



Renewal Enterprise District (RED)

County of Sonoma | City of Santa Rosa

Renewal Enterprise District (RED) Board Meeting – Minutes, FINAL

Regular Meeting

Date: October 26, 2020

Time: 1:00 P.M.

www.renewalenterprisedistrict.org

**In accordance with Executive Orders N-25-20 and N-29-20 the October 26, 2020
RED Board of Directors meeting will be held virtually.**

MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON

The October 26, 2020 RED Board Meeting will be facilitated virtually through Zoom.

Members of the public can participate in, watch or listen to the meeting using one of the two following methods:

1. Join the Zoom meeting application on your computer, tablet or smartphone at:
<https://us02web.zoom.us/j/82988851696>
Meeting ID: 829 8885 1696
2. Call-in and listen to the meeting:
Dial 1 (669) 900-6833
Enter Meeting ID: 829 8885 1696
or
iPhone one-tap:
+16699006833,,82988851696#

PUBLIC COMMENT PRIOR TO THE BOARD MEETING: Public Comment may be submitted via recorded voice message or email.

VOICE RECORDED PUBLIC COMMENT: To submit public comment via recorded message, please call 707-477-5653 by 5pm Sunday, October 25th. State your name and the item number(s) on which you wish to speak. The recordings will be limited to two minutes. These comments may be played at the appropriate time during the board meeting.

EMAIL PUBLIC COMMENT: To submit an emailed public comment to the Board, email michelle.whitman@renewalenterprisedistrict.org. Please provide your name, the agenda number(s) on which you wish to speak, and your comment. These comments will be emailed to all Board members.

PUBLIC COMMENT DURING THE BOARD MEETING USING ZOOM: Members of the public who join the Zoom meeting, either through the Zoom app or by calling in, will be able to provide live public comment at specific points throughout the meeting.

EMAIL PUBLIC COMMENT: One may also email public comment to michelle.whitman@renewalenterprisedistrict.org throughout the meeting. All emailed public comments will be forwarded to all Board Members.

DISABLED ACCOMMODATION: If you have a disability which requires an accommodation or an alternative format to assist you in observing and commenting on this meeting, please contact the Clerk of the Board at (707) 477-5653 or by emailing Michelle Whitman at michelle.whitman@renewalenterprisedistrict.org by 12 pm Friday, October 23rd to ensure arrangements for accommodation.

The rules for public observation and comment supersede and replace the standard provisions on page four for the duration of the public health emergency.

1:00 P.M. CALL TO ORDER

1. Call to Order, Roll Call and Approval of the Agenda

(Items may be added or withdrawn from the agenda consistent with State law)

Chairperson Victoria Fleming called the meeting to order at 1:05 pm. Executive Director Michelle Whitman took roll call and noted that a quorum was present, consisting of the following Directors: Shirlee Zane, Jack Tibbetts and Victoria Fleming. Director David Rabbitt was absent due to a conflicting meeting.

2. Public comment on matters not listed on the agenda but within the subject matter jurisdiction of the Board

Time open: 1:06

Public speakers: None; Chair invited public comment, no one came forward and there was no prerecorded or emailed comment submitted.

Time closed: 1:08

3. Consent Calendar

- a. **Approve minutes of August 26, 2020 Board meeting**
- b. **Approve Year-to-Date Financial Report**
- c. **Adoption of resolution to set Regular Board Meetings to the third Monday of every other month, and approve 2021 meeting schedule.**

Recommended Action: Approve items as presented.

Time open: 1:08

Public speakers: None; Chair invited public comment, no one came forward and there was no prerecorded or emailed comment submitted.

No Board questions or comments on the Consent Calendar

Time closed: 1:12

Board action: Item 3a continued to December 17, 2020 meeting. Items 3b and 3c motioned, seconded, passed, items approved as presented

AYE Zane AYE Tibbetts Absent Rabbitt AYE Fleming

4. Action Items –

- a. **Executive Director Professional Services Agreement.** Authorize the Chair of the Board to amend the Professional Services Agreement with Michelle Whitman as Executive Director of the Renewal Enterprise District, with annual compensation not to exceed \$140,000 plus benefit allowance as prescribed in the Professional Services Agreement.

Recommended Action: Approve item as presented.

Time open: 1:12

Public speakers: None; Chair invited public comment, no one came forward and there was no prerecorded or emailed comment submitted.

Time closed: 1:20

Board action: A motion was made, seconded and approved to authorize amendment

Professional Services Agreement with Michelle Whitman, with annual compensation not to exceed \$140,000 plus benefit allowance.

AYE Zane AYE Tibbetts Absent Rabbitt AYE Fleming

Karen Murphy, RED General Counsel, delivered the staff presentation, recommending that the Executive Director Professional Services Agreement (PSA) be amended to clarify that the maximum annual compensation of \$200,000 shall be provided on an annual basis, and authorize the RED Chairperson to execute the first amendment to the PSA.

Board member questions and comments:

Zane – Inquires if a cost of living increase is included. Counsel responds that no cost of living increase is included. ED supports foregoing a cost of living increase to stay within budget.

Fleming – Follows up on cost of living increase question, asking ED what impact cost of living increase would have on RED annual budget. ED responds that an increase would need to be taken from another budget line item or risk a budget shortfall. Chair is concerned that foregoing a cost of living increase will lead to a large spike in compensation in subsequent years.

