



Joint Meeting of the Boards of Commissioners Of Fresno Housing

August 27, 2024

5:00 P.M.

Fresno Housing

1260 Fulton St.

2nd Floor (Mosaic Conference Room)

Fresno, CA, 93721



Meeting Book - Joint Meeting of the Boards of Commissioners Of Fresno Housing

1. Call to Order

2. Approval of agenda as posted (or amended)

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

3. Public Comment and Presentations

This is an opportunity for the members of the public to address the Boards of Commissioners on any matter within the subject matter jurisdiction of the Boards of Commissioners that is not listed on the agenda. The public will have an opportunity to speak on each specific item of business. Comments must be delivered in person or via teleconference when prompted by the chair and must pertain to the specific item of business being heard by the Boards. At the start of your presentation, please state your name and the topic you wish to speak on that is not on the agenda. Presentations are limited to a total of three (3) minutes per speaker.

4. Potential Conflicts of Interest

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

5. Governance Matters

a. CEO's Report - Presented by Tyrone Roderick Williams

CEOs REPORT

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b. Commissioner's Report

6. Consent Agenda

All Consent Agenda items are considered to be routine action items and will be enacted in one motion unless pulled by any member of the Boards of Commissioners or the public. There will be no separate discussion of these items unless requested, in which event the item will be removed from the Consent Agenda and considered following approval of the Consent Agenda.

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EXECUTIVE DIRECTOR'S REPORT

TO: Boards of Commissioners

Fresno Housing Authority

FROM: Tyrone Roderick Williams

Chief Executive Officer

SUBJECT: CEO's REPORT

DATE: August 6, 2024

BOARD MEETING: August 27, 2024

AGENDA ITEM: 5a

AUTHOR: Various Staff

Executive Summary

The Boards of the Fresno Housing Authority have established 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
Avalon Commons Phase I (<i>fka Chestnut/Alluvial</i>)	Under Construction	7521 N. Chestnut Ave. Fresno, CA	60	84%
La Joya Commons Phase I (<i>fka Firebaugh Family</i>)	Under Construction FHLB AHP Awarded	1501 Clyde Fannon Road Firebaugh, CA	68	55%
Manzanilla Commons (<i>fka Step Up on 99/Motel 99</i>)	Under Construction	1240 & 1280 Crystal Ave Fresno, CA	63	58.95%
Heritage Estates (<i>fka Florence & Plumas</i>)	City of Fresno PLHA and FHS Awarded FHLB AHP Awarded	146 E. Florence Ave. Fresno, CA	33	2%
Cordillera Commons Phase I (<i>fka San Joaquin Commons</i>)	Pre-Development HCD HOME Application Pending	Corner of West Colorado Avenue & 5th Street, San Joaquin, CA 93660	51	N/A
Parkside Inn/Golden State Triage	Pre-Development City of Fresno CDBG/HOME-ARP Awarded Pending CTCAC Application	1415 W. Olive Avenue, Fresno	39	N/A
North Fulton Development	Pre-Development IIG-C Contingent Award Pending City of Fresno Application	1302 Fulton Street, Fresno	TBD	N/A
Avalon Commons Phase II (<i>fka Chestnut/Alluvial</i>)	Pre-Development City of Fresno LHTF Awarded City of Fresno CDBG Awarded	7521 N. Chestnut Ave. Fresno, CA	45	N/A

La Joya Commons Phase II (<i>fka Firebaugh Family</i>)	Pre-Development HCD HOME Application Pending	1501 Clyde Fannon Road Firebaugh, CA	TBD	N/A
California Avenue Neighborhood	Pre-Development Planning CNI Awarded	Southwest Fresno - TBD	TBD	N/A

Project Highlights

Heritage Estates began rough grading on July 29, 2024. The groundbreaking ceremony is scheduled for September 5, 2024.

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.

Efforts are ongoing and we will report on those items as outcomes are achieved.

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.

Project	Organization	Role
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
Avalon Commons Phase I (<i>fka Chestnut/Alluvial</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

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).

Human Resources

We are pleased to report that we launched another cohort of the Aspire Academy. In this session, participants focused on two key areas: "The Role of a Supervisor" and "Inclusive Leadership." During the workshop participants explored the essential roles and responsibilities of a supervisor with an emphasis on addressing common challenges related to communication and time management. In addition, participants discussed how the principles of diversity, equity, and inclusion are foundational elements of the work of our supervisors.

Additionally, all employees have been assigned the "Ethics in the Workplace" online training. Consistent with our Anti-Fraud and Ethics policy, this course is designed to promote ethical behavior, enhance decision-making skills, and encourage accountability throughout the organization.

Human Resources

The Human Resources department is in varying stages of conducting recruitment for the job titles noted below. Over the last month, 39 interviews have been conducted.

Working Title	Internal/External	Vacancies	Department
Finance and Procurement Analyst	Both	1	Accounting/Finance
HQS Inspections Scheduler	Both	1	Housing Choice Voucher
Maintenance Technician	Both	1	Property Management
Program Analyst	Both	1	Strategic Initiatives
Program Coordinator	Both	2	Resident Empowerment

The Human Resources department is proud to announce the following new hires, promotions and transfers:

Type	Date of Hire	Name	Title	Department
Promo	8/1/2024	Sheng Xiong	Senior Analyst-Resident Empowerment	Resident Empowerment

Transfer	8/12/2024	Adrian Rivas	Maintenance Technician – Mendota	Property Management
New Hire	8/26/2024	Nicole Martinez	Compliance Coordinator	Property Management
New Hire	8/26/2024	Monica Velandria	Community Manager	Property Management
New Hire	8/26/2024	Andreana Lopez	Office Assistant-Inspections	Housing Choice
New Hire	8/26/2024	John Flores	Customer Service Assistant	Housing Choice

Sustainability

Build and maintain an innovative, engaged, visible, and sustainable organization, committed to its mission of providing housing for low-income populations.

Efforts are ongoing and we will report on those items as outcomes are achieved.

Structure

Maintain a committed, active, community-based Board of Commissioners.

Efforts are ongoing and we will report on those items as outcomes are achieved.

Strategic Outreach

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

Efforts are ongoing and we will report on those items as outcomes are achieved.

Resident Empowerment

Tech Connect 2024

Funded by the California Public Utilities Commission (CPUC), the 8th Annual TechConnect began at Solivita Commons, Mariposa Commons, and Parc Grove Commons. 74 students completed the camp that was facilitated by CMAC. Students learned Digital Media, Filmmaking, and Short Film Development. All students who complete the 18-hour course will receive a new Apple iPad, a Camp T-shirt, and a certificate of completion.

