



# Boards of Commissioners Meeting

July 25, 2017

# AGENDA

O (559) 443-8400

F (559) 445-8981

1331 Fulton Street  
Fresno, California 93721  
TTY (800) 735-2929

[www.fresnohousing.org](http://www.fresnohousing.org)

## Regular Joint Meeting of the Boards of Commissioners of the Fresno Housing Authority

**5pm - July 25, 2017**

**1331 Fulton Street, Fresno, CA 93721**

Interested parties wishing to address the Boards of Commissioners regarding this meeting's Agenda Items, and/or regarding topics not on the agenda but within the subject matter jurisdiction of the Boards of Commissioners, are asked to complete a "Request to Speak" card which may be obtained from the Board Secretary (Tiffany Mangum) at 4:45 p.m. You will be called to speak under Agenda Item 3, Public Comment.

The meeting room is accessible to the physically disabled, and the services of a translator can be made available. Requests for additional accommodations for the disabled, signers, assistive listening devices, or translators should be made at least one (1) full business day prior to the meeting. Please call the Board Secretary at (559) 443-8475, TTY 800-735-2929.

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### 5pm

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#### 1. Call to Order and Roll Call

#### 2. Approval of agenda as posted (or amended)

*The Boards of Commissioners may add an item to this agenda if, upon a two-thirds vote, the Boards of Commissioners find that there is a need for immediate action on the matter and the need came to the attention to the Authority after the posting of this agenda.*

#### 3. Public Comment

*This is an opportunity for the members of the public to address the Boards of Commissioners on any matter within the subject matter jurisdiction of the Boards of Commissioners that is not listed on the Agenda. At the start of your presentation, please state your name, address and/or the topic you wish to speak on that is not on the agenda. Presentations are limited to a total of three (3) minutes per speaker.*

#### 4. Potential Conflicts of Interest – Any Commissioner who has a potential conflict of interest may now identify the item and recuse themselves from discussing and voting on the matter. (Gov. Code section 87105)

**5. 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.*

- |  |    |
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| a. Consideration of the Minutes of May 17, 2017, May 23, 2017, June 20, 2017 and June 27, 2017         | 5  |
| b. City: Charge-off Uncollectible Accounts to Collection Losses for the 2 <sup>nd</sup> Quarter 2017   | 25 |
| c. County: Charge-off Uncollectible Accounts to Collection Losses for the 2 <sup>nd</sup> Quarter 2017 | 29 |
| d. Consideration of Broadband Services Contract Renewal – AT&T   | 33 |

**6. Commissioners' Report****7. Informational**

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| a. Resident Services – EOC Summer Meal Program   | 36 |
| b. Fresno Housing Intern Presentation  | 37 |
| c. Introduction to the Administrative Plans, Admission and Continued Occupancy Policy (ACOP), and Other Housing Policies | 38 |
| d. Housing Relinquished Fund Corporation (HRFC) Update   | 79 |
| e. Real Estate Development Update  | 87 |
| f. Agency Asset overview   | 88 |
| g. Overview of 2016 Operating and HAP Financial Results  |    |

**8. Action**

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| a. Consideration to Accept the 2016 Operating and HAP Financial Results  | 95  |
| b. Consideration of Contract Extension – Yardi Systems   | 101 |
| c. Consideration of Contract for Services – Office of Migrant Services (CA Dept. of Housing & Community Development) | 104 |
| d. Consideration of Out of State Travel – CEO and Commissioners  | 128 |

**9. Executive Director's Report**

134

**10. Closed Session**

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

(Pursuant to Government Code § 54954.5(b))

Property: 1101 F Street (APNs: 467-065-06 to 07)

Agency negotiator: Preston Prince

Negotiating parties: Fresno Housing Authority and Horizon Enterprises, LP

Under negotiation: Price and Terms of Sale

11. Adjournment

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

**Wednesday, May 17, 2017**

**9:00 A.M.**

The Boards of Commissioners of the Housing Authorities of the City and County of Fresno met in a special joint session on Wednesday, May 17, 2017 at Legacy Commons, located at 2255 S. Plumas Street, Fresno, California.

1. The meeting was called to order at 9:20 a.m. by Preston Prince, CEO. 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
	CAINE CHRISTENSEN
	JIM PETTY, Chair
	MARY CASTRO
	NANCY NELSON
	VENILDE MILLER

COMMISSIONERS ABSENT:	RUEBEN SCOTT, Vice Chair
	JOEY FUENTES
	STACY SABLAN

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

2. PUBLIC COMMENT

There was no public comment.

3. OPENING - BOARD ACTIVITY

The Board Retreat was opened with introductions.

4. COMMISSIONER TRAINING– facilitated by Baker Manock & Jensen, General Counsel

- Legal Responsibilities
- Role of Commissioners vs. Staff
- Liability and Indemnification
- Basic Legal Requirements
- Best Practices

General Counsel, Kenneth J. Price, briefly presented on the topics as noted above.

## 5. WHO WE ARE

- Agency Overview
- Overview of Housing Programs
- Demographics, Data, and Other Information

Mr. Prince stated Fresno Housing Authority staff will briefly present on the agency overview, overview of housing programs, demographics, data, and other information.

Mr. Scott Fetterhoff, Director of Human Resources and Organizational Development, gave a brief presentation on the staff profile.

## 6. WHAT WE DO

Ms. Nguyen gave a brief presentation on the work of the agency. Ms. Nguyen presented the major programs within the agency - the Housing Choice Voucher, program also known as Section 8, and the Affordable Housing program. The HCV/Section 8 has approximately 13,000 total combined vouchers, which 7,100 are City vouchers. This program has over 38,000 participants. The Affordable Housing program, includes 70 Multi-Family housing properties, approximately 3,000 dwelling units, and has over 12,000 residents. The Affordable Housing program also has 130 Farm Labor households, and more than 200 units of Migrant housing.

Another major program is the Veteran, Homeless and Senior program has approximately 371 VASH vouchers for Veterans. This special program has over 120 units of Permanent Supportive Housing units. In addition, there are 250 Senior Housing Units.

The Resident Services is another major program within the organization. The Resident Services program focuses on the topics of education, health and wellness, and wage progression.

## 7. LESSONS ON POVERTY

The Boards of Commissioners watched the “13 Lessons about Poverty” video by Stephen Pimpare.

The Boards of Commissioners and Staff had a brief discussion on the video.

Stephen Pimpare will be in Fresno from June 21 - 23, 2017. Mr. Pimpare will be attending several meetings with other community organizations. Mr. Pimpare will be the speaker at the All Staff event on June 23, 2017.

8. 2017 AGENCY GOALS

Ms. Hanrahan stated that the strategic plan of the agency was adopted by the Boards in 2011. The Fresno Housing Authority goals are centered around place, people, public and partnership. Thus, the discussion of the 2017 agency goals focused on giving new commissioners a general understanding of how the agency goals connect to the broader strategic goals, and to begin to engage the Boards on our strategic efforts moving forward.

9. 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 1:45 p.m.

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Preston Prince, Secretary to the Boards of Commissioners

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

**Tuesday, May 23, 2017**

**5:00 P.M.**

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

1. The meeting was called to order at 5:04 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:

PRESENT:     Adrian Jones, Chair  
                  Rueben Scott, Vice Chair  
                  Steven Bedrosian  
                  Karl Johnson  
                  Stacy Vaillancourt  
                  Virna Santos

ABSENT:     Caine Christensen

1. The meeting was called to order at 5:04 p.m. by Board Chair, Commissioner Petty 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:

PRESENT:     Jim Petty, Chair  
                  Stacy Sablan  
                  Venilde Miller  
                  Joey Fuentes  
                  Mary G. Castro

ABSENT:     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)

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

3. PUBLIC COMMENTS

Public comment from resident Emanuel Aguiano, requested for a review of his HCV application for housing. He stated the application originated in 11/2010, and that he called and was notified his application was not on file. He presented to the Boards his situation hoping his information can be retrieved. Ms. Nguyen said she will follow up on his case. She provided him with her contact information.

4. POTENTIAL CONFLICTS OF INTEREST

There were no conflicts of interest stated.

5. COUNTY BOARD OF COMMISSIONERS-ELECTION OF THE VICE CHAIR

General Counsel informed the Boards of Commissioners of Reneeta Anthony's resignation from the County Board. General Counsel asked the County Commissioners if they would like to nominate a Commissioner for the vacancy of the County Vice Chair.

*Commissioner Petty motioned for the nomination of Commissioner Stacy Sablan to Vice Chair of the County Board. This action was seconded by Commissioner Fuentes, and by unanimous vote of the Board of Commissioners for the County, the motion was approved.*

Mr. Prince acknowledged and thanked Ms. Reneeta Anthony for nine years of service as a County Commissioner. He stated that Commissioner Anthony stated on her resignation letter that her decision is due to the amount of work she needs to dedicate to her consulting firm, which does not allow her much time for other activities.

6. 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 from the Consent Agenda and considered following approval of the Consent Agenda.*

- a. Consideration of the minutes of January 23, 2017

No public comments.

*Commissioner Scott motioned for the City Board's approval of the of the minutes of January 23, 2017. This action was seconded by Commissioner Bedrosian, and by unanimous vote of the Board of Commissioners for the City, the minutes of January 23, 2017 were approved.*

*Commissioner Miller motioned for the County Board's approval of the minutes of January 23, 2017. This action was seconded by Commissioner Fuentes and by unanimous vote of the Board of Commissioners for the County, the minutes of January 23, 2017 were approved.*

## 7. INFORMATIONAL

- a. Resident Services Presentation – Healthy Smiles

Ms. Mary Helen Caggianelli introduced Tai Hartman, the Executive Director of Healthy Smiles Mobile Dental Foundation. Ms. Hartman said that Healthy Smiles Mobile Dental Foundation started twenty-three years ago with a local dentist. This dentist decided to use an old fashion method of reaching out to the clients. The partnership with the Fresno Housing Authority started five years ago in 2012. The collaboration between Healthy Smiles and the ROSS program from the Fresno Housing Authority made it possible to serve a total of 1,417 children and some adults. Ms. Hartman stated they are working to expand the services and programs to families. The total number of days that services were provided was 84.5. The total cost of services during this five years of collaboration has been \$280,500.

Ms. Hartman stated Healthy Smiles is equipped with a multicultural staff. There are 11 languages spoken among the staff: English, Spanish, Hmong, Korea, Farsi, Turkish, Hindi, Urdu, Punjab, Tagalog and Chinese. In addition, Ms. Hartman stated they are focusing on prevention services.

Ms. Tai Hartman is also a grant writer, and is looking for a partnership to build a new van that will cost approximately \$400,000. She stated the newest van they have is ten years old.

- b. 2017 Homeless Point-in-Time Count Results

Melissa Mikel, Quality Assurance Analyst-HMIS (Homeless Management Information System), briefly presented on the results of the 2017 Point-In-Time Count data for the

County and City of Fresno. The Point-In-Time Count is a local effort that collects client level data of the Homeless population. Ms. Mikel stated that the U.S. Department of Housing and Urban Development mandates communities that are receiving Continuum of Care Funding, to conduct a count of homeless persons living on the street, and in an emergency and transitional housing in the last 10 days of January.

c. Homeless Policy Community Conversation Update

Ms. Doreen Eley, Assisted Housing Manager, briefly talked about the Policy Conversation for the Homeless that took place at Parc Grove. This was an one-hour conversation about the efforts and success, that Fresno as a community has had to handle the issue of homelessness. The conversation was done in conjunction with the Renaissance of Parc Grove groundbreaking. Some of the attendees were members of the Fresno Madera Continuum of Care (FMCoC), Secretary Vito Imbasciani from the California Department of Veterans Affairs, Stephen Bauman, Director of the Fresno VA Hospital and Beverly Ebersold, Director of National Initiatives of the United State Interagency Council on Homelessness.

d. Real Estate Development Update

The Real Estate Development Update was removed from the agenda.

8. ACTION

a. Consideration of the 2017 Capital Expenditures Budget

Mr. Gary Grinstead, Construction Manager, presented a brief overview of the 2017 Capital Expenditures Budget, which included an overview of new development and renovation projects.

Additionally, Mr. Grinstead stated that annually, the Construction Management Division, in conjunction with Housing Management and Maintenance staff, perform comprehensive inspections and compile a list of internal improvements needed for the LIPH properties. The Capital Improvements are prioritized based on the following: goals for Resident comfort, health and safety, compliance with current building codes and ADA requirements, annual REAC inspection preparation, maintainability and long term sustainability, property marketability, and energy and water conservation.

In addition, the biggest project for the end of 2016, which was Board approved and recently completed, was the Low Income Weatherization Program. The goal of the program was to reduce greenhouse gas emissions, reduce energy cost and improve the housing quality for the tenants. The Low Income Weatherization program (LIWP)

funded \$1,000,000, and the Fresno Housing Authority's contribution was \$237,000 from the property replacement reserved account.

Commissioner Jones asked if the HCV program landlords can be connected to the Weatherization program. Mr. Michael Duarte responded that the information from the Weatherization program can be shared with HCV landlords.

Mr. Grinstead stated the proposed capital fund and replacement reserve projects for 2017 are:

- Roof Replacement
- Unit and Site Lighting Improvements
- Window Replacement
- Site Concrete Replacement
- Exterior Painting
- Insulation Upgrades
- Parking Lot Asphalt Replacement and Striping
- Fascia, Siding and Trim Replacement
- Tree Trimming and Removal
- Low Flow Shower Head Replacement
- Tankless Water Heater Installation
- Ventilation Improvements

In addition, he said the current 2017 replacement reserve balance, which includes farm labor and migrant housing, is \$3,279,385 and the proposed 2017 replacement reserve expenditures are \$1,351,000. Also, he stated the current 2017 capital fund balance is \$3,213,210 and the proposed 2017 capital fund expenditures is \$1,894,000.

*Commissioner Sablan motioned for the County Board's approval of the 2017 Capital Expenditures Budget. This action was seconded by Commissioner Fuentes, and by unanimous vote of the Board of Commissioners for the County, the item was approved.*

*Commissioner Bedrosian motioned for the City Board's approval of the 2017 Capital Expenditures Budget. This action was seconded by Commissioner Johnson, and by unanimous vote of the Board of Commissioners for the City, the item was approved.*

b. Consideration of the Renewal Agreement – Fresno Police Department

Ms. Shaneece Childress, HMD District Manager, briefly presented the Renewal Agreement between the Fresno Housing Authority and Fresno Police Department. The proposed contract terms are similar to previous language with clarification on the additional expenses over the contract year. The amount of the contract reflects approximately 5% overall increase, which includes costs of living, increased communication expenses, and 25% of the vehicle operating and maintenance expenses.

As part of the procurement process, a completed comprehensive analysis which evaluated the existing contract and determined the agreement established for police services that could not be fulfilled with private security services. The analysis revealed the contract with police services was unique and incomparable based on the depth, range and distinctive services available to a sworn police officer versus a security officer. Further, the comparison revealed private security companies were unable to provide comparable services which *were* exclusively available to the Police department including:

- Immediate access to law enforcement information.
- Immediate access to special task forces including the Multi Agency Gang Enforcement Consortium (MAGEC) Team, special tactics teams.
- The general public show a greater respect in the presence of a police officer.
- Early Response in the communities. Active engagement within the communities.
- Support with resident meetings, including unlawful detainers.
- The professional standard and ethics that are represented by the officers.

Currently, the Fresno Housing Authority Police Officers are David Villaseñor at the Southeast sites and Steve Hunt in the Southwest area.

Police officer Steve Hunt briefly presented to the Boards the importance of having a Police Officer at the Fresno Housing Authority sites. He talked about this involvement and relationship with residents in the community.

Commissioner Jones acknowledged the partnership with the Fresno Police Department. She asked if Legacy Commons will be added to the Police Officers rotation. Ms. Childress stated this agreement is for Low Income Public Housing; however, Legacy Commons will be considered for future agreements.

Ms. Childress concluded the presentation with requesting that the Boards approve the contract Agreement with the City of Fresno Police Department.

*Commissioner Fuentes motioned for the County Board's approval of the Renewal Agreement with the Fresno Police Department. This action was seconded by*

*Commissioner Miller, and by unanimous vote of the Board of Commissioners for the County, the item was approved.*

*Commissioner Johnson motioned for the City Board's approval of the Renewal Agreement with the Fresno Police Department. This action was seconded by Commissioner Scott, and by unanimous vote of the Board of Commissioners for the City, the item was approved.*

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

The Out of State Travel is requested of the CEO/Executive Director and/or Commissioners for the following Events:

- June 7, 2017-June 8, 2017 for the National Organization of African American in Housing Conference in Denver, CO.
- July 11, 2017-June 12, 2017 CLPHA Housing and Education Symposium for Commissioners to attend in Washington, DC. Commissioner Christensen show interest to attend.
- July 16, 2017-June 18, 2017 NAHRO Summer Conference for Commissioners to attend in Indianapolis, IN. Commissioner Bedrosian and Castro have shown interesting in attending.
- August 20, 2017-August 23, 2017 NanMcKay Housing Conference in Boston, MA.
- October 15, 2017-October 17, 2017 the National Conference of State Housing Agencies in Denver, CO.

*Commissioner Sablan motioned for the County Board's approval of the Out of State Travel – CEO and Commissioners. This action was seconded by Commissioner Fuentes, and by unanimous vote of the Board of Commissioners for the County, the item was approved.*

*Commissioner Scott motioned for the City Board's approval of the Out of State Travel – CEO and Commissioners. This action was seconded by Commissioner Bedrosian, and by unanimous vote of the Board of Commissioners for the City, the item was approved.*

9. COMMISSIONERS' REPORT

Commissioner Santos briefly reported on the Housing Development Law Institute Conference (HDLI). Commissioner Santos said it was a very informative and insightful training. General Counsel stated it was a high quality presentation. He stated the presentation provided information on anticipated changes in the White House Administration.

10. EXECUTIVE DIRECTOR'S REPORT

In addition to the written Director's report, the following items were announced:

- Mr. Prince stated that Mark Stivers the Director of the Tax Credit Allocation Committee (TCAC) is hosting a conversation on May 25, 2017 about the proposed state changes this will be conducted at Cueva de Oso in Selma.
- May 10, 2017 the Renaissance of Parc Grove groundbreaking. The Policy conversation for the Homeless took place at Parc grove, a one-hour brief conversation. Attending for the Homeless Conversation were the Fresno Madera Continuum of Care (FMCoC), the Secretary Vito Imbasciani from the California Department of Veterans Affairs, Stephen Bauman Director of Fresno VA Hospital and Beverly Ebersold, Director of National Initiative of the United State Interagency Council on Homelessness. Commissioner Bedrosian and Petty joined the Homeless conversation. In addition, Commissioner Castro and Congressman Costa attended the groundbreaking.
- May 15, 2017 the grand opening of Legacy Commons and the ground breaking of Phase II of Legacy Commons.

The following are upcoming events:

- June 21, 2017 the grand opening for Fenix at Calaveras and Fenix at Glenn in the City of Fresno. Mr. Prince stated he is very proud of staff about the transformation of the sites.
- All staff event on June 23, 2017 at Parc Grove Commons from 11am to 4pm. Mr. Stephen Pimpare will be the speaker at the event.
- HUD compliance review scheduled for August 14 to August 18, 2017.

Also, Mr. Prince presented the new hires and promotion.

- New hires: Lucinda Walls, Resident Services Coordinator; Brandon Hill, Maintenance Assistant; Alberto Torres, Maintenance Technician and Rizza Pedrigal, Accountant.
- Promotions: Daniel Guerra, Senior Analyst Asset Management; Renae Machado, Asset Management Analyst and Crystal Aldape, Asset Management Coordinator.

## 11. CLOSED SESSION PUBLIC COMMENTS

Mr. Robert Mitchell presented to the Board his concern about what is going to be built at the acquisition of the California Triangle Parcels. He asked the Board of Commissioner how

many units, the size of units that is going to be built at the California Triangle Parcels. He presented to the board the need for housing for first time home buyers.

Mr. Prince responded at the moment it is unknown the plans of what is going to be built. He stated the Boards agree to purchase the property and they will carefully plan the usage of the land. Mr. Prince stated the plans for the new property will be presented to the community and their opinion will be valued. The Fresno Housing Authority acquired ownership because they wanted to avoid the property going back to auction.

The Boards went into closed session at approximately 6:34pm. The Boards returned to open session at approximately 7:22pm.

#### CONFERENCE WITH REAL PROPERTY NEGOTIATORS

(Pursuant to Government Code § 54954.5(b))

Property: 1616 and 1624 Simpson, 3019 and 3039 N. Blackstone Ave., Fresno, CA  
(APNs: 443-104-08 through 10, and 443-104- 23)

Agency Negotiator: Preston Prince

Negotiating parties: Scott Miller and Austin Ewell

Under negotiation: Price and Terms of Sale

#### CONFERENCE WITH REAL PROPERTY NEGOTIATORS

(Pursuant to Government Code § 54954.5(b))

Property: 1241-1263 Broadway Plaza, Fresno, CA  
(APNs: 466-214-01 and 466-214-17)

Agency Negotiator: Preston Prince

Negotiating parties: APEC International, LLC and Deep Green Housing and Community Development

Under negotiation: Financing and Terms of Partnership

#### CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Pursuant to Government Code § 54954.5(b))

Property: Multiple Addresses\* (APNs: 467-245-02T through 12T, 467-262-01T through 04T)

Agency Negotiator: Preston Prince

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

Under negotiation: Price and Terms of Sale \*811, 813, 823, and 847 Waterman; 537 Inyo; 597 and 659 E. California; 842, 846, 851, 854, and 864 Klette Fresno, CA 93706

## 12. REPORT ON CLOSED SESSION ITEMS

There was no action to report.

Public Comments



Eric Payne resident from West Fresno presented to the Boards his concern to Revitalize a Community as the West Fresno that is in need. The triangle is an opportunity site of transformation for the community. Also, he asked the Boards to consider the community when decisions are made. He extended to his support to the agenda item the acquisition of the California Triangle Parcels.

Michael Duarte gave a brief summary of the purchase of the California Triangle Parcels, which is 15 parcels total. Mr. Duarte requested the Boards to authorize ratification of the purchase and sale agreement for the California Triangle parcels, authorize a Housing Relinquished Fund Corporation commitment in an amount sufficient to cover the agreement upon purchase price plus closing costs and Authorize Preston Prince Executive Director, Angelina Nguyen, Chief of Staff, and/or their designee, to negotiate and execute documents for the acquisition and complete escrow closing in connection with the approved the acquisition of the California Triangle Parcels.

### 13. ACTION

Consideration of Acquisition of the California Triangle Parcels

*Commissioner Scott motioned for the City Board's approval of the Acquisition of the California Triangle Parcels. This action was seconded by Commissioner Bedrosian and by unanimous vote of the Board of Commissioners for the City, the item was approved.*

*Commissioner Fuentes motioned for the County Board's approval of the Acquisition of the California Triangle Parcels. This action was seconded by Commissioner Miller and by unanimous vote of the Board of Commissioners for the County, the item was approved*

### 14. 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 7:35 p.m.

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Preston Prince, Secretary to the Boards of Commissioners

**Minutes of the Special Meeting  
Of the Fresno Housing Authority**

**Special Joint Meeting of the Boards of Commissioners**

**Tuesday, June 20, 2017**

**3:00 p.m.**

There was a duly noticed special meeting of the Boards of Commissioners, who met in a special joint session on Tuesday, June 20, 2017, at the offices of HACCF, located at 1331 Fulton Street, Fresno, California.

1. The meeting was called to order by Tracewell Hanrahan at 3:35 p.m., and members present and absent were as follows:

COUNTY COMMISSIONERS PRESENT:    NIKKI NEWSOME  
  CARY CATALANO

COUNTY COMMISSIONERS ABSENT:    JIM PETTY, Chair  
  STACY SABLAN, Vice Chair  
  VENILDE MILLER  
  JOEY FUENTES  
  MARY G. CASTRO

CITY COMMISSIONERS PRESENT:        NONE

CITY COMMISSIONERS ABSENT:        ADRIAN JONES, Chair  
  RUEBEN SCOTT, Vice Chair  
  STEVEN BEDROSIAN  
  KARL JOHNSON  
  STACY VAILLANCOURT  
  VIRNA SANTOS  
  CAINE CHRISTENSEN

Also in attendance: Tracewell Hanrahan, Deputy Executive Director/COO and Tiffany Mangum, Special Assistant.

2. **NEW COMMISSIONERS ORIENTATION**

The newest Commissioners Newsome and Catalano met with Deputy Executive Director/COO, Ms. Hanrahan, and the Special Assistant, Ms. Tiffany Mangum, for a Board Orientation. The Housing Authority of Fresno staff reviewed the Commissioner’s Manual 2017 with Commissioners Newsome and Catalano. Each of the Commissioners received a hard copy of the Commissioner’s Manual 2017.

3. ADJOURNMENT

There being no further business, the meeting adjourned at 5:00 p.m.

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Preston Prince, Secretary

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

**Tuesday, June 27, 2017**

**5:00 P.M.**

The Boards of Commissioners of the Housing Authorities of the City and County of Fresno met in a regular session on Tuesday, June 27, 2017 at the offices of HACCF, located at 1331 Fulton Street, Fresno, California.

The Board Workshop, facilitated by General Counsel, Ken Price of Baker, Manock, and Jensen commenced at approximately 4:00 p.m. Mr. Price facilitated a workshop on Transparency Laws that govern these Boards. The workshop adjourned at approximately 4:55 p.m.

1. The regular meeting was called to order at 5:07 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:

PRESENT:     Adrian Jones, Chair  
                  Steven Bedrosian  
                  Karl Johnson  
                  Virna Santos

ABSENT:     Rueben Scott, Vice Chair  
                  Stacy Vaillancourt  
                  Caine Christensen

The meeting was called to order at 5:07 p.m. by Board Chair, Commissioner Petty 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:

PRESENT:     Jim Petty, Chair  
                  Stacy Sablan  
                  Venilde Miller  
                  Mary G. Castro  
                  Nikki Newsome  
                  Cary Catalano

ABSENT:     Joey Fuentes

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

2. ACKNOWLEDGEMENT AND MOMENT OF REFLECTION IN MEMORIAM OF MORRIS KYLE, former commissioner.

Commissioner Petty asked for a moment of silence in memory of Morris Kyle a former County Commissioner and Board Chair.

3. ACKNOWLEDGEMENT OF LEE ANN EAGER, RENEETA ANTHONY AND NANCY NELSON

Removed from the Agenda.

4. WELCOME OF NEW COMMISSIONERS

Commissioner Petty welcomed the newest Commissioners, Ms. Newsome and Mr. Catalano.

5. APPROVAL OF AGENDA AS POSTED (OR AMENDED)

There were no public comments.

***CITY MOTION:*** Commissioner Bedrosian moved, seconded by Commissioner Johnson to approve the agenda as posted.

***MOTION PASSED:*** 4-0

***COUNTY MOTION:*** Commissioner Miller moved, seconded by Commissioner Sablan to approve the agenda as posted.

***MOTION PASSED:*** 6-0.

6. PUBLIC COMMENT

Eric Payne resident from West Fresno formerly welcomed the newest Commissioners Newsome and Catalano. Mr. Payne thanked them for taking upon an important role as a Commissioner. He welcomed back Commissioner Catalano.

7. POTENTIAL CONFLICTS OF INTEREST

There were no conflicts of interest stated.

## 8. 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 from the Consent Agenda and considered following approval of the Consent Agenda.*

The Chairs of the Board of Commissioners and the General Counsel have agreed to Commissioner Catalano's request to vote separately on two items under the consent agenda. Commissioner Catalano and Commissioner Newsome were not present or appointed to the Board at the time of the meetings.

- a. Consideration of the minutes of February 7, 2017, February 27, 2017, March 21, 2017 and April 25, 2017

***CITY MOTION:*** *Commissioner Santos moved, seconded by Commissioner Johnson to approve the minutes for February 7, 2017, February 27, 2017, March 21, 2017, and April 25, 2017.*

***MOTION PASSED:*** 4-0

***COUNTY MOTION:*** *Commissioner Sablan moved, seconded by Commissioner Miller to approve the minutes for February 7, 2017, February 27, 2017, March 21, 2017, and April 25, 2017.*

***MOTION PASSED:*** 4-0

Commissioners Newsome and Catalano abstained from voting.

- b. Consideration of Modifying Board Minutes

***CITY MOTION:*** *Commissioner Santos moved, seconded by Commissioner Johnson to approve the consideration of modifying Board Minutes.*

***MOTION PASSED:*** 4-0

***COUNTY MOTION:*** *Commissioner Catalano moved, seconded by Commissioner Newsome to approve the consideration of modifying Board Minutes.*

***MOTION PASSED:*** 6-0

## 9. INFORMATIONAL

### a. Resident Services Presentation – Boys and Girls Clubs of Fresno County

Luis Flores, Director of Operations for the Boys and Girls Club of Fresno County and Ramiro Zamoza staff provided a brief presentation on a mid-year update on Boys and Girls Club activities.

### b. Housing Access and Re-entry

Ms. Angie Nguyen presented on this topic.

### c. Overview of the Office of Migrant Services (OMS) Partnership and Program

Ms. Shaneece Childress presented on this topic.

### d. Real Estate Development Update

Mr. Michael Duarte presented the Real Estate Development Update.

## 10. ACTION

### a. Consideration to Accept the Assignment of the Purchase and Sale Agreement – Blackstone/Simpson

***CITY MOTION:*** Commissioner Bedrosian moved, seconded by Commissioner Santos to approve the action to accept the assignment of the Purchase and Sale Agreement for the Blackstone/Simpson site.

***MOTION PASSED:*** 4-0

***COUNTY MOTION:*** Commissioner Sablan moved, seconded by Commissioner Miller to approve the action to accept the assignment of the Purchase and Sale Agreement for the Blackstone/Simpson site.

***MOTION PASSED:*** 6-0

### b. Consideration of Out of State Travel – CEO and Commissioners

The Out of State Travel was discussion only. There was no action taken.

## 11. COMMISSIONERS' REPORT

Commissioner Petty congratulated the Fresno Housing Authority staff for their work done during the opening of Fénix @ Calaveras & Glenn.

12. EXECUTIVE DIRECTOR'S REPORT

In addition to the written Director's report, the following items were announced:

- Mr. Prince reminded Commissioners to complete the Ethics Training online and submit a copy to the Executive Office.
- Mr. Prince presented on the opening of Fénix @ Calaveras & Glenn.
- June 23, 2017 was the All Staff Event at Parc Grove. The following Commissioners attended: Santos, Newsome and Castro.
- HUD Audit staff is scheduled to be on site August 14-August 18, 2017.

13. CLOSED SESSION

The Boards went into closed session at approximately 7:35pm.

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

(Pursuant to Government Code § 54954.5(b))

Property: 1616 and 1624 Simpson, 3019 and 3039 N. Blackstone Ave., Fresno, CA

(APNs: 443-104-08 through 10, and 443-104- 23)

Agency Negotiator: Preston Prince

Negotiating parties: Scott Miller and Austin Ewell

Under negotiation: Price and Terms of Sale

PUBLIC EMPLOYMENT

Pursuant to Government Code §54597

The Boards returned to open session at approximately 7:49pm.

14. REPORT ON CLOSED SESSION ITEM(S)

There was no action to report at this time

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 7:50 p.m.

---

Preston Prince, Secretary to the Boards of Commissioners



# BOARD MEMO

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**TO:** Boards of Commissioners  
Fresno Housing Authority

**FROM:** Preston Prince  
CEO/ Executive Director

**SUBJECT:** Authorization of Charge-off Uncollectible Accounts to Collection  
Losses for the 2nd Quarter of 2017 for the City Housing Programs

**DATE:** July 21, 2017

**BOARD MEETING:** July 25, 2017

**AGENDA ITEM:** 5b

**AUTHOR:** Hilda Reeves  
Sr. Hsg. Manager

---

## Executive Summary

Fresno Housing Authority fulfills its affirmative responsibility to try to collect delinquent debts that are owed to the Agency, until it becomes evident that a debt is "uncollectible". When that occurs we terminate collection action and write off the debt. The Housing Authority engages in active collection efforts, such as demand letters, repayment agreements, credit bureau reporting, garnishments obtained by Judgments at Small Claims Courts and referrals to HUD's Enterprise Income Verification System (EIV). EIV blocks former tenants from receiving future assistance until debts owed are paid.

An analysis of uncollectible accounts for the City Housing Management Programs for the Second Quarter of 2017 is found below.

## Second Quarter Financial Impact:

Second Quarter Collection Losses for the City total \$126.23.

## Recommendation

It is recommended that the Board of Commissioners of the Housing Authority of the City of Fresno adopt the attached resolution authorizing charge-off of uncollectible accounts to collection losses for City Housing Programs.

**PART I - ANALYSIS OF CHARGES TO ALL TENANT ACCOUNTS:**

LOW INC. PUB.HSG.	
TYPE OF CHARGES	AMOUNT
Dwelling Rent-Qtly	282,710.81
Other Charges-Qtly	0.00
<b>Total Charges</b>	<b>282,710.81</b>

**PART II - COMPOSITION OF UNCOLLECTIBLE WRITE-OFFS:**

LOW INCOME PUBLIC HSG.		
TYPE OF CHARGES	AMOUNT	PERCENT
Dwelling Rent	0.00	0.00%
Legal Action	126.23	100.00%
Miscellaneous Charges	0.00	0.00%
<b>Total Uncollectible</b>	<b>126.23</b>	<b>100.00%</b>

**PART III - COMPARISON OF NEW COLLECTION LOSSES TO PREVIOUS YEARS AND CURRENT YEAR-TO-DATE:**

LOW INC. PUB. HSG.	<u>Total Uncollectible</u>	<u>Amount of Loss</u>	<u>Recovered Losses</u>	<u>Percent of Dwelling Rent</u>	<u>Per Unit Per Month</u>
Calender Year 2013	36,759.84	34,954.34	1,805.50	9.53%	4.17
Calender Year 2014	25,504.38	25,504.38	0.00	2.09%	2.89
Calender Year 2015	44,049.23	44,049.23	0.00	3.14%	4.99
First Quarter 2016	15,312.23	14,932.23	380.00	5.42%	1.74
Second Quarter 2016	3,494.03	3,113.03	381.00	1.24%	0.40
Third Quarter 2016	7,827.94	7,827.94	0.00	2.77%	6.03
Fourth Quarter 2016	5,265.53	5,265.53	0.00	1.92%	4.05
First Quarter 2017	15,116.24	15,116.24	0.00	5.46%	11.64
SecondQuarter 2017	126.23	126.23	0.00	0.04%	0.10

**CHARGE-OFF UNCOLLECTIBLE  
ACCOUNTS RECEIVABLE  
SECOND QUARTER 2017**

**CITY HOUSING PROGRAMS:**

AMP 1	\$ 126.23
AMP 2	<u>\$ -</u>
<b>TOTAL LOW INCOME PUBLIC HOUSING</b>	<u>\$ 126.23</u>

RESOLUTION NO. \_\_\_\_\_

BEFORE THE BOARD OF COMMISSIONERS OF THE  
HOUSING AUTHORITY OF THE CITY OF FRESNO

RESOLUTION AUTHORIZING CHARGE-OFF OF  
UNCOLLECTIBLE ACCOUNTS TO COLLECTION LOSSES  
FOR THE SECOND QUARTER 2017 FOR CITY HOUSING PROGRAMS

WHEREAS, the Housing Authority of the City of Fresno has made every reasonable effort to collect the delinquent accounts; and

WHEREAS, in accordance with established policy which provides that at the end of each quarterly period an examination shall be made by the project management of such delinquencies and that, after the Board of Commissioners of the Housing Authority of the City of Fresno has authorized charging uncollectible accounts to collection losses, such amount as determined uncollectible shall be charged to collection losses.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno desires to comply with said policy and does hereby authorize charge-off to collection losses that total \$126.23.

PASSED AND ADOPTED THIS 25<sup>TH</sup> DAY OF JULY, 2017. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Preston Prince, Secretary of the Boards of Commissioners

# BOARD MEMO

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**TO:** Boards of Commissioners

Fresno Housing Authority

**FROM:** Preston Prince

CEO/Executive Director

**DATE:** July 21, 2017

**BOARD MEETING:** July 25, 2017

**AGENDA ITEM:** 5c

**AUTHOR:** Hilda Reeves

Sr. Hsg. Manager

**SUBJECT:** Authorization of Charge-off Uncollectible Accounts to Collection Losses for the 2nd Quarter of 2017 for the County Housing Programs

---

## **Executive Summary**

Fresno Housing Authority fulfills its affirmative responsibility to try to collect delinquent debts that are owed to the Agency, until it becomes evident that a debt is "uncollectible". When that occurs we terminate collection action and write off the debt. The Housing Authority engages in active collection efforts, such as demand letters, repayment agreements, credit bureau reporting, garnishments obtained by Judgments at Small Claims Courts and referrals to HUD's Enterprise Income Verification System (EIV). EIV blocks former tenants from receiving future assistance until debts owed are paid.

An analysis of uncollectible accounts for the County Housing Management Programs for the Second Quarter of 2017 is found below.

## **Second Quarter Financial Impact:**

Second Quarter Collection Losses for the County total \$12,691.19.

## **Recommendation**

It is recommended that the Board of Commissioners of the Housing Authority of Fresno County adopt the attached resolution authorizing charge-off of uncollectible accounts to collection losses for County Housing Programs.

