



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

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

4<sup>th</sup> District: Teddie Pierce | 5<sup>th</sup> District: Linda Garcia | Interim Executive Director: Rhonda Coffman

**Sonoma County Community Development Committee  
Regular Meeting Concurrently with the  
Cities & Towns Advisory Committee**

**Meeting Minutes  
Approved June 21, 2023**

Wednesday, April 19, 2023  
1440 Guerneville Road, Santa Rosa, CA 95403  
10:0 a.m. - 12:00 p.m.

**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

Chair Mackenzie (2<sup>nd</sup> District)  
Chris Borr (3<sup>rd</sup> District)  
Teddie Pierce (4<sup>th</sup> District)  
Judy Morgan (Tenant Representative)  
Nicky McDermott (Tenant Representative)

Absent

Linda Garcia (5<sup>th</sup> District)  
Michelle Bendyk (Human Services Department)

Vacant Seat

1<sup>st</sup> District

CDC Staff Present

Michelle Whitman, Executive Director  
Kathleen Kane, Interim Assistant Executive Director  
Rhonda Coffman, Community Development Manager  
Valerie Johnson, Community Development Associate  
Veronica Ortiz-De Anda, Community Development Associate  
Madison Murray, Senior Community Development Specialist  
Krista Fotou, Finance Specialist  
Matthew Burns, Administrative Aide

Susan Vahlstrom, Executive Secretary

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

None

**3. Approval of March 15, 2023, Meeting Minutes**

Chris Borr moved to approve the minutes as submitted; seconded by Teddie Pierce.

**Public comments:**

None

Ayes

Jake Mackenzie

Chris Borr

Teddie Pierce

Judy Morgan

Nicky McDermott

Absent

Linda Garcia

Michelle Bendyk

***Motion passed***

**4. Executive Director's Report**

Michelle Whitman shared some of her prior experience before joining the Community Development Committee as Executive Director on April 18. She thanked Rhonda Coffman for her service as Interim Executive Director. She spoke briefly about the Bay Area Housing Finance Authority (BAHFA) and offered to provide a presentation at a future meeting.

Kathleen Kane shared the Infrastructure Budget for Tierra de Rosas, as well as funding sources for The Plaza. She answered all questions from Committee members.

**Public comments:**

None

**5. PUBLIC HEARING Concurrent with the Cities & Towns Advisory Committee: Fiscal Year 2023-24 Action Plan**

Valerie Johnson shared a presentation detailing the FY 2023-24 funding recommendations and the FY 2020-21 Action Plan Substantial Amendment. Rhonda Coffman provided additional information on the Contingency Projects Funding Plan. Since we missed the timeliness test again this year for CDBG funding, a Work-Out Plan will be submitted to HUD.

**Public comments:**

None

Jake Mackenzie moved to approve the FY 2023-24 Annual Action Plan and the FY 2020-21 Substantial Action Amendment; seconded by Chris Borr.

Ayes

Jake Mackenzie  
Chris Borr  
Teddie Pierce  
Judy Morgan  
Nicky McDermott

Absent

Linda Garcia  
Michelle Bendyk

***Motion passed***

BREAK from 11:04 to 11:15 am.; upon return, a quorum was present

**6. Community Development Committee Orientation**

Kathleen Kane shared a presentation of the past and present legal structure of the Commission, agency organization, and programs and policies.

**Public comments:**

None

**7. Election of Vice Chair**

Jake Mackenzie nominated Chris Borr as Vice Chair of the Community Development Committee; seconded by Nicky McDermott.

**Public comments:**

None

Ayes

Jake Mackenzie  
Chris Borr  
Teddie Pierce  
Judy Morgan  
Nicky McDermott

Absent

Linda Garcia

Michelle Bendyk

***Motion passed***

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

None

The meeting was adjourned at 12:17 p.m.