Everyone On – Digital Literacy Classes for Adults

Everyone On’s holistic approach to digital inclusion connects under-resourced communities to affordable internet and computers, trains individuals and organizations on digital skills and resources, and advances fair and just policies. Workshops have been coordinated for Renaissance at Santa Clara and Alegre Commons.

Renaissance at Santa Clara – Thursdays, August 1st – 29th – 10:00am – 12:00pm

Alegre Commons – Thursdays, September 5th – 26th – 10:00am-12:00pm

Finance and Accounting

Efforts are ongoing and we will report on those items as outcomes are achieved.

Property Management

FRESNO HOUSING PORTFOLIO - MANAGED ASSETS, 07/01/2024-07/31/2024			
	Total No. of Units	Total Vacant	Current Occupancy
CITY OF FRESNO			
City of Fresno	1390	45	96.25%
COUNTY OF FRESNO			
County of Fresno	1376	68	94.76%
COUNTY OF FRESNO - SEASONAL			
Seasonal Properties	194	11	94.32%

Property Management

On August 6, 2024, Property Management staff hosted National Night Out at 17 locations throughout the City and County of Fresno. All 17 events were well attended and our residents’ enjoyed games, music, food and giveaways. This is an annual community-building event that promotes partnerships and neighborhood camaraderie to make our neighborhoods safer. This event provides a great opportunity to enhance relationships between residents, staff, and neighbors. Thank you to everyone who joined us, we are grateful for everyone who participated.



On Wednesday, August 7, 2024, Property Management held Resident Advisory Board (RAB) meetings at several locations for the Low-Income Public Housing Program. Meetings were held via Zoom and in-person at the following offices located at 1260 Fulton Street (Fresno), Fairview Heights 2195 S. Maud (Fresno), Sequoia Courts 440 S. Modoc (Fresno), Rio Villas 1238 "P" Street (Firebaugh), and Cueva De Oso 1445 Peach Street (Selma). We had great attendance both in-person and virtually.



Our Property Management Team enjoyed Jamba Juice with our CEO. Mr. Williams took the time to visit with staff in County East and County West. Staff enjoyed the visit from Mr. Williams and were able to share highlights in their respective areas.

Innovation Technology and Information Systems

The Information and Technology (IT) department attended a cybersecurity conference where experts gathered to share knowledge and collaborate on solutions to the most pressing issues in the field. Wayne Vangyi, Sr. Systems and Security Administrator, and Robert Vang, Systems and Security Administrator, attended the conference. By staying informed about the latest cybersecurity developments and challenges, the IT department ensures that we remain ahead of emerging threats, enhancing our security measures and better protecting our systems and data.

The Information Systems (IS) department, led by Juanita Banuelos, was selected to be a BETA tester for a new compliance management module. The team spent three days at Fresno Housing for training and testing of the new module, with 16 staff members from various departments collaborating in this process. The module, designed for caseworkers, offers a task-focused approach and integrates seamlessly with other workflows. These collaborative efforts enhance our capabilities, leading to improved service delivery for our residents.

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

Tuesday, July 23, 2024

5:00 P.M.

The Boards of Commissioners of the Housing Authorities of the City and County of Fresno met in a regular joint session on Tuesday, July 23, 2024, at 1260 Fulton St., Fresno, CA. The public was able to join in person and via teleconference.

1. The regular joint meeting was called to order at 5:12 p.m. by Vice Chair, Commissioner Williams 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: Sharon Williams, Vice Chair
Isaiah Green
Ruby Yanez
Areli Rios

ABSENT: Adrian Jones, Chair
Emogen Nelson
Paul Idsvoog

The regular joint 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
Valori Gallaher, Vice Chair
Joey Fuentes
Sophia Ramos
Amadeo Garcia

ABSENT: Kyle Chaney

Also, in attendance were the following: Craig Armstrong, Baker Manock, and Jensen - General Counsel

2. APPROVAL OF AGENDA AS POSTED (OR AMENDED)

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

MOTION PASSED: 5 – 0

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

MOTION PASSED: 4– 0

- There was no public comment.

3. PUBLIC COMMENT AND PRESENTATIONS

- Ms. Debra Blanco, a member of the public, shared her concerns about clients not receiving the same level of service on Parkway. Ms Blanco feels like the elderly and disabled are being forced onto the streets because they are a liability and she has been compliant with hopes of receiving permanent housing. Ms. Blanco also wanted to bring awareness to clients being entitled to breakfast, lunch, and dinner along with a snack and the staff is not honoring that.
- Ms. Brandi, a member of the public, shared her appreciation on how the concerns that'd been presented in the past were being addressed swiftly. Ms. Brandi also expressed several suggestions she has regarding the process for grievances made by the clients at the shelters along with the process of how people are being exited.

4. POTENTIAL CONFLICTS OF INTEREST

- There were no conflicts of interest.

5. GOVERNANCE MATTERS

- a. CEO's Report – Presented by Tyrone Roderick Williams, CEO.

In addition to the written report, Mr. Williams shared:

*Joint Board Meeting
Action Minutes: 7.23.24 Minutes
Adopted:*

- Two listening sessions were completed surrounding the North Fulton site.
- Families were welcomed back home at an incredible event at Esperanza Commons in Mendota.
- Assemblyman Arambula is currently working on Assembly Bill 2240 which looks at the expanded use of migrant housing.
- Several upcoming events in the month of September were shared.
 - o On August 23rd, at the Painted Table, the Agency will host the first annual State of Affordable Housing event.
- The NAHRO Summer Symposium Conference in Chicago was a huge success. Lots of great information was shared along with several great workshops.
- The National NAHRO Conference will be held in Orlando, FL. this year on September 26th-28th 2024. Our Board Chair Adrian Jones will be hosting a workshop this year.
- Fresno Housing will be receiving a Merit Award for Equitable Strategic Planning and Engagement.

There was no public comment.

b. Commissioners' report - Presented by Cary Catalano

- Commissioner Ramos shared that she really enjoyed the ThoughtExchange at the North Fulton Revitalization planning meeting and enjoyed hearing all the great ideas. Commissioner Ramos also shared information regarding the Fresno City College Dental Clinic and advised she will provide us with some flyers for distribution.
- Chair Catalano congratulated the team on receiving the Merit Award and is excited about the Award Ceremony Reception being hosted by Fresno Housing.
- A new County Commissioner, John Valdez is expected to join us soon.
- Chair Catalano also shared his sentiments regarding the Chicago NAHRO Summer Symposium and which was a great conference and thanked the staff that are taking charge and hosting workshops.
- The AD HOC team met regarding the terms of the new employment contract and will meet with the CEO, Mr. Williams to discuss in the upcoming weeks.

6. CONSENT AGENDA

- a. Governance: Consideration of the Minutes for the Joint Regular Board Meeting on June 25, 2024.

