

**Minutes of the Meeting
Of the Fresno Housing Authority
EXECUTIVE COMMITTEE
Wednesday, January 18, 2017
12:00p.m.**

There was a duly noticed meeting of the Executive Committee of the Boards of Commissioners on January 18, 2017, at the offices of HACCF, located at 1331 Fulton Mall, Fresno, California.

1. The meeting was called to order by Commissioner Jones at 12:05 p.m., and members present and absent were as follows:

PRESENT: Adrian Jones
 Reneeta Anthony
 Jim Petty (via teleconference)
 Steven Bedrosian
 Stacy Sablan

ABSENT: Rueben Scott

Also in attendance: Preston Prince, CEO/Executive Director; Tracewell Hanrahan, CFO/Deputy Executive Director; Angie Nguyen, Chief of Staff, Lauren Layne, Baker Manock and Jensen-General Counsel; Emily De La Guerra, Director of Finance and Administration; Michael Duarte, Director of Planning & Community Development; and Tiffany Mangum, Special Assistant to the CEO.

Murray and Francine Farber appeared before the Committee regarding the site-based libraries and to present their gift of \$50,000 to Fresno Housing to help fund a library at various Fresno Housing sites.

Mr. Preston Prince stated they will build three libraries on Fresno Housing Authority sites, called Mike's Books. The locations considered for the libraries are Mendota and Firebaugh.

Cedar Courts grand opening of Farber Library is scheduled for March 14, 2017 at 3:30pm; which will allow school children to participate. Per a Commissioner, Supervisor Quintero, was informed of the grand opening at Cedar Courts.

Ms. Sabrina Kelley Resident Services Manager and Mr. Gary Grinstead Construction Operations Manager were recognized by commissioners for their collaboration.

2. APPROVAL OF AGENDA AS POSTED (OR AMENDED)

There was no public comment.

Commissioner Jim Petty received a copy of the Agenda via email, his presence was via teleconference. The other commissioners received hard copies of the meeting agenda.

The Executive Committee agreed to amend the agenda to add a closed session item to discuss a Real Estate negotiations pursuant to Government Code §54954.5(b). This matter came to the attention of the Committee subsequent to the posting of the agenda.

Commissioner Anthony motioned for the Committee's approval to amend the agenda. This action was seconded by Commissioner Sablan, and by unanimous vote of the Executive Committee, the agenda was amended.

3. PUBLIC COMMENT

There was no public comment.

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't Code Section 87105)

There were no conflicts of interest disclosed.

5. CLOSED SESSION

REAL ESTATE NEGOTIATIONS- Pursuant to Government Code § 54954.5(b)

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

Agency negotiator: Preston Prince

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

Under negotiation: Price and Terms of Sale

PUBLIC EMPLOYMENT

Pursuant to Government Code §54597

Committee adjourned to closed session at 12:23pm.

6. REPORT ON CLOSED SESSION ITEMS

Committee returned to open session at approximately 12:40 p.m. Per General Counsel, there were no items to report.

7. AGENDA ITEMS

a. ACTION: Consideration of the minutes of December 14, 2016

There was no public comment.

Commissioner Anthony motioned for the Committee's approval of the December 14, 2016 minutes. This action was seconded by Commissioner Sablan, and by unanimous vote of the Executive Committee, the minutes for December 14, 2016 were approved.

b. Review of the Proposed Board Meeting Agenda

-The Board meeting has been rescheduled to Monday, January 23, 2017.

-Ms. Tiffany Mangum will contact Commissioners to inform them of the change.

-There will be a closed session that begins at 5pm, with a set time of 5:30pm to begin open session.

-Staff will add an additional item for discussion of the Board Retreat.

-Commissioner Reneeta Anthony suggested the topic of the Board Retreat be addressed before Consent Agenda.

-Commissioner Adrian Jones moved Resident Services presentation to the beginning of agenda before the Conflicts of Interest.

-Commissioner Jones requested that staff consider a monthly update on Resident Services programs or information reported at each board meeting.

-After positive feedback on the Resident Services presentation, Mr. Prince and Ms. Angie Nguyen assured Commissioners they will be experiencing more presentations in the future on Resident Services. Mr. Prince stated, on Monday January 23, 2017, at the monthly Board Meeting the presentation will be conducted by our partner Fresno County Library on the topic of the Digi-Bus.

-Mr. Prince stated that our goal for 2017 is to have guests coming to Board meetings and presenting on topics connecting to the Fresno Housing Authority Mission.

