Public Meeting
Wednesday, March 17, 2021
10:00am-11:30am
This meeting will be held virtually to comply with the Governor’s Executive Order N-29-20. Please see page 2 for instructions on making public comment
MEMBERS MAY NOT ATTEND THIS MEETING IN PERSON
General public meeting access**: https://sonomacounty.zoom.us/j/97524347081?pwd=amVXVEpPbWlrZFF0cVZiTG90bitTZz09
Webinar ID: 975 2434 7081 #
Passcode: 229472 #
Phone: +1 669 900 9128

Agenda

1. Call to Order and Roll Call

2. Public Comments for Items Not on the Agenda

3. Approval of Minutes from February 17 and February 19, 2021 CD Committee meetings
   The Community Development Committee the Cities & Towns Advisory Committee will discuss and may take action to approve the minutes from February 17, 2021 or may recommend changes to these minutes.

4. Approval of Minutes from February 17, 2021 CTAC meeting
   The Cities & Towns Advisory Committee will discuss and may take action to approve the minutes from February 17, 2021 or may recommend changes to these minutes.

5. Interim Director’s Report
   Update on Federal and State funding opportunities.

6. Public Hearing:
   Staff will present the Consolidated Annual Performance and Evaluation Report (CAPER) for Committee review and recommendations, and take comments from the public. The report is available on the CDC web site at: https://sonomacounty.ca.gov/CDC/News/Consolidated-Annual-Performance-and-Evaluation-Report/
   a) Open public hearing
   b) Close public hearing
Sonoma County Community Development Committee

Human Services Dept. Representative: Oscar Chavez (Chair), Tenant Representatives: Jessica Vega, Vacant
1st Dist: Betzy Chavez (Vice Chair) | 2nd Dist: Vacant | 3rd Dist: Susan Adams | 4th Dist: Vacant | 5th Dist: Linda Garcia
Interim Executive Director: Barbie Robinson, CHC, JD, MPP

CTAC Adjournment

7. Public Hearing:
   Staff will present the Public Housing Authority Annual Plan for Fiscal Year 2021-2022 for Committee review and recommendations, and take comments from the public. The annual plan is available on the CDC web site at: https://sonomacounty.ca.gov/CDC/News/Notice-of-Public-Hearing-Sonoma-County-Housing-Authority--Annual-PHA-Plan-for-FY-2021-2022/
   a) Open public hearing
   b) Close public hearing
   c) Committee Discussion
   d) Make Motion or Change Recommendation

8. CD Committee Adjournment

**CD Committee and CTAC members and presenters will receive unique zoom links to participate in this meeting.

Next Regular Meeting
April 21, 2021
10:00 am
Virtual

PUBLIC COMMENT PRIOR TO THE COMMITTEE MEETING: Public Comment may be submitted via email to Shelley.Ticehurst@sonoma-county.org.

PUBLIC COMMENT DURING THE BOARD MEETING: PUBLIC COMMENT USING WEBEX: Members of the public who join the Webex meeting, either through their web browser online or by calling in, will be able to provide live public comment at specific points throughout the meeting.

One may also email public comment to Shelley.Ticehurst@sonoma-county.org throughout the meeting. All emailed public comments will be read into the record.
Any writings or documents presented to a majority of the Community Development Committee regarding any item on this agenda may be requested by email.

**DISABLED ACCOMMODATION:** If you have a disability which requires an accommodation, an alternative format, or requires another person to assist you while attending this meeting, please contact the Administrative Services Officer at (707) 565-7520, as soon as possible to ensure arrangements for accommodation.

Language Services are available upon request if made at least 48 hours in advance of the meeting to help ensure availability. For more information or to request services: Contact (707) 565-7520.

Servicios de idiomas se pueden consultar previa solicitud si se solicita por lo menos 48 horas antes de la reunión. Para más información o para solicitar servicios, de traducción llame al (707) 565-7520.
Minutes

1. Call to Order and Roll Call
Oscar Chavez called the meeting to order at #:# and roll was called.
CD Committee Members Present: Click or tap here to enter text.
CD Committee Members Absent: Click or tap here to enter text.
CDC Staff Present: Click or tap here to enter text.

