



**SONOMA COUNTY COMMUNITY DEVELOPMENT COMMISSION  
1440 Guerneville Road; Santa Rosa, CA**

Regular Meeting  
May 12, 2009  
Public Hearing Room  
3:30 p.m.

**I. CALL TO ORDER AND ROLL CALL**

Chair Lawrence Jaffe called the meeting to order at 3:35 p.m. and the roll was called.

CD Committee members present: Lawrence Jaffe (Chair); Emmie Morgan (Vice Chair); Michael DeVore; Gabe Kearney, Pat Stevens, and Paula Young

CDC staff present: Cathy Allyn, Community Development Associate; Kathleen Kane, Executive Director; Mark Krug, Community Development Manager; Crissy Tuidor, Senior Community Development Specialist; and Frances Perdew, Recording Secretary

Public present:

Chris Cone, Climate Protection Campaign  
Paula Cook, Community Housing Sonoma County

Gabe Kearney moved to advance items VII. 1. and 2., and item V. 4. ahead on the agenda after the approval of the minutes, seconded by Pat Stevens, none opposed and the motion carried.

**II. PUBLIC COMMENTS**

There were no public comments at this time.

**III. APPROVAL OF MINUTES**

One revision was made to the minutes on page 4. item c., last sentence. The words "for legal services" were removed. Michael DeVore moved to approve the minutes of April 14, 2009 as corrected, Gabe Kearney seconded the motion, Pat Stevens and Emmie Morgan abstained, none opposed, and the motion carried.

**VII. AFFORDABLE HOUSING DEVELOPMENT & PRESERVATION**



1. Fife Creek Commons Request for \$750,000 CFH-HELP Loan

Mark Krug, Community Development Manager, explained that the Fifth and Mill Street project in Guerneville was renamed to Fife Creek Commons. This project has received zoning and entitlements and the General Plan Amendment is now in place. At this Committee's next meeting, Burbank Housing Development Corporation (BHDC) will be requesting permanent financing for this project. Mr. Krug explained that several years ago the Commission received a loan from the State of California through the Housing Enabled by Local Partnerships (HELP) Program. The Commission is required to return those funds by March 3, 2014.

Mr. Krug explained that at this time it is difficult to determine an accurate appraisal of the property. Therefore, staff is requesting that this Committee recommend that the Board of Supervisors approve the entire amount of \$750,000 with the condition that only \$377,500 be disbursed at this time and until a higher appraisal is obtained. Gabe Kearney moved approval of the request as described, seconded by Michael DeVore, none opposed, and the motion carried.

2. Neighborhood Stabilization Program (NSP) Application Submittal

Mr. Krug reminded the Committee that it has discussed the NSP at prior meetings. The NSP funding is federal funding that was passed by legislation through the national Housing and Economic Recovery Act of 2008. Mr. Krug said no jurisdictions in Sonoma County have received any of this funding directly. Staff expects the State of California to issue a NOFA (Notice of Funds Availability) for applications for this funding, which will include time-restricted timelines. Staff plans to go to the Board of Supervisors June 9, 2009 for approval to apply for this funding. The funding available that is set aside for county jurisdictions and for the County of Sonoma is approximately \$1.8 million. There are additional Tier 3 funds available of approximately \$1.5 million. The County's local program would allocate these funds to any 501 (c)(3) non-profit agency. The Committee asked about the program design for allocating these funds, and Ms. Kane responded that the state and federal rules and regulations overseeing these funds would be used as the program design. Staff is requesting that the Committee recommend approval to the Board of Supervisors to apply to the State of California for these NSP funds, and use the Request for Proposal rules and regulations as the Program Design.

After additional discussion, Pat Stevens moved to recommend approval from the Board of Supervisors to apply for \$1.8 million, and an additional \$1.5 million, of funding from the State of California, to issue a Request for Proposal (FRP) to interested Community Based Organizations (CBO's), and to use the



rules and regulations for this funding as the Program Design. Michael DeVore seconded the motion, none opposed, and the motion carried.

#### V. HOMELESS ASSISTANCE AND PLANNING

##### 4. Substantial Amendment to Consolidated Plan Action Plan: One Year Use of Funds FY 08-09 (CDBG-R)

Cathy Allyn, Community Development Associate, advised the Committee that staff received notification on May 5, 2009 that additional CDBG “Recovery” funding has become conditionally available. This funding is intended to be used to modernize infrastructure, improve energy efficiency and expand educational opportunities and access to health care. This funding is a supplemental appropriation of FY 2008-2009 CDBG funding and the U.S. Department of Housing and Urban Development (HUD) and requires a substantial amendment to the FY 2008-2009 Action Plan. The substantial amendment is due at HUD by June 5, 2009, and staff plans to present your recommendation to the Board of Supervisors on June 2 in order to meet this deadline. The substantial amendment also requires that projects, or other uses of this funding, be identified so HUD can determine the eligibility of the requested uses. Therefore, a special concurrent public meeting is required with the CD Committee and the Technical Advisory Committee (TAC) on May 19, 2009 to identify these projects and other uses. The Committee then discussed various projects that could be eligible for these funds.

Ms. Kane sent an email to the Board of Supervisors and County Administrator Bob Deis (copy of the email was distributed to the Committee) describing some background information for this CDBG Recovery funding.