Approval of the minutes of the Board Meeting

- b. Consideration of an Affordability Restrictive Covenant and Related Actions for Parkside Apartments.

Joint Board Meeting

Action Minutes: 7.23.24 Minutes

Adopted:

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

MOTION PASSED: 5 – 0

CITY MOTION: Commissioner Green moved, seconded by Commissioner Yanez to approve the consent agenda.

MOTION PASSED: 4– 0

7. INFORMATION ITEM

- a. Update on Proposed Changes to the ACOP and Administrative Plan

Stephanie Moreira, Compliance Manager, presented on this item

- b. ROSS Grant Information and Strategy

Mary Helen Caggianelli, Senior Manager of Resident Empowerment, presented on this item

8. Action

- a. Consideration of Policy Regarding Board Member Attendance at Board Meetings via Teleconference

CITY MOTION: Commissioner Green moved to approve the Consideration of Policy Regarding Board Member Attendance at Board Meetings via Teleconferenc, however, the motion died for a lack of a second.

MOTION DISCARDED

COUNTY MOTION: Commissioner Gallaher moved, seconded by Commissioner Garcia to approve the Consideration of Policy Regarding Board Member Attendance at Board Meetings via Teleconference.

MOTION PASSED: 5 – 0

- b. Adoption of the 2025-2030 Strategic Plan

CITY MOTION: Commissioner Rios moved, seconded by Commissioner Green to approve the Adoption of the 2025-2030 Strategic Plan.

MOTION PASSED: 4 – 0

COUNTY MOTION: Commissioner Ramos moved, seconded by Commissioner Garcia the Adoption of the 2025-2030 Strategic Plan.

MOTION PASSED: 5 – 0

9. Closed Session

a. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

APN's: 075-091-25ST

Address: 36200 Giffen Dr. Huron, Ca. 93234

Agency Negotiator: Tyrone Roderick Williams

Negotiating Parties: Fresno Housing & Forward Housing, Affordable Housing Development Corporation.

Under Negotiation: Price and Terms of Payment

The Boards of Commissioners entered closed session at 6:35 p.m.

The Boards of Commissioners returned from closed session at 6:50 p.m. and resumed open session.

No action to report from closed session

10. 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 6:55 p.m.

Tyrone Roderick Williams, Secretary to the Boards of Commissioners

Joint Board Meeting
Action Minutes: 7.23.24 Minutes
Adopted:

BOARD MEMO

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TO: Board of Commissioners
Fresno Housing Authority

FROM: Tyrone Williams
Chief Executive Officer

DATE: August 20, 2024

BOARD MEETING: 08/27/24 **AGENDA**

ITEM: 6b

AUTHOR: Brandy Woodard

SUBJECT: Consideration of Allocation of Project Based Vouchers for
Permanent Housing Programs

Executive Summary

The purpose of this memo is to request approval from the Boards of Commissioners to allocate project-based vouchers (PBVs) for Permanent Housing through Homekey replacement funds.

Pursuant to the authority granted to the Agency under the Annual Contributions Contract (ACC) between Fresno Housing (FH) and the U.S. Department of Housing and Urban Development (HUD), the Agency may choose to allocate a portion of its tenant-based vouchers as project-based vouchers (PBV's), per Section 8 of the U.S. Housing Act of 1937 and 24 CFR Part 983. The regulations from 24 CFR 983 provide for two methods of project selection – through a competitive procurement process and through the selection of a project that has been previously selected for competitive funding.

On April 21, 2023, the Agency issued a competitive Request for Qualifications (RFQ) from developers/applicants to apply for PBVs for the purpose of creating affordable supportive housing opportunities in the City or County of Fresno. The RFQ made available up to 300 vouchers for persons who are homeless or at-risk of homelessness.

As a result of this RFQ, the Agency received two competitive proposals from qualified developers/applicants. After the proposals were evaluated by a team of Agency staff, scoring was completed and two proposals were determined to be in the competitive range based on the published evaluation factors. As such the Agency is requesting approval from the Boards of Commissioners to allocate 70 project-based vouchers for the two projects.

These awards will be contingent on HUD review, including subsidy layering, site and neighborhood, and environmental review, and any other requirements stated in the RFQ. The awardees will have two years from date of the PBV award to complete a financial closing and sign an Agreement to Enter into a Housing Assistance Payment (AHAP) contract. If the awardee cannot meet these requirements, the award of PBV's will be revoked.

Fiscal Impact

The 70 PBV's are anticipated to provide approximately \$802,200 in subsidy per year. This funding will commence at the time each unit receives a Certificate of Occupancy and both the unit and proposed tenant have been reviewed and approved by a Fresno Housing Authority staff person or contractor, subject to program guidelines. The PBV's and subsequent funding will come from FH's existing Housing Choice Voucher program.

Recommendation

It is recommended that the Board of Commissioners of the Housing Authority of the City and County of Fresno, California award as follows:

Competitive Awards - forty-eight (48) PBVs to Cesar Chavez Foundation for the Parkview Apartments and twenty-two (22) PBV's to RH Community Builders for Hacienda Phase II and authorize Tyrone Williams, Chief Executive Officer, Tammy Townsend, Deputy Executive Director and/or their designee to enter into a Housing Assistance Payment contract for 20 years, with an optional extension of up to 20 years

RESOLUTION NO. ___
BEFORE THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF CITY OF FRESNO, CALIFORNIA

**RESOLUTION APPROVING ALLOCATION OF UP TO TWENTY-TWO (22) PROJECT-
BASED VOUCHERS FOR THE HACIENDA PHASE II PROJECT, AN AFFORDABLE
HOUSING DEVELOPMENT IN FRESNO, CA**

WHEREAS, RH Community Builders intends to be the developer for the Hacienda Phase II project, an affordable housing development located in Fresno, California; and,

WHEREAS, there is a demonstrated need in the area to provide affordable housing for low-income families and special needs individuals; and

WHEREAS RH Community Builders was selected through a competitive Request for Proposal process, as required by 24 CFR 983; and

WHEREAS, the Housing Authority of the City of Fresno desires to commit up to twenty-two (22) Project-Based Vouchers to the Hacienda Phase II project for a term of 20 years, with an optional extension of up to 20 years; and

WHEREAS, RH Community Builders has two years from the award date to complete a financial closing and execute an Agreement to Enter into Housing Assistance Payments (AHAP) contract. If such deadline cannot be met, the award of Project Based Vouchers will be revoked;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno, California authorize and empower the CEO/Executive Director Tyrone Roderick Williams, Deputy Executive Director Tammy Townsend, and/or their Designee, to negotiate and execute a Housing Assistance Payments (HAP) contract and supporting documents, for the purposes of providing up to twenty-two (22) Project Based Vouchers to RH Community Builders for the Hacienda Phase II Project in Fresno, CA.

