



# Boards of Commissioners Meeting

October 26, 2021

# 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 Fresno Housing

**5:00pm - October 26, 2021 – Per Executive Order N-25-20, which allows local and state legislative bodies to hold meetings via teleconference and to make meetings accessible electronically, this Board Meeting will be held via conference call. The meeting can be accessed by members of the public as follows:**

**To join via Zoom: <https://bit.ly/10262021JBM>**

**To join via teleconference, call: (669) 900-6833. Meeting ID: 984 4584 7612  
Passcode: 692972**

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. Please email your request to speak to [executiveoffice@fresnohousing.org](mailto:executiveoffice@fresnohousing.org).

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 Board Meeting

		PAGE #
1.	<b>Call to Order and Roll Call</b>	
2.	<b>Approval of agenda as posted (or amended)</b> <i>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.</i>	
3.	<b>Public Comment and Presentations</b> <i>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 <u>not</u> 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.</i>	
4.	<b>Potential Conflicts of Interest</b> – <i>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)</i>	
5.	<b>Consent Agenda</b> <i>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.</i>	
	a. Governance: Consideration of the Minutes of September 22, 2021 and September 28, 2021 <i>Approval of the minutes of the Board Meetings.</i>	5
	b. Consideration of the Agency 2022 Calendar <i>A calendar of activities and general Agency operations for 2022.</i>	15
	c. Consideration of Adoption of Resolution Pursuant to Assembly Bill 361 – Public Agency Meetings <i>Resolution on the Agency’s public agency meetings pursuant to AB361.</i>	17
	d. Consideration of Application for 2022 Continuum of Care Funding from the U.S. Department of Housing and Urban Development <i>Approval to submit Continuum of Care funding applications.</i>	25
	e. Consideration of Architectural Contract Award – The Arthur at Blackstone <i>Approval of the contract award for architectural services.</i>	32
	f. Consideration of Architectural Contract Award – Corazon del Valle <i>Approval of the contract award for architectural services.</i>	36
6.	<b>Staff Presentations and Discussion Items</b>	
	a. 2022 Federal and Agency Budget Update	41

		PAGE #
	<p><i>Staff will present an update on the Agency and Federal 2022 Budgets.</i></p> <p>b. <b>Real Estate Development Update</b>  <i>An overview of activities and deliverables to date.</i></p>	42
7.	<p><b>Action Items</b></p> <p>a. <b>Consideration of Funding Commitment for Pre-Development Activities – Corazon del Valle</b>  <i>Approval of funding commitment for pre-development activities.</i></p>	43
8.	<p><b>Governance</b></p> <p>a. <b>Commissioners’ Report</b></p> <p>b. <b>Executive Director’s Report</b></p>	49
9.	<b>Adjournment</b>	

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

**Wednesday, September 22, 2021**

**5:00 P.M.**

The Boards of Commissioners of the Housing Authorities of the City and County of Fresno met in a special session on Wednesday, September 22, 2021, via teleconference.

1. The special meeting was called to order at 5:03 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  
                  Caine Christensen, Vice Chair  
                  Stacy Vaillancourt  
                  Ruby Yanez  
                  Sharon Williams  
                  Sabrina Kelley

ABSENT:     None.

The special meeting was called to order at 5:03 p.m. by Board Vice-Chair, Commissioner Henry, 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:     Nikki Henry, Vice Chair  
                  Stacy Sablan  
                  Joey Fuentes

ABSENT:     Cary Catalano Chair  
                  Valori Gallaher  
                  Edugiben Ortiz  
                  Sophia Ramos

Also, in attendance were the following: Angie Nguyen, Interim CEO/Chief Programs Officer, and Ken Price, Baker Manock and Jensen - General Counsel.

2. APPROVAL OF AGENDA AS POSTED (OR AMENDED)

The County Board did not have a quorum to approve the agenda as posted.

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

**MOTION PASSED:** 4 – 0

3. PUBLIC COMMENT

There were no public comments at this time.

4. WORKSHOP

Presented by: Resident Empowerment Adhoc Committee

Part I: Resident Empowerment Overview

Part II: Proposed Initiatives

Mary-Helen Caggianelli, Resident Services Manager, presented on this item.

Commissioners Vaillancourt, Kelley, and Sablan joined the meeting during this item.

Commissioner Vaillancourt left the meeting at 5:37 p.m.

Commissioner Yanez left the meeting at 6:32 p.m.

5. 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 6:48 p.m.

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Angie Nguyen, 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, September 28, 2021**

**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, September 28, 2021, via teleconference.

1. The regular meeting was called to order at 5:12 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  
                  Ruby Yanez  
                  Sharon Williams  
                  Sabrina Kelley

ABSENT:     Caine Christensen, Vice Chair  
                  Stacy Vaillancourt

The regular meeting was called to order at 5:12 p.m. by Board Chair, Commissioner Catalano, 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:     Cary Catalano Chair  
                  Nikki Henry, Vice Chair  
                  Valori Gallaher  
                  Stacy Sablan  
                  Joey Fuentes

                  Edugiben Ortiz  
                  Sophia Ramos

ABSENT:     None.

Also, in attendance were the following: Angie Nguyen, Interim CEO/Chief Programs Officer, and Ken Price, Baker Manock and Jensen - General Counsel.

2. APPROVAL OF AGENDA AS POSTED (OR AMENDED)

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

***MOTION PASSED:** 4 – 0*

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

***MOTION PASSED:** 7 – 0*

3. PUBLIC COMMENT

Eric Payne, Executive Director at Central Valley Urban Institute, welcomed back Emily De La Guerra, Chief Business Officer, from her leave. He also congratulated Commissioner Kelley on her new position with Community Vision. He stated that he looks forward to her leadership in that area. He thanked the County & City Chairs, Executive Team, and the Board Executive Search Committee for leading the community through the new CEO search process. He was thankful that Fresno Housing was responsive to the letter/memo sent by CVUI, regarding the CEO search process. He thanked the consultants, Gans, Gans & Associates, on helping Fresno Housing in their search for the new CEO. He was excited to listen and learn about the two finalists during the August 28, 2021 Special Board Meeting. CVUI looks forward to working with the selected finalist. Lastly, he thanked Angie Nguyen, Interim CEO/Chief Operations Officer, for her leadership as the Interim CEO during one of the most difficult times in Agency history.

4. PUBLIC HEARING

2022 Public Housing Agency Plans (Annual Plan, Admissions and Continued Occupancy Plan, Administrative Plan)

Emily De La Guerra, Chief Business Officer, presented on this item.

5. POTENTIAL CONFLICTS OF INTEREST

There were no potential conflicts of interest at this time.



6. CONSENT AGENDA

- a. Governance: Consideration of the Minutes of August 24, 2021 and August 28, 2021
- b. Consideration of the General Construction Contract Award for Interior Renovations – 1260 Fulton Street
- c. Consideration of the General Construction Contract Award for Interior Renovations – 1331 Fulton Street
- d. Consideration of the Contract for Trade Services
- e. Consideration of Acceptance of the Tax Credit Allocation Committee Award – Corazon del Valle Commons

**CITY MOTION:** *Commissioner Kelley moved, seconded by Commissioner Williams, to approve the consent agenda.*

**MOTION PASSED:** 4 – 0

**COUNTY MOTION:** *Commissioner Henry moved, seconded by Commissioner Ramos, to approve the consent agenda.*

**MOTION PASSED:** 7 - 0

7. STAFF PRESENTATIONS AND DISCUSSION ITEMS

- a. 2022 Federal and Agency Budget Update

Emily De La Guerra, Chief Business Officer, presented on this item.

- b. Consideration of the Property Sale and Leasing Contract – Parlier Office

Angie Nguyen, Interim CEO/Chief Programs Officer, and Javier Andrade, City Engineer for the City of Parlier, presented on this item.

- c. Real Estate Development Update

Michael Duarte, Chief Real Estate Officer, presented on this item.

8. ACTION ITEMS

a. City: Consideration of the Audited Financial Statements

Nicole Diaz, Controller, Ahamadou Bocar, Auditor at CohnReznick LLP, and Jacky Tang, Auditor at CohnReznick LLP, presented on this item.

***CITY MOTION:*** *Commissioner Kelley moved, seconded by Commissioner Williams, to accept and file the Audited Financial Statements.*

***MOTION PASSED:*** 4 – 0

b. County: Consideration of the Audited Financial Statements

Nicole Diaz, Controller, Ahamadou Bocar, Auditor at CohnReznick LLP, and Jacky Tang, Auditor at CohnReznick LLP, presented on this item.

***COUNTY MOTION:*** *Commissioner Fuentes moved, seconded by Commissioner Gallaher, to accept and file the Audited Financial Statements.*

***MOTION PASSED:*** 7 – 0

c. Consideration of the Submission of the 2022 Agency Annual Plans, Administrative Plans, and Admission & Continued Occupancy Plans

Lyric Aguigam, Senior Policy Analyst, presented on this item.

Public Comment:

Eric Payne, Central Valley Urban Institute, attempted to make a public comment but the connection was unstable.

***CITY MOTION:*** *Commissioner Kelley moved, seconded by Commissioner Yanez, to approve the submission of the 2022 Agency Annual Plans, Administrative Plans, and Admission & Continued Occupancy Plans.*

***MOTION PASSED:*** 4 – 0

**COUNTY MOTION:** *Commissioner Sablan moved, seconded by Commissioner Gallaher, to approve the submission of the 2022 Agency Annual Plans, Administrative Plans, and Admission & Continued Occupancy Plans.*

**MOTION PASSED:** 7 – 0

- d. Consideration of Adoption of Resolution Pursuant to Assembly Bill 361 – Public Agency Meetings

Ken Price, General Counsel, presented on this item.

**CITY MOTION:** *Commissioner Williams moved, seconded by Commissioner Yanez, to approve the adoption of resolution pursuant to Assembly Bill 361 – Public Agency Meetings.*

**MOTION PASSED:** 4 – 0

**COUNTY MOTION:** *Commissioner Sablan moved, seconded by Commissioner Gallaher, to approve the adoption of resolution pursuant to Assembly Bill 361 – Public Agency Meetings.*

**MOTION PASSED:** 7 – 0

9. CLOSED SESSION

The Board entered Closed Session at 6:32 p.m.

- a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
(Pursuant to Government Code § 54954.5(b))  
Property: Address (APNs: 455-205-04)  
Agency negotiator: Angie Nguyen  
Negotiating parties: Housing Authority of the City of Fresno and Roombus, Inc.  
Under negotiation: Price and Terms
- b. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
(Pursuant to Government Code § 54954.5(b))  
Property: 1030 E. Parlier Ave., Parlier, CA 93649 (APN: 355-280-07)  
Agency Negotiator: Angie Nguyen  
Negotiating Parties: Housing Authority of Fresno County and City of Parlier
- c. PUBLIC EMPLOYEE APPOINTMENT  
Title: CEO

10. REPORT ON CLOSED SESSION ITEM(S)

The Boards returned from Closed Session at 7:19 p.m.

