



City of Santa Rosa

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

Housing Authority Regular Meeting Minutes - Draft

Monday, June 15, 2026

1:30 PM

1. CALL TO ORDER

Chair Smith called the meeting to order at 1:31 pm.

2. REMOTE PARTICIPATION UNDER THE BROWN ACT (Gov. Code § 54953.8)

None.

3. ROLL CALL

Rollcall

Present 5 - Chair Andrew Smith, Vice Chair Claudia Cappio, Commissioner Angela Conte, Commissioner Gregory Fearon, and Commissioner Scott Wimmer

Absent 2 - Commissioner Wayne Downey Ph. D, and Commissioner Jeffrey Owen

4. STATEMENTS OF ABSTENTION

None.

5. STUDY SESSION

None.

6. PUBLIC COMMENTS (ON NON-AGENDA ITEMS)

Chair Smith opened public comment.

Janice Karrman provided comments.

David Harris provided comments.

Duane Dewitt provided comments.

Chair Smith closed public comment.

7. APPROVAL OF MINUTES

7.1 Draft Minutes - May 18, 2026.

Approved as submitted.

Chair Smith opened and closed public comment.

8. CHAIRMAN/ COMMISSIONER REPORTS

None.

9. COMMITTEE REPORTS

Commissioner Conte reported.

Commissioner Fearon asked a question of staff regarding the Notice of Funding Availability committee.

Executive Director Megan Basinger responded to Commissioner Fearon's question.

Chair Smith opened public comment.

Duane Dewitt provided comments.

Chair Smith closed public comment.

10. EXECUTIVE DIRECTOR REPORTS/ COMMUNICATION ITEMS:

10.1 PENDING DEVELOPMENT PIPELINE UPDATE - Provided for information.

Executive Director Basinger reported.

Commissioners provided comments and feedback.

10.2 ANNUAL ADJUSTMENT TO THE HOUSING AUTHORITY FEE SCHEDULE

Executive Director Basinger reported.

Executive Director Basinger responded to Commissioner inquiries.

Commissioners provided comments and feedback.

Chair Smith opened public comment.

Duane Dewitt provided comments.

Chair Smith closed public comment.

11. CONSENT ITEMS

None.

12. REPORT ITEMS

12.1 REPORT - FISCAL YEAR 2026/27 HOUSING AUTHORITY BUDGET ADOPTION

BACKGROUND: The purpose of this action is for the Housing Authority (Authority) to adopt the Fiscal Year 2026/27 Housing Authority revenue, transfer, and expenditure budget.

RECOMMENDATION: The Housing & Community Services Department recommends that the Housing Authority, by resolution, adopt the proposed budget for Fiscal Year 2026/27.

Administrative Service Officer Kate Goldfine presented.

Commissioners provided comments and feedback.

Staff Goldfine and Executive Director Basinger responded to Commissioner inquiries.

Chair Smith opened and closed public comment.

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Yes: 5 - Chair Smith, Vice Chair Cappio, Commissioner Conte, Commissioner Fearon and Commissioner Wimmer

Absent: 2 - Commissioner Downey Ph. D and Commissioner Owen

12.2 REPORT - ACKNOWLEDGEMENT OF PROJECT COMPLETION FOR BURBANK AVENUE APARTMENTS, A SIXTY-FOUR (64)-UNIT AFFORDABLE RENTAL HOUSING PROJECT LOCATED AT 1780 BURBANK AVENUE IN SANTA ROSA, SONOMA COUNTY,

CALIFORNIA, APN 125-361-014-000 AND A PORTION OF
125-361-013-000

BACKGROUND: In response to the 2017 wildfires, the United States Department of Housing & Urban Development (HUD) allocated Community Development Block Grant - Disaster Recovery (CDBG-DR) funds to the State of California Department of Housing & Community Development (HCD) to be distributed to disaster-affected areas. HCD appropriated \$66 million to multifamily housing and up to \$38,469,772 was allocated to the City of Santa Rosa for rehabilitation, reconstruction, and/or new construction of affordable multifamily housing. The City Council then delegated program administration to the Housing Authority, which awarded the CDBG-DR funds to five projects in January 2021, including Burbank Avenue Apartments. HCD issued Burbank Avenue Apartments (Project) a Final Notice to Proceed on November 17, 2023. The Project completed construction, was issued Certificates of Occupancy on August 20, 2025, and is expected to be fully leased by the end of June 2026. Prior to issuance of their final reimbursement request, HCD requires a resolution from the Housing Authority acknowledging the project completion and closeout.

RECOMMENDATION: The Housing and Community Services Department recommends that the Housing Authority, by resolution, acknowledge the completion of Burbank Avenue Apartments under the Community Development Block Grant - Disaster Recovery program administered by the California Department of Housing and Community Development.

Program Specialist II Rebecca Lane presented.

Commissioners provided comments and feedback.

Staff Goldfine and Lane responded to Commissioner inquiries.

Chair Smith opened public comment.

Duane Dewitt provided comments.

Chair Smith closed public comment.

A motion was made by Commissioner Fearon, seconded by Commissioner Conte, to waive the reading of the text and to approve the resolution.

Yes: 5 - Chair Smith, Vice Chair Cappio, Commissioner Conte,
Commissioner Fearon and Commissioner Wimmer

Absent: 2 - Commissioner Downey Ph. D and Commissioner Owen

13. ADJOURNMENT

Chair Smith adjourned the meeting at 2:16 pm.