



**Housing Authority
Regular Meeting Minutes - Draft**

Monday, January 25, 2021

1:30 PM

1. CALL TO ORDER

Chair Owen called the meeting to order at 1:01 PM.

2. ROLL CALL

Present 5 - Commissioner Stephen Burke, Commissioner Wayne Downey Ph. D,
Commissioner Phil Olsen, Vice Chair Diane Test, and Chair Jeffrey
Owen

3. ANNOUNCEMENT OF CLOSED SESSION ITEMS

PUBLIC COMMENT

NONE

Chair Owen recessed the meeting to closed session to discuss
Item 3.1 as listed on the agenda:

**3.1 CONFERENCE WITH REAL PROPERTY NEGOTIATOR
(Government Code Section 54956.8)**

Property: 983 Sonoma Avenue, Santa Rosa. APN 009-171-029
Agency Negotiator: Megan Basinger, Interim Director
Negotiating Parties: Southwest Community Health Center dba Santa
Rosa Community Health Centers
Under Negotiations: Terms of Lease

**Chair Owen adjourned closed session and reconvened to regular session at
1:31 PM.**

4. ANNOUNCEMENT OF ROLL CALL

No new roll call taken due to all Housing Authority Commissioners
still being present in the meeting.

5. REPORT, IF ANY, ON CLOSED SESSIONS

City Attorney Jeff Berk reported Housing Authority met in Closed

Session on Item 3.1, conference with real property negotiator, noting direction was given to the agency negotiator.

6. STATEMENTS OF ABSTENTION

Chair Owen announced abstention from Report Items 14.1 and 14.2.

7. STUDY SESSION - NONE.

8. PUBLIC COMMENTS (ON NON-AGENDA ITEMS)

NONE

9. APPROVAL OF MINUTES

9.1 December 14, 2020 - Draft Minutes

Approved as submitted with Commissioner Downey abstaining.

10. CHAIRMAN/ COMMISSIONER REPORTS

NONE

11. COMMITTEE REPORTS

NONE

12. EXECUTIVE DIRECTOR REPORTS/ COMMUNICATION ITEMS:

12.1 ACCEPTING APPLICATIONS FOR HOUSING AUTHORITY COMMISSIONER VACANCIES - Provided for Information Only.

The Housing Authority is now accepting applications for two Commissioner vacancies. Applications can be found online at <https://srcity.org/183> or a hard copy can be obtained by calling Steve Brown at 707-543-4310.

The purpose of the Housing Authority is to ensure adequate, decent, safe and sanitary housing for qualified people within Santa Rosa consistent with federal, state and local laws. The Housing Authority primarily consists of the Santa Rosa Housing Trust, and Rental Housing Assistance programs, both of which are responsible for improving the quality and affordability of housing in the City. Key objectives include:

- Commit funds to developers of new affordable units
- Administer contracts with developers of new affordable units pursuant to the Housing Allocation Plan.
- Provide rental assistance to approximately 2,000 families with the funds allocated by HUD to the City of Santa Rosa.

Megan Basinger, Interim Director of Housing and Community Services, gave a brief presentation and answered Commissioner's questions.

presented

12.2 HOUSING AUTHORITY FY 2020-21 Q1 FINANCIAL REPORT -
Provided for information.

Kate Goldfine, Administrative Services Officer, and Rebecca Lane, Housing and Community Services Manager, gave a brief presentation and answered Commissioner's questions.

PUBLIC COMMENT FOR 12.1 AND 12.2

NONE

presented

13. CONSENT ITEMS - NONE.

14. REPORT ITEMS

Chair Owen recused himself for remainder of the meeting.

14.1 REPORT - COMMUNITY DEVELOPMENT BLOCK GRANT -
DISASTER RECOVERY NOTICE OF FUNDING AVAILABILITY -
FUNDING RECOMMENDATIONS

BACKGROUND: In response to the Community Development Block Grant - Disaster Recovery (CDBG-DR) Notice of Funding Availability ("NOFA") for the Disaster Recovery - Multifamily Housing Program (DR-MHP) announcing approximately \$38 million of funds for affordable housing, the Housing Authority received seventeen applications requesting \$149 million for 1,283 total new units. A separate Request for Proposals (RFP) for Project-Based Vouchers was conducted simultaneously with the intent to improve the financial feasibility of

projects seeking DR-MHP or other competitive financing. The timelines for both the NOFA and the RFP were expedited in an effort to position projects applying for 4% tax credits in February 2021. A joint City Council and Housing Authority Ad-Hoc Review Committee comprised of Councilmembers Sawyer and Schwedhelm and Housing Authority Commissioners Burke and Test met to review the projects that had responded to the DR-MHP NOFA.