Ken Price, General Counsel, stated that there was no action to report from Closed Session.

Commissioners Sablan and Gallaher did not return from Closed Session.

11. ACTION

- a. Consideration on Employment Agreement Between Fresno Housing and Tyrone Roderick Williams as CEO

Commissioner Jones presented on this item.

Public Comment:

Michaellynn Lewis expressed her excitement at meeting Tyrone Roderick Williams as the new CEO. She congratulated him and stated that he will have a well-trained team (Fresno Housing) to work with.

Eric Payne, Executive Director at Central Valley Urban Institute, stated he looks forward to working with the newly appointed CEO, Tyrone Roderick Williams. He is excited to see the vision that the new CEO will have for the community and how he will increase the affordable housing stock in our region.

***CITY MOTION:*** *Commissioner Kelley moved, seconded by Commissioner Williams, to approve the employment agreement between Fresno Housing and Tyrone Roderick Williams as CEO.*

***MOTION PASSED:*** 4 – 0

***COUNTY MOTION:*** *Commissioner Fuentes moved, seconded by Commissioner Ortiz, to approve the employment agreement between Fresno Housing and Tyrone Roderick Williams as CEO.*

***MOTION PASSED:*** 5 – 0

12. GOVERNANCE

- a. Commissioners' Report

Commissioner Jones – During the NAHRO Advocacy Month, we surpassed the goal for the Congressional letter-writing campaign. She thanked the Commissioners who sent the letters in. There is still time for NAHRO members to vote for the upcoming President and Vice-President roles at NAHRO.

Commissioner Catalano – Thanked the Executive team for constantly maintaining the integrity of our properties. He reminded the Commissioners to report on any maintenance issues or problems on any of the properties to the Executive team.

#### b. Executive Director's Report

In addition to the written report:

- Resident Empowerment Workshop was held last week on September 22, 2021.
- Board Retreat that was supposed to be on October 15, 2021, will be postponed to the spring of 2022.
- NAHRO Elections are open for President and Vice-President.
- NAHRO National Conference will be a Virtual Conference on October 7-8, 2021. Anybody interest in attending the Conference should contact Tiffany Mangum, Executive Operations Manager.
- Zoom Meetings were held with residents for Mental Health Awareness Month.
- Resident Highlights for the month of September was sent out earlier this week. In celebration of Hispanic Heritage Month, a local Fresno State student, Ivana Matias, made a presentation focusing on Mexican Independence Day.
- Marc' Bady, Chief Diversity Officer, was highlighted in the Quarterly Newsletter.
- There were several CAN events that were held last week that included 50+ attendees.
- A policy update indicating that Fresno Housing will not be having any evictions in the City of Fresno was announced.
- Fresno Housing is in partnership with Reading and Beyond, The Fresno Center, Centro La Familia, Education & Leadership Foundation, Jakara Movement, and West Fresno Family Resource Center, to assist residents with the application process and fund distribution of the City of Fresno's Emergency Rental Assistance Program.
- On September 10, Reading and Beyond, hosted an informational workshop via Zoom for Fresno Housing residents. The workshop covered eligibility requirements, qualifications, and the process of completing an application.
- New Hires
  - o Jevon Brown, Maintenance Tech
  - o Grant Swinney, HQS Inspector
  - o Florinda Holguin, Office Assistant II
  - o Taylor Martin, Digital Inclusion Intern
  - o Nicole James, Housing Specialist
  - o Melanie Loewen, Housing Specialist
- Promotions:
  - o Lyric Aguigam, Senior Policy Analyst (promoted from Policy Analyst)
  - o Anna Barajas, Housing Specialist (promoted from Office Assistant II)

- Sang Sou, HQS Inspector (promoted from Program Integrity Specialist)
- Valentin Gonzalez, HQS Inspector (promoted from Maintenance Technician)
- Susana Osorio-Angeles, Senior Leasing Specialist (promoted from Leasing Specialist)
- Eleanore Jacquez, Market Specialist (promoted from Owner Services Specialist)
- Blanca Navarro, Procurement Analyst (promoted from Quality Assurance Analyst)

### 13. 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.

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Angie Nguyen, Secretary to the Boards of Commissioners

## BOARD MEMO

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

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

**TO:** Boards of Commissioners

Fresno Housing

**FROM:** Angie Nguyen

Interim CEO/Chief Programs Officer

**SUBJECT:** Consideration of the 2022 Agency Calendar

**DATE:** October 22, 2021

**BOARD MEETING:** October 26, 2021

**AGENDA ITEM:** 5b

**AUTHOR:** Tiffany B. Mangum

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### Executive Summary

The Boards of Commissioners, annually take action to approve the Agency's calendar. Thus, the attached calendar for 2022 indicates the agency recognized holidays, Friday closures, board meetings, and other important activities of the Agency.

Additional trainings and special meetings will be scheduled, and are subject to the availability of the Commissioners.

### Recommendation

It is recommended the Boards of Commissioners review and approve the proposed 2022 Agency calendar.

### Fiscal Impact

None.

# Agency Calendar - 2022

January						
Su	Mo	Tu	We	Th	Fr	Sa
					31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February						
Su	Mo	Tu	We	Th	Fr	Sa
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27	28					

March						
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27	28	29	30	31		

April						
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24	25	26	27	28	29	30

May						
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July						
Su	Mo	Tu	We	Th	Fr	Sa
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August						
Su	Mo	Tu	We	Th	Fr	Sa
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21	22	23	24	25	26	27
28	29	30	31			

September						
Su	Mo	Tu	We	Th	Fr	Sa
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18	19	20		22	23	24
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October						
Su	Mo	Tu	We	Th	Fr	Sa
						1
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November						
Su	Mo	Tu	We	Th	Fr	Sa
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Board Retreat
Holiday Observance
Executive Committee Meeting
Joint Board Meeting
NAHRO National Events
All Staff Events
Friday Office Closure

December 31	-	New Year's Day (Observed)	September 5	-	Labor Day
January 17	-	Martin Luther King Jr. Day	November 11	-	Veterans' Day (8 Hour Holiday Credit)
February 14	-	Lincoln's Birthday (Observed)	November 24	-	Thanksgiving Holiday
February 21	-	President's Day	November 25	-	Friday after Thanksgiving (8 Hour Holiday Credit)
March 31	-	Cesar Chavez Day	December 24	-	Christmas Eve (4 Hour Holiday Credit)
May 30	-	Memorial Day	December 26	-	Christmas Day (Observed)
July 4	-	Independence Day			



## BOARD MEMO

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**TO:** Boards of Commissioners

Fresno Housing

**FROM:** Angelina Nguyen

Interim CEO/Chief Programs Officer

**SUBJECT:** Consideration of Resolution Pursuant to Assembly Bill 361 – Public Agency Meetings

**DATE:** October 22, 2021

**BOARD MEETING:** October 26, 2021

**AGENDA ITEM:** 5c

**AUTHOR:** Kenneth J. Price

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### Executive Summary

The purpose of this memo is to ask the Boards of Commissioners to adopt resolutions authorizing Fresno Housing to allow for the Boards of Commissioners and standing committees to participate via teleconference so long as such actions comply with newly adopted AB 361.

Governor Newsom's Executive Order No. N-29-20, which allows some or all Commissioners/Committee Members to participate in a public meeting via teleconference (phone or video) is set to expire as of September 30, 2021. On September 15, 2021 AB 361 was passed which includes the following:

Through December 31, 2023, AB 361 allows local agencies to continue to use COVID-19-era teleconferencing notice and meeting procedures as long as one of the following specific types of emergency exists:

- A) The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.
- B) The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.
- C) The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, pursuant to subparagraph (B), that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

The Board of Commissioners must make specific findings every 30 days during the emergency when telephonic or virtual meetings are required. The Governor, through Order N-12-21, has extended the order declaring a State of Emergency due to the impacts of COVID-19 until the end of the year, so these findings must be made every 30 days beginning on October 1, 2021:

- A) The legislative body has reconsidered the circumstances of the state of emergency.
- B) Any of the following circumstances exist:
  - (i) The state of emergency continues to directly impact the ability of the members to meet safely in person; or
  - (ii) State or local officials continue to impose or recommend measures to promote social distancing.

The new law also prohibits local agencies from requiring public comments to be submitted prior to the meeting without also allowing real-time comment opportunities during the meeting. In addition, the new law allows third-party internet websites to collect names and other information from the public in order to participate in the meeting, but local agencies themselves are still prohibited from requiring the such information to participate. Finally, if there is an internet or telephonic service disruption that prevents the agency from broadcasting the meeting, the agency may take no action until the broadcast is restored. Normal posting timelines for agendas still apply, as well as the roll-call vote requirement.

Attached are resolutions authorizing meeting by teleconference. These resolutions shall apply to the Boards of Commissioners meetings and each standing committee meeting.

**Recommendation**

It is recommended that the Boards of Commissioners adopt the attached resolutions authorizing the Housing Authority of the City of Fresno and the Housing Authority of Fresno County to allow for the Boards of Commissioners and standing committees to participate via teleconference so long as such actions comply with newly adopted AB 361.

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

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

**RESOLUTION PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE  
PROCLAMATION OF A STATE OF EMERGENCY BY N-12-21 ISSUED ON AUGUST 16,  
2021 AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE  
LEGISLATIVE BODIES OF THE HOUSING AUTHORITY OF THE CITY OF FRESNO FOR  
THE PERIOD FROM NOVEMBER 1, 2021 TO NOVEMBER 30, 2021 PURSUANT TO  
BROWN ACT PROVISIONS**

WHEREAS, the Housing Authority of the City of Fresno is committed to preserving and nurturing public access and participation in meetings of the Board of Commissioners; and

WHEREAS, all meetings of the Housing Authority of the City of Fresno's (the "City Commission") legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in the District, specifically, by the Governor's Order N-12-21, the Governor has extended the order declaring a State of Emergency due to the impacts of COVID-19; and

WHEREAS, the County of Fresno has recommended continued social distancing to combat the imminent risk to the public health and safety due to COVID-19; and

WHEREAS, the Board of Commissioners does hereby find that such conditions has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to proclaim a local emergency and ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency, the Board of Commissioners does hereby find that the legislative bodies of the City Commission shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, the City Commission shall ensure that the public has the opportunity to participate live in all electronic meetings of the City Commission during all public comment periods.

NOW, THEREFORE, THE BOARD OF COMMISSIONERS OF HOUSING AUTHORITY OF THE CITY OF FRESNO DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Proclamation of Local Emergency. The Board of Commissioners hereby proclaims that a local emergency now exists throughout the District, and in-person meetings could cause an imminent risk to the commissioners, staff and public.

Section 3. Ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of August 16, 2021.

