

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: JILL SCOTT, REAL ESTATE MANAGER
ELAINE GUTSCH, ADMINISTRATIVE TECHNICIAN

SUBJECT: REAL PROPERTY ASSET TOOL APPLICATION AND
AFFORDABLE HOUSING MAP OVERVIEW

AGENDA ACTION: NO ACTION REQUIRED

RECOMMENDATION

It is recommended by the Real Estate Manager and Housing and Community Services that Council review the newly developed Real Property Asset Tool and Affordable Housing Map and provide feedback and direction.

EXECUTIVE SUMMARY

This study session will provide Council with an overview of the Real Property Asset Tool, which categorizes City owned properties, identifies City leases and allows for viewing of related documents as well the Affordable Housing Map, which shows affordable housing locations in Santa Rosa that have been supported by the Housing Authority of the City of Santa Rosa.

BACKGROUND

The purpose of both the Real Property Asset Tool and the Affordable Housing Map is to provide a publicly accessible visual representation of the City of Santa Rosa's Property assets and Housing Authority's investment in affordable housing. The Real Property Asset Tool online map displays the property, associated documents and leases. The Affordable Housing Map displays location, type, number of units of each property, with links to the property management websites, when available. The maps were developed by Information Technology and Real Estate and Housing and Community Services staff.

The Affordable Housing Map utilizes the Housing Trust's Affordable Housing Loan Management system as the data source. The map displays multi-family, senior citizen, and special needs rental properties, as well as mobile home parks, that have been funded by or are under agreement with the Housing Authority.

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In the past, the Housing and Community Services website offered a list of affordable housing properties in PDF format that the public could download or print. The new interactive online Affordable Housing Map is continually updated when changes are made to the Housing Trust's Affordable Housing Loan Management program.

PRIOR CITY COUNCIL REVIEW

N/A

ANALYSIS

The Real Property Asset tool is a map-based program that identifies and defines City owned parcels and documents related to those parcels, including leases. It has recently been rolled out internally for testing and input and is largely used for research, tracking and document display.

The Real Property Asset Tool will continually be updated and modified as properties are sold, purchased, leased or developed. As Capital Improvement Projects and maintenance and testing are done on City parcels, these documents will be made available for internal staff research and public transparency. Staff, pending Council's input will make this program available to the Public.

Additionally, as part of the process of identifying and defining parcels, staff has identified many small remainder parcels. Staff is seeking feedback from Council on options for these parcels. Some potential options are:

1. Continue to vacate/sell parcels one at a time as requested by development needs.
2. Bring on a consultant to research, prepare and conduct a surplus sale of all non-buildable remainder parcels. These parcels can only be sold to adjoining property owners per the Surplus Policy.
3. Other Council interests

There are two versions of the Affordable Housing Map: internal, for staff use, and external, for public use. The publicly accessible map does not include any information on mobile home rehabilitation or single-family units that would identify any personal information or location of low-income borrowers.

Future enhancements to the map will include displaying non-Housing Authority affordable housing properties in Santa Rosa and listing the level of affordability.

FISCAL IMPACT

There is no fiscal impact from holding a study session

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

The Affordable Housing Map in draft form was presented to the Housing Authority on February 25, 2019.

NOTIFICATION

N/A

ATTACHMENTS

- None

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