RECOMMENDATION: It is recommended by the joint City Council and Housing Authority Ad-Hoc Review Committee and the Housing and Community Services Department that the Housing Authority, by resolutions, approve conditional commitments of funds to: 1) BRJE Phase I Housing Partners, L.P. in the amount of \$11,917,110 for construction-related costs for 3575 Mendocino Avenue Phase I; 2) Caritas Homes Phase I L.P. in the amount of \$8,945,657 for construction-related costs for Caritas Homes Phase I; 3) The Cannery at Railroad Square, L.P. in the amount of \$10,300,000 for construction-related costs for The Cannery at Railroad Square; 4) WSA Burbank Housing Partners I, L.P. in the amount of \$5,000,000 for construction-related costs for Burbank Avenue Apartments; and 5) Caufield Lane Senior Housing, Inc. in the amount of \$2,190,340 for construction and rehabilitation-related costs for Linda Tunis Senior Apartments, and authorize staff to submit the respective project applications to the California Department of Housing and Community Development for approval.

Nicole Rathbun, Program Specialist II, gave a brief presentation on 3575 Mendocino Ave Phase I and answered Commissioner's questions.

Larry Florin from Burbank Housing answered Commissioner's questions about 3575 Mendocino Ave Phase I.

Nicole Rathbun, Program Specialist II, gave a brief presentation on Caritas Homes Phase I and answered Commissioner's questions.

Nicole Rathbun, Program Specialist II, gave a brief presentation on The Cannery at Railroad Square.

Nicole Rathbun, Program Specialist II, gave a brief presentation on Burbank Avenue Apartments and answered Commissioner's questions.

Nicole Rathbun, Program Specialist II, gave a brief presentation on Linda Tunis Senior Apartments and answered Commissioner's questions.

PUBLIC COMMENT

Linda Adriene expressed her desire for the Commission to pass the resolution for 3575 Mendocino.

Efren Carrillo, Housing Director for Burbank Housing, gave commendation to staff about the effort put into the proposals and recommendations.

Luke Lindenbusch, Project and Policy Coordinator for Generation Housing, gave support for 3575 Mendocino, Caritas Village, and the Cannery Row projects.

Jan Lindenthal, Chief Real Estate Development Officer for Midpen Housing, requested an appeal for their project submission, Mahonia Glen, to be awarded funding for the housing projects.

Don Lusty, Director of Development for the John Stewart Company, gave commendation to the City and staff in regard to The Cannery at Railroad Square project.

Peter Schellinger, Waterstone Residential, gave commendation to the Ad Hoc Committee and staff for their work and their recommendation for funding for Burbank Avenue Apartments.

Mary Stompe, Executive Director of Pep Housing, gave commendation for the funding of the Linda Tunis Senior Apartments as an honor to a resident who passed during the Tubbs Fire.

Kristopher J. Lopez, Disaster Relief Attorney with Legal Aid of Sonoma County, shared Legal Aid's official support of funding towards the 3575 Mendocino Avenue project.

Kevin Riley, Regional Representative at Greenbelt Alliance, shared sympathy for the lives that were impacted at the former Journey's End and shared support for the 3575 Mendocino Avenue project.

Ali Gaylord, Director of Housing Development for Midpen Housing at the Northbay office, urged the Housing Authority reconsider the Mahonia Glen project due to the concern about the funding sources for the other project applications, debated the award of funding to other organizations instead of Mahonia Glen, and the speed of construction timelines for the other projects versus Mahonia Glen.

Michelle Gervey, on behalf of the team at the John Stewart Company, gave commendation to City staff, Boards and Commissions, City Council, Housing Authority, and the Ad Hoc Committee in regard to the funding for all of the projects, especially The Cannery project.

A motion was made by Commissioner Burke, seconded by Commissioner Downey to approve as submitted and adopt:

RESOLUTION NO. 1701 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROVING A CONDITIONAL COMMITMENT OF DISASTER RECOVERY – MULTIFAMILY HOUSING PROGRAM LOAN FUNDS IN THE AMOUNT OF \$11,917,110 TO BRJE PHASE I HOUSING PARTNERS FOR CONSTRUCTION-RELATED COSTS FOR 3575 MENDOCINO AVENUE, PHASE I, 3575 MENDOCINO, SANTA ROSA, CALIFORNIA; A PORTION OF APN 173-030-001; LOAN NO. 5021-3265-21

The motion carried by the following vote:

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

Abstain: 1 - Chair Owen

A motion was made by Commissioner Burke, seconded by Commissioner Olsen to approve as submitted and adopt:

RESOLUTION NO. 1702 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROVING A CONDITIONAL COMMITMENT OF DISASTER RECOVERY – MULTIFAMILY HOUSING PROGRAM LOAN FUNDS IN THE AMOUNT OF \$8,945,657 TO CARITAS HOMES PHASE I, L.P FOR CONSTRUCTION-RELATED COSTS FOR CARITAS HOMES, PHASE I, LOCATED AT MORGAN AND 7TH STREET, SANTA ROSA, CALIFORNIA; APNs 010-041-001, 010-041-015, and 010-041-016; LOAN NO. 5020-3275-21

The motion carried by the following vote:

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

Abstain: 1 - Chair Owen

Nicole Rathbun, Program Specialist II, responded to Commissioner Burke's request for additional information in regards to the public comments from Mid Pen about the Mahonia Glen project, which was not selected.