Section 4. Remote Teleconference Meetings. The agency staff and legislative bodies of City Commission are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect on November 1, 2021, and shall be effective until the earlier of (i) November 30, 2021, or such time the Board of Commissioners adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of City Commission may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Commissioners of Housing Authority of the City of

Fresno this 26<sup>th</sup> day of October, 2021, to be effective on November 1, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Angelina Nguyen, Interim CEO/ Secretary of the Boards of  
Commissioners

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

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

**RESOLUTION PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE  
PROCLAMATION OF A STATE OF EMERGENCY BY N-12-21 ISSUED ON AUGUST 16,  
2021 AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE  
LEGISLATIVE BODIES OF THE HOUSING AUTHORITY OF FRESNO COUNTY FOR THE  
PERIOD FROM NOVEMBER 1, 2021 TO NOVEMBER 30, 2021 PURSUANT TO BROWN  
ACT PROVISIONS**

WHEREAS, the Housing Authority of Fresno County is committed to preserving and nurturing public access and participation in meetings of the Board of Commissioners; and

WHEREAS, all meetings of the Housing Authority of Fresno County's (the "County Commission") legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in the District, specifically, by the Governor's Order N-12-21, the Governor has extended the order declaring a State of Emergency due to the impacts of COVID-19; and

WHEREAS, the County of Fresno has recommended continued social distancing to combat the imminent risk to the public health and safety due to COVID-19; and

WHEREAS, the Board of Commissioners does hereby find that such conditions has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to proclaim a local emergency and ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency, the Board of Commissioners does hereby find that the legislative bodies of the County Commission shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, the County Commission shall ensure that the public has the opportunity to participate live in all electronic meetings of the County Commission during all public comment periods.

NOW, THEREFORE, THE BOARD OF COMMISSIONERS OF HOUSING AUTHORITY OF FRESNO COUNTY DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Proclamation of Local Emergency. The Board of Commissioners hereby proclaims that a local emergency now exists throughout the District, and in-person meetings could cause an imminent risk to the commissioners, staff and public.

Section 3. Ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of August 16, 2021.

Section 4. Remote Teleconference Meetings. The agency staff and legislative bodies of County Commission are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect on November 1, 2021, and shall be effective until the earlier of (i) November 30, 2021, or such time the Board of Commissioners adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of County Commission may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Commissioners of Housing Authority of Fresno County this 26<sup>th</sup> day of October, 2021, to be effective on November 1, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Angelina Nguyen, Interim CEO/ Secretary of the Boards of Commissioners



## BOARD MEMO

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

**TO:** Boards of Commissioners

Fresno Housing

**FROM:** Angelina Nguyen

Interim CEO/Chief Programs Officer

**DATE:** October 22, 2021

**BOARD MEETING:** October 26, 2021

**AGENDA ITEM:** 5d

**AUTHOR:** Doreen Eley

**SUBJECT:** Consideration of Application to the U.S. Department of Housing and Urban Development for 2022 Continuum of Care Funding

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### Executive Summary

The purpose of this memo is to provide information to the Boards of Commissioners regarding funding applications for Continuum of Care (CoC) grants and approve the resolutions authorizing Fresno Housing to apply for this funding.

Fresno Housing intends to submit ten (10) renewal applications for a total of a little over \$2.39 million to the U.S. Department of Housing and Urban Development (HUD) Continuum of Care (CoC) for the continued operation of homeless assistance programs. FH submitted applications to the local review panel on September 28, 2021. This local review panel met on October 13-14, 2021; final results will be determined on October 25, 2021.

Renewal applications to be submitted to HUD comprise the following programs:

- Seven (7) housing projects; including our Renaissance developments. Funding totals \$1.7 million and provides 239 units of housing;
- Two (2) Homeless Management Information System (HMIS) projects with funding totaling \$322,270. HMIS currently has 99 projects with 195 HMIS users in the system. The data derived is used to inform the needs of the community homeless system as well as its effectiveness. In addition data derived is used by federal, state and local funding sources;
- One (1) CoC Planning Grant funded at \$326,648. This grant assists the Fresno Madera community the opportunity to perform various activities, including strategic planning functions with consultants such as HomeBase and Community Solutions, elements of the annual Point in Time Count and evaluation of all projects within the continuum.

HUD requires the Board of Commissioners approve submission of all CoC applications. The final applications, along with the community Consolidated Application is due to HUD on November 16, 2021.

## **Recommendation**

It is recommended that the Board of Commissioners of the Housing Authority of the City of Fresno and the Board of Commissioners of the Housing Authority Fresno County adopt the attached resolutions authorizing: (a) submission of application to the U.S. Department of Housing and Urban Development for Continuum of Care program funding; (b) execution, by the Interim CEO, or her designee, of any resulting contract(s), and associated amendments; (c) to hire related personnel to administer the program(s) in accordance with the funding requirements, in accordance with the grant requirements and Agency budgets.

## **Fiscal Impact**

CoC regulations require a 25% cash or in-kind match for funding awarded. Match requirements for FH CoC programs are met using in-kind via both partner agency services and/or FH administrative time. Although FH has submitted funding proposals to the CoC, adjustments may be made through HUD final award. Please see the attached chart for anticipated 2021 funding amounts and match requirements. If Fresno Housing is successful in its applications, the funding and personnel required to execute the programs will be included in the 2022 budgets.

## **Background Information**

Across the country, communities establish Continuums of Care to provide a coordinated response system to persons experiencing homelessness. These organizations are comprised of various stakeholders engaged in homeless services. The Fresno Madera Continuum of Care (FMCoC) has thirty (30) organizations including domestic violence, substance abuse, county mental health, county social services and nonprofit organizations.

Annually HUD conducts a national competition for CoC funding which lasts approximately ten weeks. Resultant rewards are largely based on the strength of the community Consolidated Application which is completed by the Collaborative Applicant - Fresno Housing acts as the Collaborative Applicant for the FMCoC. In this application, the Collaborative Applicant details the community coordinated response to homelessness with strategies as alignment of resources across both CoC and non-CoC funding, the use of streamlined processes to provide appropriate housing services, known as Coordinated Entry and use of data analysis to gauge community progress towards reduction of homelessness. In recent years, Fresno has consistently scored in the top 20% of the country.

## Fresno Housing CoC Funding

Project Name	Number of Units/Housing type	2021 Application	Match
Renaissance at Alta Monte	29 units/Permanent Supportive Housing	\$ 44,130	\$ 11,033
Permanent Supportive Housing Trinity	20 units/Permanent Supportive Housing	\$ 64,783	\$ 16,196
Renaissance at Santa Clara	20 units onsite; 2 offsite; Permanent Supportive Housing	\$ 85,988	\$ 11,490
Rapid Rehousing Project	13 units/Rapid Rehousing	\$ 250,337	\$ 62,584
Shelter Plus Care 4	43 units/Permanent Supportive Housing	\$ 409,495	\$ 102,374
Shelter Plus Care 1	100 units/Permanent Supportive Housing	\$ 742,050	\$ 185,513
A Rapid Way Home	12 units/Rapid Rehousing	\$ 148,741	\$ 37,185
<i>Housing Programs</i>	239 units total	\$ 1,745,524	
HMIS	CoC Infrastructure	\$ 245,770	\$ 34,425
HMIS Expansion	CoC Infrastructure	\$ 76,500	\$ 19,125
CA-514 CoC Planning Application *	CoC Infrastructure	\$ 326,648	\$ 68,430
<i>CoC Infrastructure</i>		\$ 648,918	
<b>GRAND TOTAL</b>		\$ 2,394,442	\$ 548,355

\* Derived by a HUD formula

\* Match requirement is met through in-kind contributions and/or cash

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

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

RESOLUTION AUTHORIZING SUBMISSION OF 2021 U.S. DEPARTMENT OF HOUSING  
AND URBAN DEVELOPMENT (HUD) CONTINUUM OF CARE (CoC) PROGRAM  
FUNDING

WHEREAS, the Housing Authority City of Fresno intends to submit grants for funding under the U.S. Department of Housing and Urban Development Continuum of Care Program; and,

WHEREAS, said program is intended to provide housing for individuals and families experiencing homelessness residing in Fresno County in addition to infrastructure needs attendant to; and,

WHEREAS, WHEREAS, grant funding for varying renewal projects in the amount of \$2,394,442 and will collectively encompass the period of February 1, 2022 – December 31, 2023; and,

WHEREAS, the Housing Authority of the City of Fresno (Agency), as the Collaborative Applicant appointed by the Fresno Madera Continuum of Care, will act as the lead agency to ensure a coordinated response to homelessness; and,

WHEREAS, the Interim CEO, Angelina Nguyen and/or her is designee(s), on behalf of the Agency, is the representative for the advocacy of homeless solutions and related services; and,

WHEREAS, the Agency remains committed to its role to contribute to its efforts and resources towards evidence-based best practices to end homelessness, including but not limited to Housing First,

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County, hereby authorize the Interim CEO or her designee to proceed with negotiation and execute all ancillary documents in connection therewith for grant submission and agreement with the U.S. Department of Housing and Urban Development pursuant to a Continuum of Care grant.

PASSED AND ADOPTED THIS 26<sup>th</sup> DAY OF October, 2021. 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:

---

Angie Nguyen, Secretary of the Boards of Commissioners

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

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

RESOLUTION AUTHORIZING SUBMISSION OF 2021 U.S. DEPARTMENT OF HOUSING  
AND URBAN DEVELOPMENT (HUD) CONTINUUM OF CARE (CoC) PROGRAM  
FUNDING

WHEREAS, the Housing Authority City of Fresno intends to submit grants for funding under the U.S. Department of Housing and Urban Development Continuum of Care Program; and,

WHEREAS, said program is intended to provide housing for individuals and families experiencing homelessness residing in Fresno County in addition to infrastructure needs attendant to; and,

WHEREAS, grant funding for varying renewal projects in the amount of \$2,394,442 and will collectively encompass the period of February 1, 2022 – December 31, 2023; and,

WHEREAS, the Housing Authority of the City of Fresno (Agency), as the Collaborative Applicant appointed by the Fresno Madera Continuum of Care, will act as the lead agency to ensure a coordinated response to homelessness; and,

WHEREAS, the Interim CEO, Angelina Nguyen and/or her is designee(s), on behalf of the Agency, is the representative for the advocacy of homeless solutions and related services; and,

WHEREAS, the Agency remains committed to its role to contribute to its efforts and resources towards evidence-based best practices to end homelessness, including but not limited to Housing First,

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno, authorize the Interim CEO or her designee to proceed with negotiation and execute all ancillary documents in connection therewith for grant submission and agreement with the U.S. Department of Housing and Urban Development pursuant to a Continuum of Care grant.

PASSED AND ADOPTED THIS 26<sup>th</sup> DAY OF, October 2021. 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:

---

Angelina Nguyen, Secretary of the Boards of Commissioners

## BOARD MEMO

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**TO:** Boards of Commissioners  
Fresno Housing

**DATE:** October 22, 2021

**BOARD MEETING:** October 26, 2021

**FROM:** Angelina Nguyen  
Interim CEO/ Chief Programs Officer

**AGENDA ITEM:** 5e

**AUTHOR:** Francisco Nuñez

**SUBJECT:** Authorization to Award an Architectural Contract for The Arthur at Blackstone (fka Blackstone/Simpson)

---

### Executive Summary

The Arthur at Blackstone (the “Project”) housing development submitted an application for Low Income Housing Tax Credits (LIHTC’s) on July 1, 2021, and received a scoring letter from the California Tax Credit Allocation Committee (CTCAC) on October 14, 2021, indicating a potential reservation of tax credits.