Ms. Allyn provided a copy of the Letters of Intent that staff expects to receive from applicants for public service programs and capital projects. Staff agreed to email these Letters of Intent to the Committee for their review prior to the meeting on May 19<sup>th</sup>.

The format for the May 19<sup>th</sup> special meeting was discussed, and staff presentation, followed by a question/answer period, was agreed upon. Staff agreed to email this information to the Committee on Friday, May 15, with a courier packet to Michael DeVore.

Mr. Jaffe asked for public comment on this issue. Chris Cohen of Climate Protection Campaign spoke about a countywide retrofit campaign with a goal to retrofit 80% of the buildings in the County by 2015. The Campaign’s next plan is to seek donations from local governments to underwrite this countywide plan. Low-income housing and households are a key element of this Campaign. Ms. Cohen also discussed jobs and assertive workforce



training, through statewide organizations, for at-risk youth, the long-term unemployed, and others affected by the economy.

#### IV. GENERAL ADMINISTRATION ITEMS

1. Mr. Jaffe followed up a question from the April meeting pertaining to potential child care costs for the tenant representative replacement on the Committee. Ms. Kane responded that the Bylaws stipulate that the member of this Committee serve without compensation. A change to those Bylaws would require approval by the Board of Supervisors.

#### V. HOMELESS ASSISTANCE AND PLANNING

1. Consolidated Plan Action Plan: One-Year use of Funds FY 2009-2010. Ms. Allyn advised that staff had received the final HUD allocations for CDBG (\$1,982,367), HOME (\$1,253,122), and ESG (\$87,647), which was an increase from the estimates provided at the March public hearing as well as an increase over the prior year funding allocations, except for ESG which received slightly less than the prior year. Ms. Allyn reviewed the additional funding assigned by the Board of Supervisors at the May 5, 2009 meeting.
2. Quarterly Report of FY 08-09 Programs (handout) Ms. Allyn distributed a Project Update Report for the Committee's information.
3. Substantial Amendment to Consolidated Plan Action Plan: One-Year Use of Funds FY 08-09 (HPRP) Mr. Krug reported that this action was approved by the Board of Supervisors this morning without comment. Mr. Jaffe asked to see a copy of the Request for Proposal when it is complete, and staff agreed.
5. Ten-Year Homeless Action Plan: Year Two Report and 2009 Homeless Count Results. Mr. Krug reported that the Board of Supervisors received a presentation from the principal that conducted the research, Peter Connery as well as Jenny Abramson and CDC staff. The count resulted in approximately 3,300 homeless, which was a significant increase over the 2007 Homeless Count. Mr. Krug attributed this increase primarily to the different methodologies used in each count. The Committee commented on some of the statistics of the count.

#### VI. RENTAL ASSISTANCE

There were no rental assistance items for discussion.



## VIII. NON-HOUSING COMMUNITY & ECONOMIC DEVELOPMENT

1. Funding for PRMD Work on Redevelopment Projects. Ms. Kane reported that the Board of Supervisors/Commissioners approved this item earlier in the day, and is presented for the Committee's information.

## IX. MONTHLY ACTIVITIES REPORT

The Committee commented that it appreciated this summary report and asked about the letters mailed out to the waiting list applicants. Ms. Kane explained that the waiting list now has at least 6,000 applicants living outside the jurisdiction that would never be served. There is a need to purge those applicants from the list to reduce it to only active applicants. Those individuals/households that do not respond will be removed from the list.

## X. EXECUTIVE DIRECTORS REPORT

Ms. Kane reported that staff is actively seeking to fill the vacant position for the tenant representative position on this Committee. A notice has been drafted that will be posted to the CDC's website, as well as discussion about individuals on the program who might be eligible. Staff also discussed with this Committee about the possible need for a subcommittee for this issue. Gabe Kearney and Lawrence Jaffe volunteered for this subcommittee.

Ms. Kane reported that Peter O'Brien has officially submitted his resignation from the Committee citing new business startup issues and the lack of time to commit to the Committee going forward. Mr. O'Brien has made a recommendation for a replacement, and in following the usual process, the vacancy has been posted by the Board of Supervisors.

The proposed County Budget went before the Board of Supervisors earlier this morning and the public hearings will begin in June. The CDC's General Fund budget was cut by 15% and staff will be submitting a technical adjustment to the Board of Supervisors for some funding for Sam Jones Hall.

As mentioned earlier, the CDC received notification of its CDBG funding amounts for FY 2009-2010 and those figures were increased by approximately 5% from the estimates you used in the March public hearing. The HOME funding increase is the highest it has been for some time.

Leasing Housing costs are increasing as more individuals are becoming unemployed, which reduces the amount the tenant pays for rent, and increases the amount paid by the Housing Authority.

## XI. COMMENTS, CORRESPONDENCE & INFORMATION MATERIALS

Pat Stevens announced that he has lost his employment as of June 30, 2009 and must, therefore, resign from the Committee due to the uncertainty of his



employment and his ability to attend the monthly meetings. Mr. Stevens and Mr. Jaffe attended the open house of the Rental Co-Housing Community in Sebastopol. Mr. Stevens said he thought the property is nicer than market rate housing, and the funding provided really does turn into better quality housing for people.

XII. ADJOURN

There being no other items for discussion, Gabe Kearney moved to adjourn, seconded by Emmie Morgan, none opposed, and the meeting adjourned at 5:15 pm.

Respectfully submitted,

Frances Perdew