A motion was made by Commissioner Burke, seconded by Commissioner Olsen to approve as submitted and adopt:

RESOLUTION NO. 1704 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROVING A CONDITIONAL COMMITMENT OF DISASTER RECOVERY – MULTIFAMILY HOUSING PROGRAM LOAN FUNDS IN THE AMOUNT OF \$5,000,000 TO WSA BURBANK HOUSING PARTNERS I, L.P. FOR CONSTRUCTION-RELATED COSTS FOR BURBANK AVENUE APARTMENTS, 1780 BURABNK AVENUE, SANTA ROSA, CALIFORNIA; A PORTION OF APN 126-361-003; LOAN NO. 5031-3295-21

The motion carried by the following vote:

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

Abstain: 1 - Chair Owen

A motion was made by Commissioner Burke, seconded by Commissioner Olsen to approve as submitted and adopt:

RESOLUTION NO. 1703 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROVING A CONDITIONAL

COMMITMENT OF DISASTER RECOVERY – MULTIFAMILY HOUSING PROGRAM LOAN FUNDS IN THE AMOUNT OF \$10,300,000 TO THE CANNERY AT RAILROAD SQUARE, L.P. FOR CONSTRUCTION-RELATED COSTS FOR THE CANNERY AT RAILROAD SQUARE, 3 WEST THIRD STREET, SANTA ROSA, CALIFORNIA; APN 010-017-018 AND A PORTION OF 010-171-012; LOAN NO. 5930-3285-21

The motion carried by the following vote:

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

Abstain: 1 - Chair Owen

A motion was made by Commissioner Burke, seconded by Commissioner Olsen to approve as submitted and adopt:

RESOLUTION NO. 1705 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROVING A CONDITIONAL COMMITMENT OF DISASTER RECOVERY – MULTIFAMILY HOUSING PROGRAM LOAN FUNDS IN THE AMOUNT OF \$2,190,340 TO CAULFIELD LANE SENIOR HOUSING, INC. FOR CONSTRUCTION-RELATED COSTS FOR THE LINDA TUNIS SENIOR APARTMENTS, 600 Acacia LANE, SANTA ROSA, CALIFORNIA; a portion of APN 182-520-088; LOAN NO. 5922-3305-21

The motion carried by the following vote:

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

Abstain: 1 - Chair Owen

14.2 REPORT - DECEMBER 2020 REQUEST FOR PROPOSALS FOR PROJECT BASED VOUCHERS - FUNDING RECOMMENDATIONS FOR 3575 MENDOCINO AVE PHASE I, BURBANK AVENUE APARTMENTS, THE CANNERY AT RAILROAD SQUARE, DEL NIDO APARTMENTS AND LINDA TUNIS SENIOR APARTMENTS

BACKGROUND: On November 3, 2020, the City of Santa Rosa Housing Authority released a Request for Funding Proposals (RFP) for up to 80 Project-Based Vouchers (PBVs) with the intent to improve the financial feasibility of projects seeking Community Development Block Grant - Disaster Relief (CDBG-DR) or other competitive financing. The RFP was released in conjunction with a separate, concurrent NOFA for

approximately \$38 million in CDBG-DR funds. All final awards of vouchers will be contingent upon the project receiving the competitive funding the PBVs are being used to leverage; in the case of new construction projects, final awards are also contingent upon a successful completion of a Department of Housing and Urban Development (HUD) Subsidy Layering Review (SLR), and all projects must complete an environmental review. The RFP deadline was December 3, 2020; 15 proposals were initially received with requests for a total of 259 vouchers. A Housing Authority Ad-Hoc Review Committee comprised of Housing Authority Commissioners Burke and Test met to review the projects and made unanimous recommendations for a total of 80 vouchers across five projects. The Housing Authority approval of the proposals will authorize staff to enter into the appropriate Housing Assistance Payments contract(s) as required under the PBV regulations at 24 CFR part 983.

