



## **Cities & Towns Advisory Committee**

Sonoma County Community Development Commission

### **Special Meeting with the Community Development Committee**

**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 141 Stony Circle, Suite 210, Santa Rosa, CA, 95401.

The Zoom webinar may be accessed at the following link:

<https://sonomacounty.zoom.us/j/96914050771?pwd=d3VMNmIvKzRoRjNSUzFNdnc2RDVpZz09>

**Telephone Option: (669) 444-9171**

**Webinar ID: 969 1405 0771**

**Passcode: 013093**

Wednesday, October 23, 2024

10:00 am – 12:00 pm

### **AGENDA**

- 1. Call to Order and Roll Call**
- 2. Public Comment on Items Not on the Agenda**
- 3. Approve Meeting Minutes from September 18<sup>th</sup>, 2024 Meeting**  
The Committee will review, discuss, and may take action to approve the meeting minutes or may recommend changes.

*Recommended Action: Approve minutes as drafted by staff*

- 4. Executive Director’s Report**  
Michelle Whitman, Executive Director  
The executive director will give an update on agency business.

*Information Only – No Action Item*

**5. PUBLIC HEARING: Fiscal Year 2021-2022 Action Plan Substantial Amendment for HOME – American Rescue Plan (HOME-ARP) Funding Recommendation**

Veronica Ortiz-De Anda, Community Development Program Coordinator

Staff will present the proposed Action Plan Substantial Amendment and will also review any public comment received prior to the meeting.

- Staff Presentation
- Committee Questions
- Open Public Hearing
- Hear Public Comments
- Close Public Hearing
- Committee Discussion
- Motion
- Roll Call Vote

*Recommended Action: Recommend approval of funding recommendations to the Board of Supervisors*

**6. Adjournment**

**Next Regular Meeting:  
Wednesday, November 20<sup>th</sup>, 2024, 10:00 am – 12:00 pm**

**PUBLIC COMMENTS PRIOR TO THE COMMITTEE MEETING:** Public comments may be submitted via email to [CDC-8130-Public-Comment@sonoma-county.org](mailto:CDC-8130-Public-Comment@sonoma-county.org). Virtual attendees are encouraged to submit their comments via email before the meeting.

**PUBLIC COMMENTS DURING THE COMMITTEE MEETING:** 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. Please be brief and limit your comments to the subject matter under discussion. Virtual attendees may raise their hand using Zoom, or dial \*9 to raise their hand by telephone and will be directed to speak by the Chair. Each person is granted 3 minutes to speak; time limitations are at the discretion of the Chair.

**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](mailto: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.



**Cities & Towns Advisory Committee**  
 Sonoma County Community Development Commission

**Concurrent Regular Meeting**  
**DRAFT Meeting Minutes**

Wednesday, September 18, 2024  
 1440 Guerneville Road, Santa Rosa, CA 95403  
 10:00 a.m. – 12:00 p.m.

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

The meeting was called to order at 10:02 a.m. by Vice Chair Streeter; Community Development Commission (CDC) staff initiated the roll call:

Committee Members

Jenna Garcia – City of Rohnert Park	Present
Jennifer Gates – City of Sonoma	Present
John Jay – City of Sebastopol	Absent
Kevin Thompson – City of Cloverdale	Present
Noah Housh – City of Cotati	Present
Patrick Streeter – Town of Windsor	Present
Stephen Sotomayor – City of Healdsburg	Present

CDC and Sonoma County Housing Authority Staff

- Michelle Whitman, Executive Director
- Rhonda Coffman, Deputy Director
- Martha Cheever, Deputy Director
- Valerie Johnson, Community Development Program Coordinator
- Madison Murray, Senior Community Development Specialist
- Laurie Dinwiddie, Affordable Housing Finance Specialist
- Krista Fotou, Affordable Housing Finance Program Coordinator
- Veronica Ortiz-De Anda, Community Development Program Coordinator

**2. Public Comments for Items Not on the Agenda**

A member of the community made a comment regarding the ongoing Tierra de Rosas affordable housing project. Another member of the community made a comment advocating for affordable housing that serves veterans with behavioral health conditions.

### 3. Approval Meeting Minutes from June 26, 2024

**Public comments:** None.

Action: The committee moved to approve the meeting minutes as drafted by staff.

Motion: Gates

Second: Sotomayor

Ayes: Garcia, Gates, Thompson, Sotomayor, Streeter

Noes: None

Abstain: Housh

Absent: Jay

***Motion passed.***

### 4. Executive Director's Report

Executive Director, Michelle Whitman, provided an update regarding the new office space for the Community Development Commission. Director Whitman also reviewed the operations of the Sonoma County Housing Authority, discussed the progress of several local housing projects, and she also provided an update regarding the Bay Area Housing Fund ballot measure.

