



**Housing Authority  
Regular Meeting Minutes - Draft**

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Monday, October 25, 2021

1:30 PM

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**1. CALL TO ORDER**

Chair Test called the meeting to order at 1:31PM.

**2. ROLL CALL**

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

**3. STATEMENTS OF ABSTENTION**

Commissioner Burke stated that he will be recusing from item 11.1.

**4. STUDY SESSION**

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

**4.1 REVIEW OF ROSENBERG'S RULES OF ORDER**

The Housing Authority By-Laws state that meetings will follow Rosenberg's Rules of Order. With three new Housing Authority Commissioners on board, a review of Rosenberg's Rules of Order will be provided to aid with meeting facilitation.

Jeff Berk, General Counsel, gave a presentation and answered Commissioner questions.

Public Comments:  
NONE

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

NONE

**6. APPROVAL OF MINUTES**

Approved as submitted.

**6.1** September 27, 2021 - Draft Minutes.

## **7. CHAIRMAN/ COMMISSIONER REPORTS**

Chair Test provided information regarding a Mayor's luncheon she recently attended.

Commissioner Burke and Commissioner LaPenna provided information about visiting the low income housing dedication at the Lantana Homes project.

## **8. COMMITTEE REPORTS**

NONE

## **9. EXECUTIVE DIRECTOR REPORTS/ COMMUNICATION ITEMS:**

Megan Basinger, Interim Director Housing and Community Services, provided information about Linda Tunis Senior Apartments groundbreaking ceremony.

Angela Morgan, Program Specialist Housing and Community Services, provided a summary of the home-buyer demographics for the Lantana Homes project.

Rebecca Lane, Manager Housing and Community Services, provided information regarding the Emergency Housing Program and the Waiting List for the Housing Choice Voucher Program.

**9.1** APPOINTMENT OF NOFA APPLICATION REVIEW AD-HOC COMMITTEE - Provided for information.

Megan Basinger, Interim Director Housing and Community Services, asked the Chair to request volunteers for the NOFA Ad Hoc committee.

Commissioner McWhorter, Commissioner Rawhouser and Chair Test volunteered for the NOFA Ad Hoc committee.

Public Comment:

NONE

## 10. CONSENT ITEMS

NONE

## 11. REPORT ITEMS

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

### 11.1 REPORT - LOAN MODIFICATION REQUEST FROM CATHOLIC CHARITIES FOR "THE BLOCK" AND RELEASE OF LOAN AND REGULATORY AGREEMENT FROM PARCELS TO BE DEVELOPED WITH CARITAS HOMES PHASE I AND II

BACKGROUND: A loan of Community Development Block Grant (CDBG) funds, approved by the Housing Authority on September 22, 2014, was used to acquire 11 parcels between Morgan Street, 6th Street, 7th Street, and A Street, which comprised "The Block." Since 2015, Catholic Charities has acquired the two remaining privately owned parcels within the confines of the block, and the City of Santa Rosa has sold Catholic Charities additional bordering land, otherwise known as remnant parcels. Catholic Charities obtained development approval and is proceeding with the development of Caritas Village which will include a homeless support services facility named Caritas Center, and an affordable housing development named Caritas Home Phases I and II. As a result of the new development, Catholic Charities is requesting the Housing Authority's existing loan for "The Block" which is secured against the entire development site be moved to the newly created parcel for Caritas Center and release the remaining parcels (Tracts B and C) from the Housing Authority loan. Tracts B and C will be developed with Caritas Homes Phases I and II and will be subject to separate regulatory restrictions.

RECOMMENDATION: It is recommended by the Housing and Community Services Department that the Housing Authority, by resolution, approve the following modifications to Loan No. 9020-2525-15 to Catholic Charities of the Diocese of Santa Rosa for "The Block:" 1) partial termination and release the Deed of Trust and Regulatory Agreement on APNs 010-041-001, 010-041-015, 010-014-016, 010-041-041 and a portion of 010-041-020 Tract B (to be

developed as Caritas Homes Phase I) and a portion of APN 010-041-020 Tract C (to be developed as Caritas Homes Phase II); 2) require Catholic Charities to enter into and record an Affordability Agreement for Caritas Homes Phase II to preserve the future affordability; 3) modify the existing Regulatory Agreement to eliminate the six (6) rental units that have been demolished; 4) release the Mitigation Declaration recorded against "The Block;" 5) approve modification to the terms of the loan to reflect Caritas Center on APNs 010-041-004, 010-041-005, 010-041-011, 010-041-013, 010-041-017, 010-041-018, 010-041-014 and portions of 010-041-010, 010-041-008, and 010-41-019 (Tract A); and 6) approve an extension of the loan term for Caritas Center from a thirty (30) year term to a fifty-five (55) year term with an expiration date of June 30, 2070.

Megan Basinger, Interim Director Housing and Community Services, gave a presentation and answered Commissioner questions.

Public Comment:  
NONE

**A motion was made by Vice Chair Owen, seconded by Commissioner Downey Ph. D, to waive reading of the text and adopt:**

**RESOLUTION NO.1728 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROVING A LOAN MODIFICATON REQUEST FROM CATHOLIC CHARITIES FOR "THE BLOCK;" LOAN NO. 9020-2525-15 AND AUTHORIZE THE RELEASE OF THE LOAN AND REGULATORY AGREEMENT FROM PARCELS TO BE DEVELOPED WITH CARITAS HOMES PHASE I AND II.**

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

**Yes:** 6 - Chair Test, Vice Chair Owen, Commissioner Downey Ph. D, Commissioner LaPenna, Commissioner McWhorter and Commissioner Rawhouser

**Recused:** 1 - Commissioner Burke

## **12. ADJOURNMENT**

Seeing no further business, Chair Test adjourned the meeting at 2:43PM.

**Approved on:**

\_\_\_\_\_ **Steven V. Brown**  
**Recording Secretary**