



City of Santa Rosa

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

Housing Authority Special Meeting Minutes - Draft

Monday, June 12, 2017

1:30 PM

1. CALL TO ORDER

Chair Downey called the meeting to order at 1:35 p.m.

2. ROLL CALL

Present 5 - Chair Wayne Downey Ph. D, Vice Chair David Harris, Commissioner Fran Bolduc, Commissioner Stephen Burke, and Commissioner Phil Olsen

Absent 2 - Commissioner Delia Gaitan, and Commissioner Helga Lemke

3. PUBLIC COMMENTS

Duane DeWitt spoke regarding the utilization of camping equipment during the current housing emergency and potential available public land in Santa Rosa.

George Uberti spoke regarding the Housing Authority of the City of Santa Rosa Annual Financial Report.

Larry Florin spoke to thank the Housing Authority for supporting the Catalina Townhomes development.

4. STATEMENTS OF ABSTENTION

Chair Downey advised he would be abstaining from Consent Item 9.1.

5. APPROVAL OF MINUTES

5.1 May 22, 2017, Regular Meeting

Approved as submitted.

6. CHAIRMAN/ COMMISSIONER REPORTS

Chair Downey made a motion to place an item on a future agenda to discuss the meeting attendance of Commissioner Gaitan.

Commissioner Harris seconded the motion. Commissioner Burke

asked staff to explore the possibility of remotely attending the meetings. Legal Counsel, Molly Dillon discussed the Brown Act requirements for remote attendance at Housing Authority meetings.

Commissioner Burke reported that he attended the City Council meeting of May 24, 2017 in which the HUD High Performing Agency Award was presented to Council. Commissioner Burke also advised that he attended the opening of Catalina Townhomes and asked staff to research if self-help programs will be funded by the State in the future.

Vice Chair Harris reported that he attended the opening event for Catalina Townhomes as well. Vice Chair Harris also reported out on the benefits of joining the email mailing list of the National Association of Housing and Redevelopment Officials (NAHRO).

Commissioner Olsen reported out about the outstanding quality of construction of the Catalina Townhomes.

7. COMMITTEE REPORTS

None.

8. DIRECTOR'S REPORTS/ COMMUNICATION ITEMS:

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

Director Gouin asked the Chair to appoint an Ad-Hoc Committee for the HUDVASH Project Based Voucher application review.

Megan Basinger answered clarifying questions regarding the status of tax credits for the Humboldt St. Apartments.

- 8.2** UPDATED INCOME GUIDELINES, AFFORDABLE HOUSING PROGRAM RENTS, MAXIMUM SALES PRICE CHARTS, AND UTILITY ALLOWANCES - Provided for information.

9. CONSENT ITEMS

Approval of the Consent Agenda

A motion was made by Commissioner Burke, seconded by Vice Chair Harris, to waive reading of the text and adopt Consent Item 9.1. The motion carried by the following vote:

Yes: 4 - Vice Chair Harris, Commissioner Bolduc, Commissioner Burke and Commissioner Olsen

Absent: 2 - Commissioner Gaitan and Commissioner Lemke

Abstain: 1 - Chair Downey Ph. D

9.1 RESOLUTION - PROFESSIONAL SERVICES AGREEMENT WITH DISABILITY SERVICES & LEGAL CENTER FOR THE FISCAL YEAR 2017/2018 HOUSING ACCESSIBILITY MODIFICATION GRANT PROGRAM

RECOMMENDATION: It is recommended by the Department of Housing & Community Services that the Housing Authority approve, by resolution, a Professional Services Agreement with Disability Services & Legal Center for the administration of the Housing Accessibility Modification Grant Program in the amount of fifteen thousand dollars (\$15,000) for Fiscal Year 2017/2018 and authorize the Chief Financial Officer to pay all proper costs and claims from Key No. 340101.

This Consent - Resolution was adopted.

