



**SONOMA COUNTY COMMUNITY DEVELOPMENT COMMISSION**  
**1440 Guerneville Road, Santa Rosa, CA 95403**  
Community Development Committee  
Regular Meeting Minutes

December 13, 2011  
Public Hearing Room  
3:30 pm

**1. Call to Order and Roll Call**

Chair Dina Kirtley called the Community Development Committee meeting to order at 3:30 am and the roll was called.

*CD Committee members present:* Sami Donahue, Wendy Gurwitz, Ron Franklin, Lawrence Jaffe, Dina Kirtley, and Emmie Morgan

*CD Committee members absent:* Michelle Edwards and Lynn King

*CDC staff present:* Heather Bond, Community Development Specialist; John Haig, Redevelopment Manager; James Hackett, Housing Authority Manager; Kathleen H. Kane, Executive Director; Mark Krug, Community Development Manager; Teddie Pierce, Community Development Associate, Nick Stewart, Community Development Associate; Crissy Tuidor, Sr. Community Development Specialist; and Frances Perdew, Recording Secretary

*Guests:* Jenny Abrahamson, Continuum of Care Coordinator  
Catherine Cvengros, Social Advocates for Youth  
Colleen Halbohm, Cloverdale Community Outreach Committee  
Lisa Leeb, Sonoma Overnight Support  
Joanna Olsen, Mendocino Family and Youth Services

**2. Public Comments**

Joanna Olsen of Mendocino Family and Youth Services (MFYS) presented the Committee with information and handouts about the services provided by this non-profit in Mendocino County. Ms. Olsen explained that several youth from Sonoma County are attending schools in Mendocino County, which allows MFYS to receive funding from the Community Services Funding that was moved from the Human Services Commission to the CDC this year.

**3. Approval of Minutes**

Emmie Morgan moved approval of the November 8, 2011 CD Committee minutes as amended, seconded by Ron Franklin, Lawrence Jaffe abstained, and the motion carried.

**4. General Administrative Items**

A. There were no General Administrative items for discussion.

## **5. Homelessness Assistance and Planning**

- A. *Presentation on HMIS Annual Report to HUD.* Mark Krug, Community Development Manager, introduced Teddie Pierce to the Committee who reported on the Homeless Management Information System (HMIS) Annual Report to HUD. Mr. Krug reported that HUD wants to roll together all of the data nationwide so it can be presented to Congress once a year. Ms. Pierce provided handouts to the Committee and staff showing a summary of activity and demographics. Ms. Pierce explained the three categories of data illustrated in the handouts. She added that the Community Development Division (CD) has finished its project of getting all of the providers' data up to 95% accuracy. The CD division is now working on the quality of this HMIS data, and helping the community to use the data that it has. Ms. Pierce then answered questions from the Committee.
- B. *Presentation on Pending Federal Homeless Funding Program Changes.* Mr. Krug introduced Jenny Abrahamson who narrated a slide presentation regarding The HEARTH Act & Changes to the Emergency Solutions Grant (ESG) Program. HEARTH stands for Homeless Emergency and Rapid Transition to Housing Act, and was enacted in 2009.

Mr. Krug and Ms. Kane reported that more information on ESG, formerly called Emergency Shelter Grant, would hopefully be available in January 2012.

## **6. Affordable Housing Development & Preservation**

- A. *2011 CalHome Housing Rehabilitation Program Funding Application.* Mr. Krug reported that the 2011 CalHome Housing Rehabilitation Program Funding Application agenda item was submitted to and approved by the Board of Commissioners on December 6, 2011. This item was presented for the Committee's information.

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

- A. *Redevelopment Agency Annual Report and Audit.* John Haig, Redevelopment Manager, reported that the Redevelopment Agency Annual Report and Audit was submitted to and approved by the Board of Supervisors/Commissioners on December 6, 2011. Mr. Haig reported there were no findings in the audit. This item was presented for the Committee's information.

## **8. Monthly Activities Report**

- A. *Month of November 2011.* Mr. Krug described a brief history of the CDC's Flood Elevation Program, which operates predominantly in the lower Russian River area. The Flood Elevation Program has received millions of dollars in the past several years, and the CDC has submitted a total of four proposals totaling approximately \$8 million from the California Emergency Management Agency (CalEMA) for additional funds. Mr. Krug added that the cost of these elevations, which is shared by CalEMA (75% or 90% depending on the program) and the property owner (25% or 10%), is increasing because the elevations that are left

to be done are more topographically difficult to elevate. This funding is expected to keep the Flood Elevation Program active for a number of years. Funding decisions for the four funding proposals are expected in early 2012. The Monthly Activities Report was presented for the Committee's information.

Mr. Haig reported that redevelopment funds are still frozen from use until decisions are made about the future of Redevelopment Agencies by the State Supreme Court. The CDC should hear news of this decision in January 2012.

Mr. Haig added that the Russian River Redevelopment Oversight Committee (RRROC) will have its election on Friday, December 16, 2011 and the Committee is invited to attend. The Springs Redevelopment Advisory Committee (RAC) had no candidates apply for its election.

James Hackett, Housing Authority Manager, reported that the Board of Commissioners approved an Agreement on December 6, 2011 to purchase a Housing Authority Software (HAPPY) upgrade. Mr. Hackett said an estimated 3,000 households on the Section 8 waiting list work or reside within the Housing Authority's jurisdiction.

#### **9. Executive Directors Updates**

Ms. Kane reported that at this morning's Board of Supervisors meeting, there was discussion about shared services between the nine cities and the County. The Board is looking at different ways to share responsibilities, cut costs, and provide better services. During the presentation, the Santa Rosa City Manager noted that possible coordination of housing administration services between the City and the County would be a focus area of upcoming discussions. Ms. Kane plans to join this discussion later this week.

Ms. Kane reminded the Committee that all County offices (excluding emergency services) will be closed for Mandatory Time Off (MTO) from December 23, 2011 to January 2, 2012.

Ms. Kane advised the Committee that its public hearing for Capital Projects and all HOME Projects will be held on February 14, 2012 from 1:30 until approximately 5:30 pm. The public hearing for ESG, CDBG, and CSF Public Services funding will be March 13, 2012. Applications for funding are due January 6, 2012.

#### **10. Comments & Information Material**

There were no comments or information materials for discussion.

#### **11. Adjourn**

Emmie Morgan moved to adjourn the meeting to begin the Annual Tour, seconded by Sami Donahue, and the meeting adjourned at 5:11 pm.

Respectfully submitted,

Frances Perdew  
Recording Secretary