



**Cities & Towns Advisory Committee**  
 Sonoma County Community Development Commission

Special Meeting  
 Wednesday, June 3, 2020  
 10:00am-11:30am

**Minutes**  
*Approved July 15, 2020*

**1. Call to Order and Roll Call**

Stephen Sotomayor, City of Healdsburg, called the meeting to order at 10:10 AM and roll was called.

Committee Members Present: Kevin Thompson, City of Cloverdale; Craig Scott, City of Cotati; Stephen Sotomayor, City of Healdsburg; Jenna Garcia, City of Rohnert Park; David Storer, City of Sonoma; Kristina Owens, Town of Windsor.

Committee Members Absent: City of Sebastopol

CDC Staff Present: Barbie Robinson, Interim Executive Director; Tina Rivera, Assistant Manager; Felicity Gasser, Equity and Compliance Manager; Martha Cheever, Housing Authority Manager; Kirsten Larsen, Environmental Compliance Manager; Darrin O’Hara, Administrative Aide.

Guests

Paul Sevy, Bridge Housing; Michelle Whitman, Renewal Enterprise District; Jim W.; Kristaf; Colleen Halbohm; Jessica Jones, Town of Windsor; Martin Leung; Mary Stompe, PEP Housing; Gant Bowman; D. Rogers; Jim Nameny; Craig Meltzner; Colin Birkenstock; R. Wallach; Belen Grady; Dominic Roybal; A. Chorley; Vasko; Mikhaela Alcasabas; J. Moline; Gus Wolter; Truth; Kay Trieseberg

**2. Public Comments for Items Not on the Agenda**

Community Development Committee Member Linda Garcia asked that agenda items be provided with packet materials on time, and that items being added to the agenda go through the chair to avoid surprises.

**3. Public Hearing: Amendment to the 2019-2020 Action Plan and Citizen Participation Plan**

**Felicity Gasser, Equity and Compliance Manager**, presented on the Substantial Amendment and revisions to the Citizen Participation Plan. The resolution has a broad range of program types, and the Commission has not yet defined how the dollars will be spent. The amendment will enable the Commission to receive approval from HUD to receive the dollars, and how the dollars will be spent will be determined after. Changes to the Citizen Participation Plan are those granted by HUD and the State through waivers to accommodate the changes to citizen participation during shelter-in-place (e.g. allowing for teleconferencing instead of in-person meetings,



**Cities & Towns Advisory Committee**  
Sonoma County Community Development Commission

shortening the required noticing period for amendments to plans as new funding streams arise in short notice).

Committee members asked whether the money is intended for non-entitlement cities or if entitlement cities getting their own allocation. Who is responding to the potential Request for Proposals – could a City respond? It seemed like the amount of money would be divvied up among cities and they would be able to do their own programs.

**Felicity Gasser** responded that this funding allocated is additional through the regular formula for CDBG – so it’s for Urban County. All members of the JPA. It would be for a Countywide benefit.

**Interim Director Robinson** added that some of the work was being done and the money was allocated on an emergency basis. A larger allotment to Sonoma County and the proportionate amounts to cities questions has come up. There are two separate allocations.

**Jenna Garcia, Rohnert Park** asked if the County plans to ensure equitable access – with the NOFA, is the County recommending or planning to include items that would be listed in the amendment? Or will the County provide direction and weighting the options for prioritization purposes? Is that a discussion we should have today?

**Felicity Gasser** responded that it would be beneficial to have some direction on that. We also want to take into account what are the COVID-19 related needs that are in the County.

**Jenna Garcia, City of Rohnert Park:** would the NOFA include both CDBG and ESG or will they be separate?

**Felicity Gasser:** The Board determines the federal ESG allocations. State also provides ESG to our Continuum of Care which goes through the Leadership Council, and the Board simply authorizes our receipt of the money.

**Jenna Garcia, City of Rohnert Park:** So we’re zeroed in on the CDBG funding.

**Felicity Gasser:** Correct, ESG-CV is part of the resolution but that part will go through the Leadership Council.

**Kevin Thompson, City of Cloverdale:** asked if City was interested in getting CDBG-CV funds, would it mean responding to an RFP?

**Felicity Gasser:** Yes

**City of Cloverdale:** is this committee ultimately going to decide who gets that money once the NOFA/RFP is released?

**Felicity Gasser:** My understanding is that the NOFA would be released based on identified needs and priorities, those would come back to staff, staff would make a recommendation to these committees, and the CTAC and CD Committee would provide recommendation to the Board of Supervisors that are in response to staff advised plan.

**City of Cloverdale** moved to approve recommendation of the amendment.

**City of Rohnert Park** asked to amend the motion and approve the 2019-2020 Action Plan Amendment and CPP that staff reports or action plan and resolution to include that the specific proposed programs will be brought back to the CD Committee and CTAC for discussion, direction and recommendation before implementation.



**Cities & Towns Advisory Committee**  
 Sonoma County Community Development Commission

**Interim Director Robinson** added clarification that the funds were to respond to an emergency, and the Emergency Operation Center has authority to determine how to spend funds quickly to respond to COVID. Felicity Gasser added that the next scheduled meeting is July 15, which gives a window for when a NOFA would be released and projects selected.

**City of Rohnert Park** asked whether this meeting should be a time to have a discussion on how to prioritize funding. If at the next meeting the prioritization will have already taken place. Should we take the time now to talk about what the cities need for the prioritization of their cities?

**City of Cloverdale** liked the list of proposed uses on the amendment resolution. I would just want to make sure it gets spread around. Other Committee members echoed this sentiment – they would support the amendment but wanted to be sure the funding was spread to the unincorporated cities in the county fairly and equitably.

**City of Cloverdale** accepted City of Rohnert Park’s addendum and moved to recommend the Substantial Amendment to the 2019 Action Plan with the amendment that the specific proposed programs will be brought back to the CD Committee and CTAC for discussion. City of Rohnert Park seconded.

Ayes: City of Cloverdale, City of Cotati, City of Healdsburg, City of Rohnert Park, City of Sonoma, Town of Windsor

Nays: None

Abstain: None

Absent: City of Sebastopol

**4. Adjournment**

City of Healdsburg adjourned the meeting at 10:58 AM.

Respectfully Submitted,  
 Holly Kelley, Equity and Compliance Program Specialist