

**Minutes of the Special Joint Meeting**  
**Of the Boards of Commissioners of the**  
**HOUSING AUTHORITIES OF THE CITY AND COUNTY OF FRESNO**

**Monday, January 23, 2017**

**5:00 P.M.**

The Boards of Commissioners of the Housing Authorities of the City and County of Fresno met in a special joint session on Monday, January 23, 2017 at the offices of HACCF, located at 1331 Fulton Mall, Fresno, California.

1. The meeting was called to order at 5:05 p.m. by Board Chair, Commissioner Jones of the Board of Commissioners of the Housing Authority of the City of Fresno. Roll call was taken and the Commissioners present and absent were as follows:

COMMISSIONERS PRESENT:      ADRIAN JONES, Chair  
   STEVEN BEDROSIAN  
   KARL JOHNSON  
   STACY VAILLANCOURT  
   VIRNA SANTOS

COMMISSIONERS ABSENT:      RUEBEN SCOTT, Vice Chair  
   CAINE CHRISTENSEN

The meeting was called to order at 5:05 p.m. by Board Chair, Commissioner Anthony, of the Board of Commissioners of the Housing Authority of Fresno County. Roll call was taken and the Commissioners present and absent were as follows:

COMMISSIONERS PRESENT:      RENEETA ANTHONY, Vice Chair  
   STACY SABLAN  
   LEE ANN EAGER  
   VENILDE MILLER  
   JOEY FUENTES

COMMISSIONERS ABSENT:      JIM PETTY, Chair  
   NANCY NELSON

Also, in attendance were the following: Preston Prince, CEO/Executive Director; and Ken Price, Baker Manock and Jensen - General Counsel.

2. APPROVAL OF AGENDA AS POSTED (OR AMENDED)

No public comments.

*Commissioner Bedrosian motioned for the City Board's approval of the agenda as posted. This action was seconded by Commissioner Johnson, and by unanimous vote of the Board of Commissioners for the City, the agenda was approved as posted.*

*Commissioner Sablan motioned for the County Board's approval of the agenda as posted. This action was seconded by Commissioner Eager, and by unanimous vote of the Board of Commissioners for the County, the agenda was approved as posted.*

3. PUBLIC COMMENT ON CLOSED SESSION ITEMS

There were no public comments.

4. CLOSED SESSION

At 5:15pm closed session started.

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

(Pursuant to Government Code § 54954.5(b))

Property: 1911 Merced St., Fresno, CA (APNs: 466-206-50T and 51T)

Agency negotiator: Preston Prince

Negotiating parties: Oversight Board of the Successor Agency to the Redevelopment Agency of the City of Fresno

Under negotiation: Price and Terms of Sale

PUBLIC EMPLOYMENT

Pursuant to Government Code §54597

5. REPORT ON CLOSED SESSION ITEMS

The Boards returned to open session at 5:25pm.

Ken Price briefly explained the items discussed during the close session. An auction tomorrow January 24, 2017 by the RDA site fourth. He further stated the Boards took action to authorize the CEO or CEO designee to bid on the RDA Site. CEO was instructed with specific terms of sale. Additionally, if the acquisition is to be successful, the site will be used for a parking lot for the time being. There is no other plan for the site at this time.

Regarding the "Public Employment" item, there was no activity to report.

6. PUBLIC COMMENTS

There was no public comment.

Commissioner Adrian Jones welcomed the Board Members to the new year.

## 7. POTENTIAL CONFLICTS OF INTEREST

There were no conflicts of interest from the City Board.

Commissioner Reneeta Anthony announced that she had a conflict of interest with item 12B- Consideration of Architectural Contract – Oak Grove Apartments (Parlier).

## 8. RESIDENT SERVICES PRESENTATION – CONNECTIVITY AND DIGI-BUS

Mr. Prince stated they will continue the services presentation. He also stated resident services presentations have been presented to the Boards since he first came to the Fresno Housing Authority, and staff will work to continue the presentations.

