



# 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, October 26, 2020

1:30 PM

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### 1. CALL TO ORDER

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

### 2. ROLL CALL

**Present** 4 - Commissioner Stephen Burke, Commissioner Wayne Downey Ph. D,  
Vice Chair Diane Test, and Chair Jeffrey Owen

**Absent** 1 - Commissioner Phil Olsen

### 3. STATEMENTS OF ABSTENTION

None.

### 4. STUDY SESSION

None.

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

None.

### 6. APPROVAL OF MINUTES

6.1 July 27, 2020 - Draft Minutes

Attachments: [Draft Minutes](#)

approve as submitted

### 7. CHAIRMAN/ COMMISSIONER REPORTS

None.

### 8. COMMITTEE REPORTS

None.

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

Dave Gouin gave a brief overview on the Housing Authority FY 2019/2020 Quarter 4 (Year End) Financial Report - Unaudited and the Housing Authority Director's Report and answered

Commissioner's questions.

**9.1 HOUSING AUTHORITY FY 2019/20 QUARTER 4 (YEAR END)  
FINANCIAL REPORT- UNAUDITED. (Continued from the  
September 28, 2020, Regular Meeting)**

Attachments: [Memo: Quarter 4 Financial Report](#)

Kate Goldfine, Administrative Services Officer, Megan Basinger, Housing and Community Services Manager, and Rebecca Lane, Housing Choice Voucher Program Manager, answered Commissioner's questions.

**received and filed**

**9.2 HOUSING AUTHORITY DIRECTOR'S REPORT - PROVIDED FOR  
INFORMATION.**

Attachments: [Director's Report](#)

Dave Gouin, Director of Housing & Community Services, and Rebecca Lane, Housing Choice Voucher Program Manager, answered Commissioner's questions and received direction from the Commissioners.

**received and filed**

**10. CONSENT ITEMS**

**Approval of the Consent Agenda**

**A motion was made by Commissioner Burke, seconded by Vice Chair Test, to waive reading of the text and adopt Motion to waive reading of the text and adopt the following Consent Items: 10.1 and 10.2. The motion carried by the following vote:**

**Yes:** 4 - Commissioner Burke, Commissioner Downey Ph. D, Vice Chair Test and Chair Owen

**Absent:** 1 - Commissioner Olsen

**10.1 RESOLUTION - LOAN MODIFICATION OF TARGETED AFFORDABLE  
UNITS - ORCHARD COMMONS, 811 BOYD STREET (Continued  
from the September 28, 2020, Regular Meeting)**

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

resolution, approve a modification to the targeted affordable units for Orchard Commons (formerly known as Boyd Street Family Apartments), located at 811 Boyd Street from 8 units at 30% of Area Median Income (AMI), 37 units at 50% of AMI and one unrestricted manager's unit to 10 units at 30% of AMI, 5 units at 50% of AMI, 30 units @ 60% of AMI, and one unrestricted manager's unit.

**Attachments:**    [Staff Report](#)  
[Attachment 1 - Program Project Report](#)  
[Resolution](#)  
[Presentation](#)  
[Resolution No. 1697.pdf](#)

RESOLUTION NO. 1697 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROVING A MODIFICATION TO THE UNIT ALLOCATION FOR ORCHARD COMMONS (FORMERLY KNOWN AS BOYD STREET APARTMENTS) LOCATED AT 811 BOYD STREET; LOAN NOS. 9031-3055-18, 9931-3065-18 AND 9931-3075-18

**This Consent - Resolution was adopted.**

**RESOLUTION NO. 1697 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROVING A MODIFICATION TO THE UNIT ALLOCATION FOR ORCHARD COMMONS (FORMERLY KNOWN AS BOYD STREET APARTMENTS) LOCATED AT 811 BOYD STREET & LOAN NOS. 9031-3055-18, 9931-3065-18 AND 9931-3075-18**

- 10.2**    RESOLUTION - APPROPRIATION OF ADDITIONAL HOUSING CHOICE VOUCHER ADMINISTRATIVE FEE FUNDS IN THE AMOUNT OF \$488,836 ALLOCATED TO THE CITY OF SANTA ROSA UNDER THE CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT (CARES ACT) FUNDING ROUND 2. **(Continued from the September 28, 2020, Regular Meeting)**

RECOMMENDATION: It is recommended by the Housing & Community Services Department that the Housing Authority, by resolution, appropriate \$488,836 of additional Housing Choice Voucher administrative fee funding allocated to the City under the Coronavirus Aid, Relief, and Economic Security (CARES) Act Funding Round 2..

**Attachments:**    [Staff Report](#)  
                              [Resolution](#)  
                              [Presentation](#)  
                              [Resolution No. 1698.pdf](#)

RESOLUTION NO. 1698 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROPRIATING \$488,836 OF ADDITIONAL HOUSING CHOICE VOUCHER ADMINISTRATIVE FEE FUNDING ALLOCATED TO THE HOUSING AUTHORITY UNDER THE CORONAVIRUS AID, RELIEF AND ECONOMIC SECURITY (CARES) ACT FUNDING ROUND 2

**This Consent - Resolution was adopted.**

**RESOLUTION NO. 1698 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROPRIATING \$488,836 OF ADDITIONAL HOUSING CHOICE VOUCHER ADMINISTRATIVE FEE FUNDING ALLOCATED TO THE HOUSING AUTHORITY UNDER THE CORONAVIRUS AID, RELIEF AND ECONOMIC SECURITY (CARES) ACT FUNDING ROUND 2**

## **11. REPORT ITEMS**

None.

## **12. ADJOURNMENT**

Chair Owen adjourned the meeting at 2:24 PM.

**Approved on: December 14, 2020**  
**/s/Kali Mahre**  
**Recording Secretary**