**PART I - ANALYSIS OF CHARGES TO ALL TENANT ACCOUNTS:**

LOW INC. PUB.HSG. AMPS 1 - 6	
TYPE OF CHARGES	AMOUNT
Dwelling Rent-Qtrly	582,175.43
Other Charges-Qtrly	0.00
<b>NET RENT</b>	<b>582,175.43</b>

**PART II - COMPOSITION OF UNCOLLECTIBLE WRITE-OFFS:**

LOW INCOME PUBLIC HSG.		
TYPE OF CHARGES	AMOUNT	PERCENT
Dwelling Rent	9,254.69	72.92%
Legal Action	700.00	5.52%
Miscellaneous Charges	2,736.50	21.56%
<b>Total Uncollectible</b>	<b>12,691.19</b>	<b>100.00%</b>

**PART III - COMPARISON OF NEW COLLECTION LOSSES TO PREVIOUS YEARS AND CURRENT YEAR-TO-DATE**

LOW INC. PUB. HSG.	Total Uncollectible	Amount of Loss	Recovered Losses	Percent of Dwelling Rent	Per Unit Per Month
Calender Year 2014	27,814.43	27,814.43	0.00	1.08%	9.53
Calender Year 2015	27,065.04	25,104.49	1,960.55	2.16%	9.27
First Quarter 2016	2,454.44	2,454.44	0.00	0.42%	0.84
Second Quarter 2016	11,576.49	11,576.49	0.00	1.99%	3.97
Third Quarter 2016	8,121.00	8,121.00	0.00	1.45%	2.78
Fourth Quarter 2016	6,609.34	6,609.34	0.00	1.10%	2.26
First Quarter 2017	11,033.69	11,033.69	0.00	1.95%	3.78
Second Quarter 2017	12,691.19	12,691.19	0.00	2.18%	4.35

**CHARGE-OFF UNCOLLECTIBLE  
ACCOUNTS RECEIVABLE  
SECOND QUARTER 2017**

**COUNTY HOUSING PROGRAMS:**

AMP 1	\$ 5,406.26
AMP 2	\$ -
AMP 3	\$ 6,561.00
AMP 4	\$ -
AMP 5	\$ 723.93
AMP 6	<u>\$ -</u>
<b>TOTAL LOW INCOME PUBLIC HOUSING</b>	<u>\$12,691.19</u>

RESOLUTION NO. \_\_\_\_\_

BEFORE THE BOARD OF COMMISSIONERS OF THE  
HOUSING AUTHORITIES OF FRESNO COUNTY

RESOLUTION AUTHORIZING CHARGE-OFF OF  
UNCOLLECTIBLE ACCOUNTS TO COLLECTION LOSSES

FOR THE SECOND QUARTER 2017 FOR COUNTY HOUSING PROGRAMS

WHEREAS, the Housing Authority of Fresno County has made every reasonable effort to collect the delinquent accounts; and

WHEREAS, in accordance with established policy which provides that at the end of each quarterly period an examination shall be made by the project management of such delinquencies and that, after the Board of Commissioners of the Housing Authority of Fresno County has authorized charging uncollectible accounts to collection losses, such amount as determined uncollectible shall be charged to collection losses.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County desires to comply with said policy and does hereby authorize charge-off to collection losses that total \$12,691.19.

PASSED AND ADOPTED THIS 25<sup>TH</sup> DAY OF JULY, 2017. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Preston Prince, Secretary of the Boards of Commissioners



## BOARD MEMO

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**TO:** Boards of Commissioners  
Fresno Housing Authority

**FROM:** Preston Prince  
CEO/Executive Director

**SUBJECT:** Extension of Internet and Telephone Services Contract with  
AT&T

**DATE:** July 21, 2017

**BOARD MEETING:** July 25, 2017

**AGENDA ITEM:** 5d

**AUTHOR:** Bobby Coulter

---

### Executive Summary

The purpose of this memo is to seek the Boards of Commissioners' approval for the CEO/Executive Director to continue to utilize the CALNET3 contract with AT&T telephone and data services for one year, beginning August 1, 2017, for an amount not to exceed \$300,000.

In June 2016, the Boards approved the contract with AT&T to upgrade the Internet infrastructure for an amount not to exceed \$300,000. The new infrastructure provided a one hundred and ten (110) percent increase in bandwidth, enhanced disaster recovery, and ensured that remote sites became less reliant on connectivity at the Central Office. As of July 2017, twelve of the seventeen sites have been upgraded.

The Agency is utilizing an Intergovernmental Agreement through the CALNET 3 State-wide Contract, as allowed by the Agency's Procurement Policy and the HUD Procurement Handbook. The CALNET3 contract term expires on 6/30/2018, and offers a substantial discount over what the Agency would be required to pay if we purchased the service on our own. Agency staff will continue to evaluate pricing annually to ensure that the CALNET3 contract is the best fit for the Agency.

### Fiscal Impact

The Agency would like to continue to contract with AT&T for Internet and Phone service. The contract is set not to exceed \$300,000. As of June 1, 2017, the Agency spent \$73,658 on internet and telephone services. The reason that the amount is lower than the projected is due to the fact that AT&T will not start billing for the new rates until the remaining five sites are complete.

### Recommendation

It is recommended that the Boards of Commissioners authorize the CEO/Executive Director to continue to utilize the CALNET3 contract with AT&T telephone and data services for one year, beginning August 1, 2017, for an amount not to exceed \$300,000.

RESOLUTION NO. \_\_\_\_\_

BEFORE THE BOARD OF COMMISSIONERS OF THE  
HOUSING AUTHORITY OF THE CITY OF FRESNO

RESOLUTION AUTHORIZING THE EXTENSION OF THE AT&T INTERNET AND  
TELEPHONE SERVICES AGREEMENT

WHEREAS, the Housing Authority of the City of Fresno (the "Agency") has a contract with American Telephone & Telegraph ("AT&T") for Internet and Telephone services through the CALNET 3 Statewide Contract; and

WHEREAS, the term of the aforementioned contract ends June 30, 2018; and

WHEREAS, the Agency has been fully satisfied with the service it has received under the contract with AT&T; and

WHEREAS, the Agency desires to maintain the continuity of the aforementioned services pertaining to work in progress; and

WHEREAS, the Agency desires to exercise its option to continue to utilize the CALNET3 contract with AT&T telephone and data services for one year, beginning August 1, 2017, for an amount not to exceed \$300,000;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno does hereby approve the one-year contract of the telephone and data services contract with AT&T and authorizes Preston Prince, Executive Director/CEO or his designee, to execute all documents in connection therewith.

PASSED AND ADOPTED THIS 25<sup>th</sup> DAY OF JULY, 2017. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Preston Prince, Secretary of the Boards of Commissioners

RESOLUTION NO. \_\_\_\_\_

BEFORE THE BOARD OF COMMISSIONERS OF THE  
HOUSING AUTHORITY OF FRESNO COUNTY

RESOLUTION AUTHORIZING THE EXTENSION OF THE AT&T INTERNET AND  
TELEPHONE SERVICES AGREEMENT

WHEREAS, the Housing Authority of Fresno County (the "Agency") has a contract with American Telephone & Telegraph ("AT&T") for Internet and Telephone services through the CALNET 3 Statewide Contract; and

WHEREAS, the term of the aforementioned contract ends June 30, 2018; and

WHEREAS, the Agency has been fully satisfied with the service it has received under the contract with AT&T; and

WHEREAS, the Agency desires to maintain the continuity of the aforementioned services pertaining to work in progress; and

WHEREAS, the Agency desires to exercise its option to continue to utilize the CALNET3 contract with AT&T telephone and data services for one year, beginning August 1, 2017, for an amount not to exceed \$300,000;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County does hereby approve the one-year contract of the telephone and data services contract with AT&T and authorizes Preston Prince, Executive Director/CEO or his designee, to execute all documents in connection therewith.

PASSED AND ADOPTED THIS 25<sup>th</sup> DAY OF JULY, 2017. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Preston Prince, Secretary of the Boards of Commissioners

## BOARD MEMO

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**TO:** Boards of Commissioners  
Fresno Housing Authority

**FROM:** Preston Prince  
CEO/Executive Director

**SUBJECT:** Resident Services Presentation: Fresno County Economic  
Opportunities Commission's Summer Food Services Program

**DATE:** July 21, 2017

**BOARD MEETING:** July 25, 2017

**AGENDA ITEM:** 7a

**AUTHOR:** Angelina Nguyen

---

### Executive Summary

Randy Moens, Registered Dietitian/Operations Coordinator, with the Fresno County Economic Opportunities Commission (Fresno EOC) will present information regarding the Summer Food Services Program. This program provides no-cost meals to youth in the community at several Fresno Housing properties. Additional information will be provided at the Boards of Commissioners meeting.

### Recommendation

No action is necessary. This item is informational only.

## BOARD MEMO

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**TO:** Boards of Commissioners  
Fresno Housing Authority

**FROM:** Preston Prince  
CEO/Executive Director

**DATE:** July 21, 2017

**BOARD MEETING:** July 25, 2017

**AGENDA ITEM:** 7b

**AUTHOR:** Scott Fetterhoff

**SUBJECT:** Summer Intern Presentations

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### Executive Summary

Staff will introduce our Fresno Housing Summer Interns, and each will give a presentation on their experience and learnings at Fresno Housing.

### Recommendation

None at this time. Informational only.

## BOARD MEMO

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**TO:** Boards of Commissioners

Fresno Housing Authority

**FROM:** Preston Prince

CEO/Executive Director

**DATE:** July 21, 2017

**BOARD MEETING:** July 25, 2017

**AGENDA ITEM:** 7c

**AUTHOR:** Adam Smith

Analyst- Quality Assurance

**SUBJECT:** Introduction to the 2018 Public Housing Agency (PHA) Annual Plans

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### Executive Summary

PHA's are governed by three prevailing policy and administration documents. The **Annual Plan** is submitted every year outlining progress on activities for the PHA. This is also an opportunity for the PHA to amend and/or include significant changes to the Agency's Five Year Plan (2015-2019) forecasted activities affecting the overall mission and goals, financial and asset management, current and proposed developments, etc. The **Administrative Plan (Admin Plan)** encompasses and clarifies the policies applicable to the administration of the Housing Choice Voucher Program (HCV). Finally, the **Admissions & Continued Occupancy Policy (ACOP)**, encompasses the policies and some procedures applicable to the Low Income Public Housing Program (LIPH). Annual updates to the Admin Plan and ACOP present an opportunity to streamline processes for efficiency, consistency, and flexibility. In accordance with Section 511 of the Quality Housing and Work Responsibility Act of 1998, 24 CFR Part 903 and subsequent U.S. Department of Housing and Urban Development notices, Fresno Housing (FH) staff has prepared updates to the 2018 Plans for the City and County noted above.

Certain policy changes are being proposed across both HCV and LIPH program as a result of rules established by HUD and some are recommendations being made by staff.

A separate draft PHA Annual Plan is provided for each housing authority. Attached are the following documents:

Attachment A: Draft PHA Agency Plan for the City

Attachment B: Draft PHA Agency Plan for the County

Attachment C: Summary of 2018 Proposed Changes for Annual Plan

Attachment D: Summary of 2018 Proposed Changes for Admin Plan

Attachment E: Summary of 2018 Proposed Changes for ACOP Plan

Attachment F: Resident Advisory Board Minutes

The 45-day public comment period for the PHA Plan, which begins on August 6, 2017, will be announced in the Fresno Bee and posted on our website. The notice instructs the public on how they may access, review, and comment on the proposed plan. The 45-day comment period ends on September 20, 2017. Staff have met with the Resident Advisory Boards in May and June to discuss proposed policy changes and receive their feedback. Those comments are attached to this report. Additional meetings are planned. Any further comments received from the public and the Resident Advisory Boards will be presented to the Commissioners at the Public Hearing to be held concurrently with the regular September Board meeting in the Central Office Boardroom on September 26, 2017. At that time the Commissioners will be asked to adopt the 2018 PHA Annual Plans for submission to HUD by October 17, 2017.

**Recommendation**

Informational only. No action is necessary.

<b>Streamlined Annual PHA Plan</b> <i>(High Performer PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
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**Purpose.** The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

**Applicability.** Form HUD-50075-HP is to be completed annually by **High Performing PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, HCV-Only PHA, Small PHA, or Qualified PHA do not need to submit this form.

**Definitions.**

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, and that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment, and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.

A.	PHA Information.																										
A.1	<p>PHA Name: <b>HOUSING AUTHORITY OF THE CITY OF FRESNO</b> <span style="float: right;">PHA Code: <u>CA006</u></span></p> <p>PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performer</p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>01/2018</u></p> <p>PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)</p> <p>Number of Public Housing (PH) Units <u>509</u> <span style="margin-left: 50px;">Number of Housing Choice Vouchers (HCVs) <u>7,156</u></span></p> <p>Total Combined <u>7,665</u></p> <p>PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p><b>Availability of Information.</b> In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p><input type="checkbox"/> <b>PHA Consortia:</b> (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2" style="width: 25%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 20%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 25%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 10%;">PH</th> <th style="width: 15%;">HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																	
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		PH	HCV																								
Lead PHA:																											



**B. Annual Plan Elements**

**B.1 Revision of PHA Plan Elements.**

(a) Have the following PHA Plan elements been revised by the PHA since its last **Annual PHA Plan** submission?

Y N

- Statement of Housing Needs and Strategy for Addressing Housing Needs.
- Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.
- Financial Resources.
- Rent Determination.
- Homeownership Programs.
- Safety and Crime Prevention.
- Pet Policy.
- Substantial Deviation.
- Significant Amendment/Modification

(b) The PHA must submit its Deconcentration Policy for Field Office Review.

Housing Choice Voucher (HCV) Deconcentration policy is as follows:

The HAFc is committed to taking action to encourage participation by owners of units located outside areas of poverty or minority concentration. These areas have been identified in a map based on 2015 ethnicity and poverty ACS US census data, and is available to voucher holders and program participants searching for housing. This information is shared at the briefings with our families as an incentive to consider locating in other non-impacted areas of the City.

Non-impacted areas are predominantly located north of Shields Avenue, both in Fresno and in Clovis, and east of Minnewawa Avenue in Southeast Fresno, as shown in the map, which is available for families searching for units. This map is also used in briefing families to explain the benefits of locating outside areas of poverty or minority concentration.

The HAFc conducts active outreach to landlords in the community through its monthly participation at the California Apartment Association meetings. In addition, periodic outreach is done to large apartment complexes. Encouraging owners to rent units which are located throughout the city, including non-impacted areas is a part of this outreach.

The briefing materials contains maps and information about the characteristics of various non-impacted areas in the Fresno jurisdiction to educate families regarding various opportunities in these areas.

(c) If the PHA answered yes for any element, describe the revisions for each element below:

LIPH modification to the ACOP include the following:

- Update polices for mandatory changes per the HUD final rule effective on December 16, 2016, PIH Notices 2017-02, 2017-08
- Update policy to account for changes per HUD’s final rule implementing Violence Against Women Reauthorization Act 2013 published November 16, 2016, including adding Emergency Transfer Plan, updated required HUD required forms and Non-Citizen VAWA Self-Petitioner Verification Procedures.
- Update polices for mandatory changes per the final rule published in PIH Notice 2017-03, Enforcing Smoke-Free public housing per HUD’s final rule to expand language on “prohibited tobacco product” definitions to include, items that involve the ignition and burning of tobacco leaves, such as: pipes and water pipes (also known as hookahs), electronic nicotine delivery (ENDS)
- Update policies to include language to consider a Housing Access and Reentry Pilot Program, that may allow individuals formerly incarcerated to live with their families in public housing, while receiving supportive services.

HCV modification of the administrative plan includes the following:

- Increasing residency preference from 10 to 15 points.
- Update polices for mandatory changes per the HUD final rule effective on December 16, 2016, PIH Notices 2017-02, 2017-08.
- Update policy to account for changes per HUD’s final rule implementing Violence Against Women Reauthorization Act 2013 published November 16, 2016, including adding Emergency Transfer Plan, updated required HUD required forms and Non-Citizen VAWA Self-Petitioner Verification Procedures.
- Update policies to include language to consider a Housing Access and Reentry Pilot Program, that may allow individuals formerly incarcerated to live with their families in assisted housing, while receiving supportive services.
- Update policy to consider documents such as court and financial documents when determining where child resides when both parents claim the child as part of their household.

- Update policy regarding HQS inspections, HACF is electing to conduct HQS inspections annually.
- Update HQS requirement that HCV units maintain interior temperature of 70 degrees Fahrenheit.
- Update policy to reflect family reporting requirements are 30 days instead of 10.

**B.2 New Activities.**

(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?

Y N

- Hope VI or Choice Neighborhoods.
- Mixed Finance Modernization or Development.
- Demolition and/or Disposition.
- Conversion of Public Housing to Tenant Based Assistance.
- Conversion of Public Housing to Project-Based Assistance under RAD.
- Project Based Vouchers.
- Units with Approved Vacancies for Modernization.
- Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project based units and general locations, and describe how project basing would be consistent with the PHA Plan.

**Hope VI or Choice Neighborhoods**

West Fresno Planning

FH proposes to apply for Choice Neighborhoods Planning Grant funds to support working with community partners to create a plan that may include new mixed-income residential development in a variety of communities in West Fresno, new community services, community-serving retail and commercial development, and a potential home ownership component. The plan may include the replacement of the existing family housing owned and operated by the Fresno Housing Authority.

Schedule:

01/2018 Choice Neighborhoods Application  
 06/2018 Planning Activities Begin  
 06/2019 Planning Activities Complete/Implementation Begins

**Mixed Finance Modernization or Development**

Several mixed finance developments are contemplated for development in partnership with the Housing Authority, and may use Public Housing Capital Funds, rental subsidy, RHF, Project Based Vouchers and other available public housing or HUD funds to accomplish these goals.

Renaissance at Parc Grove (previously known as Parc Grove Northeast Veterans Housing)

The site is located in Central Fresno adjacent the Veterans Administration. The project consists of 39 affordable, very-low to low-income housing apartment rentals for veterans, and 1 manager's unit.

Schedule:

05/2018 Construction Completion

Legacy Commons Phase II (previously known as Edison Plaza)

The site is located in Southwest Fresno, contiguous with Phase I. The proposed project would consist of 64 affordable, very-low to low-income housing apartment rentals, and 1 manager's unit. The project is a Rental Assistance Demonstration transfer of assistance site.

Schedule:

05/2018 Construction Completion

Highway City Center Point Development

The subject site consists of two parcels, APN's 510-030-25 (a portion of) and 510-030-23, currently zoned for RS-5 single family residential (max 12 D.U. acre). The total development area will be between 3 acres and 5 acres. The subject site is located on the eastern side of N. Polk Avenue, and north of W. Gettysburg Avenue within the City of Fresno, California. The subject site is currently vacant land. The project is proposed to consist of between 43 and 57 low-income residential units. The project is conceived as a multi-phase development with the potential construction of an approximately 9,000 square foot community building, landscaped grounds, paved parking areas and paved walkways on the western parcel abutting Polk Avenue. The multi-family residential portion of the Highway City concept is a potential location for a transfer of assistance under the Rental Assistance Demonstration program

Schedule:

03/2018 Tax Credit Application  
 12/2018 Construction Start  
 12/2019 Construction Completion

	<p><b>New Activities (continued).</b></p> <p><u>Renaissance Development</u> The proposed development is permanent supportive housing located in the City of Fresno. FH's vision for the project consists of up to 40 to 60 affordable, very-low to low-income housing apartment rentals, and 1 manager's unit.</p> <p><u>Schedule:</u> 06/2018 Tax Credit Application 03/2019 Construction Start 03/2020 Construction Completion</p>
<p><b>B.2.</b></p>	<p><u>Simpson and Blackstone Corridor Development</u> The proposed development is located on the Blackstone corridor. FH's vision for the project consists of 40-50 affordable apartments built around existing rehabilitated commercial frontage. The project is a potential Rental Assistance Demonstration transfer of assistance site.</p> <p><u>Schedule:</u> 03/2018 Tax Credit Application 12/2018 Construction Start 12/2019 Construction Completion</p> <p><u>Transit Oriented Development Central Fresno</u> The proposed development is located in the City of Fresno along one of the proposed Bus Rapid Transit (BRT) corridors. FH's vision for the project consists of 40-80 affordable, very-low to low-income housing apartment rentals, and 1 manager's unit.</p> <p><u>Schedule:</u> 06/2018 Tax Credit Application 03/2019 Construction Start 03/2020 Construction Completion</p> <p><u>High Density Downtown Redevelopment Project</u> FH envisions a high density downtown project located at the current FH Central Office site. The project could potentially be co-located with planned commercial construction or market rate housing.</p> <p><u>Schedule:</u> 06/2018 Tax Credit Application 03/2019 Construction Start 03/2020 Construction Completion</p> <p><u>Southeast Fresno Mixed-Use Development</u> FH is seeking to identify a location for a proposed mixed-use development. Several stakeholders, including the agency, envision a development which consists of community resources, commercial space and low-income housing units. The project concept envisions community resources serving the Hmong community, as well as a multi-purpose community space.</p> <p><u>Schedule:</u> 06/2018 Tax Credit Application 03/2019 Construction Start 03/2020 Construction Completion</p> <p><u>North Fresno Family Development</u> FH is searching for sites to develop multi-family low-income rental housing in North Fresno. The concept includes 40 to 60 units of housing designed for families and workforce residents. The development may include the transfer of RAD rental assistance from one or more existing low-income public housing properties.</p> <p><u>Schedule:</u> 06/2018 Tax Credit Application 03/2019 Construction Start 03/2020 Construction Completion</p> <p><u>West Fresno Development</u> FH's vision will include new mixed-income residential development in a variety of communities in West Fresno, new community services, community-serving retail and commercial development, which may include the replacement of the existing family housing owned and operated by the Fresno Housing Authority. The project may include transfer of assistance from adjacent public housing units undergoing RAD conversion. The project may include a home ownership component.</p> <p><u>Schedule:</u> 06/2018 Tax Credit Application 03/2019 Construction Start 03/2020 Construction Completion</p>

	<p><b>New Activities (continued).</b></p> <p><u>Garland Gardens</u> The proposed site is located in the City of Fresno. FH's vision for the project consists of substantial rehab of 51 affordable, very-low to low-income housing apartment rentals, and 1 manager's unit.</p> <p><u>Schedule:</u> 06/2018 Tax Credit Application 03/2019 Construction Start 03/2020 Construction Completion</p> <p><b>Demolition and/or Disposition</b></p> <p>The agency is considering the disposition and potential demolition of select low-income public housing properties throughout the City of Fresno. An approved disposition would allow the subject properties to be disposed at Fair Market Value (FMV) and allow for substantial rehabilitation and /or new construction utilizing low-income tax credit funding. The potential projects could consist of substantial rehabilitation or demolition and new construction of the residential units to preserve their long-term affordability, made possible by disposition from the public housing portfolio under HUD's Section 18 program.</p>
<p><b>B.2.</b></p>	<p>One or more of properties may also be submitted for the traditional Demo/Dispo program rather than through the Rental Assistance Demonstration program.</p> <p><u>2018 Potential Applications:</u></p> <p><i>City AMP 1 (182 units)</i> Monte Vista Terrace (44 Units) Sequoia Courts (60 Units) Sequoia Courts Terrace (78 Units)</p> <p><i>City AMP 2 (198 Units)</i> Sierra Plaza (partial, 26 Units) Fairview Heights Terrace (74 Units) Sierra Terrace (26 Units) Desoto Gardens (28 Units)</p> <p><u>Parc Grove Commons Phase IV</u> The site is located in Central Fresno off of Clinton and Angus Avenues and is comprised of 2.91 acres remaining of the prior 25 acre public housing site. The proposed project would consist of up to 60 affordable, very-low to low-income housing apartment rentals for either families or seniors, and 1 manager's unit. The site could potentially be a transfer of assistance site for RAD.</p> <p><u>Schedule:</u> 06/2018 Tax Credit Application 03/2019 Construction Start 03/2020 Construction Completion</p> <p><b>Conversion of Public Housing to Project-Based Assistance under RAD</b></p> <p>These conversions may include demolition, rehabilitation, and new construction of the residential units to preserve their long-term affordability. The number and location of public housing units anticipated for conversion in 2018-2020 are broken down as follows:</p> <p><u>2018 Potential Funding Applications:</u></p> <p><i>City AMP 1 (182 Units)</i> Monte Vista Terrace (44 Units) Sequoia Courts (60 Units) Sequoia Courts Terrace (78 Units)</p> <p><i>City AMP 2 (198 Units)</i> Sierra Plaza (partial, 26 Units) Fairview Heights Terrace (74 Units) Sierra Terrace Lower (26 Units) Desoto Gardens (28 Units)</p> <p>Southeast Fresno RAD excess transfer – up to 3 PBRAs</p> <p>The Fresno Housing Authority will be converting to Project Based Rental Assistance under the guidelines of PIH Notice 2012-32, REV-2 and any successor Notices.</p> <p>Upon conversion to Project Based Rental Assistance the Authority will adopt the resident rights, participation, waiting list and grievance procedures listed in Section 1.7 of PIH Notice 2012-32, REV-2 and Joint Housing PIH Notice H-2016-17/PIH-2016-17. Additionally, the Fresno Housing Authority certifies that it is currently compliant with all fair housing and civil rights requirements.</p>

At RAD conversion, current households (including those temporarily relocated to facilitate construction or rehabilitation) will not be subject to rescreening, income eligibility, or income targeting provisions, but will be subject to any ongoing eligibility requirements for actions that occur after conversion.

- All current households in good standing at RAD sites will, upon conversion, have a right to return after any temporary relocation necessary to facilitate rehabilitation or construction.
- Tenant rent increases purely as a result of conversion and that exceed the greater of 10% or \$25 greater will be phased in over a 3 year period, which may extend to 5 years in accordance with HUD requirements.
- Tenants who currently participate in the ROSS-SC and FSS programs may continue to participate.
- Any tenants who currently receive the earned income disregard (EID) will continue to be eligible for it until the earlier to occur of: the tenant receiving the EID exclusion undergoes a break in employment or ceases to use the EID exclusion, or the EID exclusion expires. No other tenants at the RAD site may receive the EID. Tenants whose EID ceases or expires after conversion shall not be subject to the rent-phase in; rather, the rent will automatically adjust to the appropriate rent level based upon tenant income at that time.
- The Housing Authority and Owner will continue to recognize and fund legitimate residents organizations.
- Tenants will be afforded the procedural rights consistent with section 6 of the U.S. Housing Act of 1937, as amended, and as interpreted by HUD in the RAD Notice PIH-2012-32, REV-2, including termination notification and a grievance process. Those procedural rights will be incorporated into the House Rules for the RAD conversion sites.
- Tenants of RAD conversion sites may move with tenant-based rental assistance on or after the later to occur of: (a) 24 months from date of execution of the RAD HAP or (b) 24 months after the move-in date. Notwithstanding this choice-mobility right, the Housing Authority will not provide, in any year, more than one-third of its turnover vouchers to the residents of its RAD projects and no more than 15% of the households in a RAD project may move under the choice-mobility option in a given year.
- Any residents in place at the time of conversion to PBRA, as well as newly admitted residents, the owner may not process a termination of assistance if the Total Tenant Payment (TTP) (i.e., 30% of adjusted gross income paid toward rents and utilities) exceeds the contract rent plus any utility allowance. Instead, the owner must charge a tenant rent that is the lesser of 30% of the household adjusted income, less the utility allowance in the contract with the tenant retaining all rights under the Model PBRA Lease.

**B.2. New Activities (continued).**

Additionally, the Fresno Housing Authority certifies that it is currently compliant with all fair housing and civil rights requirements, that the RAD conversions described in this plan comply with applicable site selection and neighborhood review standards. The Housing Authority is not presently under any voluntary compliance agreements, orders, rulings, or similar decisions that would be negatively impacted by RAD conversion activities described herein.

The RAD conversion will comply with all applicable site selection and neighborhood reviews standards and Fresno Housing Authority has followed all appropriate procedures.

The Fresno Housing Authority will submit all required information and certifications necessary to submit a Significant Amendment to the PHA Plan, including Resident Advisory Board comments and responses, challenged elements, and all required certifications.

RAD was designed by HUD to assist in addressing the capital needs of public housing by providing the Fresno Housing Authority with access to private sources of capital to repair and preserve its affordable housing assets. Please be aware that upon conversion, the Authority's annual Capital Fund Budget will be reduced by the pro rata share of Public Housing Developments converted as part of the Demonstration, the annual estimate for which is included in the attachment. Please be aware that the Fresno Housing Authority may also borrow funds to address their capital needs.

Attached, please find specific information related to the Public Housing Developments selected for RAD.

Policy changes for converted projects that will result in a transfer of assistance related to eligibility may include the following:

- HOME requirements limiting the housing to very low- income and low-income families;
- HOME requirements reasonably related to the applicants' ability to perform the obligations of the lease (i.e., to pay the rent, not to damage the housing; not to interfere with the rights and quiet enjoyment of other tenants);
- Low Income Housing Tax Credit (LIHTC) requirements based on maximum annual income at 60% of area median income and eligibility requirements of the LIHTC program

Policy changes for converted projects that will result in a transfer of assistance related to waiting list, admission, and selection may include the following:

- Establishment of a new site-based waiting list. Applicants on the current site-based wait-list will be notified of the transfer of assistance, and on how they can apply for residency at the new project site or other sites. Applicants on the project-specific waiting list for the projects that will have a transfer of assistance shall have priority on the newly formed waiting list for the new project site in accordance with the date and time of their application to the original project's waiting list.
- Adopting HOME preferences for a particular segment of the population if permitted in its written agreement with the participating jurisdiction (and only if the limitation or preference is described in the participating jurisdiction's consolidated plan)
- Adopting preferences for veterans for project based rental assistance units

	<p>All current households in good standing at RAD sites will, upon conversion, have a right to return after any temporary relocation necessary to facilitate rehabilitation or construction and will have priority for admission to the new site.</p> <p>The Fresno Housing Authority will also be contributing Operating Reserves in the amount of \$1,226,964, Capital Funds in the amount of \$1,234,712 towards the conversion.</p> <p><b>Project-Based Vouchers</b></p> <p>Project Based Vouchers (PBV's) are contemplated to be utilized at a number of developments either in traditional Low-Income Housing Tax Credit (LIHTC) developments or through the U.S Department of Housing and Urban Development's Rental Assistance Demonstration (RAD) program. The number and location of PBV's proposed for 2018 are broken down as follows:</p> <p><i>City AMP 1 (182 Units)</i>  Monte Vista Terrace (44 Units)  Sequoia Courts (60 Units)  Sequoia Courts Terrace (78 Units)</p> <p><i>City AMP 2 (198 Units)</i>  Sierra Plaza (partial, 26 Units)  Fairview Heights Terrace (74 Units)  Sierra Terrace Lower (26 Units)  Desoto Gardens (28 Units)</p>
<p><b>B.2.</b></p>	<p><b>New Activities (continued).</b></p> <p><u>Schedule:</u>  03/01/2018 &amp; 07/01/2018 Tax Credit Applications  07/01/2018 &amp; 10/01/2018 Tax Credit Award  12/01/2018 &amp; 03/01/2019 Construction Starts  12/01/2019 &amp; 03/01/2020 Construction Completions</p> <p>Parc Grove Commons Phase IV: – up to 60 Project-Based Vouchers</p> <p>Renaissance Development – up to 60 Project-Based Vouchers</p> <p>Site-based waiting lists will be established for each mixed finance development.</p> <p>Statement of how project basing would be consistent with our PHA Plan:</p> <p>As the Agency strives to provide housing opportunities for individuals and families in need throughout the City of Fresno, especially those who are most vulnerable, project based vouchers (PBV's) are an essential resource. To date, two projects are under consideration targeting persons with very-low incomes, generally below 30-40% of the area median income. Both projects was selected in accordance with HUD Title 24 Part 983.51 and HACCFs Administrative Plan. Selected projects have demonstrated a need for rent subsidy in order to help offset basic operating costs and allow for the projects' financial feasibility.</p>
<p><b>B.3.</b></p>	<p><b>Progress Report.</b></p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.</p> <p><b>HOPWA Section</b></p> <p>HACF continues to administer tenant based rental assistance in collaboration with WestCare California, Inc. in the initiative Housing Opportunities for Persons Living with HIV/AIDS (HOPWA). The program is intended to provide housing assistance and supportive services to Persons Living With HIV/AIDS (PLWHA). Funding is intended to be provided for one (1) year of assistance or until funding is exhausted with possible yearly renewal.</p> <p><b>HOME Tenant Based Rental Assistance</b></p> <p>HACF has been subcontracted to administer the HOME Tenant-Based Rental Assistance Program (HOME TBRA) on behalf of the City of Fresno. The contract will commence on or about January 1, 2017 and end on or about September 30, 2018. The purpose of HOME TBRA is operation of a supportive housing program via tenant based rental assistance to homeless individuals/families identified by HACF and partners of the Fresno Madera Continuum of Care (FMCoC). The HOME TBRA program is available in the City of Fresno only and is not portable to Fresno County, other counties and/or states. Eligibility is centered on those individuals/families who exhibit homelessness as defined by the U.S. Department of Housing and Urban Development. Additional eligibility could entail measure of morbidity and/or permanent supportive housing suitability as measured by the Vulnerability Index &amp; Service Prioritization Decision Assistance Tool (VI-SPDAT).</p> <p><b>Rapid Rehousing</b></p> <p>HACF has grant funding under the U.S. Department of Housing and Urban Development Continuum of Care program to operate rapid rehousing and supportive services via a tenant based rental assistance program. Assistance will be provided for a period of no longer than twenty-four (24) months or until funding is exhausted for the program. This rental assistance is available in Fresno County only; rapid rehousing is not portable to</p>

	<p>other counties and/or states. Eligibility is limited to applicant households that consist of at least one (1) adult and one (1) child under age 18; exhibit homelessness as defined by U.S. Department of Housing and Urban Development and applicant household income must be below 30% Area Mean Income (AMI). The rapid rehousing program is modeled after the Shelter Plus Care program in all aspects; with one (1) exception – inclusion is strictly limited to applicant households with children under age 18.</p> <p><b>Partnerships</b></p> <p>HACF is partnered with community agencies belonging to the Fresno Madera Continuum of Care to assist in operation of permanent support housing funded by U.S. Department of Housing and Urban Development Continuum of Care program. HACF provides technical assistance in the area of tenant based rental assistance and/or leasing housing operations – including Housing Quality Standard inspections, rent calculations and rent reasonableness. Rental assistance is available in Fresno County only; and is not portable to other counties and/or states. Eligibility is limited to applicant households that consist of individuals and/or families with children; exhibit homelessness as defined by U.S. Department of Housing and Urban Development and applicant household income must be below 30% Area Mean Income (AMI).</p> <p><b>CalWORKs Housing Support Program</b></p> <p>HACF has been subcontracted to operate rapid rehousing and supportive services via a tenant based rental assistance program on behalf of Fresno County Department of Social Services. Funding for the program is provided by the State of California program California Work Opportunity and Responsibility to Kids (CalWORKs). Assistance will be provided for a period of no longer than twelve (12) months or until funding is exhausted for the program. This rental assistance is available in Fresno County only; rapid rehousing is not portable to other counties and/or states. Eligibility is limited to applicant households that consist of at least one (1) adult and one (1) child under age 18; applicant household must be eligible for inclusion in the CalWORKs program and applicant household income must be below 30% Area Mean Income (AMI). The rapid rehousing program is modeled after the Shelter Plus Care program in all aspects; with two (2) exceptions – inclusion is strictly limited to applicant households with children under age 18 and eligible for CalWORKs and homelessness is not a prerequisite of program inclusion.</p> <p><b>SSO</b></p> <p>HACF has grant funding under U.S. Department of Housing and Urban Development Continuum of Care program to provide supportive services only to assist homeless individuals to access housing and supportive services. Assistance will be provided for a period of no longer than twelve (12) months or until funding is exhausted for the program. Supportive services are available in Fresno and Madera Counties only; and are not portable to other counties and/or states. Eligibility is centered on those individuals/families who exhibit homelessness as defined by U.S. Department of Housing and Urban Development. Additional eligibility could entail measure of morbidity and/or permanent housing suitability as measured by the Vulnerability Index Service Prioritization Decision Assistance Tool (VI-SPDAT).</p> <p><b>UPCS-V Inspections</b></p> <p>On May 4, 2016, HUD published in the Federal Register a “Notice of Demonstration to Test a New Method of Assessing the Physical Conditions of Voucher-Assisted Housing.” The Assisted Housing Division applied to be part of the UPCS-V Demonstration and our application was accepted for the City. Under the new demonstration, HUD will test the UPCS-V protocol and its surrounding processes on up to 250 PHAs over a time period of up to three years. The Assisted Housing Division has participated on all phone conference to keep updated on any progress. Fresno Housing is still waiting word from HUD on its next steps.</p>
<b>B.4.</b>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N  <input type="checkbox"/> X</p> <p>(b) If yes, please describe:</p>
<b>Other Document and/or Certification Requirements.</b>	
<b>C.1</b>	<p><b>Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan</b></p> <p>Form 50077-ST-HCV-HP, <i>Certification of Compliance with PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<b>C.2</b>	<p><b>Civil Rights Certification.</b></p> <p>Form 50077-ST-HCV-HP, <i>Certification of Compliance with PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>

<b>C.3</b>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y   N  <input checked="" type="checkbox"/>   <input type="checkbox"/></p> <p>If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
<b>C.4</b>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD 50077-SL</a>, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<b>D</b>	<p><b>Statement of Capital Improvements.</b> Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</p>
<b>D.1</b>	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.</p>



# Instructions for Preparation of Form HUD-50075-HP Annual Plan for High Performing PHAs

## A. PHA Information. All PHAs must complete this section.

**A.1** Include the full **PHA Name**, **PHA Code**, **PHA Type**, **PHA Fiscal Year Beginning** (MM/YYYY), **PHA Inventory**, **Number of Public Housing Units and or Housing Choice Vouchers (HCVs)**, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the public hearing and proposed PHA Plan. ([24 CFR §903.23\(4\)\(e\)](#))

**PHA Consortia:** Check box if submitting a Joint PHA Plan and complete the table. ([24 CFR §943.128\(a\)](#))

## B. Annual Plan.

### B.1 Revision of PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.”

**Statement of Housing Needs and Strategy for Addressing Housing Needs.** Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA’s strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income), (ii) elderly families and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA’s public housing and Section 8 tenant-based assistance waiting lists. ([24 CFR §903.7\(a\)\(1\)](#)) and 24 CFR §903.12(b). Provide a description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA’s public housing and Section 8 tenant-based assistance waiting lists. ([24 CFR §903.7\(a\)\(2\)\(ii\)](#)) and 24 CFR §903.12(b).

**Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions.** Describe the PHA’s admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA’s policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. ([24 CFR §903.7\(b\)](#)) Describe the PHA’s procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists. ([24 CFR §903.7\(b\)](#)) A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. ([24 CFR §903.7\(b\)](#)) Describe the unit assignment policies for public housing. ([24 CFR §903.7\(b\)](#))

**Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA’s anticipated resources, such as PHA operating, capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. ([24 CFR §903.7\(c\)](#))

**Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. ([24 CFR §903.7\(d\)](#))

**Homeownership Programs.** A description of any homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent that the PHA participates in homeownership programs under section 8(y) of the 1937 Act. ([24 CFR §903.7\(k\)](#)) and 24 CFR §903.12(b).