Guests Present:
Click or tap here to enter text.

2. Public Comments for Items Not on the Agenda
No public comment was made for items not on the agenda.

3. Approval of Minutes from Date of last meeting
Cities & Towns Advisory Committee
Sonoma County Community Development Commission

Public Meeting
Wednesday, March 17, 2021
10:00am-11:30am

This meeting will be held virtually to comply with the Governor’s Executive Order N-29-20. Please see page 2 for instructions on making public comment
MEMBERS MAY NOT ATTEND THIS MEETING IN PERSON

General public meeting access**:
https://sonomacounty.zoom.us/j/97524347081?pwd=amVXVEpPbWlrZFF0cVZiTG90bitTZz09
Webinar ID: 975 2434 7081 #
Passcode: 229472 #
Phone: +1 669 900 9128

Agenda

1. Call to Order and Roll Call

2. Public Comments for Items Not on the Agenda

3. Approval of Minutes from February 17, 2021 CD Committee meeting
   The Community Development Committee the Cities & Towns Advisory Committee will discuss and may take action to approve the minutes from February 17, 2021 or may recommend changes to these minutes.

4. Approval of Minutes from February 17, 2021 CTAC meeting
   The Cities & Towns Advisory Committee will discuss and may take action to approve the minutes from February 17, 2021 or may recommend changes to these minutes.

5. Interim Director’s Report
   Update on Federal and State funding opportunities.

6. Public Hearing:
   Staff will present the Consolidated Annual Performance and Evaluation Report (CAPER) for Committee review and recommendations, and take comments from the public. The report is available on the CDC web site at: https://sonomacounty.ca.gov/CDC/News/Consolidated-Annual-Performance-and-Evaluation-Report/
   a) Open public hearing
   b) Close public hearing
   c) Committee Discussion
Cities & Towns Advisory Committee
Sonoma County Community Development Commission

4) Make Motion or Change Recommendation

7. CTAC Adjournment

Next Regular Meeting
TBD
Virtual

PUBLIC COMMENT PRIOR TO THE COMMITTEE MEETING: Public Comment may be submitted via email to Shelley.Ticehurst@sonoma-county.org.

PUBLIC COMMENT DURING THE BOARD MEETING: PUBLIC COMMENT USING WEBEX: Members of the public who join the Webex meeting, either through their web browser online or by calling in, will be able to provide live public comment at specific points throughout the meeting. One may also email public comment to Shelley.Ticehurst@sonoma-county.org throughout the meeting. All emailed public comments will be read into the record.

Any writings or documents presented to a majority of the Community Development Committee regarding any item on this agenda may be made available for public inspection in the Sonoma County Community Development Commission office located at 1440 Guerneville Road, Santa Rosa, CA 95403 during normal business hours.

DISABLED ACCOMMODATION: If you have a disability which requires an accommodation, an alternative format, or requires another person to assist you while attending this meeting, please contact the Administrative Services Officer at (707) 565-7520, as soon as possible to ensure arrangements for accommodation.

Language Services are available upon request if made at least 48 hours in advance of the meeting to help ensure availability. For more information or to request services: Contact (707) 565-7520

Servicios de idiomas se pueden consultar previa solicitud si se solicita por lo menos 48 horas antes de la reunión. Para más información o para solicitar servicios, de traducción llame al (707) 565-7520.
Minutes

1. **Call to Order and Roll Call**
   Attendees:
   - Betzy Chavez (1st District)
   - Susan Hollingsworth Adams (3rd District)
   - Oscar Chavez (Human Services Department)

   Absent:
   - Linda Garcia (5th District)
   - Jessica Vega (Tenant Representative)

   Vacant:
   - 2nd District
   - 4th District
   - 2nd Tenant Representative

2. **Public Comment for Items Not on the Agenda**
   
   No public comment.

3. **Approval of Minutes for January 20, 2021 CD Committee meeting**
   
   CD Committee did not have quorum. Deferred vote.