PASSED AND ADOPTED THIS 27th DAY OF August, 2024. 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:

Tyrone Roderick Williams, Secretary of the Boards of
Commissioners

RESOLUTION NO. ___
BEFORE THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF CITY OF FRESNO, CALIFORNIA

RESOLUTION APPROVING ALLOCATION OF UP TO FORTY-EIGHT (48) PROJECT-BASED VOUCHERS FOR THE PARKVIEW APARTMENTS PROJECT, AN AFFORDABLE HOUSING DEVELOPMENT IN FRESNO, CA

WHEREAS, Cesar Chavez Foundation intends to be the developer for the Parkview Apartments project, an affordable housing development located in Fresno, California; and,

WHEREAS, there is a demonstrated need in the area to provide affordable housing for low-income families and special needs individuals; and

WHEREAS Cesar Chavez Foundation was selected through a competitive Request for Proposal process, as required by 24 CFR 983; and

WHEREAS, the Housing Authority of the City of Fresno desires to commit up to forty-eight (48) Project-Based Vouchers to the Parkview Apartments project for a term of 20 years, with an optional extension of up to 20 years; and

WHEREAS, Cesar Chavez Foundation has two years from the award date to complete a financial closing and execute an Agreement to Enter into Housing Assistance Payments (AHAP) contract. If such deadline cannot be met, the award of Project Based Vouchers will be revoked;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno, California authorize and empower the CEO/Executive Director Tyrone Roderick Williams, Deputy Executive Director Tammy Townsend, and/or their Designee, to negotiate and execute a Housing Assistance Payments (HAP) contract and supporting documents, for the purposes of providing up to forty-eight (48) Project Based Vouchers to Cesar Chavez Foundation for the Parkview Apartments Project in Fresno, CA.

PASSED AND ADOPTED THIS 27th DAY OF August, 2024. 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:

Tyrone Roderick Williams, Secretary of the Boards of
Commissioners

BOARD MEMO

TO: Boards of Commissioners
FROM: Tyrone Roderick Williams, CEO
MEETING DATE: 8/27/2024
AGENDA ITEM: 6c
SUBJECT: Consideration of an Update to the Political Advocacy Policy

AUTHOR: Jeff Cardell
DEPARTMENT: Human Resources
MEMO DATE: 8/20/2024

Executive Summary

The purpose of this memo is to ask the Boards of Commissioners to approve revision of the Political Advocacy Policy that was last approved by the Boards in November 2014. This policy is being updated to ensure it provides comprehensive guidance to Agency employees relative to applicable state and federal law.

Recommendation

It is recommended that the Boards of Commissioners approve and adopt the Political Advocacy Policy.

Fiscal Impact

There is no immediate fiscal impact associated with adoption of the Political Advocacy Policy.

Background Information

As part of the continuing effort to ensure the Agency's Personnel Policies remain current, the Political Advocacy policy has been revised in collaboration with Senior Leaders and labor partners to:

1. Include a Responsibility section which states that all employees are required to comply with the provisions of the Policy. This section also identifies the responsibility of the Chief Executive Officer for administration and interpretation as well as the Boards for adoption.
2. Delete the Introduction section and the footnote citations of various Government Code sections.

Political Advocacy Policy

Purpose

The purpose of this policy is to ensure that all Agency employees comply with state and federal laws regulating the political activities of public employees.

Policy

WHAT AGENCY EMPLOYEES MAY DO

Voting

Acting in a personal capacity and during non-work hours, employees shall exercise their right to vote for or against any ballot measure or candidate, and they may express their opinion on political subjects and candidates. Also, acting in a personal capacity, Agency employees may assist in voter registration drives.

Agency employees who do not have sufficient time outside of working hours to vote may, without loss of pay, take time off from work to vote. Employees requiring such time off to vote will be compensated for no more than two hours of time off, more time may be provided, but only two hours shall be without loss of pay. The time off for voting shall be at the beginning or end of the employee's regular working shift, unless otherwise mutually agreed to by the employee and the Agency.

Agency employees who know or have reason to know that they will require time off of work to vote shall give the Agency at least two working days' notice that such time off is desired.

Contributions & Fundraising

Acting in a personal capacity and during non-work hours, Agency employees may (i) contribute to political campaigns, whether in support of or opposition to, ballot measures or candidates; and (ii) attend political fundraising functions and be active at political rallies or meetings. Agency employees may not identify their official title when engaging in these activities except when complying with Federal and State campaign finance disclosure laws.

Endorsements

Acting in a personal capacity and during non-work hours, Agency employees may (i) campaign for or against referendum questions, constitutional amendments, and/or municipal ordinances; (ii) campaign for or against candidates in partisan elections, (iii) make campaign speeches for such candidates; and (iv) volunteer to work on a partisan political campaign. Agency employees may not identify their official title when engaging in these activities.

WHAT AGENCY EMPLOYEES MAY NOT DO

Political Activities During Work Hours

Agency employees may not engage in political activities during work hours. For example, Agency employees may not distribute political pamphlets, flyers, or other materials, or post political signs while on duty. Moreover, they may not attend campaign meetings, rallies, or other campaign-related functions while on duty. They may not make campaign telephone calls, stuff campaign envelopes, write campaign statements, or advocate or inform fellow Agency employees about campaign issues.

Political Activities on Public Property

Agency employees may not engage in political activities on Agency property regardless of whether they are "on duty" or "off duty." For example, Agency employees may not distribute political pamphlets, flyers, or other materials, or post political signs on property owned by the Agency, including all residential properties. Agency employees may not use Agency telephones or email accounts to make campaign calls or communications.

Use of Public Funds or Resources to Advocate

Agency employees may not use Agency funds or resources to advocate a partisan political position or otherwise use Agency funds or resources to support personal political activities. For example, Agency employees may not use Agency copy machines, faxes, computers, printers or other office equipment to design, make, or distribute political pamphlets, flyers, signs, or other materials in support of or opposition to a ballot measure, or the election or defeat of a candidate. Agency employees may not use Agency telephones or email accounts to make campaign calls or communications.

Solicitation of Campaign Contributions

Agency employees may not use any list of fellow employees' names and addresses compiled by the Agency to be used for political purposes.

Use of Position to Influence

An employee may not use the authority or influence of his or her official position to persuade or induce any Agency employee to take or refrain from taking any type of political action. Agency employees may not urge, encourage, or threaten other Agency employees to vote for or against, contribute to, or campaign for or against a ballot measure or candidate.

AGENCY EMPLOYEES RUNNING FOR OFFICE

Agency employees whose salary is paid completely, directly or indirectly, by federal funds are prohibited from being a candidate for public office in a partisan election. However, Agency employees are not prohibited from being a candidate in a nonpartisan election. Nonpartisan elections include an election in

which none of the candidates is to be nominated or elected as representing a party (such as the Democratic or Republican parties) whose candidates for President received votes in the last preceding election at which Presidential electors were selected.