The project site consists of four vacant parcels located at the southwest corner of Simpson Avenue and Blackstone Avenue in Fresno, CA. Staff envisions a mixed-use project with up to 4,200 square feet of renovated commercial space. The targeted income for the site is 30% to 60% AMI. The project includes 20 units of RAD Project Based Voucher (PBV) rental subsidy. The project also received awards of \$1,833,700 from the Department of Housing and Community Development’s Infill Infrastructure Grant (IIG), \$4,044,583 from the Department of Housing and Community Development No Place Like Home (NPLH), and \$1,633,112 from the City of Fresno HOME Program. At the June 23, 2020 Board meeting, the Boards approved up to \$3,000,000 in total Capital Fund Commitment.

As the result of an Agency Request for Qualifications (RFQ No. Q16001) on March 6, 2017, GGLO Design was one of the selected successful proposers as part of a general architectural services vendor pool. GGLO Design was brought on board to complete preliminary architectural drawings for the submission of a site plan review to the City of Fresno for the Project that was approved in December 17, 2019. As a reservation of tax credits is expected, the design team must launch on full construction drawings in anticipation of an April 2022 financial closing.

The purpose of this memo is to recommend an expansion of the GGLO Design architectural contract for the development of detailed construction drawings and the construction administration of The Arthur at Blackstone housing development. The proposed contract totals \$1,140,633 and includes subconsultant contracts for civil engineering and dry utilities design.

### Recommendation



It is recommended that the Boards of Commissioners of the Fresno Housing Authority approve the proposed contract totaling \$1,140,633 with GGLO Design, to perform architectural services for The Arthur at Blackstone housing development and authorize Angelina Nguyen, Interim CEO/Chief Programs Officer, Tracewell Hanrahan, Deputy Executive Director, and/or their designee to negotiate and execute all agreements and ancillary document in connection therewith.

### **Fiscal Impact**

Staff is seeking approval for an architectural contract of \$1,140,633. The work will ultimately be paid for out of the development budget with the sources of funding generated for this project. Until the construction finance close, the design contract work will be funded with the approved pre-development budget.

### **Background Information**

The Arthur at Blackstone site (APNs: 443-104-08 thru 443-104-10, & 443-104-23) is an existing commercial/retail site along the Blackstone corridor in close proximity to Manchester Transit Center on approximately 0.83 acres in Fresno, CA. The project site is located in an area of high demand. The property was acquired by the Housing Authority of the City of Fresno, California in November 2017 for \$1,142,000. The current site plan envisions a 41-unit community with approximately 3,800 square feet of community space and approximately 4,200 square feet of renovated commercial space. The community would serve both families (one-, two-, and three- bedroom units) and a transitional aged youth population (studios and one-bedroom units) in partnership with the County of Fresno DBH.

### **Past Board Actions**

- March 21, 2017 – Approval Authorizing Assignment of Purchase & Sale Agreement
- June 27, 2017 – Approval of Site Acquisition and HRFC Funding
- December 19, 2017 – Approval of Increased HRFC Commitment & Submission of Grant Funding Applications
- January 23, 2018 – Approval of GCCM Contract Award
- December 17, 2019 – Approval to Submit Funding Application to the No Place Like Home Program
- December 17, 2019 – Approval of Allocation of Twenty (20) Project-Based Vouchers
- January 22, 2020 – Approval to Submit Funding Application to the Infill Infrastructure Grant (IIG) Program
- June 23, 2020 – Approval to Submit Funding Application to California Tax Credit Allocation Committee (CTAC) for a 9% Low-Income Housing Tax Credit Allocation and Approval of a Fresno Housing Capital Funds Commitment of \$3,000,000
- February 23, 2021 – Approval to Submit Funding Application to California Tax Credit Allocation Committee (CTAC) for a 9% Low-Income Housing Tax Credit Allocation and Approval of a Fresno Housing Capital Funds Commitment of \$3,000,000

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

**BEFORE THE BOARD OF COMMISSIONERS OF THE**

**HOUSING AUTHORITY OF THE CITY OF FRESNO, CALIFORNIA**

**RESOLUTION APPROVING AWARD OF ARCHITECTURAL CONTRACT TO GGLO  
DESIGN FOR THE ARTHUR AT BLACKSTONE PROJECT LOCATED AT THE 3039 N.  
BLACKSTONE AVENUE FRESNO, CA 93703**

WHEREAS, the mission of the Housing Authority of the City of Fresno, California (“HACF”) includes the development and provision of affordable housing units within the City of Fresno; and,

WHEREAS, HACF is obligated to provide housing opportunities for low and moderate income households within a variety of neighborhoods; and,

WHEREAS, HACF has secured an award of funding from the State of California Housing and Community Development Department (HCD) Infill Infrastructure Grant (IIG) and No Place Like Home (NPLH) Programs, as well as the City of Fresno HOME Program for the new construction of The Arthur at Blackstone housing project that will serve households with incomes between 30-60% of the Area Median Income; and,

WHEREAS, a reservation of Low Income Housing Tax Credits (LIHTCs) is anticipated to be allocated to The Arthur at Blackstone project from the California Tax Credit Allocation Committee; and,

WHEREAS, HACF is the developer of The Arthur at Blackstone project, an affordable multi-family development located at 3039 N. Blackstone Avenue Fresno, CA 93703 (APNs: 443-104-08, 443-104-09, 443-104-10 & 443-104-23); and,

WHEREAS, HACF issued a Request for Proposals (RFQ No. Q16001) on March 6, 2017 and GGLO Design was one of the successful proposers and was awarded a general architectural services contract; and,

WHEREAS, HACF desires to enter into a project specific Architectural contract with GGLO Design for architectural services at said project for a total of \$1,140,633 to complete construction permit drawings and construction administration; and

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno, California hereby authorize Angelina Nguyen, Interim CEO/Chief Programs Officer, Tracewell Hanrahan, Deputy Executive Director or their designee

to negotiate the terms of and execute the aforementioned contract and supporting documents with GGLO Design for architectural services at The Arthur at Blackstone in Fresno, California.

PASSED AND ADOPTED THIS 26<sup>th</sup> DAY OF October 2021. 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:

---

Angelina Nguyen, Secretary of the Boards of Commissioners

## BOARD MEMO

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**TO:** Boards of Commissioners  
Fresno Housing

**DATE:** October 22, 2021

**BOARD MEETING:** October 26, 2021

**FROM:** Angelina Nguyen  
Interim CEO/ Chief Programs Officer

**AGENDA ITEM:** 5f

**AUTHOR:** Lela Schwartz

**SUBJECT:** Authorization to Award an Architectural Contract for Corazón del Valle Commons

---

### Executive Summary

The Corazón del Valle Commons (the “Project”) housing development submitted an application for Low Income Housing Tax Credits (LIHTC’s) on July 1, 2021, and received a reservation letter from the California Tax Credit Allocation Committee (CTCAC) confirming a funding reservation of disaster tax credits on September 29, 2021.

The project site consists of two vacant parcels located at the Southwest and Southeast corners of 12<sup>th</sup> and Fresno Streets on approximately 6.60 acres in Huron, CA (APNs: 075-330-02T, 075-330-07T). Staff envisions a mixed-use project with approximately 4,500 square feet of commercial space. The targeted income for the site is 30% to 60% AMI. The project includes 40 units of RAD Project Based Voucher (PBV) rental subsidy. The project also received an award of \$11,398,771 from the Department of Housing and Community Development’s Multifamily Housing Program (MHP). At the June 22, 2021 Board meeting, the Boards approved \$2,500,000 in total in a Capital Funds/LIPH Operating Reserves Commitment.

As the result of an Agency Request for Qualifications (RFQ No. Q16001) on March 6, 2017, Mogavero Architects was one of the selected successful proposers as part of a general architectural services vendor pool. Mogavero Architects was brought on board to complete preliminary architectural drawings for the submission of a site plan review to the City of Huron for the Project that was approved in January, 2019. As the project has received a reservation of tax credits, the design team must launch on full construction drawings in anticipation of an April 2022 financial closing.

The purpose of this memo is to recommend an expansion of the Mogavero Architects architectural contract for the development of detailed construction drawings and the construction administration of the Corazón del Valle Commons housing development. It also includes the cost of subconsultants for energy analysis, civil engineering designs, and a dry utilities consultant. The proposed contract totals \$843,005.

## **Recommendation**

It is recommended that the Boards of Commissioners of the Fresno Housing Authority approve the proposed contract totaling \$843,005 with Mogavero Architects, to perform architectural services for the Corazón del Valle Commons housing development and authorize Angelina Nguyen, Interim CEO/Chief Programs Officer, Tracewell Hanrahan, Deputy Executive Director, and/or their designee to negotiate and execute all agreements and ancillary document in connection therewith.

## **Fiscal Impact**

Staff is seeking approval for an architectural contract of \$843,005. The work will ultimately be paid for out of the development budget with the sources of funding generated for this project. Until the construction finance close, the design contract work will be funded with the approved pre-development budget.

## **Background Information**

Corazón del Valle Commons consists of two vacant parcels located on the Southwest and Southeast corners of 12th and Fresno Streets on approximately 6.60 acres in Huron, CA (APNS: 075-330-02T, 07T). The project is a partnership with the City of Huron. Staff envisions a mixed-use project with sixty one (61) multifamily units, a community building and up to 4,500 sq. ft. of commercial space.

FH currently owns and manages 64 units of public housing elsewhere in Huron (between Cazares, Cazares II, and Huron Apartments); however, said units were constructed several decades ago and are in need of substantial repair. In combination with this development opportunity, FH is proposing to utilize HUD's RAD Program to allow residents of the current public housing site to transfer their assistance to the newly-constructed site and the subsequent repositioning of the current public housing in Huron. FH has used the Transfer of Assistance concept in several other developments throughout the county to provide residents with more options and facilitate the redevelopment of the housing.