RESOLUTION NO. 1629 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH DISABILITY SERVICES & LEGAL CENTER FOR THE FISCAL YEAR 2017/2018 HOUSING ACCESSIBILITY MODIFICATION GRANT PROGRAM

10. REPORT ITEMS

10.1 REPORT - FISCAL YEAR 2017/18 HOUSING AUTHORITY BUDGET ADOPTION

BACKGROUND: The Housing Authority's annual budget process runs concurrently with the City's process from January through June each year. The Executive Director of the Housing Authority is charged with submitting an expenditure, revenue, and transfer budget for all Housing Authority programs for approval by the Housing Authority Commissioners, which then becomes the formal budget for the next

fiscal year. The Housing Authority is asked to adopt the budget at their June meeting each year.

RECOMMENDATION: It is recommended by the Housing & Community Services Department that the Housing Authority, by resolution, adopt the proposed budget for Fiscal Year (FY) 2017/18.

Presented by Kate Goldfine, Administrative Services Officer

PUBLIC COMMENT

George Uberti spoke regarding the Housing Authority Annual Financial Report from Fiscal Year 2016/17.

A motion was made by Commissioner Burke, seconded by Commissioner Olsen, waive reading of the text and adopt:

RESOLUTION NO. 1630 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY APPROVING THE HOUSING AUTHORITY BUDGET FOR FISCAL YEAR 2017/2018.

The motion carried by the following vote:

Yes: 4 - Chair Downey Ph. D, Commissioner Bolduc, Commissioner Burke and Commissioner Olsen

Absent: 2 - Commissioner Gaitan and Commissioner Lemke

Abstain: 1 - Vice Chair Harris

**10.2 REPORT - GRANT AGREEMENTS FOR FISCAL YEAR 2017/2018
PUBLIC SERVICES, FAIR HOUSING, AND HOUSING
OPPORTUNITIES FOR PERSONS WITH AIDS PROGRAMS**

BACKGROUND: On May 2, 2017, via Resolution No. RES-2017-063 the City Council authorized submission of the Fiscal Year 2017/2018 Annual Action Plan and approved funding allocations for the Fiscal Year 2017/2018 public services, fair housing, and Housing Opportunities for Persons with AIDS (HOPWA) programs for a total commitment of \$619,908. The Annual Action Plan will be submitted as directed by the U.S. Department of Housing and Urban Development (HUD), as soon as funding is certain, but not later than August 16.

RECOMMENDATION: It is recommended by the Housing and Community Services Department that the Housing Authority, by

resolution, approve the Fiscal Year 2017/2018 Grant Agreements for public services, fair housing, and Housing Opportunities for Persons with AIDS (HOPWA) programs, and authorize the Executive Director to execute the Agreements for a term of one year each.

Presented by Marjorie Jackson, Program Specialist

A motion was made by Commissioner Burke, seconded by Vice Chair Harris, to waive reading of the text and adopt:

RESOLUTION NO. 1631 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROVING GRANT AGREEMENTS FOR FISCAL YEAR 2017/2018 PUBLIC SERVICES, FAIR HOUSING AND HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS PROGRAMS.

The motion carried by the following vote:

Yes: 5 - Chair Downey Ph. D, Vice Chair Harris, Commissioner Bolduc, Commissioner Burke and Commissioner Olsen

Absent: 2 - Commissioner Gaitan and Commissioner Lemke

10.3 REPORT - HARRIS VILLAGE (FORMERLY COMSTOCK PLACE) MODIFICATION - 2863 WEST STEELE LANE

BACKGROUND: The Housing Authority adopted Resolution No. 1611 on June 13, 2016, approving a commitment of loan funds in the amount of \$180,000 to Habitat for Humanity of Sonoma County ("Habitat") for Harris Village (formerly Comstock Place). At that time, the project included three new ownership houses for low-income households (up to 80% of Area Median Income); and Habitat planned to sell the existing house on the property at market rate to help finance the development. Habitat has since modified the project to rehabilitate the existing home for a low-income Habitat family, rather than sell it on the market. In addition to these project changes, the City Council conditionally committed Affordable Housing Incentive Fund Pilot Program funds for Harris Village on May 23, 2017. Some of the terms of the Council's funding commitment differ from the terms of the Housing Authority's funding commitment.

