



**Housing Authority  
Regular Meeting Minutes - Draft**

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Monday, April 22, 2024

1:30 PM

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**1. CALL TO ORDER**

Chair LaPenna called the meeting to order at 1:35PM.

**2. ROLL CALL**

**Present 7** - Chair Thomas LaPenna, Vice Chair Jeremy Newton, Commissioner Angela Conte, Commissioner Wayne Downey Ph. D, Commissioner Jeffrey Owen, Commissioner Doug Shivananda Friedman, and Commissioner Andrew Smith

**3. STATEMENTS OF ABSTENTION**

NONE

**4. STUDY SESSION**

**4.1 REVIEW OF FY 2024/25 PROPOSED HOUSING AUTHORITY BUDGET**

**BACKGROUND:** The Authority's annual budget process runs concurrently with the City's process from January through June each year and generally consists of two study sessions and the budget adoption.

This item is for information only and no action is requested.

Kate Goldfine, Administrative Services Officer, and Megan Basinger, Director, gave a presentation and answered Commissioner questions.

Public Comments:

None

**4.2 FISCAL YEAR 2024/2025 NOTICE OF FUNDING AVAILABILITY PRIORITIES**

The Housing Authority (Authority) issues Notices of Funding Availability (NOFAs) for its federal, state and local funds for affordable housing

services annually and as new funding opportunities arise. This study session will review the estimated amount of available funds for the upcoming Fiscal Year 2024-2025 NOFA and discuss priorities for funding awards.

Rebecca Lane, Program Specialist, and Nicole Del Fiorentino, Manager, gave a presentation and answered Commissioner questions.

Megan Basinger, Director, assisted in answering Commissioner questions.

Public Comments:

Jocelyn Lin, Director of Housing Development for Burbank Housing, commended the Housing Authority for funding Burbank Housing projects and recommended that preference be given to rehabilitation projects.

Rich Wallach, Senior Director of Housing Finance Burbank Housing, made comments regarding the opportunities for rehabilitation funding in Santa Rosa.

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

NONE

## **6. APPROVAL OF MINUTES**

**6.1** March 25, 2024 - Draft Minutes.

Approved as submitted.

## **7. CHAIRPERSON/ COMMISSIONER REPORTS**

**7.1** DISCUSSION OF PROPERTY TOURS

Commissioner Downey requested tours of properties assisted by the Housing Authority. Discussion by the Housing Authority is needed to advance this request.

Vice Chair Newton made a recommendation to prioritize the upcoming Notice of Funding Availability for rehabilitation projects.

Commissioner Conte made comments supporting prioritization of the upcoming Notice of Funding Availability for rehabilitation projects.

Commissioner Downey recommended prioritization of new construction in the upcoming Notice of Funding Availability and provided comments regarding the benefits of previous property tours.

Chair LaPenna made comments in support of organizing tours for Housing Authority Commissioners of Housing Authority supported properties.

Commissioner Downey made comments regarding previous Housing Authority tours of properties and recommended organizing future tours for Housing Authority Commissioners.

Nicole Del Fiorentino, Manager, and Megan Basinger, Director, answered Commissioner questions.

Public Comments:  
None

## **8. COMMITTEE REPORTS**

Commissioner Conte made comments regarding changes to the administrative plan and the requirement for Housing Choice Voucher holders to provide paper copies of Social Security income verification.

Rebecca Lane, Program Specialist, answered Commissioner questions.

Commissioner Friedman made comments regarding the inconvenience to Housing Choice Voucher holders to obtain

verifying documents.

Ethan Walsh, Housing Authority Counsel, recommended suspending Commissioner Conte's and Commissioner Friedman's comments as they are outside the scope of the item.

Public Comments:

None

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

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

Megan Basinger, Director, provided information and answered Commissioner questions.

Public Comments:

None

## **10. CONSENT ITEMS**

NONE

## **11. REPORT ITEMS**

NONE

## **12. ADJOURNMENT**

Seeing no further business, Chair LaPenna adjourned the meeting at 3:21PM.

**Approved on:**

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**Steven V. Brown,  
Recording Secretary**