- b. Delegate Authority to Contract for Grant Consultant Services.** Delegated authority to RED Executive Director to contract for consulting services as necessary for grant applications that may be submitted for State of California, Housing and Community Development (HCD) funding opportunities, including the Infill Infrastructure Grant (IIG) and Affordable Housing, Sustainable Communities (AHSC) grant, two programs that support affordable, infill, transit-oriented housing development. Delegated authority for this purpose shall not exceed \$20,000.

Recommended Action: Approve item as presented.

Time open: 1:21

Public speakers: None; Chair invited public comment, no one came forward and there was no prerecorded or emailed comment submitted.

Time closed: 1:33

Board action: A motion was made, seconded and approved as presented

AYE Zane AYE Tibbetts Absent Rabbitt AYE Fleming

Executive Director Whitman delivered the staff presentation stating the need to fund a grant writer and the potential for a grant award to support mid to high density infill housing projects near transit, both affordable and market rate, in Santa Rosa. ED stated it is not possible to commit absolutely to submitting an application at this time but pointed out that applications require significant, time intensive coordination between the RED, grant writers, developers, and public agencies. ED requests authority to contract with grant writer, if needed, in advance of next RED Board meeting.

Board member questions and comments:

Zane – Pointed out a discrepancy on dates on slide deck. ED acknowledged the error. States how critical the need is for affordable housing, especially in context of public health and equity. Is excited about the opportunity to attract more funding to Sonoma County.

5. Informational Item – RED Housing Fund Update

Time open: 1:34

Public speakers: Jake MacKenzie, Zach Berkowitz

Time closed: 2:12

Board action: None, informational only

Executive Director Whitman and consultants Rich Gross, Julijs Liepens, Olivia Speck and Daniela Greville delivered the presentation to update the Board and public stakeholders on progress to create a RED housing fund, including the commitment of a loan from the Sonoma County Board of Supervisors to seed the fund, however, conditioned on the City of Santa Rosa matching the County's investment. The housing fund update covered four general areas of interest: project dynamics, capital raising, fund formation and next steps. Rich Gross from Enterprise Community Partners stated that this is a unique opportunity to do what other jurisdictions around the country have sought to do, with Sonoma County resources and political support to succeed. Forsyth Street Advisors covered the balance the presentation, including consideration of legal structure, operations and governance options.

Public comment: Jake MacKenzie, interested in the opportunity for other jurisdictions within the county to join the RED following its two-year anniversary. Zach Berkowitz enthusiastic about creating a new fund and concerned about the possibility that the housing fund may trigger prevailing wage on components of project otherwise not subject to this requirement. Asks if there's the possibility of separating parts of a project that may be subject to prevailing wage?

Board member questions and comments:

Tibbetts – Excited for the opportunity, favors establishment of separate 501(c)(3) to house the fund. Encourages collaboration with local banks.

Zane – Supports the option to establish a non-profit as a home for the fund. Board members can help with fundraising. Also encourages partnership with local banks. Supports prevailing wage in theory. Spoke to the importance of infill housing to build resilience and mitigate wildfire danger.

Tibbetts – Re: prevailing wage, on Santa Rosa Commons, added cost but understands the social benefit. Suggests that revenue generated by loan payments to new fund will pay fund overhead and may help offset costs that could come with prevailing wage requirements.

Fleming – Prevailing wage is a tool to build a pathway to the middle class for construction labor force. States that prevailing wage is a market rate wage. Not looking to get in the way of development. Wants to foster development without cutting corners on labor.

6. Executive Director Report

Time open: 2:16

Public speakers: None; Chair invited public comment, no one came forward and there was no

prerecorded or emailed comment submitted.
Time closed: 2:30

Board action: Report received and accepted

Executive Director Whitman briefly presented the Executive Director report contained in the meeting packet, focusing on a few items of particular interest, including fundraising efforts, community outreach and engagement, partnership and capacity building, and gratitude for a supportive and engaged Board of Directors.

7. **Adjournment**

The meeting was adjourned at 2:30 p.m. The next regularly scheduled Board meeting is December 17, 2020 at 1:00.

| Member Agency | Directors |
|---------------------------|---------------------------|
| <i>City of Santa Rosa</i> | Victoria Fleming (Chair) |
| <i>County of Sonoma</i> | Shirlee Zane (Vice Chair) |
| <i>City of Santa Rosa</i> | Jack Tibbetts |
| <i>County of Sonoma</i> | David Rabbitt |

Special Accommodations: If you have a disability which requires an accommodation, an alternative format, or requires another person to assist you while attending this meeting, please contact Michelle Whitman, (707) 477-5653, as soon as possible to ensure arrangements for accommodation.

Public Comment: Any member of the audience desiring to address the Board on a matter on the agenda: please complete a Speaker Card and hand it to staff at the beginning of the meeting or prior to the time the Board Chair closes public comment on the item about which you wish to speak. When called by the Chair, please walk to the podium, state your name and make your comments. The public may comment on closed session items prior to the Board adjourning to closed session. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the subject under discussion. Each person is usually granted 3 minutes to speak; time limitations are at the discretion of the Chair. While members of the public are welcome to address the Board, under the Brown Act Board members may not deliberate or take action on items not on the agenda, and generally may only listen.

Meeting Documents: The associated documentation is available at the offices of the JPA listed above and on the website at: www.RenewalEnterpriseDistrict.org

Any changes to the date of the hearing, or any other updates will be noticed on the above website. For more information, please contact Michelle Whitman, Michelle.Whitman@RenewalEnterpriseDistrict.org