



City of Santa Rosa

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

HOUSING AUTHORITY REGULAR MEETING AGENDA AND SUMMARY REPORT - FINAL FEBRUARY 25, 2019

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

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. SEATING OF NEWLY APPOINTED MEMBERS AND ELECTION OF OFFICERS**

3.1 **REPORT - REPORT ON NOMINATION AND ELECTION OF OFFICERS**

BACKGROUND: The Housing Authority Bylaws which were adopted on July 27, 2015 contains updates to Section 2.04 Election of Officers, which postpones the annual election of officers to the next regular meeting of the Authority following City Council appointments to the Authority Board for the new calendar year.

The former Chair and Vice Chair were not re-appointed following the February 12, 2019 Council meeting, and therefore will not be seated as commissioners at the regular meeting. After consultation with the City Attorney and City Clerk, it was decided in this instance the Executive Director would call the meeting to order, perform roll call attendance and the first order of business for the Authority would be to elect their officers.

RECOMMENDATION: The Department of Housing and Community Services recommends that the Housing Authority by motion, elect a Chair and Vice-Chair to preside for the next calendar year with the term of office commencing on February 25, 2019.

Attachments: [Staff Report](#)

- 4. STATEMENTS OF ABSTENTION**

5. DISCUSSION ITEM

5.1 DISCUSSION AND POSSIBLE MOTION TO DETERMINE IF THE HOUSING AUTHORITY WILL DIRECT STAFF TO DEVELOP PRELIMINARY HOUSING AUTHORITY AGENDAS NINE DAYS IN ADVANCE OF THE HOUSING AUTHORITY MEETING

BACKGROUND: At the regular meeting of September 24, 2018 there was a motion and a second to consider a Preliminary Agenda. On October 22, 2018, the Housing Authority voted to place a discussion and possible motion on Preliminary Housing Authority Agenda at a future meeting. On November 26, 2018 the Housing Authority made a motion to direct staff to gather more information regarding the amount of time and costs associated with establishing a preliminary agenda. This item allows the Housing Authority Commissioners to continue the discussion, understand the purpose and expectations, and consider a motion to direct staff to develop a system and provide the Housing Authority Agenda to Commission members nine (9) days in advance of the meeting mirroring City Council Preliminary Agendas. The agenda packet, with staff report, and attachments will follow the regulatory deadline of 72 hours prior to a regular meeting and 24 hours prior to a special meeting.

6. STUDY SESSION

6.1 AFFORDABLE HOUSING MAPPING

BACKGROUND: Demonstration of the Affordable Housing Mapping project that is being developed by staff from the Departments of Housing and Community Services and I.T.

6.2 FY 2019/20 BUDGET PROCESS AND PUBLIC INPUT

BACKGROUND: Early each year, the Housing Authority holds a study session to obtain feedback and comments from the Housing Authority Commissioners and public regarding the annual budget process. Staff will provide an overview of the budget process timeline and anticipated trends for the coming year.

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

7. PUBLIC COMMENTS:

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. To address the Housing Authority you are requested to complete an orange Speaker Card and give it to the Recording Secretary.

8. APPROVAL OF MINUTES

8.1 SEPTEMBER 24, 2018 - DRAFT MEETING MINUTES

Attachments: [Draft Meeting Minutes](#)

8.2 OCTOBER 22, 2018 - DRAFT MEETING MINUTES

Attachments: [Draft Meeting Minutes](#)

8.3 NOVEMBER 26, 2018 - DRAFT MEETING MINUTES

Attachments: [Draft Meeting Minutes](#)

9. CHAIRMAN/ COMMISSIONER REPORTS

10. COMMITTEE REPORTS

11. EXECUTIVE DIRECTOR REPORTS/ COMMUNICATION ITEMS:

11.1 FY 2018/19 QUARTER 2 FINANCIAL REPORT - Provided for information.

Attachments: [Memorandum](#)

11.2 MONTHLY ACTIVITIES REPORT - Provided for information.

Attachments: [Memorandum](#)