Mr. Bobby Coulter presented to the Board Members the Get Connected Fresno Program. The focus was to provide digital devices, to bring connectivity and provide digital literacy training to residents. This is the first year for this Get Connected Fresno Program. Fresno Housing Authority is among one of the 28 participants. Mr. Coulter, said they have helped 405 households connect to the internet. Collaboration with partners Fresno State and BiWise who have made it possible for them to provide 4,700 hours of training. Mr. Coulter shared it is not about the numbers, but it is about the whole story of how technology can be transformative for families.

Mr. Coulter introduced Ms. Aurelia Barrero, a client that participated in the free computer classes offered by the Get Connected Fresno Program. Through this program, we were able to partner with Fresno Unified School District (FUSD) Parent University at the Parc Grove site. Ms. Barrero stated technology transforms families. The classes were beneficial as she learned how to download faxes and save recipes. Ms. Aurelia also shared that she became more confident because she was afraid of breaking the computer. Additionally, she stated her grandchildren have been part of the Summer Tech camp program offered by the Fresno Housing Authority. In the program, her grandchildren have completed their homework and learned to create games. Ms. Barrero thanked the Fresno Housing Authority for the various programs offered to the public.

Ms. Shannon Morrison from the Fresno County Library is a coordinator for the Digi-Bus project. Digi-Bus will launch on Friday, January 27, 2017 at 1:00pm at the West Fresno Library. Ms. Morrison stated this is a Winnebago transformed into what is now known as the Digi-Bus. She revealed a librarian envisions the Digi-bus 10 years ago, and it now holds 12 stations with laptops, keyboards and printers. Ms. Morrison, said the goal is to have everyone walk off the bus with their job portfolio, which includes a cover letter and resume. The Digi-Bus will help reach people in the rural communities, where internet connection is not as accessible, as in the urban areas. Additionally, the staff will assist clients with computer basics. This will help bridge the digital divide and help residents in becoming digitally

literate. She stated the Digi-Bus is staffed with a librarian and a Geekwise representative. She revealed they are visiting the following sites:

- February 13-17, 2017 Sequoia Courts.
- April 10-14, 2017 at Oak Grove.
- May 8-12, 2017 at Legacy Commons.

Mr. Prince said the Fresno County Library has been a great partner to the Fresno Housing Authority, and is where most of our clients will go for assistance with online applications for other items, such as the waitlist applications.

Commissioner Jones asked if it has been determined to how the HCV program will be connected to the Digi-Bus. Mr. Coulter stated the Digi-Bus will drive around Fresno County and park close to communities where clients can have access to internet connection and apply for the programs. Operating a bus is costly; therefore, they were able to find a partner in Fresno County Library. Fresno County Libraries are happy to partner with Fresno Housing Authority and will continue to provide access to our residents, and encourage residents to participate in the program.

#### 9. BOARDS' DISCUSSION – 2017 BOARD RETREAT

Mr. Prince stated the 2017 Board Retreat is anticipated for one day and a half at Wonder Valley with approximately cost of \$10,000 which includes accommodations, food, facilitator costs, and the dates are to be determined. Mr. Prince allowed Board members to address their concerns or suggestions.

Commissioner Anthony suggested adding or changing agenda topics, including role and responsibilities, budget, goals, and other items. She recommended a two-night stay. Mr. Prince, stated the Executive Office will accommodate the Board members' suggestions regarding the location of the event and the modifications to the topics for the agenda.

Emily De La Guerra informed the Boards that the Budget for Commissioner Travel and Training is \$50,000 an increase from last year's budget. At the end of 2016 \$43,000 was used; therefore, the 2017 budget was increased.

The consensus of the Boards included selecting a location suitable for the retreat, that would be able to accommodate the Boards overnight and allow them the space and time to conduct the business of the agency.