4. **Approval of Minutes for December 16, 2020 and December 30, 2020 CTAC meeting**

   Motion by Cotati, Noah Housh, to approve both minutes with note to include the following motion from the December 16, 2020 minutes: for CDC staff to agendize a discussion to establish clear operational protocols for determination on all funding sources needing direction during emergency situations at the most expeditiously available CTAC agenda.
5. **Interim Executive Director’s Report**

Ken Tasseff, Health Care Privacy and Security Officer for the Sonoma County Department of Health Services, presented about the vaccine rollout. He reported about vaccine site locations as well as number of doses administered to date. Approximately 18% of county residents over age 16 had received the vaccine as of this meeting. More information is available at socoemergency.org/vaccine.

a) Update by Tina Rivera, Assistant Director, that the Board of Supervisors approved the County Fund for Housing Allocations on Feb 2, 2021. All relevant documentation for this item is available on the County web site: [https://sonoma-county.legistar.com/LegislationDetail.aspx?ID=4771174&GUID=E9FEABBF-EC24-496B-8F9D-09EA97633634&Options=&Search=](https://sonoma-county.legistar.com/LegislationDetail.aspx?ID=4771174&GUID=E9FEABBF-EC24-496B-8F9D-09EA97633634&Options=&Search=)

Upcoming funding opportunities are CDBG-DR and CDBG NOFAs coming up in April. Jenna Garcia requested timeline deadlines for CDBG funding. Tina Rivera will bring this information to both committees.

Members requested a copy of Associate Director Rivera’s CFH spreadsheet.

b) CTAC requested that CDBG-CV funding allocations prioritize the Urban County. HUD confirmed that these funds need to provide rental assistance primarily in the Urban
CTAC requested a spreadsheet of providers administering the rental assistance program.

c) Updates on new State and Federal housing funds
Rohish Lal, Legislative Policy and External Affairs Officer, provided an update on this item. SB91 was approved to use $2.6 billion in federal funds to pay landlords 80% of rent for qualifying tenants with COVID-related rent and utility financial issues.

HUD is evaluating actions taken by previous administration that affected Fair Housing policies and laws. HUD memo: https://www.whitehouse.gov/briefing-room/presidential-actions/2021/01/26/memorandum-on-redressing-our-nations-and-the-federal-governments-history-of-discriminatory-housing-practices-and-policies/.

The State Auditor also issued a report on homelessness available here: http://auditor.ca.gov/pdfs/reports/2020-112.pdf.

6. Report on new Federal Emergency Rental Assistance Program Funds
New funding is available from the US Dept. of Treasury to stabilize households and forestall evictions. Funding can also be used to pay utilities. The County received $14.7 million. Cities and County are distributing these funds throughout the county. 10% is available to service providers; 90% must be used for rental/utility assistance.

The County will also receive $15 million from CDBG. Cities and County will strategize together on the best way to administer this program. These funds need to be spent by the end of the 2021 calendar year.

Funds are available to pay off rent and utilities in arrears as well as for up to one year as well as for future rent and utility costs. Payments go directly to landlords or the utility company. Either the landlord or the tenant can apply, but not both. State funds require landlords forgive 20% of owed rent.

CDC leaders will be meeting with all jurisdictions in the County to discuss collaborating on this program to ensure the people most in need are reached with these funds.
7. Approval of City of Healdsburg Request for HOME/HEAP Funds Budget Modification

Steven Sotomayor, City of Healdsburg, recused himself for this item.

The City of Healdsburg requested to utilizing HOME funds to offset increased construction costs for building a Navigation Center at Victory Apartments, a project funded with HEAP dollars. This is a budget modification request, not a request for additional funds.

CTAC voted to support the modification.

The CD Committee did not have a quorum, so a special meeting will be set up within 72 hours.

