

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

**Tuesday, October 25, 2016**

**5:00 P.M.**

The Boards of Commissioners of the Housing Authorities of the City and County of Fresno met in a regular joint session on Tuesday, October 25, 2016 at the offices of HACCF, located at 1331 Fulton Mall, Fresno, California.

1. The meeting was called to order at 5:08 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 by Monique Narciso, Administrative Assistant, and the Commissioners present and absent were as follows:

COMMISSIONERS PRESENT:       ADRIAN JONES, Chair  
  CRAIG SCHARTON  
  STEVEN BEDROSIAN  
  KARL JOHNSON  
  CAINE CHRISTENSEN

COMMISSIONERS ABSENT:       RUEBEN SCOTT, Vice Chair  
  STACY VAILLANCOURT

The meeting was called to order at 5:08 p.m. by Board Chair, Commissioner Sablan, of the Board of Commissioners of the Housing Authority of Fresno County. Roll call was taken by Monique Narciso, Administrative Assistant, and the Commissioners present and absent were as follows:

COMMISSIONERS PRESENT:       STACY SABLAN, Chair  
  RENEETA ANTHONY, Vice Chair  
  JIM PETTY  
  NANCY NELSON  
  VENILDE MILLER  
  JOEY FUENTES

COMMISSIONERS ABSENT:       LEE ANN EAGER

Also, in attendance were the following: Preston Prince, CEO/Executive Director; Tracewell Hanrahan, Deputy Executive Director; Angie Nguyen, Chief of Staff; Ken Price, Baker

Manock and Jensen - General Counsel; and Tiffany Mangum, Special Assistant to the CEO/Executive Director.

2. APPROVAL OF AGENDA AS POSTED (OR AMENDED)

Ken Price, General Counsel, announced a letter that was sent to the Boards on October 24, related to item 6(e) and item 9 by local attorney Jeff Reid. Mr. Price explained that the letter necessitated adding an item to the agenda under the anticipated litigation exception under the Brown Act. Mr. Price explained that an item can be added to the agenda if there is a need to take immediate action and the agency became aware of this item after the posting of the agenda. Mr. Price explained that the letter arrived after the posting of the agenda, there is a need to consider this matter during this meeting, and recommended amending the agenda to add a closed session under the anticipated litigation exception of the Brown Act as item 6(e) and the old item 6(e) on the agenda, consideration of granting authority to the CEO to bid or submit a proposal on the land adjacent to the Central Office Development Area – “Lot 2”, will now become item 6(f). Item 9, Conference with Real Property Negotiators (Pursuant to Government Code § 54954.5(b)), will stay on the agenda as is.

No public comment.

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

*Commissioner Petty motioned for the County Board’s approval of the agenda as amended. This action was seconded by Commissioner Anthony, and by unanimous vote of the Board of Commissioners for the County, the agenda was approved as amended.*

3. PUBLIC COMMENT

No public comment at this time.

4. CONSENT AGENDA

- a. Consideration of the Minutes of September 27, 2016
- b. Consideration of the 2017 Agency Calendar

There was no public comment.

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

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

## 5. INFORMATIONAL

### a. 2017 Federal and Agency Budget Update

Emily De La Guerra, Director of Finance and Administration, presented an update on the 2017 Federal Budget. Ms. De La Guerra's presentation included an overview of the Agency budget, the Federal Budget process, potential 2017 funding levels, major expenditure changes, and the budget timeline. Ms. De La Guerra explained that the implementation process for Yardi is over, and this will reflect a major change in the upcoming budget. Ms. De La Guerra announced that the Agency is ending their contract with CMTI effective December 31<sup>st</sup> of this year, which will result in a positive impact on the budget for 2017. Additionally, Ms. De La Guerra explained that Staff will also be renegotiating contracts with vendors which will have an impact on the budget.

Commissioner Anthony asked if the agency was going to request proposals for property management. Ms. De La Guerra described a previous request for proposals on property management services that resulted in GSF Properties and Winn Property Management being awarded the contract. Commissioner Anthony requested to know the terms of the contract.

Commissioner Scharton requested for feedback on how the properties are doing and how their quality is meeting the Agency goals.

Tracewell Hanrahan, Deputy Executive Director, explained the contract terms for the property management are for a total of five years, with each contract for one year. The Agency evaluates the contract annually for renewal.

Emily De La Guerra concluded her presentation acknowledging that the draft budget will be presented during November's Board Meeting.

No public comment.

### b. Overview of Agency Structure and Associated Entities

Tracewell Hanrahan, Deputy Executive Director, presented an overview of the Agency's associated entities. Ms. Hanrahan announced that there are over 60 associated entities.

During the previous Board meeting, Commissioner Anthony requested to review the agency structure and spend some time explaining to the Board how these entities are

related and how they are governed. Ms. Hanrahan announced this request will be presented in a few Board meetings, which will begin with this presentation as an introduction.

Tracewell Hanrahan spent some time discussing the types of entities, why they were created, and what their purpose was when they were created. Ms. Hanrahan continued discussing specific entities such as Better Opportunity Builder, and Fresno Housing Education Corps.

