

Sonoma County Community Development Committee



Human Services Dept. Representative: Oscar Chavez (Chair), Tenant Representatives: Jessica Vega, Judith Morgan
1st Dist: Betzy Chavez (Vice Chair) | 2nd Dist: Jake Mackenzie | 3rd Dist: Susan Adams | 4th Dist: *Vacant* | 5th Dist: Linda Garcia
Interim Director: Dave Kiff

Joint Public Meeting with Cities & Towns Advisory Committee

Wednesday, July 21, 2021

10:00am-12:00pm

Meeting Recording:

<https://www.youtube.com/watch?v=MY24rCdXqfw>

MINUTES

1. Call to Order and Roll Call

Community Development Committee

Attendees:

Betzy Chavez (1st District)
Jake Mackenzie (2nd District)
Susan Hollingsworth-Adams (3rd District)
Linda Garcia (5th District)
Oscar Chavez (Human Services Department)
Judith Morgan (Tenant Representative)

Vacant:

4th District

Absent:

Jessica Vega (Tenant Representative)

Cities & Towns Advisory Committee

Attendees:

Cotati	JP Harries
Rohnert Park	Jenna Garcia
Sebastopol	Kari Svanstrom
Sonoma	David Storer
Town of Windsor	Jessica Jones



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Absent:

Cloverdale	Kevin Thompson
Healdsburg	Stephen Sotomayor

2. Public Comments for Items Not on the Agenda

There was no public comment.

3. Approval of Minutes from June 16 and June 29, 2021 CD Committee meetings

Chair Chavez asked the CD Committee if they had questions or comments on the minutes. Hearing none, he asked the committee to make a motion to approve them.

Susan Hollingsworth-Adams moved to approve and Betzy Chavez seconded.

Ayes:

Betzy Chavez
Susan Hollingsworth-Adams
Linda Garcia
Oscar Chavez for June 16, 2021 minutes
Judith Morgan

Abstain:

Oscar Chavez for June 29, 2021 minutes

Absent:

Jessica Vega

Approval of minutes from June 16 and June 29, 2021 CTAC meetings

Chair Garcia asked the CTAC Committee if it had questions or comments on the minutes. Hearing none, she asked the committee to make a motion to approve them.

David Storer moved to approve the minutes. Kari Svanstrom seconded.

Ayes:

Rohnert Park - Jenna Garcia
Sebastopol - Kari Svanstrom
Sonoma - David Storer
Town of Windsor - Jessica Jones



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Abstain:

Cotati - JP Harries

Absent:

Healdsburg - Stephen Sotomayor

Cloverdale - Kevin Thompson

4. Swearing In of New Community Development Committee Member

Noelle Francis administered the oath of office for Jake Mackenzie and he was sworn in as 2nd District representative for the Community Development Committee.

Jake Mackenzie briefly spoke of his background and the positions he holds as a citizen and resident of Rohnert Park. He asked who participates as legal counsel in the CD Committee meetings. Chair Chavez answered that there is no one and staff would look into it.

5. Interim Director's Report

Dave Kiff, Interim Executive Director, introduced himself and spoke about providing support to the committees and action items in the agenda. He spoke about working with the County Executive Office, County Administrative Office and the cities in regards to the strategic plan within the KPMG report.

Dave spoke about public record act requests and providing committee members the option to request a county email for committee business. Linda Garcia shared that she has not been able to access her county email. Jake Mackenzie requested a county email.

Dave Kiff also spoke about the upcoming notices of funding availability.

There was no public comment on the Interim's Director Report.

6. Review and Approval of the Fiscal Year 2021-22 One Year Action Plan

Chair Chavez of the CD Committee introduced the item, read out loud the contact information for public questions concerning the draft Action Plan ("Plan"). He also shared the public review period, July 9th through August 7, 2021, including the upcoming Board of Supervisors meeting of July 27th when the Action Plan goes before the Supervisors.

Valerie Johnson, CDC staff, presented the draft Plan to the committees and shared the



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following table showing the capital projects award recommendations made by these committees and the funding recommendations by the Continuum of Care Board, which are all reflected in the draft Plan. She explained the relevancy of the Plan to the five-year Consolidated Plan and how the grantees report back to CDC on project progress via the Consolidated Annual Performance Evaluation Report (CAPER).

Draft One Year Action Plan for Fiscal Year 2021-22

CATEGORY	AMOUNT
Administration and Planning	CDBG: \$370,608 ESG: \$12,060 HOME: \$82,540
Acquisition, Disposition, and Predevelopment	CDBG: \$406,977
Housing	HOME: \$82,448
Public Facilities and Infrastructure Improvements	CDBG: \$797,500
Public Services and Homeless Prevention	CDBG: \$277,956
ESG-Funded Projects	ESG: \$148,738

There was no public comment.