8. Adjournment

CD Committee and CTAC adjourned at 11:22 am
Special Public Meeting
Friday, February 19, 2021
3:30 to 4:00 PM
Meeting recording available online:
https://sonomacounty.ca.gov/Community-Development-Committee/Calendar/Community-Development-Committee-Special-Meeting-February-19-2021/

Minutes

1. Call to Order and Roll Call
   Attendees:
   Betzy Chavez (1st District)
   Susan Hollingsworth Adams (3rd District)
   Linda Garcia (5th District)
   Oscar Chavez (Human Services Department)
   Jessica Vega (Tenant Representative)

   Vacant:
   2nd District
   4th District
   2nd Tenant Representative

2. Approval of Minutes for January 20, 2021 CD Committee meeting

   Linda Garcia motioned to approved the minutes, Jessica Vega seconded
   Ayes:
   Betzy Chavez
   Susan Adams
   Linda Garcia
   Oscar Chavez
   Jessica Vega

   Noes:
   None

3. Approval of City of Healdsburg Request for HOME/HEAP Funds Budget Modification
The City of Healdsburg requested to utilizing HOME funds to offset increased construction costs for building a Navigation Center at Victory Apartments, a project funded with HEAP dollars. This is a budget modification request, not a request for additional funds.

Linda Garcia motioned to approve. Susan Adams seconded

Ayes:
  Betzy Chavez
  Susan Adams
  Linda Garcia
  Oscar Chavez
  Jessica Vega

Noes:
  None

4. Adjournment

Adjourned at 3:40 pm
Minutes

1. Call to Order and Roll Call

Attendees:

Cloverdale   Kevin Thompson
Cotati       Noah Housh
Healdsburg   Stephen Sotomayor
Rohnert Park Jenna Garcia
Town of Windsor Jessica Jones

Absent:

Sebastopol  Kari Svanstrom
Sonoma      David Storer

2. Public Comment for Items Not on the Agenda

No public comment.

3. Approval of Minutes for January 20, 2021 CD Committee meeting

CD Committee did not have quorum. Deferred vote.

4. Approval of Minutes for December 16, 2020 and December 30, 2020 CTAC meeting

Motion by Cotati, Noah Housh, to approve both minutes with note to include the motion that was in the December 16, 2020 minutes for CDC staff agendize a discussion to establish clear operational protocols for determination on all funding sources needing direction during emergency situations at the most expeditiously available CTAC agenda. Seconded by Steven Sotomayor.

Ayes:
5. **Interim Executive Director’s Report**

Ken Tasseff, Health Care Privacy and Security Officer for the Sonoma County Department of Health Services, presented about the vaccine rollout. He reported about vaccine site locations as well as number of doses administered to date. Approximately 18% of county residents over age 16 had received the vaccine as of this meeting. More information is available at socoemergency.org/vaccine.

a) Update by Tina Rivera, Assistant Director, that the Board of Supervisors approved the County Fund for Housing Allocations on Feb 2, 2021. All relevant documentation for this item is available on the County web site: https://sonoma-county.legistar.com/LegislationDetail.aspx?ID=4771174&GUID=E9FEABBF-EC24-496B-8F9D-09EA97633634&Options=&Search=

Upcoming funding opportunities are CDBG-DR and CDBG NOFAs coming up in April. Jenna Garcia requested timeline deadlines for CDBG funding. Tina Rivera will bring this information to both committees.

Members requested a copy of Associate Director Rivera’s CFH spreadsheet.

b) CTAC requested that CDBG-CV funding allocations prioritize the Urban County. HUD confirmed that these funds need to provide rental assistance primarily in the Urban County and not in Santa Rosa and Petaluma as entitlement jurisdictions that have their own funding. CDBG-CV funding will only be used in the Urban County/non-entitlement jurisdictions. A coordinated response of entitlement and non-
City’s & Towns Advisory Committee  
Sonoma County Community Development Commission

entitlement jurisdictions may be worked out locally.

CTAC requested a spreadsheet of providers administering the rental assistance program.

c) Updates on new State and Federal housing funds  
Rohish Lal, Legislative Policy and External Affairs Officer, provided an update on this item. SB91 was approved to use $2.6 billion in federal funds to pay landlords 80% of rent for qualifying tenants with COVID-related rent and utility financial issues.

HUD is evaluating actions taken by previous administration that affected Fair Housing policies and laws. HUD memo: https://www.whitehouse.gov/briefing-room/presidential-actions/2021/01/26/memorandum-on-redressing-our-nations-and-the-federal-governments-history-of-discriminatory-housing-practices-and-policies/.

The State Auditor also issued a report on homelessness available here: http://auditor.ca.gov/pdfs/reports/2020-112.pdf.

