



Renewal Enterprise District (RED) Board Meeting

Date: February 27, 2026 Time: 8:45 AM

Agenda

PLEASE NOTE: This meeting will be held in-person at the Sonoma County Transportation Authority Hearing Room, 411 King Street, Santa Rosa, CA, 95404. Public Comment may be made live, in-person or prior to meeting via email, see below for instructions.

Members of the public can watch or listen to the meeting in-person or via Zoom:
<https://us02web.zoom.us/j/84779442242?pwd=SuN9Bi6lbexsflWpWODaOTGo07jamV.1>
Join via phone: 1 669 900 6833 Meeting ID: 847 7944 2242 Passcode: 528820

1. **Call to Order and Roll Call**
(Items may be added or withdrawn from the agenda consistent with State law)
2. **Selection of 2026 Officers of the Board:** Accept Nominations and elect a Chairperson and Vice Chairperson, per the Renewal Enterprise District Joint Exercise of Powers Agreement.
3. **Public comment on matters not listed on the agenda but within the subject matter jurisdiction of the Board**
4. **Consent Calendar**
 - a. [Approve minutes of December 11, 2025 Board meeting](#)
 - b. [Approve Year-to-Date Financial Report](#)
 - c. [Renew Legal Service Agreement with Burke, Williams & Sorensen](#)
5. **Informational Item:** Executive Director Report
6. **Adjournment**

Member Agency	Directors
<i>City of Santa Rosa</i>	Victoria Fleming (Chair)
<i>County of Sonoma</i>	Rebecca Hermosillo (Vice-Chair)
<i>City of Santa Rosa</i>	Caroline Banuelos
<i>County of Sonoma</i>	Chris Coursey

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 Robin Stephani, (707) 479-5373, as soon as possible to ensure arrangements for accommodation.

Public Comments Prior To The Committee Meeting: May be submitted via email: robin@renewalenterprisedistrict.org

PUBLIC COMMENTS DURING THE BOARD MEETING: Public Comment may be made live, in-person, at the Sonoma County Transportation Authority Hearing Room, 411 King Street, Santa Rosa, CA, 95404. Available time for comments is determined by the committee chair based on agenda scheduling demands and total number of speakers. In order to guarantee that your comment is received and considered by the Board, please attend the meeting in-person or submit your comment in writing in advance of the meeting to Robin Stephani, robin@renewalenterprisedistrict.org. 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 the Clerk prior to the beginning of the meeting. When called by the Chair, please state your name, and make your comments. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the subject matter under discussion.

Meeting Documents: The associated documentation is available 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 Robin Stephani, robin@renewalenterprisedistrict.org



Renewal Enterprise District (RED) Board Meeting

Date: Dec 11, 2025 Time: 3:00 PM

Minutes Draft

1. Call to Order and Roll Call 3:00 PM

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

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

Time open/closed: 3:02 / 3:03 Public speakers: none

3. Consent Calendar

- a. Approve minutes of October 20, 2025 Board meeting
- b. Approve Year-to-Date Financial Report
- c. Renew Executive Director Services Contract with 8th Wave
- d. Approve RED Housing Fund Board Member Re-appointment

Time open/closed: 3:03 / 3:05 Public speakers: none

Action: Approved as presented

1st/2nd: Hermosillo / Banuelos

Vote: AYE Coursey AYE Fleming AYE Hermosillo AYE Banuelos

4. Informational Item: Executive Director Report

No vote on this informational item.

Time open/closed: 3:05 / 3:23 Public speakers: none

5. Adjournment 3:24 PM

Agenda Item: 4b
Meeting Date: February 27, 2026

Renewal Enterprise District Consent Item

TO: Board of Directors
FROM: Robin Stephani, Executive Director
SUBJECT: Financial Report through January 31, 2026

Executive Summary:

Adjusted Budget for FY2025/26 is \$121,500

Revenue: (\$122,500) Adjusted Budget, (68,352.15) actual at time of report

Expenses: \$121,500 Adjusted Budget, 53,888.60 actual at time of report

Net income balance: (\$1,000), Adjusted Budget, (14,463.55) actual at time of report

RED - Budget v. Actual

As Of = 1/31/2026

Account Description	FY 2025/26		
	Year-To-Date Adjusted Budget	Year-To-Date Actual	Remaining Balance
Other Governmental Agencies	(100,000.00)	(50,000.00)	(50,000.00)
Interest on Pooled Cash	(10,000.00)	(5,852.15)	(4,147.85)
Charges for Services	(12,500.00)	(12,500.00)	-
Total All Revenues	(122,500.00)	(68,352.15)	(54,147.85)
Administration Services	4,100.00	490.77	3,609.23
Client Accounting Services	14,000.00	9,647.83	4,352.17
Outside Counsel - Legal Advice	2,500.00	-	2,500.00
Consulting Services	100,500.00	43,750.00	56,750.00
County Services Charge	400.00	-	400.00
Total Expenditures	121,500.00	53,888.60	67,611.40
Net Cost	(1,000.00)	(14,463.55)	13,463.55
Increase (decrease) in Fund Balance		14,463.55	

