



# 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, July 24, 2023

1:30 PM

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### 1. CALL TO ORDER

Chair Owen called the meeting to order at 1:32PM.

### 2. ROLL CALL

**Present** 5 - Chair Jeffrey Owen, Vice Chair Thomas LaPenna, Commissioner Wayne Downey Ph. D, Commissioner Andrew Smith, and Commissioner Jeremy Newton

**Absent** 2 - Commissioner Yvonne Rawhouser, and Commissioner Scott McWhorter

### 3. STATEMENTS OF ABSTENTION

Chair Owen will abstain from item 11.1.

### 4. STUDY SESSION

NONE

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

NONE

### 6. APPROVAL OF MINUTES

6.1 Draft Minutes - June 26, 2023

Approved as submitted.

### 7. CHAIRPERSON/ COMMISSIONER REPORTS

NONE

### 8. COMMITTEE REPORTS

NONE

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

9.1 ANNUAL ADJUSTMENT TO THE HOUSING AUTHORITY PROCESSING FEE SCHEDULE. Provided for information.

Nicole Del Fiorentino, Manager, provided information and answered Commissioner questions.

Public Comments:  
None

**9.2** PENDING DEVELOPMENT PIPELINE UPDATE - Provided for information.

Nicole Del Fiorentino, Manager, provided information and answered Commissioner questions.

Public Comments:  
None

**10. CONSENT ITEMS**

NONE

**11. REPORT ITEMS**

**11.1** REPORT - FISCAL YEAR 2023-2024 NOTICES OF FUNDING AVAILABILITY - FUNDING RECOMMENDATIONS

BACKGROUND: In response to the Fiscal Year 2023-2024 Notice of Funding Availability (“NOFA”) announcing approximately \$8,100,000 and the HOME Investment Partnership Program (HOME) NOFA announcing approximately \$653,000 of funds for acquisition, development, and rehabilitation of affordable housing; the Housing Authority received five applications, of which four were determined to be complete. From the four applications the funds requested exceeded \$9.7 million for 207 total units. Three applications were received for new construction projects and one application was received for an acquisition/rehabilitation project. The Housing Authority Ad-Hoc Review Committee is recommending funding for four of the five applications received.

RECOMMENDATION: It is recommended by the Housing Authority Ad-Hoc Review Committee and the Housing and Community Services Department that the Housing Authority, by resolutions, approve conditional commitments of loan funds to: 1) WSA Burbank Housing Partners I, LP in the amount of \$3,500,000 for acquisition and

construction-related costs for Burbank Avenue Apartments located 1780 Burbank Avenue; 2) Petaluma Ecumenical Properties dba PEP Housing in the amount of \$1,073,583 for acquisition and rehabilitation costs for Vigil Light Senior Apartments located at 1945 Long Drive; 3) Burbank Housing Development Corporation in the amount of \$1,300,000 for acquisition, predevelopment and construction-related costs for Caritas Homes Phase II located at 360 Seventh Street; and 4) BRJE Housing Partners, LP in the amount of \$2,585,610 for predevelopment and construction-related costs for 3575 Mendocino Avenue Phase III located at 3575 Mendocino Avenue.

Nicole Del Fiorentino, Manager, gave a presentation and answered Commissioner questions.

**Public Comments:**

Larry Florin, CEO of Burbank Housing, commended the Housing Authority for the funding recommendations and provided information regarding Burbank Housing projects currently under construction, completed, and soon to be commenced.

Peter Skellenger of Waterstone Residential made comments regarding scheduling of current and future projects, and expressed gratitude for the support of the Housing Authority.

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

**RESOLUTION 1759 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROVING A CONDITIONAL COMMITMENT OF LOAN FUNDS IN THE AMOUNT OF \$3,500,000 TO WSA BURBANK HOUSING PARTNERS I, LP FOR ACQUISITION AND CONSTRUCTION-RELATED COSTS FOR BURBANK AVENUE APARTMENTS, 1780 BURBANK AVENUE, SANTA ROSA, CALIFORNIA; APN 125-361-003.**

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

**Yes:** 4 - Vice Chair LaPenna, Commissioner Downey Ph. D, Commissioner Smith and Commissioner Newton

**Absent:** 2 - Commissioner Rawhouser and Commissioner McWhorter

**Abstain:** 1 - Chair Owen

**A motion was made by Commissioner Newton, seconded by Commissioner Smith, to waive reading of the text and adopt:**

**RESOLUTION 1760 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROVING A CONDITIONAL COMMITMENT OF LOAN FUNDS IN THE AMOUNT OF \$1,073,583 TO PETALUMA ECUMENICAL PROPERTIES DBA PEP HOUSING FOR ACQUISITION, PRESERVATION AND REHABILITATION-RELATED COSTS FOR VIGIL LIGHT APARTMENTS, 1945 LONG DRIVE, SANTA ROSA, CALIFORNIA; APNS 181-190-001 AND 181-220-046.**

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

**Yes:** 4 - Vice Chair LaPenna, Commissioner Downey Ph. D, Commissioner Smith and Commissioner Newton

**Absent:** 2 - Commissioner Rawhouser and Commissioner McWhorter

**Abstain:** 1 - Chair Owen

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

**RESOLUTION 1761 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROVING A COMMITMENT OF LOAN FUNDS IN THE AMOUNT OF \$1,300,000 TO BURBANK HOUSING DEVELOPMENT CORPORATION FOR ACQUISITION, PREDEVELOPMENT AND CONSTRUCTION-RELATED COSTS FOR CARITAS HOMES PHASE II, 360 SEVENTH STREET, SANTA ROSA, CALIFORNIA; APN 010-040-020.**

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

**Yes:** 4 - Vice Chair LaPenna, Commissioner Downey Ph. D, Commissioner Smith and Commissioner Newton

**Absent:** 2 - Commissioner Rawhouser and Commissioner McWhorter

**Abstain:** 1 - Chair Owen

**A motion was made by Commissioner Newton, seconded by Commissioner Smith, to waive reading of the text and adopt:**

**RESOLUTION 1762 ENTITLED: RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SANTA ROSA APPROVING A COMMITMENT**

**OF LOAN FUNDS IN THE AMOUNT OF \$2,585,610 TO BRJE HOUSING PARTNERS, LP FOR PREDEVELOPMENT AND CONSTRUCTION-RELATED COSTS FOR 3575 MENDOCINO AVENUE PHASE III, 3575 MENDOCINO AVENUE, SANTA ROSA, CALIFORNIA; APN 173-030-032.**

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

**Yes:** 4 - Vice Chair LaPenna, Commissioner Downey Ph. D, Commissioner Smith and Commissioner Newton

**Absent:** 2 - Commissioner Rawhouser and Commissioner McWhorter

**Abstain:** 1 - Chair Owen

## **12. ADJOURNMENT**

Seeing no further business, Vice Chair LaPenna adjourned the meeting at 2:25PM.

**Approved on:**

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**Steven V. Brown,  
Recording Secretary**