**Safety and Crime Prevention (VAWA).** A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families. ([24 CFR §903.7\(m\)\(5\)](#))

**Pet Policy.** Describe the PHA’s policies and requirements pertaining to the ownership of pets in public housing. ([24 CFR §903.7\(n\)](#))

**Substantial Deviation.** PHA must provide its criteria for determining a “substantial deviation” to its 5-Year Plan. ([24 CFR §903.7\(r\)\(2\)\(i\)](#))

**Significant Amendment/Modification.** PHA must provide its criteria for determining a “Significant Amendment or Modification” to its 5-Year and Annual Plan. Should the PHA fail to define ‘significant amendment/modification’, HUD will consider the following to be ‘significant amendments or modifications’: a) changes to rent or admissions policies or organization of the waiting list; b) additions of non-emergency public housing CFP work items (items not included in the current CFP Annual Statement or CFP 5-Year Action Plan); or c) any change with regard to demolition or disposition, designation, homeownership programs or conversion activities. See guidance on HUD’s website at: [Notice PIH 1999-51](#). ([24 CFR §903.7\(r\)\(2\)\(ii\)](#))

If any boxes are marked “yes”, describe the revision(s) to those element(s) in the space provided.

PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see [24 CFR 903.2](#). ([24 CFR §903.23\(b\)](#))

**B.2 New Activities.** If the PHA intends to undertake any new activities related to these elements or discretionary policies in the current Fiscal Year, mark “yes” for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark “no.”

**Hope VI.** 1) A description of any housing (including project name, number (if known) and unit count) for which the PHA will apply for HOPE VI; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI is a separate process. See guidance on HUD’s website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

**Mixed Finance Modernization or Development.** 1) A description of any housing (including name, project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD’s website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

**Demolition and/or Disposition.** Describe any public housing projects owned by the PHA and subject to ACCs (including name, project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD’s website at: [http://www.hud.gov/offices/pih/centers/sac/demo\\_dispo/index.cfm](http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm). (24 CFR §903.7(h))

**Conversion of Public Housing.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD’s website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. (24 CFR §903.7(j))

**Project-Based Vouchers.** Describe any plans to use HCVs for new project-based vouchers. (24 CFR §983.57(b)(1)) If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.

**Other Capital Grant Programs** (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

**B.3 Progress Report.** For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR §903.7(r)(1))

**B.4 Most Recent Fiscal Year Audit.** If the results of the most recent fiscal year audit for the PHA included any findings, mark “yes” and describe those findings in the space provided. (24 CFR §903.7(p))

### C. Other Document and/or Certification Requirements

**C.1 Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.** Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 SM-HP.

**C.2 Civil Rights Certification.** Form HUD-50077 SM-HP, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction’s initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o))

**C.3 Resident Advisory Board (RAB) comments.** If the RAB provided comments to the annual plan, mark “yes,” submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA’s decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)

**C.4 Certification by State or Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15)

### D. Statement of Capital Improvements.

PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. (24 CFR 903.7 (g))

**D.1 Capital Improvements.** In order to comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan. PHAs can reference the form by including the following language in Section C. 8.0 of the PHA Plan Template: “See HUD Form 50075.2 approved by HUD on XX/XX/XXXX.”

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA’s mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 16.64 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

<b>Streamlined Annual PHA Plan</b> <i>(High Performer PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
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**Purpose.** The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

**Applicability.** Form HUD-50075-HP is to be completed annually by **High Performing PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, HCV-Only PHA, Small PHA, or Qualified PHA do not need to submit this form.

**Definitions.**

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, and that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment, and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.

<b>A.</b>	<b>PHA Information.</b>																														
A.1	<p>PHA Name: <u>HOUSING AUTHORITY OF FRESNO COUNTY</u>      PHA Code: <u>CA028</u>      PHA Type:  <input type="checkbox"/> Small   <input checked="" type="checkbox"/> High Performer            PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>01/2018</u>            PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)            Number of Public Housing (PH) Units <u>678</u>      Number of Housing Choice Vouchers (HCVs) <u>5,652</u>            Total Combined <u>6,330</u>            PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission      <input type="checkbox"/> Revised Annual Submission</p> <p><b>Availability of Information.</b> In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p><input type="checkbox"/> <b>PHA Consortia:</b> (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1" data-bbox="152 1549 1445 1873"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) in the Consortia</th> <th rowspan="2">Program(s) not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>					Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																	
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**B. Annual Plan Elements**

**B.1 Revision of PHA Plan Elements.**

(a) Have the following PHA Plan elements been revised by the PHA since its last **Annual PHA Plan** submission?

Y N

- Statement of Housing Needs and Strategy for Addressing Housing Needs.
- Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.
- Financial Resources.
- Rent Determination.
- Homeownership Programs.
- Safety and Crime Prevention.
- Pet Policy.
- Substantial Deviation.
- Significant Amendment/Modification

(b) The PHA must submit its Deconcentration Policy for Field Office Review.

Housing Choice Voucher (HCV) Deconcentration policy is as follows:

The HAFc is committed to taking action to encourage participation by owners of units located outside areas of poverty or minority concentration. These areas have been identified in a map based on 2015 ethnicity and poverty ACS US census data and is available to voucher holders and program participants searching for housing. This information is shared at the briefings with our families as an incentive to consider locating in other non-impacted areas of the City.

Non-impacted areas are predominantly located north of Shields Avenue, both in Fresno and in Clovis, and east of Minnewawa Avenue in Southeast Fresno, as shown in the map, which is available for families searching for units. This map is also used in briefing families to explain the benefits of locating outside areas of poverty or minority concentration.

The HAFc conducts active outreach to landlords in the community through its monthly participation at the California Apartment Association meetings. In addition, periodic outreach is done to large apartment complexes. Encouraging owners to rent units which are located throughout the city, including non-impacted areas is a part of this outreach.

The briefing materials contains maps and information about the characteristics of various non-impacted areas in the Fresno jurisdiction to educate families regarding various opportunities in these areas.

(c) If the PHA answered yes for any element, describe the revisions for each element below:

LIPH modification to the ACOP include the following:

- Update polices for mandatory changes per the HUD final rule effective on December 16, 2016, PIH Notices 2017-02, 2017-08
- Update policy to account for changes per HUD’s final rule implementing Violence Against Women Reauthorization Act 2013 published November 16, 2016, including adding Emergency Transfer Plan, updated required HUD required forms and Non-Citizen VAWA Self-Petitioner Verification Procedures.
- Update polices for mandatory changes per the final rule published in PIH Notice 2017-03, Enforcing Smoke-Free public housing per HUD’s final rule to expand language on “prohibited tobacco product” definitions to include, items that involve the ignition and burning of tobacco leaves, such as: pipes and water pipes (also known as hookahs), electronic nicotine delivery (ENDS)
- Update policies to include language to consider a Housing Access and Reentry Pilot Program, that may allow individuals formerly incarcerated to live with their families in public housing, while receiving supportive services.

HCV modification of the administrative plan includes the following:

- Increasing residency preference from 10 to 15 points.
- Update polices for mandatory changes per the HUD final rule effective on December 16, 2016, PIH Notices 2017-02, 2017-08.
- Update policy to account for changes per HUD’s final rule implementing Violence Against Women Reauthorization Act 2013 published November 16, 2016, including adding Emergency Transfer Plan, updated required HUD required forms and Non-Citizen VAWA Self-Petitioner Verification Procedures.
- Update policies to include language to consider a Housing Access and Reentry Pilot Program, that may allow individuals formerly incarcerated to live with their families in assisted housing, while receiving supportive services.
- Update policy to consider documents such as court and financial documents when determining where child resides when both parents claim the child as part of their household.

- Update policy regarding HQS inspections, HAFC is electing to conduct HQS inspections annually.
- Update HQS requirement that HCV units maintain interior temperature of 70 degrees Fahrenheit.
- Update policy to reflect family reporting requirements are 30 days instead of 10.

**B.2 New Activities.**

(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?

Y N

- Hope VI or Choice Neighborhoods.
- Mixed Finance Modernization or Development.
- Demolition and/or Disposition.
- Conversion of Public Housing to Tenant Based Assistance.
- Conversion of Public Housing to Project-Based Assistance under RAD.
- Project Based Vouchers.
- Units with Approved Vacancies for Modernization.
- Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project based units and general locations, and describe how project basing would be consistent with the PHA Plan.

**Mixed Finance Modernization or Development**

Several mixed finance developments are contemplated for development in partnership with the Housing Authority, and may use Public Housing Capital Funds, rental subsidy, RHF, Project Based Vouchers, Project Based Rental Assistance Vouchers and other available public housing or HUD funds to accomplish these goals.

Memorial Village RAD

The 48-unit affordable housing development is located in the City of Sanger. The site previously consisted of 35 units of low-income public housing that were converted through RAD. The new development will include a community building, an on-site manager, playground facilities, and market-quality energy efficient units.

Schedule:

05/2018 Construction Completion

Magill Terrace RAD

The 60-unit affordable housing development is expected to break ground in December 2017. The site previously consisted of 20 units of low income public housing that are being converted through RAD. The new development will include a community building, an on-site manager, playground facilities, and market-quality energy efficient units.

Schedule:

12/2017 Construction Start  
12/2018 Construction Completion

Oak Grove RAD

The proposed Oak Grove RAD project aims to rehabilitate a 50-unit low-income public housing property in the City of Parlier. The proposed project includes demolition and reconstruction, with the potential addition of new units.

Schedule:

06/2017 Tax Credit Application  
03/2018 Construction Start  
03/2019 Construction Completion

Highway City Marcelli Terrace

The proposed conversion project is comprised of existing public housing located in the Highway City area in Fresno County. The proposed project may consist of a substantial rehabilitation of the 24 residential units, new construction, and/or transfer of assistance.

Schedule:

03/2018 Tax Credit Application  
12/2018 Construction Start  
12/2019 Construction Completion

	<p><u>Orchard Apartments Parlier</u> The proposed development is located in the City of Parlier. FH's vision for the project consists of substantial rehab of 40 affordable, very-low to low-income housing apartment rentals, and 1 manager's unit.</p> <p><u>Schedule:</u> 03/2018 Tax Credit Application 12/2018 Construction Start 12/2019 Construction Completion</p>
<p><b>B.2.</b></p>	<p><b>New Activities (continued).</b></p> <p><u>Huron RAD</u> The proposed Huron RAD project aims to rehabilitate three properties (totaling 64 units) in the City of Huron. The project may include transfer of assistance, demo, and/or section 18 disposition.</p> <p><u>Schedule:</u> 06/2018 Tax Credit Application 03/2019 Construction Start 03/2020 Construction Completion</p> <p><u>Firebaugh RAD</u> The Firebaugh RAD project is envisioned in multiple phases. The project may include up to 152 units of low-income housing with substantial rehabilitation, demolition and new construction, and/or transfer of assistance.</p> <p><u>Schedule:</u> 06/2018 Tax Credit Application 03/2019 Construction Start 03/2020 Construction Completion</p> <p><u>Pinedale RAD</u> The proposed development is located in Pinedale, within the City of Fresno boundary. FH's vision for the project consists of substantial rehab of 80 scattered affordable, very-low to low-income housing apartment rentals or the new construction of units on a new parcel of land.</p> <p><u>Schedule:</u> 06/2018 Tax Credit Application 03/2019 Construction Start 03/2020 Construction Completion</p> <p><u>Wedgewood Commons RAD</u> The Wedgewood complex consists of 64 low-income senior units. The FH envisions a rehabilitation of the property under the RAD program and/or a reconstruction effort.</p> <p><u>Schedule:</u> 06/2018 Tax Credit Application 03/2019 Construction Start 03/2020 Construction Completion</p> <p><u>DeSoto Gardens RAD</u> The FH envisions the potential inclusion of the DeSoto Gardens property (40 units) in a larger redevelopment of adjacent sites (affordable housing owned by the Housing Authority of the City of Fresno), not excluding the possibility of a transfer of assistance or substantial rehabilitation.</p> <p><u>Schedule:</u> 06/2018 Tax Credit Application 03/2019 Construction Start 03/2020 Construction Completion</p> <p><u>San Joaquin Commons Apartments</u> The proposed development is located in the City of San Joaquin. FH's vision for the project consists of 50-80 affordable, very-low to low-income housing apartment rentals, and 1 manager's unit.</p> <p><u>Schedule:</u> 06/2018 Tax Credit Application 03/2019 Construction Start 03/2020 Construction Completion</p> <p><u>Parkside Huron</u> The proposed development is located in the City of Huron. FH's vision for the project consists of substantial rehab of 50 affordable, very-low to low-income housing apartment rentals, and 1 manager's unit.</p> <p><u>Schedule:</u> 06/2018 Tax Credit Application 03/2019 Construction Start 03/2020 Construction Completion</p>

Citrus Gardens Orange Cove

The proposed development is located in the City of Orange Cove. FH's vision for the project consists of substantial rehab of 30 affordable, very-low to low-income housing apartment rentals, and 1 manager's unit.

Schedule:

06/2018 Tax Credit Application  
03/2019 Construction Start  
03/2020 Construction Completion

Other RAD projects under consideration are as follows. These projects may include rehab, straight conversion, transfer of assistance, demo, and/or section 18 disposition.

*County AMP 2*

Del Rey Complex (30 Units)  
Laton Apartments (20 Units)

*County AMP 3*

Sunset Terrace I (20 Units)  
Oak Grove Apartments (50 Units)

*County AMP 6*

Taylor Terrace (28 Units)  
San Joaquin Apartments (20 Units)

**Demolition and/or Disposition**

The agency is considering the disposition and potential demolition of select low-income public housing properties throughout the County of Fresno. An approved disposition would allow the subject properties to be disposed at Fair Market Value (FMV) and allow for substantial rehabilitation and/or new construction utilizing low-income tax credit funding. The potential projects could consist of substantial rehabilitation or demolition and new construction of the residential units to preserve their long-term affordability, made possible by disposition from the public housing portfolio under HUD's Section 18 program.

One or more of properties may also be submitted for the traditional Demo/Dispo program rather than through the Rental Assistance Demonstration program.

2018 Potential Applications:

*County AMP 1*

Pinedale Apartments (50 Units)  
Pinedale Apartments (30 Units)  
Desoto Gardens (40 Units)  
Marcelli Terrace (24 Units)

*County AMP 2*

Del Rey Complex (30 Units)  
Laton Apartments (20 Units)  
Wedgewood Commons (64 Units)

*County AMP 3*

Sunset Terrace I (20 Units)  
Oak Grove Apartments (50 Units)

*County AMP 4*

Mendoza Terrace (50 Units)  
Mendoza Terrace II (40 Units)  
Firebaugh Elderly (30 Units)  
Cardella Courts (32 Units)

*County AMP 6*

Taylor Terrace (28 Units)  
San Joaquin Apartments (20 Units)

Sunset Terrace II

The site is located in the City of Reedley and consists of 20 former low-income public housing units for which rental assistance was transferred to another site through RAD. The proposed project would consist of either rehabilitation of the existing units or a demolition and new construction of a new affordable housing site.

Schedule:

06/2018 Tax Credit Application  
03/2019 Construction Start  
03/2020 Construction Completion

## Conversion of Public Housing to Project-Based Assistance under RAD

These conversions may include demolition, rehabilitation, and new construction of the residential units to preserve their long-term affordability. The number and location of public housing units anticipated for conversion in 2018-2020 are broken down as follows:

### New Activities (continued).

#### 2018 Potential Funding Applications:

##### *County AMP 1*

Pinedale Apartments (50 Units)  
Pinedale Apartments (30 Units)  
Desoto Gardens (40 Units)  
Marcelli Terrace (24 Units)

##### *County AMP 2*

Del Rey Complex (30 Units)  
Laton Apartments (20 Units)  
Wedgewood Commons (64 Units)

##### *County AMP 3*

Sunset Terrace I (20 Units)  
Oak Grove Apartments (50 Units)

##### *County AMP 4*

Mendoza Terrace (50 Units)  
Mendoza Terrace II (40 Units)  
Firebaugh Elderly (30 Units)  
Cardella Courts (32 Units)

##### *County AMP 6*

Taylor Terrace (28 Units)  
San Joaquin Apartments (20 Units)

The Fresno Housing Authority will be converting to Project Based Rental Assistance under the guidelines of PIH Notice 2012-32, REV-2 and any successor Notices.

Upon conversion to Project Based Rental Assistance the Authority will adopt the resident rights, participation, waiting list and grievance procedures listed in Section 1.7 of PIH Notice 2012-32, REV-2 and Joint Housing PIH Notice H-2016-17/PIH-2016-17. Additionally, the Fresno Housing Authority certifies that it is currently compliant with all fair housing and civil rights requirements.

At RAD conversion, current households (including those temporarily relocated to facilitate construction or rehabilitation) will not be subject to rescreening, income eligibility, or income targeting provisions, but will be subject to any ongoing eligibility requirements for actions that occur after conversion.

- All current households in good standing at RAD sites will, upon conversion, have a right to return after any temporary relocation necessary to facilitate rehabilitation or construction.
- Tenant rent increases purely as a result of conversion and that exceed the greater of 10% or \$25 greater will be phased in over a 3 year period, which may extend to 5 years in accordance with HUD requirements.
- Tenants who currently participate in the ROSS-SC and FSS programs may continue to participate.
- Any tenants who currently receive the earned income disregard (EID) will continue to be eligible for it until the earlier to occur of: the tenant receiving the EID exclusion undergoes a break in employment or ceases to use the EID exclusion, or the EID exclusion expires. No other tenants at the RAD site may receive the EID. Tenants whose EID ceases or expires after conversion shall not be subject to the rent-phase in; rather, the rent will automatically adjust to the appropriate rent level based upon tenant income at that time.
- The Housing Authority and Owner will continue to recognize and fund legitimate residents organizations.
- Tenants will be afforded the procedural rights consistent with section 6 of the U.S. Housing Act of 1937, as amended, and as interpreted by HUD in the RAD Notice PIH-2012-32, REV-2, including termination notification and a grievance process. Those procedural rights will be incorporated into the House Rules for the RAD conversion sites.
- Tenants of RAD conversion sites may move with tenant-based rental assistance on or after the later to occur of: (a) 24 months from date of execution of the RAD HAP or (b) 24 months after the move-in date. Notwithstanding this choice-mobility right, the Housing Authority will not provide, in any year, more than one-third of its turnover vouchers to the residents of its RAD projects and no more than 15% of the households in a RAD project may move under the choice-mobility option in a given year.
- Any residents in place at the time of conversion to PBRA, as well as newly admitted residents, the owner may not process a termination of assistance if the Total Tenant Payment (TTP) (i.e., 30% of adjusted gross income paid toward rents and utilities) exceeds the contract rent plus any utility allowance. Instead, the owner must charge a tenant rent that is the lesser of 30% of the household adjusted income, less the utility allowance in the contract with the tenant retaining all rights under the Model PBRA Lease.

Additionally, the Fresno Housing Authority certifies that it is currently compliant with all fair housing and civil rights requirements, that the RAD conversions described in this plan comply with applicable site selection and neighborhood review standards. The Housing Authority is not presently under any voluntary compliance agreements, orders, rulings, or similar decisions that would be negatively impacted by RAD conversion activities described herein.



The RAD conversion will comply with all applicable site selection and neighborhood reviews standards and Fresno Housing Authority has followed all appropriate procedures.

The Fresno Housing Authority will submit all required information and certifications necessary to submit a Significant Amendment to the PHA Plan, including Resident Advisory Board comments and responses, challenged elements, and all required certifications.

RAD was designed by HUD to assist in addressing the capital needs of public housing by providing the Fresno Housing Authority with access to private sources of capital to repair and preserve its affordable housing assets. Please be aware that upon conversion, the Authority's annual Capital Fund Budget will be reduced by the pro rata share of Public Housing Developments converted as part of the Demonstration, the annual estimate for which is included in the attachment. Please be aware that the Fresno Housing Authority may also borrow funds to address their capital needs.

**New Activities (continued).**

Attached, please find specific information related to the Public Housing Developments selected for RAD.

Policy changes for converted projects that will result in a transfer of assistance related to eligibility may include the following:

- HOME requirements limiting the housing to very low- income and low-income families;
- HOME requirements reasonably related to the applicants' ability to perform the obligations of the lease (i.e., to pay the rent, not to damage the housing; not to interfere with the rights and quiet enjoyment of other tenants);
- Low Income Housing Tax Credit (LIHTC) requirements based on maximum annual income at 60% of area median income and eligibility requirements of the LIHTC program

Policy changes for converted projects that will result in a transfer of assistance related to waiting list, admission, and selection may include the following:

- Establishment of a new site-based waiting list. Applicants on the current site-based wait-list will be notified of the transfer of assistance, and on how they can apply for residency at the new project site or other sites. Applicants on the project-specific waiting list for the projects that will have a transfer of assistance shall have priority on the newly formed waiting list for the new project site in accordance with the date and time of their application to the original project's waiting list.
- Adopting HOME preferences for a particular segment of the population if permitted in its written agreement with the participating jurisdiction (and only if the limitation or preference is described in the participating jurisdiction's consolidated plan)
- Adopting preferences for veterans for project based rental assistance units

All current households in good standing at RAD sites will, upon conversion, have a right to return after any temporary relocation necessary to facilitate rehabilitation or construction and will have priority for admission to the new site.

The Fresno Housing Authority will also be contributing Operating Reserves in the amount of \$1,226,964, Capital Funds in the amount of \$1,234,712 towards the conversion.

**Project-Based Vouchers**

Project Based Vouchers (PBV's) are contemplated to be utilized at a number of developments either in traditional Low-Income Housing Tax Credit (LIHTC) developments or through the U.S Department of Housing and Urban Development's Rental Assistance Demonstration (RAD) program. The number and location of PBV's proposed for 2018 are broken down as follows:

*County AMP 1*

Pinedale Apartments (50 Units)  
Pinedale Apartments (30 Units)  
Desoto Gardens (40 Units)  
Marcelli Terrace (24 Units)

*County AMP 2*

Del Rey Complex (30 Units)  
Laton Apartments (20 Units)  
Wedgewood Commons (64 Units)

*County AMP 3*

Sunset Terrace I (20 Units)  
Oak Grove Apartments (50 Units)

*County AMP 4*

Mendoza Terrace (50 Units)  
Mendoza Terrace II (40 Units)  
Firebaugh Elderly (30 Units)  
Cardella Courts (32 Units)

	<p><i>County AMP 6</i> Taylor Terrace (28 Units) San Joaquin Apartments (20 Units)</p> <p><u>Schedule:</u> 03/01/2018 &amp; 07/01/2018 Tax Credit Applications 07/01/2018 &amp; 10/01/2018 Tax Credit Award 12/01/2018 &amp; 03/01/2019 Construction Starts 12/01/2019 &amp; 03/01/2020 Construction Completions</p> <p>Site-based waiting lists will be established for each mixed finance development.</p> <p><b>New Activities (continued).</b></p> <p>Statement of how project basing would be consistent with our PHA Plan:</p> <p>As the Agency strives to provide housing opportunities for individuals and families in need throughout Fresno County, especially those who are most vulnerable, project based vouchers (PBV's) are an essential resource. To date, projects that are under consideration are targeting persons with very-low incomes, generally below 30-40% of the area median income. Projects are selected in accordance with HUD Title 24 Part 983.51 and HACCFs Administrative Plan. Selected projects will have demonstrated a need for rent subsidy in order to help offset basic operating costs and allow for the projects' financial feasibility.</p>
<p><b>B.3</b></p>	<p><b>Progress Report.</b></p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.</p> <p><b>HOPWA Section</b></p> <p>HACF continues to administer tenant based rental assistance in collaboration with WestCare California, Inc. in the initiative Housing Opportunities for Persons Living with HIV/AIDS (HOPWA). The program is intended to provide housing assistance and supportive services to Persons Living With HIV/AIDS (PLWHA). Funding is intended to be provided for one (1) year of assistance or until funding is exhausted with possible yearly renewal.</p> <p><b>HOME Tenant Based Rental Assistance</b></p> <p>HACF has been subcontracted to administer the HOME Tenant-Based Rental Assistance Program (HOME TBRA) on behalf of the City of Fresno. The contract will commence on or about January 1, 2017 and end on or about September 30, 2018. The purpose of HOME TBRA is operation of a supportive housing program via tenant based rental assistance to homeless individuals/families identified by HACF and partners of the Fresno Madera Continuum of Care (FMCoC). The HOME TBRA program is available in the City of Fresno only and is not portable to Fresno County, other counties and/or states. Eligibility is centered on those individuals/families who exhibit homelessness as defined by the U.S. Department of Housing and Urban Development. Additional eligibility could entail measure of morbidity and/or permanent supportive housing suitability as measured by the Vulnerability Index &amp; Service Prioritization Decision Assistance Tool (VI-SPDAT).</p> <p><b>Rapid Rehousing</b></p> <p>HACF has grant funding under the U.S. Department of Housing and Urban Development Continuum of Care program to operate rapid rehousing and supportive services via a tenant based rental assistance program. Assistance will be provided for a period of no longer than twenty-four (24) months or until funding is exhausted for the program. This rental assistance is available in Fresno County only; rapid rehousing is not portable to other counties and/or states. Eligibility is limited to applicant households that consist of at least one (1) adult and one (1) child under age 18; exhibit homelessness as defined by U.S. Department of Housing and Urban Development and applicant household income must be below 30% Area Mean Income (AMI). The rapid rehousing program is modeled after the Shelter Plus Care program in all aspects; with one (1) exception – inclusion is strictly limited to applicant households with children under age 18.</p> <p><b>Partnerships</b></p> <p>HACF is partnered with community agencies belonging to the Fresno Madera Continuum of Care to assist in operation of permanent support housing funded by U.S. Department of Housing and Urban Development Continuum of Care program. HACF provides technical assistance in the area of tenant based rental assistance and/or leasing housing operations – including Housing Quality Standard inspections, rent calculations and rent reasonableness. Rental assistance is available in Fresno County only; and is not portable to other counties and/or states. Eligibility is limited to applicant households that consist of individuals and/or families with children; exhibit homelessness as defined by U.S. Department of Housing and Urban Development and applicant household income must be below 30% Area Mean Income (AMI).</p> <p><b>CalWORKs Housing Support Program</b></p> <p>HACF has been subcontracted to operate rapid rehousing and supportive services via a tenant based rental assistance program on behalf of Fresno County Department of Social Services. Funding for the program is provided by the State of California program California Work Opportunity and Responsibility to Kids (CalWORKs). Assistance will be provided for a period of no longer than twelve (12) months or until funding is exhausted for the program. This rental assistance is available in Fresno County only; rapid rehousing is not portable to other counties and/or states. Eligibility is limited to applicant households that consist of at least one (1) adult and one (1) child under age 18; applicant household must be eligible for inclusion in the CalWORKs program and applicant household income must be below 30% Area Mean Income (AMI). The rapid rehousing program is modeled after the Shelter Plus Care program in all aspects; with two (2) exceptions – inclusion is strictly limited to applicant households with children under age 18 and eligible for CalWORKs and homelessness is not a prerequisite of program inclusion.</p>

	<p><b>SSO</b></p> <p>HACF has grant funding under U.S. Department of Housing and Urban Development Continuum of Care program to provide supportive services only to assist homeless individuals to access housing and supportive services. Assistance will be provided for a period of no longer than twelve (12) months or until funding is exhausted for the program. Supportive services are available in Fresno and Madera Counties only; and are not portable to other counties and/or states. Eligibility is centered on those individuals/families who exhibit homelessness as defined by U.S. Department of Housing and Urban Development. Additional eligibility could entail measure of morbidity and/or permanent housing suitability as measured by the Vulnerability Index Service Prioritization Decision Assistance Tool (VI-SPDAT).</p>
<p><b>B.4.</b></p>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N  <input type="checkbox"/> X</p> <p>(b) If yes, please describe:</p>
<p><b>Other Document and/or Certification Requirements.</b></p>	
<p><b>C.1</b></p>	<p><b>Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan</b></p> <p><u>Form 50077-ST-HCV-HP</u>, <i>Certification of Compliance with PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<p><b>C.2</b></p>	<p><b>Civil Rights Certification.</b></p> <p><u>Form 50077-ST-HCV-HP</u>, <i>Certification of Compliance with PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<p><b>C.3</b></p>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N  <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
<p><b>C.4</b></p>	<p><b>Certification by State or Local Officials.</b></p> <p><u>Form HUD 50077-SL</u>, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<p><b>D Statement of Capital Improvements.</b> Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</p>	
<p><b>D.1</b></p>	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.</p>

# Instructions for Preparation of Form HUD-50075-HP Annual Plan for High Performing PHAs

## A. PHA Information. All PHAs must complete this section.

**A.1** Include the full **PHA Name**, **PHA Code**, **PHA Type**, **PHA Fiscal Year Beginning** (MM/YYYY), **PHA Inventory**, **Number of Public Housing Units and or Housing Choice Vouchers (HCVs)**, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the public hearing and proposed PHA Plan. ([24 CFR §903.23\(4\)\(e\)](#))

**PHA Consortia:** Check box if submitting a Joint PHA Plan and complete the table. ([24 CFR §943.128\(a\)](#))

## B. Annual Plan.

### B.1 Revision of PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.”

**Statement of Housing Needs and Strategy for Addressing Housing Needs.** Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA’s strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income), (ii) elderly families and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA’s public housing and Section 8 tenant-based assistance waiting lists. ([24 CFR §903.7\(a\)\(1\)](#)) and 24 CFR §903.12(b). Provide a description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA’s public housing and Section 8 tenant-based assistance waiting lists. ([24 CFR §903.7\(a\)\(2\)\(ii\)](#)) and 24 CFR §903.12(b).

**Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions.** Describe the PHA’s admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA’s policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. ([24 CFR §903.7\(b\)](#)) Describe the PHA’s procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists. ([24 CFR §903.7\(b\)](#)) A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. ([24 CFR §903.7\(b\)](#)) Describe the unit assignment policies for public housing. ([24 CFR §903.7\(b\)](#))

**Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA’s anticipated resources, such as PHA operating, capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. ([24 CFR §903.7\(c\)](#))

**Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. ([24 CFR §903.7\(d\)](#))

**Homeownership Programs.** A description of any homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent that the PHA participates in homeownership programs under section 8(y) of the 1937 Act. ([24 CFR §903.7\(k\)](#)) and 24 CFR §903.12(b).

**Safety and Crime Prevention (VAWA).** A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families. ([24 CFR §903.7\(m\)\(5\)](#))

**Pet Policy.** Describe the PHA’s policies and requirements pertaining to the ownership of pets in public housing. ([24 CFR §903.7\(n\)](#))

**Substantial Deviation.** PHA must provide its criteria for determining a “substantial deviation” to its 5-Year Plan. ([24 CFR §903.7\(r\)\(2\)\(i\)](#))

**Significant Amendment/Modification.** PHA must provide its criteria for determining a “Significant Amendment or Modification” to its 5-Year and Annual Plan. Should the PHA fail to define ‘significant amendment/modification’, HUD will consider the following to be ‘significant amendments or modifications’: a) changes to rent or admissions policies or organization of the waiting list; b) additions of non-emergency public housing CFP work items (items not included in the current CFP Annual Statement or CFP 5-Year Action Plan); or c) any change with regard to demolition or disposition, designation, homeownership programs or conversion activities. See guidance on HUD’s website at: [Notice PIH 1999-51](#). ([24 CFR §903.7\(r\)\(2\)\(ii\)](#))

If any boxes are marked “yes”, describe the revision(s) to those element(s) in the space provided.

PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see [24 CFR 903.2](#). ([24 CFR §903.23\(b\)](#))

**B.2 New Activities.** If the PHA intends to undertake any new activities related to these elements or discretionary policies in the current Fiscal Year, mark “yes” for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark “no.”

**Hope VI.** 1) A description of any housing (including project name, number (if known) and unit count) for which the PHA will apply for HOPE VI; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI is a separate process. See guidance on HUD’s website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

**Mixed Finance Modernization or Development.** 1) A description of any housing (including name, project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD’s website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

**Demolition and/or Disposition.** Describe any public housing projects owned by the PHA and subject to ACCs (including name, project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD’s website at: [http://www.hud.gov/offices/pih/centers/sac/demo\\_dispo/index.cfm](http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm). (24 CFR §903.7(h))

**Conversion of Public Housing.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD’s website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. (24 CFR §903.7(j))

**Project-Based Vouchers.** Describe any plans to use HCVs for new project-based vouchers. (24 CFR §983.57(b)(1)) If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.

**Other Capital Grant Programs** (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

**B.3 Progress Report.** For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR §903.7(r)(1))

**B.4 Most Recent Fiscal Year Audit.** If the results of the most recent fiscal year audit for the PHA included any findings, mark “yes” and describe those findings in the space provided. (24 CFR §903.7(p))

### C. Other Document and/or Certification Requirements

**C.1 Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.** Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 SM-HP.

**C.2 Civil Rights Certification.** Form HUD-50077 SM-HP, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction’s initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o))

**C.3 Resident Advisory Board (RAB) comments.** If the RAB provided comments to the annual plan, mark “yes,” submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA’s decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)

**C.4 Certification by State or Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15)

### D. Statement of Capital Improvements.

PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. (24 CFR 903.7 (g))

**D.1 Capital Improvements.** In order to comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan. PHAs can reference the form by including the following language in Section C. 8.0 of the PHA Plan Template: “See HUD Form 50075.2 approved by HUD on XX/XX/XXXX.”

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA’s mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 16.64 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

**Summary of Proposed Changes  
2018 Annual Plan / Asset Management  
Effective January 1, 2018**

Below is a summary of the proposed changes to be incorporated into the 2018 Annual Plan. This section describes how the PHA will carry out its asset management functions with respect to the PHA's public housing inventory, including new activities.

❖ **City – New Activities**

- Renaissance at Parc Grove (previously known as Parc Grove Northeast Veterans Housing) – 39 units
- Legacy Commons Phase II – 64 units
- Highway City Center Point Development – 43 units, community building
- Renaissance Development – 40 units
- Simpson and Blackstone Corridor Development – 40 units
- Transit Oriented Development Central Fresno – 40 units
- High Density Downtown Redevelopment Project
- Southeast Fresno Mixed-Use Development
- North Fresno Family Development – 40 units
- West Fresno Development
- Garland Gardens – 51 units

2018 Potential Applications

**City AMP 1 (182 units)**

Monte Vista Terrace (44 Units)

Sequoia Courts (60 Units)

Sequoia Courts Terrace (78 Units)

**City AMP 2 (198 Units)**

Sierra Plaza (partial, 26 Units)

Fairview Heights Terrace (74 Units)

Sierra Terrace (26 Units)

Desoto Gardens (28 Units)

**Parc Grove Commons Phase IV**

Policy changes for converted projects that will result in a transfer of assistance related to eligibility may include the following:

- HOME requirements limiting the housing to very low- income and low-income families;
- HOME requirements reasonably related to the applicants' ability to perform the obligations of the lease (i.e., to pay the rent, not to damage the housing; not to interfere with the rights and quiet enjoyment of other tenants);
- Low Income Housing Tax Credit (LIHTC) requirements based on maximum annual income at 60% of area median income and eligibility requirements of the LIHTC program

Policy changes for converted projects that will result in a transfer of assistance related to waiting list, admission, and selection may include the following:

- Establishment of a new site-based waiting list. Applicants on the current site-based wait-list will be notified of the transfer of assistance, and on how they can apply for residency at the new project site or other sites. Applicants on the project-specific waiting list for the projects that will have a transfer of assistance shall have priority on the newly formed waiting list for the new project site in accordance with the date and time of their application to the original project's waiting list.
- Adopting HOME preferences for a particular segment of the population if permitted in its written agreement with the participating jurisdiction (and only if the limitation or preference is described in the participating jurisdiction's consolidated plan).
- Adopting preferences for veterans for project based rental assistance units.

❖ **County – New Activities**

- Memorial Village RAD – 48 units
- Magill Terrace RAD– 60 units
- Oak Grove RAD – 60 units
- Highway City Marcelli Terrace – 24 units
- Orchard Apartments Parlier – 40 units
- Huron RAD – 64 units
- Firebaugh RAD – 64 units
- Pinedale RAD – 80 units
- Wedgewood Commons RAD – 64 units
- DeSoto Gardens RAD – 40 units
- San Joaquin Commons Apartments – 50 units
- Parkside Huron – 50 units
- Citrus Gardens Orange Cove – 30 units

**County AMP 2**

Del Rey Complex (30 Units)  
Laton Apartments (20 Units)

**County AMP 3**

Sunset Terrace I (20 Units)  
Oak Grove Apartments (50 Units)

**County AMP 6**

Taylor Terrace (28 Units)  
San Joaquin Apartments (20 Units)

2018 Potential Applications

**County AMP 1**

Pinedale Apartments (50 Units)  
Pinedale Apartments (30 Units)  
Desoto Gardens (40 Units)  
Marcelli Terrace (24 Units)

**County AMP 2**

Del Rey Complex (30 Units)  
Laton Apartments (20 Units)  
Wedgewood Commons (64 Units)



### **County AMP 3**

Sunset Terrace I (20 Units)

Oak Grove Apartments (50 Units)

### **County AMP 4**

Mendoza Terrace (50 Units)

Mendoza Terrace II (40 Units)

Firebaugh Elderly (30 Units)

Cardella Courts (32 Units)

### **County AMP 6**

Taylor Terrace (28 Units)

San Joaquin Apartments (20 Units)

### **Sunset Terrace II – 20 units**

Policy changes for converted projects that will result in a transfer of assistance related to eligibility may include the following:

- HOME requirements limiting the housing to very low- income and low-income families;
- HOME requirements reasonably related to the applicants' ability to perform the obligations of the lease (i.e., to pay the rent, not to damage the housing; not to interfere with the rights and quiet enjoyment of other tenants);
- Low Income Housing Tax Credit (LIHTC) requirements based on maximum annual income at 60% of area median income and eligibility requirements of the LIHTC program

Policy changes for converted projects that will result in a transfer of assistance related to waiting list, admission, and selection may include the following:

- Establishment of a new site-based waiting list. Applicants on the current site-based wait-list will be notified of the transfer of assistance, and on how they can apply for residency at the new project site or other sites. Applicants on the project-specific waiting list for the projects that will have a transfer of assistance shall have priority on the newly formed waiting list for the new project site in accordance with the date and time of their application to the original project's waiting list.

- Adopting HOME preferences for a particular segment of the population if permitted in its written agreement with the participating jurisdiction (and only if the limitation or preference is described in the participating jurisdiction's consolidated plan).
- Adopting preferences for veterans for project based rental assistance units.

DRAFT

**Summary of Proposed Changes**  
**2018 Housing Choice Voucher (HCV) Administrative Plan**  
**Effective January 1, 2018**

Below is a summary of the proposed changes to be incorporated into the 2018 HCV Administrative Plan regarding the policies for the programs.

