



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: Teddie Pierce | 5th District: Linda Garcia | Interim Executive Director: Rhonda Coffman

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

**Meeting Minutes
Approved March 15, 2023**

Wednesday, February 15, 2023
10:0 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. 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)
Judy Morgan (Tenant Representative)
Nicky McDermott (Tenant Representative)
Oscar Chavez (Human Services Department)

Vacant Seat

1st District

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 January 18, 2023, Meeting Minutes

Jake Mackenzie moved to approve the minutes as submitted; seconded by Linda Garcia.

Public comments:

None

Ayes

Jake Mackenzie
Teddie Pierce
Linda Garcia
Judy Morgan
Nicky McDermott
Oscar Chavez

Abstain

Chris Borr

Motion passed

4. Interim Executive Director's Report

Rhonda Coffman reminded everyone that we are returning to in-person meetings and is looking forward to seeing everyone at the meeting on March 15 in the CDC Hearing Room, 1440 Guerneville Road in Santa Rosa.

Martha Cheever shared a presentation on the Housing Authority's Cumulative Leasing Rate and Annual Budget Expended then answered questions from Committee members.

5. Summary of Funding Applications Received

Valerie Johnson, Community Development Associate, gave an update on the 24 applications that were received. Staff is currently reviewing these applications and will provide preliminary funding recommendations for the Committee's approval at the March 15, 2023, meeting.

Public comments:

Emailed comments were received just before the start of the meeting, and they will become an attachment to today's minutes.

6. HOME – American Rescue Plan Allocation Plan

Veronica Ortiz-De Anda, Community Development Associate, shared a presentation that detailed the specifics of this program, and staff answered questions from the Committee members.

Public comments:

Margaret DeMatteo

Oscar Chavez moved to approve recommendation of the draft Home American Rescue Plan Allocation Plan with recommended language added regarding impact evaluation at least annually and also requesting that staff include in their staff report to the Board of Supervisors with our recommendation for approval the discussion and comments we provided today regarding challenges approving funding allocations without knowing what the needs are currently or will be at the time of the NOFA and what viable applications there are and the need potentially for considering amendments to make sure we can be flexible to meet the needs of the community, and that the staff will ensure that there is a robust process for consultation with the Continuum of Care Board to consider the applications received regarding these funds; seconded by Teddie Pierce.

Ayes

Jake Mackenzie

Chris Borr

Teddie Pierce

Linda Garcia

Judy Morgan

Nicky McDermott

Oscar Chavez

Motion passed

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

Jake Mackenzie and Linda Garcia would like clarification on where we stand on Roseland. Teddie Pierce would like a calendar showing funding items for the year and their timeframe. Chris Borr requested a discussion of the 2019-2022 Strategic Plan to review what was accomplished within the plan and setting the next Strategic Plan.

The meeting was adjourned at 11:57 a.m.