#### 10. CONSENT AGENDA

*All Consent Agenda items are considered to be routine action items and will be enacted in one motion unless pulled by any member of the Boards of Commissions or the public. There*

*will be no separate discussion of these items unless requested, in which event the item will be removed the Consent Agenda and considered following approval of the Consent Agenda.*

- a. Consideration of minutes of December 20, 2016
- b. City: Consideration of the 4th Quarter 2016 Write Offs
- c. County: Consideration of the 4th Quarter 2016 Write Offs
- d. Consideration of the Contract Extension for Security Services
- e. Consideration of the Contract Extension for Banking Services
- f. Consideration of Utility Allowance Schedules – PBRA and LIHTC Programs
- g. Consideration of HOME Tenant-Based Rental Assistance (TBRA) Contract - City of Fresno

No public comments.

*Commissioner Johnson motioned for the City Board's approval of the consent agenda. This action was seconded by Commissioner Bedrosian and by unanimous vote of the Board of Commissioners for the City, the consent agenda was approved.*

*Commissioner Sablan motioned for the County Board's approval of the consent agenda. This action was seconded by Commissioner Fuentes, and by unanimous vote of the Board of Commissioners for the County, the consent agenda was approved.*

## 11. INFORMATIONAL

- a. Overview of 2017 Mixed Finance Budgets

Emily De La Guerra, Director of Finance and Administration, provided an overview of the 2017 mixed finance budgets, providing a summary of Mixed Finance Properties, 2017 Budgets, and 2017 Waterfall Projections.

Ms. De La Guerra stated mixed finance budgets are properties own by the limited partnership. These properties were originally sponsored, and developed by the Fresno Housing Authority. A mixture of financing sources were used to develop these properties and continue to be owned by the limited partnership.

Ms. De La Guerra added that Silvercrest, Inc. is an instrumentality of the Housing Authority and is the Managing General Partner of our limited partnerships. Silvercrest, Inc. is responsible for the on-going operation and the financial management of the properties.

Mr. Preston Prince explained the ownership of Silvercrest, Inc. Silvercrest, Inc. board members are Commissioners from the City and County Boards. The board members for Silvercrest, Inc. also include Mr. Prince. Ms. De La Guerra reiterated Silvercrest, Inc. is a separate entity, take their own action, and have their own board meetings. Commissioner Anthony requested a legal opinion on the Boards fiduciary duty to act on the budget and how activities affect Silvercrest, Inc. and the Fresno Housing Authority.

Mr. Prince stated this will also be addressed at the retreat.

In addition, Ms. De La Guerra said 23 properties are sponsored and have been developed since 2008 by the Fresno Housing Authority, totaling 1500 units. All 23 properties are expected to be operational in 2017.

- Villa Del Mar (2002)
- Elderberry (2004)
- Yosemite Village (2008)
- Parc Grove Commons II (2010)
- Granada Commons (2010)
- Pacific Gardens (2011)
- Renaissance at Trinity (2011)
- Renaissance at Santa Clara (2011)
- Renaissance at Alta Monte (2011)
- Bridges at Florence (2012)
- Parc Grove Commons NW (2012)
- SE Fresno RAD (2013)
- Mendota RAD (2013)
- Orange Cove RAD (2013)
- Kings River Commons (2014)
- City View @ Van Ness (2014)
- Viking Village RAD (2014)
- Marion Villas (2015)
- Fultonia/Cedar Heights (2016)
- Paseo 55 (2017) \*
- Legacy Commons (2017) \*
- Rio Villas (2017) \*
- Shockley Terrace RAD (2017) \*

Ms. De La Guerra said the major goal of 2017 budgets are to achieve positive net operation income, be self-sustainable, break even each year, and leverage well performing assets to provide maximum benefits to lenders, partners, and stakeholders. Additionally, the goal is to meet stabilization requirements for the newer properties for 2015-2017, development which include Fultonia/Cedar Height, Paseo 55, Legacy Commons and Rio Villas, all of which will be operational on 2017, maintain and modernize properties as needed, and provide ample services at the permanent supportive housing sites.

b. Real Estate Development Update

Mr. Michael Duarte provided an overview of the current pre-development activities. Mr. Duarte presented on the upcoming financial closings for Memorial Village in Sanger with 48 units, Legacy Commons Phase II in Fresno with 64 units, and Renaissance at Parc Grove in Fresno with 40 units.