❖ **Selection from the Waiting List for Admission**

1. Increase residency preference from 10 to 15 points.

❖ **Eligibility for Admission**

2. Update definition of child who is temporarily away from the home due to placement in foster care as being allowed to be out of the home for up to 18 months.
3. Clarify definition of co-head by requiring leasing staff member to clarify with applicant the co-head relationship upon initial eligibility.
4. Update policy as to not restrict HA to only review address of the child's school record when both parents are on the Waiting List and both are trying to claim the child. Policy update allows HA to consider other documents such as court documents, financial documents, CalWorks, etc.

❖ **Voucher Issuance and Briefings**

5. Update briefing packet to include Violence Against Women Reauthorization Act 2013 (VAWA 2013) certification form per requirements.
6. Clarify voucher issuance policy requiring that a household representative as defined as Head of Household, Spouse, Co-Head, or other adult member of the household attend the briefing in order to receive voucher.
7. Updated retention of voucher policy requiring that in order for minor child to continue receiving assistance as a remaining family member when no other adult members are in the household, the adult brought into the assisted unit to care for the children must be approved by the HAFC and pass criminal background screening requirements.

❖ **RFTA and Contract Execution**

8. Clarifying contract execution policy so that any member of the Assisted Housing/Housing Choice Department's management team can be authorized to execute a contract on behalf of the department.

❖ **Housing Quality Standards (HQS) and Inspections**

9. Annual HQS inspections: FH may conduct HQS inspections at least biennially to ensure the unit continues to meet minimum HQS requirements; however, FH is electing to conduct annual HQS inspections until an appropriate methodology can be fairly applied to units without compromising the quality of housing.
10. Updating HQS inspection criteria to require heating systems in HCV units maintain an interior temperature of 70 Fahrenheit (Fresno Building Code, Section 11319) and have a working carbon monoxide detector installed.

❖ **Reexaminations**

11. Change family reporting requirements from within 10 days to within 30 calendar days.

❖ **Contract Terminations**

12. Update cause for mutual termination of the lease to include VAWA 2013.

❖ **Violence Against Women Reauthorization Act 2013 (VAWA 2013)**

13. Update policies for VAWA 2013 which covers all HUD housing programs, including HCV. HUD requires that all current residents and applicants who have been denied for housing, housing assistance, or terminated assistance receive a copy of the updated HUD published forms. Also provides VAWA protections for non-citizens.

❖ **VAWA 2013 Emergency Transfer Plan**

14. The Fresno Housing Authority has an Emergency Transfer plan for HCV residents. Update policy to account for changes per HUD's final rule including adding VAWA Emergency Transfer plan for all HUD covered programs, including HCV.

❖ **Housing Access and Reentry Pilot Program**

15. The HACF and HAFC may consider adopting policies that allows individuals formerly incarcerated to live with their families in assisted housing, while receiving supportive services.

❖ **Prioritization of available vouchers**

16. A prioritization will be applied to mobility of targeted vouchers, PBVs, PBRA, and VAWA requests for next available voucher and applying caps where applicable.

DRAFT

**Summary of Proposed Changes**  
**2018 Admissions and Continued Occupancy Policy (ACOP)**  
**Effective January 1, 2018**

Below is a summary of the proposed changes to be incorporated into the 2018 Admissions and Continued Occupancy Policy (ACOP) regarding the policies for the programs.

**Eligibility, Selection, Admissions Transfer Policies**

Update policies for optional and/or mandatory changes per the final rule published in PIH Notices 2017-02, 2017-08

❖ **Violence Against Women Reauthorization Act 2013 (VAWA 2013)**

Update policies for VAWA 2013 which covers all HUD housing programs including Affordable Housing programs known as the Low Income Housing Tax Credit (LIHTC). HUD requires that all current residents and applicants who have been denied for housing, housing assistance, or terminated assistance receive a copy of the updated HUD published forms.

❖ **VAWA 2013 Emergency Transfer Plan**

The Fresno Housing Authority has an Emergency Transfer plan for all public housing units. Update policy to account for changes per HUD's final rule including adding VAWA Emergency Transfer plan for all HUD covered programs including LIHTC.

**No Smoking (Tobacco-Free) Policy**

Update policies for optional and/or mandatory changes per the final rule published in PIH Notice 2017-03

❖ **Guidance on Instituting and Enforcing Smoke-Free Public Housing Policy**

The Fresno Housing Authority has a Tobacco Free policy for all public housing units. Update language for enforcing the Smoke-Free policy and add language on "prohibited tobacco product" definitions to include, items that involve the ignition and burning of tobacco leaves, such as: pipes and water pipes (also known as hookahs), electronic nicotine delivery (ENDS), also known as e-cigarettes.

**Housing Access and Re-entry Pilot Program**

Update policies to include language to consider a Housing Access and Reentry Pilot Program, that may allow individuals formerly incarcerated to live with their families in public housing, while receiving supportive services.

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## **HCV Resident Advisory Board (RAB) Meeting**

**May 18, 2017**

The RAB members of HACCF met on **Thursday, May 18, 2017** at 1331 Fulton Mall, Fresno, California. Meeting start time: 1:00 PM.

### **RAB Members Present:**

John Bell	Crystal Smith
Marsha Simpson	Sonya White
Christina Wesle	
Rosalia Ramirez	

### **Housing Authority Staff Present:**

Aurora Ibarra, Senior Manager	Stephanie Miller
Brenda Smith, Assistant Manager	Maricela Diaz, Office Assistant
Helen Cooley	Blanca Navarro
Adam Smith	

On June 24, 2016, the HCV Resident Advisory Board (RAB) meeting was held to discuss the proposed changes to the 2018 Administrative Plans. An overview was given of what a PHA and Administrative Plan are and the purpose of the Resident Advisory Board. The attached Summary of Proposed changes was presented in a power point format to allow each RAB member to provide comments on each subject.

### **Family and household**

- A family with or without children; (A child who will be temporarily away from the home for no more than 12 months due to placement in foster care should be considered a member of the family.
  - Resident: is criminal action taken into consideration if a child is taken away? (Will the participant lose the voucher or does family gets to keep voucher).
  - PHA: in criminal action this is up to CPS. In regards voucher family to keep voucher as long as they are within regulation of the program.

### **Co-Head Definition:**

- When an applicant lists a co-head on the initial application, the FHA leasing staff member will ask the applicant to define the relationship with the co-head. If the co-head is a spouse or partner, the co-head will be treated as such and will not be counted in the bedroom size for the purposes of awarding an additional voucher bedroom size. If the relationship with the co-head is anything other than a



spouse or partner, FHA leasing staff will include the co-head in the rest of the voucher bedroom size calculation. Changing for the purpose of accurately counting bedroom size.

- *Resident: what other co-heads can be counted as family members (example: if 2 seniors want to rent a place together but due to medical issues they need a 2 bedroom can they get it?)*
- *PHA: Normally the way it works is 2 people per bedroom however; as long as they have a reasonable accommodation such a doctor's note it might be possible.*

### **Students enrolled in institutions or higher learning**

- If a student enrolled in an institution of higher education, is under the age of 24, not a veteran, is not married and does not have a dependent child and is not a person with disabilities receiving HCV assistance as of 11/30/2005 the student eligibility must be examined along with the income eligibility of the students' parents. In these cases, both the student and the students' parents must be income eligible for the student to receive HCV assistance. If, however a student in these circumstances is determined independent from his/her parents and accordance with HACF policy, the income of the students' parents will not be considered in determining the student's eligibility.
  - *Resident asked if this applied for new applicants and household add*
  - *PHA: yes both*

### **Joint custody of children:**

- When both parents are on the waiting list and both are trying to claim the child, additional verification may be required, such as school records, to determine who may claim the child as a dependent. Remove language stating we will use the address listed in the school records when determining who may claim the child. Allows us to consider other verification procedures when determining joint custody.
  - *No Comments*

### **Voucher Size:**

- Removing zero bedroom voucher
  - *No Comments*

### **Changes in family and household composition:**

- In general, all changes to the family and household composition must be reported to the HAFC within 30 calendar days. *Previously this was set at 10 days.*
  - *Resident: is a very good idea that you are now giving us 30 days to notify FHA to report any changes. Very helpful and less stressful.*

### **Mutual termination of lease:**

- In case of domestic violence, the provision contained in The Violence Against Women Act 2013 may be cause for mutual termination of the lease.

- Resident: Is there any penalties and is owner going to allow for contract to be terminated?
- PHA added: Mutual termination no penalties; owners are also mandated to break lease for the safety of participants (to protect victims).

**Income limits:**

- Eligible individuals / families must be at 30% of the area median income or lower to participate in the CoC program. Previously set at 50% of the median income, change based on HUD regulations.
  - PHA: this will help individuals with lower income.

**Item not on agenda:**

- Currently working on a language proposal to help house, household add for Individuals that are incarcerated. What are your thoughts on this?
  - Residents: we think is a great idea and it will also help them not to become a repeat offender.
  - PHA: What do you think people are going to think if we help people like this individuals?
  - Residents: As long as they are in compliance and they are accountable for not following FHA rules we think is great.
  - PHA: we would like to do a demo with about 20 individuals; there will be limitations (NO SEX OFFENDERS).
  - Residents: we think is great especially if this individual can help the family financially by working and help with kids so the head of household can work. This is a great way to support offenders and give them a second chance.
  - One individual didn't feel comfortable having an offender living next door due to having small kids.
  - Residents: What happens when this individuals don't follow the rules and continue with their old habits?
  - PHA: We have our policies and service calls for people to report them if they see a participant not following FHA rules. Also the family has a choice to remove them from the household if they continue with their old habits.

**Round table open discussion:**

- Resident questions: what other documents can we provide to verify a family member is no longer in the home; if the family member that is being removed does not have a place to live in?
- PHA: there is other ways to verify. Resident was suggested to contact her case worker.
- Residents: What happens if mails gets lost, and it looks like we never turned in our documents next thing you know we receive a letter in the mail that reads "FINAL NOTIFICATION".
- PHA: It is always a good idea to drop them off in person and or scan and email them to your worker.
- Residents: For individuals that do not have access to a computer and or internet is it possible to have a scanner available for participants to use.
- PHA: We will take that idea into consideration.

With there being no recommendations for changes from the Resident Advisory Board, the meeting was adjourned at 2:30 PM. A follow up meeting TBD.

## **RAB Meeting Notes for LIPH County**

Date: June 6, 2017

Time: 3:30pm – 5:00pm

Location: Wedgewood Commons Community Room  
2415 5<sup>th</sup> Street, Sanger, CA 93657

### HMD Staff In Attendance & Introductions:

Blanca Navarro

Toni Bustamante

Laura Gonzalez-Cortes

Gary Grinstead

Gracie Bachicha

Julie Woodard

Bobby Coulter

Residents in attendance – 3 residents from site properties

### **Topics Discussed at RAB Meeting (Blanca presented in English/Spanish)**

#### ***Resident Advisory Board (RAB):***

Explained the purpose of the meeting was to discuss the Fresno Housing Authority's (HA) Annual Plan and the Admissions and Continued Occupancy Policy (ACOP). Explained that the annual plan is a guide required by HAs to meet goal, plan strategies, and overall goals. The ACOP is the HA's policies and procedures on certain subjects such as, occupancy standards and policies, eligibility, rent determination, and procedural guidelines on conducting inspections to name a few. Advised RAB the ACOP is available on our website at [www.fresnohousing.org](http://www.fresnohousing.org) Explained the roles and responsibilities as the HA's RAB committee are to assist and give recommendations regarding the development and any significant amendments or modifications to the HA Plan.

#### ***Eligibility, Selection, and Admissions Policies:***

#### ***Tobacco Free Policy in Public Housing:***

*Annual Plan:*

*Capital Plan:*

*Questions & Answers:*

Questions asked specific to their individual needs and were referred back to their site office.

Q: Is the non-smoking rule only for public housing?

A: Yes, at this time it is not required for Project Based Rental Assistance.

Q: The amount of capital funds does not sound like enough to work with. How is the money used?

A: A 5-year plan is created to allocate funds each year to the most needed repairs.

Q: Will capital funds roll over into next year?

A: The funds will not but many repairs may roll into the beginning of next year

## **RAB Meeting Notes for LIPH County**

Date: June 8, 2017  
Time: 3:30pm – 5:00pm  
Location: Firebaugh Education Center  
Firebaugh, CA

### HMD Staff In Attendance & Introductions:

Blanca Navarro  
Laura Gonzalez-Cortes  
Gary Grinstead  
Angela Dundore

Residents in attendance – 2 residents from site properties

## **Topics Discussed at RAB Meeting (Blanca presented in English/Spanish)**

### ***Resident Advisory Board (RAB):***

Explained the purpose of the meeting was to discuss the Fresno Housing Authority's (HA) Annual Plan and the Admissions and Continued Occupancy Policy (ACOP). Explained that the annual plan is a guide required by HAs to meet goal, plan strategies, and overall goals. The ACOP is the HA's policies and procedures on certain subjects such as, occupancy standards and policies, eligibility, rent determination, and procedural guidelines on conducting inspections to name a few. Advised RAB the ACOP is available on our website at [www.fresnohousing.org](http://www.fresnohousing.org)  
Explained the roles and responsibilities as the HA's RAB committee are to assist and give recommendations regarding the development and any significant amendments or modifications to the HA Plan.

### ***Eligibility, Selection, and Admissions Policies:***

### ***Tobacco Free Policy in Public Housing:***

### ***Annual Plan:***

### ***Capital Plan:***

*Questions & Answers:*

Questions asked specific to their individual needs and were referred back to their site office.

Q: Are elderly residents protected under VAWA?

A: Yes.

Q: There are many residents who currently smoke on the property, how will this policy be enforced?

A: Site staff will be walking the sites more often to enforce the policy.

Q: Is this like Section 8? (Regarding the conversions to Project Based Rental Assistance)

A: It is similar but this is project based section 8.

## BOARD MEMO

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**TO:** Boards of Commissioners  
Fresno Housing Authority

**FROM:** Preston Prince  
CEO/Executive Director

**SUBJECT:** Update on the Housing Relinquished Fund Corp. (HRFC)  
Reserves

**DATE:** July 21, 2017

**BOARD MEETING:** July 25, 2017

**AGENDA ITEM:** 7d

**AUTHOR:** Emily De La Guerra

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### Executive Summary

Staff will be presenting an update on the Housing Relinquished Fund Corporation (HRFC) cash reserves. The analysis will include the actual inflows and outflows as of June 30, 2017. See attached presentation for details.

### Recommendation

No action is necessary. This item is informational only.



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# *Update on HRFC Reserves*

*Boards of Commissioners Meeting  
July 25, 2017*



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## HRFC Reserves

- The Housing Relinquished Fund (HRFC) reserves allow for the expansion of affordable housing.
- Reserves have accumulated from various sources including:
  - Program income and loan repayments from development projects
  - Interest income from loans
  - Sales of properties
- HRFC reserves can be restricted by the Boards or agreements with HUD.

# Current HRFC Reserves (as of 06/30/17)

<b>Cash Balance as of 12/31/2016</b>	<b>10.65</b>
<b>Jan-June 30, 2017 Cash Inflow (Outflow):</b>	
Pre-dev Loans to FHA	(1.60)
Sierra Pointe Mortgages	0.13
Sierra Pointe Sale	0.17
Argyle Loan Payment	0.07
Homeless Admin Draw	(0.05)
Iron Bird/Pyramid Loan Payment	0.03
Lowell Loan Draw	(0.14)
Edison II Closing	(2.35)
Kingsburg Loan	(0.05)
Parc Grove NE Closing	(0.80)
Misc Operating Expenses	(0.03)
Edison II Reimbursement	0.26
Sanger Memorial Reimbursement	0.68
Parc Grove Commons II Loan Payment	0.68
Parc Grove Northwest Loan Payment Waterfall	0.14
Parc Grove NE Reimbursement	1.07
<b>Cash Balance as of 6/30/2017</b>	<b>8.86</b>

- This list includes the major transactions that have already occurred this year
- Cash balance as of 06/30/17 is \$8.86 million

\*Amounts shown in millions of dollars

# Potential Cash Inflows

<i>Potential Inflows</i>	
<i>Edison Plaza Phase II pre-dev payment acquisition</i>	<i>0.26</i>
<i>Parc Grove NE - Transfer of FH Sales Proceeds</i>	<i>0.27</i>
<i>HOPE VI Sales Proceeds</i>	<i>1.20</i>
<i>Sierra Pointe Mortgage Payments</i>	<i>0.13</i>
<i>Viking Village Sales Proceeds</i>	<i>1.20</i>
<i>Argyle Sales Proceeds</i>	<i>0.50</i>
<b>Total</b>	<b>3.56</b>

- Staff estimates that HRFC will receive an estimated \$3.56 million in additional cash.
- Total amounts shown may change based on final applications and calculations.

\*Amounts shown in millions of dollars

# Outflows from HRFC

	Total Commitment 6/30/2017	Total Expenditures through 6/30/17	Remaining Commitment
<b>Current Commitments</b>			
<i>Pre-developments Loans</i>			
West Fresno Planning/CA Triangle	0.68	0.12	0.56
General Pre-Dev *	0.30	0.16	0.14
<i>RAD Pre-developments</i>			
Magill Terrace RAD	1.80	0.57	1.23
Oak Grove RAD	1.95	0.13	1.82
Blackstone/Simpson (Fresno Gateway)	1.40	0.06	1.34
Other RAD Pre-dev **	0.25	0.01	0.24
<i>Construction Loans</i>			
Legacy Commons II	2.35	2.35	-
Renaissance at Parc Grove	0.80	0.80	-
Cueva de Oso	0.63	0.63	-
Fenix	1.60	1.60	-
<i>Other Commitments</i>			
Highway City/Comm. Build	0.25	0.08	0.17
Homeless Admin	4.50	4.30	0.20
<b>Total Commitments</b>	<b>16.51</b>	<b>10.82</b>	<b>5.69</b>

- Table above shows current commitments, total expenditures as of 06/30/17, and remaining commitments
- As always, staff is working diligently to reduce the amount needed from HRFC

\*Amounts shown in millions of dollars

# Cash Flow Projections

<b>Current Cash Balance as of 6/30/2017</b>	<b>8.86</b>
Potential Inflows	3.56
Remaining Commitments	(5.69)
<b>Uncommitted Cash</b>	<b>6.73</b>

- Total cash at 06/30/17 is \$11.19 million
- Staff is conservatively estimating inflows of \$3.56 million, and \$5.69 million of commitments (not all to be spent in 2017)
- This leaves about \$6.73 million in uncommitted funds, which can be used for various purposes at the Boards discretion

\*Amounts shown in millions of dollars

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# Questions or Comments?

## BOARD MEMO

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**TO:** Boards of Commissioners

Fresno Housing Authority

**FROM:** Preston Prince   
CEO/Executive Director

**DATE:** July 21, 2017

**BOARD MEETING:** July 25, 2017

**AGENDA ITEM:** 7e

**AUTHOR:** Christina Husbands

**SUBJECT:** Real Estate Development Update

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### Executive Summary

Staff will present an overview of current pre-development activities.

### Recommendation

None at this time. Informational only.

## BOARD MEMO

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**TO:** Boards of Commissioners  
Fresno Housing Authority

**FROM:** Preston Prince   
CEO/Executive Director

**DATE:** July 21, 2017

**BOARD MEETING:** July 25, 2017

**AGENDA ITEM:** 7f

**AUTHOR:** Michael Duarte

**SUBJECT:** List of Assets Owned

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### Executive Summary

Attached, please find a list of assets including real estate and loan notes owned by Fresno Housing. The list is a work in progress and staff will be routinely updating the information. Staff is continuing to analyze assets to appropriately further the goals and objectives of the Agency. Over the coming months, staff will be providing updates and potential recommendations for several of these assets.

### Recommendation

None at this time. Informational only.



Property Name	City	Property Type	Project Type	Total Units	APN
El Puente	Fresno	Multifamily	Emergency Housing	30	
Mariposa Meadows	Fresno	Multifamily	Farm Labor Housing	40	477-040-35ST
Mendota FLH	Mendota	Multifamily	Farm Labor Housing	60	012-190-39
Orchard Apartments FLH	Parlier	Multifamily	Farm Labor Housing	40	355-030-48T
541 @ South Tower (Fulton/Cedar Heights)	Fresno	Multifamily	LIHTC	45	
Bridges at Florence	Fresno	Seniors	LIHTC	34	
Brierwood Court (E.P. Investors)	Fresno	Multifamily	LIHTC	75	
CityView @ VanNess	Fresno	Multifamily	LIHTC	45	
Cordova Apartments	Selma	Multifamily	LIHTC	81	
Courtyards at Cypress Grove	Oakley	Multifamily	LIHTC	96	
Elderberry at Bethel (Sanger Seniors Limited)	Sanger	Seniors	LIHTC	75	
Fenix at Glenn/Calaveras	Fresno	Multifamily	LIHTC	30	
Firebaugh San Joaquin Associates	Firebaugh	Multifamily	LIHTC	48	
Fresno Villa Del Mar	Fresno	Multifamily	LIHTC	48	
Kearney Palms I	Kerman	Multifamily	LIHTC	81	
Kearney Palms II	Kerman	Multifamily	LIHTC	20	
Kings River Commons	Reedley	Multifamily	LIHTC	60	
Legacy Commons I	Fresno	Multifamily	LIHTC	64	
Marion Villas	Kingsburg	Seniors	LIHTC	46	
Silveridge (Clovis Seniors)	Clovis	Seniors	LIHTC	100	
Lexington Square (Clovis Bedford, Limited)	Clovis	Multifamily	LIHTC	130	
Summer Creek Place (Oakley Senior Associates)	Oakley	Multifamily	LIHTC	80	
Canyon Springs L.P.	Fresno	Multifamily	LIHTC 80/20	138	
Granada Commons (Kerman Acre)	Kerman	Multifamily	LIHTC/LIPH	16	
Pacific Gardens	Fresno	Multifamily	LIHTC/LIPH	56	
Yosemite Village (YEC)	Fresno	Multifamily	LIHTC/LIPH	69	477-040-47ST
Parc Grove Commons II	Fresno	Multifamily	LIHTC/LIPH/PBV	215	
Cueva de Oso (Shockley)	Selma	Multifamily	LIHTC/PBRA	48	
Legacy Commons II	Fresno	Multifamily	LIHTC/PBRA	64	
Memorial Village	Sanger	Multifamily	LIHTC/PBRA	48	320-050-21T
Mendota RAD	Mendota	Multifamily	LIHTC/PBRA	124	190-10T 013-222-
Orange Cove RAD	Orange Cove	Multifamily	LIHTC/PBRA	90	
Paseo 55 (Trailside)	Reedley	Multifamily	LIHTC/PBRA	55	
Southeast Fresno RAD	Fresno	Multifamily	LIHTC/PBRA	193	
Viking Village RAD	Fresno	Multifamily	LIHTC/PBRA	40	430-050-47T
Parc Grove Commons Northwest	Fresno	Multifamily	LIHTC/PBV	148	
Renaissance at Alta Monte	Fresno	Special Needs	LIHTC/PBV	30	

Property Name	City	Property Type	Project Type	Total Units	APN
Renaissance at Parc Grove (PGCNE)	Fresno	Special Needs	LIHTC/PBV	40	
Renaissance at Santa Clara	Fresno	Special Needs	LIHTC/PBV	70	
Renaissance at Trinity	Fresno	Special Needs	LIHTC/PBV	21	
Rio Villas (Firebaugh Gateway)	Firebaugh	Seniors	LIHTC/PBV	30	
Biola Apartments [c]	Biola	Multifamily	LIPH	12	016-470-10T
Cardella Courts[c]	Firebaugh	Multifamily	LIPH	32	007-140-04ST (B)
Cazares Terrace II[c]	Huron	Multifamily	LIPH	20	
Cazares Terrace[c]	Huron	Multifamily	LIPH	24	075-243-01T
Del Rey Complex	Del Rey	Multifamily	LIPH	30	180-08T
DeSoto Gardens[c]	Fresno	Multifamily	LIPH	40	
DeSoto II[c]	Fresno	Multifamily	LIPH	28	478-051-3T
Fairview Heights Terrace[c]	Fresno	Multifamily	LIPH	74	478-052-02T
Firebaugh Elderly[c]	Firebaugh	Multifamily	LIPH	30	007-140-04ST ( C )
Helsem Terrace[c]	Kerman	Multifamily	LIPH	40	023-332-08ST
Huron Apartments[c]	Huron	Multifamily	LIPH	20	
Laton Apartments	Laton	Multifamily	LIPH	20	190-17T
Magill Terrace[c]	Fowler	Multifamily	LIPH	20	343-030-08T
Marcelli Terrace[c]	Fresno	Multifamily	LIPH	24	311-150-13T
Mendoza Terrace II[c]	Firebaugh	Multifamily	LIPH	40	007-140-04ST (A)
Mendoza Terrace[c]	Firebaugh	Multifamily	LIPH	50	007-140-06T
Monte Vista Terrace[c]	Fresno	Multifamily	LIPH	44	
Oak Grove[c]	Parlier	Multifamily	LIPH	50	355-040-23T
Pinedale Apartments[c]	Fresno	Multifamily	LIPH	50	031-12T 303-031-
Pinedale Apartments[c]	Fresno	Multifamily	LIPH	30	032-33T 303-032-
San Joaquin Apartments	San Joaquin	Multifamily	LIPH	20	111-29T 033-111-
Sequoia Courts	Fresno	Multifamily	LIPH	60	465-141-01T
Sequoia Courts Terrace	Fresno	Multifamily	LIPH	78	143-01T 465-144-
Sierra Plaza [c]	Fresno	Multifamily	LIPH	70	467-211-01T
Sierra Terrace Lower[c]	Fresno	Multifamily	LIPH	26	214-01T 467-214-
Sunset Terrace[c]	Reedley	Multifamily	LIPH	20	370-141-02T (A)
Taylor Terrace	San Joaquin	Multifamily	LIPH	28	033-071-02T
Wedgewood Commons[c]	Sanger	Multifamily	LIPH	64	315-180-27T
Dayton Square Apartments	Fresno	Multifamily	Market	66	
El Cortez	Fresno	Multifamily	Market	48	
Sierra Terrace Upper	Fresno	Multifamily	Market	46	214-01T 467-214-
Sunset Terrace II	Reedley	Multifamily	Market	20	141-02T (B) 370-
Woodside Apartments	Fresno	Multifamily	Market	76	

Property Name	City	Property Type	Project Type	Total Units	APN
San Ramon Apartments	Fresno	Multifamily	Market/NSP3	32	
Citrus Gardens FLH	Orange Cove	Multifamily	Market/USDA	30	142-8 375-142-
Firebaugh FLH	Firebaugh	Multifamily	Market/USDA	34	007-140-07ST
Maldonado Migrant Center	Firebaugh	Multifamily	Migrant Center	64	
Parlier Migrant Center	Parlier	Multifamily	Migrant Center	132	
Garland Gardens	Fresno	Multifamily	PBRA	51	
Parkside Apartments	Huron	Multifamily	PBRA	50	
Fresno HOP	Fresno	Single	Homeownership	1	471-032-13T
Fresno HOP	Fresno	Single	Homeownership	1	312-463-14T
Fresno HOP	Fresno	Single	Homeownership	1	471-161-06T
Fresno HOP	Fresno	Single	Homeownership	1	480-401-10T
Fresno HOP	Fresno	Single	Homeownership	1	480-421-06T
Fresno HOP	Fresno	Single	Homeownership	1	510-282-26ST
Sanger HOP	Sanger	Single	Homeownership	1	315-261-25T
Sanger HOP	Sanger	Single	Homeownership	1	315-273-03T
Sanger HOP	Sanger	Single	Homeownership	1	315-273-08T
Sanger HOP	Sanger	Single	Homeownership	1	315-275-20T
Sanger HOP	Sanger	Single	Homeownership	1	320-272-16T
Chance Home	Fresno	Single	NSP 1	1	
Central Office	Fresno	Office Building	Office Building	1	
Community Enrichment Center	Fresno	Office Building	Office Building	1	477-040-70
Firebaugh Classrooms	Firebaugh	Office Building	Office Building		
Firebaugh Maintenance Building/Office	Firebaugh	Office Building	Office Building	1	
Helm Home	Fresno	Office Building	Office Building	1	
Modular Classrooms	Fresno	Office Building	Office Building		
Parlier Office	Parlier	Office Building	Office Building	1	
Pine Warehouse	Fresno	Office Building	Office Building	1	
Pinedale Office	Fresno	Office Building	Office Building	1	
City View Commercial	Fresno	Commercial	Commercial	1	
Vacant Land	San Joaquin	Vacant Land	Vacant Land	1	033-210-01
Vacant Land	San Joaquin	Vacant Land	Vacant Land	1	033-210-02
Vacant Land	San Joaquin	Vacant Land	Vacant Land	1	033-210-03
Vacant Land	San Joaquin	Vacant Land	Vacant Land	1	033-210-04
Vacant Land	San Joaquin	Vacant Land	Vacant Land	1	033-210-05
Vacant Land	Del Rey	Vacant Land	Vacant Land	1	350-080-68
Vacant Land	Fresno	Vacant Land	Vacant Land	1	459-321-03
Vacant Land	Fresno	Vacant Land	Vacant Land	1	467-082-26 & 24

Property Name	City	Property Type	Project Type	Total Units	APN
Vacant Land	Fresno	Vacant Land	Vacant Land	1	477-040-20
Vacant Land	Fresno	Vacant Land	Vacant Land	1	477-040-51
Vacant Land	Fresno	Vacant Land	Vacant Land	1	477-040-52
Vacant Land	Fresno	Vacant Land	Vacant Land	1	477-040-72
Vacant Land	Fresno	Vacant Land	Vacant Land	1	477-040-49
Vacant Land Alley	Fresno	Vacant Land Alley	Vacant Land - Alley	1	453-332-20T
Vacant Land	Fresno	Vacant Land	Vacant Land- Atchison Ct.	1	477-040-75
Vacant Land	Fresno	Vacant Land	Vacant Land- Delno/Cal.	1	477-040-73
Vacant Land	Fresno	Vacant Land	Vacant Land- Delno/Church	1	477-040-69
Cal-HFA HELP	Fresno	Vacant Land Ponding Basin	Vacant Land Ponding Basin	1	442-412-02
Cal-HFA HELP	Fresno	Vacant Land Ponding Basin	Vacant Land Ponding Basin	1	442-421-16
Cal-HFA HELP	Fresno	Vacant Land Ponding Basin	Vacant Land Ponding Basin	1	442-421-17
Cal-HFA HELP	Fresno	Vacant Land Ponding Basin	Vacant Land Ponding Basin	1	442-421-18
Cal-HFA HELP	Fresno	Vacant Land Ponding Basin	Vacant Land Ponding Basin	1	442-421-19
				4558	

LOT NO.	BUYER NAME	Property Address	APN #	Sale Price	HA Silent 2nd Mortgage	AHP Forgivable Subsidy	HRFC 1st Mortgage	Unpaid Principal Balance
1	<b>Terriquez, Mayra</b>	1163 W. California Ave	477-261-01	\$130,000	\$75,000	\$0	\$55,600	\$49,394
2	<b>Guerrero, Shanean</b>	1169 W. California Ave	477-261-02	\$133,000	\$54,586	\$0	\$80,000	\$72,034
3	<b>Ky, Kimrin</b>	1175 W. California Ave	477-261-03	\$133,000	\$48,879	\$10,000	\$75,000	\$62,050
4	<b>Carranza, Armando</b>	1181 W. California Ave	477-261-04	\$130,000	\$37,673	\$10,000	\$85,000	\$77,179
5	<b>Yang, Bill</b>	1187 W. California Ave	477-261-05	\$133,000	\$72,131	\$0	\$61,500	\$55,567
6	<b>Ambriz, Jose and Maria</b>	1193 W. California Ave	477-261-06	\$133,000	\$40,085	\$10,000	\$85,000	\$75,905
7	<b>Manza, Jose M</b>	1199 W. California Ave	477-261-07	\$133,000	\$34,725	\$10,000	\$90,000	\$80,587
8	<b>Manzo, Jose T</b>	1211 W. California Ave	477-261-08	\$130,000	\$31,646	\$10,000	\$90,000	\$80,903
9	<b>Chang, Charles</b>	1223 W. California Ave	477-261-09	\$130,000	\$61,354	\$0	\$70,000	\$62,829
10	<b>Navarro, Elisabeth</b>	1235 W. California Ave	477-261-10	\$115,000	\$26,828	\$0	\$59,000	\$54,315
11	<b>Juarez, Carlos</b>	1247 W. California Ave	477-261-11	\$133,000	\$24,244	\$10,000	\$100,000	\$89,652
12	<b>Perales, Sonia</b>	1242 W. Atchison Ave	477-261-12	\$133,000	\$47,326	\$10,000	\$77,100	\$70,068
13	<b>Khamarlorn, Andy C.</b>	1228 W. Atchison Ave	477-261-13	\$130,000	\$21,288	\$10,000	\$100,000	\$85,877
14	<b>Syprasert, Ly &amp; Thy</b>	1214 W. Atchison Ave	477-261-14	\$130,000	\$51,836	\$10,000	\$69,000	\$60,415
15	<b>Chang, Chy</b>	1198 W. Atchison Ave	477-261-15	\$130,000	\$50,896	\$0	\$80,000	\$71,888
16	<b>Colin, Jose</b>	1184 W. Atchison Ave	477-261-16	\$130,000	\$39,026	\$10,000	\$82,000	\$64,609
17	<b>Zinzun, Marisol</b>	1170 W. Atchison Ave	477-261-17	\$130,000	\$52,822	\$10,000	\$68,000	\$63,463
18	<b>Toledo, Maria Solis De</b>	1156 W. Atchison Ave	477-261-18	\$130,000	\$61,209	\$10,000	\$60,000	\$53,684
19	<b>Xiong, Thai</b>	1142 W. Atchison Ave	477-261-19	\$130,000	\$41,616	\$0	\$90,000	\$81,191
20	<b>Gutierrez, Heather/Tommy</b>	2127 S. Channing Way	477-263-20	\$133,000	\$73,612	\$0	\$60,000	\$54,029
21	<b>Nguyen, Sunny/Than Thi Thieu</b>	2135 S. Channing Way	477-263-19	\$133,000	\$45,599	\$10,000	\$80,000	\$71,693
<del>22</del>	<del><b>Parraz, Mary</b></del>	<del>2143 S. Channing Way</del>	<del>477-263-18</del>					
23	<b>Williams, Jeremy</b>	2151 S. Channing Way	477-263-17	\$130,000	\$19,318	\$10,000	\$102,000	\$25,000
23	<b>Williams, Jeremy</b>	2151 S. Channing Way	477-263-17	\$25,000	\$0	\$0	\$25,000	\$88,877
24	<b>Taylor, Charles</b>	2159 S. Channing Way	477-263-16	\$133,000	\$26,731	\$10,000	\$98,000	\$88,000
<del>25</del>	<del><b>Velasquez (Private Lender)</b></del>	<del>2167 S. Channing Way</del>	<del>477-263-15</del>					
26	<b>Leary, Beverly</b>	2175 S. Channing Way	477-263-14	\$133,000	\$67,724	\$10,000	\$56,400	\$50,305
27	<b>Fang, Xiong</b>	2183 S. Channing Way	477-263-13	\$115,000	\$36,659	\$0	\$80,000	\$73,719
<del>28</del>	<del><b>Yang, Vue/Vang, Mai</b></del>	<del>2191 S. Channing Way</del>	<del>477-263-12</del>	\$133,000	\$35,744	\$10,000	\$90,000	\$88,628
29	<b>Santillan, Sonia</b>	1109 W. Lorena Ave	477-263-11	\$130,000	\$58,849	\$10,000	\$63,000	\$55,062
30	<b>Tamayo, Laura</b>	1123 W. Lorena Ave	477-263-10	\$125,000	\$73,549	\$0	\$54,000	\$53,349
31	<b>Nou, Kim</b>	1137 W. Lorena Ave	477-263-09	\$133,000	\$62,364	\$10,000	\$61,850	\$54,600
<del>32</del>	<del><b>Garza, Angelito</b></del>	<del>1151 W. Lorena Ave</del>	<del>477-263-08</del>					
33	<b>Winters, Kim</b>	1165 W. Lorena Ave	477-263-07	\$130,000	\$38,359	\$10,000	\$84,000	\$77,064
<del>34</del>	<del><b>Chavarria (Private Lender)</b></del>	<del>1179 W. Lorena Ave</del>	<del>477-263-06</del>					
35	<b>Thor, Ka Yeng</b>	1193 W. Lorena Ave	477-263-05	\$133,000	\$52,000	\$10,000	\$71,000	\$62,332
36	<b>Murguia, Sonia</b>	1207 W. Lorena Ave	477-263-04	\$130,000	\$52,455	\$10,000	\$70,000	\$62,058
37	<b>Vang, Neng</b>	1221 W. Lorena Ave	477-263-03	\$133,000	\$28,876	\$10,000	\$97,000	\$84,519

<b>LOT NO.</b>	<b>BUYER NAME</b>	<b>Property Address</b>	<b>APN #</b>	<b>Sale Price</b>	<b>HA Silent 2nd Mortgage</b>	<b>AHP Forgivable Subsidy</b>	<b>HRFC 1st Mortgage</b>	<b>Unpaid Principal Balance</b>
38	<b>Her, Chia Kao</b>	1235 W. Lorena Ave	477-263-02	\$133,000	\$6,705	\$10,000	\$119,500	\$105,603
39	<b>Xiong, Nou</b>	1249 W. Lorena Ave	477-263-01	\$130,000	\$36,573	\$10,000	\$85,000	\$75,225
40	<b>Gonzales, Annie</b>	1244 W. Lorena Ave	477-262-01	\$130,000	\$47,314	\$10,000	\$74,100	\$65,465
41	<b>Gil, Francisco Ventura</b>	1230 W. Lorena Ave	477-262-02	\$133,000	\$44,666	\$10,000	\$79,800	\$70,749
42	<b>Ramos, Luis and Ofelia</b>	1216 W. Lorena Ave	477-262-03	\$133,000	\$14,390	\$10,000	\$110,000	\$97,526
43	<b>Vang, Ma And Da</b>	1202 W. Lorena Ave	477-262-04	\$130,000	\$66,228	\$10,000	\$55,000	\$48,936
44	<b>Zingarelli, Andrew Charles</b>	1186 W. Lorena Ave	477-262-05	\$130,000	\$61,805	\$10,000	\$60,000	\$52,175
45	<b>Martinez, Jesus</b>	1172 W. Lorena Ave	477-262-06	\$133,000	\$33,629	\$10,000	\$91,000	\$80,562
46	<b>Salazar, Jesus</b>	1158 W. Lorena Ave	477-262-07	\$133,000	\$14,906	\$10,000	\$110,000	\$96,850
47	<b>Barajas, Francisco Suarez</b>	1163 W. Atchison Ave	477-262-08	\$130,000	\$47,314	\$10,000	\$74,100	\$65,903
48	<b>Tapia, Graciela</b>	1177 W. Atchison Ave	477-262-09	\$130,000	\$48,251	\$10,000	\$73,150	\$64,928
49	<b>Maravilla, Daniel Martinez</b>	1191 W. Atchison Ave	477-262-10	\$133,000	\$46,121	\$10,000	\$79,500	\$70,522
50	<b>Zavalza, Manuel</b>	1205 W. Atchison Ave	477-262-11	\$133,000	\$34,089	\$10,000	\$90,000	\$79,994
51	<b>Douanmala, Addie</b>	1219 W. Atchison Ave	477-262-12	\$130,000	\$71,063	\$10,000	\$50,000	\$44,540
52	<b>Moua, Jerry</b>	1233 W. Atchison Ave	477-262-13	\$130,000	\$50,336	\$10,000	\$70,000	\$62,259
53	<b>Zinzun, Jessica</b>	1247 W. Atchison Ave	477-262-14	\$133,000	\$63,661	\$10,000	\$60,000	\$53,875

\$3,435,957

# BOARD MEMO

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**TO:** Boards of Commissioners  
Fresno Housing Authority

**DATE:** July 21, 2017

**BOARD MEETING:** July 25, 2017

**FROM:** Preston Prince  
CEO/Executive Director

**AGENDA ITEM:** 7g

**AUTHOR:** Emily De La Guerra

**SUBJECT:** Financial Operating Results through December 31, 2016

## Executive Summary

The purpose of this memo is to present the financial results as of December 31, 2016. The attachment provided with this memo shows the consolidation of all Housing Authority programmatic budgets combined into six divisions. Each budget, separately and together as a whole, is intended to ensure that the Fresno Housing Authority remains fiscally sound while investing in the Agency's future, and delivering services in accordance with our mission statement.

