



**SONOMA COUNTY  
COMMUNITY DEVELOPMENT COMMITTEE**

Public Hearing Room  
1440 Guerneville Road  
Santa Rosa, CA 95403

Regular Meeting Minutes  
July 8, 2008  
3:30 p.m.

**I. Call To Order And Roll Call:**

The meeting was called to order at 3:33 p.m., and the roll was called.

CD Committee members present: Michael DeVore, Lawrence Jaffe, Sara Malone, Emmie Morgan, Peter O'Brien, Pat Stevens, and Paula Young

CD Committee members absent: Nichola Fuller

CDC Staff present: Cathy Allyn, Community Development Associate; Heather Bond, Community Development Specialist; Bob Branson, Community Development Associate; Kathleen Kane, Executive Director; Mark Krug, Community Development Manager; Crissy Tuider, Senior Community Development Specialist; and Frances Perdew, Recording Secretary

Guests: Duane DeWitt, Roseland  
Molly Ackley, Community Action Partnership, and  
Bonnie Wood, the Living Room

**II. Public Comments**

Duane DeWitt, Roseland addressed the Committee about the Roseland Project Area Committee (PAC) and 'green'

**III. Approval of Minutes**

Emmie Morgan moved approval of the June 10, 2008 minutes, seconded by Pat Stevens, none opposed, Lawrence Jaffe and Peter O'Brien abstained, and the motion carried.

**IV. General Administration Items**

1. None.

**V. Homelessness Assistance and Planning**

1. Consolidated Plan Document and Funding Policy. Mark Krug, Community Development Manager, explained the differences and the functions of the U. S. Department of Housing and Urban Development's (HUD) required Consolidated Plan (a set of five-year planning documents), consisting of the Consolidated Plan Action Plan: One Year Use of Funds document, the Consolidated Annual Performance Evaluation Report (CAPER), and the Five-Year Strategic Plan document. This explanation led up to the discussion of the 2009-2010 Funding Policies, which are reviewed and revised each year with recommendations by staff and recommendation by the Committee to forward the revisions to the Board of Supervisors. Mr. Krug advised the Committee that the Funding Policies in the past had been three separate policies for the Community Development Block Grant (CDBG) Program, the Home Investment Partnership HOME Program, and the Federal Emergency Shelter Grant (FESG) Program. This year these three Funding Policies will be combined into one set of policies in an effort to streamline and better mesh with the Consolidated Plan documents that provide the policy basis.

Mr. Krug responded to questions, and told the Committee to expect to receive the draft policies document in August along with a summary sheet.

2. Discussion on Funding Competition Rating Systems. Cathy Allyn, Community Development Associate, distributed an updated Sample Scoring Sheet containing scoring criteria for the Committee's potential use at the March public hearings. There was discussion of the Matching Contributions section and the Committee and staff agreed to delete the word "Extra" in the beginning of the last sentence of that section.

There was more discussion on the desired contents of the scoring sheet; however, the Committee members were divided on its use in general. Pat Stevens requested the addition of a 'yes/no' column with check-off boxes and a large 'comments' area on the form.

Ms. Kane cautioned the Committee that it must be very clear on the intent to use this scoring system. She added that members of the public were in the audience and would like to speak.

Bonnie Wood, The Living Room, addressed the Committee and commented that this scoring system could advise the agencies of its current performance, and also where an agency could improve. If the Commission doesn't provide any guidelines or criteria, the agencies don't have a way of knowing what the Commission is looking for. Ms. Wood added that she is in favor of the scoring system as a tool for feedback from the Commission.

Molly Ackley, Community Action Partnerships (CAPS), added that in past public hearings it has been very unfortunate for CAPS to leave the room unclear as to what measure was used to determine why funding wasn't received. Ms. Ackley agreed with Ms. Wood about an agency wanting to know where it could improve in some area.

The Committee held additional discussion on such topics as fiduciary responsibilities, numerical or comment format, and if the scoring sheet would be publicly viewed or retained as private notes belonging to an individual member. The Committee agreed to add this item to the August meeting agenda as an action item.