Mr. Duarte thanked Christina Husbands and her team, for submitting the application for \$1 million dollars to the County of Fresno, receiving a support letter of \$1million of HOME funds for the Memorial Village project.

In addition, Mr. Duarte discussed receiving tax credit equity for the Magill Terrace project in Fowler (60 units,). It is being proposed for the redevelopment of an existing 20-unit low income public housing scattered site, to a new construction project of 60 units and a community building.

Mr. Duarte introduced projects in the Pipeline: Blackstone/Simpson Site - the potential for rehabilitation of the existing commercial and new construction of up to 50 affordable housing units. There is a potential partnership with Miller-Ewell and the Fresno Metro Ministry. There was a Neighborworks grant application submitted for \$360,000 for acquisition of the site. Negotiations are ongoing for the partnership/MOU structure.

Hotel Fresno – this is an action item for the agenda. It is anticipated construction will start in March 2017. It will be developed by APEC International, LLC and Deep Green Housing and Community Development. The developers experienced a gap in the financing and were encouraged to approach the Housing Authority to assist in closing the gap. Regarding the financing, the Housing Authority will have the option to purchase in year 15, but the negotiations are ongoing. The City action item is requesting commitment of up to 19 Project-Based Vouchers to assist in the feasibility of the project. Currently, the role of the Housing Authority is limited to providing the vouchers.

#### Public Comments:

Eric Payne a West Fresno resident spoke regarding Pre-Development and planning by Fresno Housing in West Fresno. He urged the Board members to continue to reach out to West Fresno Stakeholders to ensure a continued, good faith effort and investment focus in the West Fresno Community and its residents.

Mr. Prince responded Legacy phase I and II properties are in West Fresno. In addition, Sierra Terrace is in the planning stages. Activities with community members are being planned but have been on hold due to the Agency's support and anticipation of the adoption of the Southwest Specific Plan. Mr. Prince expressed the Agency's continued partnership and consideration of West Fresno and its residents.

## 12. ACTION

### a. Consideration of Project-Based Voucher Allocation – Hotel Fresno

Ken Price stated the County vote is just affirmation.

Michael Duarte proposed one change to the resolution to strike the language “automatic” from the resolution, and replace “At the option of the Fresno Housing Authority.”

There was no public comment.

*Commissioner Santos motioned for the City Board’s approval of the Project-Based Voucher Allocation to Hotel Fresno of up to 19 Project-Based Vouchers. This action was seconded by Commissioner Bedrosian, and by unanimous vote of the Board of Commissioners for the City, this item was approved.*

*Commissioner Eager motioned for the County Board’s approval of the Project-Based Voucher Allocation to Hotel Fresno. This action was seconded by Commissioner Sablan, and by unanimous vote of the Board of Commissioners for the County, this item was approved.*

b. Consideration of Architectural Contract – Oak Grove Apartments (Parlier)

Committee Anthony recused herself from this item, and left the boardroom. Commissioner Sablan assumed the role of Chairperson for this action item.

*Commissioner Johnson motioned for the City Board’s approval of awarding the Architectural Contract for Oak Grove Apartments (Parlier). This action was seconded by Commissioner Bedrosian, and by unanimous vote of the Board of Commissioners for the City, the Consideration of Architectural Contract – Oak Grove Apartments (Parlier) was approved.*

*Commissioner Fuentes motioned for the County Board’s approval of the awarding the Architectural Contract for Oak Grove Apartments (Parlier). This action was seconded by Commissioner Eager, and by unanimous vote of the Board of Commissioners for the County, the Consideration of Architectural Contract – Oak Grove Apartments (Parlier) was approved.*

c. Consideration of General Contractor/Construction Management Contract – Oak Grove Apartments (Parlier)

Michael Duarte, recommended Prowest contracting for this project.

Mr. Prince expanded on how RFP bid process was conducted.

Commissioner Anthony requested the RFP process and scoring system be sent to her.

There was no public comment.

