



# City of Santa Rosa

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

## Housing Authority Regular Meeting Minutes - Draft

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Monday, August 23, 2021

1:30 PM

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### 1. CALL TO ORDER

Chair Owen called the meeting to order at 1:30PM.

### 2. ROLL CALL

**Present** 7 - Chair Jeffrey Owen, Vice Chair Diane Test, Commissioner Stephen Burke, Commissioner Wayne Downey Ph. D, Commissioner Thomas LaPenna, Commissioner Scott McWhorter, and Commissioner Yvonne Rawhouser

### 3. STATEMENTS OF ABSTENTION

NONE

### 4. STUDY SESSION

NONE

### 5. PUBLIC COMMENTS (ON NON-AGENDA ITEMS)

NONE

### 6. APPROVAL OF MINUTES

Approved as submitted.

6.1 July 19, 2021 - Draft Minutes.

### 7. CHAIRMAN/ COMMISSIONER REPORTS

NONE

### 8. COMMITTEE REPORTS

NONE

### 9. ELECTION OF OFFICERS

Megan Basinger, Interim Director Housing and Community Services, provided information and answered Commissioner questions.

Public Comments:

NONE

**9.1 REPORT - REPORT OF NOMINATING COMMITTEE AND ELECTION OF OFFICERS**

**BACKGROUND:** At the July 19, 2021 Special Meeting of the Housing Authority, a Nominating Committee was appointed consisting of Commissioner Burke and Chair Owen. At the August 23, 2021 meeting, the Nominating Committee will give its recommendation for the Chair and Vice-Chair of the Housing Authority for the remainder of the year.

**RECOMMENDATION:** It is recommended by the Housing and Community Services Department that the Housing Authority consider the recommendation of the Nominating Committee and by motion, elect a Chair and Vice-Chair to serve with a term of office commencing on August 23, 2021.

**A motion was made by Commissioner Burke, seconded by Commissioner LaPenna to nominate Diane Test as Chair and Jeffery Owen as Vice-Chair to serve with a term of office commencing on August 23, 2021.**

**The motion carried by the following vote:**

**Yes:** 7 - Chair Owen, Vice Chair Test, Commissioner Burke, Commissioner Downey Ph. D, Commissioner LaPenna, Commissioner McWhorter and Commissioner Rawhouser

**10. EXECUTIVE DIRECTOR REPORTS/ COMMUNICATION ITEMS:**

Megan Basinger, Interim Director Housing and Community Services, provided information and requested volunteers for the committee.

Commissioners Rawhouser, Burke and LaPenna volunteered for the committee.

Megan Basinger, Interim Director Housing and Community Services, provided information regarding current programs and answered Commissioner questions.

Public Comments:

NONE

**10.1 MEMORANDUM APPOINTING AN AD HOC COMMITTEE TO REVIEW**

PROJECT BASED VOUCHER PROPOSALS.

**11. CONSENT ITEMS**

Megan Basinger, Interim Director Housing and Community Services, introduced the Consent items.

Public Comments:

NONE

**11.1 RESOLUTION - AMENDMENT TO THE HOUSING AUTHORITY BYLAWS TO REFLECT CITY' COUNCIL'S UPDATED PRACTICE FOR APPOINTMENT OF COMMISSIONERS**

RECOMMENDATION: It is recommended by the Housing and Community Services Department that the Housing Authority, by resolution, adopt the amended Housing Authority Bylaws to reflect the City Council's updated practices for appointment of Commissioners.

Nichole Rathbun, Interim Housing and Community Service Manager, provided information and answered Commissioner questions.

**A motion was made by Commissioner LaPenna, seconded by Commissioner Burke, to waive reading of the text and introduce as amended:**

**RESOLUTION NO. 1724 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA ADOPTING AMENDED BYLAWS.**

**The motion carried by the following vote:**

**Yes: 7 -** Chair Owen, Vice Chair Test, Commissioner Burke, Commissioner Downey Ph. D, Commissioner LaPenna, Commissioner McWhorter and Commissioner Rawhouser

**11.2 RESOLUTION - ACCEPTANCE OF THE PERMANENT LOCAL HOUSING ALLOCATION PROGRAM GRANT AWARD AND FIVE -YEAR BUDGET APPROPRIATION**

RECOMMENDATION: It is recommended by the Housing and Community Services Department that the Housing Authority, by resolution, accept the Permanent Local Housing Allocation Program grant award and approve an appropriation to the Housing Authority's

budget of up to \$4,165,950 over a five year period for the Permanent Local Housing Allocation Program.

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

**RESOLUTION NO. 1725 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA ACCEPTING A GRANT AWARD FOR THE PERMANENT LOCAL HOUSING ALLOCATION PROGRAM AND FIVE-YEAR BUDGET APPROPRIATION.**

**The motion carried by the following vote:**

**Yes:** 7 - Chair Owen, Vice Chair Test, Commissioner Burke, Commissioner Downey Ph. D, Commissioner LaPenna, Commissioner McWhorter and Commissioner Rawhouser

## **12. REPORT ITEMS**

NONE

## **13. ADJOURNMENT**

Seeing no further business, Chair Test adjourned the meeting at 2:00pm.

**Approved on:**

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**Steven V. Brown**  
**Recording Secretary**