Commissioner Anthony requested clarification regarding the memorandum in the Board packet stating that “Most of the single purpose entities were created by the Fresno Housing Authority Boards of Commissioners.” Ms. Hanrahan responded that was an error and it should say “all.”

Commissioner requested information on the to-date debt total for the single purpose entities, including future debt. Ms. Hanrahan explained that the single purpose entities have their own structure in which the debt is broken down. Ms Hanrahan continued to review examples of the structures of single purpose entities.

Tracewell Hanrahan concluded her presentation with reviewing some of requests that were made during the presentation to include presenting the financials of each entity.

No public comment.

c. Development Update

Michael Duarte, Director of Planning & Community Development, began his presentation by acknowledging the 30th anniversary of the creation of the Low-Income Housing Tax Credit (LIHTC). Mr. Duarte’s update included a summary of affordable housing demand in Fresno County, summary of tax credit development in the City and County of Fresno since 2009, a summary of Agency funds leveraged in development since 2008. Additionally, Mr. Duarte announced the CHPC report key findings.

Tracewell Hanrahan commented on the CHPC report key findings announcement, acknowledging Fresno Housing Authority contributions to the report. Ms Hanrahan stated that according to the report, the Agency has contributed to 30% of the Fresno County affordable homes and 90% of the City of Fresno homes.

Commissioner Anthony requested a legal opinion from the representative that works on the Agency’s liabilities.

There was further discussion on the Agency’s liabilities and the Agency’s liability processes.

Preston Prince announced that he had asked the Agency attorneys from Ballard Spahr to attend the November Board meeting.

Commissioner Nelson asked questions regarding the functions of LP, LLC's, and Corporations in the event of a foreclosure.

Ken Price added that corporations and similar entities are for the protection of the members and the owners. Mr. Price stated that each specific entity protects assets from unrelated entities, and in the event of a foreclosure, creditors would not be able to get any assets from other entities. Mr. Price included that each entity is designed so in that event, no Fresno Housing assets could be lost.

Commissioner Sablan suggested that the Staff do as much work as possible prior to the attorneys from Ballard Spahr coming in November.

d. Update on Potential Partnerships to Improve Section 3 Outcomes

Angie Nguyen, Chief of Staff, presented an update on potential partnerships to improve Section 3 outcomes. Ms. Nguyen's update included the internal collaboration between Resident Services and Planning & Community Development teams, the HOPE Builds program, scholarship opportunities with local colleges and trade schools, and partnerships with Trade Unions that offer pre/apprenticeships opportunities.

Ms. Nguyen introduced Travis Alexander, Lead Local Field Representative for the Carpenters Union Local 701; and Mark Sanchez, Carpenters Union Local 701. Mr. Alexander provided the boards with a brief presentation on pre-apprenticeship program and their desire to explore a role for them on the continuum of opportunities provided to residents.

Members from both Boards expressed their support in a potential partnership with the Carpenters Union Local 701.

6. ACTION ITEMS – COMMISSIONERS MAY CONSIDER, APPROVE, DENY, AND/OR CONTINUE

a. Consideration of Contract for Housing Authority Audits – Davis Farr

Emily De La Guerra presented the Boards with the recommendation to approve the contract extension with Davis Farr for the 2016 audits, starting from December 15, 2016 to December 14, 2017.

No public comment.

*Commissioner Bedrosian motioned for the City Board's approval of the contract extension with Davis Farr. This action was seconded by Commissioner Johnson, and by unanimous vote of the Board of Commissioners for the City, the contract extension with Davis Farr was approved.*

*Commissioner Petty motioned for the County Board's approval of the contract extension with Davis Farr. This action was seconded by Commissioner Nelson, and by unanimous vote of the Board of Commissioners for the County, the contract extension with Davis Farr was approved.*

b. Consideration of Contract for Associated Entity Audits – Novogradac

Emily De La Guerra presented the Boards with the recommendation to approve the contract with Novogradac for the 2016 audits of the instrumentalities. The contract period is starting from December 15, 2016 to December 14, 2017.

No public comment.

*Commissioner Bedrosian motioned for the City Board's approval of the contract with Novogradac for the 2016 audits. This action was seconded by Commissioner Scharton, and by unanimous vote of the Board of Commissioners for the City, the contract with Novogradac was approved.*

*Commissioner Petty motioned for the County Board's approval of the contract with Novogradac for the 2016 audits. This action was seconded by Commissioner Fuentes, and by unanimous vote of the Board of Commissioners for the County, the contract with Novogradac was approved.*

c. Consideration of Extension of Memorandum of Understanding – SEIU

Scott Fetterhoff, Director of Human Resources & Organizational Development, presented the recommendation for the Boards to authorize the CEO/Executive Director, or his designee, to negotiate and execute the collective bargaining contract extension between Fresno Housing Authority and SEIU, Local 521.

No public comment.

