



City of Santa Rosa

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

HOUSING AUTHORITY REGULAR MEETING AGENDA AND SUMMARY REPORT JUNE 17, 2024

1:30 P.M.

HOUSING AUTHORITY MEMBERS WILL BE PARTICIPATING IN THIS MEETING IN THE COUNCIL CHAMBER AT 100 SANTA ROSA AVENUE. ALL PUBLIC COMMENTS WILL BE PROVIDED IN PERSON OR VIA EMAIL IN ADVANCE OF THE MEETINGS.

MEMBERS OF THE PUBLIC CAN PARTICIPATE IN THE MEETING BY ATTENDING IN-PERSON FROM THE COUNCIL CHAMBER AT 100 SANTA ROSA AVENUE (IT IS RECOMMENDED THAT SOCIAL DISTANCING BE OBSERVED).

THE PUBLIC CAN ALSO VIEW OR LISTEN TO THE MEETING LIVE AT:

- 1. [HTTPS://SANTA-ROSA.LEGISTAR.COM/CALENDAR](https://santa-rosa.legistar.com/calendar). CLICK ON THE "IN PROGRESS" LINK TO VIEW;**
- 2. VIA ZOOM WEBINAR BY VISITING [HTTPS://SRCITY-ORG.ZOOM.US/J/85199765579](https://srcity-org.zoom.us/j/85199765579) OR BY DIALING 877-853-5257 AND ENTERING WEBINAR ID: 851-9976-5579**
- 3. COMCAST CHANNEL 28, AT&T U-VERSE CHANNEL 99; AND**
- 4. VIA YOUTUBE AT [HTTPS://WWW.YOUTUBE.COM/CITYOFSANTAROSA](https://www.youtube.com/cityofsantarosa)**

IN THE EVENT A BOARD MEMBER PARTICIPATES REMOTELY BASED ON JUST CAUSE OR EMERGENCY CIRCUMSTANCES PURSUANT TO AB 2449, THE CITY WILL ALSO ALLOW FOR PUBLIC COMMENT THROUGH THE ZOOM LINK OR DIAL-IN NUMBER ABOVE.

1. CALL TO ORDER

2. REMOTE PARTICIPATION UNDER AB 2449 (IF NEEDED)

To consider and take action on any request from a Board Member to participate in a meeting remotely due to Just Cause or Emergency Circumstances pursuant to AB 2449 (Government Code Section 54953(f)).

3. ROLL CALL

4. STATEMENTS OF ABSTENTION

5. STAFF BRIEFING

5.1 HOUSING AUTHORITY FY 2023/24 QUARTER 3 FINANCIAL UPDATE

This memo summarizes Housing Authority (“Authority”) expenditures and funding for July 1, 2023 - March 31, 2024.

Attachments: [Memorandum](#)

6. STUDY SESSION

6.1 FISCAL YEAR 2024-2025 NOTICE OF FUNDING AVAILABILITY PRIORITIES

The Housing Authority held a Study Session to review the upcoming 2024-2025 NOFAs at its April 22, 2024, meeting and directed staff to incorporate changes related to a priority for applications for rehabilitation as the eligible use of funds when the rehabilitation results in adding affordable units to the Authority’s portfolio. This Study Session will discuss the updated priorities for the Fiscal Year 2024-2025 NOFAs, review the Point Scoring System and seek further direction from the Authority.

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

7. 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.

8. APPROVAL OF MINUTES

8.1 Draft Minutes - May 24, 2024.

Attachments: [Draft Minutes - May 24, 2024](#)

9. CHAIRPERSON/ COMMISSIONER REPORTS

9.1 APPOINTMENT OF AD HOC COMMITTEE TO PLAN PROPERTY TOURS - For Housing Authority Action.

10. COMMITTEE REPORTS

11. EXECUTIVE DIRECTOR REPORTS/ COMMUNICATION ITEMS:

11.1 ANNUAL ADJUSTMENT TO THE HOUSING AUTHORITY FEE SCHEDULE

Attachments: [Memorandum](#)

11.2 PENDING DEVELOPMENT PIPELINE UPDATE - Provided for information.

Attachments: [Memorandum](#)
[Attachment 1](#)

12. CONSENT ITEMS

13. REPORT ITEMS

13.1 REPORT - REQUEST TO RELEASE THE REGULATORY AGREEMENT AND DEED OF TRUST FOR INDIVIDUALS NOW, INC. DBA SOCIAL ADVOCATES FOR YOUTH (SAY) UPON SALE OF PROPERTY AND REPAYMENT OF LOAN - RE: 1243 RIPLEY STREET SANTA ROSA.

BACKGROUND: On July 27, 1992, the Authority awarded a \$47,000 loan to Individuals Now, Inc. DBA Social Advocates for Youth for

acquiring a youth shelter at 1243 Ripley Street, Santa Rosa, CA. Upon the loan's maturity on August 4, 2023, the Authority extended the repayment date by 15 years, forgave accrued interest, and set future interest at 0% to ensure continued access to the shelter. The property, restricted by a Regulatory Agreement with the Housing Authority's loan secured by a Deed of Trust is now subject to Chapter 7 bankruptcy proceedings and is being prepared for sale. Approval of the request to release the Deed of Trust and Regulatory Agreement upon the property's sale and repayment of the loan will allow the Housing Authority to recoup its original investment of \$47,000.

RECOMMENDATION: It is recommended by the Housing and Community Services Department that the Housing Authority, by resolution, authorize the termination and release of the Regulatory Agreement and Deed of Trust with Individuals Now, Inc. DBA Social Advocates for Youth for the youth shelter located at 1243 Ripley Street upon the sale of the property and repayment of the outstanding principal of the Housing Authority Loan No. 9021-0274-93.

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

13.2 REPORT - FISCAL YEAR 2024/25 HOUSING AUTHORITY BUDGET ADOPTION

BACKGROUND: The Authority's annual budget process runs concurrently with the City's process from January through June. The Executive Director of the Authority must submit an expenditure, revenue, and transfer budget for all Authority programs for approval by the Authority Commissioners, which then becomes the formal budget for the next fiscal year. Annually, the Authority is asked to adopt the budget at their June meeting in advance of City Council budget approval; the City Council will review the Citywide FY 2024/25 budget on June 18, 2024.

RECOMMENDATION: It is recommended by the Housing & Community Services Department that the Housing Authority, by resolution, adopt

the proposed budget for Fiscal Year 2024/25.

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

13.3 REPORT - UPDATE TO HOUSING CHOICE VOUCHER PROGRAM ADMINISTRATIVE PLAN - NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE (NSPIRE) INSPECTION STANDARDS AND POLICY

BACKGROUND: The Administrative Plan is the major policy document guiding the ongoing administration of the federally regulated Housing Choice Voucher (HCV) program. Each Public Housing Agency (PHA) administering an HCV program is required to establish an Administrative Plan to outline the federal regulations and, where allowed under the law, enact local policies pertaining to the HCV program. The Administrative Plan must be reviewed at a public meeting and approved by the PHA's Board of Commissioners.

RECOMMENDATION: It is recommended by the Department of Housing and Community Services that the Housing Authority, by resolution, adopt the Housing Choice Voucher Program Administrative Plan Chapter 8 - National Standards for the Physical Inspection of Real Estate and Rent Reasonableness Determinations effective July 1, 2024 to complete the implementation of National Standards for the Physical Inspection of Real Estate (NSPIRE) inspections for the Housing Choice Voucher and related programs of the Housing Authority.

Attachments: [Staff Report](#)
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14. ADJOURNMENT

Housing Authority

JUNE 17, 2024

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>

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.