## **Past Board Action**

- September 29, 2021 – Authorization to accept Disaster Credits LIHTC Award
- June 22, 2021 – Authorization to submit Disaster Credits LIHTC funding application; Authorization to increase FH Capital Funds commitment to \$2,500,000
- May 25, 2021 – Approval of MHP Loan Authorization with Angelina Nguyen as Signer
- January 26, 2021 – Approval to Submit CDLAC/CTCAC Application, approve \$1,000,000 Capital Funds loan, approve Seller Financing
- January 26, 2021 – Approving RAD Section 18 Blend
- January 26, 2021 – MHP Loan Authorization
- January 26, 2021 – Approval to adopt the Inducement Resolution for CDLAC application bonds
- August 25, 2020 – Approval to Acquire 6.60 acres of Land (APNs: 075-330-02T, 075-330-07T)
- August 25, 2020 – Approval to Submit MHP Application; Approval to Enter into a Limited Partnership
- February 25, 2020 – Approval to Submit Funding Applications
- April 23, 2019 – Approval of GC/CM Contract
- November 27, 2018 – Approval to Enter into a Conditional Purchase and Sale Agreement

- May 29, 2018 – Approval Authorizing Acceptance of Deed Transfer of 6.0 Acre Parcel from the Successor Agency to the Redevelopment Agency to the City of Huron

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

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

RESOLUTION APPROVING AWARD OF ARCHITECTURAL CONTRACT TO  
MOGAVERO ARCHITECTS FOR THE CORAZÓN DEL VALLE COMMONS PROJECT  
LOCATED AT THE SW AND SE CORNERS OF 12<sup>TH</sup> AND FRESNO STREETS, HURON, CA  
93234

WHEREAS, the mission of the Housing Authority of Fresno County, California (“HAFC”) includes the development and provision of affordable housing units within the County of Fresno; and,

WHEREAS, HAFC is obligated to provide housing opportunities for low and moderate income households within a variety of neighborhoods; and,

WHEREAS, HAFC has secured an award of funding from the State Housing and Community Development Department (HCD) Multifamily Housing Program (MHP) for the new construction of the Corazón del Valle Commons housing project that will serve households with incomes between 30-60% of the Area Median Income; and,

WHEREAS, a reservation of Low Income Housing Tax Credits (LIHTCs) was allocated to the Corazón del Valle Commons project from the California Tax Credit Allocation Committee on September 29, 2021; and,

WHEREAS, HAFC is the developer of the Corazón del Valle Commons project, an affordable multi-family development located at the SW and SE corners of 12<sup>th</sup> and Fresno Streets in Huron, CA (APNs: 075-330-02T, 075-330-07T); and,

WHEREAS, HAFC issued a Request for Proposals (RFQ No. Q16001) on March 6, 2017 and Mogavero Architects was one of the successful proposers and was awarded a general architectural services contract; and,

WHEREAS, HAFC desires to enter into a project specific Architectural contract with Mogavero Architects for architectural services at said project for a total of \$843,005 to complete construction permit drawings and construction administration; and

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County, California hereby authorize Angelina Nguyen, Interim CEO/Chief Programs Officer, Tracewell Hanrahan, Deputy Executive Director or their designee to negotiate

the terms of and execute the aforementioned contract and supporting documents with Mogavero Architects for architectural services at Corazón del Valle Commons in Huron, California.

PASSED AND ADOPTED THIS 26<sup>th</sup> DAY OF October 2021. 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:

---

Angelina Nguyen, Secretary of the Boards of Commissioners



## BOARD MEMO

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)

**TO:** Boards of Commissioners  
Fresno Housing

**DATE:** October 22, 2021

**BOARD MEETING:** October 26, 2021

**FROM:** Angelina Nguyen  
Interim CEO/Chief Programs Officer

**AGENDA ITEM:** 6a

**AUTHOR:** Emily De La Guerra

**SUBJECT:** Overview of the Draft 2022 Agency Budget

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### Executive Summary

The purpose of this memo is to update the Boards of Commissioners on the Agency's 2022 budget development process.

At the Boards of Commissioners meeting, staff will be presenting information pertaining to the general budgetary context in which the Agency operates, including projected expenditure levels for 2022, the factors that have influenced budgeting decisions, and details around new strategic initiatives for fiscal year 2022.

### Recommendation

This item is informational only. No action is necessary.

## BOARD MEMO

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**TO:** Boards of Commissioners

Fresno Housing

**FROM:** Angelina Nguyen

Interim CEO/Chief Programs Officer

**SUBJECT:** Real Estate Development Update

**DATE:** October 22, 2021

**BOARD MEETING:** October 26, 2021

**AGENDA ITEM:** 6b

**AUTHOR:** Michael Duarte

---

### Executive Summary

Staff will provide an overview of real estate development activities.

### Recommendation

None at this time. Informational only.

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

**TO:** Board of Commissioners  
Fresno Housing

**FROM:** Angelina Nguyen  
Interim CEO/Chief Programs Officer

**SUBJECT:** Approval of an HRFC Loan Commitment of up to \$1,250,000 for Pre-Development Funds for Corazón del Valle Commons

**DATE:** October 22, 2021

**BOARD MEETING:** October 26, 2021

**AGENDA ITEM:** 7a

**AUTHOR:** Lela Schwartz

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### Executive Summary

At the September 29, 2021 Board Meeting, the Boards approved accepting an award of 9% Disaster Credit Low-Income Housing Tax Credits (LIHTC) from the California Tax Credit Allocation Committee (CTCAC) for the Corazón del Valle Commons development. On October 14, 2021, the Fresno Housing Authority (FH) submitted an executed Preliminary Reservation Letter to CTCAC accepting the award. The deadline to close on financing and begin construction is April 1, 2022.

As part of the next steps in the development process, financing is necessary for costs that will be incurred prior to financial closing. Predevelopment expenses will include a variety of costs related to the Corazón del Valle Commons development, such as the cost of environmental reports, appraisals, architectural fees, TCAC application fees, etc. Although we have financing commitments for permanent and construction financing, funds are not made available until all diligence is complete and the close of financing occurs in April 2022. At the financial closing, pre-development expenses will be fully reimbursed.

At this time, it is requested that the Board of Commissioners approve an interim predevelopment loan of up to \$1,250,000 from the Housing Relinquished Fund Corporation to be repaid from permanent sources.

### Recommendation

It is recommended that the Boards of Commissioners of the Fresno Housing Authority adopt the attached resolution authorizing a predevelopment loan commitment of up to \$1,250,000 from the Housing Relinquished Fund Corporation for expenses incurred in the pre-development phase of the Corazón del Valle Commons project and authorize Angelina Nguyen, Interim CEO/Chief Programs Officer, Tracewell Hanrahan, Deputy Executive Director, and/or their designee, to negotiate and execute documents in connection with the approved actions.

### Fiscal Impact

Staff is requesting a predevelopment loan commitment of up to \$1,250,000 from the Housing Relinquished Fund Corporation sufficient to cover predevelopment expenses associated with the new construction of Corazón del Valle Commons. Loan funds disbursed will be repaid upon permanent loan closing. The predevelopment loan will carry 4% interest.

### **Background Information**

Corazón del Valle Commons consists of two vacant parcels located on the Southwest and Southeast corners of 12th and Fresno Streets on approximately 6.60 acres in Huron, CA (APNS: 075-330-02T, 07T). The project is a partnership with the City of Huron. Staff envisions a mixed-use project with sixty one (61) multifamily units, a community building and up to 4,500 sq. ft. of commercial space.

FH currently owns and manages 64 units of public housing elsewhere in Huron (between Cazares, Cazares II, and Huron Apartments); however, said units were constructed several decades ago and are in need of substantial repair. In combination with this development opportunity, FH is proposing to utilize HUD's RAD Program to allow residents of the current public housing site to transfer their assistance to the newly-constructed site and the subsequent repositioning of the current public housing in Huron. FH has used the Transfer of Assistance concept in several other developments throughout the county to provide residents with more options and facilitate the redevelopment of the housing.

### **Past Board Actions**

- September 29, 2021 – Authorization to accept Disaster Credits LIHTC Award
- June 22, 2021 – Authorization to submit Disaster Credits LIHTC funding application; Authorization to increase FH Capital Funds commitment to \$2,500,000
- May 25, 2021 – Approval of MHP Loan Authorization with Angelina Nguyen as Signer
- January 26, 2021 – Approval to Submit CDLAC/CTCAC Application, approve \$1,000,000 Capital Funds loan, approve Seller Financing
- January 26, 2021 – Approving RAD Section 18 Blend
- January 26, 2021 – MHP Loan Authorization
- January 26, 2021 – Approval to adopt the Inducement Resolution for CDLAC application bonds
- August 25, 2020 – Approval to Acquire 6.60 acres of Land (APNs: 075-330-02T, 075-330-07T)
- August 25, 2020 – Approval to Submit MHP Application; Approval to Enter into a Limited Partnership
- February 25, 2020 – Approval to Submit Funding Applications
- April 23, 2019 – Approval of GC/CM Contract
- November 27, 2018 – Approval to Enter into a Conditional Purchase and Sale Agreement
- May 29, 2018 – Approval Authorizing Acceptance of Deed Transfer of 6.0 Acre Parcel from the Successor Agency to the Redevelopment Agency to the City of Huron

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

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

RESOLUTION TO APPROVE A PRE-DEVELOPMENT LOAN COMMITMENT OF UP TO  
\$1,250,000 FROM THE HOUSING RELINQUISHED FUND CORPORATION  
FOR PRE DEVELOPMENT EXPENSES RELATED TO THE CORAZÓN DEL VALLE  
COMMONS PROJECT

**WHEREAS**, the Housing Authority of the City of Fresno (HACF), California seeks to expand the availability of affordable rental housing and homeownership opportunities to low income persons within Fresno County; and

**WHEREAS**, the Huron Corazón del Valle Commons limited partnership, (LP) was created for the purposes of developing and owning the Corazón del Valle Commons complex; and

**WHEREAS**, the Housing Authority of Fresno, County, CA (H AFC) will be the administrative general partner and Silvercrest, Inc. will be the managing general partner of said LP; and

**WHEREAS**, H AFC is requesting a predevelopment loan commitment of up to \$1,250,000 from the Housing Relinquished Fund Corporation for pre-development expenses related to the Corazón del Valle Commons project; and

**WHEREAS**, the predevelopment loan is expected to be fully repaid at permanent conversion and carry 4% simple interest on the outstanding balance; and

**NOW THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Housing Authority of the City of Fresno, CA does hereby authorize a Housing Relinquished Fund Corporation loan commitment in the amount of up to \$1,250,000 for predevelopment expenses related to the Corazón del Valle Commons project and authorize Angelina Nguyen, Interim CEO/Chief Programs Officer, Tracewell Hanrahan, Deputy Executive Director, and/or their designee to negotiate and execute the all related documents.

PASSED AND ADOPTED THIS 26<sup>th</sup> DAY OF October, 2021. 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:

---

Angelina Nguyen, Secretary of the Boards of Commissioners

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

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF FRESNO COUNTY, CA

**RESOLUTION TO APPROVE A PRE-DEVELOPMENT LOAN COMMITMENT OF UP TO \$1,250,000 FROM THE HOUSING RELINQUISHED FUND CORPORATION FOR PRE DEVELOPMENT EXPENSES RELATED TO THE CORAZÓN DEL VALLE COMMONS PROJECT**

**WHEREAS**, the Housing Authority of Fresno County (HAFC), California seeks to expand the availability of affordable rental housing and homeownership opportunities to low income persons within Fresno County; and

**WHEREAS**, the Huron Corazón del Valle Commons limited partnership, (LP) was created for the purposes of developing and owning the Corazón del Valle Commons complex; and

**WHEREAS**, the Housing Authority of Fresno, County, CA (HAFC) will be the administrative general partner and Silvercrest, Inc. will be the managing general partner of said LP; and

**WHEREAS**, HAFC is requesting a predevelopment loan commitment of up to \$1,250,000 from the Housing Relinquished Fund Corporation for pre-development expenses related to the Corazón del Valle Commons project; and

**WHEREAS**, the predevelopment loan is expected to be fully repaid at permanent closing and carry 4% simple interest on the outstanding balance; and

**NOW THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Housing Authority of Fresno County, CA does hereby authorize a Housing Relinquished Fund Corporation loan commitment in the amount of up to \$1,250,000 for predevelopment expenses related to the Corazón del Valle Commons project and authorize Angelina Nguyen, Interim CEO/Chief Programs Officer, Tracewell Hanrahan, Deputy Executive Director, and/or their designee to negotiate and execute the all related documents.

