



**Housing Authority  
Regular Meeting Minutes - Draft**

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Monday, June 26, 2023

1:30 PM

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**1. CALL TO ORDER**

Chair Owen called the meeting to order at 1:31PM.

**2. ROLL CALL**

**Present** 4 - Chair Jeffrey Owen, Vice Chair Thomas LaPenna, Commissioner Yvonne Rawhouser, and Commissioner Andrew Smith

**Absent** 3 - Commissioner Wayne Downey Ph. D, Commissioner Scott McWhorter, and Commissioner Jeremy Newton

**3. STATEMENTS OF ABSTENTION**

NONE

**4. STAFF BRIEFING**

**4.1 HOUSING AUTHORITY FY 2022/23 QUARTER 3 FINANCIAL REPORT**

This Staff Briefing summarizes Housing Authority (“Authority”) expenditures and funding for July 1, 2022 - March 31, 2023.

Kate Goldfine, Administrative Services Officer, gave a presentation and answered Commissioner questions.

Public Comment:

Duane DeWitt made comments regarding the Lantana Project, and questioned the use of funds committed for current projects.

**4.2 HUD-VETERANS AFFAIRS SUPPORTIVE HOUSING (VASH) PROGRAM BRIEFING**

This briefing provides an overview of the HUD VASH program.

Rebecca Lane, Housing and Community Services Manager, gave a

presentation and answered Commissioner questions.

**Public Comment:**

Duane DeWitt made comments regarding Sonoma County policies from twenty years ago relating to giving veterans housing preferences and stated that the people at Veteran's Affairs are not aware of available vouchers.

David Harris made comments regarding what he considers a surprising choice for Veteran's Affairs to choose Santa Rosa as the recipient of the bulk of HUD VASH vouchers and how vouchers can lead to increased funding for new projects.

## **5. STUDY SESSION**

NONE

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

Duane DeWitt made comments regarding how affordable housing seems much more expensive to build than conventional construction.

David Harris made comments regarding the financing of affordable housing structures and how this can be affected by project based vouchers.

## **7. APPROVAL OF MINUTES**

7.1 Draft Minutes - April 24, 2023

Approved as submitted.

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

Chair Owen requested information regarding the NOFA process and submission of applications.

Megan Basinger, Executive Director, answered Commissioner questions.

Chair Owen recommended Vice-Chair LaPenna and Commissioner Newton to serve on an ad hoc committee regarding NOFA submissions. Chair Owen recommended that Commissioner Smith serve as a back-up if Commissioner Newton cannot serve on the committee.

Public Comments:

None

## **9. COMMITTEE REPORTS**

NONE

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

- 10.1** COMMUNICATION - PENDING DEVELOPMENT PIPELINE UPDATE  
Provided for information.

Megan Basinger, Executive Director, made comments regarding NOFA submissions, current leasing progress at several recently completed affordable housing projects, applications being accepted for the Housing Choice Voucher waiting list, and answered Commissioner questions.

Public Comments:

Duane DeWitt made comments regarding the needs of the very low income residents and how they are not met relating to housing.

David Harris made comments regarding data related to the construction of affordable units in the City. He also commented upon the number of veterans in the area and how this number will change over the next few years.

## **11. CONSENT ITEMS**

- 11.1** RESOLUTION - ACKNOWLEDGEMENT OF PROJECT COMPLETION FOR LINDA TUNIS SENIOR APARTMENTS - COMMUNITY DEVELOPMENT BLOCK GRANT - DISASTER RECOVERY FUNDED,

AFFORDABLE SENIOR HOUSING COMPLEX LOCATED AT 600 ACACIA LANE, SANTA ROSA, CALIFORNIA: A PORTION OF APN 182-520-088.

RECOMMENDATION: It is recommended by the Housing and Community Services Department that the Housing Authority, by resolution, approve a resolution acknowledging the completion of the Linda Tunis Senior Apartments under the Community Development Block Grant Program - Disaster Recovery administered by the California Department of Housing and Community Development.

Chair Owen asked for clarification regarding the item.

Julie Garen, Program Specialist, answered Commissioner questions.

Public Comments:  
None

**A motion was made by Vice Chair LaPenna, seconded by Commissioner Smith, to waive reading of the text and adopt:**

**RESOLUTION 1757 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA ACKNOWLEDGING THE PROJECT COMPLETION OF LINDA TUNIS SENIOR APARTMENTS, A 26-UNIT AFFORDABLE SENIOR HOUSING COMPLEX LOCATED AT 600 ACACIA LANE, SANTA ROSA, CALIFORNIA: A PORTION OF APN 182-520-088.**

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

**Yes:** 4 - Chair Owen, Vice Chair LaPenna, Commissioner Rawhouser and Commissioner Smith

**Absent:** 3 - Commissioner Downey Ph. D, Commissioner McWhorter and Commissioner Newton

## 12. REPORT ITEMS

12.1 REPORT - FISCAL YEAR 2023/24 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 the City Council budget approval; the City Council will review the Citywide FY 2023/24 budget on June 20, 2023.

**RECOMMENDATION:** It is recommended by the Housing & Community Services Department that the Housing Authority, by resolution, adopt the proposed budget for Fiscal Year 2023/24.

Kate Goldfine, Administrative Services Officer, gave a presentation and answered Commissioner questions.

Megan Basinger, Executive Director, assisted in responding to Commissioner questions.

**Public Comments:**

Duane DeWitt, made comment on the adoption of the Housing Authority budget and how it should be prepared long before the City Council adopts the budget. He also made comment that the City budget should always involve the building of public housing.

**A motion was made by Commissioner Smith, seconded by Commissioner Rawhouser, to waive reading of the text and adopt:**

**RESOLUTION 1758 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROVING THE HOUSING AUTHORITY BUDGET FOR FISCAL YEAR 2023/24.**

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

**Yes:** 4 - Chair Owen, Vice Chair LaPenna, Commissioner Rawhouser and Commissioner Smith

**Absent:** 3 - Commissioner Downey Ph. D, Commissioner McWhorter and Commissioner Newton

### **13. ADJOURNMENT**

Seeing no further business, Chair Owen adjourned the meeting at 2:51PM.

**Approved on:**

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**Steven V. Brown,  
Recording Secretary**