-Ms. Nguyen showed concerned about the changes on the agenda in that the changes will delay other presentations. She also stated that the presentation on Resident Services, will have a resident/client conducting a presentation on their experience, which will correlate to the Fresno Housing Authority staff presentation.

-For example, at next board meeting the Resident Services presentation will focus on Digi-Bus from the Fresno County Library; a presentation that will be conducted with an invitation to the Commissioners to attend the launch of the Digi-Bus.

-Ms. Nguyen talked about different programs such as Connect Home which will give the opportunity to residents to present their experience with connectivity, and the benefit of computer labs at their sites.

-Ms. Nguyen asked the commissioners to keep her updated on their expectation on the Resident Services reports and to inform her if it does not correlate with their expectations.

-Mr. Prince stated the following order to the agenda item 8 Digi-bus, item 9 Board Retreat, item 10 consent agenda.

-Commissioner Jones will give Mr. Prince examples of what type of information she would like to see on the Resident Services program presentations at the next Board meeting.

-Commissioners Anthony requested that Out of Town Travel be a standing item on the action item agenda.

c. Administrative Matters

-Mr. Prince announced that Deputy Executive Director, Tracewell Hanrahan, will be leaving Fresno Housing just after February 1st; thus, the agency will be recruiting for her replacement. Mr. Prince will keep the Boards informed of the recruitment and selection process. HCl will serve as the consultant for this recruitment.

-Mr. Prince stated they have put together a job announcement and brochure to recruit for the Deputy Executive Director's position. The ambitious goal is to have the position filled by April 1, 2017. Mr. Prince mentioned that a national search has been started. He will be working together with the recruitment consultant to ensure they will hire a qualified candidate.

-Commissioner Jones stated that Ms. Hanrahan shined in the position, even though when she first started the position as Deputy Executive Director she did not know much about housing. Mr. Prince and Ms. Hanrahan agreed the recruiter understand the agency; therefore, he will bring a good perspective during the recruitment process.

-Ms. Hanrahan shared she was hired by Gulf Coast Partnership, real estate development company. She said it is a small organization with about 15 to 20 staff members.

-Commissioner Anthony requested Board representation on the interview panel.

-Staff recommends a mid-month Budget Workshop to go in depth on the financial systems and structures of the agency. Staff is hoping to host this workshop early to mid-February. If a date is not found in February, staff will postpone the workshop until later in the year.

-Mr. Preston informed the Commissioners about the budget workshop, which will take place the second week of February 2017. This will provide more detailed information about the budget.

-Commissioner Anthony requested a tentative date for the budget workshop.

d. Development Update

-Michael Duarte Director of Planning & Community Development presents a few development item to the Committee:

Hotel Fresno project-based voucher (PBV) request – detailing the background of this project and the intended use and regulations surrounding the Agency's PBV allocation. Clarification was added that there is no financial risk associated with this transaction; however, there may be consideration about what the Boards may want to do strategically when considering the Agency's current and allowable allocation of project-based vouchers. The limit of the Agency's responsibility is inspection of the PBV units. The goal for this action is for Fresno Housing to support the long-term strategy to support specific projects, the development of downtown Fresno, and continue the effort to be a strong community partner.

-Commissioner Anthony asked about the benefit partnering with Hotel Fresno. Mr. Prince stated the benefit is in developing a community partnership and in realizing downtown revitalization. Ms. Hanrahan stated this will be beneficial to the overall development of the city.

-Ms. Hanrahan stated the residents housed under these vouchers will not be selected from the current waiting list. Interested residents need to apply for the waiting list when the sites open for enrollment. Further, she stated that Fresno Housing Authority will issue the vouchers. Additionally, once the tenant has completed their one-year lease, and if they to they are able to take their voucher and use it for housing elsewhere.

e. Board Retreat 2017

-Commissioner Anthony requested that the Board's retreat agenda be considered as an agenda item for the January meeting. Specifically, the role of a commissioner, financial structures, fiduciary responsibilities, the function and roles of a commissioner in regards to the LPs and LLCs. Additionally, the Committee would like to have some time for personal interactions to build cohesion amongst the board members.

-Mr. Prince stated, commissioners will be travelling to Wonder Valley for the September Board Retreat. He presented to the board a tentative schedule for the Board's retreat agenda.

-Commissioner Anthony requested a form showing their responsibilities.

8. ADJOURNMENT

There being no further business to be considered by the Executive Committee, the meeting was adjourned at approximately 1:27 p.m.



Preston Prince, Secretary