Hoc Committee for a Housing Authority Planning Day.

On behalf of the Housing Authority, Commissioner Burke congratulated Legal Counsel Sue Gallagher on her recent promotion to City Attorney.

9. COMMITTEE REPORTS

None

10. DIRECTOR'S REPORTS/ COMMUNICATION ITEMS:

- 10.1 HOUSING AUTHORITY MONTHLY ACTIVITIES REPORT -Provided for information.

Commissioner Burke requested that paper copies of the agenda packet continue to be delivered until iPads are in use for meetings.

Commissioner Burke requested follow up information at the next meeting regarding the extent of the public engagement for the two inclusionary units on the market at Orchard at Oakmont.

Commissioners Burke and Olsen requested to hear Item 12.1 at this time and then come back to Item 11.1.

12. REPORT ITEMS

- 12.1 REPORT - ESTABLISHING LIMITED PREFERENCES FOR THE HOUSING CHOICE VOUCHER PROGRAM WAITING LIST

BACKGROUND: The Department of Housing and Community Services administers the federal Housing Choice Voucher Program in the City of Santa Rosa. The U.S. Department of Housing and Urban Development (HUD), requires that each local Housing Authority administering the Voucher program maintain an Administrative Plan outlining local policies for the program. The Housing Authority wishes to implement a Limited

Preference for the Housing Choice Voucher program for persons experiencing homelessness. By HUD requirement, any changes in the Administrative Plan must be adopted by a Housing Authority resolution during a public meeting.

RECOMMENDATION: The Department of Housing and Community Services recommends that the Housing Authority, by resolution, adopt the revision to Chapter 4, Section 4-III.C of the Housing Choice Voucher Program Administrative Plan dated April 24, 2017.

Presented by Rebecca Lane, Housing and Community Services Manager.

Rebecca Lane, Dave Gouin, Director, Carmelita Howard, Deputy Director and Jennielynn Holmes from Catholic Charities, answered clarifying questions from the board.

A motion was made by Commissioner Olsen, seconded by Commissioner Burke, to amend the Resolution to include a two year limit to the Limited Preference for persons experiencing homelessness, to waive reading of the text and adopt as amended:

RESOLUTION NO. 1628 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROVING THE HOUSING CHOICE VOUCHER PROGRAM ADMINISTRATIVE PLAN REVISION ESTABLISHING LIMITED PREFERENCES FOR THE WAITING LIST

Yes: 4 - Vice Chair Harris, Commissioner Burke, Chair Downey Ph. D and Commissioner Olsen

Absent: 3 - Commissioner Bolduc, Commissioner Gaitan and Commissioner Lemke

11. CONSENT ITEMS

11.1 MOTION - POTENTIAL HOUSING PREFERENCES FOR HOUSEHOLDS EXPERIENCING HOMELESSNESS

RECOMMENDATION: It is recommended by the Housing and Community Services Department that the Housing Authority, by motion, support the following: 1) inclusion of language in Notices of Funding Availability (NOFAs) to provide a preference or priority to households experiencing homelessness engaged through the Homeless Outreach Services Team (HOST); and 2) outreach to Borrowers within the

Housing Trust's loan portfolio to evaluate incorporating a preference or priority to households experiencing homelessness engaged through HOST into property waiting lists.

A motion was made by Commissioner Burke, seconded by Commissioner Harris, to support 1) inclusion of language in Notices of Funding Availability (NOFAs) to provide a preference or priority to households experiencing homelessness engaged through the Homeless Outreach Services Team (HOST); and 2) outreach to Borrowers within the Housing Trust's loan portfolio to evaluate incorporating a preference or priority to households experiencing homelessness engaged through HOST into property waiting lists.

Yes: 4 - Vice Chair Harris, Commissioner Burke, Chair Downey Ph. D and Commissioner Olsen

Absent: 3 - Commissioner Bolduc, Commissioner Gaitan and Commissioner Lemke

13. ADJOURNMENT

Chair Downey adjourned the meeting at 3:12 p.m.

Approved on May 22, 2017

/s/ Nicole Rathbun, Recording Secretary