



Human Services Department Representative: Michelle Bendyk | Tenant Representatives: Judith Morgan, Naomi Campbell
1st District: Rena Wang | 2nd District: Jake Mackenzie | 3rd District: Chris Borr | 4th District: Teddie Pierce
5th District: VACANT | Executive Director: Michelle Whitman

Sonoma County Community Development Committee Regular Meeting

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/97641042730?pwd=c3L07sssFew0BxHuY28ljlJCbFVimbs.1>

Telephone Option: (669) 444-9171

Webinar ID: 976 4104 2730

Passcode: 823071

Wednesday, July 16, 2025

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 June 25, 2025 Meeting

The Committee will review, discuss, and may take action to approve the meeting minutes or may recommend changes.

Recommended Action: Approve minutes

4. Executive Director's Report

Michelle Whitman, Executive Director

The Executive Director will provide an update on agency business.

Information Only – No action item

5. Sonoma County Housing Authority: Award of Project-Based Vouchers for Permanent Supportive Housing Projects

Martha Cheever, Deputy Director

Staff will present to the committee regarding the recent award of new project-based vouchers in response to a Request for Proposals (RFP) published by the Sonoma County Community Development Commission.

Recommended Action: Recommend approval to Board of Commissioners

6. Adjournment

**Next Regular Meeting:
August 20th, 2025, 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. Virtual attendees are encouraged to submit their comments via email before the meeting.

PUBLIC COMMENTS DURING THE COMMITTEE MEETING: Any member of the audience that would like to address the committee - please raise your hand during the public comment period, which will be noted after staff have presented each item. When called by the Chair, please walk to the table that is labeled with the **Public Speaker** nameplate, then you may 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.

COMENTARIOS DEL PÚBLICO DURANTE LA REUNIÓN DEL COMITÉ: Cualquier miembro de la audiencia que desee dirigirse al Comité sobre un asunto de la agenda, por favor alze la mano cuando el presidente del comité anuncie el asunto y pregunte si hay alguien que quiera hacer un comentario. 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.



Human Services Department Representative: Michelle Bendyk | Tenant Representatives: Judith Morgan, Naomi Campbell
1st District: Rena Wang | 2nd District: Jake Mackenzie (Chair) | 3rd District: Chris Borr (Vice Chair)
4th District: Teddie Pierce | 5th District: VACANT | Executive Director: Michelle Whitman

**Sonoma County Community Development Committee
Concurrent Special Meeting**

DRAFT Meeting Minutes

Wednesday, June 25, 2025
141 Stony Circle, Suite 210, Santa Rosa, CA 95401
10:00 a.m. - 12:00 p.m.
Hybrid Meeting

1. Call to Order and Roll Call

The meeting was called to order at 10:00 a.m. by Chair Mackenzie. Community Development Commission (CDC) staff conducted the roll call:

Community Development Committee Members

Rena Wang – District 1	Present
Jake Mackenzie, Chair – District 2	Present
Chris Borr, Vice Chair – District 3	Absent
Teddie Pierce – District 4	Present
VACANT – District 5	VACANT
Judy Morgan – Tenant Representative	Present
Naomi Campbell – Tenant Representative	Present
Michelle Bendyk – Human Services Representative	Present

CDC and Sonoma County Housing Authority Staff Present

Michelle Whitman, Executive Director
Rhonda Coffman, Deputy Director
Veronica Ortiz-De Anda, Community Development Assistant Manager
Valerie Johnson, Community Development Program Coordinator
Madison Murray, Community Development Program Specialist
Jenna Schmidt, Community Development Program Technician II
Matthew Burns, Administrative Aide
Dot Norton, Housing Navigator/Special Programs Supervisor
Laurie Dinwiddie, Affordable Housing Finance Specialist
Krista Fotou, Affordable Housing Finance Program Coordinator

2. Public Comments for Items Not on the Agenda

None.

3. Approval of May 21, 2025 Meeting Minutes

Public comments: None.

Action: The committee moved to approve the meeting minutes subject to correcting the name of committee member Bendyk to “Human Services Representative” rather than “Human Resources Representative.”

Motion: Pierce

Second: Bendyk

Ayes: Wang, Mackenzie, Pierce, Morgan, Campbell, Bendyk

Noes: None

Abstain: None

Absent: Borr

Motion Passed.

4. Executive Director’s Report

Michelle Whitman provided a report to the committee regarding recent agency business. Director Whitman noted that the Sonoma County Housing Authority is currently holding a project-based voucher waitlist lottery from June 1st until June 30th. Director Whitman concluded her presentation by highlighting a groundbreaking ceremony for the first phase of Saggio Hills, an affordable housing project in Healdsburg, which will be held on the afternoon of June 25th.

Public comments: None.

5. PUBLIC HEARING: 2025-2029 Consolidated Plan, FY 2025-2026 Annual Action Plan, and Annual Action Plan Substantial Amendment for FY 2020-2021, 2022-2023, 2023-2024, and 2024-2025

Valerie Johnson and Veronica Ortiz-De Anda reviewed some background information related to the Consolidated Plan before presenting the federal funding recommendations for the FY 2025-2026 Annual Action Plan. Staff explained that these funding recommendations included federal funds that were reprogrammed from previous fiscal years. Staff also discussed recent attempts to solicit feedback specifically from community-based organizations that are engaged with Spanish-speaking residents; this effort was undertaken after receiving feedback from the CD Committee during the May meeting. Staff noted that they did not receive any responses from the organizations that were contacted, and there were no other public comments submitted prior to the committee meeting. Staff concluded the presentation by reviewing the funding recommendations and answering

questions from the committee.