Responsibility

All employees are required to comply with provisions of this policy. The CEO or their designee is responsible for the administration, interpretation, and application of the Policy. The Boards of Commissioners are responsible for policy adoptions and revisions.

Applicable Law

- State Law: Cal. Gov. Code § 3201 *et seq.* provides the statutory framework regulating the political activities of public employees within the state.
- Federal Law: The Hatch Political Activity Act (“Hatch Act”), 5 U.S.C. §§ 1501-1508, restricts the political activity of individuals principally employed by state, county, or municipal agencies in connection with programs financed in whole or in part by loans or grants made by the federal government.

RESOLUTION No. _____

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

RESOLUTION TO APPROVE THE POLITICAL ADVOCACY POLICY

WHEREAS, the Board of Commissioners approved the Political Advocacy Policy in November 2014; and

WHEREAS, the Policy is being updated to ensure it provides comprehensive guidance to Agency employees relative to applicable state and federal law;

NOW, THEREFORE, BE IT RESOLVED THAT the governing body of the above agency does hereby approve the Political Advocacy Policy.

PASSED AND ADOPTED THIS 27th day of August, 2024, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tyrone Roderick Williams, Secretary of the Board of Commissioners

RESOLUTION No. _____

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

RESOLUTION TO APPROVE THE POLITICAL ADVOCACY POLICY

WHEREAS, the Board of Commissioners approved the Political Advocacy Policy in November 2014; and

WHEREAS, the Policy is being updated to ensure it provides comprehensive guidance to Agency employees relative to applicable state and federal law;

NOW, THEREFORE, BE IT RESOLVED THAT the governing body of the above agency does hereby approve the Political Advocacy Policy.

PASSED AND ADOPTED THIS 27th day of August, 2024, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tyrone Roderick Williams, Secretary of the Board of Commissioners

BOARD MEMO

TO: Boards of Commissioners
FROM: Tyrone Roderick Williams, CEO
MEETING DATE: 8/27/2024
AGENDA ITEM: 6d
SUBJECT: Consideration of an Update to the Reporting Child Abuse and Neglect Policy

AUTHOR: Jeff Cardell
DEPARTMENT: Human Resources
MEMO DATE: 8/20/2024

Executive Summary

The purpose of this memo is to ask the Boards of Commissioners to approve revision of the Reporting Child Abuse and Neglect Policy that was last approved by the Boards in June, 2014. This policy is being revised to indicate that the Agency participates in the Safe Place program, provide guidance to employees regarding reporting suspected child abuse and neglect observed in the course of work as well as provide gender neutral language.

Recommendation

It is recommended that the Boards of Commissioners approve and adopt the Reporting Child Abuse and Neglect Policy.

Fiscal Impact

There is no immediate fiscal impact associated with adoption of the Reporting Child Abuse and Neglect Policy.

Background Information

As part of the continuing effort to ensure the Agency's Personnel Policies remain current, the Reporting Child Abuse and Neglect policy has been revised in collaboration with Senior Leaders and labor partners to:

1. Express that the Agency participates in the Safe Place program which provides individuals with access to immediate help and safety.
2. Indicate that reports of suspected child abuse or neglect can be filed with local law enforcement as well as Child Protective Services.
3. Delete the Introduction section and replace gender specific with gender neutral language.

Reporting Child Abuse and Neglect Policy

Policy

It is the policy of Fresno Housing (the “Agency”) that employees report any suspected child abuse and/or neglect observed during the course of work to Child Protective Services or the local law enforcement agency. In addition, the Agency participates in Safe Place, providing individuals access to immediate help and safety.

The Agency will provide training to all employees on child abuse and neglect identification as well as reporting and Safe Place Procedures.

Definitions

1. *Child sexual abuse*, which includes sexual assault and sexual exploitation:
 - a. *Sexual assault* includes, but is not limited to, sex acts with children or in the presence of children, and child molestation.
 - b. *Sexual exploitation* includes, but is not limited to, preparing, selling, or distributing pornographic materials involving children, performances involving obscene sexual conduct and child prostitution.
2. *Child abuse or neglect of a child*, includes acts or omissions of harming, or threatening to harm, a child’s health or welfare.
3. *Willful cruelty or unjustified punishment*, which includes inflicting or permitting unjustifiable physical pain or mental suffering, or the endangering of a child’s person or health.
4. *Traumatic condition* is an injury caused by physical force, whether of a minor or serious nature.
5. *A physical injury* inflicted on a child by other than accidental means.
6. *Reasonable suspicion* means that it is objectively reasonable for a person to entertain a suspicion, based upon a fact(s) that could cause a reasonable person in a like position, drawing, when appropriate, on their training and experience to suspect child abuse or neglect.

Responsibility

All employees are to report any suspected child abuse and/or neglect that they observe during their course of work. The Executive Director or their designee is responsible for the administration, interpretation, and application of this Policy. The Boards of Commissioners are responsible for policy adoptions and revisions.

Appendix A

Local Authorities' Contact Information

- IN CASE OF EMERGENCY DIAL 9-1-1
- Child Protective Services Hotline: (559) 255-8320
- Clovis Police Department: (559) 324-2800
- Fresno Police Department: (559) 621-7000
- Fresno County Sherriff's Department: (559) 488-3939
- Fresno Council on Child Abuse Prevention: (559) 268-1118

City of Fresno Policing Districts

Southwest

1211 Fresno Street
Fresno, CA 93728
(559) 621-6100

Southeast

1617 S. Cedar Avenue
Fresno, CA 93702
(559) 621-6300

Northwest

3781 N. Hughes Avenue
Fresno, CA 93705
(559) 621-6400

Central

940 N. Broadway Street
Fresno, CA 93728
(559) 621-6300

Northeast

1450 E. Teague Avenue
Fresno, CA 93720
(559) 621-6400

Fresno County Police Departments

Clovis Police Department

1233 Fifth Street
Fresno, CA 93721
(559) 488-3939

Coalinga Police Department

270 N. 6th Street Coalinga, CA 93210
(559) 935-2313

Firebaugh Police Department

1575 11th Street
Firebaugh, CA 93622
(559) 834-3254

Fowler Police Department

128 S. 5th Street
Fowler, CA 93625
(559) 834-3254

Huron Police Department

36389 South Lassen Avenue
Huron, CA 93234
(559) 945-2348

Kerman Police Department

850 S. Madera Avenue
Kerman, CA 9363
(559) 846-8800

Kingsburg Police Department

1300 California Street
Kingsburg, CA 93631
(559) 897-2931

Mendota Police Department

1000 Airport Blvd. Suite A
Mendota, CA 93640
(559) 655-4294

Sanger Police Department

1700 7th Street
Sanger, CA 93657
(559) 875-8521

Selma Police Department

1935 E Front Street
Selma, CA 93662

Parlier Police Department

18770 S Mendota Avenue
Parlier, CA 93648
559-646-6600

RESOLUTION No. _____

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

**RESOLUTION TO APPROVE THE REPORTING CHILD ABUSE AND NEGLECT
POLICY**

WHEREAS, the Board of Commissioners approved the Reporting Child Abuse and Neglect Policy in June 2014; and

WHEREAS, the Policy is being updated to indicate that the Agency participates in the Safe Place program and provide gender neutral language;

NOW, THEREFORE, BE IT RESOLVED THAT the governing body of the above agency does hereby approve the Reporting Child Abuse and Neglect Policy.