PASSED AND ADOPTED THIS 26<sup>th</sup> DAY OF October, 2021. 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:

---

Angelina Nguyen, Secretary of the Boards of Commissioners



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# EXECUTIVE DIRECTOR'S REPORT

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**TO:** Boards of Commissioners  
 Fresno Housing

**DATE:** October 22, 2021

**BOARD MEETING:** October 26, 2021

**FROM:** Angelina Nguyen  
 Interim CEO/Chief Programs Officer

**AGENDA ITEM:** 8b

**AUTHOR:** Staff

**SUBJECT:** October 2021 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/Type	Address	Total Units	Percent Complete
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Linnaea Villas	Under Construction	2530 Sierra Street Kingsburg, CA	47	97%
The Villages at Broadway	Under Construction	1828 Broadway Street Fresno, CA	26	99%
The Monarch @ Chinatown	Under Construction	1101 F Street Fresno, CA	57	42%
Alegre Commons	Under Construction	130 W Barstow Avenue Fresno, CA	42	63%
Esperanza Commons ( <i>fka</i> <i>Mendota Farm Labor</i> )	Pre-Development 1 <sup>st</sup> Round 2021 TCAC Awarded December 2021 Closing	241 Tuft Street Mendota, CA	60	N/A
The Arthur @ Blackstone ( <i>fka</i> <i>Blackstone/Simpson</i> )	Pre-Development NPLH, IIG, HOME Awarded 2 <sup>nd</sup> Round 2021 TCAC Pending	3039 N Blackstone Avenue Fresno, CA	41	N/A
Corazón del Valle Commons ( <i>fka Huron</i> <i>RAD</i> )	Pre-Development MHP Awarded 2 <sup>nd</sup> Round 2021 TCAC Awarded	Fresno and 12 <sup>th</sup> Street Huron, CA	61	N/A
La Joya Commons ( <i>fka Firebaugh Family</i> )	Pre-Development 2021 Joe Serna, Jr. Pending Pending MHP Application	1501 Clyde Fannon Road Firebaugh, CA	68	N/A
Avalon Commons ( <i>fka</i> <i>Chestnut/Alluvial</i> )	Pre-Development Pending MHP Application HOME Funds Awarded	7521 N. Chestnut Ave. Fresno, CA	60	N/A
Citrus Gardens	Pre-Development 2021 Joe Serna, Jr. Pending	201 Citrus & 451 10 <sup>th</sup> St. Orange Cove, CA	30	N/A
Step Up on 99 ( <i>fka</i> Motel 99)	Pre-Development Homekey Awarded Pending MHP Application	1240 & 1280 Crystal Ave Fresno, CA	63	N/A
Sun Lodge ( <i>fka</i> Day's Inn)	Pre-Development Homekey Awarded Pending MHP Application	1101 N. Parkway Drive Fresno, CA	64	N/A
California Avenue Neighborhood	Pre-Development Planning CNI Awarded	Southwest Fresno - TBD	TBD	N/A

Florence & Plumas	Pre-development PLHA Awarded HOME Funds Awarded	Southwest Fresno-TBD	33	N/A
Plaza Motel	Predevelopment Planning Tentative Funding from City of Fresno	1940 Broadway Street Fresno, CA 93721	32	N/A

### Project Highlights

The Villages at Paragon is scheduled to complete construction and start Lease-Up by the end of October 2021. The Villages at Broadway is scheduled to complete construction and start Lease-Up by the end of November 2021. At the October 20, 2021 California Tax Credit Allocation Committee (CTCAC) meeting, the Arthur at Blackstone was proposed for a preliminary recommendation of tax credits. The official reservation is anticipated to occur on November 17, 2021.

### Executive Summary

FRESNO HOUSING PORTFOLIO - MANAGED ASSETS, 09/01/2021 – 09/30/2021			
	Total No. of Units	Total Vacant	Current Occupancy
CITY OF FRESNO			
City of Fresno	980	16	98.06 %
COUNTY OF FRESNO			
County of Fresno	1262	39	96.83%%
COUNTY OF FRESNO - SEASONAL			
Seasonal Properties	193	45	76.68%

### Property Management

Staff at our Renaissance sites collaborated with Community Regional Medical Center to host a Narcan Presentation and Distribution at Alta Monte and Parc Grove Vets. With the help of Exodus staff, they will host regular Narcotics Anonyms meetings for our residents.

Staff also updated their agreement with Saint James Cathedral who now offer weekly, instead of biweekly, food and hygiene pack distributions for all residents.

Our Property Management Leadership team and Neighborhood Initiatives Manager have been meeting with our Safety Offices every week since late August. The meeting location changes each week, alternating from one property to another. That time is spent reviewing incident reports from the current week, walking properties, talking with residents and identifying safety concerns. When appropriate, Resident Services Staff is contacted to help connect families with appropriate services.

Villages at Paragon move-ins are scheduled to begin the week of October 18<sup>th</sup>. Property Management and HCV staff are working together and with DBH to house individuals as quickly as possible.

## **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.*

Our efforts here are ongoing. We will report the outcomes as they are achieved.

## **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.*

Our efforts here are ongoing. We will report the outcomes as they 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.*

### **Accounting and Finance**

For the month of October, staff submitted Comprehensive Annual Financial Reporting as part of the Certificate of Achievement for Excellence in Financial Reporting Program for the year ended December 31, 2020. Accounting staff have started meeting with Novogradac, the auditors for most Limited Partnerships (LPs), to discuss 2021 year-end audit schedules and reporting requirements.

The accounting leadership team continues to work closely with Human Resources in the recruitment of a Fiscal Services Coordinator.

Finance staff have been preparing for the 2022 Budget season. Staff are meeting with budget managers to discuss 2022 needs and expectations and the first draft of the 2022 budget will be presented to the Boards of Commissioners in October.

### **Information Technology and Information Systems**

Bobby Coulter, Assistant Director of Innovation and Technology, alongside industry expert panelists, presented at the Marconi Society’s Decade of Digital Inclusion event. Fresno Housing was chosen to participate in the session titled, “Gap Networks: Connecting Communities When Traditional Business Models Fail”. Fresno Housing’s experience leveraging State and Federal infrastructure grants to create property wide Wi-Fi networks has become a best practice for communities who are looking to close the Digital Divide.

OnBase, the Agency’s document management solution, was launched to the Housing Choice Voucher department in October. Starting with the Agencies’ largest department and the department that serves the most residents will ensure that we make the largest impact as soon as possible. The Innovation and Technology Department is also using this “soft launch” to ensure any last minute system modifications are made before the entire Agency is using the system. The remaining departments will be using OnBase in November.

### **Human Resources**

Human Resources is working closely with department leadership and staff in processing continued telecommuting requests. In addition, the Human Resources department is conducting 25 recruitments for the job titles noted below across the Property Management, Housing Choice, Housing Programs, Accounting/Finance, Human Resources, Administrative Services and Real Estate Development departments. Over the last month, 43 interviews have been conducted.

<u>Working Title</u>	<u>Internal/External?</u>	<u>Vacancies</u>	<u>Department</u>
Accountant	Both	1	Accounting/Finance
Administrative Services Coordinator	Both	1	Administrative Services
Area Manager	Both	1	Property Management
Asset Manager	Both	1	Real Estate Development
Community Coordinator	Both	1	Property Management
Compliance Coordinator	Both	1	Property Management
Compliance Coordinator - Training & Special Projects	Both	1	Property Management
Construction Manager/Owner's Representative	Both	1	Real Estate Development

District Manager	Both	1	Property Management
Finance Manager	Both	1	Accounting/Finance
Fiscal Services Coordinator	Both	1	Accounting/Finance
Housing Choice Financial Analyst	Both	1	Housing Choice
Housing Program Manager I	Both	2	Housing Choice
Housing Specialist	Both	2	Housing Choice
Maintenance Technician - Broadway/Paragon	Both	1	Property Management
Maintenance Technician - Cedar Courts	Both	1	Property Management
Maintenance Technician - Fairview	Both	1	Property Management
Office Assistant II - Housing Programs	Both	1	Housing Programs
Procurement Analyst	Both	1	Administrative Services
Program Integrity Specialist	Both	1	Housing Choice
Property Specialist II (Broadway)	Both	1	Property Management
Property Specialist II - OnSite (Paragon)	Both	1	Property Management
Property Specialist II - Pacific Gardens	Both	1	Property Management
Resident Services Coordinator	Both	1	Housing Programs
Supervisor- Intake, Leasing & Case Management	Both	1	Housing Choice

The Human Resources department is proud to announce the following **new hires**:

Type	Date of Hire	Name	Title	Department	Location
New	10/05/2021	Corey Brooks	Housing Specialist	Housing Choice	Central Office
New	10/05/2021	Angela Chavez	Leasing Specialist	Housing Choice	Central Office
New	10/12/2021	Violet Lugo	Leasing Specialist	Housing Choice	Central Office
New	10/26/2021	Aubrey Koehn	Accountant	Accounting/Finance	Central Office
New	10/26/2021	Maria Gomez	Property Specialist II	Property Management	Villages at Broadway

The Human Resources department is excited to share the following **promotions**:

Type	Effective Date	Name	Previous Title	Previous Department	Previous Location	New Title	New Department	New Location
Promo	10/25/21	Miguel Soto-Campos	Maintenance Assistant	Property Management	Mendota RAD	Maintenance	Property	TBD

						Technician	Management	
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**Diversity, Equity and Inclusion (DEI)**

We are shining the DEI spotlight on Global Diversity Awareness Month for October to remind us of the positive impact a diverse workforce of individuals can have on a society and in community engagement. In this month, Marc’ Bady, Chief Diversity Officer, alongside Fresno County experts hosted two individual workshop opportunities for hiring managers titled “Perceptions and Assumptions in Hiring”, which focused on unconscious bias and other inequities in the recruitment and hiring processes.

These workshops aligned with two out of four Agency DEI goals:

1. Increase the power and influence of diversity through all dimensions of diversity across the organization, specifically at the leadership level; and
2. Building inclusive excellence: increase DEI communication, accountability, data and awareness.

Mr. Bady also began meeting with new hires in the month of October as part of the effort to evolutionize and transform the new hire orientation process with a DEI lens. Going forward, this “Welcome to the Agency” meet-and-greet with Mr. Bady will be a key component in the onboarding process that focuses on furthering staff education in the Agency’s dedication to and objectives and involvement in diversity, equity and inclusion.