6. Report on new Federal Emergency Rental Assistance Program Funds  
New funding is available from the US Dept. of Treasury to stabilize households and forestall evictions. Funding can also be used to pay utilities. The County received $14.7 million. Cities and County are distributing these funds throughout the county. 10% is available to service providers; 90% must be used for rental/utility assistance.

The County will also receive $15 million from CDBG. Cities and County will strategize together on the best way to administer this program. These funds need to be spent by the end of the 2021 calendar year.

Funds are available to pay off rent and utilities in arrears as well as for up to one year as well as for future rent and utility costs. Payments go directly to landlords or the utility company. Either the landlord or the tenant can apply, but not both. State funds require landlords forgive 20% of owed rent.

CDC leaders will be meeting with all jurisdictions in the County to discuss collaborating on this program to ensure the people most in need are reached with these funds.

7. Approval of City of Healdsburg Request for HOME/HEAP Funds Budget Modification
Steven Sotomayor, City of Healdsburg, recused himself for this item.

The City of Healdsburg requested to utilizing HOME funds to offset increased construction costs for building a Navigation Center at Victory Apartments, a project funded with HEAP dollars. This is a budget modification request, not a request for additional funds.

CTAC voted to support the modification.

Ayes:
  Cloverdale, Kevin Thompson
  Cotati, Noah Housh
  Rohnert Park, Jenna Garcia
  Windsor, Jessica Jones

Absent:
  Sebastopol
  Sonoma

The CD Committee did not have a quorum, so a special meeting will be set up within 72 hours.

8. Adjournment

CD Committee and CTAC adjourned at 11:22 am
MEMORANDUM

Date: March 17, 2021
To: Community Development Committee
From: Martha Cheever, Housing Authority Manager

Subject: Public Hearing for the FY 2021-2020 Public Housing Authority Annual Plan

The Sonoma County Housing Authority (SCHA) administers the Housing Choice Voucher Program under contract with the U.S. Department of Housing and Urban Development (HUD). This program enables very low-income households to rent from private landlords at fair market rental rates and also provides rental assistance in the form of project-based vouchers, tying assistance to specific units.

Section 511 of the Quality Housing and Work Responsibility Act of 1998 requires that all housing authorities prepare a Public Housing Agency (PHA) Plan, which includes both a 5-Year Plan and an Annual Plan for each fiscal year. The PHA Five Year Plan was approved by this Committee and the Board of Commissioners in 2020. The document laid out the Housing Authority’s goals and strategies for serving the needs of low-income and very low-income families for the period of July 1, 2020 – June 30, 2025. The PHA Annual Plan provides an annual status update on the Housing Authority’s progress in meeting the goals outlined in the Five Year Plan. Combined, these PHA Plans provide HUD, program participants, and other interested parties information related the Housing Authority’s accomplishments, progress, and strategies for serving the needs of low-income and very low-income families.

The 2021-2022 Annual Plan provides an update on the progress the Housing Authority has made in accomplishing the goals established in 2020. Key accomplishments achieved by the Housing Authority in FY 2020-2021 include the following:

- Award of 170 new rental assistance vouchers - 111 new Mainstream Vouchers, and 59 Family Unification Program Vouchers.
- 100 project based vouchers were awarded to developments throughout Sonoma County; 18 of the vouchers awarded were awarded to existing developments in order renovate and preserve existing affordable units
- 2 graduates of the Family Self Sufficiency program, 1 of whom is no longer in need of rental assistance
- Continued recognition by HUD as a High Performing Housing Authority

The Housing Authority’s Administrative Plan (Local Policies) is a required attachment to the Annual Plan. These Local Policies differ from the Annual Plan in that they are the guidelines for
program implementation and operation at a local level. The Housing Authority is not proposing changes to the Administrative Plan at this time.

As required by HUD, the proposed FY 2021-2022 PHA Annual Plan is consistent with the HUD-required Five-Year Consolidated Plans of the County of Sonoma and the City of Petaluma, the two HUD entitlement jurisdictions in which the Housing Authority operates the Housing Choice Voucher Program.

Requested Action: Recommend approval of the PHA Annual Plan to the Board of Commissioners

Attachments: PHA Annual Plan