



City of Santa Rosa

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

Housing Authority Regular Meeting Minutes - Draft

Monday, May 22, 2017

1:30 PM

1. CALL TO ORDER

Chair Downey called the meeting to order at 1:38 p.m.

2. ROLL CALL

Present 6 - Chair Wayne C Downey, Vice Chair David Harris, Commissioner Fran Bolduc, Commissioner Stephen Burke, Commissioner Helga Lemke, and Commissioner Phil Olsen

Absent 1 - Commissioner Delia Gaitan

3. PRESENTATIONS

3.1 PRESENTATION - TRAINING ON ILEGISLATE APP FOR IPAD FOR HOUSING AUTHORITY AGENDA REVIEW PRIOR TO AND DURING HOUSING AUTHORITY MEETINGS

Presented by Daisy Gomez, City Clerk, and Nicole Rathbun,
Administrative Technician.

4. STUDY SESSION

4.1 REVIEW OF FY 2017/18 ADMINISTRATIVE OVERHEAD BUDGET

At the April 24, 2017 FY 2017/18 budget study session, the
Housing Authority requested to review the Housing Authority
administrative overhead budget.

Presented by Kate Goldfine, Administrative Services Officer, and J.
Bradley Wilkes, Project Manager, MGT Consulting.

5. PUBLIC COMMENTS

None

6. STATEMENTS OF ABSTENTION

None.

7. APPROVAL OF MINUTES

7.1 April 24, 2017, Regular Meeting.

Approved as submitted.

8. CHAIRMAN/ COMMISSIONER REPORTS

Chair Downey reported out to advise the Housing Choice Voucher High Performing Agency Award will be presented at the City Council Meeting of May 23, 2017. Director Gouin contributed that there will also be a City Council Special Meeting on May 24, 2017 to discuss Homeless Policy.

Commissioner Burke reported out that he will attend the May 23, 2017 City Council meeting.

Vice Chair Harris advised that he had viewed the designs at the Sonoma County Permit Resource Management Department (PRMD), now called Permit Sonoma, for Roseland Village. The Vice Chair also reported out that he participated in the Rose Parade on May 20th and that he has been advocating for increased student housing at SRJC.

9. COMMITTEE REPORTS

Vice Chair Harris reported that a Planning Day Ad Hoc Committee meeting was held on May 15th and asked Director Gouin to report out about the topics discussed. Director Gouin reported the potential topic themes that were identified including teambuilding, Housing Authority and City Council partnership, affordable housing financing and trends, Housing Authority role in identifying an affordable housing resource, national and regional housing policy review, potential Commissioner training and conference opportunities, technical review of Notice of Funding Availability (NOFA) processes, and educational informational topics for future Study Sessions. The Ad-Hoc Committee will hold another meeting to consider possible agenda items.

Commissioner Lemke responded to ask for a Planning Day agenda to focus on key issues relating to policy, emphasizing the Housing Authority and City Council partnership, to encourage Study Sessions, and to not go into the technical details in the Planning Day.

Vice Chair Harris advised that it was discussed to utilize City staff to help facilitate the teambuilding portion of the Planning Day.

Commissioner Burke commented on the narrow scope of the policy and programs that the Housing Authority has been delegated to administer and reported out about his desire to place an item on the Planning Day Agenda that will identify which direction the Housing Authority Policy should go in as far as priorities for allocating funding, only after any issues causing a potential \$1.4M payback to HUD for Lantana Place is resolved.

Commissioner Lemke advised that she felt Study Sessions are more appropriate for the items being discussed. Commissioner Lemke recommended a Planning Day agenda consist of future planning, Housing Authority purpose, and focal direction; operational changes should be discussed in a future Study Session.

Vice Chair Harris reported that from the NOFA subcommittee, he is aware of another project, the Crossings on Aston, which had funds committed in shortly after Lantana that may pose a similar risk to the Housing Authority.

10. DIRECTOR'S REPORTS/ COMMUNICATION ITEMS:

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

Commissioner Burke requested a future agenda item, at the June meeting if possible, with a report to include an analysis about Lantana Place.

- 10.2** ANNUAL ADJUSTMENT TO THE MAXIMUM COST
SCHEDULE FOR THE LOW INCOME HOUSING
PRODUCTION PROGRAM. Provided for information.

11. REPORT ITEMS

- 11.1** REPORT - ELECTION OF CHAIR AND VICE CHAIR

BACKGROUND: The Housing Authority, in accordance with the Bylaws of the City of Santa Rosa Housing Authority, will elect a Chair and Vice Chair from among its members. The Chair and

Vice Chair will serve terms through the end of calendar year 2017 or until their successors are elected.

RECOMMENDATION: The Department of Housing and Community Services recommends that the Housing Authority, by motion, elect a Chair and Vice Chair in accordance with Section 2.04 of the Bylaws of the Housing Authority of the City of Santa Rosa.

Commissioner Lemke reported out regarding her preference to have a Nominating Committee for Election of Officers in the future.

A motion was made by Vice Chair Harris, seconded by Commissioner Burke, to nominate Chair Downey to continue serving as Chair of the Housing Authority. The motion carried by the following vote:

Yes: 6 - Chair C Downey, Vice Chair Harris, Commissioner Bolduc, Commissioner Burke, Commissioner Lemke and Commissioner Olsen

Absent: 1 - Commissioner Gaitan

A motion was made by Commissioner Burke, seconded by Commissioner Olsen, to nominate Vice-Chair Harris to continue serving as Vice-Chair of the Housing Authority. The motion carried by the following vote:

Yes: 6 - Chair C Downey, Vice Chair Harris, Commissioner Bolduc, Commissioner Burke, Commissioner Lemke and Commissioner Olsen

Absent: 1 - Commissioner Gaitan

12. ADJOURNMENT

Chair Downey adjourned the meeting at 3:26 p.m.