RECOMMENDATION: It is recommended by the Housing Authority Project-Based Voucher (PBV) Request for Proposal (RFP) Ad Hoc Committee and the Department of Housing and Community Services that the Housing Authority, by resolutions, approve conditional commitments of: 1) thirty (30) vouchers to BRJE Phase I Housing Partners, L.P. (Related California) for 3575 Mendocino Avenue Phase 1 located at 3575 Mendocino Avenue; 2) four (4) vouchers to WSA Burbank Housing Partners I, L.P., (Waterstone Residential) for Burbank Avenue Apartments located at 1780 Burbank Avenue; 3) thirty-three (33) vouchers to The Cannery at Railroad Square, L.P. for The Cannery at Railroad Square located at 3 West Third Street and 60 West 6th Street; 4) eight (8) vouchers to Eden Housing Development, Inc. for Del Nido Apartments located at 850 Russell Avenue; and 5) five (5) vouchers to Petaluma Ecumenical Properties, dba PEP Housing for Linda Tunis Senior Apartments located at 600 Acacia Lane.

Rebecca Lane, Housing and Community Services Manager, gave a presentation and answered Commissioner's questions.

Don Lusty, John Stewart Company, expressed appreciation for the City and Ad Hoc Committee's support for The Cannery at Railroad Square project.

City Attorney Jeff Berk commented regarding an error in a resolution

for Item 14.1 in regards to the Linda Tunis Senior Apartments. The address was incorrectly referenced as 625 Acacia Lane and it should be 600 Acacia Lane. Housing Authority Commissioners accepted this address change as part of the motion and vote that had taken place.

PUBLIC COMMENT

NONE

A motion was made by Commissioner Burke, seconded by Commissioner Olsen to approve as submitted and adopt:

RESOLUTION NO. 1706 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA ALLOCATING THIRTY (30) PROJECT-BASED HOUSING CHOICE VOUCHERS FOR 3575 MENDOCINO AVENUE PHASE I, AWARDING TO BRJE PHASE I HOUSING PARTNERS, L.P. UNDER A TWENTY (20) YEAR PROJECT-BASED HOUSING ASSISTANCE PAYMENTS (HAP) CONTRACT

The motion carried by the following vote:

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

Abstain: 1 - Chair Owen

A motion was made by Commissioner Burke, seconded by Commissioner Olsen to approve as submitted and adopt:

RESOLUTION NO. 1707 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA ALLOCATING FOUR (4) PROJECT-BASED HOUSING CHOICE VOUCHERS FOR BURBANK AVENUE APARTMENTS, AWARDING TO WSA BURBANK HOUSING PARTNERS I, L.P. UNDER A TWENTY (20) YEAR PROJECT-BASED HOUSING ASSISTANCE PAYMENTS (HAP) CONTRACT

The motion carried by the following vote:

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

Abstain: 1 - Chair Owen

A motion was made by Commissioner Burke, seconded by Commissioner Olsen to approve as submitted and adopt:

RESOLUTION NO. 1708 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA ALLOCATING THIRTY-THREE (33) PROJECT-BASED HOUSING CHOICE VOUCHERS FOR THE CANNERY AT RAILROAD SQUARE, AWARDED TO THE CANNERY AT RAILROAD SQUARE, L.P. UNDER A TWENTY (20) YEAR PROJECT-BASED HOUSING ASSISTANCE PAYMENTS (HAP) CONTRACT

The motion carried by the following vote:

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

Abstain: 1 - Chair Owen

A motion was made by Commissioner Burke, seconded by Commissioner Olsen to approve as submitted and adopt:

RESOLUTION NO. 1709 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA ALLOCATING EIGHT (8) PROJECT-BASED HOUSING CHOICE VOUCHERS FOR DEL NIDO APARTMENTS, AWARDED TO EDEN DEVELOPMENT, INC. UNDER A TWENTY (20) YEAR PROJECT-BASED HOUSING ASSISTANCE PAYMENTS (HAP) CONTRACT

The motion carried by the following vote:

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

Abstain: 1 - Chair Owen

A motion was made by Commissioner Burke, seconded by Commissioner Olsen to approve as submitted and adopt:

RESOLUTION NO. 1710 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA ALLOCATING FIVE (5) PROJECT-BASED HOUSING CHOICE VOUCHERS FOR LINDA TUNIS SENIOR APARTMENTS, AWARDED TO PETALUMA ECUMENICAL PROPERTIES, DBA PEP HOUSING, UNDER A TWENTY (20) YEAR PROJECT-BASED HOUSING ASSISTANCE PAYMENTS (HAP) CONTRACT

The motion carried by the following vote:

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

Abstain: 1 - Chair Owen

15. ADJOURNMENT

Vice Chair Test adjourned the meeting at 4:00 PM.

Approved on:

Steven V. Brown

Recording Secretary