PASSED AND ADOPTED THIS 27th day of August, 2024, by the following vote,
to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tyrone Roderick Williams, Secretary of the Board of Commissioners

RESOLUTION No. _____

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

**RESOLUTION TO APPROVE THE REPORTING CHILD ABUSE AND NEGLECT
POLICY**

WHEREAS, the Board of Commissioners approved the Reporting Child Abuse and Neglect Policy in June 2014; and

WHEREAS, the Policy is being updated to indicate that the Agency participates in the Safe Place program and provide gender neutral language;

NOW, THEREFORE, BE IT RESOLVED THAT the governing body of the above agency does hereby approve the Reporting Child Abuse and Neglect Policy.

PASSED AND ADOPTED THIS 27th day of August, 2024, by the following vote,
to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tyrone Roderick Williams, Secretary of the Board of Commissioners

BOARD MEMO

TO: Boards of Commissioners
FROM: Tyrone Roderick Williams, CEO
MEETING DATE: 08/27/2024
AGENDA ITEM: 6e
SUBJECT: Consideration of Temporary Staffing Agency Contracts

AUTHOR: Jeff Cardell
DEPARTMENT: Administrative Services
MEMO DATE: 08/20/2024

Executive Summary

The purpose of this memo is to request approval from the Boards of Commissioners to award contracts to Adecco, Apple One, and Manpower for the provision of temporary staffing services to the Agency. These services are required due to temporary peaks in workload, to cover leaves of absence, and to fill vacancies while recruitment is being conducted. Each of these firms has a good professional reputation, the experience, qualifications, and is best value in terms of service and price for the Agency.

Recommendation

It is recommended that the Boards of Commissioners award contracts to Adecco, Apple One, and Manpower. The contract term is September 1, 2024 through August 30, 2027. It is further recommended that Tyrone Roderick Williams, Chief Executive Officer, or a designee, be authorized to execute the agreement.

Fiscal Impact

Funding for this project is included in the Agency's Operating budget.

Background Information

Upon the request of Human Resources, Procurement staff prepared and distributed a Request for Proposals (RFP) seeking responses from qualified, licensed, and insured temporary staffing agencies. Solicitation efforts included publication in the Fresno Bee, Fresno Housing social media, and the Fresno Housing's E-procurement website. The scope of work expressed in the RFP includes, but is not limited to:

- Recruit, hire, train, pay and provide benefits to temporary staff to fulfill the staffing needs of the Agency;
- Verify and maintain all employment eligibility documentation of individuals employed by the temporary staffing firm;
- Provide qualified candidates to perform work as required on an as needed basis;
- Approve any leaves of absence or time off for the temporary staff and provide notice to the Agency; and
- Administer the claims process for any work related injuries incurred by temporary agency staff;

After the filing deadline it was determined that eighteen proposers were responsive. The proposals submitted by each firm were evaluated on the basis of proposed cost, demonstrated understanding of the requirements, appropriateness of the technical approach, technical capabilities, demonstrated experience,

FRESNO HOUSING

and successful past performance. Adecco, Apple One, and Manpower received the highest scores and have, therefore, been selected to provide temporary staffing services to the Agency for the next three years.

RESOLUTION NO. _____

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

**RESOLUTION APPROVING TEMPORARY STAFFING CONTRACTS WITH ADECCO, APPLE ONE
AND MANPOWER**

WHEREAS, the Housing Authority of Fresno City (the "Agency") released a Request for Proposals for Temporary Staffing Services; and

WHEREAS, the Request for Proposals was available on the Agency's E-procurement website, advertised in the Fresno Bee, and posted on Agency social media accounts; and

WHEREAS, Adecco, Apple One and Manpower were determined to be responsive and provided qualifications and prices that were advantageous to the Agency, pursuant to the Agency's procurement guidelines; and

WHEREAS, the Agency desires to enter into a contract with Adecco, Apple One and Manpower for Temporary Staffing Services for a total contract period of three years;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno do hereby authorize Tyrone Roderick Williams, Chief Executive Officer, or designee, to execute the contracts for Adecco, Apple One and Manpower and execute all documents in connection therewith.

PASSED AND ADOPTED THIS 27th DAY OF August 2024. 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:

Tyrone Roderick Williams, Secretary of the Boards of Commissioners

RESOLUTION NO. _____

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

RESOLUTION APPROVING TEMPORARY STAFFING CONTRACTS WITH ADECCO, APPLE ONE
AND MANPOWER

WHEREAS, the Housing Authority of Fresno City (the "Agency") released a Request for Proposals for Temporary Staffing Services; and

WHEREAS, the Request for Proposals was available on the Agency's E-procurement website, advertised in the Fresno Bee, and posted on Agency social media accounts; and

WHEREAS, Adecco, Apple One and Manpower were determined to be responsive and provided qualifications and prices that were advantageous to the Agency, pursuant to the Agency's procurement guidelines; and

WHEREAS, the Agency desires to enter into a contract with Adecco, Apple One and Manpower for Temporary Staffing Services for a total contract period of three years;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno do hereby authorize Tyrone Roderick Williams, Chief Executive Officer, or designee, to execute the contracts for Adecco, Apple One and Manpower and execute all documents in connection therewith.

PASSED AND ADOPTED THIS 27th DAY OF August 2024. 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:

Tyrone Roderick Williams, Secretary of the Boards of Commissioners

BOARD MEMO

TO: Boards of Commissioners
FROM: Tyrone Roderick Williams, CEO
MEETING DATE: 08/27/2024
AGENDA ITEM: 6f
SUBJECT: Heritage Estates – Authorization to Execute Payment & Performance Bonds and Enter into Indemnification Agreement

AUTHOR: Christina Stokes-Johnson
DEPARTMENT: Real Estate Development
MEMO DATE: 08/21/2024

Executive Summary

On May 28, 2024, the Boards of Commissioners approved an omnibus action that provided for the financing and development of the Heritage Estates development, to include a construction/bridge loan from the Housing Relinquished Fund Corporation (“HRFC”) of up to \$3,000,000 and a permanent HRFC loan of up to \$1,000,000. Other financing sources include City of Fresno (“City”) Permanent Local Housing Allocation Funds of \$3,000,000, City of Fresno Housing Successor Agency (“FHS”) funding of up to \$1,200,000, and CalHOME mortgage assistance funds for qualified homebuyers of up to \$1,400,000. Since that date, Heritage Estates has also received a funding award from the Federal Home Loan Bank (“FHLB”) of San Francisco Affordable Housing Program (“AHP”) of \$611,060.