	2016 Budget	2016 Actuals	\$ Variance	% Variance
<b>AGENCY OPERATING BUDGET</b>				
TOTAL INCOME	36,420,780	37,177,698	756,918	2%
TOTAL EXPENSES	33,624,782	33,479,389	(145,393)	0%
<b>NET OPERATING INCOME</b>	<b>2,795,998</b>	<b>3,698,309</b>	<b>902,312</b>	<b>32%</b>
TOTAL NON-OPERATING EXPENSES	1,386,566	1,467,009	80,444	6%
<b>NET CASH FLOW</b>	<b>1,409,432</b>	<b>2,231,300</b>	<b>821,868</b>	<b>58%</b>
UNRESTRICTED CASH FLOW	359,959	261,439	(98,519)	-27%

## Agency Operating Budget

For 2016, total income for the Agency was \$757 thousand better than budgeted, expenses were \$145 thousand lower than projected, and net operating income was \$902 thousand better than budgeted. While overall net operating income was higher than projected, unrestricted cash flow was approximately \$99 thousand lower than originally budgeted. This is mainly attributable to a timing delay in receiving the 2016 budgeted developer fees, most of which have been received in fiscal year 2017. Other major variances from the budget include additional revenue to the Housing Choice Voucher program due to increased proration levels, additional grant expenditures in the Assisted Housing division (AHD) which increases revenues and expenses, and higher tenant rental income for the Agency-managed properties within Housing

Management (HSM). Additional details on major variances in revenues and expenditures are categorized below by Division:

- Core: Overall, the Core Division operated slightly better than budgeted. Revenues and expenses were in line with the budget; however, non-operating expenses were slightly lower than anticipated. This variance was due to the refinance of the Cal-HFA loan that is paid out of Core. In February 2016, the Agency refinanced the loan to extend the payment periods, thus reducing the payment amount that was due each year.
- Instrumentalities: The Instrumentalities Division ended the year with an additional \$88 thousand in restricted net income. This is due to additional interest income that was earned on loans made by HRFC.
- Planning & Community Development: This division saw a decrease in both revenues and expenses for 2016, both of which centered on Developer Fees. The Agency budgeted to receive \$5 million in Developer Fees and pay an associated \$1.1 million in Consulting/Co-Developer Fees (shown on the Administrative Expense line item). Of the \$5 million of revenue that was originally budgeted, the Agency received \$2.6 million in 2016, \$2.1 million was included in the 2017 budget, and the remaining \$300 thousand was expected to come in the fourth quarter of 2016 but was received in the first quarter of 2017. Of the \$2.1 million that was included in the 2017, the Agency has already received \$1.3 million and the remaining variance is due to delays in receiving the required 8609's from the California Tax Credit Allocation Committee (TCAC). This also explains the reduced Consulting/Co-Developer Fees, as the payment of these fees are contingent upon the receipt of the Developer Fee Revenue.
- Assisted Housing: Variances in this division are revenue-related. Overall, the division received an additional \$2.4 million over the projected budget. This is mainly attributable to increased proration for the Housing Choice Voucher program, representing \$2.0 million of the total revenue variance. Staff conservatively budgeted the HCV Administrative Fee proration at 70%, and final proration for the year came in at 84%. The original 2016 budget was approved in December 2015; however, Housing Authorities across the nation aren't notified of final proration numbers until mid-year. The remaining variance in Assisted Housing revenue is in the Other Grant Income line item and is attributable to additional grant income that was received for local Homeless programs, including the TBRA, HOME and CoC grants. These grants are reimbursement-based, so as the Agency spends dollars on services, the Agency will receive additional grant income.
- Housing Management: Revenues and expenses in the Housing Management Division (HSM) were better than budgeted for 2016. Revenues were higher than projected due to increased net tenant income, mostly notably at Maldonado Plaza. During 2016, Housing Management staff renegotiated the contract with the labor contractor who utilizes the migrant, farmworker property, which brought in an additional \$250 thousand in 2016. Other variances in the Net Tenant Income line item are distributed across all other properties. On the expense side, operating expenses are slightly lower than budgeted and non-operating expenses are slightly higher than budgeted. Payroll expenses are lower than budgeted due to some key positions that remained vacant until later in the year. Non-operating expenses are higher than budgeted due to contributions to reserves that were not originally budgeted.



- Affordable Housing: Overall, the Affordable Housing Division operated within budget constraints. There are no significant variances to report in this division.

**Housing Assistance Payments (HAP) Budget**

Housing Assistance Payments (HAP) are the subsidies paid to landlords on behalf of residents participating in the Housing Choice Voucher program (formerly known as “Section 8”) and the Shelter Plus Care program. Revenues and expenses for Housing Assistance Payments are slightly off budget as of December 31, 2016. Revenues were less than anticipated due to HUD’s forced use of restricted HAP reserves. HUD forces PHA’s with HAP reserves to utilize their own reserves by giving them less HAP income. HAP expenditures were approximately \$3.0 million lower than originally budgeted due to low voucher utilization rates in the County and lower than budgeted Per Unit Costs (PUC) in both programs. PUC is being addressed by staff as we look at increasing payment standards in 2017. Below is a summary of HAP revenues and expenses as of December 31, 2016.

<b>HOUSING ASSISTANCE PAYMENTS</b>	<b>2016 Budget</b>	<b>2016 Actuals</b>	<b>\$</b>	<b>%</b>
			<b>Variance</b>	<b>Variance</b>
HAP INCOME	80,619,483	73,706,078	(6,913,406)	-9%
HAP EXPENSES	79,667,047	76,615,994	(3,051,053)	-4%
<b>NET HAP INCOME</b>	<b>952,437</b>	<b>(2,909,916)</b>	<b>(3,862,353)</b>	<b>-406%</b>

**Recommendation**

It is recommended that the Boards of Commissioners accept the 2016 Agency Operating and HAP financial results.

**Background Information**

The 2016 Operating Budget was approved with revenues of \$36.42 million and expenses of \$33.62 million, resulting in total net income of approximately \$2.80 million. Of the \$2.80 million in net income, \$360 thousand is unrestricted and will be added to the Agency’s unrestricted reserves by the end of 2016. The budget for Housing Assistance Payments was approved with \$80.62 million in revenue and \$79.67 million in expenses, leaving \$952 thousand to be added to restricted reserves.

**Fresno Housing Authority  
Financial Results as of December, 2016**

	<b>Core Budget</b>	<b>Core Actuals</b>	<b>Instrum. Budget</b>	<b>Instrum. Actuals</b>	<b>P&amp;CD Budget</b>	<b>P&amp;CD Actuals</b>	<b>AHD Budget</b>	<b>AHD Actuals</b>	<b>HSM Budget</b>	<b>HSM Actuals</b>	<b>Aff Hsg Budget</b>	<b>Aff Hsg Actuals</b>	<b>2016 Budget</b>	<b>2016 Actuals</b>	<b>\$ Variance</b>	<b>% Variance</b>
<b>AGENCY OPERATING BUDGET</b>																
INCOME																
NET TENANT INCOME	51,000	5,563	-	-	-	-	-	-	4,211,185	5,016,594	1,962,833	2,082,715	6,225,018	7,104,872	879,854	14%
INTEREST INCOME	4,307	21,130	1,113,000	1,424,228	-	-	450	(141)	1,072	68,183	-	154	1,118,828	1,513,554	394,725	35%
OTHER INCOME	433,268	232,018	134,750	189,896	261,000	53,319	529,459	655,754	24,899	112,332	38,575	44,367	1,421,951	1,287,685	(134,265)	-9%
ADMIN & MANAGEMENT FEE INCOME	6,842,235	7,066,452	60,000	28,943	-	-	-	-	550,503	393,595	-	-	7,452,738	7,488,990	36,252	0%
DEVELOPER FEE INCOME	-	-	-	-	5,071,917	2,592,160	-	-	-	-	-	-	5,071,917	2,592,160	(2,479,757)	-49%
HUD GRANT INCOME	-	-	-	-	-	-	7,954,260	9,926,866	4,790,115	4,497,178	-	-	12,744,375	14,424,044	1,679,669	13%
OTHER GRANT INCOME	-	-	-	-	-	-	613,952	919,055	1,772,001	1,827,383	-	19,955	2,385,953	2,766,393	380,440	16%
<b>TOTAL INCOME</b>	<b>7,330,810</b>	<b>7,325,164</b>	<b>1,307,750</b>	<b>1,643,067</b>	<b>5,332,917</b>	<b>2,645,478</b>	<b>9,098,121</b>	<b>11,501,533</b>	<b>11,349,774</b>	<b>11,915,266</b>	<b>2,001,408</b>	<b>2,147,191</b>	<b>36,420,780</b>	<b>37,177,698</b>	<b>756,918</b>	<b>2%</b>
EXPENSES																
PAYROLL EXPENSES	4,680,861	4,694,578	-	24,211	1,440,376	1,425,291	6,173,913	5,722,108	3,716,638	3,590,708	232,964	252,810	16,244,751	15,709,706	(535,046)	-3%
ADMINISTRATIVE EXPENSES	2,708,010	2,694,811	827,635	1,020,029	1,349,296	632,845	4,615,479	4,980,410	2,723,567	2,644,298	157,584	179,251	12,381,571	12,151,644	(229,927)	-2%
TENANT SERVICES EXPENSES	53,000	29,535	-	1,794	-	175	-	412,066	10,596	25,117	-	1,793	63,596	470,480	406,884	640%
UTILITY EXPENSES	126,050	183,797	-	348	-	176	-	4,696	1,708,967	1,820,254	189,888	231,576	2,024,905	2,240,847	215,942	11%
MAINTENANCE EXPENSES	391,748	358,001	50,000	68,851	8,500	12,796	42,500	36,443	1,480,550	1,463,151	500,880	432,753	2,474,179	2,371,997	(102,182)	-4%
TAXES & INSURANCE EXPENSES	28,040	37,359	250	10,412	2,600	23,708	2,722	4,609	379,466	425,242	22,702	33,386	435,780	534,716	98,936	23%
<b>TOTAL EXPENSES</b>	<b>7,987,709</b>	<b>7,998,082</b>	<b>877,885</b>	<b>1,125,645</b>	<b>2,800,772</b>	<b>2,094,991</b>	<b>10,834,614</b>	<b>11,160,332</b>	<b>10,019,784</b>	<b>9,968,769</b>	<b>1,104,018</b>	<b>1,131,569</b>	<b>33,624,782</b>	<b>33,479,389</b>	<b>(145,393)</b>	<b>0%</b>
<b>NET OPERATING INCOME</b>	<b>(656,899)</b>	<b>(672,918)</b>	<b>429,865</b>	<b>517,421</b>	<b>2,532,145</b>	<b>550,487</b>	<b>(1,736,493)</b>	<b>341,201</b>	<b>1,329,990</b>	<b>1,946,496</b>	<b>897,390</b>	<b>1,015,622</b>	<b>2,795,998</b>	<b>3,698,309</b>	<b>902,312</b>	<b>32%</b>
NON-OPERATING EXPENSES																
TOTAL NON-OPERATING EXPENSES	-	10,000	-	-	-	-	-	81,115	464,874	795,984	30,400	6,881	495,274	893,980	398,706	81%
TOTAL FINANCING EXPENSES	316,000	139,074	-	-	-	52,635	-	-	245,508	142,749	329,784	238,576	891,292	573,035	(318,257)	-36%
TOTAL ADJUSTMENTS & OPERATING TRANSFERS	-	-	-	-	-	-	-	(6)	-	-	-	-	-	(6)	(6)	0%
TOTAL NON-OPERATING EXPENSES	316,000	149,074	-	-	-	52,635	-	81,109	710,382	938,733	360,184	245,458	1,386,566	1,467,009	80,444	6%
<b>NET CASH FLOW</b>	<b>(972,899)</b>	<b>(821,992)</b>	<b>429,865</b>	<b>517,421</b>	<b>2,532,145</b>	<b>497,852</b>	<b>(1,736,493)</b>	<b>260,092</b>	<b>619,608</b>	<b>1,007,763</b>	<b>537,206</b>	<b>770,164</b>	<b>1,409,432</b>	<b>2,231,300</b>	<b>821,868</b>	<b>58%</b>
<b>UNRESTRICTED CASH FLOW</b>	<b>(972,899)</b>	<b>(821,992)</b>			<b>2,532,145</b>	<b>497,852</b>	<b>(1,736,493)</b>	<b>(184,584)</b>			<b>537,206</b>	<b>770,164</b>	<b>359,959</b>	<b>261,439</b>	<b>(98,519)</b>	<b>-27%</b>
HAP REVENUE																
HAP REVENUE							80,619,483	73,706,078					80,619,483	73,706,078	(6,913,406)	-9%
HAP EXPENSES																
HAP EXPENSES							79,667,047	76,615,994					79,667,047	76,615,994	(3,051,053)	-4%
<b>HAP NET INCOME</b>							<b>952,437</b>	<b>(2,909,916)</b>					<b>952,437</b>	<b>(2,909,916)</b>	<b>(3,862,353)</b>	<b>-406%</b>

**BEFORE THE BOARD OF COMMISSIONERS OF THE  
HOUSING AUTHORITY OF THE CITY OF FRESNO**

**Resolution Number: \_\_\_\_\_**

**RESOLUTION ACCEPTING THE 2016 HOUSING AUTHORITY'S FINANCIAL RESULTS  
AND THE 2016 HOUSING ASSISTANCE PAYMENTS**

WHEREAS, the Annual Operating Financial Results and the Housing Assistance Payments Financial Results for the Fresno Housing Authority for the fiscal year beginning January 1, 2016 and ending December 31, 2016 have been presented for acceptance before the Board of Commissioners of the Housing Authority of the City of Fresno at its open public meeting on July 25, 2017; and

WHEREAS, the Annual Operating Financial Results as presented for acceptance reflects total revenues of \$37,177,698 and total expenses of \$33,479,389; and

WHEREAS, the Housing Assistance Payments Financial Results as presented for acceptance reflects total revenues of \$73,706,078 and total expenses of \$76,615,994;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno accept the Annual Operating Financial Results and the Housing Assistance Payments Financial Results beginning on January 1, 2016 and ending on December 31, 2016.

PASSED AND ACCEPTED THIS 25<sup>th</sup> day of July, 2017. I, the undersigned, hereby certify that the foregoing Resolution was duly accepted by the governing body with the following vote, to-wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

Preston Prince, Secretary of the Boards of Commissioners

**BEFORE THE BOARD OF COMMISSIONERS OF THE  
HOUSING AUTHORITY OF FRESNO COUNTY**

**Resolution Number: \_\_\_\_\_**

**RESOLUTION ACCEPTING THE 2016 HOUSING AUTHORITY'S FINANCIAL RESULTS  
AND THE 2016 HOUSING ASSISTANCE PAYMENTS**

WHEREAS, the Annual Operating Financial Results and the Housing Assistance Payments Financial Results for the Fresno Housing Authority for the fiscal year beginning January 1, 2016 and ending December 31, 2016 have been presented for acceptance before the Board of Commissioners of the Housing Authority of Fresno County at its open public meeting on July 25, 2017; and

WHEREAS, the Annual Operating Financial Results as presented for acceptance reflects total revenues of \$37,177,698 and total expenses of \$33,479,389; and

WHEREAS, the Housing Assistance Payments Financial Results as presented for acceptance reflects total revenues of \$73,706,078 and total expenses of \$76,615,994; and

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County accept the Annual Operating Financial Results and the Housing Assistance Payments Financial Results beginning on January 1, 2016 and ending on December 31, 2016.

PASSED AND ACCEPTED THIS 25<sup>th</sup> day of July, 2017. I, the undersigned, hereby certify that the foregoing Resolution was duly accepted by the governing body with the following vote, to-wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

Preston Prince, Secretary of the Boards of Commissioners

## BOARD MEMO

O (559) 443-8400  
F (559) 445-8981

1331 Fulton Mall  
Fresno, California 93721  
TTY (800) 735-2929

[www.fresnohousing.org](http://www.fresnohousing.org)

**TO:** Boards of Commissioners  
Fresno Housing Authority

**FROM:** Preston Prince  
CEO/Executive Director

**SUBJECT:** Extension of Software and Services Contract with Yardi Systems,  
Inc.

**DATE:** July 21, 2017

**BOARD MEETING:** July 25, 2017

**AGENDA ITEM:** 8b

**AUTHOR:** Bobby Coulter

---

### Executive Summary

The purpose of this memo is to seek the Boards of Commissioners' approval to extend the contract between the Fresno Housing Authority and Yardi Systems, Inc. from 8/7/17 to 8/6/18. The Agency currently has a contract with Yardi Systems Inc. to provide software licensing, support, and SAAS (Software as a Service).

Staff will be presenting additional information at the Board of Commissioners meeting on the progress of the implementation.

### Fiscal Impact

The Agency would like to extend its contract with Yardi Systems Inc. for an amount not to exceed \$299,300 over the next contract period, plus any Consumer Price Index (CPI) increases. The contract term was not to exceed a five (5) year period, per HUD procurement requirements. This extension would be the second with two more remaining.

### Recommendation

It is recommended that the Boards of Commissioners authorize the CEO/Executive Director to extend the contract with Yardi Systems Inc. from 8/7/17 to 8/6/18 for an amount not to exceed \$299,300, plus any CPI increases.

RESOLUTION NO. \_\_\_\_\_

BEFORE THE BOARD OF COMMISSIONERS OF THE  
HOUSING AUTHORITY OF THE CITY OF FRESNO

RESOLUTION AUTHORIZING THE EXTENSION OF THE YARDI SAAS SUBSCRIPTION  
AGREEMENT

WHEREAS, the Housing Authority of Fresno County (the "Agency") has a contract with Yardi Systems Inc. ("Yardi") to provide EMS Support and SAAS (Software as a Service); and

WHEREAS, the term of the aforementioned contract ends August 6, 2017 with an option to extend for another term; and

WHEREAS, the Agency has been fully satisfied with the service it has received under the contract with Yardi; and

WHEREAS, the Agency desires to maintain the continuity of the aforementioned services pertaining to work in progress; and

WHEREAS, the Agency desires to exercise its option to extend the contract with Yardi for EMS Support and SAAS (Software as a Service) for one year, beginning August 7, 2017, for an amount not to exceed \$299,300 plus any Consumer Price Index (CPI) increases in the given year for software licensing fees; and

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno does hereby approve the one-year contract extension of the Yardi SAAS Subscription Agreement with Yardi and authorizes Preston Prince, Executive Director/CEO or his designee, to execute all documents in connection therewith.

PASSED AND ADOPTED THIS 25<sup>th</sup> DAY OF JULY, 2017. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Preston Prince, Secretary of the Boards of Commissioners

RESOLUTION NO. \_\_\_\_\_

BEFORE THE BOARD OF COMMISSIONERS OF THE  
HOUSING AUTHORITY OF FRESNO COUNTY

RESOLUTION AUTHORIZING THE EXTENSION OF THE YARDI SAAS SUBSCRIPTION  
AGREEMENT

WHEREAS, the Housing Authority of Fresno County (the "Agency") has a contract with Yardi Systems Inc. ("Yardi") to provide EMS Support and SAAS (Software as a Service); and

WHEREAS, the term of the aforementioned contract ends August 6, 2017 with an option to extend for another term; and

WHEREAS, the Agency has been fully satisfied with the service it has received under the contract with Yardi; and

WHEREAS, the Agency desires to maintain the continuity of the aforementioned services pertaining to work in progress; and

WHEREAS, the Agency desires to exercise its option to extend the contract with Yardi for EMS Support and SAAS (Software as a Service) for one year, beginning August 7, 2017, for an amount not to exceed \$299,300 plus any Consumer Price Index (CPI) increases in the given year for software licensing fees; and

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County does hereby approve the one-year contract extension of the Yardi SAAS Subscription Agreement with Yardi and authorizes Preston Prince, Executive Director/CEO or his designee, to execute all documents in connection therewith.

PASSED AND ADOPTED THIS 25<sup>th</sup> DAY OF JULY, 2017. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Preston Prince, Secretary of the Boards of Commissioners

**BOARD  
MEMO**

O (559) 443-8400  
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1331 Fulton Mall  
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[www.fresnohousing.org](http://www.fresnohousing.org)

**TO:** Boards of Commissioners  
 Fresno Housing Authority  
**FROM:** Preston Prince  
 CEO/ Executive Director  
**DATE:** July 21, 2017  
**BOARD MEETING:** July 25, 2017  
**AGENDA ITEM:** 8c  
**AUTHOR:** Shaneece Childress  
**SUBJECT:** Parlier Migrant Center – Contract No. 17-OMS -11335  
 2017/2018 - 2018/2019 Fiscal Year Operations Contracts

**Executive Summary**

The purpose of this memo is to request the Board of Commissioners’ approval of the 2017/2018 and 2018/2019 Standard Agreement and Fiscal Year Operations Contract No. 17-OMS-11335, from the California Department of Housing and Community Development (HCD) Office of Migrant Services (OMS). The Standard Agreement and Operating Budget Contract provides funding for the operation of the Parlier Migrant Center.

In 2013, HCD amended the annual agreement and budget contract approval process and revised it to include two fiscal operating years per contract. The fiscal year of the OMS program is July 1 - June 30<sup>th</sup>. Approval of this contract will provide operational funding for 2 consecutive years. July 1, 2017 – June 30, 2018 contract at \$588,475.00 and July 1, 2018 - June 30, 2019 contract at \$555,418.00 The contract amount of \$1,187,213.00 includes both annual budgets and a contingency amount should an amendment to increase operations is required.

This year a draft version of the proposed standard agreement is being presented for approval due to a delay from HCD. However, we expect the final agreement to be substantially the same as the draft presented. The proposed language is similar to previous years’ agreements and the revisions are highlighted in the draft attached. A summary of the changes being recommended include: the disbursement of funds, special funding provisions, financial management, including rent processing, reporting requirements and fiscal year start up request. Staff have participated in the contract revision process and will continue to work with the agency attorney prior to executing the contract.

**Recommendation**

It is recommended that the Board of Commissioners of the Fresno Housing Authority adopt the attached resolution approving the Parlier Migrant Center 2017/2018 – 2017/2018 operations contract No. 17-OMS-11335, in the total amount of \$1,187,213.00, and authorizing the CEO/Executive Director or Tracewell Hanrahan, Deputy Executive Director/COO to execute the finalized



standard agreement from the California Department of Housing and Community Development, subject to approval of our general counsel.

**Fiscal Impact**

Approval of this contract in the amount of \$1,187,213.00 enables receipt of funding from the California Department of Housing and Community Development (HCD) as the operating budget for the Parlier Migrant Center as outlined in the attached.

**Background**

The Parlier Migrant Center (PMC) is a 131 unit migrant farm worker housing complex located in Parlier, CA. The facility is open seasonally to migrant farm workers and their families who have permanent residence over 50 miles from the center's location and who receive at least 50% of their income from agricultural employment. The annual operating budget for PMC is funded through a contract with OMS. The PMC is the largest in the state and has been in operation for over 30 years.

AGREEMENT NUMBER <b>17-OMS-11335</b>
REGISTRATION NUMBER <b>N/A</b>

- This Agreement is entered into between the State Agency and the Contractor named below:  
 STATE AGENCY'S NAME  
**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**
- The term of this Agreement is: **Upon HCD/DGS Approval** through **06/30/2017**
- The maximum amount of this Agreement is: **\$ 1,187,213.00**
- The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement.

Exhibit A - Authority, Purpose and Scope of Work	page(s)
Exhibit B - Budget Detail and Payment Provisions	page(s)
Exhibit C - State of California General Terms and Conditions*	GTC -610
Exhibit D - HCD Additional Contract Terms	page(s)
Exhibit E - Special Terms and Conditions	page(s)
Exhibit F - Additional Provisions	page(s)
<b>TOTAL NUMBER OF PAGES ATTACHED:</b>	page(s)

Items shown with an Asterisk (\*), are hereby incorporated by reference and made part of this agreement as if attached hereto. These documents can be viewed at <http://www.documents.dgs.ca.gov/ols/GTC-610.doc>

**IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.**

<b>CONTRACTOR</b>		<b>California Department of General Services Use Only</b>
CONTRACTOR'S NAME (if other than an individual, state whether a corporation, partnership, etc.) <b>Housing Authority, County of Fresno</b>		
BY (Authorized Signature) 	DATE SIGNED(Do not type)	
PRINTED NAME AND TITLE OF PERSON SIGNING <b>Preston Prince, CEO/Executive Director</b>		
ADDRESS <b>1331 Fulton Mall Fresno, CA 93721</b>		
<b>STATE OF CALIFORNIA</b>		
AGENCY NAME <b>Department of Housing and Community Development</b>		<input checked="" type="checkbox"/> Exempt per: SCM 4.04.A.3 (DGS Memo Dated 6/12/81)
BY (Authorized Signature) 	DATE SIGNED(Do not type)	
PRINTED NAME AND TITLE OF PERSON SIGNING <b>Cathy Parr, Contracts Office Manager Business and Contract Services Branch</b>		
ADDRESS <b>2020 West El Camino, Room 330, Sacramento, CA 95833</b>		

## EXHIBIT A

### AUTHORITY, PURPOSE AND SCOPE OF WORK

#### 1. Authority and Purpose

Pursuant to Chapter 8.5 (commencing with Section 50710) of Part 2, Division 31, of the Health and Safety Code ("Statutes"), the Department of Housing and Community Development ("Department") is responsible for the administration of a program in order to provide housing and housing-related services for migratory workers and their families in California and may contract with housing authorities and other appropriate local, public and private non-profit agencies for the purpose of securing or obtaining such housing and other related services.

In accordance with the Statutes and the Office of Migrant Services (OMS) Program Regulations set forth in California Code of Regulations ("CCR") Title 25, Division 1, Chapter 7, Subchapter 7, commencing with Section 7600 ("Program Regulations"), the Department shall provide housing units and related facilities at the location set forth in Exhibit A-1 of this Agreement ("Housing Center(s)"). These housing units and related facilities shall at all times remain legally severable from the real property on which they are placed and the title of these units shall be in the name of the Department. Upon termination of this Agreement, the Department shall have the right to remove these housing units and related facilities without reimbursement to the Contractor.

The Contractor agrees to comply with the terms and conditions of this Agreement and all Exhibits hereto.

#### 2. Scope of Work

- A. The Contractor shall permit occupancy of the Housing Center(s) for migratory workers and their families in accordance with the Program Regulations and provide operations services ("Work") which are further described as all administrative, fiscal and management services; employment of staff; and purchasing, rental or use of supplies and materials as needed to operate, maintain, rehabilitate and protect the Housing Center pursuant to the terms and conditions of this Agreement. The Department reserves the right to review and approve all Work performed by the Contractor in relation to this Agreement. Any proposed revision to the Work must be submitted in writing for review and approval by the Department. Any approval shall not be presumed unless such approval is made by the Department in writing.
- B. The Work shall generally consist of Operations, Maintenance and oversight of Department approved rehabilitation of the Housing Center(s).
- C. The commonly accepted name and street address of the Housing Center(s) is

## EXHIBIT A

«Center\_Name» Migrant Center  
«Ctr\_Address»  
«Ctr\_City», CA «Ctr\_Zip»

### 3. **Term**

The Contractor shall complete the activities as set forth in this Agreement and be fully funded, pursuant to Exhibit B, prior to June 30, 2019.

### 4. **Department Contract Coordinator**

The coordinator of this Agreement for the Department is the Manager of the OMS Program, Division of Financial Assistance, or the Manager's designee. Unless otherwise informed, any notice, report, or other communication required by this Agreement shall be mailed by first class mail to the Department Coordinator at the following address:

OMS Program Manager  
Department of Housing and Community Development  
Division of Financial Assistance  
Post Office Box 952054  
Sacramento, CA 94252-2054

### 5. **Contractor Contract Coordinator**

The Contractor's Contract Coordinator for this Agreement is listed below. Unless otherwise informed, any notice, report, or other communication required by this Agreement shall be mailed by first class mail to the contact at the following address:

«Contractor»  
«FIRST\_NAME» «LAST\_NAME»  
«ADDRESS\_HQ»  
«CITY», CA «ZIP»  
«Email»

## EXHIBIT B

### BUDGET DETAIL AND PAYMENT PROVISIONS

#### 1. Agreement Amount

- A. For the purposes of performing the Work, the Department agrees to provide the amount of \$xxx,xxx.00 for fiscal year 2017/18 and \$xxx,xxx.00 for fiscal year 2018/19, not to exceed \$xxx,xxx.00 (total for *two-years funding pursuant to this biannual contract*). At the sole discretion of the Department, this amount may be adjusted per annum in accordance with the grant allocation provided by the State of California to the Department, which may require an amendment to this Agreement.
- B. Unless amended, the Department is not liable for any costs for the Work in excess of the amount of this Agreement, nor for any unauthorized or ineligible costs.
- C. Funds provided under this Agreement shall be provided in the form of a grant only for the approved purposes and itemized amounts as stated in Exhibit B-1 Year One Operating Contract Budget and Exhibit B-2 Year Two Operating Contract Budget ("Budgets") attached hereto and incorporated herein.
- D. Upon Year 2 of this Agreement's term, Exhibit B-2 may be modified to adjust line item amounts in accordance with the Contractor's Year 2 allocation, as granted by the State of California to the Department.
- E. Any adjustments to the Year 1 or Year 2 Budget require an amendment to this agreement; which may necessitate a written justification.

#### 2. Disbursement of Funds

- A. Upon receipt of a certified resolution, determined to be legally sufficient by the Department, and the execution of this agreement, the Department agrees to disburse to the Contractor or its authorized agent, funds not to exceed the total amount stated in Paragraph 1.A of this Exhibit.
- B. The Department further agrees to disburse said funds only for the approved purposes and itemized amounts as described in the Budget.
- C. The Department shall reimburse the Contractor monthly in arrears for the Contractor's actual and necessary expenses in accordance with the Budget and upon receipt of (but not limited to) the following items:

Signed timesheets, reserve accounts, tenant security deposit account, CARE account bank statements, rental income reports with copies of corresponding **monthly rental income checks remitted to the Department as described in Exhibit D(2)(A), detailed ledgers that originate outside of the Contractor's sole control (i.e.**

## EXHIBIT B

through an Accounting Branch/Unit) with copies of all utilities bills, Monthly Operations Statement and Request for Reimbursement (invoices), and any other documentation relevant to the operation of the migrant farm labor center, as requested by the Department.

The Department cannot commence processing arrears until it has received the documents detailed above, therefore the Department shall withhold reimbursement until all required documentation is received and verified. The Department will withhold payment for disputed items *but all non-contested items will be processed for invoicing and repayment to the Contractor.*

- D. At the end of each fiscal year, funds provided through this Agreement which are in excess of actual and necessary expenses may be disbursed and deposited into an OMS reserve account established and funded pursuant to Health and Safety Code Section 50710.1(b), provided the Department certifies there is no need to address reasonable general maintenance requirements or repairs, rehabilitation, and replacement needs of the requesting migrant farm labor center(s) which affect the immediate health and safety of residents. The cumulative balance shall not exceed 10 percent of the operating funds annually committed to the Contractor by the Department.

At the end of each fiscal year, all remaining budget funds shall be deposited into an OMS reserve account not to exceed 10% of the operating funds annually committed to the Contractor by the Department, and the difference shall be disencumbered. Funds in the reserve account shall be used only for capital improvements such as replacing or repairing structural elements, furniture, fixtures, or equipment of the migrant farm labor center, the replacement or repair of which are reasonably required to preserve the migrant farm labor center. Withdrawals from the reserve account shall be made only upon receipt of the written approval of the Department detailing the amount and nature of expenditures. Withdrawals or expenditures made without prior Department approval are not subject to required repayment. This reserve account, all other reserve accounts, the tenant security deposit account, and the general operations account must be maintained separately from one another.

- E. Upon the effective date of this Agreement, the Contractor may, upon written request, obtain an advance of funds in an amount not to exceed twenty percent (20%) of the total Agreement amount, per annum, as stated in Paragraph 1.A. These advanced funds shall be applied against the final three months of invoices, for each year of funding provided under this Agreement.
- F. The Department shall disburse requested funds for Work performed on behalf of or by the Contractor (and actions that are to be performed and documented by the Contractor pursuant to statute, regulation, contract, or schedule) and where accordingly such Work has been documented by the Contractor, or for equivalent

## EXHIBIT B

services that have been rendered and documented by the Contractor.

- G. If the Contractor is in violation of any provision of this Agreement, the Department may, at its sole discretion, withhold payment of funds under this Agreement until such violations are corrected.

### 3. Line Item Changes

The Contractor may, upon prior written approval by the Department, transfer any approved allocations or portions thereof, to other cost categories listed in the Budget for that fiscal year. In no event shall the total amount of this Agreement be exceeded without prior execution of a formal amendment to this Agreement.

### 4. Special Funding Conditions

- A. Funds allocated for Minor Rehabilitation as specified in line item 304 of the Budget shall be subject to the following provisions:
- 1) Funds may be spent only for the items and activities, in the maximum amounts specified, and according to the priority expressed in Item F of the Budget.
  - 2) Notwithstanding Paragraph 3 of this Exhibit, these funds shall not be subject to transfer to other cost categories.
  - 3) No advances shall be provided by the Department from these funds. All reimbursements shall be in arrears and shall require submission of invoices and related supporting documentation in a manner directed by the Department.
  - 4) Any funds not expended upon the expiration of this Agreement shall be automatically disencumbered on that date and shall not be available for additional expenditures or reimbursements except as provided in Health and Safety Code Section 50710.1(b).
- B. Funds allocated in Item B, line 209 "Major Equipment Repair/Maintenance" of the Budget shall be spent only for the items, and in the maximum amounts, specified in Item G of the Budget.
- C. Funds allocated in Item B, line 401 "Administrative Support Services" of the Budget shall be calculated as 10% of the total Budget per year, and shall be spent on administrative costs incurred by the Contractor to administer the OMS program.

## EXHIBIT B

### 5. Availability of Funds

The obligations under this Agreement are hereby made expressly contingent upon the availability of projected rental income and other funds for the purposes of performing the services identified in this Agreement. It is understood that this Agreement may have been written prior to the beginning of the fiscal year in order to expedite contract processing; however, should adequate funds not be appropriated by the Legislature for the current fiscal year or should other funds be reduced as a result of a court order or any other incident deemed legal and binding by the Department, the Department may exercise its option to cancel this Agreement or, at the Department's sole discretion, reduce the on-season period, unless the Department and the Contractor either amend this Agreement or mutually agree to budget reductions and a rescission of a portion of the encumbered funds.