Additionally, in an effort to engage in shared equity and decision-making, we have created a DEI work group outside of Senior and Executive Management teams that focuses on DEI framework initiatives. We are also working on the final stages of our Larger DEI Affinity and Resource Groups for the entire agency. We look forward to our next workshop series which will focus on Mental Health Support in marginalized communities and on Generational Differences within the workforce. Mr. Bady is looking forward to helping our new Chief Executive Officer plug into DEI macro-level discussions, initiatives, and actions.

Along with Global Diversity Awareness Month, October is LGBTQ+ History Month and National Disability Employment Awareness Month. The LGBTQ+ History Month observance was created in 1994 and is dedicated to celebrating the history and achievements of the LGBTQ+ community. The National Disability Employment Awareness Month observance was launched in 1945 when Congress declared the first week in October as what they—at that time—referred to as, “National Employ the Physically Handicapped Week.” In 1998, the week was extended to a month and was renamed. The purpose of the annual event is to draw attention to employment barriers that still need to be addressed.

As a new member of the Disability Advisory Commission DAC Housing Subcommittee, Mr. Bady will work on drawing awareness to, and advocating for, the needs of Fresno Housing residents and community members.

**PARTNERSHIP**

**Overview**

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

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

<b>Project</b>	<b>Organization</b>	<b>Role</b>
The Villages at Paragon	Fresno County Department of Behavioral Health	Partner in application to the No Place Like Home program to provide housing and services to homeless populations
The Villages at Broadway	Fresno County Department of Behavioral Health	Partner in application to the No Place Like Home program to provide housing and services to homeless populations
Alegre Commons ( <i>fka Barstow Commons/The Villages at Barstow</i> )	Fresno County Department of Behavioral Health	Partner in application to the No Place Like Home program to provide housing and services to homeless populations
The Arthur @ Blackstone ( <i>fka Blackstone/Simpson</i> )	Fresno County Department of Behavioral Health	Partner in application to the No Place Like Home program to provide housing and services to homeless populations
Project Homekey	City of Fresno Turning Point Fresno County	Partner in application to the Homekey program and operational funding to provide housing to populations most vulnerable to COVID-19
Plaza Motel	City of Fresno Fresno City College	Potential partnership to acquire, repair the property to provide transitional housing options for transitional aged youth attending Fresno City College

## **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.*



## **Structure**

*Maintain a committed, active, community-based Boards of Commissioners.*

Our efforts here are ongoing. We will report the outcomes as they are achieved.

## **Strategic Outreach**

*Heighten agency visibility, facilitate community dialogue about housing solutions; and build support for the agency and quality affordable housing.*

Our efforts here are ongoing. We will report the outcomes as they are achieved.



# 2022 Operating Budget – 1<sup>st</sup> Draft

*Boards of Commissioners Meeting*

*October 26, 2021*



**FRESNO** VIBRANT  
COMMUNITIES  
QUALITY HOUSING **HOUSING** ENGAGED  
RESIDENTS



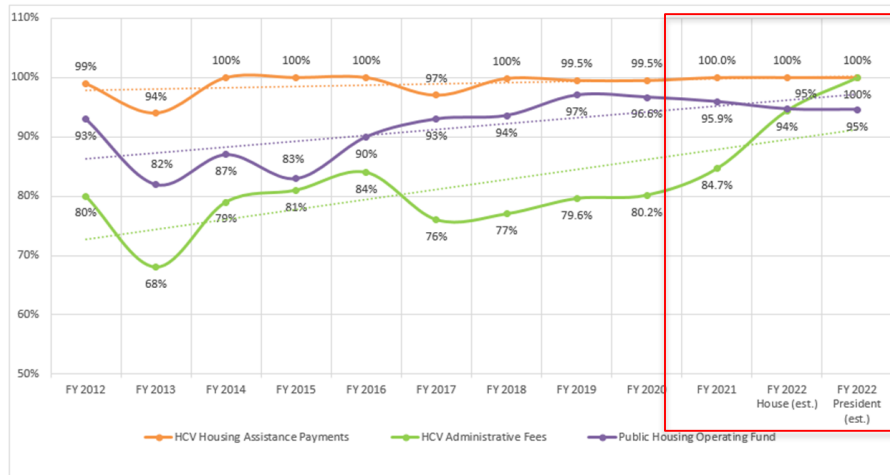
# Overview

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- 2022 Budget Context
- 1<sup>st</sup> Draft 2022 Operating Budget
- Unrestricted Reserves
- Strategic Investments
- Future Budget Impact
- Feedback

# 2022 Budget Context

- 2022 Federal Budget has not yet passed
  - HCV Admin Fees = ~85%
  - Public Housing Operating Subsidy = ~90%



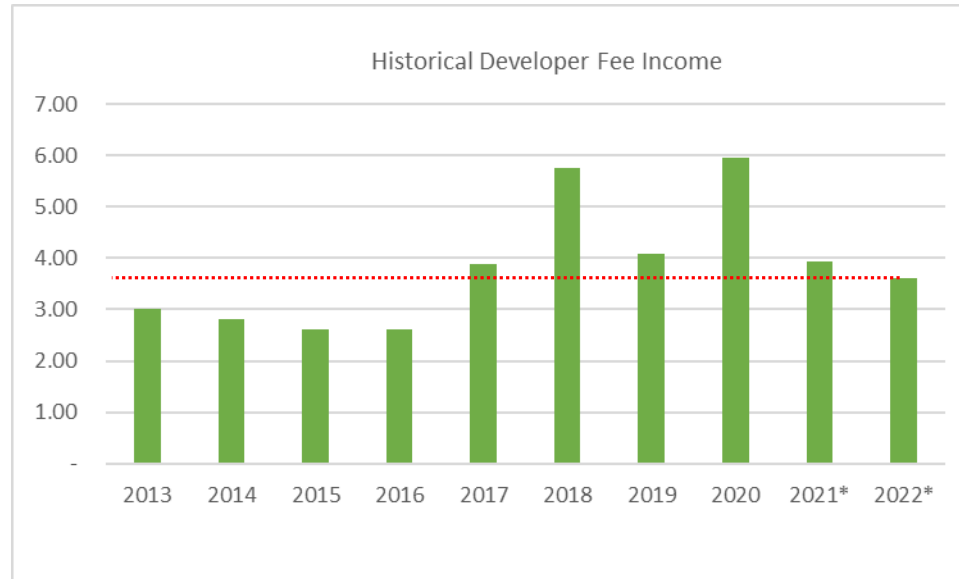
# 2022 Budget Context

- Staffing

- 253 FTE's (+15 new positions)
- 3% COLA negotiated for represented staff
- 3% salary increase for non-represented staff
- Changes to fringe benefits split proportionally between employee and employer
- Pension costs continue to increase



# 2022 Budget Context



- Slight decrease in Developer Fees as compared to previous years



# 2022 Operating Budget – 1<sup>st</sup> Draft

	Core/Admin	Real Estate Development	Housing Choice Voucher	Resident Empowerment	Homeless Initiatives	Housing Management	Total 2022 Budget
NET TENANT INCOME	-	501,396	-	-	-	8,233,864	8,735,260
TOTAL INTEREST INCOME	50,000	625,000	-	-	-	-	675,000
TOTAL OTHER INCOME	304,200	520,000	-	1,211,238	544,003	364,627	2,944,068
TOTAL ADMIN & MANAGEMENT FEE INCOME	8,462,509	-	-	-	-	-	8,462,509
TOTAL DEVELOPER FEE INCOME	-	3,651,677	-	-	-	-	3,651,677
TOTAL HUD GRANT INCOME	-	-	10,795,899	639,112	2,461,458	4,466,336	18,362,805
TOTAL OTHER GRANT INCOME	-	-	-	-	905,496	1,320,141	2,225,637
<b>TOTAL INCOME</b>	<b>8,816,709</b>	<b>5,298,073</b>	<b>10,795,899</b>	<b>1,850,350</b>	<b>3,910,957</b>	<b>14,384,968</b>	<b>45,056,956</b>
TOTAL PAYROLL EXPENSES	8,303,826	1,825,378	7,007,097	1,373,793	1,002,177	2,820,003	22,332,274
TOTAL ADMINISTRATIVE EXPENSES	3,042,461	924,399	4,996,566	953,188	468,183	2,344,571	12,729,368
TOTAL TENANT SERVICES EXPENSES	150,504	15,132	-	890,620	2,539,988	315,870	3,912,114
TOTAL UTILITY EXPENSES	175,487	72,024	-	-	-	2,258,143	2,505,654
TOTAL MAINTENANCE EXPENSES	583,518	64,760	81,969	4,500	6,061	2,487,940	3,228,748
TOTAL TAXES & INSURANCE EXPENSES	50,788	61,400	7,353	-	-	655,985	775,526
<b>TOTAL EXPENSES</b>	<b>12,306,584</b>	<b>2,963,093</b>	<b>12,092,985</b>	<b>3,222,101</b>	<b>4,016,409</b>	<b>10,882,512</b>	<b>45,483,684</b>
<b>NET OPERATING INCOME</b>	<b>(3,489,875)</b>	<b>2,334,980</b>	<b>(1,297,086)</b>	<b>(1,371,751)</b>	<b>(105,452)</b>	<b>3,502,456</b>	<b>(426,728)</b>
TOTAL NON-OPERATING EXPENSES	-	-	-	-	-	1,742,960	1,742,960
<b>NET INCOME</b>	<b>(3,489,875)</b>	<b>2,334,980</b>	<b>(1,297,086)</b>	<b>(1,371,751)</b>	<b>(105,452)</b>	<b>1,759,496</b>	<b>(2,169,688)</b>
<b>UNRESTRICTED NET INCOME</b>	<b>(3,489,875)</b>	<b>1,535,826</b>	<b>-</b>	<b>(1,371,751)</b>	<b>(105,452)</b>	<b>838,802</b>	<b>(2,592,450)</b>

# Unrestricted Operating Reserves

*Operating reserves accumulate through surplus unrestricted, operational cash flow*

<b>Unrestricted Reserves</b>	<b>\$ Change</b>	<b>Balance</b>
2013 Financial Results	1,570,359	1,570,359
2014 Financial Results	1,368,730	2,939,089
2015 Financial Results	153,228	3,092,317
2016 Financial Results	261,439	3,353,756
2017 Financial Results	920,239	4,273,995
2018 Financial Results	1,545,106	5,819,101
2019 Financial Results	197,958	6,017,059
2020 Financial Results	1,758,190	7,775,249
2021 Budget	(728,330)	7,046,919
2022 Budget - First Draft	(2,592,450)	4,454,469
<b>Total Unrestricted Reserves</b>	<b>4,454,469</b>	





# 2022 Strategic Investments - DR

2022 Estimation

## Resident Empowerment

Heaton Collaboration Pilot	92,575
Adult Literacy Program	100,000
Youth Education & Enrichment	110,000
Workforce Development Pilot	175,000
Homeownership Program	175,000
California Ave. Neighborhood/CNI	480,000
<b>Total</b>	<b>1,132,575</b>

