



Human Services Department Representative: Michelle Bendyk | Tenant Representatives: Judith Morgan, Erin (Nicky) McDermott
1st District: *Vacant* | 2nd District: Jake Mackenzie | 3rd District: Chris Borr | 4th District: Teddie Pierce
5th District: *Vacant* | Executive Director: Michelle Whitman

Sonoma County Community Development Committee Regular Meeting

PLEASE NOTE: This is a hybrid meeting and will be held in-person and online.

The meeting will be held in the Hearing Room of the Sonoma County Community Development Commission located at 1440 Guerneville Road, Santa Rosa, CA, 95403. Members of the public can watch or listen to the meeting in person or via Zoom. Public Comment may be made live, in person.

The Zoom webinar may be accessed at the following link:

<https://sonomacounty.zoom.us>

Telephone Option: (669) 444-9171

Webinar ID: 998 7539 5486 Passcode: 213564

Wednesday, October 18, 2023

10:00 am – 12:00 pm

AGENDA

1. Call to Order and Roll Call

2. Public Comments on Items Not on the Agenda

3. Approve Meeting Minutes from August 16, 2023 Meeting

The Committee will review, discuss, and may take action to approve the meeting minutes or may recommend changes.

Recommended Action: Approve minutes

4. Executive Director's Report

Michelle Whitman

Information Only - No Action Item

5. Award of Project-Based Vouchers

Martha Cheever, Housing Authority Director

Recommended Actions:

- a. Approve and recommend to the Board of Commissioners the award of 143 Project-Based Vouchers.
- b. Approve and recommend to the Board of Commissioners the award of 8 additional Project-Based Vouchers to The Randall on a non-competitive basis.
- c. Approve a 20-year extension of the Project-Based Voucher Housing Assistance Payments Agreement with DOMUS Management Co for Divine Senior Apartments.
- d. Direct staff to present all the recommendations to the Board of Commissioners for award at an upcoming meeting.

6. Election of Officers

Recommended Action: Election of Officers

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

8. Adjournment

Next Regular Meeting:

Wednesday, November 15, 2023 | 10:00 am – 12:00 pm

PUBLIC COMMENTS PRIOR TO THE COMMITTEE MEETING: May be submitted via email to Veronica.Ortiz-DeAnda@sonoma-county.org.

PUBLIC COMMENTS DURING THE COMMITTEE MEETING: Public Comment may be made live, in person, in the Hearing Room at the Community Development Commission. Available time for comments is determined by the committee chair based on agenda scheduling demands and total number of speakers. In order to guarantee that your comment is received and considered by the Committee, please attend the meeting in person or submit your comment in writing in advance of the meeting to CDC-8130-Public-Comment@sonoma-county.org.

Any member of the audience desiring to address the Committee on a matter on the agenda, please complete a *Speaker Card* and hand it to the Recording Secretary prior to the beginning of the meeting. When called by the Chair, please walk to the **Public Comments** table, state your name, and make your comments. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the subject matter under discussion.

MEETING DOCUMENTS: The associated documentation is available on the website at <https://sonomacounty.ca.gov/development-services/community-development-commission/boards-commissions-and-committees/community-development-committee>. Any changes to the date of the meeting, or any other updates, will be noticed on the above website.

DISABLED ACCOMMODATION: If you have a disability that requires an accommodation, an alternative format, or requires another person to assist you while attending this meeting, please contact the Section 504 Coordinator at (707) 565-7520 as soon as possible to ensure arrangements for accommodation.

Language Services are available upon request if made at least 48 hours in advance of the meeting to help ensure availability. For more information or to request services, please contact the Section 504 Coordinator at (707) 565-7520.

COMENTARIOS PÚBLICOS ANTES DE LA REUNIÓN DEL COMITÉ: Pueden enviarse por correo electrónico a Veronica.Ortiz-DeAnda@sonoma-county.org.

COMENTARIOS DEL PÚBLICO DURANTE LA REUNIÓN DEL COMITÉ: Cualquier miembro de la audiencia que desee dirigirse al Comité sobre un asunto de la agenda, complete una Tarjeta de Orador y entréguela al Secretario de Actas antes del comienzo de la reunión. Cuando lo llame el presidente, diríjase a la mesa de comentarios públicos, diga su nombre y haga sus comentarios. Para que todas las partes interesadas tengan la oportunidad de hablar, sea breve y limite sus comentarios al tema en discusión. Generalmente a cada persona se le conceden 3 minutos para hablar; Las limitaciones de tiempo quedan a discreción del Presidente.

