



# City of Santa Rosa

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

## Housing Authority Regular Meeting Minutes - Final

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Monday, August 27, 2018

1:30 PM

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### 1:30 P.M. - REGULAR SESSION (COUNCIL CHAMBER)

#### 1. CALL TO ORDER

Chair Harris called the meeting to order at 1:34 PM.

#### 2. ROLL CALL

**Present** 6 - Chair David Harris, Vice Chair Helga Lemke, Commissioner Stephen Burke, Commissioner Wayne Downey Ph. D, Commissioner Leora Johnson-Morgan, and Commissioner Phil Olsen

**Absent** 1 - Commissioner Fran Bolduc

#### 3. STUDY SESSION

##### 3.1 CITY OF SANTA ROSA HOUSING RECOVERY BOND

Staff will provide an overview of the status of the City of Santa Rosa's proposed Housing Recovery Bond that may be referred to the November 2018 General Election.

Presented by: David Gouin, Executive Director of the Housing Authority

PUBLIC COMMENT: Duane DeWitt spoke regarding low income housing and getting information to the public. Mr. DeWitt volunteered to be on an oversight committee for any new redevelopment agencies that may be created in the future.

#### 4. STATEMENTS OF ABSTENTION

None.

#### 5. PRESENTATION

##### 5.1 PRESENTATION - ENGAGING THE COMMUNITY

Presented by: Gregory Fearon, Advocate.

Chair Harris appointed Vice Chair Lemke and Commissioner Downey to an ad-hoc subcommittee to investigate mapping housing development within the City of Santa Rosa limits.

PUBLIC COMMENT: Duane DeWitt spoke regarding his support for the mapping suggestion that Mr. Fearon had presented and his frustration of having to use a public records request to get information.

## **6. PUBLIC COMMENTS**

PUBLIC COMMENT: Duane DeWitt spoke advocating for properties bought by the City of Santa Rosa to be used for housing low income citizens.

## **7. APPROVAL OF MINUTES**

### **7.1 MAY 21, 2018 - DRAFT MEETING MINUTES**

Chair Harris approved the minutes as submitted.

## **8. CHAIRMAN/ COMMISSIONER REPORTS**

Commissioner Burke reported out on a wish to clarify the procedures and policies that mirror City Council and investigate if there are any ways the bylaws of the Housing Authority to make those procedures clear.

Vice Chair Lemke reported out on a housing advocacy group being formed, currently titled Housing For All, which within a year long timeline strive to determine what new housing development neighborhoods would like, and what types of architecture and building techniques will be used.

Chair Harris reported out on attending the NAHRO Summer Conference in San Francisco, at the end of July. He reported out on the Commissioner training and the SEMAP process.

## **9. COMMITTEE REPORTS**

None.

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

Executive Director Gouin reported out on the communication items.

Chair Harris requested other commissioners inform him of their interest in being on the NOFA Review Ad Hoc Subcommittee.

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

**10.2** PHA PLAN APPROVAL-CITY OF SANTA ROSA HOUSING AUTHORITY FYB2017

## **11. REPORT ITEMS**

**11.1** REPORT - REQUEST TO APPROVE THE RELEASE OF A PROJECT-BASED VOUCHER REQUEST FOR PROPOSALS UNDER THE HOUSING CHOICE VOUCHER PRORAM

BACKGROUND: The PBV program is a component of the HCV Program in which Housing Authorities allocate tenant-based voucher funding for affordable housing projects through a competitive process. Under the PBV program, rental assistance is tied to a specific unit and a family must live in the project unit to receive assistance. The program is subject to regulations under 24 CFR Part 983 and was recently revised under the Housing Opportunity Through Modernization Act of 2016 (HOTMA) that were published on October 30, 2017 under PIH Notice 2017-21.

RECOMMENDATION: It is recommended by the Housing and Community Services Department that the Housing Authority, by resolution, approve the release of a Request for Proposals for up to 100 Project-Based Housing Choice Vouchers.

Presented by: Rebecca Lane, Housing and community Services Manager.

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

**RESOLUTION NO. 1652 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROVING THE ISSUANCE**

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**OF A REQUEST FOR PROPOSALS FOR PROJECT-BASED VOUCHERS.**

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

**Yes:** 6 - Chair Harris, Vice Chair Lemke, Commissioner Burke,  
Commissioner Downey Ph. D, Commissioner Johnson-Morgan and  
Commissioner Olsen

**Absent:** 1 - Commissioner Bolduc

**11.2 REPORT - ESTABLISHING A LIMITED PREFERENCES FOR THE  
HOUSING CHOICE VOUCHER PROGRAM WAITING LIST**

**BACKGROUND:** The Department of Housing and Community Services administers the federal Housing Choice Voucher program in the City of Santa Rosa. The U.S. Department of Housing and Urban Development (HUD), requires that each local Housing Authority administering the voucher program maintain an Administrative Plan outlining local policies for the program. The Housing Authority wishes to implement a Limited Preference for the Housing Choice Voucher program for families affected by the October 2017 wildfire disaster. By HUD requirement, any changes in the Administrative Plan must be adopted by Housing Authority resolution during a public meeting.

**RECOMMENDATION:** The Department of Housing and Community Services recommends that the Housing and Community Services recommends that the Housing Authority, by resolution, adopt the revision to Chapter 4, Section 4-III.C of the Housing Choice Voucher Program Administrative Plan dated August 27, 2018.

Presented by: Jules Pelican, Program Specialist

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

**RESOLUTION NO. 1653 ENTITLED: RESOLUTION OF THE HOUSING  
AUTHORITY OF THE CITY OF SANTA ROSA APPROVING THE HOUSING  
CHOICE VOUCHER PROGRAM ADMINISTRATIVE PLAN REVISION  
ESTABLISHING A WAITING LIST LIMITED PREFERENCE FOR  
DISASTER-AFFECTED FAMILIES.**

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

**Yes:** 6 - Chair Harris, Vice Chair Lemke, Commissioner Burke,  
Commissioner Downey Ph. D, Commissioner Johnson-Morgan and  
Commissioner Olsen

**Absent:** 1 - Commissioner Bolduc

## **ADJOURNMENT**

Chair Harris adjourned the meeting at 3:58 PM.

Approved on: NOVEMBER 26, 2018

/s/ Sara Roberts, Recording Secretary