SAMPLE



STATE OF CALIFORNIA  
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT  
OFFICE OF MIGRANT SERVICES

**OPERATIONS BUDGET REQUEST**

Submit to OMS by January, 2017

For Fiscal Year: **2017-2018**

**PARLIER**

To: Housing and Community Development  
Office of Migrant Services  
P.O. Box 952054  
Sacramento, CA 94252-2054

From: Housing Authority of Fresno County  
P.O. Box 11985  
Fresno, CA 93776

COST CATEGORY	OMS FUNDS REQUESTED BUDGET	CONTRACTOR FUNDS BUDGET ITEMS	PREVIOUS YEAR BUDGET	CARE RESERVES	FINAL NEGOTIATED BUDGET
<b>CENTER PERSONNEL - 100</b>					
101 Permanent Salaries/Wages	\$ 149,133.00		\$ 114,376.00		\$ 172,006.00
102 Temporary Salaries/Wages	\$ -		\$ -		
103 Personnel Benefits	\$ 75,936.00		\$ 62,767.00		\$ 71,000.00
<b>SUBTOTAL</b>	<b>\$ 225,069.00</b>	<b>\$ -</b>	<b>\$ 177,143.00</b>		<b>\$ 243,006.00</b>
<b>OPERATING EXPENSES - 200</b>					
201 Center Office Supplies	\$ 3,588.00		\$ 1,500.00		\$ 3,500.00
202 Household Supplies	\$ -		\$ 1,000.00		\$ -
203 Communications	\$ 912.00		\$ 2,500.00		\$ 1,680.00
204 Travel	\$ 60.00		\$ 250.00		\$ 100.00
205 Auto Repair/Maintenance	\$ 1,764.00		\$ 1,500.00		\$ 1,700.00
206 Gas/Oil	\$ 2,664.00		\$ 1,500.00		\$ 2,664.00
207 Minor Equipment Repair/Maintenance	\$ -		\$ 400.00		\$ -
208 Purchases Under \$150	\$ -		\$ 150.00		\$ -
209 Major Equipment Repair/Maintenance	\$ 157,200.00		\$ -		\$ 21,450.00
211 Equipment Rental	\$ -		\$ 600.00		\$ -
212 Electricity and Gas	\$ 77,808.00		\$ 91,800.00		\$ 91,800.00
213 Garbage, Trash	\$ 16,836.00		\$ 19,280.00		\$ 19,280.00
214 Sewer, Water	\$ 54,276.00		\$ 72,000.00		\$ 72,000.00
215 Other Costs	\$ 2,824.00		\$ 10,000.00		\$ 2,824.00
216 Operating Reserves					
217 Property and Liability Insurance	\$ 9,200.00				\$ 9,200.00
218 Other Insurance					
219 Advertising					
<b>SUBTOTAL</b>	<b>\$ 327,132.00</b>	<b>\$ -</b>	<b>\$ 202,480.00</b>	<b>\$ -</b>	<b>\$ 226,198.00</b>
<b>MAINTENANCE EXPENSES - 300</b>					
301 Electrical/Plumbing/Paint/Solar Supplies	\$ 10,000.00		\$ 10,000.00		\$ 10,000.00
302 Lumber and Materials	\$ 5,000.00		\$ 6,500.00		\$ 5,000.00
303 Grounds Maintenance	\$ 24,000.00		\$ 25,000.00		\$ 25,000.00
304 Minor Rehabilitation/Repairs	\$ 10,360.00		\$ 6,585.00		\$ 19,274.00
<b>SUBTOTAL</b>	<b>\$ 49,360.00</b>	<b>\$ -</b>	<b>\$ 48,085.00</b>		<b>\$ 59,274.00</b>
<b>CONTRACTOR ADMINISTRATION - 400</b>					
401 Administrative Support Services	\$ 46,800.00		\$ 43,436.00		\$ 53,497.00
402 Travel			\$ 150.00		\$ -
403 Audit			\$ 6,500.00		\$ 6,500.00
<b>SUBTOTAL</b>	<b>\$ 46,800.00</b>		<b>\$ 50,086.00</b>		<b>\$ 59,997.00</b>
<b>OTHER - 500</b>					
501 Replacement Reserve	\$ -				\$ -
502 Debt Service	\$ -				\$ -
<b>SUBTOTAL</b>	<b>\$ -</b>				<b>\$ -</b>
<b>TOTAL</b>	<b>\$ 648,361.00</b>	<b>\$ -</b>	<b>\$ 477,794.00</b>	<b>\$ -</b>	<b>\$ 588,475.00</b>

Submitted by: \_\_\_\_\_  
Name

\_\_\_\_\_ Title

\_\_\_\_\_ Date

STATE OF CALIFORNIA  
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT  
OFFICE OF MIGRANT SERVICES

**OPERATIONS BUDGET REQUEST**

Submit to OMS by January, 2017

For Fiscal Year: **2018-2019**

**PARLIER**

To: Housing and Community Development  
Office of Migrant Services  
P.O. Box 952054  
Sacramento, CA 94252-2054

From: Housing Authority of Fresno County  
P.O. Box 11985  
Fresno, CA 93776

COST CATEGORY	OMS FUNDS REQUESTED BUDGET	CONTRACTOR FUNDS BUDGET ITEMS	PREVIOUS YEAR BUDGET	CARE RESERVES	FINAL NEGOTIATED BUDGET
<b>CENTER PERSONNEL - 100</b>					
101 Permanent Salaries/Wages	\$ 153,607.00		\$ 114,376.00		\$ 172,006.00
102 Temporary Salaries/Wages	\$ -		\$ -		
103 Personnel Benefits	\$ 78,214.00		\$ 62,767.00		\$ 73,012.00
<b>SUBTOTAL</b>	<b>\$ 231,821.00</b>	<b>\$ -</b>	<b>\$ 177,143.00</b>		<b>\$ 245,018.00</b>
<b>OPERATING EXPENSES - 200</b>					
201 Center Office Supplies	\$ 3,696.00		\$ 1,500.00		\$ 3,600.00
202 Household Supplies	\$ -		\$ 1,000.00		\$ -
203 Communications	\$ 940.00		\$ 2,500.00		\$ 1,680.00
204 Travel	\$ 62.00		\$ 250.00		\$ 100.00
205 Auto Repair/Maintenance	\$ 1,817.00		\$ 1,500.00		\$ 1,800.00
206 Gas/Oil	\$ 2,744.00		\$ 1,500.00		\$ 2,700.00
207 Minor Equipment Repair/Maintenance	\$ -		\$ 400.00		\$ -
208 Purchases Under \$150	\$ -		\$ 150.00		\$ -
209 Major Equipment Repair/Maintenance	\$ 37,950.00		\$ -	\$ 17,200.00	\$ -
211 Equipment Rental	\$ -		\$ 600.00		\$ -
212 Electricity and Gas	\$ 80,142.00		\$ 91,800.00		\$ 91,800.00
213 Garbage, Trash	\$ 17,341.00		\$ 19,280.00		\$ 19,280.00
214 Sewer, Water	\$ 55,904.00		\$ 72,000.00		\$ 72,000.00
215 Other Costs	\$ 12,385.00		\$ 10,000.00		\$ 2,824.00
216 Operating Reserves					
217 Property and Liability Insurance	\$ 9,500.00				\$ 9,500.00
218 Other Insurance					
218 Advertising					
<b>SUBTOTAL</b>	<b>\$ 222,481.00</b>	<b>\$ -</b>	<b>\$ 202,480.00</b>	<b>\$ 17,200.00</b>	<b>\$ 205,284.00</b>
<b>MAINTENANCE EXPENSES - 300</b>					
301 Electrical/Plumbing/Paint/Solar Supplies	\$ 10,300.00		\$ 10,000.00		\$ 10,000.00
302 Lumber and Materials	\$ 5,150.00		\$ 6,500.00		\$ 5,000.00
303 Grounds Maintenance	\$ 24,720.00		\$ 25,000.00		\$ 25,000.00
304 Minor Rehabilitation/Repairs	\$ 10,671.00		\$ 6,585.00		\$ 6,560.00
<b>SUBTOTAL</b>	<b>\$ 50,841.00</b>	<b>\$ -</b>	<b>\$ 48,085.00</b>		<b>\$ 46,560.00</b>
<b>CONTRACTOR ADMINISTRATION - 400</b>					
401 Administrative Support Services	\$ 50,514.00		\$ 43,436.00		\$ 52,056.00
402 Travel			\$ 150.00		\$ -
403 Audit			\$ 6,500.00	\$ -	\$ 6,500.00
<b>SUBTOTAL</b>	<b>\$ 50,514.00</b>		<b>\$ 50,086.00</b>		<b>\$ 58,556.00</b>
<b>OTHER - 500</b>					
501 Replacement Reserve	\$ -				\$ -
502 Debt Service	\$ -				\$ -
<b>SUBTOTAL</b>	<b>\$ -</b>				<b>\$ -</b>
<b>TOTAL</b>	<b>\$ 555,657.00</b>	<b>\$ -</b>	<b>\$ 477,794.00</b>	<b>\$ 17,200.00</b>	<b>\$ 555,418.00</b>

Submitted by: \_\_\_\_\_  
Name

\_\_\_\_\_ Title

\_\_\_\_\_ Date

EXHIBIT C

GENERAL TERMS AND CONDITIONS

1. APPROVAL: This Agreement is of no force or effect until signed by both parties and approved by the Department of General Services, if required. Contractor may not commence performance until such approval has been obtained.
2. AMENDMENT: No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or Agreement not incorporated in the Agreement is binding on any of the parties.
3. ASSIGNMENT: This Agreement is not assignable by the Contractor, either in whole or in part, without the consent of the State in the form of a formal written amendment.
4. AUDIT: Contractor agrees that the awarding department, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Contractor agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated. Contractor agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Contractor agrees to include a similar right of the State to audit records and interview staff in any subcontract related to performance of this Agreement. (Gov. Code §8546.7, Pub. Contract Code §10115 et seq., CCR Title 2, Section 1896).
5. INDEMNIFICATION: Contractor agrees to indemnify, defend and save harmless the State, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by Contractor in the performance of this Agreement.
6. DISPUTES: Contractor shall continue with the responsibilities under this Agreement during any dispute.
7. TERMINATION FOR CAUSE: The State may terminate this Agreement and be relieved of any payments should the Contractor fail to perform the requirements of this Agreement at the time and in the manner herein provided. In the event of such termination the State may proceed with the work in any manner deemed proper by the State. All costs to the State shall be deducted from any sum due the Contractor under this Agreement and the balance, if any, shall be paid to the Contractor upon demand.

8. INDEPENDENT CONTRACTOR: Contractor, and the agents and employees of Contractor, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of the State.

9. RECYCLING CERTIFICATION: The Contractor shall certify in writing under penalty of perjury, the minimum, if not exact, percentage of post consumer material as defined in the Public Contract Code Section 12200, in products, materials, goods, or supplies offered or sold to the State regardless of whether the product meets the requirements of Public Contract Code Section 12209. With respect to printer or duplication cartridges that comply with the requirements of Section 12156(e), the certification required by this subdivision shall specify that the cartridges so comply (Pub. Contract Code §12205).

10. NON-DISCRIMINATION CLAUSE: During the performance of this Agreement, Contractor and its subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (e.g., cancer), age (over 40), marital status, and denial of family care leave. Contractor and subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Contractor and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12990 (a-f) et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full. Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other Agreement.

Contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Agreement.

11. CERTIFICATION CLAUSES: The CONTRACTOR CERTIFICATION CLAUSES contained in the document CCC 307 are hereby incorporated by reference and made a part of this Agreement by this reference as if attached hereto.

12. TIMELINESS: Time is of the essence in this Agreement.

13. COMPENSATION: The consideration to be paid Contractor, as provided herein, shall be in compensation for all of Contractor's expenses incurred in the performance hereof, including travel, per diem, and taxes, unless otherwise expressly so provided.

14. GOVERNING LAW: This contract is governed by and shall be interpreted in accordance with the laws of the State of California.

15. ANTITRUST CLAIMS: The Contractor by signing this agreement hereby certifies that if these services or goods are obtained by means of a competitive bid, the Contractor shall comply with the requirements of the Government Codes Sections set out below.

a. The Government Code Chapter on Antitrust claims contains the following definitions:

1) "Public purchase" means a purchase by means of competitive bids of goods, services, or materials by the State or any of its political subdivisions or public agencies on whose behalf the Attorney General may bring an action pursuant to subdivision (c) of Section 16750 of the Business and Professions Code.

2) "Public purchasing body" means the State or the subdivision or agency making a public purchase. Government Code Section 4550.

b. In submitting a bid to a public purchasing body, the bidder offers and agrees that if the bid is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, materials, or services by the bidder for sale to the purchasing body pursuant to the bid. Such assignment shall be made and become effective at the time the purchasing body tenders final payment to the bidder. Government Code Section 4552.

c. If an awarding body or public purchasing body receives, either through judgment or settlement, a monetary recovery for a cause of action assigned under this chapter, the assignor shall be entitled to receive reimbursement for actual legal costs incurred and may, upon demand, recover from the public body any portion of the recovery, including treble damages, attributable to overcharges that were paid by the assignor but were not paid by the public body as part of the bid price, less the expenses incurred in obtaining that portion of the recovery. Government Code Section 4553.

d. Upon demand in writing by the assignor, the assignee shall, within one year from such demand, reassign the cause of action assigned under this part if the assignor has been or may have been injured by the violation of law for which the cause of action arose and (a) the assignee has not been injured thereby, or (b) the assignee declines to file a court action for the cause of action. See Government Code Section 4554.

16. CHILD SUPPORT COMPLIANCE ACT: For any Agreement in excess of \$100,000, the contractor acknowledges in accordance with Public Contract Code 7110, that:

a. The contractor recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with section 5200) of Part 5 of Division 9 of the Family Code; and

b. The contractor, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.

17. UNENFORCEABLE PROVISION: In the event that any provision of this Agreement is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this Agreement have force and effect and shall not be affected thereby.

18. PRIORITY HIRING CONSIDERATIONS: If this Contract includes services in excess of \$200,000, the Contractor shall give priority consideration in filling vacancies in positions funded by the Contract to qualified recipients of aid under Welfare and Institutions Code Section 11200 in accordance with Pub. Contract Code §10353.

19. SMALL BUSINESS PARTICIPATION AND DVBE PARTICIPATION REPORTING REQUIREMENTS:

a. If for this Contract Contractor made a commitment to achieve small business participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) report to the awarding department the actual percentage of small business participation that was achieved. (Govt. Code § 14841.)

b. If for this Contract Contractor made a commitment to achieve disabled veteran business enterprise (DVBE) participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) certify in a report to the awarding department: (1) the total amount the prime Contractor received under the Contract; (2) the name and address of the DVBE(s) that participated in the performance of the Contract; (3) the amount each DVBE received from the prime Contractor; (4) that all payments under the Contract have been made to the DVBE; and (5) the actual percentage of DVBE participation that was achieved. A person or entity that knowingly provides false information shall be subject to a civil penalty for each violation. (Mil. & Vets. Code § 999.5(d); Govt. Code § 14841.)

20. LOSS LEADER:

If this contract involves the furnishing of equipment, materials, or supplies then the following statement is incorporated: It is unlawful for any person engaged in business within this state to sell or use any article or product as a "loss leader" as defined in Section 17030 of the Business and Professions Code. (PCC 10344(e).)

## EXHIBIT D

### OMS TERMS AND CONDITIONS

#### 1. Seasonal Operations

- A. The Department shall designate a period of one hundred eighty (180) days each calendar year, unless otherwise extended or reduced by written agreement between the Department and the Contractor, during which the Housing Center(s) shall be open to migratory agricultural workers and their households for occupancy, which period will be referred to as the "on-season." The remaining period of time during each calendar year shall be referred to as the "off-season."
- B. During the on-season:
- 1) All common facilities of the Housing Center(s) subject to this Agreement, other than the housing units, shall be available, as required by the Department, for the purpose of childcare services, health care services, educational programs, and other services approved by the Department and the Contractor for the benefit of resident migratory agricultural workers and their households.
  - 2) Residents of the Housing Center(s), after prior notice to the Contractor, shall be permitted to use the common facilities of the Housing Center(s) at any time such facilities are not required for use of programs scheduled by the Department or the Contractor, such as childcare programs, health programs, or educational programs.
- C. During the off-season, the Housing Center(s) shall be available for such other use and subject to such other conditions as mutually agreed upon in writing by the Department and the Contractor, which shall not be inconsistent or incompatible with the purposes of this Agreement.

#### 2. Financial Management

##### A. Rents and Other Receipts

Pursuant to applicable law, the Contractor shall collect when due all rents, charges, and other amounts receivable on the Department's account in connection with the management and operation of the Housing Center(s), in accordance with rates established by the Department. Such receipts collected under this provision shall be remitted by the Contractor to the Department via check, along with a copy of the corresponding Monthly Rental Income Report, **no later than fifty (50) days after the end of each month, to the following address:**

California Department of Housing and Community Development  
Attention: Accounting Branch  
2020 W. El Camino Avenue, Suite 300  
Sacramento, CA 95833

## EXHIBIT D

### B. Security Deposits

The Contractor shall collect, deposit, and disburse security deposits, if required, in compliance with any Department regulations or State laws governing tenant security deposits. Security deposits shall be deposited into a separate account from the General Operating account, reserve account and CARE account. This account shall be regularly maintained by the Contractor.

### C. Account Maintenance

The Contractor shall maintain and safeguard all bank accounts associated with the Housing Center(s) in a way necessary to conduct their operations successfully and from which they may accurately report operational results for review, and otherwise comply with the terms of this agreement.

### D. Accounting System

The Contractor shall develop a systematic method to record the business transactions of the Housing Center(s) that appropriately reflects the complexity of Housing Center(s) operations and the Department's requirements. The Contractor may be required to implement and use bookkeeping and accounting systems acceptable to the Department.

## 3. **Occupancy and Eviction**

The Contractor shall terminate occupancy of a housing unit by any individual pursuant to the reasons and procedures pursuant to Program Regulations. Whenever possible, prior to eviction of any person pursuant to Program Regulations, the Contractor shall use its best efforts to correct the problem with the Resident or through the Resident Council. All proceedings with regard to this paragraph shall be consistent with the Program Regulations.

## 4. **Maintenance**

The Contractor shall maintain the Housing Center(s) at all times in a safe and sanitary condition and in accordance with standards prescribed by State law, local ordinances, and the Department through this Agreement.

## 5. **Acquisitions and Property**

If property costing less than one hundred fifty dollars (\$150.00) per item is properly acquired with Agreement funds and is expected at the time of acquisition to be used indefinitely for the purpose for which it was purchased, title to such property shall vest with the Contractor at the time of acquisition. If property acquired with Agreement funds has a cost of \$150.00 or more per item or is not expected at the time of acquisition to be used indefinitely for the purpose for which it was acquired, title to such property shall vest with the Department. If property purchased under this Agreement is diverted to uses inconsistent with the purposes of this Agreement, the Contractor



## EXHIBIT D

shall be liable for the replacement value of such property. If property with a unit price of \$5,000 or more is acquired or disposed of, the Contractor shall notify the Department within thirty (30) days of that acquisition or disposal so that the Department may properly account for acquisition or disposal of said property.

### 6. Termination of Agreement

- A. This Agreement may be terminated prior to the ending date of this Agreement without cause by the Contractor only upon conclusion of the on-season period, and the Department is provided thirty (30) days prior written notice. This Agreement may be terminated by the Department at any time, upon thirty (30) days prior written notice to the Contractor.
- B. In the event that the Contractor terminates this Agreement, the Contractor shall provide the Department or the Department's designee with an option to assume responsibility for the continued operation of the Housing Center(s), under the same terms and conditions contained in this Agreement, until another mutually agreeable location for the housing units and related facilities can be found and the housing units and related facilities are relocated to that site. The Department shall have one year from the date of exercise of said option to complete this operation and/or relocation.

### 7. Reporting Requirements

- A. The Contractor shall provide the Department with written progress reports, Demographic Input Form, Monthly Occupancy Report, OMS Request for Disposal of Property, inventory of all OMS-owned equipment, Smog Inspection Report (as needed), and verification of annual opening and closing dates, at the times and in the format required by the Department.
- B. The Contractor shall notify the Department and provide a copy of any Ordinances or Notices to Comply received from any regulatory body, including utility providers serving the Housing Centers, which will affect the operation of the Housing Centers, within five (5) days of receipt. Failure to provide said ordinances or notices will constitute a breach of this Agreement, and Contractor may be liable for any penalties the Department may receive as a consequence of failure to adequately provide it timely notice.
- C. The Contractor shall provide the Department with an annual financial audit for **each fiscal year, due no later than nine (9) months after the end of each fiscal year,** in accordance with generally accepted government auditing standards (GAGAS) and the requirements of the federal OMB Circular A-133.

### 8. Inspections

At all reasonable times during the term of this Agreement, and upon prior notice to the Contractor, representatives of the Department shall have access to the Contractor's premises for the purpose of ensuring compliance with this Agreement.

## EXHIBIT D

### 9. **Contractors and Subcontractors**

The Contractor shall not enter into any agreement with any subcontractor, for five thousand dollars (\$5,000.00) or more, without the prior written approval from the Department. Such approval shall not be unreasonably withheld by the Department. A subcontractor is not eligible to receive funds if they are not licensed, not in good standing with the State of California, or is in any other way determined to be ineligible by the Department at its sole and reasonable discretion. Any agreement between the Contractor and subcontractors shall include all relevant terms and conditions of this Agreement and its attachments. In the event the Contractor purchases materials or services or subcontracts performance of this Agreement, the Contractor shall adopt the following procedures which shall be implemented in a manner consistent with State law;

- A. The Contractor shall invite bids for subcontracts, services and/or materials from as many prospective bidders as practical, and receive no fewer than three (3). Any deviations from this process must be pre-approved by OMS prior to entering an agreement with a subcontractor.
- B. The Contractor shall award the rehabilitation or construction contract and/or service or purchase agreement to the lowest responsible bidder or reject all bids; provided, however, that no awards shall be made without prior written approval of the State.
- C. The Contractor shall award no subcontract, service contract and/or purchase agreement if the lowest responsible bid exceeds that amount allocated to the corresponding budget item in Exhibit B (unless modified in writing as permitted under this Agreement).
- D. The Contractor shall maintain and make available to the State detailed records and accounts of all subcontracts, purchases of materials and/or services made under the above procedure.

### 10. **Waiver**

No waiver of any breach of this Agreement shall be held to be a waiver of any other or subsequent breach. All remedies afforded pursuant to this Agreement shall be taken and construed as cumulative; that is, in addition to every other remedy provided therein or by law. The failure of the Department to enforce at any time the provisions of this Agreement, or to require at any time performance by the Contractor of any of the provisions contained herein, shall in no way be construed to be a waiver of such provisions nor to affect the validity of this Agreement or the right of the Department to enforce such provisions.

### 11. **Force Majeure**

Neither the Department nor the Contractor shall be deemed to be in default in the performance of the terms of this Agreement if either party is prevented from performing the terms of this Agreement by causes beyond its control, including, without being limited to: acts of God or the public enemy; interference, rulings or decisions by municipal, federal, state, or other governmental

## EXHIBIT D

agencies, boards or commissions; any laws and/or regulations of such municipal, state, federal, or other governmental bodies; or any catastrophe resulting from flood, fire, explosion, or other causes beyond the control of the defaulting party. If any of the stated contingencies occur, the party delayed by force majeure shall immediately give the other parties written notice of the cause of delay. The party delayed by force majeure shall use reasonable diligence to correct the cause of the delay, if correctable, and if the condition that caused the delay is corrected, the party delayed shall immediately give the other parties written notice thereof and shall resume operations under this Agreement.

### 12. Licenses and Permits

The Contractor shall procure or cause to be procured all permits and licenses necessary to accomplish the Work set forth in this Agreement, and give all notices necessary and incident to the lawful performance of the Work. The Contractor shall keep informed of, observe, comply with, and cause all of its agents and employees to observe and comply with all prevailing federal, state, and local laws, rules and regulations made pursuant to those federal, state, and local laws, which in any way affect the conduct and performance of the Work set forth in this Agreement.

### 13. Litigation

- A. If any provision of this Agreement, or an underlying obligation, is held invalid by a court of competent jurisdiction, such invalidity, at the sole discretion of the Department, shall not affect any other provisions of this Agreement and the remainder of this Agreement shall remain in full force and effect. Therefore, the provisions of this Agreement are, and shall be, deemed severable.
- B. The Contractor shall notify the Department immediately of any claim or action undertaken by or against it, which affects or may affect this Agreement or the Department and shall take such action with respect to the claim or action as is consistent with the terms of this Agreement and the interests of the Department.
- C. The Department, promptly after receiving notice thereof, shall notify the Contractor in writing of the commencement of any claim, suit, or action against the Department or its officers or employees for which the Contractor must provide indemnification under this Agreement. To the extent permitted by law, the Department shall authorize the Contractor or its insurer to defend such claims, suits or actions and shall provide it or its insurer, at the Contractor's expense, information and assistance both necessary and available for such defense. The failure of the Department to give such notice, information, authorization or assistance, shall not relieve the Contractor of its indemnification obligations.

### 14. Disputes

Except as otherwise provided in this Agreement, any dispute arising under or relating to the performance of this Agreement shall be reviewed and decided solely by the Department OMS Program Manager. The Manager's decision shall be provided to the Contractor in writing. The decision of the Program Manager shall be final and conclusive unless within thirty (30) days from

## EXHIBIT D

the date of receipt of such a copy, the Contractor transmits to the Department a written appeal. Pending the final decision by the Director of the Department or Designee, the Contractor shall proceed diligently with the performance of this Agreement and in accordance with the written decision of the Program Manager which is the subject of the Contractor's appeal.

### 15. Audit/Retention and Inspection of Records

The Contractor agrees that the Department or its delegatee will have the right to review, obtain, and copy all records pertaining to performance of this Agreement. The Contractor agrees to provide the Department or its delegatee with all relevant information requested and shall permit the Department or its delegatee access to its premises, upon reasonable notice, during normal business hours for the purpose of interviewing employees and inspecting and copying such books, records, accounts and other material that may be relevant to a matter under investigation for the purpose of determining compliance with Public Contract Code ("PCC") § 10115, et seq., Government Code ("GC") § 8546.7 and 2 CCR §1896.60 et seq. The Contractor further agrees to maintain such records for a period of three (3) years after final payment under this Agreement.

The Contractor shall comply with the caveats and be aware of the penalties for violations of fraud and for obstruction of investigation as set forth in PCC § 10115.10.

### 16. Insurance

- A. The Contractor shall carry, maintain, and enforce general liability and property insurance in the amounts not less than \$1,000,000.00 per occurrence. Fire insurance must be in an amount to adequately protect the interests of the contractor and the State of California and its officers and employees. All liability coverage must name the State of California as Additional Insured. All property coverage must name the State of California as Loss Payee with a maximum \$25,000.00 deductible per occurrence. For additional information on the Department's Insurance Guidelines, please refer to our website at [http://www.hcd.ca.gov/financial-assistance/asset-management-and-compliance/Insurance\\_Guidelines.pdf](http://www.hcd.ca.gov/financial-assistance/asset-management-and-compliance/Insurance_Guidelines.pdf).
- B. The Contractor shall provide the Department with a current copy of the Certificate of Coverage upon every premium renewal.
- C. The Contractor shall pay premiums out of the General Operating Account and premiums will be treated as an operating expense.
- D. The Contractor shall investigate and furnish the Owner with full reports on all accidents, claims, and potential claims for damage relating to the Project. The Contractor will cooperate with the Owner's insurers in connection therewith.

### 17. Prevailing Wage

- A. Where funds provided through this Agreement are used for construction work, or in support of construction work, Contractor shall ensure compliance with the requirements

## EXHIBIT D

- of the Labor Code commencing with Section 1720 (which pertains to the payment of prevailing wages and administered by the California Department of Industrial Relations).
- B. For the purposes of this requirement "construction work" includes, but is not limited to rehabilitation, alteration, demolition, installation or repair done under contract and paid for, in whole or in part, through this Agreement. All construction work shall be done through the use of a written contract with a properly licensed building contractor incorporating these requirements (the "construction contract"). Where the construction contract will be between the Contractor and a licensed building contractor, Contractor shall serve as the "awarding body" as that term is defined in the Labor Code. Where Contractor will provide funds to a third party that will enter into the construction contract with a licensed building contractor, the third party shall serve as the "awarding body." The construction contract and any amendments thereto shall be subject to the prior written approval of the Department. Prior to any disbursement of funds, including but not limited to release of any final retention payment, the Department may require a certification from the awarding body that prevailing wages have been or will be paid.
- C. Notwithstanding any other provisions of this Agreement, after seeking appropriate recourse as set forth in the Section above, any controversial claim arising out of or relating to this Agreement or breach thereof shall be settled by arbitration at the election of either party in accordance with California Public Contract Code Section 10240 et seq., and judgment or award rendered by the arbitration may be entered in any court having jurisdiction thereof.

RESOLUTION NO. \_\_\_\_\_

BEFORE THE BOARDS OF COMMISSIONERS OF THE  
HOUSING AUTHORITY OF FRESNO COUNTY

RESOLUTION APPROVING THE 2017/2018 AND 2018/2019 FISCAL YEARS OPERATION  
AND MAINTENANCE CONTRACT BETWEEN THE STATE OF CALIFORNIA  
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT AND THE  
HOUSING AUTHORITY OF FRESNO COUNTY CONTRACT NO. 17-OMS-11335  
FOR THE PARLIER MIGRANT CENTER

WHEREAS, the California Department of Housing and Community Development and Office of Migrant Services has provided an Operation and Maintenance Contract for the 2017/2018 and 2018/2019 fiscal years for the Parlier Migrant Center; and

WHEREAS, the Housing Authority of Fresno County acting through its Board of Commissioners desires to approve this Operation and Maintenance Contract for the 2017/2018 and 2018/2019 operation at the Parlier Migrant Center.

WHEREAS, it will allow for the Housing Authority to continue to serve the seasonal migrant farm worker population at the 131-unit location in Parlier, CA.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Fresno County hereby approves the Operation and Maintenance Contract No. 17-OMS 11335 in the amount of equal to or greater than \$1,187,213.00 and authorizes Preston Prince, CEO/Executive Director or Tracewell Hanrahan, Deputy Executive Director to execute said contract, and any amendments to said contact, on behalf of the Housing Authority of Fresno County.

PASSED AND ADOPTED THIS 25<sup>TH</sup> DAY OF JULY, 2017 by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

Signed: \_\_\_\_\_

Jim Petty - Chairman  
Board of Commissioners of the  
Housing Authority of Fresno County

## BOARD MEMO

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**TO:** Boards of Commissioners  
Fresno Housing Authority

**FROM:** Preston Prince  
CEO/Executive Director

**DATE:** July 21, 2017

**BOARD MEETING:** July 25, 2017

**AGENDA ITEM:** 9d

**AUTHOR:** Tiffany Mangum

**SUBJECT:** Out of State Travel – CEO and Commissioners

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### Executive Summary

Please see the attached 2<sup>nd</sup> Quarter Travel and Training report and narrative.

### Recommendation

No action is being requested at this time.

### Fiscal Impact

All travel and conference expenditures are within budget, and funds have been previously approved as part of the FY2017 Operating Budgets submitted and approved in December 2016.



**January 4 to January 11, 2017**

*Novogradac Investors Conference - Miami, FL, New Orleans, LA, and Orlando, FL*

As a result of the 2016 election, the LIHTC market became very volatile. In December, FH experienced the reduction in pricing and the addition of onerous conditions on three pending transactions. I attended the Novogradac 2017 Investors Conference to learn more of what could be expected in 2017 as a result from proposed tax reform.

Since I was in FL and with no commitments, I went to New Orleans to spend a day and ½ with Tracewell to strategically plan for 2017.

I then returned to Florida to attend PHADA's 2017 Commissioners Conference. I was a speaker in a plenary session with Ralph Smith, Managing Director of the Campaign for Grade Level Reading.

**February 2 to February 3, 2017**

*CAHA Annual Conference - Sacramento, CA*

I attended the California Associations of Housing Authorities (CAHA) 2017 Annual Conference.

**March 13 to 14, 2017**

*CalHFA Strategic Planning Meeting - Sacramento, CA*

As a Central Valley appointee to the Board of Directors, I attended Cal HFA's strategic planning and regularly scheduled meeting.

**March 20 to March 21, 2017**

*National Public Housing Museum - Chicago, IL*

Usually I attend board meetings by phone. But since this was the annual meeting, I attended in person.

**March 22 to 29, 2017**

*CLPHA Spring Meeting and NAHRO Washington Conference - Washington, DC*

CLPHA and NAHRO's Washington Conferences were back to back this year. To save money, I rented a condo for the week at a lower per night price than staying at the

respective conference hotels. In addition to chairing the Housing and Education Task Force (HETF) and attending the Board of Governors (BOG) meeting, numerous key meetings were held with key partners (CBPP, NLIHC, USICH) with commissioners.

**April 23 to 24, 2017**

*CLPHA Strategic Planning Meeting - Denver, CO*

As one of six CLPHA members, attended a strategic planning session to draft a proposal for all three national housing industry groups to consider on the future of public housing.

**April 29 to May 3, 2017**

*Canadian Housing and Renewal Association Congress - Halifax, Nova Scotia, CN*

As NAHRO's representative, attended CHRA's annual congress. I spoke at two sessions. First, I provided an update on the US National Legislative Environment at a special international meeting on public/social housing. And second, I presented on local innovation during the research component of CHRA.

**May 7 to 8, 2017**

*Pacific Southwest Regional Conference - Long Beach, CA*

I attended the annual PSWRC Conference, including the board meeting.

**June 7 to 8, 2017**

*National Organization for African Americans in Housing Conference - Denver CO*

As a board member, I attended the annual NOAAH conference, including its board meeting. I presented on innovation and partnerships during a conference session.

**June 13 to 16, 2017**

*Grade Level Reading Funders Huddle/All-America Cities Conference - Denver, CO*

I attended the four day conference that was broken into two 2-day events. During the initial Funders Huddle, I represented PHAs in conversations with national foundations, advocating for the investment in educational programs occurring at PHA properties. This included a standing-room only lunch with about a dozen PHAs and numerous foundations. During the second session, National Civic League's All-America City Conference, I helped organize three sessions to highlight the work of PHAs, including

moderating a session on school readiness. I also hosted a dinner for all PHA attendees and a breakfast for CA GLR attendees.

**Travel Training Expenditures  
Executive Leadership**

**2nd Quarter 2017**

Name	Date Depart	Date Return	Location	Conference/Purpose	Exp Total
			Miami, New Orleans,		
Preston Prince	1/4/2017	1/11/2017	Orlando	Novogradac Conference; 2017 goals, PHADA	\$4,520.35
	2/2/2017	2/3/2017	Sacramento, CA	CAHA Annual Meeting	\$296.14
	3/13/2017	3/14/2017	Sacramento, CA	CalHFA Board Meeting and Retreat	\$165.32 * Reimbursed \$290.15; thus, agency credited \$124.83
	3/20/2017	3/21/2017	Chicago, IL	NPHM Annual Board Meeting	\$999.00
	3/22/2017	3/25/2017	Washington, DC	CLPHA/NAHRO Conferences	\$4,699.23
	4/23/2017	4/24/2017	Denver, CO	CLPHA Strategic Planning Meeting	\$1,394.69
				Canadian Housing Renewal Association - Housing	
	4/29/2017	5/3/2017	Halifax, Canada	Symposium and Innovations	\$2,537.37
	5/7/2017	5/8/2017	Long Beach, CA	PSWRC Regional Conference	\$563.46
				National Org. of African Americans in Housing	
	6/7/2017	6/8/2017	Denver, CO	Conference	\$1,412.67
				All America Cities/Grade Level Reading	
	6/13/2017	6/16/2017	Denver, CO	Conference	\$2,397.49
				<b>TOTAL</b>	<b>\$18,985.72</b>
Tracewell Hanrahan	5/29/2017	6/4/2017	NOLA to Fresno	Goals, Executive Committee, Feinstein Lunch	\$1,019.61
	6/14/2017	6/16/2017	NOLA to Fresno	HUD Monitoring Prep	\$510.97
					\$1,530.58
Angie Nguyen	3/24/2017	3/28/2017	Washington, DC	NAHRO Washington Conference	\$2,022.10
	4/18/2017	4/21/2017	Washington, DC	2017 MTW Conference	\$2,689.00
				<b>TOTAL</b>	<b>\$4,711.10</b>
Scott Fetterhoff	1/12/2017	1/13/2017	Fresno, CA	Facilitative Leadership for Social Change	\$1,000.00
				<b>TOTAL</b>	<b>\$1,000.00</b>
Michael Duarte	1/26/2017	1/26/2017	Pasadena, CA	CA Tax Credit Allocation Committee Workshop	276.33
	2/10/2017	2/010/17	Sacramento, CA	Strategic Growth Council's Transformative Climate	
	4/19/2017	4/21/2017	Washington, DC	Communities Workshop	\$219.76
				2017 MTW Conference	\$2,336.30
				<b>TOTAL</b>	<b>\$2,832.39</b>
Adrian Jones	3/24/2017	3/29/2017	Washington, DC	NAHRO Washington Conference	\$2,601.36
				<b>TOTAL</b>	<b>\$2,601.36</b>

**Travel Training Expenditures**  
**Executive Leadership**

**2nd Quarter 2017**

Name	Date Depart	Date Return	Location	Conference/Purpose	Exp Total
Steven Bedrosian	3/5/2017	3/29/2017	Washington, DC	NAHRO Washington Conference	\$2,970.11
				<b>TOTAL</b>	\$2,970.11
Virna Santos	5/10/2017	5/14/2017	Washington, DC	HDLI Conference	\$2,086.36
Jim Petty	3/25/2017	3/28/2017	Washington, DC	NAHRO Washington Conference	\$2,162.37
				<b>TOTAL</b>	\$2,162.37

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## EXECUTIVE DIRECTOR'S REPORT

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**TO:** Boards of Commissioners  
Fresno Housing Authority

**DATE:** July 21, 2017

**BOARD MEETING:** July 25, 2017

**FROM:** Preston Prince  
CEO/Executive Director

**AGENDA ITEM:** 9

**AUTHOR:** Staff

**SUBJECT:** July 2017 Executive Director's Report

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### Executive Summary

The Boards of the Fresno Housing Authority have established the four strategic goals as: Place, People, Public, and Partnership. In addition, the following have been outlined as the management goals: Sustainability, Structure, and Strategic Outreach. The following report demonstrates the efforts of the Executive Leadership and Staff to progress towards the realization of these goals.

## PLACE

### Overview

*Fresno Housing seeks to develop and expand the availability of quality affordable housing options throughout the City and County of Fresno by growing and preserving appropriate residential assets and increasing housing opportunities for low-income residents.*

The matrix below outlines the Development Pipeline and status of each project.

### Development Project Overview

Name of Property	Status	Description/Type	Total Units
541 @ South Tower and Cedar Heights	Stabilization	541 N. Fulton St and 4532 E. Hamilton Ave, Fresno, CA Multi-Family	45
Rio Villas	Stabilization	1238 & 1264 P St., Firebaugh, CA	30

Legacy Commons Phase I	Stabilization	Walnut/Edison West Fresno, CA	64
Feníx @ Glenn/ Feníx @ Calaveras	Stabilization	240-250 N. Calaveras Street and 146 N. Glenn Avenue, Fresno, CA	30
Cueva de Oso at William Shockley Plaza	Lease-Up/Stabilization	1445 Peach Street, Selma, CA	48
Paseo 55	Under Construction	1233 & 1245 G St, Reedley, CA	55

Renaissance at Parc Grove	Under Construction	Clinton and Angus, Fresno, CA	40
Legacy Commons Phase II	Under Construction	2255 S. Plumas, Fresno, CA	64
Memorial Village	Under Construction	302 K St, Sanger, CA	48
Magill Terrace	Pre-Dev December 2017 Closing	401 Nelson, Fowler, CA	60
Oak Grove	Pre-Dev June 2017 Application	595 Bigger Street, Parlier, CA	56

### Project Highlights

Cueva de Oso (previously known as Shockley Terrace) received certificates of occupancy the final buildings on July 10, 2017. More than half of the total units are currently occupied.

### PARTNERSHIP

Fresno Housing is exploring several partnerships in the course of pre-development activities.

