



City of Santa Rosa

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

HOUSING AUTHORITY REGULAR MEETING AGENDA AND SUMMARY REPORT NOVEMBER 27, 2017

1:30 P.M. - REGULAR SESSION (COUNCIL CHAMBER)

1. CALL TO ORDER

2. ROLL CALL

3. STUDY SESSION

3.1 REVIEW OF HOUSING AUTHORITY DISASTER REPORT AND RECOVERY STRATEGIES

BACKGROUND: The purpose of this study session is to provide information regarding the impacts of the October wildfires on the Department of Housing and Community Services programs, as well as a review of the recovery activities undertaken by the Department.

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

4. PUBLIC COMMENTS

5. STATEMENTS OF ABSTENTION

6. APPROVAL OF MINUTES

6.1 June 12, 2017, Special Meeting Minutes

Attachments: [Draft Minutes](#)

6.2 July 11, 2017, Special Meeting Minutes

Attachments: [Draft Minutes](#)

7. CHAIRMAN/ COMMISSIONER REPORTS

8. COMMITTEE REPORTS

9. DIRECTOR'S REPORTS/ COMMUNICATION ITEMS:

Housing Authority

NOVEMBER 27, 2017

- 9.1** HOUSING AUTHORITY MONTHLY ACTIVITIES REPORT - Provided for information.

Attachments: [Communication Memo](#)

- 9.2** ANNUAL ADJUSTMENT TO THE HOUSING AUTHORITY PROCESSING FEE SCHEDULE - Provided for information.

Attachments: [Communication Memo](#)
[Attachment 1](#)
[Attachment 2](#)

- 9.3** FISCAL YEAR 2016/2017 HOUSING SUCCESSOR AGENCY REPORT - Provided for information.

Attachments: [Communication Memo](#)
[Attachment 1](#)

- 9.4** FY 2017/18 FIRST QUARTER FINANCIAL REPORT - Provided for information.

Attachments: [Communication Memo](#)

10. CONSENT ITEMS - NONE

11. REPORT ITEMS

- 11.1** REPORT - HABITAT FOR HUMANITY AGING IN PLACE HOME REPAIR PROGRAM

BACKGROUND: Habitat for Humanity of Sonoma County has requested funding in the amount of \$12,000 to create a program to provide repairs to homes owned and occupied by low-income senior citizens in the City of Santa Rosa. If approved, the Housing Authority's funds would pay for staff and material costs that cannot be met with in-kind donations or volunteer labor.

RECOMMENDATION: It is recommended by the Housing & Community Services Department that the Housing Authority, by resolution, approve a Professional Services Agreement in the amount of \$12,000 with Habitat for Humanity for administration of a program to provide funding to assist low-income senior homeowners with repairs to the exteriors of their homes, the source of funds being Fund 2282/Key 340110.

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

**11.2 REPORT - TRANSFER OF HOUSING AUTHORITY FUNDS TO
REPAY THREE REHABILITATION LOANS MADE TO JOURNEY'S
END MOBILEHOME PARK RESIDENTS**

BACKGROUND: On October 9, 2017, the City of Santa Rosa (City) experienced a devastating wildfire that destroyed or substantially damaged the majority of mobilehomes at Journey's End Mobilehome Park, including two homes with rehabilitation loans funded by the CalHome Owner-Occupied Mobilehome Rehabilitation Program in 2017, and one funded by Community Development Block Grant (CDBG) dollars in 1992. Because the borrowers are low-income (80% AMI or less) senior citizens, and because the insurance settlements these borrowers will receive will not provide adequate resources to replace their homes if they are required to pay back the Housing Authority's loans, staff recommends transferring funds from the Housing Authority Reserves (Fund 2130) and Housing Grant (Fund 2282) into the Housing Authority funds which were the original source of the rehabilitation loans for each borrower as repayment of all three loans to reduce hardship on the borrowers.

RECOMMENDATION: It is recommended by the Housing & Community Services Department that the Housing Authority, by resolution, transfer Housing Authority funds to repay loans totaling \$48,386 for three low-income (80% of Area Median Income [AMI] or less) rehabilitation borrowers who resided in Journey's End Mobilehome Park; two of whose homes were destroyed and one whose home was damaged by the October 2017 wildfires, the source of funds being Fund No. 2130 - Housing Authority Operating Reserve Fund and Fund 2282 - Housing Grant.

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

11.3 REPORT - HOUSING AUTHORITY PLANNING DAY INPUT

BACKGROUND: The Ad-Hoc Planning Day Subcommittee, along with staff, have devised a draft agenda for a possible Housing Authority retreat or Planning Day. Due to the nature of the identified discussion topics and the interest of the Ad-Hoc Subcommittee to utilize Commissioner and staff time in an efficient manner, the Subcommittee expressed interest to receive the input from the full Housing Authority on the best way to proceed.

RECOMMENDATION: It is recommended by the Department of Housing and Community Services that the Housing Authority, by motion, suspend its current effort to prepare for a retreat (a.k.a. Planning Day) and provide direction to staff regarding alternatives to obtain information on topics suggested by the Ad Hoc Committee.

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

12. ADJOURNMENT

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.