



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**

DRAFT Meeting Minutes

Wednesday, January 18, 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)
Teddie Pierce (4th District)
Linda Garcia (5th District)
Judy Morgan (Tenant Representative)
Nicky McDermott (Tenant Representative)

Absent

Chris Borr (3rd District)
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 November 16, 2022, Meeting Minutes

Judy Morgan moved to approve the minutes as submitted; seconded by Teddie Pierce.

Public comments:

None

Ayes

Jake Mackenzie
Teddie Pierce
Linda Garcia
Judy Morgan
Nicky McDermott

Abstain

None

Absent

Chris Borr
Oscar Chavez

Motion passed

4. Interim Executive 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

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

Linda Garcia would like to see the CDC's response to the Grand Jury. Jake Mackenzie would like to attend an orientation/training for new CD Committee members.

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