The majority of Fresno Housing (“Authority”) development projects are multifamily projects funded with Low-Income Housing Tax Credits (“LIHTC”), and include funding from private lenders and investors that require that the Authority provide for Repayment and Completion Guaranties. These guaranties state that the Authority, as guarantor, absolutely and irrevocably guarantees to both pay the lender and ensure that construction of the improvements shall be completed within the set schedule and according to the approved plans and specifications. As Heritage Estates is a single family development and does not have the typical lender and investor structure, guaranties to a lender are not a requirement; however, the City and FHS funding agreements do require that the Authority as the Developer, or its General Contractor, shall obtain and pay for payment and performance bonds equal to 100% of the construction costs.

Yanez Construction, Inc., (“Yanez”) the awarded General Contractor, has proceeded with only bonding coverage for Phase 1 of the project, which is a separate agreement for grading and earthwork. Yanez is able to bond for the project only by a phased approach, which currently totals 11 phases to complete the entirety of the project, with bonding estimates coming in at 3-5% of the construction costs, ranging from \$285,670 to \$476,120. Each phase would require an independent contract and bond that must be reviewed by the City Attorney’s Office (“CAO”), with approximately a ten working day review time per contract.

Staff is recommending that the Board authorize HACF to obtain the payment and performance bonds for the entirety of the balance of the contract, \$9,522,390, at a rate of 2% (\$190,448), in order to streamline the contract and bonding process and allow for cost savings and potentially an expedited schedule. Staff is also requesting approval to enter into a Indemnity Agreement currently required by the Surety Company. Staff is also recommending that the Authority enter

FRESNO HOUSING

into an additional indemnity agreement with Yanez bolstering its requirement to indemnify the Authority for any claims relating to its performance of the work.

Recommendation

It is recommended that the Boards of Commissioners of Fresno Housing adopt the attached resolutions authorizing HACF to obtain the payment and performance bonds for the entirety of the balance of the contract, \$9,522,390, at a rate of 2% (\$190,448), authorizing entering into the related Indemnity Agreement with the Surety Company, authorizing entering into the additional indemnity agreement with Yanez, and further authorize the execution and delivery of documents in the name of the Housing Authority of the City of Fresno, California, and providing for other matters related thereto, and authorize Tyrone Roderick Williams, Chief Executive Officer, Tammy Townsend, Deputy Executive Director, Michael Duarte, Chief Real Estate Officer, and/or their designee, to negotiate and execute documents in connection with the approved actions.

Fiscal Impact

The Surety company charges a fee of 2% for the issuance of Payment & Performance bonds, currently estimated at \$190,448. Funding for this item has already been incorporated into the current development budget.

Background Information

Heritage Estates is a proposed 33 single-family home development on 7.94 acres of vacant land in Southwest Fresno (APN 477-060-04T). The site is bordered by E. Florence Avenue on the North, across from the Legacy Commons affordable housing development, and will have a primary entrance connecting to Walnut Avenue to the east.

The property is currently owned by the Successor Agency to the Redevelopment Agency to the City of Fresno. The FHS proposed development of the site into affordable single family homes and committed the land and additional funding in an amount equivalent to \$1,200,000.

The current plans call for 3 and 4 bedroom homes ranging in size from 1393 to 1606 square feet. Once complete, the homes will be made available to households earning ranging from 50%-80% AMI and market rate. Public funding sources will be used to support downpayment assistance and forgivable and/or deferred second mortgages.

Past Board Actions

- June 28, 2021 – Resolution Authorizing the Submission of a City of Fresno Funding Application for a Proposed Single-Family Development in Southwest Fresno (APN 477-060-04)
- January, 2023 – Authorization to Award General Construction Contract – Heritage Estates
- September, 2023 – Approval of HRFC predevelopment funding up to \$300,000
- December, 2023 – Approval to enter into DDA and accept FHS, PLHA and CalHOME Mortgage Assistance Funds

FRESNO HOUSING

- April, 2024 - Authorization to increase HRFC predevelopment funding to \$2,000,000
- May, 2024 - Authorization of an HRFC construction/bridge loan of up to \$3,000,000 and permanent loan of up to \$1,000,000

RESOLUTION NO. _____
BEFORE THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF FRESNO, CALIFORNIA

**AUTHORIZATION TO OBTAIN AND PAY FOR PERFORMANCE BONDS AND
LABOR AND MATERIALS BONDS RELATED THE HERITAGE ESTATES
DEVELOPMENT LOCATED AT EAST FLORENCE AVENUE AND SOUTH PLUMAS
STREET, IN THE CITY OF FRESNO, STATE OF CALIFORNIA BY THE HOUSING
AUTHORITY OF THE CITY OF FRESNO, CALIFORNIA, A PUBLIC BODY
CORPORATE AND POLITIC**

The Board of Commissioners of the Housing Authority of the City of Fresno, California (hereinafter the “**Authority**” or “**HACF**”) on the 27th day of August, 2024, at a regular meeting duly called and held at Fresno, California, a quorum being present, adopted the following preamble and resolution:

WHEREAS, the Authority is a party to (i) that certain Disposition and Development Agreement with the City of Fresno, in its capacity as Housing Successor to the Redevelopment Agency of the City of Fresno, with an effective date of January 12, 2024, as amended (the “**DDA**”) and (ii) that certain Permanent Local Housing Allocation Program Agreement with the City of Fresno, with an effective date of January 4, 2024, as amended (the “**PLHA**”), related to the Authority’s construction of an affordable single family home development consisting of thirty-three (33) homes located at East Florence Avenue and South Plumas Street, Fresno, CA 93706 (the “**Heritage Estates Development**”);

WHEREAS, in fulfillment of the bonding requirements of the DDA and the PLHA, the Authority has applied to American Contractors Indemnity Company, U.S. Specialty Insurance Company, United States Surety Company, Texas Bonding Company, HCC Insurance Holdings, Inc., Tokio Marine HCC – Surety Group, their affiliates, divisions, subsidiaries, successors, assigns, co-sureties, reinsurers, fronters, partners and/or joint venturers (collectively and each individually, the “**Surety**”) for (i) a performance bond and (ii) a labor and materials bond for the Heritage Estates Development in the amount Nine Million Five Hundred Twenty-Two Thousand Three Hundred Ninety and No/100 Dollars (\$9,522,390,00) (collectively, the “**Bonds**”);

WHEREAS, the Surety is willing to execute or procure or has heretofore executed or procured the Bonds at the request of the Authority; and

WHEREAS, the Authority now desires to authorize the below individuals, on behalf of the Authority, to procure the Bonds from the Surety and pay on for the same on behalf of the Authority, and to execute any and such other agreements related thereto.