Project	Organization	Role
Renaissance at Parc Grove	WestCare	Partner in the provision of services to property residents
Highway City multifamily housing development/ Community Center	Highway City CDC Central Community Church Granville Central Unified School District Economic Opportunities Commission	Planning partners, potential development partner, potential service providers
Department of Community Services and Development - Low Income Weatherization Program	Association for Energy Affordability Grid Alternatives	Partners in portfolio assessment, project planning and design, and incentive approval
Firebaugh Transit/ Transportation Study	UC Davis Center for Sustainable Transit	Research and survey transit needs in the Firebaugh community, potential

	Fresno Council of Governments	pilot transportation project
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### Housing Management Overview

City of Fresno						
Property	Total # of Units	Total Vacant	Current Occupancy	Notice to Vacate	Approved Apps	Net Occupancy
CITY AMP 1 (SW Fresno)						
Sequoia Courts	60	6	90%	0	0	90%
Sequoia Courts Terrace	76	4	95%	2	0	92%
Monte Vista Terrace	44	0	100%	0	0	100%
CITY AMP 2 (SW Fresno)						
Sierra Plaza	70	6	91%	0	0	91%
Fairview Heights	74	2	97%	1	0	96%
Sierra Terrace	26	2	92%	0	0	92%
Desoto II	27	1	96%	0	0	96%
HOP Scattered	7	4	43%	0	0	43%
Mixed Family (Fresno)						
Garland Gardens	50	0	100%	1	2	98%
Cedar Courts & Inyo	191	8	96%	3	0	94%
Viking Village	39	0	100%	0	0	100%
Pacific Garden	55	4	93%	0	0	93%
Yosemite Village	68	0	100%	0	0	100%

City of Fresno Continued						
Property	Total # of Units	Total Vacant	Current Occupancy	Notice to Vacate	Approved Apps	Net Occupancy
CO AMP 1 (Pinedale/Highway City)						
Pinedale Apartments 28-24	50	1	98%	1	0	96%
Pinedale Apartments 28-32	30	0	100%	0	0	100%
DeSoto Gardens	40	3	93%	0	0	93%
Marcelli Terrace	24	1	96%	0	0	96%

Special Programs						
Property	Total # of Units	Total Vacant	Current Occupancy	Notice to Vacate	Approved Apps	Net Occupancy
(Fresno)						
Trinity	20	0	100%	2	0	90%
Alta Monte	29	1	97%	0	0	97%



Santa Clara	69	0	100%	0	0	100%
Sierra Terrace (RAD)	26	2	92%	0	0	RAD To Legacy
Mariposa Meadows	40	0	100%	1	0	98%
Emergency Housing	30	0	100%	0	0	100%

Fresno County						
Property	Total # of Units	Total Vacant	Current Occupancy	Notice to Vacate	Approved Apps	Net Occupancy
CO AMP 2 (Selma/Sanger/Fowler/Del Rey)						
Magill Terrace	19	5	74%	0	0	RAD
Del Rey Complex	29	0	100%	0	0	100%
Laton Apartments	20	0	100%	0	0	100%
Wedgewood Commons	64	1	98%	0	0	98%
Sanger HOP	7	2	71%	0	0	71%
CO AMP 3 (Reedley/Parlier/Orange Cove)						
Sunset Terrace	20	0	100%	0	0	100%
Oak Grove Apts	49	2	96%	0	0	RAD
Property	Total # of Units	Total Vacant	Current Occupancy	Notice to Vacate	Approved Apps	Net Occupancy
CO AMP 4 (Firebaugh)						
Mendoza Terrace	50	5	90%	1	0	88%
Mendoza Terrace II	39	4	90%	0	0	90%
Firebaugh Elderly	30	1	97%	0	0	97%
Cardella Courts	32	2	94%	1	0	91%
CO AMP 5 (Kerman/Biola/Mendota)						
Helsem Terrace	40	0	100%	0	0	100%
Biola Apartments	12	1	92%	0	0	92%
CO AMP 6 (Huron/San Joaquin)						
Cazares Terrace	24	0	100%	1	0	96%
Cazares Terrace II	19	1	95%	1	0	89%
Huron Apartments	20	4	80%	0	0	80%
Taylor Terrace	28	3	89%	0	0	89%
San Joaquin Apartments	20	6	70%*	0	0	70%
Mixed Family & Special Programs (County)						
Shockley Terrace	47	7	85%	0	15	Under Construction
Memorial Village	0	0	0%	0	0	Under Construction
Sunset Terrace II	0	0	0%	0	0	RAD
Orange Cove RAD	87	2	98%	0	0	98%
Citrus Gardens	30	1	97%	1	0	93%
Orchard Apartment (F/L)	40	1	98%	2	0	93%
Parlier Migrant Center	131	1	99%	4	0	96%
Mendota RAD	123	2	98%	0	0	98%
Mendota Farm Labor	60	2	97%	2	0	93%
Granada Commons	15	1	93%	0	0	93%

Rio Villas	29	0	100%	0	1	97%
Firebaugh Family Apts	34	0	100%	0	0	100%
Maldonado Plaza	64	2	97%	0	0	97%

\* A plan to make necessary maintenance repairs and prep for occupancy is underway. Tenant applications are also in process.

## QUALITY ASSURANCE DIVISION

During the month of June, Quality Assurance (QA) staff facilitated two Resident Advisory Board meetings; one in Sanger and one in Firebaugh, to review proposed policy changes for the 2018 Admissions and Continued Occupancy Policy.

The Housing Choice Voucher (HCV) waitlist was open and accepting applications until June 20th. There was an overwhelming public response during this time. The QA team assisted the HCV department by processing records of submitted applications via the on-line system and with calls, as the volume of calls increased considerably during the time the HCV waitlist was open.

In preparation of the upcoming HUD-PIH audit, QA staff prepared and submitted items requested for preliminary review. The following physical and/or file audits occurred:

California Tax Credit Allocation Committee – Southeast Fresno RAD, June 15 and 16

Fresno County HOME – Granada Commons, June 7 and 8; Mendota RAD, June 13 and 14

PNC Investor Annual Site Visit – Yosemite Village and Pacific Gardens, June 1

## HMD ACTIVITIES

Leasing efforts continue at Cueva de Oso at William Shockley Plaza, located in Selma. Management and QA staff continue to work together, processing prospective applicants quickly. Several families have moved into the first two buildings. The last 3 buildings will be released in July .

Paseo 55 – Staff continues to interview prospective applicants for units at the new Reedley complex; Although construction is nearing completion, 48 of the 55 units are already in the pre-leased phase.

Sanger Memorial Village - . All families were relocated prior to the beginning of the construction phase. Families who are in the community and returning residents are eager to watch the transition of the previous complex and the new construction currently underway at the site.

County AMP 2 and 3 - Staff are planning for the annual National Night Out events in August. The families will learn safety tips and positively interact with local law enforcement. The children and community will have an opportunity to see different types of emergency crews and equipment.

Parlier Migrant Center - Families at the Parlier Migrant Center will soon join “Feeding Those Who Feed Us.” They will be bringing activities for the children and backpacks filled with school supplies. A resident meeting was held to review the proposal of an amendment of the 50 mile radius requirement – a webinar was released for review. Feedback from the residents and other agencies that operate Migrant Centers on the proposed amendment is currently being accepted for consideration by the Office of Migrant Services (OMS).

## PEOPLE

## **Overview**

*Fresno Housing works to respect community needs and knowledge – by listening, learning and researching – and respond to issues compassionately, intelligently, intentionally – by developing exceptional programs based on shared expectations.*

### **Housing Choice Voucher (HCV) Leasing Update**

During the month of June, the following leasing activity took place for the HCV city and county programs.

There were a total of 44 applicant families scheduled to attend their initial interviews to determine eligibility for the HCV program. Some families were determined eligible and scheduled to attend mandatory briefings.

Weekly initial briefings were conducted throughout the month and 100 (8 city/92 county) new families were issued city or county vouchers. Some of the families carried over from the previous months' leasing activities and finalized their eligibility in June.

Throughout the month of June, there were 234 (91 city/143 county) new and existing participants in the office to submit their Requests for Tenancy Approval (RFTA) packets.

There were 188 (79 city/109 county) families that leased up and new HAP contracts were executed for both the city and county programs. As we move forward, the plan is to continue to lease on an on-going steady pace.

### **Housing Choice Voucher Program – Waiting List Update**

During the opening of the waiting list (June 6, 2017 through June 20, 2017), 18,787 City preapplications and 17,559 County preapplications were received. Laptops were set up in the Board Room to the Central Office and remained available to the general public throughout the opening of the waiting list. Agency staff were available for assistance during this two week period to help applicants with submitting their online preapplication. Agency staff consisted not only of HCV staff, but of staff from other departments who volunteered their time to assist, not only at the Central Office but at the downtown library, as well.

## **Resident Services**

### **My Hero Event - 2017**

Site(s): Oak Grove Apartments (Parlier), Del Rey Apartments (Del Rey), Parc Grove Commons, Fairview Heights, Rios Villas (Mendota RAD), Mendoza Terrace (Firebaugh)

A total of 75 Fresno Housing youth were able to spend the afternoon creating Father's Day cards for dads, step-dads, grandfathers, brothers, uncles, mentors etc. The theme of the project was My Hero. Boys & Girls staff assisted in this project at various locations. The older youth assisted their siblings in completing their Hero's Cards. The young residents enjoyed the paint and creativity and were excited to present them to their Hero.

Photos below:

Residents at Del Rey Apartments and Oak Grove Apartments.

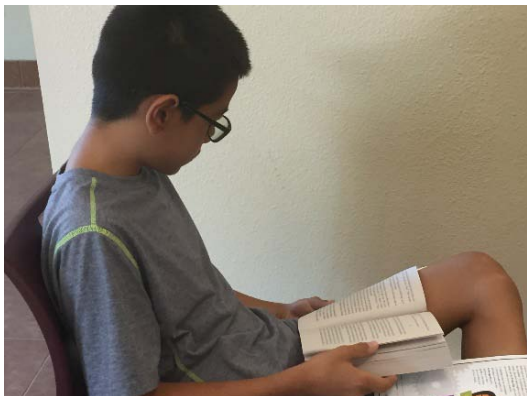


### Fresno County Library – Summer Reading Challenge

Site(s): Kuffle Terrace North, Orange Cove, Cedar Courts, Fair View Heights, Villa Del Mar, and Monte Vista Apartments

Fresno Housing partnered with Fresno County Public Library (FCPL) and Book Rich Environments (BRE) to host a Summer Reading Challenge event at Fresno Housing properties. The youth were given a Summer Reading Challenge and selected books to start the challenge. There were books for both children and youth. The students received logs which they are to maintain during the summer. When complete, they are to turn into their nearest library. The workshop included book distribution, craft table, reading corner, outdoor bubble activities, and book giveaway. A magic show and a science activity were performed at various sites to engage the youth. A total of 109 youth participated in the events.

Photos Below:





### Summer Food Services Program

This summer, in partnership with Fresno Economic Opportunities Commission (Fresno EOC) Food Services provides no-cost meals to youth in the community and onsite Fresno Housing properties. The meals, prepared and delivered by Fresno EOC Food Services, funded by the United States Department of Agriculture (USDA) and California Department of Education requires meeting strict nutrition guidelines. No registration or documentation is needed from youth or their families to receive a meal. Each site is link to youth services and activities that are provided onsite. Over 300 youth will receive a meal this Summer at one of the Fresno Housing sites listed below.

Current Fresno Housing Site Schedules:

Site	Address	Days of Week	Time
Villa Del Mar	3950 N. Del Mar, Fresno	Tuesdays & Thursdays	11am - Noon
Yosemite Village	709 W California Ave.	Monday - Thursday	11am - Noon
Rios Terrace	190 Straw St., Mendota	Monday & Wednesdays	3pm – 4pm
Kuffle Terrace	791 E St., Orange Cove	Monday – Thursday	11am – Noon
Granada Commons	14570 W California, Kerman	Monday – Thursday	Noon – 1pm

Summer Tech Camp	Bitwise: 700 Van Ness Ave., Fresno	July 17 <sup>th</sup> – July 28 <sup>th</sup>	9:00am – 9:30am & Noon – 12:30pm
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Additional Summer Meal sites are listed in the link below:

## **PUBLIC**

### **Overview**

*Fresno Housing seeks to build support for housing as a key component of vibrant, sustainable communities through public information, engagement, and advocacy that promotes affordable housing and supports the advancement of Fresno’s low-income residents.*

### **Waitlist Update**

The Housing Choice Department opened the waiting list on June 6, 2017 at 10:00 a.m. and closed it on June 20, 2017 at 11:59 p.m. A Public Notice was posted in the Fresno Bee on May 28, 2017 announcing the dates, times, and detailed information regarding the process. Public outreach was also conducted in collaboration with various media outlets.

Computer access was available at our central office and our site-based community rooms. There were over 1,000 applicants assisted at our central office which included those requiring special accommodations.

## **PARTNERSHIP**

### **Overview**

*Fresno Housing seeks to collaborate to strengthen its ability to address the challenges facing Fresno communities.*

Efforts are ongoing and will be reported as outcomes are achieved.

## **MANAGEMENT GOALS**

*The goals of management include our efforts to stabilize, focus, and extend activities to meet the mandate of our mission through good decision making related to Sustainability (staffing, finances, effectiveness, evaluation, technology, facilities); Structure (governance); and Strategic Outreach (communications, image, visibility, public affairs, policy).*

## **Sustainability**

*Build and maintain an innovative, engaged, visible, and sustainable organization, committed to its mission of providing housing for low-income populations.*

### **Human Resources**

The All Staff Event held on June 23, 2017 at Parc Grove Commons was full of excitement and employee engagement. Staff enjoyed a BBQ-style lunch and celebrated our New Hires, Agency Promotions, Years

of Service and Stewardship Awards. Dr. Stephen Pimpare's presentation was informative and engaging. There was a Q&A session at the closing of the presentation where staff members asked questions and commented on the information presented. The Communications Team has sent out a survey to get employee feedback about the event.

Damian Rivera, our Training and Development Analyst, met with maintenance staff and reviewed practical methods to detect and prevent tense situations. All participants honed their skills on how to say and what to say in situations when residents or other employees have escalated the conversations. The workshop allowed the sharing of best practices, as well as an inside look at legal risk involved with residents and employees.

The Human Resources Department is currently recruiting for positions within the Housing Management, Housing Choice, and IT Department.

New Hire/Promotions:

- Tammy Townsend, Deputy Executive Director/CAO (new hire)
- Cynden Hives, Accountant (new hire)
- Lela Schwartz, Administrative Assistant – Planning & Community Development (new hire)
- Rose Costilla, Property Specialist II (new hire)
- Doreen Eley, Senior Manager – Strategic Initiatives (promotion)
- Anna Barajas, Office Assistant II – Quality Assurance (promotion)

## **PROCUREMENT**

Procurement staff has completed the evaluation stage for each of the nine vendors who responded to IFB 17002 "Trade Services". Each of the vendors received a rating of "responsible" and "responsive". Procurement staff is partnering with the Housing Management Department to create a trade services binder for Agency staff to utilize procured vendors for multiple maintenance and repair services to support Agency operations. Procurement staff is also preparing to conduct the Agency's purchasing training class "Procurement 101" for newly hired staff in 2017. The training will take place at the end of July. Facilities staff is collaborating with the Human Resources Department to update emergency evacuation maps for office sites throughout Fresno County.

## **IT**

During the month of July, thirteen Fresno Housing staff members participated in a two-day, on-site Yardi Training on Affordable Housing. The training sessions covered procedures and best practices for the following topics: payments, HUD repayments, posting rent and HAP, TRACS file processing/IMAX submission, move-out processing and reports.

The IT department secured 25 Chromebooks for an upcoming digital literacy program to be taught at Renaissance at Santa Clara. This will ensure the participants get quality electronic equipment to help in their education needs. The digital literacy program is the result of a partnership between Resident Services, CSU Fresno, and the Department of Behavioral Health (DBH). This program marks the Agency's first digital literacy program focused on our homeless population. DBH staff will be teaching a curriculum custom tailored to the needs of our homeless population.

In addition, the IT department also completed the technology infrastructure setup for Legacy Commons. Having the setup fully complete means that the location can be used for a wide variety of events and resident services.

**Finance & Accounting**

Accounting staff has been working diligently to finalize the 2016 financial statements and the audit reports for the City and County Housing Authorities. The department has already finalized and submitted over 25 audit reports for the limited partnership properties. The City and County audit reports are by far the largest and most complicated reports the department completes, and they are due to the Department of Housing and Urban Development (HUD) no later than September 30, 2017.

Finance staff is in the process of reviewing 2017 financial information. As part of this analysis, staff is ensuring that all transactions are posted correctly and that the revenues and expenditures are in line with the budgets that were approved by the Boards of Commissioners in December 2016. The Finance department is also beginning to gather information to start the budgeting process for fiscal year 2018. This includes researching and analyzing federal funding indicators and preparing the Yardi system to produce 2018 budget templates.

**Structure**

*Maintain a committed, active, community-based Boards of Commissioners.*

Efforts are ongoing and will be reported as outcomes are achieved.

**Strategic Outreach**

*Heighten agency visibility, facilitate community dialogue about housing solutions; and build support for the agency and quality affordable housing.*

**National Night Out**

National Night Out (NNO) is an annual community-building campaign that promotes police-community partnerships and community building. Every year, Fresno Housing participates in NNO events at various sites throughout Fresno County. The Housing Management and Resident Services Department will encourage residents to attend and participate in the following 2017 events:

City	Location	Address	Date	Time	FH Sites
Clovis	Boys & Girls Club	2833 Helm Avenue Clovis, CA 93612	August 1st	5:30 - 8pm	Viking Village
Del Rey	Boys & Girls Club	5705 Carmel Street, Unit 255 Del Rey, CA 93616	August 1st	5 - 8pm	Del Rey Apartments
Fresno	El Dorado Park	1343 E Barstow Avenue Fresno, CA 93710	August 1st	5 - 8 pm	San Ramon Apartments



Hanford	Civic Center Park	113 Court Street Hanford, CA 93230	August 1st	5 - 8pm	Huron Apartments Cazares Terrace Parkside Apartments
Huron	Chestnut Park	16501 Palmer Avenue Huron, CA 93234	August 1st	5 - 8pm	Huron Apartments Cazares Terrace Parkside Apartments
Mendota	Rojas Pierce Park	297 San Pedro Street Mendota, CA 93640	August 1st	7 - 9pm	Rio Terrace Mendota Farm Labor
Orange Cove	Boys & Girls Club	923 Center Street Orange Cove, CA 93646	August 1st	5 - 7pm	Citrus Gardens Mountain View Kuffle Terrace
Parlier	Earl Ruth Park	600 2nd Street Parlier, CA 93648	August 1st	6 - 9pm	Oak Grove Orchard Apartments
Parlier	Parlier Migrant	8800 South Academy Avenue Parlier, CA 93648	July 28th	TBD	Parlier Migrant
Pinedale	Boys & Girls Club	343 W Minarets Pinedale, CA 93650	August 1st	3 - 6pm	Pinedale Apartments
Sanger	Sanger City Park	477 Academy Avenue Sanger, CA 93657	August 1st	5:30 - 8:30pm	Sanger Memorial Wedgewood
Selma	TBD	TBD	Fall 2017	TBD	Cueva de Oso
SW Fresno	Frank H Ball	760 Mayor Avenue Fresno, CA 93706	August 1st	TBD	Yosemite Village Sunset Terrace Fairview Heights Legacy Commons

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# Addendums

## July 25, 2017



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## *2017 Summer Internship Program*

*Valerie Aguilar  
Fiscal Services Intern*



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## Internship Objectives

- Explore Government/Non-Profit as a Career Path
- Accounting for Government
- Intermediate Level Accounting
- Professional Development



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## A Career in Government

- Highly Regulated
- Numerous Funding Sources
- Financial Reporting Requirements
- Subject to Audit
- Emphasis on Budget Monitoring
- Perks



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## Intermediate Level Accounting Experience

- Accounts Payable
- Financial Reports
- Journal Entries
- General Ledger
- Audit Preparation
- Grant Invoicing
- Intermediate Excel
- Reconcile Credit Card Statements



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# Professional Development

- Interacted with Executive Team Members
- Audit Status Meeting
- All Staff Event
- Board of Directors Meeting



**Thank you!**





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# *Fresno Housing 2017 Summer Internship*

*Alfonso Chavez*



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## Why this internship?

- Career Fair Booth @ Fresno State
- Emphasis on Event Planning
- Closely related to my career goal
- Networking opportunities



# Accomplishment Highlights

- HCV Waitlist
  - Helped with applications
  - Email and radio announcements
- Fénix Grand Opening Event
  - Booked vendors and suppliers
  - Assisted with setup
- All-Staff Event
  - Adapted, Improvised, & Overcame Obstacles



## Accomplishment Highlights

- Social Media Proposal
  - Facebook, Instagram & Twitter
  - Why it's useful
  - What we would post
  - Who we would follow & engage with
  - How we would keep up with it



## Takeaways

- Support Local
- “When you find something you’re good at, and you find something that you love, & if they ever cross... that’s where you need to be”
- Community is important
- Housing goes beyond having a home



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**2018**  
***Public Housing Agency***  
***(PHA) Plan***

*July 25, 2017*

---

# Presentation Overview

- Background
- Process
- Timeline
- Resident Engagement
- 2018 Updates

# Background

## What is the PHA Plan?

- The Agency Plan informs HUD and the public of PHA policies, operations, funding, asset management, and program activities in place or planned for meeting local housing needs and goals.
  - *Five Year Plan*: submitted every 5 years & describes the Agency's mission and long-term plan for achieving the mission over the subsequent 5 years.
  - *Annual Plan*: updates on progress, amendments, or significant changes.
- Administrative Plan is specific to the discretionary policies governing the administration of the HCV program.
- Admissions & Continued Occupancy Policy (ACOP) is specific to the discretionary policies, governing the administration of the LIPH program.



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## Process

- The Annual Plan is due **75 days prior to the commencement of the PHA's fiscal year.**
- Inter-department Collaboration & Resident Engagement
- 45 day public comment period
- Incorporation of public comments
- Public Hearing and requested Board adoption
- Incorporation of additional public comments received
- Obtaining Certifications of Consistency with the Consolidated Plan from local government

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## Timeline

- *Internal on-going discussion*
- *May - August: Resident engagement (and as significant amendments/modifications or HUD regulatory changes occur & through frequent roundtable discussions)*
- *July 25: Informational Board Presentation*
- *Aug 6: 45 Day Public Comment period opens*
- *September 26: Public Hearing and requested Board adoption*
- *October 17: Final Submission*

## Resident Engagement

- *Public Housing*: regulations require that PHAs establish one or more Resident Advisory Boards (RAB) as part of the PHA Plan process
  - Meetings held in June
  - Additional meetings in August
- *Section 8*: PHAs where at least 20% of the total PHAs households receive tenant-based assistance must ensure residents are adequately represented or reasonable efforts are made to secure their participation in the RAB.
  - Meeting held in May
  - Additional meeting in August
- *Resident Services Roundtable Discussions*

# Resident Engagement

## What is the role of the RAB & Resident Roundtables?

- Discussions occur so the PHA and our residents have a forum for sharing information about the Annual Plan, and they play a large part in assisting with developing the Plan.
- RAB meetings are held to foster feedback, trust, leadership, and engagement.
  - Recruitment of diverse representation of various housing programs, locations, and subpopulations.
  - Resident satisfaction, challenges, services
  - Related discussions around program policy
  - Resident friendly “fact sheet” and brochure
  - Meetings at Central Office, Sanger, and Firebaugh

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## Updates to the PHA Plan

- Development/Asset Management
- Joint ACOP/Administrative Plan
- ACOP
- Administrative Plan

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## Development / Asset Management

- Description on how the PHA will carry out its Asset Management functions as applicable to its public housing inventory.
- Updates for 2018 Annual Plan include:
  - Completed conversions and new construction currently underway in the City and County
  - Anticipated new developments using demolition, rehab, or new construction

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## 2018 Admin / ACOP Plan Updates

- Violence Against Women Reauthorization Act 2013 (VAWA 2013)
  - HUD requires that all current residents and applicants who have been denied housing, housing assistance, or terminated assistance receive a copy of the new updated HUD published forms.
  - Update policy to account for changes per HUD's final rule, including adding a VAWA Emergency Transfer Plan for all HUD-covered programs.
  - Required by law.

## 2018 Admin / ACOP Plan Updates cont.

- Housing re-entry program
  - Update policies to include language to consider a Housing Re-entry Program allowing individuals formerly incarcerated to live with their families in public and/or assisted housing, while receiving supportive services.
- Prioritization of available vouchers
  - A prioritization will be applied to mobility of targeted vouchers, PBVs, PBRA, and VAWA requests for next available voucher and applying caps where applicable.



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## 2018 ACOP Plan Updates

- Smoke-Free Public Housing
  - Update policy allowing for enforcement of prohibited tobacco products at public housing properties.

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# 2018 Admin Plan Updates

- Waitlist Selection
  - Increase residency preference points for waitlisted applicants from 10 points to 15 points.
- Eligibility
  - Update definition of foster child temporarily away from the home; up to 18 months.
  - Clarify role of co-head at initial eligibility.
  - Update policy when both parents are on the waiting list and both are claiming the children. Proposed policy allows consideration of school records, court documents, financial documents, CalWorks, etc.

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## 2018 Admin Plan Updates cont.

- Voucher Issuance and Briefings
  - Include VAWA 2013 certification form as part of briefing packet (required by law).
  - Clarify policy allowing any adult member to attend briefing on behalf of family.
  - Clarify policy requiring criminal background screening of adult brought into household when a child is the sole remaining member of the household.

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## 2018 Admin Plan Updates cont.

- Housing Quality Standard (HQS) Inspections
  - HQS inspections will be conducted annually until an appropriate methodology can be fairly applied to units without compromising the quality of housing.
  - Update policy requiring that the heating system in HCV units must maintain an interior temperature of 70 degrees and have installed and working carbon monoxide detectors.

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## 2018 Admin Plan Updates cont.

- Reexaminations
  - Change reporting requirements from 10 days to 30 days for families to report changes in income and household composition.
- Contract Terminations
  - Update policy regarding VAWA 2013 as a mutual cause for termination of the lease (required by law).

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## Next Steps

- Additional Resident feedback sought from Public Housing and HCV residents in August
- Public comment period opens August 6, 2017 and closes September 20, 2017
- Public Hearing and Board adoption sought September 26, 2017
- Obtain signed Certifications of Consistency from City and County Govt.
- Incorporation of public comments received
- Submit to HUD by October 17, 2017.

*Questions?*



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## *Development Update*

*July 25, 2017*



## Presentation Overview

- Projects Under Construction
  - Paseo 55 (Reedley)
  - Memorial Village (Sanger)
  - Legacy Commons Phase II (Southwest Fresno)
  - Renaissance at Parc Grove (Fresno)
- December 2017 Finance Closing/Construction Start
  - Magill Terrace (Fowler) – 60 units
- CTCAC 2<sup>nd</sup> Round Tax Credit Application
  - Oak Grove (Parlier) – 56 units

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## Presentation Overview Continued

- Pre-Development Pipeline
  - Blackstone/Simpson Site (Fresno)
- Transformative Climate Communities (TCC)
  - California Triangle (Southwest Fresno)
    - Planning grant
  - North Fulton Mall Site (Fresno)
    - Implementation

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## Projects Under Construction

- Paseo 55 (Reedley)
  - 55 units; August 2017 projected completion
- Memorial Village (Sanger)
  - 48 units; Spring 2018 projected completion
- Legacy Commons Phase II (Southwest Fresno)
  - 64 units; Spring 2018 projected completion
- Renaissance at Parc Grove (Fresno)
  - 40 units; Spring 2018 projected completion

# December 2017 Finance Closing – Magill Terrace (Fowler)

- Redevelopment of an existing 20-unit LIPH site; demolition of existing units and new construction of 60 units and a community building
- Awarded \$1.59 million in HOME/AHP funds
- Mogavero Notestine Assoc. awarded architect contract in June 2015
- Acquired adjacent parcels November 2016
- Johnston Contracting awarded GC/CM contract in January 2017
- HRFC of \$2.2 million committed Feb 2017
- Received tax credit award June 2017

John Sutter  
Middle School



# Magill Terrace (Fowler) Aerial

401 East Nelson Street

Jameson Dr

Walnut Grove  
Villa Apartments

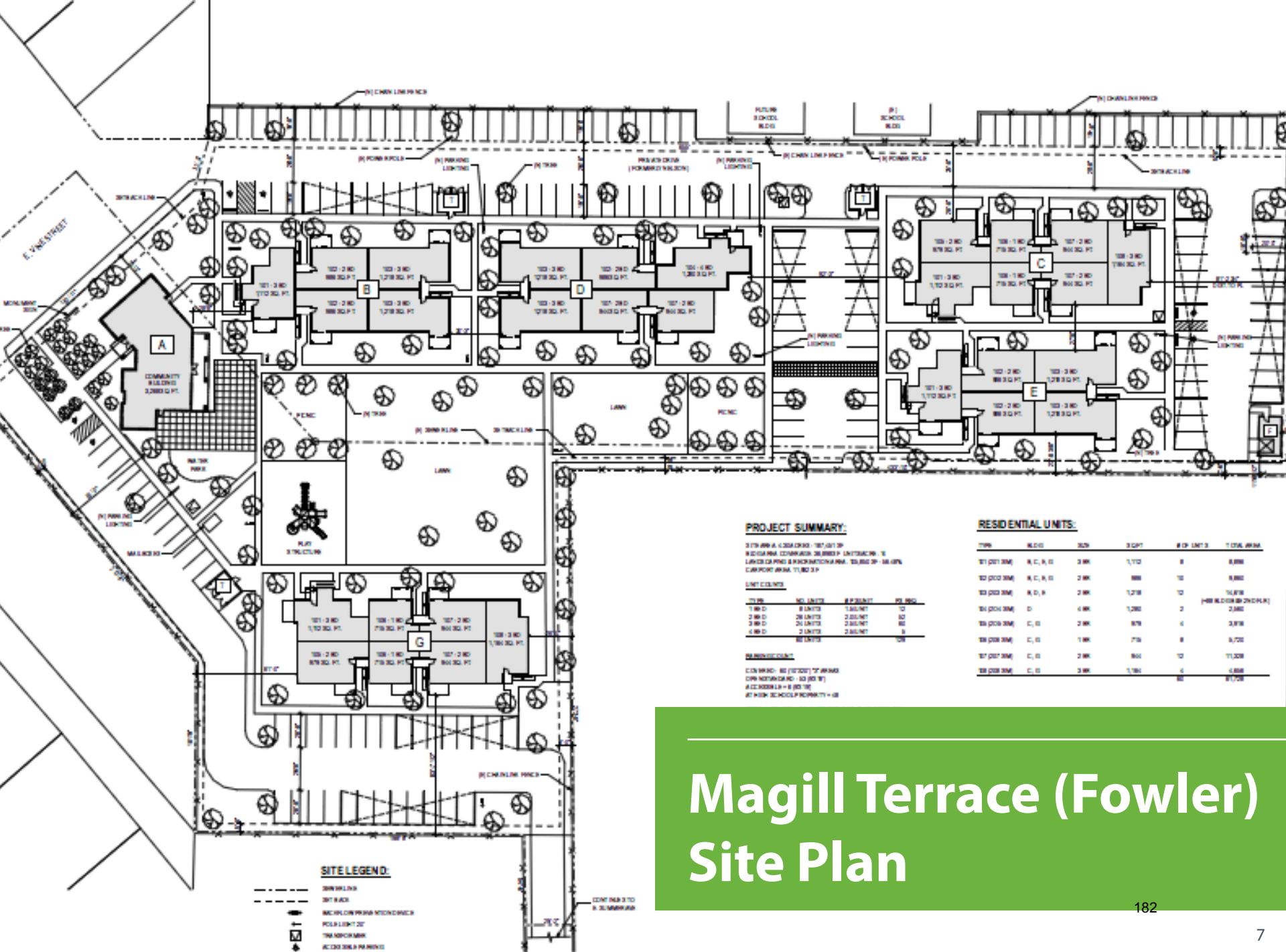
Harvest At Fowler



Dustin Way

Laker Ln

Christopher Ct



**PROJECT SUMMARY:**

370 UNIT A-COMPLEX - 107 UNIT OF  
 800 SQ. FT. COMMUNITY CENTER - 10 UNITS - 8  
 LANE CARPENS & RECREATION AREA. 50,000 SF - 50 UNITS  
 CARPORT AREA. 11,000 SF

**LIMIT COULETS:**

UNIT	SQ. FT.	# OF UNITS	SQ. FT. UNIT	SQ. FT. UNIT
1 NO. D	8 UNITS	1,600	10	10
2 NO. D	24 UNITS	2,400	10	10
3 NO. D	2 UNITS	200	10	10
4 NO. D	2 UNITS	200	10	10

**RESIDENTIAL UNITS:**

UNIT	NO. D	NO. D	SQ. FT.	# OF UNITS	TOTAL AREA
01 (01) NO.	A, C, & D	2 NO.	1,170	8	8,880
02 (02) NO.	A, C, & D	2 NO.	880	10	8,800
03 (03) NO.	A, D, & F	2 NO.	1,278	10	12,780
04 (04) NO.	D	4 NO.	1,200	2	2,400
05 (05) NO.	C, D	2 NO.	878	4	3,512
06 (06) NO.	C, D	1 NO.	778	8	6,224
07 (07) NO.	C, D	2 NO.	868	10	11,000
08 (08) NO.	C, D	2 NO.	1,100	4	4,400

**SITE LEGEND:**

- DRIVEWAY
- - - - - 50' BACK
- 1/4" SECTION FROM SECTION
- POLE LIGHT 20'
- TRANSFORMER
- ▲ ACCESSIBLE PARKING

**Magill Terrace (Fowler)**  
**Site Plan**

## CTCAC 2<sup>nd</sup> Round Tax Credit Application – Oak Grove (Parlier)

- Proposed redevelopment of an existing 50-unit LIPH site; demolition of existing units and new construction project of 56 units and a community building
- R.L. Davidson awarded architect contract Jan 2017
- Prowest awarded GC/CM contract Jan 2017
- Board authorized HRFC commitment of \$1.95 million Feb 2017
- Board authorized HAFC LIPH Cap/Op Reserves commitment of \$685k and \$2.34 million seller financing Feb 2017
- Received FLHB AHP Award of \$550k June 2017

# Oak Grove (Parlier)



Parlier City Hall

E Parlier Ave

Fresno County  
Housing Authority

Fett Dr

595 Bigger Street

E Parlier Ave

Supertacos

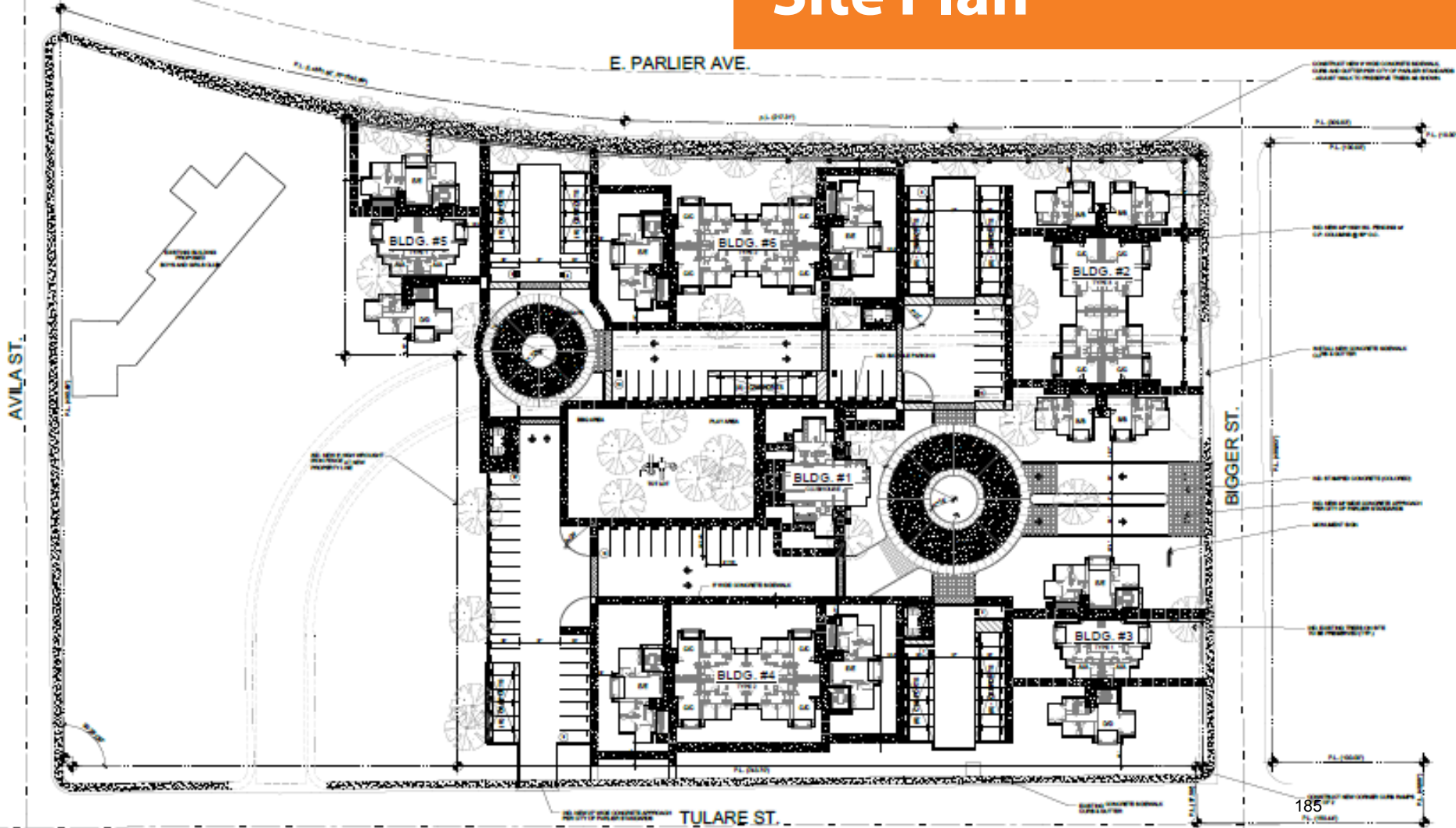
Tulare St

Our Lady Of  
Sorrows Church

S Newmark Ave



# Oak Grove (Parlier) Site Plan



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## Pre-Development Pipeline

- Blackstone/Simpson (Fresno)
- Transformative Climate Communities (TCC)
  - California Triangle (Southwest Fresno)
  - North Fulton Mall Site (Fresno)
  - Chinatown Site (Fresno)

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## Blackstone/Simpson (Fresno)

- Potential for rehabilitation of existing commercial and new construction of up to 50 affordable housing units
- Board approved entering into MOU with Miller-Ewell March 2017
- Board approved Assignment of Purchase and Sale Agreement March 2017
- Board approved HRFC commitment of \$1.4 million June 2017
- Board approved authorization to proceed with acquisition June 2017

# Blackstone/Simpson Site (Fresno)



E Simpson Ave

E Simpson Ave

E Simpson Ave

3039 North  
Blackstone Ave

International Express

Google

188

# Blackstone/Simpson Site (Fresno)



# Blackstone/Simpson Site (Fresno)



*\*Potential Concept as of 7/20/17*

## Transformative Climate Communities (TCC)

- New State funding source administered by the Strategic Growth Council (SGC)
- \$70 million allotment for one City of Fresno application
- Project application criterion include:
  - No larger than five square miles
  - Contain the High-Speed Rail Station Area and focus on neighborhoods within boundaries of recently adopted specific plans

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## Transformative Climate Communities (TCC)

- Project application criterion continued:
  - In Fresno, these parameters lead to an area roughly encompassing Downtown, Chinatown, and Southwest Fresno.
- Eligible uses of funding include affordable housing and active transportation
  - Encourages strategies to reduce greenhouse gas emissions (GHG)
- Both planning and implementation funds available



## California Triangle (Southwest Fresno)

- 15 Parcels totaling approximately 3.4 acres off of California Avenue in Southwest Fresno
- Board approved Purchase and Sale Agreement with Successor Agency to RDA of the City of Fresno May 2017
- Board authorized HRFC funding commitment of \$680,000 May 2017
- Staff performing due diligence; acquisition closing deadline 7/30/17
- Potential eligibility for TCC Planning Grant application

# California Triangle Aerial



Sierra Terrace

California Triangle

# California Triangle Aerial



Sierra Terrace

California Triangle

Legacy  
Commons

Desoto  
I & II

Fairview

Bridges @  
Florence

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## North Fulton Mall Site (Fresno)

- New zoning allows for construction of up to 15 stories
- Parking requirement is .5 spaces per unit
- There is no residential density limit at this site
- Staff envisions approximately 100 units of housing with commercial/retail on first floor
- Potential eligibility for TCC Implementation Grant application

# North Fulton Mall Site (Fresno)



# North Fulton Mall Site (Fresno)



*\*Potential Concept as of 7/20/17*

Google Earth



*Questions?*



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# *Housing Authority Asset List*

*Boards of Commissioners Meeting*

*July 25, 2017*



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# Overview

- List of assets that we actively manage through our Asset Management Department
- Present future opportunities to the Boards for their consideration
- Strategic decisions that could support our goal to continue to expand the supply of affordable housing across Fresno County
- Information only at this time



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# *Update on HRFC Reserves*

*Boards of Commissioners Meeting*

*July 25, 2017*

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## HRFC Reserves

- The Housing Relinquished Fund (HRFC) reserves allow for the expansion of affordable housing.
- Reserves have accumulated from various sources including:
  - Program income and loan repayments from development projects
  - Interest income from loans
  - Sales of properties
- HRFC reserves can be restricted by the Boards or agreements with HUD.

