



## City of Santa Rosa

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

### Housing Authority Regular Meeting Minutes - Draft

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Monday, November 24, 2025

1:30 PM

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#### 1. CALL TO ORDER

Chair Owen called the meeting to order at 1:30PM

#### 2. REMOTE PARTICIPATION UNDER AB 2449 (IF NEEDED)

NONE

#### 3. ROLL CALL

**Present** 5 - Chair Jeffrey Owen, Vice Chair Wayne Downey Ph. D, Commissioner Claudia Cappio, Commissioner Andrew Smith, and Commissioner Scott Wimmer

**Absent** 1 - Commissioner Angela Conte

#### 4. STATEMENTS OF ABSTENTION

Chair Owen announced that he will abstain from voting on Item 13.2 due to a conflict of interest.

#### 5. STAFF BRIEFING

##### 5.1 HOUSING AUTHORITY FY 2025/26 QUARTER 1 FINANCIAL UPDATE

This memo summarizes Housing Authority (“Authority”) expenditures and funding for July 1, 2025 - September 30, 2025.

Kate Goldfine, Administrative Services Officer and Megan Basinger, Executive Director, presented the item for information only and responded to commissioners questions.

Public Comment:

Fred Allebach provided public comment, noting his family past involvement with the Philadelphia Housing Authority Board. He asked questions regarding Housing Assistance Payments (HAP) and their adequacy in meeting tenant needs.

## 6. STUDY SESSION

NONE

## 7. PUBLIC COMMENTS (ON NON-AGENDA ITEMS)

Public Comment:

None

## 8. APPROVAL OF MINUTES

8.1 Draft Minutes October 27, 2025.

Approved as submitted.

Public Comment:

None

## 9. CHAIRMAN/ COMMISSIONER REPORTS

NONE

## 10. COMMITTEE REPORTS

NONE

## 11. EXECUTIVE DIRECTOR REPORTS/ COMMUNICATION ITEMS:

11.1 PENDING DEVELOPMENT PIPELINE UPDATE - Provided for information.

Megan Basinger, Executive Director presented the Housing Pipeline for information only and responded to commissioner questions.

Public Comment:

Fred Allebach provided comment on the Housing Pipeline, noting that funded projects have the least affordable housing units and expressing concern that this does not address the greatest public need for affordable units.

## 12. CONSENT ITEMS

NONE

## 13. REPORT ITEMS

**13.1 REPORT - APPROVAL OF TRANSFER OF OWNERSHIP AND ASSUMPTION OF HOUSING AUTHORITY REGULATORY AGREEMENT, DENSITY INCREASE AGREEMENT, AND LOANS FOR ASTON AVENUE APARTMENTS - 623 ASTON AVENUE**

BACKGROUND: Sonoma CAN is selling 623 Aston Avenue, known as Aston Avenue Apartments (Project), and has entered into a letter of intent (LOI) with Crosscourt Properties, a Bay Area-based multifamily housing owner/operator. The Project is a ten (10) unit apartment complex affordable to households with incomes at 50%, 60% and 80% of area median income (AMI). The Housing Authority has two (2) loans on the property, in the principal amount of \$558,071, maturing on December 31, 2032, and a Regulatory Agreement and Density Increase Agreement securing affordability through June 2, 2061. Subject to Housing Authority approval, Sonoma CAN and Crosscourt Properties will enter into a purchase agreement for the property. As part of this transaction, Crosscourt Properties is seeking the Housing Authority's approval to assume the Regulatory Agreement, Density Increase Agreement, and loans.

RECOMMENDATION: The Housing and Community Services Department recommends that the Housing Authority, by resolution, conditionally approve 1) the transfer of ownership from Sonoma Community Action Network (Sonoma CAN, formerly Community Action Partnership of Sonoma County) to Colin Hooper DBA Crosscourt Properties (Crosscourt Properties); 2) the assumption of the Housing Authority's Regulatory Agreement, Density Increase Agreement, and loans, in the principal amount of \$558,071 by Crosscourt Properties; and 3) extension of the Housing Authority's loans from December 31, 2032 to June 2, 2061 to align with the terms of the Regulatory Agreement

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Koy Stewart, Program Specialist, presented the item and along with Kelli Kuykendall, Manager and Megan Basinger, Executive Director, responded to commissioners questions.