*Commissioner Bedrosian motioned for the City Board’s approval of awarding the General Contractor/Construction Management Contract for Oak Grove Apartments (Parlier) to Prowest Contractors., Inc. This action was seconded by Commissioner Johnson, and by unanimous vote of the Board of Commissioners for the City, the motion was approved.*



*Commissioner Eager motioned for the County Board's approval of the awarding General Contractor/Construction Management Contract for Oak Grove Apartments (Parlier) ) to Prowest Contractors., Inc. This action was seconded by Commissioner Fuentes, and by unanimous vote of the Board of Commissioners the motion was approved.*

d. Consideration of General Contractor/Construction Management Contract – Magill Terrace (Fowler)

*Commissioner Santos motioned for the City Board's approval of awarding the Contractor/Construction Management Contract for Magill Terrace (Fowler) to Johnston Contracting. This action was seconded by Commissioner Bedrosian, and by unanimous vote of the Board of Commissioners for the City, the motion was approved.*

*Commissioner Fuentes motioned for the County Board's approval of awarding the Contractor/Construction Management Contract for Magill Terrace (Fowler) Johnston Contracting. This action was seconded by Commissioner Miller, and by unanimous vote of the Board of Commissioners for the County, the motion was approved.*

e. Consideration of Out of State Travel – CEO and Commissioners

There are a number of opportunities for commissioners for out of state travel, for training and development purposes. Mr. Prince explained upcoming training opportunities, such as NAHRO, CLPHA, etc.

Commissioner Petty and Commissioner Jones expressed interested in attending the NAHRO Washington conference. Commissioner Sablan expressed interest in attending CLPHA.

Commissioner Anthony requested a summary of Commissioner travel in the last two years.

Ms. Angie Nguyen recommended March travel to be approved, and other conference travel be considered.

*Commissioner Johnson motioned for the City Board's approval of the Out of State Travel for the CEO as noted through July 2017. This action was seconded by Commissioner Bedrosian, and by unanimous vote of the Board of Commissioners for the City, the motion was approved.*

*Commissioner Eager motioned for the County Board's approval of the Out of State Travel for the CEO as noted through July 2017. This action was seconded by Commissioner Sablan, and by unanimous vote of the Board of Commissioners for the County, the motion was approved.*

After Mr. Prince further explained the agenda of the various training/conference opportunities, it was recommended that up to three commissioners from each Board attend the Washington D.C conference in March 2017.

There was no public comment.

*Commissioner Johnson motioned for the City Board's approval of up to three commissioners from each Board to attend the Washington D.C conference in March. This action was seconded by Commissioner Bedrosian, and by unanimous vote of the Board of Commissioners for the City, the motion was approved.*

*Commissioner Eager motioned for the County Board's approval of up to three commissioners from each Board to attend the Washington D.C conference in March. This action was seconded by Commissioner Sablan, and by unanimous vote of the Board of Commissioners for the County, the motion was approved*

### 13. COMMISSIONER'S REPORT

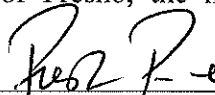
### 14. EXECUTIVE DIRECTOR'S REPORT

In addition to the written report, Mr. Prince reported the following:

- A recent summary judgment was made in the litigation against HUD and the Federal Government, in favor of PHAs whose funds were taken by HUD. The Boards voted a few years ago to join that lawsuit.
- Tracewell Hanrahan, Deputy Director, will have her last day on February 1, 2017.
- Mr. Prince met with the Executive Committee to discuss the recruitment of the Deputy Executive Director position, for which a job announcement has been prepared and will be distributed. Additionally, the role of Commissioners in the selection process is still be determined.
- New hires were announced.
- Point In Time Count starts tomorrow, which will include Mayor Brand and others, kicking off at EOC's Neilsen Center.
- Francine and Murray Farber joined the Executive Committee last week and donated \$50,000 for the development of the library at several of our housing sites. The libraries will be called "Mike's Books" in honor of their son.

### 15. ADJOURNMENT

There being no further business to be considered by the Boards of Commissioners for the Housing Authorities of the City and County of Fresno, the meeting was adjourned at approximately 8:23 p.m.



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Preston Prince, Secretary to the Boards of Commissioners