**Public comments:** Duane Dewitt made a public comment.

### 5. PUBLIC HEARING: Consolidated Annual Performance Evaluation Report (CAPER)

CDC staff, Valerie Johnson, gave a presentation about the Consolidated Annual Performance Evaluation Report and briefly outlined the accomplishments of the Commission over the previous fiscal year.

**Chair Streeter opened the public hearing.**

**Public comments:** Duane Dewitt and Gregory Fearon made a public comment.

**Chair Streeter closed the public hearing.**

Action: The committee moved to accept the CAPER as drafted by staff. The committee asked staff to further elaborate within the narrative of the CAPER and to include details regarding the challenges experienced during the reporting period.

Motion: Garcia

Second: Housh

Ayes: Garcia, Gates, Thompson, Sotomayor, Housh, Streeter

Noes: None  
Abstain: None  
Absent: Jay

***Motion Passed.***

**6. Funding Recommendations: HOME – American Rescue Plan (HOME-ARP)**

CDC staff, Veronica Ortiz-De Anda, provided some background information regarding the HOME-ARP funding source and then reviewed the proposed funding recommendation.

**Public comments:** Gregory Fearon made a public comment.

Action: The committee moved to recommend approval of the HOME-ARP funding recommendation, which will then be incorporated into the 2021-22 Action Plan, which will then be published for thirty days in order to facilitate public comment. This item will come before the committee again in October for final review.

Motion: Housh  
Second: Thompson

Ayes: Garcia, Gates, Thompson, Sotomayor, Housh  
Noes: None  
Abstain: Streeter  
Absent: Jay

***Motion Passed.***

**7. Adjournment**

The meeting adjourned at 11:21 a.m.



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

141 Stony Circle, Suite 210, Santa Rosa, CA 95401  
P.O. Box 12025, Santa Rosa CA 95406-2025

*Members of the  
Commission*

**David Rabbitt**  
Chair

**Lynda Hopkins**  
Vice Chair

**Susan Gorin**  
**Chris Coursey**  
**James Gore**

**Michelle Whitman**  
Executive Director

**MEMORANDUM**

**Date:** October 23, 2024

**To:** Community Development Committee (CD Committee)  
Cities and Towns Advisory Committee (CTAC)

**From:** Veronica Ortiz-De Anda, Community Development Program Coordinator

**Subject:** Public Hearing - Sonoma County 2020 Consolidated Plan Action Plan: Substantial Amendment to the Fiscal Year (FY) 2021-2022 Action Plan for HOME American Rescue Plan (HOME-ARP) Funds

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The Sonoma County Community Development Commission (SCCDC) staff prepared a draft Substantial Amendment to the Action Plan for FY 2021-22 based on the HOME-ARP funding recommendation, reviewed by the Community Development Committee (CD Committee) and the Cities and Towns Advisory Committee (CTAC) at a concurrent public meeting on September 18, 2024. The funding recommendation proposed in the amount of \$784,482 is for Spectrum Affordable Housing Corporation for development of Redwood Glen Apartments in the Town of Windsor. The proposed use of these funds are for the construction of affordable housing and support the goals of the Sonoma County Consolidated Plan.

As required by the U.S. Department of Housing and Urban Development (HUD) and the Sonoma County Citizen Participation Plan, the draft Substantial Amendment was published for a comment period of 30-days. The public comment period will conclude on October 24, 2024. As of the date of preparation of this memorandum, October 14, 2024, no public comment has been received. Any comments received by October 23rd will be addressed and presented to the committees at the public hearing and to the Board of Supervisors (BOS). The BOS will be reviewing the Substantial Amendment in November for final approval. Following the approval by the BOS, the Substantial Amendment will be submitted to HUD.

**Requested Action:** The CD Committee and CTAC recommend approval of the Substantial Amendment to the FY 2021-2022 Action Plan to the Board of Supervisors to allocate HOME-ARP funding to Spectrum Affordable Housing Corporation for development of Redwood Glen Apartments (42 units), a multi-family affordable rental housing project in the Town of Windsor.



Telephone (707) 565-7500

FAX (707) 565-7583 • TDD (707) 565-7555





## **NOTICE OF AVAILABILITY FOR PUBLIC COMMENT AND NOTICE OF PUBLIC HEARING**

### **Substantial Amendment to Fiscal Year (FY) 2021-2022 Annual Action Plan**

On September 18, 2024, the Sonoma County Community Development Committee (CD Committee) and Cities and Towns Advisory Committee (CTAC) recommended federal HOME Investment Partnership Program -American Rescue Plan (HOME-ARP) funds be awarded to one eligible activity. The HOME-ARP funds were allocated to the FY 2021-2022 funding cycle to develop the Annual Action Plan. These funding recommendations constitute a substantial amendment to the FY 2021-2022 Annual Action Plan according to the Sonoma County Community Development Commission's Citizen Participation Plan.