## Administrative Services

Resident Safety Partnerships	100,000
Diversity, Equity & Inclusion	386,000
<b>Total</b>	<b>486,000</b>

<b>Total Investment</b>	<b>1,618,575</b>
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# Heaton Collaboration Pilot

	2022 Estimation	2023 Estimation	2024 Estimation	Estimated 3-Year Investment
Heaton Collaboration Pilot	92,575	199,962	215,959	508,496

- 1 FTE = Education Liaison
- Contracts for after-school programming and early learning activities



# Adult Literacy Program

	2022 Estimation	2023 Estimation	2024 Estimation	Estimated 3-Year Investment
Adult Literacy Program	100,000	216,000	233,280	549,280

- Contract for Adult Literacy & Educational services



# Youth Education & Enrichment Programs

	2022 Estimation	2023 Estimation	2024 Estimation	Estimated 3-Year Investment
Youth Education & Enrichment	110,000	237,600	256,608	604,208

- Increasing contracted services provided at FH-owned properties



# Workforce Development

	2022 Estimation	2023 Estimation	2024 Estimation	Estimated 3-Year Investment
Workforce Development Pilot	175,000	352,566	380,771	908,337

- 1 FTE = Workforce Development Coordinator
- Contract for workforce development and employment services



# Homeownership Program

	2022 Estimation	2023 Estimation	2024 Estimation	Estimated 3-Year Investment
Homeownership Program	175,000	189,000	204,120	<b>568,120</b>

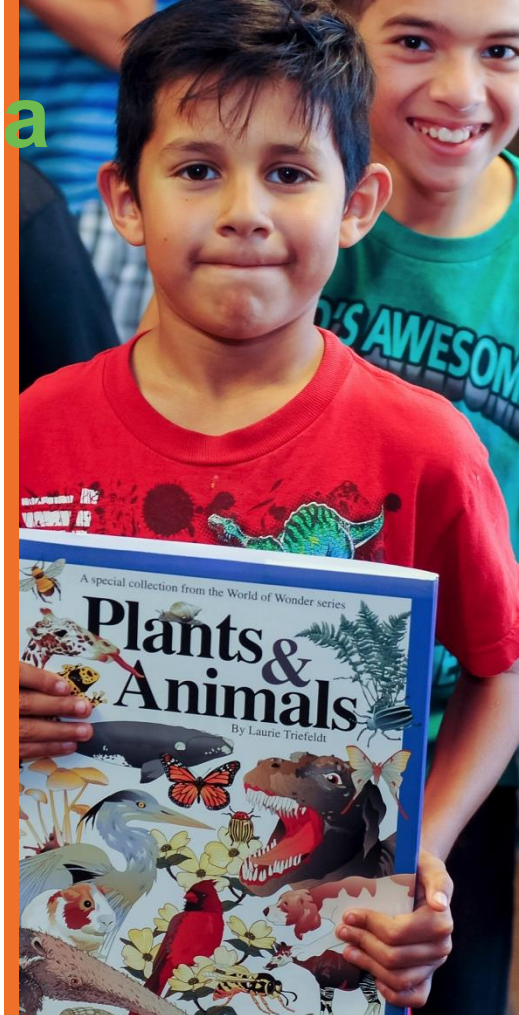
- Contract for homeownership services/counseling and down payment assistance



# Choice Neighborhood: California Ave. Neighborhood

	2022 Estimation	2023 Estimation	2024 Estimation	Estimated 3-Year Investment
California Ave. Neighborhood/CNI	480,000	-	-	480,000

- Remainder of CNI budget to be spent in 2022
- After 2022, we would begin a new phase of activities in order to implement the transformation plan



# Resident Safety Partnerships

	2022 Estimation	2023 Estimation	2024 Estimation	Estimated 3-Year Investment
Resident Safety Partnerships	100,000	216,000	233,280	549,280

- Contracts with CBO partners to actively engage residents in community strategies that enhance safety through alternatives to law enforcement.





# Diversity, Equity & Inclusion

	2022 Estimation	2023 Estimation	2024 Estimation	Estimated 3-Year Investment
Diversity, Equity & Inclusion	386,000	594,000	641,520	1,621,520

- Continue the implementation of the DEI Strategic Plan
- 3 FTE's = CDO, Inclusion Analyst, DEI Assistant
- Summer Internship Program for residents
- Contracts for data analysis & evaluation, training, etc...



# FH Strategic Initiatives - DRAFT

## *Potential Three-Year Investment*

	2022 Estimation	2023 Estimation	2024 Estimation	Estimated 3-Year Investment
<b>Resident Empowerment</b>				
Heaton Collaboration Pilot	92,575	199,962	215,959	508,496
Adult Literacy Program	100,000	216,000	233,280	549,280
Youth Education & Enrichment	110,000	237,600	256,608	604,208
Workforce Development Pilot	175,000	352,566	380,771	908,337
Homeownership Program	175,000	189,000	204,120	568,120
California Ave. Neighborhood/CNI	480,000	-	-	480,000
<b>Total</b>	<b>1,132,575</b>	<b>1,195,128</b>	<b>1,290,738</b>	<b>3,618,441</b>
<b>Administrative Services</b>				
Resident Safety Partnerships	100,000	216,000	233,280	549,280
Diversity, Equity & Inclusion	386,000	594,000	641,520	1,621,520
<b>Total</b>	<b>486,000</b>	<b>810,000</b>	<b>874,800</b>	<b>2,170,800</b>
<b>Total Investment</b>	<b>1,618,575</b>	<b>2,005,128</b>	<b>2,165,538</b>	<b>5,789,241</b>

# 2022 Operating Budget – 1<sup>st</sup> Draft

	Core/Admin	Real Estate Development	Housing Choice Voucher	Resident Empowerment	Homeless Initiatives	Housing Management	Total 2022 Budget
NET TENANT INCOME	-	501,396	-	-	-	8,233,864	8,735,260
TOTAL INTEREST INCOME	50,000	625,000	-	-	-	-	675,000
TOTAL OTHER INCOME	304,200	520,000	-	1,211,238	544,003	364,627	2,944,068
TOTAL ADMIN & MANAGEMENT FEE INCOME	8,462,509	-	-	-	-	-	8,462,509
TOTAL DEVELOPER FEE INCOME	-	3,651,677	-	-	-	-	3,651,677
TOTAL HUD GRANT INCOME	-	-	10,795,899	639,112	2,461,458	4,466,336	18,362,805
TOTAL OTHER GRANT INCOME	-	-	-	-	905,496	1,320,141	2,225,637
<b>TOTAL INCOME</b>	<b>8,816,709</b>	<b>5,298,073</b>	<b>10,795,899</b>	<b>1,850,350</b>	<b>3,910,957</b>	<b>14,384,968</b>	<b>45,056,956</b>
TOTAL PAYROLL EXPENSES	8,303,826	1,825,378	7,007,097	1,373,793	1,002,177	2,820,003	22,332,274
TOTAL ADMINISTRATIVE EXPENSES	3,042,461	924,399	4,996,566	953,188	468,183	2,344,571	12,729,368
TOTAL TENANT SERVICES EXPENSES	150,504	15,132	-	890,620	2,539,988	315,870	3,912,114
TOTAL UTILITY EXPENSES	175,487	72,024	-	-	-	2,258,143	2,505,654
TOTAL MAINTENANCE EXPENSES	583,518	64,760	81,969	4,500	6,061	2,487,940	3,228,748
TOTAL TAXES & INSURANCE EXPENSES	50,788	61,400	7,353	-	-	655,985	775,526
<b>TOTAL EXPENSES</b>	<b>12,306,584</b>	<b>2,963,093</b>	<b>12,092,985</b>	<b>3,222,101</b>	<b>4,016,409</b>	<b>10,882,512</b>	<b>45,483,684</b>
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TOTAL NON-OPERATING EXPENSES	-	-	-	-	-	1,742,960	1,742,960
<b>NET INCOME</b>	<b>(3,489,875)</b>	<b>2,334,980</b>	<b>(1,297,086)</b>	<b>(1,371,751)</b>	<b>(105,452)</b>	<b>1,759,496</b>	<b>(2,169,688)</b>
<b>UNRESTRICTED NET INCOME</b>	<b>(3,489,875)</b>	<b>1,535,826</b>	<b>-</b>	<b>(1,371,751)</b>	<b>(105,452)</b>	<b>838,802</b>	<b>(2,592,450)</b>

# Continued Budget Refinement

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- Timing of Strategic Investments
- Staffing
- Proration
- Developer Fees
- Administrative Expenses
  - IT Costs, Travel & Training, Professional Contracts, etc...

# Next Steps

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- Receive feedback from the Boards on the first draft of the budget
- Continue the refinement of the budget with program managers
- Present second draft of the budget at the November board meeting

**Questions or Comments?**



# Development Update

*October 26, 2021*



**FRESNO** VIBRANT  
COMMUNITIES  
QUALITY HOUSING **HOUSING** ENGAGED  
RESIDENTS



# Update on 9% Applications

- Esperanza Commons (Mendota)
  - Awarded 06/2021
- Corazon del Valle Commons (Huron)
  - Awarded 09/2021
- The Arthur at Blackstone
  - Pending Award 11/2021
- Avalon Commons Phase I
- Sun Lodge





# Q1 2022 Pipeline

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- Avalon Commons Phase I
- Sun Lodge
- Step Up on 99
- La Joya Commons (Firebaugh)
- Citrus Gardens (Orange Cove)
- San Joaquin Commons Phase I



# Southwest Single Family Homes

- The subject property consists of approximately 8 acres of vacant land located near S. Plumas St. and E. Florence Ave. (APN 477-060-04) in southwest Fresno
- Currently owned by the Successor Agency to the City of Fresno Redevelopment Agency
  - Price and terms under negotiation
- Proposed 33 unit single family development
- *Tentatively Awarded City of Fresno HOME Funds of 1,399,190*
- *Tentatively Awarded State CalHOME Funds of \$1,400,000*
- *Tentatively Awarded PLHA Funding \$971,100*
- *Initial Tract Map submitted for review to the City of Fresno*



# Capital Magnet Funds

- The Capital Magnet Fund (CMF) was established through the Housing and Economic Recovery Act (HERA) of 2008.
- These awards can be used to finance affordable housing activities, through development, rehabilitation, preservation, and purchase of affordable housing
- Recipients may use the award dollars to create financing tools such as loan loss reserves, loan funds, equity funds, and loan guarantees
- The minimum award request is \$500,000. Total funding for FY 2021 CMF Round is \$380 million nationwide.
- Deadline to apply is November 9, 2021. Award recipients are anticipated to be announce in Spring 2022
- Eligible Applicants are CDFIs and Qualified non-profit housing organizations
- Proposed Applicant is Silvercrest, Inc.



# Potential Motel Conversions

- Exploring Potential Partnership Options with the City of Fresno for Interim/Permanent Housing
- Properties:
  - Parkway Inn
  - Plaza Motel (May also include Fresno City College)
  - Econo Inn North
  - Travelodge



**Questions?**