



Human Services Department Representative: Oscar Chavez, Tenant Representatives: Judith Morgan, *Vacant*
1st District: Betzy Chavez (Vice Chair) | 2nd District: Jake Mackenzie | 3rd District: Susan Hollingsworth Adams (Chair)
4th District: *Vacant* | 5th District: Linda Garcia | Interim Executive Director: Dave Kiff

Sonoma County Community Development Committee Regular Meeting & Concurrent Public Hearing

Meeting Minutes

Wednesday, July 20, 2022

10:00 a.m. - 12:00 p.m.

Meeting Recording

1. Call to Order and Roll Call

The meeting was called to order at 10:00 a.m. by Chair Susan Hollingsworth Adams; Community Development Commission (CDC) staff initiated the roll call.

Community Development Committee Members Present

Susan Hollingsworth Adams (3rd District)
Judith Morgan (Tenant Representative)
Oscar Chavez (Human Services Department)

Community Development Committee Members Absent

Betzy Chavez (1st District)
Jake Mackenzie (2nd District)
Linda Garcia (5th District)

Vacant Seats

4th District
Tenant Representative

CDC Staff Present

Dave Kiff, Interim Executive Director
Kathleen Kane, Interim Assistant Executive Director
Martha Cheever, Housing Authority Manager
Veronica Ortiz-De Anda, Community Development Associate
Valerie Johnson, Community Development Associate
Matthew Burns, Administrative Aide
Susan Vahlstrom, Executive Secretary

2. Public Comments for Items Not on the Agenda

There were no public comments.

3. Approval of May 18, 2022, Meeting Minutes

There was no discussion or correction to the minutes. Committee Member Oscar Chavez moved to approve the minutes as submitted; Committee Member Judy Morgan seconded the motion.

Ayes

Susan Hollingsworth Adams (3rd District)
Judith Morgan (Tenant Representative)
Oscar Chavez (Human Services Department)

Absent

Betzy Chavez (1st District)
Jake Mackenzie (2nd District)
Linda Garcia (5th District)

Motion passed

4. Interim Director's Report

Dave Kiff reported on the recent Grand Jury recommendations regarding our compliance monitoring. CD Committee members will be provided a copy of our response when it is submitted. Valerie Johnson, Community Development Associate, provided a status report on compliance monitoring of the 1,992 affordable housing units in our jurisdiction for the period March 12 to July 11, 2022.

5. Housing Authority Update

Martha Cheever, Housing Authority Manager, shared a presentation that included an overview of voucher types, lease-up rates, funding, the build up of the Family Self-Sufficiency Program, several vacant positions in the CDC's Housing Authority Division that have been filled, and two Continuum of Care rental assistance programs have been renewed for an additional year. Committee Member Oscar Chavez requested a copy of the PowerPoint presentation.

6. 2022 Award of Project-Based Vouchers

Martha Cheever, Housing Authority Manager, reviewed the staff's recommendation for the award of project-based vouchers to 8 projects.

Public comments:

Dominic Roybal with PEP Housing
Anais Broer with Eden Housing
Sara Abramowitz-Hill with SAHA

Committee Member Oscar Chavez moved to approve staff's recommendation of the award of 110 project-based vouchers and directed staff to present all of the recommended projects to the Board of Commissioners for award at the August 2, 2022, meeting; Committee Member Committee Member Judy Morgan seconded the motion.

Ayes

Susan Hollingsworth Adams (3rd District)
Judith Morgan (Tenant Representative)
Oscar Chavez (Human Services Department)

Absent

Betzy Chavez (1st District)
Jake Mackenzie (2nd District)
Linda Garcia (5th District)

Motion passed

7. 2022 Nomination of Tenant Representative (5 minutes)

Martha Cheever, Housing Authority Manager, reported on the results of the recruitment process for filing the vacant Tenant Representative position on the CD Committee. The subcommittee recommended Erin McDermott.

Public comments:

Erin McDermott
Susan Hertel

Committee Member Oscar Chavez moved to recommend approval to the Board of Commissioners to appoint Erin McDermott as a Tenant Representative on the CD Committee; Committee Member Judy Morgan seconded the motion.

Ayes

Susan Hollingsworth Adams (3rd District)
Judith Morgan (Tenant Representative)
Oscar Chavez (Human Services Department)

Absent

Betzy Chavez (1st District)
Jake Mackenzie (2nd District)
Linda Garcia (5th District)

Motion passed

8. Revisions to CD Committee Bylaws (5 minutes)

Kathleen Kane, Interim Assistant Executive Director, briefly reviewed the Staff Report with the

three proposed revisions to the Committee Bylaws.

Public comments:

Gregory Fearon

Committee Member Oscar Chavez moved to accept the proposed revisions to the CD Committee Bylaws; Committee Member Judy Morgan seconded the motion.

Ayes

Susan Hollingsworth Adams (3rd District)

Judith Morgan (Tenant Representative)

Oscar Chavez (Human Services Department)

Absent

Betzy Chavez (1st District)

Jake Mackenzie (2nd District)

Linda Garcia (5th District)

Motion passed

9. Items Board Members Would Like Placed on a Future Agenda

Judy Morgan would like an update on the Lease-Up Rate. Martha Cheever will bring a report back to the Committee in December or January.

The meeting was adjourned at 10:54 a.m.