**VI. Rental Assistance**

1. There were no Rental Assistance items.

**VII. Affordable Housing Development & Preservation**

1. Consideration of Conditions Being Added to Future Affordable Housing Loans; e.g., "Green Building Standards". Mr. Krug reminded the Committee that this item was first discussed as a result of the Las Palmas action in the May 2008 meeting. Mr. Krug responded to whether conditions could be added to future affordable housing loans, his response was yes; however, staff wants to dissuade the Committee from doing so for a number of reasons. The reasons explained in detail by Mr. Krug included:
  - a. Predictability. The applicants have a reasonable expectancy of predictability of established policy standards. Bob Branson distributed a detailed description of the land use – entitlement – and design approval process. Mr. Branson added that late changes could have a large impact on what the developer has already completed through the development approval process. Mr. Jaffe suggested that the one thing this Committee can affect is the economic health of the affordable housing for the tenants, such as reasonable site design. Mr. Jaffe asked how could this type of information be suggested to the developers at the appropriate time in the process? Mr. Krug responded that the Committee's opportunity would be next month when the CDBG, HOME and FESG policies are reviewed and revised.

Mr. Jaffe asked if it would be helpful to hear from an expert in this area. Ms. Kane confirmed his interest in hearing how energy conservation can be incorporated into a project without significant developer expense. The Committee discussed perhaps asking George Butler, an architect, to conduct a limited presentation on the subject. Staff will develop an agenda item on this subject for a subsequent committee meeting.

Ms. Kane reminded the Committee that the recommended revisions in the policies must be reviewed and approved by this Committee, the Technical Advisory Committee (TAC), and go through a public hearing process. She added that at its August meeting the Committee will be given energy efficient allowances developed by the Housing Authority, which would encourage developers to build more energy efficiently.

Other issues discussed were:

- b. Fairness,
- c. Organizational deference, and
- d. Consistency.

### **VIII. Non-Housing Community & Economic Development**

1. Sonoma Valley Economic Development Program Funding Agreement. Ms. Kane reported that the Economic Development Program Funding Agreement was approved by the Board of Commissioners earlier in the day, and is presented for the Committee's information.
2. Valley of the Moon Teen Center – Graffiti Abatement Program. Ms. Kane reported that the Graffiti Abatement Program will be presented to the Board of Commissioners on July 15, 2008, and is presented for the Committee's information.

### **IX. Executive Director's Report**

Ms. Kane responded to Mr. DeWitt's comments regarding the Roseland Project Area Committee (PAC). She reminded the Committee that it is the group charged with policy and funding recommendations for the Roseland Project Area. The PAC was organized because of talks of eminent domain in the project area, but when that Plan Amendment was dropped, the PAC became inactive. She added that the meetings to which Mr. DeWitt referred are high-level meetings between officials of the City of Santa Rosa and the County of Sonoma concerning annexation. This Joint Roseland Committee includes two Santa Rosa Council members and two members of the Board of Supervisors.

Ms. Kane reported that the Board of Supervisors approved the Sonoma County Strategic Plan Implementation Phase, which consists of the original Strategic Plan, its findings, and Department Project Charters. Part of the Project Charter for the CDC calls for the Russian River Redevelopment Implementation Plan to add a cap on Russian River Project Area redevelopment revenues.

Ms. Kane also reported that the Board of Supervisors approved a Climate Protection Partnership that will serve as the coordination mechanism for regional climate change issues. The County and all nine cities will work together to develop ways to implement activities to accomplish the goals that have been set.

Ms. Kane said she spoke with Pete Parkinson, Director of PRMD, and he said the County is moving forward with a plan to develop Green Building Codes for the County and is aiming for June 2009 to have some of these codes identified.

**X. Comments and/or Information Material**

Emmie Morgan distributed flyers (English and Spanish) regarding the upcoming Foreclosure Prevention Workshop to be held July 19, 2008.

Peter O'Brien expressed dissatisfaction with local developers who come to this Committee requesting funding for 'ground up' projects that are more costly than buying existing properties for renovation. Ms. Kane asked the Committee if it would like to add to the August agenda a discussion to have some developers come to the meeting and give their perspective on this topic. The Committee agreed to add this to the August agenda.

**XI. Adjournment**

There being no further business for discussion, Michael DeVore moved to adjourn the meeting, seconded by Sara Malone, and the meeting was adjourned at 5:25 pm.

Respectfully submitted,

Frances Perdew  
Recording Secretary