*Commissioner Bedrosian motioned for the City Board's approval of the collective bargaining contract extension between Fresno Housing Authority and SEIU, Local 521. This action was seconded by Commissioner Johnson, and by unanimous vote of the Board of Commissioners for the City, the collective bargaining contract extension was approved.*

*Commissioner Anthony motioned for the County Board's approval of the collective bargaining contract extension between Fresno Housing Authority and SEIU, Local*

*521. This action was seconded by Commissioner Miller, and by unanimous vote of the Board of Commissioners for the County, the collective bargaining contract extension was approved.*

d. Consideration of Magill Terrace Adjacent Land Acquisition

Michael Duarte presented the Boards with the recommendation to authorize the land purchase and acceptance of Deeds for the two parcels in Fowler, CA.

No public comment.

*Commissioner Petty motioned for the County Board's approval of the Magill Terrace Adjacent Land Acquisition. There was one abstention from Commissioner Anthony. This action was seconded by Commissioner Fuentes and by majority vote of the Board of Commissioners for the County, the consideration for the Magill Terrace Adjacent Land Acquisition was approved.*

*Commissioner Scharton motioned for the City Board's approval of the Magill Terrace Adjacent Land Acquisition. This action was seconded by Commissioner Bedrosian, and by unanimous vote of the Board of Commissioners for the City, the consideration for the Magill Terrace Adjacent Land Acquisition was approved.*

e. CLOSED SESSION: Conference with Legal Counsel – Anticipated Litigation (pursuant to Government Code section 54956.9(d)(2)).

Public comment from Clifford Tutelian, President of Tutelian & Company. Mr. Tutelian presented a letter that was sent to the Board's of the Fresno Housing Authority. Mr. Tutelian referred the Boards to the July 26, 2016 Board meeting minutes item 8(a). Mr. Tutelian requested for the Boards to do further review and development on this item to ensure it is in line with agency goals, and CEQA Regulations.

The Boards went into closed session at approximately 7:44 p.m.

The Boards went into open session at approximately 8:20 p.m. Chair Sablan noted that there was no action to report out of closed session.

f. Consideration of granting authority to CEO to bid or submit proposal on land adjacent to the Central Office Development Area – “Lot 2” (1911 Merced St, Fresno, CA APNs: 466-206-50T and 51T.) CA APNs: 466-206-50T and 51T.)

*This item was originally posted on the agenda as 6(e) and has been changed to take place after the Closed Session as item 6(f).*

Michael Duarte presented the Boards with the recommendation to grant authority to CEO to bid or submit a proposal on land adjacent to the Central Office Development Area, also known as “Lot 2.”

Preston Prince emphasized during the presentation that the current development image is not a rendering. Mr. Prince explained that the presented images are used as analysis done by outside entities.

Ken Price recommended that the Boards instead authorize the Chairs to sign a letter expressing interest in the property. Mr. Price also recommended discussing the terms of expressed interest in closed session, which does not preclude the Board from taking back the item to authorize the Chair to make a bid in the future.

The following action was taken subsequent to the Closed Session on Real Property Negotiations.

*Commissioner Nelson motioned for the County Board’s approval to generate a letter expressing interest in “Lot 2.” This action was seconded by Commissioner Petty, and by unanimous vote of the Board of Commissioners for the County, the approval to generate a letter expressing interest in “Lot 2” was approved.*

*Commissioner Bedrosian motioned for the City Board’s approval to generate a letter expressing interest in “Lot 2.” This action was seconded by Commissioner Johnson, and by unanimous vote of the Board of Commissioners for the City, the approval to generate a letter expressing interest in “Lot 2” was approved.*

## 7. COUNTY: NOMINATIONS FOR BOARD CHAIR AND VICE CHAIR FOR 2017-2018

Commissioner Petty announced that he would like to nominate himself for the County Board Chair.

Commissioner Anthony expressed support for Commissioner Petty and nominated herself for the County Board’s Vice Chair.

Commissioner Sablan nominated herself for County Vice Chair.

## 8. COMMISSIONER’S REPORT

Commissioner Sablan announced that the Executive Committee Meeting will be on November 9, 2016 and the next Board Meeting on November 15, 2016. Commissioner



Sablan also announced the Board Retreat on December 2, 2016, will be held at Cedar Courts. Commissioner Sablan announced the social event for Commissioners, Executive Staff, and a guest will be held on December 2, 2016. Location to be announced.

Commissioner Sablan and Commissioner Jones will send an email out to the Boards regarding the items on the Board Retreat Agenda.

9. EXECUTIVE DIRECTOR'S REPORT

There was no additional information announced.

10. CLOSED SESSION

*This item was originally posted on the agenda as item 9 and has been changed to take place after the Executive Director's report.*

The Boards went into closed session at approximately 8:40 p.m.

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

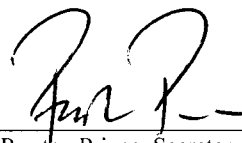
PUBLIC EMPLOYMENT

Pursuant to Government Code §54597

The Boards went into open session at approximately 8:50 p.m. with no action to report.

11. 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 8:53 p.m.



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Preston Prince, Secretary to the Boards of Commissioners