Chair Mackenzie opened the public hearing.

Public comments: Two members of the public made comments.

Chair Mackenzie closed the public hearing.

Action: Recommend approval of the FY 2025-2029 Consolidated Plan, FY 2025-2026 Annual Action Plan, and Annual Action Plan Substantial Amendments for FY 2020-2021, 2022-2023, 2023-2024, and 2024-2025 to the Board of Supervisors

Motion: Mackenzie

Second: Wang

Ayes: Wang, Mackenzie, Pierce, Morgan, Campbell, Bendyk

Noes: None

Abstain: None

Absent: Borr

Motion Passed.

6. FY 2025-2026 Funding Recommendations for the County Fund for Housing (CFH), Low- and Moderate-Income Housing Asset Fund (LMIHAF), and Permanent Local Housing Allocation (PLHA)

Madison Murray and Veronica Ortiz-De Anda briefly reviewed the proposed funding recommendations for the state and local funding sources.

Public comments: One member of the public made a comment.

Action: Recommend approval of the CFH and LMIHAF funding recommendations to the Board of Commissioners, and recommend approval of the PLHA funding recommendations to the Board of Supervisors

Motion: Mackenzie

Second: Bendyk

Ayes: Wang, Mackenzie, Pierce, Morgan, Campbell, Bendyk

Noes: None

Abstain: None

Absent: Borr

Motion Passed.

7. Adjournment

The meeting adjourned at 10:31 a.m.



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

141 Stony Circle, Suite 210, Santa Rosa, CA 95401-4142
P.O. Box 12025, Santa Rosa CA 95406-2025

*Members of the
Commission*

Lynda Hopkins
Chair

Rebecca Hermosillo
Vice Chair

**David Rabbitt
Chris Coursey
James Gore**

Michelle Whitman
Executive Director

MEMORANDUM

Date: July 16, 2025

To: Community Development Committee

From: Martha Cheever, Housing Authority Manager

Subject: Award of Project-Based Vouchers

The U.S. Department of Housing and Urban Development (HUD) allows Housing Authorities to use up to 30% of the overall funding for the Section 8 Housing Choice Voucher program to support specific housing units via project-based vouchers. In contrast to the tenant-based voucher program, project-based housing subsidies will remain with the unit even after a tenant moves out. Project-Based Vouchers (PBV) are an important resource because they provide reliable operating revenue to new and existing affordable multifamily rental housing projects, ensuring the most vulnerable members of our community have access to stable, affordable housing. In order to be eligible for PBVs, the owner of a project must agree to rent the designated unit to eligible tenants for the duration of the Housing Assistance Payments (HAP) contract, and these contracts often extend up to 20 years.

Award of PBVs Via Competitive Process

In accordance with the Board of Commissioners' goal to reduce the overall homeless population of Sonoma County by enhancing services through improved coordination and collaboration, the Housing Authority published a Request for Proposals (RFP) offering up to 100 PBVs, which are available to property owners and developers that provide permanent supportive housing. Three applications were received in response to the RFP; two applications were deemed ineligible and therefore were not rated.

A panel consisting of the Sonoma County Housing Authority Deputy Director, the Sonoma County Community Development Commission Deputy Director, and a Department Analyst from the Department of Health Services Ending Homelessness Division reviewed and rated the eligible proposal in accordance with the criteria outlined in the RFP. Following careful review of the application, staff are recommending an award of 70 project-based vouchers in response to the application submitted by Burbank Housing for a permanent supportive housing project located at 6500 Redwood Drive in Rohnert Park, CA.



Award of PBVs on a Non-Competitive Basis

Burbank Housing has requested that 4 additional project-based vouchers be added to the Petaluma River Place PBV Agreement. If Burbank receives four additional vouchers, then there would be a total of 16 PBV-assisted units for this project, meaning that 32% of the overall project would be supported by vouchers. Federal regulation and local policy allow for units to be added to an existing PBV agreement at any time during the contract term without a competitive process. If awarded, the project-based voucher assistance would be applied to three (3) No Place Like Home units serving unhoused persons with mental health conditions and one (1) additional family unit.

Extension of Agreement Term for Downtown River Apartments

Federal regulation and local policy allow a housing authority to extend the term of a PBV agreement at any point during the agreement term. Accordingly, Eden Housing ("Eden") has requested to extend the term of the PBV Agreement for Downtown River Apartments in Petaluma. The existing Agreement was executed on August 1, 2019, for a term of twenty (20) years, expiring August 1, 2039. To match the term of the mortgage maturity date, Eden is requesting that their agreement be amended with a new expiration date of August 1, 2045. This six-year extension will ensure that there is no gap in income to pay debt service on the loan.

A copy of all applications and request letters associated with this memo are available for review here: <https://share.sonoma-county.org/link/ak2u0ivMQxk/>.

Recommended Actions:

- 1) Approve staff's recommendation to award 70 Project-Based Vouchers to Burbank Housing for the 6500 Redwood Drive Permanent Supportive Housing project;
- 2) Approve staff's recommendation to award an additional 4 project-based vouchers on a non-competitive basis to Burbank Housing for the Petaluma River Place project;
- 3) Approve staff's recommendation to extend the project-based voucher agreement for Downtown River Apartments for an additional six (6) years for a term expiring August 1, 2045;
- 4) Direct staff to present the recommendations to the Board of Commissioners at an upcoming Board meeting.