Public Comment:

Fred Allebach provided comment on the ownership change and asked questions regarding the Regulatory Agreement and its impact on tenants.

**A motion was made by Commissioner Smith, seconded by Commissioner Cappio, motion RECOMMENDATION** The Housing and Community Services Department recommends that the Housing Authority, by resolution, conditionally approve 1) the transfer of ownership from Sonoma Community Action Network (Sonoma CAN, formerly Community Action Partnership of Sonoma County) to Colin Hooper DBA Crosscourt Properties (Crosscourt Properties); 2) the assumption of the Housing Authority's Regulatory Agreement, Density Increase Agreement, and loans, in the principal amount of \$558,071 by Crosscourt Properties; and 3) extension of the Housing Authority's loans from December 31, 2032 to June 2, 2061 to align with the terms of the Regulatory Agreement. The motion carried by the following vote:

**Yes:** 5 - Chair Owen, Vice Chair Downey Ph. D, Commissioner Cappio, Commissioner Smith and Commissioner Wimmer

**Absent:** 1 - Commissioner Conte

**13.2 REPORT - APPROVAL OF TRANSFER OF OWNERSHIP AND ASSUMPTION OF HOUSING AUTHORITY LOANS AND REGULATORY AGREEMENT FOR EARLE STREET APARTMENTS - 400 EARLE STREET**

**BACKGROUND:** The Project consists of eight (8) one-bedroom units affordable to households up to 50% AMI, secured by a Regulatory Agreement to September 16, 2075. The balance of the Housing Authority loans as of November 30, 2025 is \$533,294 (\$341,650 principal plus \$191,644 interest).

Sonoma CAN is no longer interested in being a housing provider and has decided to sell its properties, including those with Housing Authority

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loans and Regulatory Agreements (Aston Avenue Apartments, Earle Street Apartments, Given Avenue Transitional Housing, and Sloan House Shelter). Sonoma CAN has entered into a LOI with HHNB for the Project. Sale of the property and assumption of the Housing Authority's Regulatory Agreement and loans by a new owner requires Housing Authority approval.

**RECOMMENDATION:** The Housing and Community Services Department recommends that the Housing Authority, by resolution, conditionally approve the following for Earle Street Apartments, located at 400 Earle Street: 1) transfer of ownership from Sonoma Community Action Network (Sonoma CAN, formerly Community Action Partnership of Sonoma County) to Humanity Housing North Bay (HHNB); 2) assumption of the Housing Authority's Regulatory Agreement and loans, in the principal amount of \$341,650 by HHNB; and 3) subordination of the Housing Authority loans to a first mortgage, in the approximate amount of \$600,000, to allow HHNB to purchase the property.

Koy Stewart, Program Specialist, presented the item and, along with Kelli Kuykendall, Manager and Megan Basinger, Executive Director, responded to commissioners questions.

**Public Comment:**

Fred Allebach provided comment, seeking clarification on the HHNB Mission Statement and asking whether Community Action Network (CAN) is a nonprofit or for-profit organization.

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**A motion was made by Commissioner Smith, seconded by Commissioner Wimmer, motion RECOMMENDATION The Housing and Community Services Department recommends that the Housing Authority, by resolution, conditionally approve the following for Earle Street Apartments, located at 400 Earle Street: 1) transfer of ownership from Sonoma Community Action Network (Sonoma CAN, formerly Community Action Partnership of Sonoma County) to Humanity Housing North Bay (HHNB); 2) assumption of the Housing Authority's Regulatory Agreement and loans, in the principal amount of \$341,650 by HHNB; and 3) subordination of the Housing Authority loans to a first mortgage, in the approximate amount of \$600,000, to allow HHNB to purchase the property. The motion carried by the following vote:**

**Yes:** 4 - Vice Chair Downey Ph. D, Commissioner Cappio, Commissioner Smith and Commissioner Wimmer

**Absent:** 1 - Commissioner Conte

**Abstain:** 1 - Chair Owen

#### **14. ADJOURNMENT**

Seeing no further business Vice-Chair Downey adjourned the meeting at 2:24PM.