



Human Services Department Representative: Oscar Chavez, Tenant Representatives: Judith Morgan, Nicky McDermott

1st District: *Vacant* | 2nd District: Jake Mackenzie (Chair) | 3rd District: Chris Borr

4th District: *Vacant* | 5th District: Linda Garcia | Interim Executive Director: Dave Kiff

**Sonoma County Community Development Committee
Regular Meeting & Concurrent Public Hearing
with the Cities & Towns Advisory Committee**

Meeting Minutes

Wednesday, November 16, 2022

10:00 a.m. - 12:00 p.m.

Approved on Wednesday, January 18, 2023

[Meeting Recording](#)

1. Call to Order and Roll Call

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

Community Development Committee Members Present

Jake Mackenzie (2nd District)
Chris Borr (3rd District)
Teddie Pierce (4th District)
Linda Garcia (5th District)
Judith Morgan (Tenant Representative)
Nicky McDermott (Tenant Representative)

Absent

Oscar Chavez (Human Services Department)

Vacant Seat

1st District

CDC Staff Present

Dave Kiff, Interim Executive Director
Kathleen Kane, Interim Assistant Executive Director
Rhonda Coffman, Community Development Assistant Manager
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 at this time

3. Appointment of Teddie Pierce

Kathleen Kane introduced Teddie Pierce who will represent the 4th District. Teddie made a brief statement. The *Oath of Office* was previously administered by a Deputy Clerk of the Board of Supervisors.

4. Approval of September 21, 2022, Meeting Minutes

Linda Garcia moved to approve the minutes as submitted; seconded by Chris Borr.

Public comments:

None at this time

Ayes

Jake Mackenzie
Chris Borr
Linda Garcia
Judith Morgan
Nicky McDermott

Abstain

Teddie Pierce

Absent

Oscar Chavez

Motion passed

5. Interim Executive Director's Report

Dave Kiff introduced Kathleen Kane, Interim Assistant Executive Director, who reviewed the information that was presented to the Board of Supervisors on October 25, 2022, on the Roseland project, a copy of which was included in the agenda packet. Kathleen answered questions from Board members.

Valerie Johnson, Community Development Associate, shared a presentation of the quarterly update on the Affordable Housing Compliance Monitoring, and she answered questions from the members of both Boards. Rhonda Coffman, Community Development Assistant Manager, also provided additional information to questions from members. Dave Kiff will check with County Counsel on whether or not the CDC's Grand Jury response can be shared with the Committee.

Public comments:

None at this time

6. Public Hearing: Mid-Year 2022-23 Funding Recommendations for FY 2022-23, and FY 2020-21 Annual Action Plan Substantial Amendments

Rhonda Coffman, Community Development Assistant Manager, shared a presentation of the Mid-Year Action Plan Substantial Amendment Process for the NOFA published on August 30, 2022.

Veronica Ortiz-De Ana, Community Development Associate, shared a presentation of total funds available, project applications, and the staff funding recommendations. Rhonda and Veronica answered questions from Board members.

Kathleen Kane raised a point of order that an applicant who is not present at the Public Hearing to respond to questions is not eligible for funding. The applicant in question is JCL Development for the Redwood Glen Apartments, who was currently not in attendance.

Public comments:

Jeffrey Summerville
Sunny Noh

Chris Borr moved to approve the funding recommendations contingent on confirmation by CDC staff that JCL Development was present; if JCL Development is shown not to have been present during this meeting that the recommendations be adjusted so Mid-Pen receives the balance of funding available. The motion was seconded by Teddie Pierce.

Ayes

Jake Mackenzie
Chris Borr
Teddie Pierce
Linda Garcia
Judith Morgan
Nicky McDermott

Abstain

None

Absent

Oscar Chavez

Motion passed

7. Letter of Appreciation to Former Committee Chair Susan Hollingsworth Adams

Chair Mackenzie shared the letter for Board comments and approval.

Public comments:

Kari Svanstrom

Linda Garcia moved to approve the letter as presented; seconded by Chris Borr.

Ayes

Jake Mackenzie

Chris Borr

Teddie Pierce

Linda Garcia

Judith Morgan

Nicky McDermott

Abstain

None

Absent

Oscar Chavez

Motion passed

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

Chris Borr requested an update on the CDC's 3-Year Strategic Plan that was published in 2019.

The meeting was adjourned at 12:01 p.m.