



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

Regular Meeting
July 14, 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: Michael DeVore, Lawrence Jaffe (Chair), Gabe Kearney, Emmie Morgan, Paula Young

CD Committee members absent: Pat Stevens

CDC staff present: Cathy Allyn, Community Development Associate; Heather Bond, Community Development Specialist; Bob Branson, Community Development Associate; Cas Ellena, Redevelopment Manager; Kathleen Kane, Executive Director; Mark Krug, Community Development Manager; Al Lerma, Redevelopment Associate; Crissy Tuidor, Senior Community Development Specialist; Carol Turner, Leased Housing Manager; and Frances Perdew, Recording Secretary

Public present:

Paula Cook, Community Housing Sonoma County
Chaney Delaire, Burbank Housing Development Corporation
Dina Kirtley, CD Committee Tenant Representative applicant
Craig Meltzner, Craig Meltzner & Associates

II. PUBLIC COMMENTS

Kathleen Kane, Executive Director, took this opportunity to introduce Cas Ellena and Al Lerma to the Committee.

III. APPROVAL OF MINUTES

1. Michael DeVore moved approval of the May 19, 2009 minutes, seconded by Emmie Morgan, Gabe Kearney abstained, none opposed, and the motion carried.

2. Gabe Kearney moved approval of the June 9, 2009 minutes, seconded by Michael DeVore, Lawrence Jaffe abstained, none opposed, and the motion carried.

IV. GENERAL ADMINISTRATION ITEMS

1. Election of Officers. Emmie Morgan nominated Lawrence Jaffe to continue as Chair, and Mr. Jaffe accepted the nomination. The vote was 4-0-0 and Mr. Jaffe was re-elected as Chair for FY 09-10.

Gabe Kearney nominated Emmie Morgan to continue as Vice Chair, and Ms. Morgan accepted the nomination. The vote was 4-0-0 and Ms. Morgan was re-elected as Vice Chair for FY 09-10.

2. CD Committee Tenant Representative. Carol Turner, Leased Housing Manager, introduced Dina Kirtley, applicant for the open Tenant Representative seat, to the Committee. Ms. Turner described the selection process, and stated that she and Lawrence Jaffe had interviewed Ms. Kirtley and that they recommend her as the new Tenant Representative to the Committee. Michael DeVore moved that the Committee recommend Ms. Kirtley to the Board of Commissioners as the Tenant Representative to the Committee, seconded by Emmie Morgan, none opposed, and the motion carried.

V. HOMELESS ASSISTANCE AND PLANNING

There were no homeless assistance and planning issues for discussion.

VI. RENTAL ASSISTANCE

There were no rental assistance items for discussion.

VII. AFFORDABLE HOUSING DEVELOPMENT & PRESERVATION

1. Presentation on Energy Conservation without Additional Developer Expense. Mark Krug, Community Development Manager, explained that this item was added to the agenda in error, and would be presented next month.
2. County Fund for Housing Loan to Fife Creek Commons. Mark Krug, Community Development Manager, provided a brief staff report on the funding requests for the Fife Creek Commons (formerly Guerneville Fifth and Mill) project. The project sponsors are seeking two County Fund for Housing loans, one in the amount of \$1,465,000 as part of a \$2,640,000 loan request, the balance being projected as a Russian River Redevelopment loan, and a \$470,000 contingency loan. Paula Cook, Community Housing Sonoma County; Chaney Delaire, Burbank Housing Development Corporation; and Craig Meltzner, Craig Meltzner & Associates addressed the Committee with details of the financing arrangements for the project. Mr. Meltzner discussed the two County Fund for Housing (CFH) requested loans. Mr. Meltzner

described the housing project's details, the progress to date regarding the funding applications and sources, and the tax credits application. Mr. Meltzner added that in addition to the tax credits application, an application has been submitted to the State of California in conjunction with the Mental Health Department. Mr. Meltzner said the developers would be notified of the outcome of the tax credits application by September 2009. If the developers are not successful in receiving the tax credits in this Fall 2009 selection round, they will re-apply in Spring 2010.

After additional discussion, Gabe Kearney moved to recommend approval to the Board of Supervisors for the \$1.465 million CFH loan, seconded by Michael DeVore, none opposed, and the motion carried.