Chair Chavez closed the public hearing and asked if the committee members had comments or questions about the draft Plan.

Jake Mackenzie asked whether the recommendations made in the last meeting by the CD Committee stand as is and if they would be forwarded to the Board of Supervisors. Dave Kiff answered yes they still do stand and spoke about the last meeting's recommendations, specifically about the eligibility of PEP Housing's project [Linda Tunis Project] for funding.

Dave shared that he made an inquiry to HUD about the PEP Housing project's eligibility, but has not yet received a response. He talked about how the Plan needs to be submitted on time to HUD in August and the item presented to the Board of Supervisors allows the Supervisors flexibility to make changes if needed. If HUD's response comes after the Supervisors approval and requires changes to the Plan, the document would be brought back to the CD and CTAC committees for a plan amendment and then be presented to the Supervisors accordingly.



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NOTE: On July 27, 2021, HUD provided direction to PEP Housing that the Sonoma County CDBG Urban Counties fund was not available for affordable housing projects like the Linda Tunis Housing project, as the residents of the project would be residents of Santa Rosa. Also on July 27, 2021, the Sonoma County Board of Supervisors approved the One-Year Action plan as proposed by CTAC/CD on a 5-0 vote.

Judy Morgan stated she did not see the names of the projects in the slide presentation nor in the document and asked if staff had heard from HUD in regards to funding the Caritas project. Valerie explained that the projects in the document are categorized in section AP 35 of the Plan.

Jenna Garcia provided background information to Judy Morgan's question and explained how the committees arrived to the funding recommendations in the last meeting. Specifically, that although the Caritas project had been funded in the past, it was not certain that it would be eligible for capital projects funding this time. Dave Kiff said he would follow up with HUD on that.

Linda Garcia expressed her support to move forward and not hold up the process.

There were no questions or comments made by the CTAC committee.

Cities and Towns Advisory Committee:

Motion made by David Storer to approve the Action Plan as recommended by staff. Jessica Jones seconded.

Ayes:

Cotati – JP Harries
Rohnert Park - Jenna Garcia
Sebastopol - Kari Svanstrom
Sonoma – David Storer
Town of Windsor - Jessica Jones

Absent:

Healdsburg - Stephen Sotomayor
Cloverdale - Kevin Thompson



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CD Committee:

Motion made by Susan Adams to approve the Action Plan as recommended by staff. Jake Mackenzie seconded.

Ayes:

Betzy Chavez
Jake Mackenzie
Susan Adams
Linda Garcia
Oscar Chaves
Judy Morgan

Absent: Jessica Vega

7. Emergency Rental Assistance Program (ERAP) Progress Report -

CDC staff, Christopher Raschke, presented on the progress of the ERAP program including the number of tenant and landlord applications; and total direct assistance to date. Christopher also spoke about the percentage breakdown of ERAP applicants by race/ethnicity and by city.

Committee members asked questions about the number of applications in the pipeline and about the breakdowns shown. Christopher said there is about 19 million dollars left in the fund and the county needs to be 65% obligated by end of September. He thinks that the county will meet that requirement. He shared that on June 28, 2021, AB 823 (*Chiu*) became law, which among other things, allows the rental assistance program to pay one hundred percent (100%) of past due rent from April 2020 forward. He explained that the money CDC is working with now is from the federal grant not the state grant. CDC has not received ERAP money from the state.

Chair Chavez asked about a stand-alone report on the ERAP program, which has been asked for in the last couple of meetings by both committees. Dave asked if the presentation provided by Christopher would suffice. Chair Chavez said yes, but there is also other information they are interested in seeing that was not provided. Dave suggested that a report on ERAP will be provided to the Board of Supervisors and that it can also be sent to the committees on a regular basis.



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Committee members asked for a breakdown of data in the report by city limit and zip code. Dave said staff would do their best to provide that specificity. Christopher spoke about his meetings with CBOs who are distributing funds. He spoke about SB91, which replaced the federal program of the CARES Act and AB 823.

Jenna Garcia asked about on-going meetings with the cities, CBOs, and committee members to ensure there is support and there is community engagement to spend the funds on time and make certain areas that need it are receiving it. Dave responded that meetings with CBOs will be done at least monthly or more frequent if necessary and the cities and CBOs can meet.

There was no public comment on the ERAP program.

Chair Chavez adjourned the meeting at 11:04 a.m.