The selection criteria used to select eligible activities and programs for funding to meet Consolidated Plan goals were included in the FY 2024-2025 CDBG, HOME, HOME-ARP and ESG Funding Policies that were published with the Notice of Funding Availability on July 10, 2024. One application for funding was received in August 2024 for activities and programs. Based on these criteria, the CD Committee and the CTAC recommended HOME-ARP funding to the following organizations and activities:

- Spectrum Affordable Housing Corporation- Redwood Glen Apartments: \$784,482 of HOME-ARP for acquisition and construction for the development of a 43-unit affordable housing project in Windsor for extremely low and very low-income households and would serve the four-qualifying populations in accordance with HOME-ARP program requirements.

### **30-Day Public Review and Comment Period**

Members of the public are encouraged to review the proposed Substantial Amendment to FY 2021-22 Annual Action Plan and submit comments to the Commission. The proposed Substantial Amendment is available at the following locations for review:

1. Sonoma County Library, Santa Rosa Branch, 211 E Street, Santa Rosa, CA 95404, Monday, Thursday, Friday, Saturday 10:00 A.M. to 6:00 P.M., Tuesday and Wednesday 10:00 A.M. to 8:00 P.M. and Sunday 1:00 P.M. to 5 P.M.
2. Sonoma County Community Development Commission, 141 Stony Circle, Suite 210, Santa Rosa, CA 95401, Monday through Friday from 8:00 A.M. to 5 P.M.
3. Hard or digital copy available upon request by contacting Valerie Johnson at 707-565-7514 or by email at [Valerie.Johnson@sonoma-county.org](mailto:Valerie.Johnson@sonoma-county.org)
4. By accessing this link: <https://sonomacounty.ca.gov/development-services/community-development-commission/plans-policies-and-reports>

Public comment may be submitted from **September 25, 2024 through October 24, 2024** in one of the following ways:

1. Email to: [Valerie.Johnson@sonoma-county.org](mailto:Valerie.Johnson@sonoma-county.org)
2. In writing mailed or delivered to the Sonoma County Community Development Commission, 141 Stony Circle, Suite 210, Santa Rosa, CA, 95401, Attention: Valerie Johnson.
3. At the public hearing on October 23, 2024, as indicated below.

### **Public Hearing**

The Sonoma County Community Development Committee (CD Committee) and the Cities and Towns Advisory Committee (CTAC) will hold concurrent public hearings at a Special Meeting to review and recommend approval of the proposed FY 2021-22 Annual Action Plan Substantial

Amendment to the Board of Supervisors, who is tentatively scheduled to consider the recommendation on November 19, 2024. The concurrent public hearings for the CD Committee and the CTAC will be held as a hybrid in-person and teleconference meeting on the following date and time:

**Date:** Wednesday, October 23, 2024      **Time:** 10:00 A.M.  
**Location:** 141 Stony Circle, Suite 210, Santa Rosa, CA, 95401, Hearing Room

Members of the public can attend the meeting in person or may participate virtually by accessing the following link:

<https://sonomacounty.zoom.us/j/96914050771?pwd=d3VMNmIvKzRoRjNSUzFNdnc2RDVPdz09>

**Webinar ID: 969 1405 0771**

**Passcode: 013093**

**Or by telephone by calling: +1 669-900-9128 / +1 669-444-9171**

For more information or if you need an interpreter, language services, need to make a reasonable accommodation request, and/or require a person to assist you while attending these hearings, please contact Valerie Johnson by calling 707-565-7514 (TDD 707-565-7555) or by email at [Valerie.Johnson@sonoma-county.org](mailto:Valerie.Johnson@sonoma-county.org) as soon as possible to ensure arrangements.

## **AVISO DE DISPONIBILIDAD PARA REVISION PÚBLICA Y AVISO DE AUDENCIA PÚBLICA**

### **Modificación Sustancial al Plan de Acción Anual del Año Fiscal (FY) 2021-2022**

El 18 de septiembre de 2024, el Comité de Desarrollo Comunitario del Condado de Sonoma (Comité CD) y el Comité Asesor de Ciudades y Pueblos (CTAC) recomendaron que los fondos federales del Programa de Asociación de Inversión HOME - Plan de Rescate Americano (HOME-ARP) se otorgaran a una actividad elegible. Los fondos HOME-ARP se asignaron al ciclo de financiación FY 2021-2022 para desarrollar el Plan de Acción Anual. Estas recomendaciones de financiación constituyen una modificación sustancial al Plan de Acción Anual del Año Fiscal 2021-2022 de acuerdo con el Plan de Participación Ciudadana de la Comisión de Desarrollo Comunitario del Condado de Sonoma.

