



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

**Regular Meeting & Concurrent Public Hearing  
 with the Community Development Committee**  
**Draft Meeting Minutes**

Wednesday, January 18, 2023  
 10:00 a.m. - 12:00 p.m.

[Meeting Recording](#)

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

The meeting was called to order at 10:00 a.m.  
 Community Development Commission (CDC) staff initiated the roll call:

Committee Members Present

- Noah Housh (Cotati)
- Griselda Villarreal as Proxy for Stephen Sotomayor (Healdsburg)
- Jenna Garcia (Rohnert Park)
- Kari Svanstrom (Sebastopol)
- Laura Simpson (Sonoma)
- Patrick Streeter (Windsor)

Committee Member Absent

- Kevin Thompson (Cloverdale)

CDC Staff Present

- Rhonda Coffman, Interim Executive Director
- Kathleen Kane, Interim Assistant Executive Director
- Martha Cheever, Housing Authority Manager
- Veronica Ortiz-De Anda, Community Development Associate
- Valerie Johnson, Community Development Associate
- Matthew Burns, Administrative Aide
- Susan Vahlstrom, Executive Secretary

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

None

**3. Approval of November 16, 2022, Meeting Minutes**

Kari Svanstrom requested it be noted in the minutes when David Storer left the meeting. Kari Svanstrom moved to approve the updated minutes; seconded by Noah Housh.

Ayes

Noah Housh  
Jenna Garcia  
Kari Svanstrom

Abstain

Griselda Villarreal  
Laura Simpson  
Patrick Streeter

Absent

Kevin Thompson

***Motion passed***

**4. Interim Director's Report**

Rhonda Coffman was introduced as the newly appointed Interim Executive Director of the Community Development Commission. Effective January 10, 2023, Dave Kiff became the Homeless Services Division Director at the Department of Health Services. Rhonda reported the County has declared an emergency due to the weather causing flooding and evacuations. Several CDC staff members are serving at the Emergency Operations Center and other locations throughout the county, so responses might be slightly delayed.

**5. Meeting Format as of March 15, 2023**

Kathleen Kane, Interim Assistant Executive Director, reported as of March 1, 2023, it is believed that the Governor will not be extending the emergency proclamation that we were operating under during the pandemic that gave us the flexibility of having these virtual meetings. Effective Wednesday, March 15, 2023, meetings will be held in person in the Hearing Room at the Community Development Commission (1440 Guerneville Road in Santa Rosa). Members should notify CDC staff as soon as possible if they will be absent or have an emergency or just cause reason to attend via teleconferencing.

**Public comments:**

Gregory Fearon

**6. HOME American Rescue Plan (ARP) Act Allocation Plan Update**

Veronica Ortiz-De Anda, Community Development Associate, shared a presentation on the HOME Investment Partnerships Program (HOME) American Rescue Plan (ARP) Allocation Plan for FY 2021-2022. The draft Allocation Plan for public review will be published at the end of January, the public hearing will be held on February 15, it will be presented to the

Board of Supervisors for their approval at the March 14 meeting, and the final Allocation Plan submitted to the Department of Housing and Urban Development before March 31, 2023.

**Public comments:**

Gregory Fearon

**7. Notice of Funding Availability (NOFA) and Eligible Projects**

Valerie Johnson, Community Development Associate, shared a presentation on the CDBG, HOME, ESG, CDBG-CV, and LMIHAF Funding Cycle for FY 2023-2024. A Notice of Funding Availability (NOFA) was issued on December 7, 2022, for the remaining funds. Details of eligible activities and requirements were provided. Funding applications are due no later than 5 p.m. on Wednesday, January 25, a summary of applications received will be presented at the February 15 concurrent Committee meetings, funding recommendations will be made at the March 15 concurrent Committee meetings, the Draft FY 2023-2024 Action Plan and FY 2020-2021 Action Plan Substantial Amendment will be published on March 17 for a 30-day public comment period, the public hearings will be held on April 19, and recommendations presented to the Board of Supervisors on May 2, 2023 (date subject to change).

**Public comments:**

Gregory Fearon

*Patrick Streeter left at 11:28 a.m.*

**8. Items Board Members Would Like Placed on a Future Agenda**

None

The meeting was adjourned at 11:37 a.m.