DOCUMENTOS DE LA REUNIÓN: La documentación asociada está disponible en el sitio web en <https://sonomacounty.ca.gov/development-services/community-development-commission/boards-commissions-and-committees/community-development-committee>. Cualquier cambio en la fecha de la reunión, o cualquier otra actualización, se notificará en el sitio web mencionado anteriormente.

ALOJAMIENTO PARA DISCAPACITADOS: Si tiene una discapacidad que requiere un alojamiento, un formato alternativo o requiere que otra persona lo ayude mientras asiste a esta reunión, comuníquese con el Coordinador de la Sección 504 al (707) 565-7520 lo antes posible para garantizar los arreglos para alojamiento.

Los servicios lingüísticos están disponibles previa solicitud si se realizan al menos 48 horas antes de la reunión para ayudar a garantizar la disponibilidad. Para obtener más información o solicitar servicios, comuníquese con el Coordinador de la Sección 504 al (707) 565-7520.



Human Services Department Representative: Michelle Bendyk, Tenant Representatives: Judith Morgan, Nicky McDermott
1st District: *Vacant* | 2nd District: Jake Mackenzie (Chair) | 3rd District: Chris Borr
4th District: Teddie Pierce | 5th District: *Vacant* | Executive Director: Michelle Whitman

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

DRAFT Meeting Minutes

Wednesday, August 16, 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 conducted the roll call:

Community Development Committee Members

District 1	Vacant
Jake Mackenzie, Chair – District 2	Present
Chris Borr, Vice Chair – District 3	Present
Teddie Pierce – District 4	Present
District 5	Vacant
Judy Morgan – Tenant Representative	Present
Nicky McDermott – Tenant Representative	Present
Michelle Bendyk – Human Services Representative	Present

CDC Staff Present

Michelle Whitman, Executive Director
Martha Cheever, Housing Authority Division Director
Rhonda Coffman, Community Development Division Director
Valerie Johnson, Community Development Associate
Veronica Ortiz-De Anda, Community Development Associate
Laurie Dinwiddie, Community Development Specialist II
Susan Vahlstrom, Executive Secretary

2. Public Comments for Items Not on the Agenda

Duane De Witt spoke during this item.

3. Approval of June 21, 2023, Meeting Minutes

Public comments:

Duane De Witt spoke during this item.

Teddie Pierce moved to approve the minutes; seconded by Michelle Bendyk.

Action

Ayes: Jake Mackenzie, Teddie Pierce, Judy Morgan, Nicky McDermott, Michelle Bendyk

Noes:

Abstain: Chris Borr

Absent:

Motion Passed.

4. Executive Director's Report

Michelle Whitman presented about the Bay Area Housing Finance Authority (BAHFA) detailing the General Obligation Bond for November 2024 that would provide financial assistance to affordable housing projects. The Executive Director also provided an update on Elderberry Commons, a project in Sebastopol.

Public comments:

Duane De Witt spoke during this item.

5. Review of Sonoma County Funding Policies for Federal and Low-Moderate Income Housing Asset Funds (LMIHAF)

Veronica Ortiz-De Anda, Community Development Associate presented the proposed Fiscal Year 2024-2025 Federal and LMIHAF Funding Policies and answered questions from the committee members. The committee provided feedback to Ms. Ortiz-De Anda to incorporate into the policies.

Public comments:

Duane De Witt spoke during this item.

6. Future Agenda Items

Chair Mackenzie requested for an update on the pro-housing designation and requested updates on BAFHA as a standing item. Committee Member Pierce would like information on what criteria is needed for housing projects.

The meeting was adjourned at 11:50 a.m.