# Current HRFC Reserves (as of 06/30/17)

<b>Cash Balance as of 12/31/2016</b>	<b>10.65</b>
<b>Jan-June 30, 2017 Cash Inflow (Outflow):</b>	
Pre-dev Loans to FHA	(1.60)
Sierra Pointe Mortgages	0.13
Sierra Pointe Sale	0.17
Argyle Loan Payment	0.07
Homeless Admin Draw	(0.05)
Iron Bird/Pyramid Loan Payment	0.03
Lowell Loan Draw	(0.14)
Edison II Closing	(2.35)
Kingsburg Loan	(0.05)
Parc Grove NE Closing	(0.80)
Misc Operating Expenses	(0.03)
Edison II Reimbursement	0.26
Sanger Memorial Reimbursement	0.68
Parc Grove Commons II Loan Payment	0.68
Parc Grove Northwest Loan Payment Waterfall	0.14
Parc Grove NE Reimbursement	1.07
<b>Cash Balance as of 6/30/2017</b>	<b>8.86</b>

- This list includes the major transactions that have already occurred this year
- Cash balance as of 06/30/17 is \$8.86 million

\*Amounts shown in millions of dollars

# Potential Cash Inflows

<i>Potential Inflows</i>	
<i>Edison Plaza Phase II pre-dev payment acquisition</i>	<i>0.26</i>
<i>Parc Grove NE - Transfer of FH Sales Proceeds</i>	<i>0.27</i>
<i>HOPE VI Sales Proceeds</i>	<i>1.20</i>
<i>Sierra Pointe Mortgage Payments</i>	<i>0.13</i>
<i>Viking Village Sales Proceeds</i>	<i>1.20</i>
<i>Argyle Sales Proceeds</i>	<i>0.50</i>
<b>Total</b>	<b>3.56</b>

- Staff estimates that HRFC will receive an estimated \$3.56 million in additional cash.
- Total amounts shown may change based on final applications and calculations.

\*Amounts shown in millions of dollars

# Outflows from HRFC

	Total Commitment 6/30/2017	Total Expenditures through 6/30/17	Remaining Commitment
<b>Current Commitments</b>			
<i>Pre-developments Loans</i>			
West Fresno Planning/CA Triangle	0.68	0.12	0.56
General Pre-Dev *	0.30	0.16	0.14
<i>RAD Pre-developments</i>			
Magill Terrace RAD	1.80	0.57	1.23
Oak Grove RAD	1.95	0.13	1.82
Blackstone/Simpson (Fresno Gateway)	1.40	0.06	1.34
Other RAD Pre-dev **	0.25	0.01	0.24
<i>Construction Loans</i>			
Legacy Commons II	2.35	2.35	-
Renaissance at Parc Grove	0.80	0.80	-
Cueva de Oso	0.63	0.63	-
Fenix	1.60	1.60	-
<i>Other Commitments</i>			
Highway City/Comm. Build	0.25	0.08	0.17
Homeless Admin	4.50	4.30	0.20
<b>Total Commitments</b>	<b>16.51</b>	<b>10.82</b>	<b>5.69</b>

- Table above shows current commitments, total expenditures as of 06/30/17, and remaining commitments
- As always, staff is working diligently to reduce the amount needed from HRFC

\*Amounts shown in millions of dollars

# Cash Flow Projections

<b>Current Cash Balance as of 6/30/2017</b>	<b>8.86</b>
Potential Inflows	3.56
Remaining Commitments	(5.69)
<b>Uncommitted Cash</b>	<b>6.73</b>

- Total cash at 06/30/17 is \$11.19 million
- Staff is conservatively estimating inflows of \$3.56 million, and \$5.69 million of commitments (not all to be spent in 2017)
- This leaves about \$6.73 million in uncommitted funds, which can be used for various purposes at the Boards discretion

\*Amounts shown in millions of dollars

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**Questions or Comments?**





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***Financial Operating  
Results as of  
December 31, 2016***

*Fresno Housing Authority  
Board of Commissioners Meeting  
July 25, 2017*

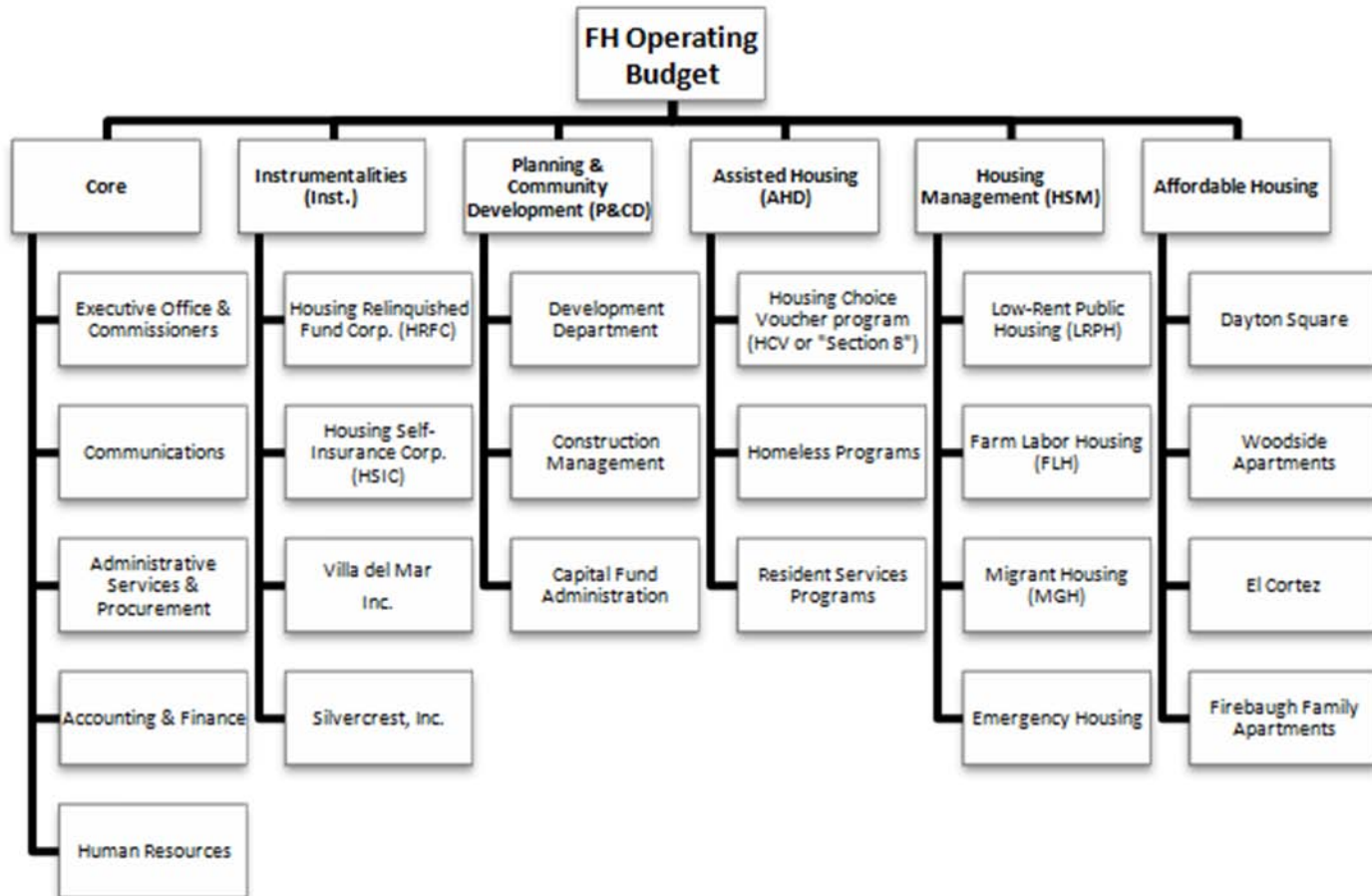


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# Overview

- Overall Budget Performance
- Variance Analysis by Division
- Housing Assistance Payments (HAP)
- Future Board Reporting

# Budget Structure



# 2016 Financial Results

## Fresno Housing Authority 2016 Operating Budget & Actual Results

AGENCY OPERATING BUDGET	2016 Budget	2016 Actuals	\$	%
			Variance	Variance
TOTAL INCOME	36,420,780	37,177,698	756,918	2%
TOTAL EXPENSES	33,624,782	33,479,389	(145,393)	0%
NET OPERATING INCOME	2,795,998	3,698,309	902,312	32%
TOTAL NON-OPERATING EXPENSES	1,386,566	1,467,009	80,444	6%
NET CASH FLOW	1,409,432	2,231,300	821,868	58%
UNRESTRICTED CASH FLOW	359,959	261,439	(98,519)	-27%

\*Unrestricted Funds consist of the Net Operating Income from Core, Assisted Housing, Planning & Development, and Affordable Housing.

•all figures in millions of dollars and rounded to the nearest ten thousandth

# Core

<b>Core</b>	<b>2016 Budget</b>	<b>2016 Results</b>	<i>Variance from 2016</i>
Total Income	7.33	7.33	-
Total Expenses	7.99	8.00	0.01
<b>Net Operating Income</b>	<b>(0.66)</b>	<b>(0.67)</b>	<b>(0.01)</b>
Non- Operating Expenses	0.31	0.15	(0.16)
<b>Net Cash Flow</b>	<b>(0.97)</b>	<b>(0.82)</b>	<b>0.15</b>
			-
<b>Unrestricted Net Income</b>	<b>(0.97)</b>	<b>(0.82)</b>	<b>0.15</b>

- Income & Expenses are aligned with the budget.
- Non-Operating Expenses were slightly lower than anticipated due to the extension of the Cal-HFA loan

•all figures in millions of dollars and rounded to the nearest ten thousandth

# Instrumentalities

<b>Instrum.</b>	<b>2016 Budget</b>	<b>2016 Results</b>	<i>Variance from 2016</i>
Income	1.31	1.64	0.33
Expenses	0.88	1.12	0.24
<b>Net Operating Income</b>	<b>0.43</b>	<b>0.52</b>	<b>0.09</b>
Non- Operating Expenses	-	-	-
<b>Net Cash Flow</b>	<b>0.43</b>	<b>0.52</b>	<b>0.09</b>
			-
<b>Unrestricted Net Income</b>	<b>-</b>	<b>-</b>	<b>-</b>

- Approx. \$88 thousand dollars more in restricted net income in HRFC due to increase in interest income earned on loans.

•all figures in millions of dollars and rounded to the nearest ten thousandth

# Planning & Community Development

P&CD	2016 Budget	2016 Results	Variance from 2016
Income	5.33	2.65	(2.68)
Expenses	2.80	2.10	(0.70)
<b>Net Operating Income</b>	<b>2.53</b>	<b>0.55</b>	<b>(1.98)</b>
Non- Operating Expenses	-	0.05	0.05
<b>Net Cash Flow</b>	<b>2.53</b>	<b>0.50</b>	<b>(2.03)</b>
			-
<b>Unrestricted Net Income</b>	<b>2.53</b>	<b>0.50</b>	<b>(2.03)</b>

- Received \$2.6 million less in Developer Fee Revenue in 2016 (expected in 2017).
- Expense savings in Consulting/Co-Developer Fees due to delays in Developer Fee Revenue.

•all figures in millions of dollars and rounded to the nearest ten thousandth

# Assisted Housing

<b>AHD</b>	<b>2016 Budget</b>	<b>2016 Results</b>	<i>Variance from 2016</i>
Income	9.10	11.50	2.40
Expenses	10.84	11.16	0.32
<b>Net Operating Income</b>	<b>(1.74)</b>	<b>0.34</b>	<b>2.08</b>
Non- Operating Expenses	-	0.08	0.08
<b>Net Cash Flow</b>	<b>(1.74)</b>	<b>0.26</b>	<b>2.00</b>
<b>Unrestricted Net Income</b>	<b>(1.74)</b>	<b>(0.18)</b>	<b>1.56</b>

- Received \$2.4 million dollars over the projected budget. This is mainly due to increased proration for HCV program, representing \$2 million of the total income variance.
- Tenant services expenses higher than expected, however the Agency is reimbursed for all expenses so there is a corresponding increase in Revenue.

•all figures in millions of dollars and rounded to the nearest ten thousandth



# Housing Management

HSM	2016 Budget	2016 Results	Variance from 2016
Income	11.35	11.92	0.57
Expenses	10.02	9.97	(0.05)
<b>Net Operating Income</b>	<b>1.33</b>	<b>1.95</b>	<b>0.62</b>
Non- Operating Expenses	0.71	0.94	0.23
<b>Net Cash Flow</b>	<b>0.62</b>	<b>1.01</b>	<b>0.39</b>
			-
<b>Unrestricted Net Income</b>	<b>-</b>	<b>-</b>	<b>-</b>

- Higher revenues received due to an increase in net tenant income, mostly at Maldonado Plaza.
- Non-operating Expenses increased due to Contributions to Reserves that were not budgeted.

•all figures in millions of dollars and rounded to the nearest ten thousandth

# Affordable Housing

<b>Aff Hsg</b>	<b>2016 Budget</b>	<b>2016 Results</b>	<i>Variance from 2016</i>
Income	2.00	2.15	0.15
Expenses	1.10	1.13	0.03
<b>Net Operating Income</b>	<b>0.90</b>	<b>1.02</b>	<b>0.12</b>
Non- Operating Expenses	0.36	0.25	(0.11)
<b>Net Cash Flow</b>	<b>0.54</b>	<b>0.77</b>	<b>0.23</b>
<b>Unrestricted Net Income</b>	<b>0.54</b>	<b>0.77</b>	<b>0.23</b>

- Received slightly more Tenant Income.
- No significant variances in Expenses.

•all figures in millions of dollars and rounded to the nearest ten thousandth

# Results as of December 31<sup>st</sup>, 2016

<b>Agency Operating Budget</b>	<b>2016 Budget</b>	<b>2016 Results</b>	<i>Variance from 2016</i>
Income	36.42	37.18	0.76
Expenses	33.62	33.48	(0.14)
<b>Net Operating Income</b>	<b>2.80</b>	<b>3.70</b>	<b>0.90</b>
Non-Operating Expenses	1.39	1.47	0.08
<b>Net Cash Flow</b>	<b>1.41</b>	<b>2.23</b>	<b>0.82</b>
Unrestricted Funds	0.36	0.26	0.09

•all figures in millions of dollars and rounded to the nearest ten thousandth

# 2016 HAP Financial Results

HOUSING ASSISTANCE PAYMENTS	2016 Budget	2016 Actuals	\$	%
			Variance	Variance
HAP INCOME	80,619,483	73,706,078	(6,913,406)	-9%
HAP EXPENSES	79,667,047	76,615,994	(3,051,053)	-4%
NET HAP INCOME	952,437	(2,909,916)	(3,862,353)	-406%

- Revenues were less than anticipated due to HUD's forced use of restricted HAP reserves.
- Expenses were lower because of lower voucher utilization rates in County and lower than anticipated Per Unit Costs (PUC).

•all figures in millions of dollars and rounded to the nearest ten thousandth

# Future Board Reporting

- *July*: 1<sup>st</sup> Quarter 2017 Financial Results presented in the Board Update
- *July*: 2016 Agency Operations and HAP Results presented at Board Meeting
- *August*: 2<sup>nd</sup> Quarter 2017 Financial Results presented in the Board Update
- *August*: 2016 Mixed Finance Financial Results presented at Board Meeting
- *September*: Financial Results as of July 31, 2017 presented in the Board Update (and on-going monthly)
- *September*: Acceptance of the 2016 Audit Reports
- *September*: 2018 Federal Budget Outlook
- *October*: 2018 Budgets – 1<sup>st</sup> Draft
- *November*: 2018 Budget – 2<sup>nd</sup> Draft (Potential Board Workshop)
- *December*: Approval of the 2018 Budgets

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**Recommendation:** The Boards of Commissioners accept the 2016 Agency Operating and Housing Assistance Payments (HAP) Results.

**Questions or Comments?**

**Fresno Housing Authority  
Financial Results as of December, 2016**

	<b>Core Budget</b>	<b>Core Actuals</b>	<b>Instrum. Budget</b>	<b>Instrum. Actuals</b>	<b>P&amp;CD Budget</b>	<b>P&amp;CD Actuals</b>	<b>AHD Budget</b>	<b>AHD Actuals</b>	<b>HSM Budget</b>	<b>HSM Actuals</b>	<b>Aff Hsg Budget</b>	<b>Aff Hsg Actuals</b>	<b>2016 Budget</b>	<b>2016 Actuals</b>	<b>\$ Variance</b>	<b>% Variance</b>
<b>AGENCY OPERATING BUDGET</b>																
INCOME																
NET TENANT INCOME	51,000	5,563	-	-	-	-	-	-	4,211,185	5,016,594	1,962,833	2,082,715	6,225,018	7,104,872	879,854	14%
INTEREST INCOME	4,307	21,130	1,113,000	1,424,228	-	-	450	(141)	1,072	68,183	-	154	1,118,828	1,513,554	394,725	35%
OTHER INCOME	433,268	232,018	134,750	189,896	261,000	53,319	529,459	655,754	24,899	112,332	38,575	44,367	1,421,951	1,287,685	(134,265)	-9%
ADMIN & MANAGEMENT FEE INCOME	6,842,235	7,066,452	60,000	28,943	-	-	-	-	550,503	393,595	-	-	7,452,738	7,488,990	36,252	0%
DEVELOPER FEE INCOME	-	-	-	-	5,071,917	2,592,160	-	-	-	-	-	-	5,071,917	2,592,160	(2,479,757)	-49%
HUD GRANT INCOME	-	-	-	-	-	-	7,954,260	9,926,866	4,790,115	4,497,178	-	-	12,744,375	14,424,044	1,679,669	13%
OTHER GRANT INCOME	-	-	-	-	-	-	613,952	919,055	1,772,001	1,827,383	-	19,955	2,385,953	2,766,393	380,440	16%
<b>TOTAL INCOME</b>	<b>7,330,810</b>	<b>7,325,164</b>	<b>1,307,750</b>	<b>1,643,067</b>	<b>5,332,917</b>	<b>2,645,478</b>	<b>9,098,121</b>	<b>11,501,533</b>	<b>11,349,774</b>	<b>11,915,266</b>	<b>2,001,408</b>	<b>2,147,191</b>	<b>36,420,780</b>	<b>37,177,698</b>	<b>756,918</b>	<b>2%</b>
EXPENSES																
PAYROLL EXPENSES	4,680,861	4,694,578	-	24,211	1,440,376	1,425,291	6,173,913	5,722,108	3,716,638	3,590,708	232,964	252,810	16,244,751	15,709,706	(535,046)	-3%
ADMINISTRATIVE EXPENSES	2,708,010	2,694,811	827,635	1,020,029	1,349,296	632,845	4,615,479	4,980,410	2,723,567	2,644,298	157,584	179,251	12,381,571	12,151,644	(229,927)	-2%
TENANT SERVICES EXPENSES	53,000	29,535	-	1,794	-	175	-	412,066	10,596	25,117	-	1,793	63,596	470,480	406,884	640%
UTILITY EXPENSES	126,050	183,797	-	348	-	176	-	4,696	1,708,967	1,820,254	189,888	231,576	2,024,905	2,240,847	215,942	11%
MAINTENANCE EXPENSES	391,748	358,001	50,000	68,851	8,500	12,796	42,500	36,443	1,480,550	1,463,151	500,880	432,753	2,474,179	2,371,997	(102,182)	-4%
TAXES & INSURANCE EXPENSES	28,040	37,359	250	10,412	2,600	23,708	2,722	4,609	379,466	425,242	22,702	33,386	435,780	534,716	98,936	23%
<b>TOTAL EXPENSES</b>	<b>7,987,709</b>	<b>7,998,082</b>	<b>877,885</b>	<b>1,125,645</b>	<b>2,800,772</b>	<b>2,094,991</b>	<b>10,834,614</b>	<b>11,160,332</b>	<b>10,019,784</b>	<b>9,968,769</b>	<b>1,104,018</b>	<b>1,131,569</b>	<b>33,624,782</b>	<b>33,479,389</b>	<b>(145,393)</b>	<b>0%</b>
<b>NET OPERATING INCOME</b>	<b>(656,899)</b>	<b>(672,918)</b>	<b>429,865</b>	<b>517,421</b>	<b>2,532,145</b>	<b>550,487</b>	<b>(1,736,493)</b>	<b>341,201</b>	<b>1,329,990</b>	<b>1,946,496</b>	<b>897,390</b>	<b>1,015,622</b>	<b>2,795,998</b>	<b>3,698,309</b>	<b>902,312</b>	<b>32%</b>
NON-OPERATING EXPENSES																
TOTAL NON-OPERATING EXPENSES	-	10,000	-	-	-	-	-	81,115	464,874	795,984	30,400	6,881	495,274	893,980	398,706	81%
TOTAL FINANCING EXPENSES	316,000	139,074	-	-	-	52,635	-	-	245,508	142,749	329,784	238,576	891,292	573,035	(318,257)	-36%
TOTAL ADJUSTMENTS & OPERATING TRANSFERS	-	-	-	-	-	-	-	(6)	-	-	-	-	-	(6)	(6)	0%
TOTAL NON-OPERATING EXPENSES	316,000	149,074	-	-	-	52,635	-	81,109	710,382	938,733	360,184	245,458	1,386,566	1,467,009	80,444	6%
<b>NET CASH FLOW</b>	<b>(972,899)</b>	<b>(821,992)</b>	<b>429,865</b>	<b>517,421</b>	<b>2,532,145</b>	<b>497,852</b>	<b>(1,736,493)</b>	<b>260,092</b>	<b>619,608</b>	<b>1,007,763</b>	<b>537,206</b>	<b>770,164</b>	<b>1,409,432</b>	<b>2,231,300</b>	<b>821,868</b>	<b>58%</b>
<b>UNRESTRICTED CASH FLOW</b>	<b>(972,899)</b>	<b>(821,992)</b>			<b>2,532,145</b>	<b>497,852</b>	<b>(1,736,493)</b>	<b>(184,584)</b>			<b>537,206</b>	<b>770,164</b>	<b>359,959</b>	<b>261,439</b>	<b>(98,519)</b>	<b>-27%</b>
HAP REVENUE																
HAP REVENUE							80,619,483	73,706,078					80,619,483	73,706,078	(6,913,406)	-9%
HAP EXPENSES																
HAP EXPENSES							79,667,047	76,615,994					79,667,047	76,615,994	(3,051,053)	-4%
<b>HAP NET INCOME</b>							<b>952,437</b>	<b>(2,909,916)</b>					<b>952,437</b>	<b>(2,909,916)</b>	<b>(3,862,353)</b>	<b>-406%</b>



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## ***Yardi Enterprise Management System (EMS) Update***

*Bobby Coulter,  
Senior Manager - Information  
Technology & Systems*

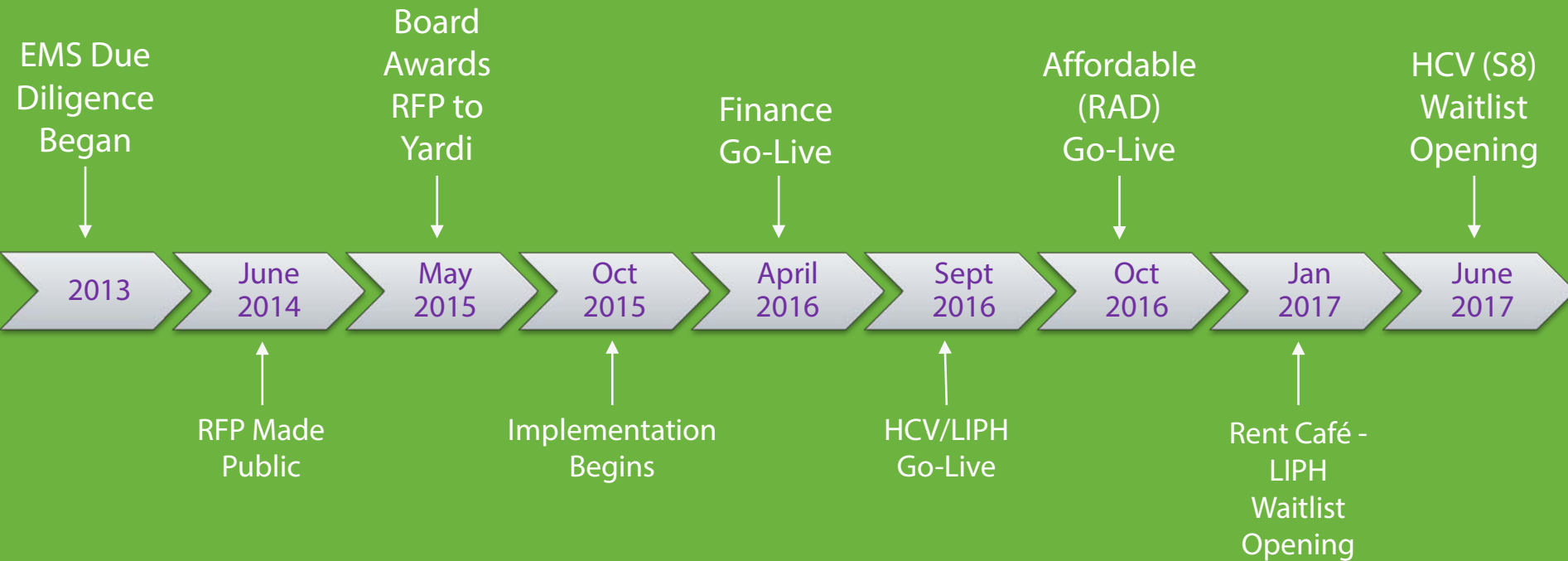


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## Why a new EMS

- Antiquated finance system
- Multiple systems for resident data
- Unable to provide data fast enough to make decisions
- Finance and Housing Program data not connected

# Milestones



# Implementation Budget

	Budget Authority	Actual
2016	\$859,068	\$604,090
2017	\$531,237	\$322,371 *
<b>Total</b>	<b>\$1,390,305</b>	<b>\$926,461</b>

\*Projected

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## What's next?

- Resident Portal
- Contract Management / Procurement
- Data Analytics / Data Dashboards

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## Data Analytics

- Inspections Requested: 30,421
- Invoices processed: 25,000+
- Work Orders Completed: 83,989

# HCV

**35,298** residents 

**12,138** families 

**17,508** children (under 18) 

**2,346** seniors (62+) 

**\$12,867** 

average annual income

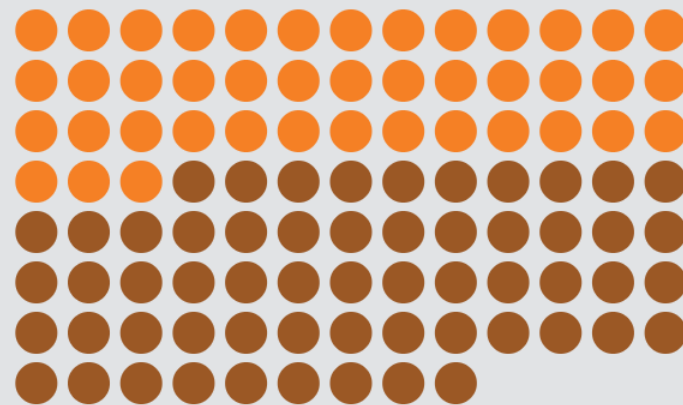
## Race



## Ethnicity

**48%**  
Hispanic

## Gender



Asian (8%) Black (25%) White (55%)

Native American (1%) Multiple Races (11%)

Male (41.54%) Female (58.46%)

230

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# Questions?

# Parlier Migrant Center – OMS Contract

- Relationship with HCD/OMS improving
- Overview of Contact Changes from prior years:
  - Additional detail on reimbursement requests
  - Advance of 20% of contract annual budget
  - Additional time to report monthly income
  - Additional time to submit audit report
- Budget increase:
  - 2016/2017 budget \$477,794
  - 2017/2018 budget \$588,475
  - 2018/2019 budget \$572,618 (including use of reserves)



My fellow commissioners,

Thank you for serving on the Fresno Housing Authority City Board of Commissioners.

I am very excited about planning for the upcoming year and look forward to working with you all.

As you know we are planning our retreat and I wanted to extend the opportunity for any input as it relates to any aspect of the retreat (topics, activities, and timeframes anything at all). This is a great time for the agency as we plan for our upcoming year with a renewed CEO, new software, new Deputy Directors and several new board members. I am eager to brainstorm, plan, create, dismantle, agree, disagree, support and provide governance that will lead to our agreed upon outcomes.

Preston has positioned this agency into a place of leadership in our city. With his leadership we have been at the table addressing Chronic Homelessness, Third grade level reading, Veteran Homelessness, Slumlords even Migrant Farm Worker Housing. We have been clear about our Mission and about the success of our families and I do not want our message to get lost in the sauce....

As a social worker/family therapist intern, former resident and FHA employee my passion is PEOPLE specifically residents.

So as I have thought about our upcoming retreat and some of this and empowering our families I cannot wait to find out more about your motivation for volunteering on the board, what your specific interest in low income housing is and what area of the industry you are most interested in.

To be clear, this is not my agenda, it is a collective to which I simply represent. As the overseers of tax payer's money I need not stress the urgency for us to be creative and intentional in our governance.

I'm so excited!!!!

AJ

<b>Friday</b> 10:15am – 11:45am	The Washington Report, Part 1 (A, C, PH, S8, CD)	Making Progress on HUD's Smoke-Free Public Housing Rule: Tips, tools, and Answers to Your Questions (PH)	RAD: What Are My Options? (PH)	Role and Duties of a Commissioner (C)	Try This At Home! Innovative Ideas to Recruit Landlords, Challenge Stereotypes, and Count the Homeless (OM)	Evaluating the Impact of a Major Revitalization Effort on a Severely Distressed Neighborhood (CD)	THE GREEN HOUSE Solution: A Housing Authority's vision to reimagine eldercare through collaboration and innovation (F)
<b>Friday</b> 1:45pm – 3:15pm	The Washington Report, Part 2 (PH, S8, CD, C)	Housing and Health: Building Partnerships to Support Public Housing Residents (PH)	IRGE/Alan Zais session	Conducting Effective Board Meetings (C)	HOTMA Implementation and the Opportunity for Innovation in PBV Programs (S8)	Making the Most of Your AFH: Fair Housing Best Practices for Your Agency Plan (CD)	Veterans Affordable Housing Development: An Overview (F)
<b>Friday</b> 3:30pm – 5:00pm	Advocacy (NAHRO Staff)	Designing with Intent: Integrating the Voice of the Residents (PH)	RAD Relocation - Regulatory Update and Lessons Learned (PH)	Save slot for HUD Session	Managing Budget Cuts: How PHA's can "Do More with Less" through Work Simplification (OM)	The Challenges of Infill Redevelopment in an Emerging Small Municipality (CD)	Self-Development: The Alphabet Soup of Revitalization (F)
<b>Saturday</b> 10:15am – 11:45am	Voices of Public Housing (PH, C)	MTW (PH)	RAD Asset Management (PH)	The Role of Commissioners in Building Bridges for the Future: A Roundtable Collaboration (C)	Save slot for Small Agency Session	Strategic Succession Planning: Building Your Bench Strength (OM)	Financing Affordable Housing Development – Today's Reality, the Potential Future and Examples of Local Innovation (CD)
<b>Saturday</b> 1:45pm – 3:15pm	Pest Management Starts With a Good Contract (PH)	Procurement Basics (PH)	HCV HAP Proration- HELP! What Can I Do? (S8)	Resident Empowerment vs. Resident Engagement: Must there be a conflict? (C)	Housing Authorities Ending Homelessness (CD)	Back to Basics: Financial Bootcamp (F)	All Access Pass: A Compliance Diary (PH)
<b>Saturday</b> 3:30pm – 5:00pm	Bridge to Homeownership: Lease-to-Own Workshop (F)	Sustainability and Efficiency at New York City Housing Authority (PH)	Regional Public Housing Authority Partnerships to Improve Access to Housing for Vulnerable Families (S8)	Building Your Brand with Your Employees (OM)	The Technology of Health and Housing Innovation (CD)	Non-Federal Resources to Serve Your Mission (PH)	Board Oversight: Monitoring 4 Key Areas for Commissioners (C)

2017 National Conference – Session Schedule

## **Week 1: the National Housing Week of Action**

Welcome to the first week of NAHRO's August Advocacy initiative! To kick off this year's campaign, NAHRO is joining other national housing stakeholders to bring attention to housing affordability issues affecting many Americans today. This week marks the **Our Homes, Our Voices Week of Action**, a national campaign that calls for greater investment in affordable housing. Housing advocacy groups nationwide participate in this annual week of activism, which seeks to amplify housing concerns and educate members of Congress on the crucial needs facing public and affordable housing agencies and their residents. The ultimate goal of this week of action is to articulate how safe and accessible housing benefits communities and to inform Congress that it must fully invest in housing resources in order to protect it.

In collaboration with the Campaign for Housing and Community Development Funding, NAHRO members and other interested stakeholders can participate in a number of impactful events that will allow you to make your voices heard. You can use the hashtag #OurHomesOurVoices to join a national **Twitterstorm on Wednesday, July 26, at 2 p.m.** and share why you support investment in affordable housing. You can join hundreds of advocates in calling their members of Congress as part of a **National Call-In Day on Thursday, July 27, at 2 p.m.**

For more information on these events, visit the Our Homes, Our Voices website and look out for reminder emails from NAHRO in the coming days.

Please note that this is just the first week of our six-week August Advocacy campaign. For more information, please visit the NAHRO website or contact John Bohm or Tess Hembree

## National Night Out – 2017 Schedule

National Night Out (NNO) is an annual community-building campaign that promotes police-community partnerships and community building. Every year, Fresno Housing participates in NNO events at various sites throughout Fresno County. The Housing Management and Resident Services Department will encourage residents to attend and participate in the following 2017 events:

City	Location	Address	Date	Time	FH Participating Sites
Clovis	Boys & Girls Club	2833 Helm Avenue, Clovis	August 1st	5:30 - 8pm	Viking Village
Del Rey	Boys & Girls Club	5705 Carmel Street, Del Rey	August 1st	5 - 8pm	Del Rey Apartments
Fresno	El Dorado Park	1343 E Barstow Ave, Fresno	August 1st	5 - 8 pm	San Ramon Apts.
Hanford	Civic Center Park	113 Court Street, Hanford	August 1st	5 - 8pm	Huron Apartments Cazares Terrace Parkside Apartments
Huron	Chestnut Park	16501 Palmer Avenue, Huron	August 1st	5 - 8pm	Huron Apartments Cazares Terrace Parkside Apartments
Mendota	Rojas Pierce Park	297 San Pedro St, Mendota	August 1st	7 - 9pm	Rio Terrace Mendota Farm Labor
Orange Cove	Boys & Girls Club	923 Center St, Orange Cove	August 1st	5 - 7pm	Citrus Gardens Mountain View Kuffle Terrace
Parlier	Earl Ruth Park	600 2nd Street, Parlier	August 1st	6 - 9pm	Oak Grove Orchard Apartments
Parlier	Parlier Migrant	8800 S. Academy Ave, Parlier	July 28th	TBD	Parlier Migrant
Pinedale	Boys & Girls Club	343 W Minarets, Pinedale	August 1st	3 - 6pm	Pinedale Apartments
Sanger	Sanger City Park	477 Academy Avenue, Sanger	August 1st	5:30 - 8:30pm	Sanger Memorial Wedgewood
Selma	TBD	TBD	Fall 2017	TBD	Cueva de Oso
SW Fresno	Frank H Ball	760 Mayor Avenue, Fresno	August 1st	TBD	Yosemite Village Sunset Terrace Fairview Heights Legacy Commons