12. REPORT ITEMS

12.1 REPORT - 2018 NOTICE OF FUNDING AVAILABILITY - ROUND 2
FUNDING RECOMMENDATIONS: (1) CONDITIONAL FURTHER
ADVANCE COMMITMENT IN THE AMOUNT OF \$285,000.00 TO
COMMUNITY HOUSING SONOMA COUNTY FOR HEARN
VETERANS VILLAGE, 2149 WEST HEARN AVENUE AND (2)
CONDITIONAL LOAN COMMITMENT IN THE AMOUNT OF \$200,000
TO DANCO COMMUNITIES FOR BOYD STREET APARTMENTS,
811 BOYD STREET

BACKGROUND: In response to a Notice of Funding Availability ("NOFA") issued July 26, 2018, announcing approximately \$4.1 million of federal and local funds for affordable housing, the Housing Authority received 11 applications requesting almost \$22 million. On October 22, 2018, the Housing Authority approved funding for two projects totaling \$3.7 million and deferred consideration of additional commitments for remaining funds. On December 12, 2018, the NOFA Ad Hoc Committee and staff reviewed the remaining nine applications and selected four for further consideration of the remaining NOFA funds. One applicant declined to be further considered stating that the remaining funds would be insufficient to finance the project. Two projects are recommended for funding.

RECOMMENDATION: It is recommended by Housing and Community Services Department that the Housing Authority, by two resolutions, (1) approve a conditional Further Advance to Community Housing Sonoma County in the amount of \$285,000 for predevelopment costs associated with 24 units of permanent, supportive veterans housing at its existing Hearn Veterans Village site, 2149 West Hearn Avenue; and (2) approve conditional commitment of loan funds to Danco Communities in the amount of \$200,000 for construction costs for Boyd Street Apartments, 46 rental apartment units, located at 811 Boyd Street.

Attachments: [Staff Report](#)
 [Resolution - Boyd Street Apartments](#)
 [Resolution - Hearn Veterans Village](#)
 [Attachment 1](#)
 [Attachment 2](#)
 [Attachment 3](#)
 [Attachment 4](#)
 [Attachment 5](#)
 [Attachment 6](#)
 [Attachment 7](#)
 [Attachment 8](#)
 [Attachment 9](#)
 [Attachment 10](#)
 [Attachment 11](#)
 [PowerPoint Presentation](#)

**12.2 REPORT - ADOPTION OF ANNUAL PUBLIC HOUSING AGENCY
PLAN AND FIVE-YEAR PUBLIC HOUSING AGENCY PLAN**

BACKGROUND: The Quality Housing and Work Responsibility Act of 1998 requires any housing authority that administers the Section 8 Housing Choice Voucher program to adopt a Public Housing Agency (PHA) Plan with two components: The Five-Year PHA Plan and Annual PHA Plan updates. The City of Santa Rosa Housing Authority submitted its last Five-Year plan in 2014 for 2014-2019; the current plans are an Annual PHA Plan for Fiscal Year 2019-2020 and a Five-Year plan for Fiscal Years 2019-2024. The PHA Plans must be presented at a public meeting and be reviewed by a local Resident Advisory Board (RAB), and any comments by the RAB must be submitted with the PHA plans. The RAB requirement for the City of Santa Rosa is satisfied by the service of Tenant Commissioners on the Santa Rosa Housing Authority who represent the interests of those served by the Section 8 Housing Choice Voucher program. Adoption of the PHA Plan appoints any and all Housing Authority commissioners who are also Housing Choice Voucher program participants as the RAB.

RECOMMENDATION: The Department of Housing and Community Services recommends that the Housing Authority, by resolution, adopt the City of Santa Rosa Housing Authority Annual PHA Plan for Fiscal Year 2019-2020 and PHA Five-Year Plan for Fiscal Years 2019-2024.

Attachments: [Staff Report](#)
 [Resolution](#)
 [Attachment 1](#)
 [Attachment 2](#)
 [PowerPoint Presentation](#)

13. 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.