Staff Recommendation

Accept the financial report

Contact

Robin Stephani, Executive Director robin@renewalenterprisedistrict.org

Agenda Item: 4c
Meeting Date: February 27, 2026

Renewal Enterprise District Consent Item

TO: Board of Directors
FROM: Robin Stephani, Executive Director
SUBJECT: Renewal of Legal Service Agreement with Burke, Williams & Sorensen

Summary: Consider renewal of Legal Service Agreement with Burke, Williams & Sorensen, serving as General Counsel to the RED, extending the term through December 31, 2026, not to exceed amount of \$36,000.

Background

On December 3, 2019 the Renewal Enterprise District released a Request for Proposals (RFP) for legal services. The RFP was circulated to a list of ten law firms experienced in serving public agencies and nonprofit clients. The RED Executive Director, City of Santa Rosa and County of Sonoma attorneys evaluated four firms that submitted proposals. A finalist was identified, and references were checked before a recommendation to award the contract to Burke, Williams & Sorensen (BWS) was made to the RED Board.

Reference checks confirmed BWS attorneys' ability to perform as General Counsel for the RED, as well as the firm's expertise in housing finance. References were questioned about the firm's approach to cost management; responses were all positive, indicating "the team is cost conscious and efficient; institutional knowledge equates to less research needed; the firm has templates for a variety of purposes that save time and money; and bills are clear and fair."

BWS is an 80-year-old firm with 128 attorneys statewide serving 200 local governments and entities. Sue Bloch has extensive real estate, housing finance and development experience, and in particular, a deep understanding of affordable housing development and finance, HUD and HCD funding, and local housing trust funds.

Staff Recommendation

Renew the Legal Service Agreement with Burke, Williams & Sorensen, included as Exhibit A, to continue to serve as General Counsel to the RED.

Vote Requirement

Majority

Fiscal Impact

Up to \$36,000 payable as compensation for legal services

List of Attachments

Exhibit A –Third Amendment To Legal Services Agreement

Contact

Robin Stephani, Executive Director, (707) 304-7074, robin@renewalenterprisedistrict.org

THIRD AMENDMENT TO LEGAL SERVICES AGREEMENT

THIS THIRD AMENDMENT TO LEGAL SERVICES AGREEMENT (the “**Amendment**”) is made by and between the Renewal Enterprise District, a California joint powers authority (“**RED**”) and Burke, Williams and Sorensen, LLP, a limited liability partnership (“**Attorney**”) effective as of January 1, 2026 (“**Effective Date**”). RED and the Attorney are collectively referred to herein as the “**Parties.**”

RECITALS

A. The Parties entered into that certain Legal Services Agreement dated as of December 19, 2022, as amended by that certain Amendment to Legal Services Agreement effective January 1, 2024, and the Second Amendment to Legal Services Agreement dated effective January 1, 2025 (as so amended, the “**Agreement**”).

B. The Parties desire to amend the Agreement to modify provisions relating to the term of the Agreement, the compensation payable to Attorney, and the address for notices.

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Term. The Term of the Agreement is hereby extended through December 31, 2026.
2. Compensation. For the period January 1, 2026 through December 31, 2026, the compensation payable to Attorney shall not exceed the sum of Thirty-Six Thousand Dollars (\$36,000); provided however, such sum shall not include fees that are reimbursed by third parties for cost-recovery matters.
3. Rates. Commencing on January 1, 2026, the following rate schedule shall be in effect:

	Regular Rates	Cost-Recovery Rates
Partners	\$415-445	\$465-495
Associates	\$355-385	\$390-420
Paralegals	\$215	\$230

4. Agreement Remains in Effect. Attorney’s address for notices is modified to be:

181 Third Street, Suite 200
San Rafael, CA 94901
5. Agreement Remains in Effect. Except as modified by this Amendment, the Agreement remains unmodified and in full force and effect.

6. Counterparts. This Amendment may be executed in several counterparts, each of which shall be deemed to be an original, and all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the Parties have executed this Amendment as of the date first written above.

RED:

Renewal Enterprise District, a California joint powers authority

By: _____

Print Name: _____

Title: _____

ATTORNEY:

Burke, Williams & Sorensen, LLP, a limited liability partnership

By: _____
Mary A. Wagner, Partner