



Cities & Towns Advisory Committee
Sonoma County Community Development Commission

Regular Meeting & Concurrent Public Hearing
Meeting Minutes

Wednesday, September 15, 2021

10:00 am - 12:00 pm

Meeting Recording:

<https://www.youtube.com/watch?v=HUFKntgie2I>

1. Call to Order and Roll Call

The meeting was called to order at 10:01 a.m.

Community Development Commission (CDC) staff initiated roll call:

Committee Members Present

Cloverdale	Kevin Thompson
Cotati	Noah Housh
Healdsburg	Stephen Sotomayor
Rohnert Park	Jenna Garcia
Sebastopol	Kari Svanstrom

Absent:

Sonoma	David Storer
Town of Windsor	Jessica Jones

CDC Staff Present

Dave Kiff, Interim Executive Director
Martha Cheever, Housing Authority Manager
Marc Chandler, Acting Community Development Manager
Veronica Ortiz-De Anda, Community Development Associate
Valerie Johnson, Senior Community Development Specialist
Christopher Raschke, Administrative Aide
Susan Vahlstrom, Executive Secretary

Guests

Margaret Grahame, Timber Cove
Efren Carrillo, Burbank Housing
Riley Weissenborn, MidPen Housing
McKenzie Dibble, Danco Communities

Changes to the order of the agenda were announced.

2. Public Comments for Items Not on the Agenda

Margaret Grahame of Timber Cove spoke to the Committee about her interest in learning about affordable housing opportunities in the coastal zone, including becoming involved in the process of the Committee and raising awareness of housing issues in the coastal area. She works with Timber Cove Resort, which has begun to independently work on housing for resort staff.

There was no additional public comment.

3. **Approval of August 18, 2021, Meeting Minutes**

Noah Housh from the City of Cotati moved to approve the minutes; Stephen Sotomayor from the City of Healdsburg seconded.

Ayes:

Cloverdale	Kevin Thompson
Cotati	Noah Housh
Healdsburg	Stephen Sotomayor
Rohnert Park	Jenna Garcia
Sebastopol	Kari Svanstrom

Abstain:

None

Absent:

Sonoma	David Storer
Town of Windsor	Jessica Jones

4. **Interim Director's Report**

Dave Kiff, Interim Executive Director, shared his screen and provided the committee with a monthly progress report regarding the Emergency Rental Assistance Program (ERAP). Members of the Committee posed questions and these were answered by Dave Kiff and Christopher Raschke, CDC staff.

Dave Kiff also spoke about the CDBG-CV Round 3 Program. Marc Chandler, CDC staff, informed the Committee that there is money left over from the CDBG-CV Round 1 Program and these could potentially be grouped for distribution to specific projects with Round 3 funds, but more information will be brought forward to the Committee when available.

Dave Kiff invited Martha Cheever, CDC staff, to speak about the opening of the Housing Authority waitlist lottery. Martha Cheever informed the Committee that on October 1, 2021, the waitlist lottery would be opening and it would be closing on November 1, 2021. This time the waitlist will be opened to 750 applicants, as opposed to the last time when only 500 applicants were allowed to apply.

Martha Cheever also provided an update on AB 686 concerning the RFP previously released for work related to complying with affirmatively furthering fair housing requirements in all local housing elements. She advised that one proposal was received in response to the RFP, and it was

determined by staff that the one applicant did not possess sufficient experience in this realm of work. Instead of issuing another RFP, CDC will be working with the Association of Bay Area Government's (ABAG) Napa-Sonoma Planning Collaborative, which is a group of local jurisdictions that share consulting resources as they work together to address their housing priorities. CDC will be joining the Collaborative's contract with 4-Leaf, Inc. to do this work. Staff will be taking a contract with 4-Leaf, Inc. to the Board of Commissioners in November.

In response to questions about the Housing Authority waitlist, Martha Cheever said she would send out additional information to the Committee. During public comment a person from the public asked whether the ABAG survey of disability access would be included in the assessment of fair housing analysis. Staff answered that it could be included.

5. Public Hearing (Concurrently with the Community Development Committee)

Approval of Fiscal Year 2022-23 Federal Funding Policies

Veronica Ortiz-De Anda, CDC staff, presented the proposed FY 2022-23 Federal Funding Policies for the CDBG and HOME programs. She explained that no major changes were being proposed at this time.

There was no public comment.

Committee members asked questions regarding language in the policies related to projects outside of the Urban County that are being recommended for funding. They expressed their concerns that more projects outside of the Urban County are being brought forward for funding recommendation and that applicants need to have a clear understanding as to whether or not their project is eligible if it is not located in the Urban County.

Noah Housh moved to place on the November meeting agenda the draft CDBG/HOME NOFA with language included informing prospective applicants that priority will be given to projects in non-entitlement jurisdictions within the Urban County and with language directing applicants with projects in entitlement jurisdictions to HUD's regulations requiring that project benefits to Urban County residents must be demonstrated. Seconded by Kevin Thompson.

Ayes:

Cloverdale	Kevin Thompson
Cotati	Noah Housh
Healdsburg	Stephen Sotomayor
Rohnert Park	Jenna Garcia
Sebastopol	Kari Svanstrom

Abstain:

None

Absent:

Sonoma	David Storer
Town of Windsor	Jessica Jones

The Committee also asked for clarification of language in the policies involving Emergency Solutions Grant (ESG) programs that are under the purview of the Continuum of Care Committee and how they relate to the CDBG/HOME programs that the Community Development and CTAC committees oversee. CDC staff responded that fair housing set-aside funds are a fixed percentage [15% maximum], which can only be funded via CDBG, not ESG or HOME. Chair Garcia provided clarification about the relationship of ESG funds intended for homelessness and CDBG/HOME funds. The Interim Director said he would share a chart, which lists programs, funds, and their respective committees who have oversight of them.

Chair Garcia called for a motion to approve the Federal Funding Policies as proposed by staff. Stephen Sotomayor moved to approve, and this was seconded by Kevin Thompson. There was no discussion or additional questions.

Ayes:

Cloverdale	Kevin Thompson
Cotati	Noah Housh
Healdsburg	Stephen Sotomayor
Rohnert Park	Jenna Garcia
Sebastopol	Kari Svanstrom

Abstain:

None

Absent:

Sonoma	David Storer
Town of Windsor	Jessica Jones

**6. Public Hearing (Concurrently with the Community Development Committee)
2020 Consolidated Annual Performance and Evaluation Report (CAPER)**

Valerie Johnson, CDC staff, presented the CAPER report to the Committee.

There was no public comment.

Committee members commented about the report and asked questions. Staff responded accordingly.

Kari Svanstrom moved to approve the CAPER as presented by staff. This was seconded by Noah Housh.

Ayes:

Cloverdale	Kevin Thompson
Cotati	Noah Housh
Healdsburg	Stephen Sotomayor
Rohnert Park	Jenna Garcia
Sebastopol	Kari Svanstrom

Abstain:

None

Absent:

Sonoma	David Storer
Town of Windsor	Jessica Jones

The Committee adjourned at 11:18 a.m.