



City of Santa Rosa

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

Housing Authority Regular Meeting Minutes - Draft

Monday, May 19, 2025

1:30 PM

1. CALL TO ORDER

Chair Newton called the meeting to order at 1:33 p.m.

2. REMOTE PARTICIPATION UNDER AB 2449 (IF NEEDED)

None.

3. ROLL CALL

Present 4 - Chair Jeremy Newton, Commissioner Claudia Cappio,
Commissioner Angela Conte, and Commissioner Andrew Smith

Absent 3 - Vice Chair Wayne Downey Ph. D, Commissioner Jeffrey Owen,
and Commissioner Doug Shivananda Friedman

4. STATEMENTS OF ABSTENTION

None.

5. STUDY SESSION

5.1 VOLUNTARY PROGRAMS OF PUBLIC HOUSING AGENCIES: PROJECT-BASED VOUCHERS AND FAMILY-SELF SUFFICIENCY

Overview of Voluntary Programs of Public Housing Agencies:
Project-Based Vouchers and Family-Self Sufficiency.

Annette Anthony, Housing and Community Services Manager,
presented and answered Commissioner questions.

Public Comment:

None

6. PUBLIC COMMENTS (ON NON-AGENDA ITEMS)

None.

7. APPROVAL OF MINUTES

7.1 Draft Minutes - March 24, 2025.

The March 24, 2025 minutes were approved as submitted.

7.2 Draft Minutes - April 28, 2025.

The April 28, 2025 minutes were approved as submitted.

Public Comment:

None

8. PROCLAMATIONS/PRESENTATIONS

8.1 PROCLAMATION - PROCLAMATION OF AFFORDABLE HOUSING MONTH

The Proclamation of Affordable Housing Month was presented.

Public Comment:

None

9. CHAIRMAN/ COMMISSIONER REPORTS

None.

10. COMMITTEE REPORTS

None.

11. EXECUTIVE DIRECTOR REPORTS/ COMMUNICATION ITEMS:

11.1 PENDING DEVELOPMENT PIPELINE UPDATE - Provided for information.

Megan Basinger, Executive Director, reported on this item for information only.

Public Comment:

None

12. CONSENT ITEMS

None.

13. REPORT ITEMS

13.1 REPORT - CHANGE TO NAME OF ENTITY ON PRIOR AWARDS OF PROJECT-BASED VOUCHERS FOR BURBANK AVENUE APARTMENTS.

BACKGROUND: Burbank Avenue Apartments (Project) is an affordable housing development currently under construction located at 1780 Burbank Avenue in Santa Rosa. The Project will have sixty-four (64) total units targeted to households with income levels between 20% and 60% of Area Median Income (AMI) with one unrestricted manager's unit. The Project received two separate awards of Project-Based Vouchers (PBVs) for a total of sixteen (16) PBVs. The Agreement to Enter Into Housing Assistance Contract (AHAP) became effective December 6, 2023. Due to changes to the ownership structure of the Project that have occurred since the Developer submitted its applications for PBVs, the legal name of the entity that received the awards under previous Housing Authority resolutions needs to be updated.

RECOMMENDATION: It is recommended by the Housing and Community Services Department that the Housing Authority, by resolution, change the name of the entity awarded Project-Based Vouchers for Burbank Avenue Apartments under Resolution No. 1707, dated January 25, 2021, and Resolution No. 1736, dated June 20, 2022, from the Developer, WSA Burbank Housing Partners I, LP, to the entity that is the legal owner of the property, BHDC Burbank Ave, LLC.

Rebecca Lane, Program Specialist, presented and answered Commissioner questions.

Public Comment:
None

A motion was made by Commissioner Smith, seconded by Commissioner Conte, to waive reading of the text and adopt Resolution No.1736, dated June 20, 2022, from the Developer, WSA Burbank Housing Partners I, LP, to the entity that is the legal owner of the property, BHDC Burbank Ave, LLC.. The motion carried by the following vote:

Yes: 4 - Chair Newton, Commissioner Cappio, Commissioner Conte and Commissioner Smith

Absent: 3 - Vice Chair Downey Ph. D, Commissioner Owen and Commissioner Friedman

14. ADJOURNMENT

Chair Newton adjourned the meeting at 2:49 p.m.

Approved on: June 16, 2025

**Ashley Paul,
Recording Secretary**