**Sonoma County Community Development Commission
Sonoma County Housing Authority**

1440 Guerneville Road, Santa Rosa, CA 95403-4107

*Members of the
Commission*

Chris Coursey
Chair

David Rabbitt
Vice Chair

Susan Gorin
Lynda Hopkins
James Gore

Michelle M. Whitman
Executive Director

Date: October 18, 2023

To: Community Development Committee

From: Martha Cheever, Housing Authority Division Director

Subject: Award of Project-Based Vouchers

The US Department of Housing and Urban Development (HUD) allows Housing Authorities to attach up to 20% of its Section 8 Housing Choice Voucher Program funding to specific housing units by project-basing vouchers. In contrast to the Tenant-Based Voucher Program, the project-based housing subsidy remains with the unit after a tenant moves out. Project-Based Vouchers (PBV) are an important resource providing predictable operating revenue to new and existing affordable multi-family rental housing, ensuring the most vulnerable members of our community have stable, affordable housing. To be eligible for Project-Based Vouchers, the owner of a project must agree to rent the unit to eligible tenants for the duration of the Housing Assistance Payments (HAP) contract, which is often up to twenty years.

This memo has three distinct requests outlined within it.

1. Award of Project Based Vouchers

To create more affordable housing in Sonoma County, including permanent supportive housing, the Housing Authority released two Request for Proposals (RFP) for Project-Based Vouchers (PBV) making up to 220 PBVs available to property owners and developers.

The first RFP released made up to 120 PBVs available for permanent supportive housing (PSH) units which will be designated for the highest needs persons/families in the Sonoma County Coordinated Entry System. Each proposer was required to identify a supportive services partner to provide intensive case management for the residents of the PSH units.

The second RFP that was released was for General Project Based Vouchers – meaning they could be used to serve any low-income population appropriate to the housing development. Additional points were awarded to projects that proposed at least 10% of the requested PBV units to persons/households exiting homelessness.

In response to these two RFPs for PSH PBVs, the Housing Authority received a total of 10 proposals. One of these proposals is ineligible for award at this time. The remaining 9 proposals all meet the requirements of the RFP and are located in areas throughout the County.



Staff is recommending that 143 Project Based Vouchers be recommended for award to the projects shown in the table below. Once all projects are developed, they will bring an additional 98 permanent supportive housing units, 10 homeless dedicated units, and 35 other PBV units into service in Sonoma County.

Project	Developer	Location	Number of Units	Type of Units
Caritas Phase 2	Burbank Housing	Santa Rosa, CA	30	PSH
Casa Roseland	MidPen Housing	Santa Rosa	8	Homeless Dedicated
Downtown River	Eden Housing	Petaluma	6	General
Dry Creek Commons	Burbank Housing	Healdsburg	14	8 General + 6 PSH
Elderberry Commons	Burbank Housing	Sebastopol, CA	29	PSH
Meridian at Corona Station	DanCo Communities	Petaluma, CA	33	PSH
Redwood Glen	JCL Development	Windsor	5	General
Summer Oaks	MidPen Housing	Sonoma	18	General + 2 Homeless Dedicated

Note: Recommended projects are listed below in alphabetical order.

A copy of all PBV applications received in response to the two RFPs are located here:

<https://share.sonoma-county.org/link/bS1eQ0guwz8/>.

2. Non-Competitive Award of Project Based Vouchers

The Housing Authority has received a request to add an additional 8 PBV units to the PBV Agreement for The Randall in Healdsburg. HUD rules allow for additional PBVs to be added to an existing PBV Agreement on a non-competitive basis. Housing Authority local policies would require that the added units be designated for persons at or below 30% AMI.

3. Extension of Project Based Voucher Agreement

The Housing Authority has received a request from DOMUS Management Company to extend the Housing Assistance Payment Agreement for Divine Senior Apartments for an additional 20 years. The existing agreement for this project has been active for 20 years and is due to expire on August 1, 2024. A 20-year extension will enable the continued affordability of the 20 PBV units at the property until 2044. This is the final extension that is allowed by HUD under current regulation.

Recommended Actions:

1. Approve and recommend to the Board of Commissioners the award of 143 Project-Based Vouchers.
2. Approve and recommend to the Board of Commissioners the award of 8 additional Project-Based Vouchers to The Randall on a non-competitive basis.

3. Approve a 20-year extension of the Project-Based Voucher Housing Assistance Payments Agreement with DOMUS Management Co for Divine Senior Apartments.
4. Direct staff to present all the recommendations to the Board of Commissioners for award at an upcoming meeting.