RECOMMENDATION: It is recommended by the Housing and Community Services Department that the Housing Authority, by resolution, modify certain terms of a previously approved loan

commitment to Habitat for Humanity of Sonoma County for Harris Village (formerly Comstock Place), located at 2863 West Steele Lane, to align with project changes and with the terms of the Council's Affordable Housing Incentive Fund Pilot Program funding commitment.

Presented by Frank Kasimov, Program Specialist

PUBLIC COMMENT

Craig Meltzner with Habitat for Humanity spoke regarding the Harris Village property and advised between the City and Harris Family Foundation, they have achieved % of the funding they need for this project. He also advised that Habitat for Humanity has partnered with for profit companies to acquire land for future projects and answered clarifying questions on behalf of Habitat for Humanity.

George Uberti spoke regarding the Housing Authority Annual Financial Statement for Fiscal Year 2015-16.

A motion was made by Vice Chair Harris, seconded by Commissioner Olsen, to waive reading of the text and adopt:

RESOLUTION NO. 1632 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA MODIFYING TERMS OF A PREVIOUS COMMITMENT OF LOAN FUNDS TO HABITAT FOR HUMANITY OF SONOMA COUNTY IN THE AMOUNT OF \$180,000 FOR HARRIS VILLAGE (FORMERLY COMSTOCK PLACE), AN AFFORDABLE HOME OWNERSHIP DEVELOPMENT, LOCATED AT 2863 WEST STEELE LANE, (APN 015-533-046); LOAN NO. 9029-2611-15.

The motion carried by the following vote:

Yes: 5 - Chair Downey Ph. D, Vice Chair Harris, Commissioner Bolduc, Commissioner Burke and Commissioner Olsen

Absent: 2 - Commissioner Gaitan and Commissioner Lemke

10.4 REPORT - LANTANA PLACE STATUS REPORT

BACKGROUND: Lantana Place is a four-acre site located at 2975 Dutton Avenue owned by Burbank Housing Development Corporation (BHDC). In 2007, the project received a loan from the Housing

Authority that included Community Development Block Grant (CDBG) funds for site acquisition and pre-development. The project has not proceeded with development due to funding constraints at the state and local level; the financing of the project was structured with Multifamily Housing Program (MHP) funding, oversubscribed and now exhausted, from the State and approximately \$7 million in local subsidy no longer available due to the loss of Redevelopment and the recession. The U.S. Department of Housing and Urban Development's Office of the Inspector General (OIG) is reviewing the project because of nine years with no measurable project activity. BHDC and staff continue to evaluate alternatives to the proposed multifamily rental development to provide affordable housing units as soon as possible, with the least local subsidy.

RECOMMENDATION: It is recommended by the Housing and Community Services Department that the Housing Authority receive a report on the status of Lantana Place and direct staff, by motion, to continue working on developing Lantana Place as an ownership development and advocacy plan.

Presented by Megan Basinger, Housing and Community Services Manager.

Mark Krug from Burbank Housing spoke to answer clarifying questions.

A motion was made by Commissioner Burke, seconded by Commissioner Bolduc, to direct staff to continue working on developing Lantana Place as an ownership development and advocacy plan, and to explore the use of vouchers to work in conjunction with the project. The motion carried by the following vote:

Yes: 5 - Chair Downey Ph. D, Vice Chair Harris, Commissioner Bolduc, Commissioner Burke and Commissioner Olsen

Absent: 2 - Commissioner Gaitan and Commissioner Lemke

11. ADJOURNMENT

Chair Downey adjourned the meeting at 3: 27 p.m.