Los criterios de selección utilizados para seleccionar las actividades y programas elegibles para la financiación con el fin de cumplir con los objetivos del Plan Consolidado se incluyeron en las Políticas de Financiación de CDBG, HOME, HOME-ARP y ESG del Año Fiscal 2024-2025 que se publicaron con el Aviso de Disponibilidad de Financiación el 10 de julio de 2024. Se recibió una solicitud de financiamiento en agosto de 2024 para actividades y programas. Basándose en estos criterios, el Comité CD y el CTAC recomendaron la financiación HOME-ARP a las siguientes organizaciones y actividades:

- Spectrum Affordable Housing Corporation- Apartamentos Redwood Glen: \$784,482 de HOME-ARP para la compra y construcción para el desarrollo de un proyecto de 43 apartamentos de viviendas asequibles en Windsor para los hogares de ingresos extremadamente bajos y muy bajos y serviría a las cuatro poblaciones de calificación conforme con los requisitos del programa HOME-ARP.

### **Aviso de período de revisión y comentarios públicos de 30 días**

Se invita a los miembros del público a revisar y comentar sobre el propuesto cambio sustancial al Plan de Acción Anual del Año Fiscal 2021-22. El documento está disponible en los siguientes lugares para su revisión:

1. Biblioteca del Condado de Sonoma, sucursal de Santa Rosa, 211 E Street, Santa Rosa, CA 95404, lunes, jueves, viernes y sábado de 10:00 A.M. a 6:00 P.M, martes y miércoles de 10:00 A.M. a 8 P.M., y domingos de 1:00 P.M. a 5:00 P.M.
2. Oficina de la Comisión de Desarrollo Comunitario del Condado de Sonoma, 141 Stony Circle, Suite 210, Santa Rosa, CA 95401 de lunes a viernes de 8:00 A.M. a 5 P.M.
3. Copia disponible a petición poniéndose en contacto con Valerie Johnson al 707-565-7514 o por correo electrónico a [Valerie.Johnson@Sonoma-County.org](mailto:Valerie.Johnson@Sonoma-County.org)
4. Acceder al enlace aquí: <https://sonomacounty.ca.gov/development-services/community-development-commission/plans-policies-and-reports>

Los comentarios públicos podrán presentarse desde el **25 de septiembre de 2024 hasta el 24 de octubre de 2024** de una de las siguientes maneras:

1. Enviar por correo electrónico a: Valerie.Johnson@Sonoma-County.org
2. Por escrito enviado por correo o entregado a la Comisión de Desarrollo Comunitario del Condado de Sonoma, 141 Stony Circle, Suite 210, Santa Rosa, CA, 95401, Atención: Valerie Johnson.
3. En la audiencia pública que se llevará acabo el 23 de octubre de 2024, como se indica a continuación.

### **Aviso de Audencia Pública**

El Comité de Desarrollo Comunitario del Condado de Sonoma (Comité CD) y el Comité Asesor de Ciudades y Pueblos (Comité CTAC) tendrán audiencias públicas concurrentes en una junta especial para revisar y recomendar la aprobación del Cambio Sustancial al Plan de Acción Anual del Año Fiscal 2021-22 del Condado de Sonoma. La aprobación será recomendada a la Mesa de Supervisores del Condado de Sonoma, que está planeada provisionalmente para considerar tal recomendación el 9 de noviembre de 2024. Personas interesadas en participar en persona pueden asistir a la junta en la siguiente fecha y hora:

**Fecha:** miércoles, 23 de octubre de 2024      **Hora:** 10:00 A.M.  
**Localización:** 141 Stony Circle, Suite 210, Santa Rosa, CA 95401

Miembros del público pueden asistir en persona a la junta o virtualmente en:  
<https://sonomacounty.zoom.us/j/96914050771?pwd=d3VMNmlvKzRoRjNSUzFNdnc2RDVPdz09>

**Webinar ID: 969 1405 0771**  
**Contraseña: 013093**  
**O por teléfono: 1 669-900-9128 / 1 669-444-9171**

Para más información, o si necesita un intérprete, servicios lingüísticos, necesita hacer una solicitud de adaptación razonable, y/o requiere una persona que le asista mientras asiste a estas audiencias, por favor póngase en contacto con Verónica Ortiz-De Anda llamando al 707-565-7520 (TDD 707-565-7555) o por correo electrónico a Veronica.Ortiz-DeAnda@Sonoma-County.org tan pronto como sea posible para asegurar los arreglos.