



**Housing Authority  
Regular Meeting Minutes - Draft**

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Monday, November 22, 2021

1:30 PM

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**1. CALL TO ORDER**

Chair Test called the meeting to order at 1:30PM.

**2. ROLL CALL**

**Present 7** - Chair Diane Test, Vice Chair Jeffrey Owen, Commissioner Stephen Burke, Commissioner Wayne Downey Ph. D, Commissioner Thomas LaPenna, Commissioner Scott McWhorter, and Commissioner Yvonne Rawhouser

**3. STATEMENTS OF ABSTENTION**

NONE

**4. STUDY SESSION**

Megan Basinger, Interim Director Housing and Community Services, introduced item 4.1.

**4.1 AFFORDABLE HOUSING: COMPLIANCE OVERVIEW**

This will be an opportunity for the Housing and Community Services Department (HCS) to inform Housing Authority and members for the public about HCS's responsibility for maintaining compliance on Affordable Housing. The purpose of this study session is to provide an overview of the compliance portfolio. HCS will report on the summary of the portfolio, the types of compliance, and the general reporting requirements.

Jennifer Mendoza, Housing and Community Services Technician, gave a presentation and answered Commissioner questions.

Rebecca Lane, Housing and Community Services Manager, assisted in answering Commissioner questions.

Public Comment:  
NONE

## **5. PUBLIC COMMENTS (ON NON-AGENDA ITEMS)**

NONE

## **6. APPROVAL OF MINUTES**

6.1 October 25, 2021 - Draft Minutes.

Approved as submitted.

## **7. STAFF BRIEFINGS**

Megan Basigner, Interim Director Housing and Community Services, introduced item 7.1.

7.1 HOUSING AUTHORITY FY 2021/22 Q1 FINANCIAL REPORT

This staff briefing summarizes Housing Authority (“Authority”) expenditures and funding sources for Quarter 1 of Fiscal Year 2021/22 (July 1, 2021 - September 30, 2021).

Kate Goldfine, Administrative Services Officer Housing and Community Services, provided information and answered Commissioner questions.

Nicole Rathbun, Interim Manager Housing and Community Services, assisted in answering Commissioner questions.

Public Comment:

NONE

## **8. CHAIRMAN/ COMMISSIONER REPORTS**

NONE

## **9. COMMITTEE REPORTS**

NONE

## **10. EXECUTIVE DIRECTOR REPORTS/ COMMUNICATION ITEMS:**

Megan Basinger, Interim Director Housing and Community Services, provided information regarding Housing and Community Services

programs and progress with CDBG-DR projects.

## 11. CONSENT ITEMS

Megan Basinger, Interim Director Housing and Community Services, introduced item 11.1.

Julie Garen, Housing and Community Services Program Specialist, answered Commissioner questions.

Public Comments:

NONE

### 11.1 RESOLUTION - ACCEPTANCE OF THE \$2,737,433 HOME INVESTMENT PARTNERSHIPS - AMERICAN RESCUE PLAN GRANT AWARD AND BUDGET APPROPRIATION

RECOMMENDATION: It is recommended by the Housing and Community Services Department that the Housing Authority, by resolution: 1) accept the Home Investment Partnerships - American Rescue Plan ("HOME-ARP") grant award; 2) approve an appropriation of funds to the Housing Authority's budget in an amount up to \$2,737,433 for affordable housing activities; and 3) authorize the City Manager to execute the necessary program documents.

**A motion was made by Vice Chair Owen, seconded by Commissioner LaPenna, to waive reading of the text and adopt Consent Items.**

**RESOLUTION NO. 1729 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA ACCEPTING A GRANT AWARD FOR THE HOME INVESTMENT PARTNERSHIPS - AMERICAN RESCUE PLAN (HOME-ARP), APPROVING THE BUDGET APPROPRIATION AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE NECESSARY PROGRAM DOCUMENTS**

**The motion carried by the following vote:**

**Yes:** 7 - Chair Test, Vice Chair Owen, Commissioner Burke, Commissioner Downey Ph. D, Commissioner LaPenna, Commissioner McWhorter and Commissioner Rawhouser

## 12. REPORT ITEMS

NONE

### **13. ADJOURNMENT**

Seeing no further business, Chair Test adjourned the meeting at 2:25PM.

**Approved on:**

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**Steven V. Brown,  
Recording Secretary**