Gabe Kearney also moved to recommend approval to the Board of Supervisors for the \$470,000 CFH loan with the contingency that the developers secure tax credit funding by August 1, 2010, and also contingent upon the developers not receiving Affordable Housing Program (AHP) funding in the same amount, seconded by Michael DeVore, none opposed, and the motion carried.

3. County Fund for Housing Loan to Stuart Cummings for the Cummings Subdivision. Bob Branson, Community Development Associate, described the four-lot subdivision being built by a 'for profit' developer in Graton, CA. The CFH loan for \$175,000 will provide a portion of predevelopment costs associated with three affordable second-dwelling units attached to three market-rate homes. The regulatory agreement requires that two of the second dwelling units be rented to low-income households, and the remaining second-dwelling unit be rented to extremely low-income households for a term of 55 years. This CFH loan was approved by the Board of Supervisors June 23, 2009 and is provided for the Committee's information.

VIII. NON-HOUSING COMMUNITY & ECONOMIC DEVELOPMENT

1. Commercial Rehabilitation Loan Program (CRLP) for the Roseland Redevelopment Project Area. Cas Ellena, Redevelopment Manager, reported that this CRLP is based on a program that was designed for The Springs Redevelopment Project Area. She described the elements of the three types of loans to be provided, which includes professional design services for those eligible to receive each type of loan. The Committee discussed whether there are any design guidelines, such as paint colors or signage, within the Roseland Project Area, and staff responded they would find out.

Emmie Morgan moved to recommend approval to the Board of Supervisors for \$550,000, plus 15% project delivery, for a total of \$632,500 of Roseland

Redevelopment Project Area funding to begin the Program, seconded by Gabe Kearney, none opposed, and the motion carried.

2. The Springs Redevelopment Five-Year Implementation Plan for July 1, 2009 – June 30, 2014. Ms. Ellena reported that The Springs 2004-2009 Redevelopment Five-Year Implementation Plan is coming to a close and a new Implementation Plan must be created as required by California Redevelopment Law. The purpose of the Plan is to establish goals, objectives, and proposed activities within the Redevelopment Project Area for the specified period. The Springs Redevelopment Five-Year Implementation Plan for July 1, 2009 thru June 30, 2014 will be presented for approval by the Board of Commissioners July 21, 2009.

Ms. Ellena added that the Roseland Five-Year Implementation Plan would be coming to the Committee very soon.

IX. MONTHLY ACTIVITIES REPORT

Ms. Kane reported that the purpose of the Monthly Activities Report is to provide information on Commission activities that are not included on the agenda. Ms. Kane reported that the Board of Supervisors disbanded the Russian River Redevelopment Oversight Subcommittees in October 2008, and the subcommittees have been replaced by Task Groups. Kathleen Kane appoints the Task Group members.

Emmie Morgan asked about the status of the Request for Qualifications (RFQ) applications for the non-profit agency to be selected to carry-out many programmatic aspects of the new, federal HPRP “stimulus” funding program for Sonoma County. Ms. Kane responded that no applications had been received to date, but staff is expecting applications from Community Action Partnership Sonoma County (CAPS), Catholic Charities, and one other group from the Bay Area.

Lawrence Jaffe volunteered to serve as a backup to Emmie Morgan on the agency selection committee as the representative from the CD Committee.

X. EXECUTIVE DIRECTORS REPORT

Ms. Kane reported that the final 2009 Sonoma County Homeless Count is available to view on the CDC’s website.

On June 16, 2009, the Board of Supervisors adopted the Sonoma County budget. Ms. Kane added, however, the final adopted State budget may have an impact on the County budget.

Ms. Kane reported that Bob Deis, Sonoma County Administrator, resigned his position June 16, 2009. The County has no Assistant County Administrator at

this time to fill in for this vacancy. Currently, three Deputy County Administrators are able to sign documents and perform the functions of the County Administrator. With the help of 25 County Department Heads, County business is moving forward as usual.

XI. ADJOURN

There being no other items for discussion, Gabe Kearney moved to adjourn, seconded by Emmie Morgan, none opposed, and the meeting adjourned at 5:30 pm.

Respectfully submitted,

Frances Perdew