NOW, THEREFORE, BE IT RESOLVED: That the Authority hereby authorizes, affirms, ratifies and approves the acts of:

Tyrone Roderick Williams, Chief Executive Officer

Tammy Townsend, Deputy Executive Officer

Michael Duarte, Chief Real Estate Officer

in procuring, paying for, and executing on behalf of the Authority the Bonds, and other agreements related thereto, required by the Surety for the purpose, *inter alia*, of issuing the Bonds, and such other agreements related thereto.

PASSED AND ADOPTED THIS 27TH DAY OF AUGUST 2024. 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:

Adrian Jones, Chair of the Board of Commissioners

CERTIFICATE

I, the undersigned, the duly appointed Chief Executive Officer of the Housing Authority of the City of Fresno, California (the “**Authority**”), as keeper of the records of the Authority, CERTIFY:

1. That the attached Resolution No. ____ (the “**Resolution**”) is a true and correct copy of the resolution of the Board of Commissioners of the Authority, as adopted at a meeting of the Authority held on the 27th day of August 2024, and duly recorded in the minute books of the Authority.

2. That such meeting was duly convened and held in all respects in accordance with law, and, to the extent required by law, due and proper notice of such meeting was given; that a quorum was present throughout the meeting and a majority of the members of the Board of Commissioners of the Authority present at the meeting voted in the proper manner for the adoption of the Resolution; that all other requirements and proceedings incident to the proper adoption of the Resolution have been duly fulfilled, carried out and otherwise observed, and that I am authorized to execute this Certificate.

IN WITNESS WHEREOF, I have hereunto set my hand this 27th day of August, 2024.

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

Tyrone Roderick Williams
Chief Executive Officer

RESOLUTION NO. _____
BEFORE THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF FRESNO, CALIFORNIA

TOKIO MARINE HCC SURETY GROUP
CERTIFICATION OF AUTHORIZATION OF EXECUTION OF INDEMNITY BY THE
HOUSING AUTHORITY OF THE CITY OF FRESNO, CALIFORNIA, A PUBLIC BODY
CORPORATE AND POLITIC

The Board of Commissioners of the Housing Authority of the City of Fresno, California (hereinafter the “**Authority**” or “**HACF**”) on the 27th day of August, 2024, at (i) a regular/special meeting duly called and held at Fresno, California, a quorum being present, or (ii) by unanimous Informal Action, adopted the following preamble and resolution:

WHEREAS, the Authority is materially interested in transactions in which the HACF (the "Applicant") has applied and will in the future apply to the Surety (as defined in the foregoing Agreement of Indemnity) for bonds or undertakings in various amounts; and

WHEREAS, the Surety is willing to execute or procure or has heretofore executed or procured some or all of such bonds or undertakings at the request of the Applicant and the Authority and in consideration of the execution of an Agreement of Indemnity by the Authority through its officer(s) named below.

NOW, THEREFORE, BE IT RESOLVED: That the Authority hereby authorizes, affirms, ratifies and approves the acts of:

Tyrone Roderick Williams, Chief Executive Officer

Tammy Townsend, Deputy Executive Officer

Michael Duarte, Chief Real Estate Officer

in executing on behalf of the Authority any Agreement(s) of Indemnity, and other agreements related thereto, required by the Surety for the purpose, *inter alia*, of indemnifying the Surety from loss and expense in connection with any bond(s) or undertaking(s) executed or procured on behalf of the Applicant by the Surety, and the acts of the aforementioned representative of the Authority in affixing the corporate seal to such Agreement(s) of Indemnity, and such other agreements related thereto, and subscribing his/her name thereto, on behalf of the Authority, are hereby affirmed, authorized and ratified.

PASSED AND ADOPTED THIS 27TH DAY OF AUGUST 2024. 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:

Adrian Jones, Chair of the Board of Commissioners

CERTIFICATE

I, the undersigned, the duly appointed Chief Executive Officer of the Housing Authority of the City of Fresno, California (the “**Authority**”), as keeper of the records of the Authority, CERTIFY:

1. That the attached Resolution No. ____ (the “**Resolution**”) is a true and correct copy of the resolution of the Board of Commissioners of the Authority, as adopted at a meeting of the Authority held on the 27th day of August 2024, and duly recorded in the minute books of the Authority.

2. That such meeting was duly convened and held in all respects in accordance with law, and, to the extent required by law, due and proper notice of such meeting was given; that a quorum was present throughout the meeting and a majority of the members of the Board of Commissioners of the Authority present at the meeting voted in the proper manner for the adoption of the Resolution; that all other requirements and proceedings incident to the proper adoption of the Resolution have been duly fulfilled, carried out and otherwise observed, and that I am authorized to execute this Certificate.

IN WITNESS WHEREOF, I have hereunto set my hand this 27th day of August, 2024.

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

Tyrone Roderick Williams
Chief Executive Officer

BOARD MEMO

TO: Boards of Commissioners
FROM: Tyrone Roderick Williams, CEO
MEETING DATE: 08/27/2024
AGENDA ITEM: 6g
SUBJECT: Approval to Submit a Community Development Block Grant – Disaster Recovery (CDBG-DR) Application to the California Department of Housing and Community Development (HCD) for Avalon Commons - Phase II

AUTHOR: Crystal Silva
DEPARTMENT: Real Estate Development
MEMO DATE: 08/21/2024

Executive Summary

The purpose of this Board memo is to request approvals from the Board of Commissioners related to the development of an affordable housing property being contemplated at 7521 N. Chestnut Avenue, Fresno, CA (APN: 404-071-51T). The requested action includes authorization of funding applications, which will include the submission of a Community Development Block Grant – Disaster Recovery (CDBG-DR) application to the California Department of Housing and Community Development program. The proposed Avalon Commons – Phase II project will consist of up to 45 units to be developed on a 2.39-acre portion of the overall project site which consists of approximately 8 acres in total. The remaining roughly 6 acres of the parcel with 60 units and a community building is currently under development.

Currently, the project has a commitment of funds from the City of Fresno’s Local Housing Trust Fund program in the amount of \$3,000,000. The project has also been awarded \$1,243,000 in City of Fresno Community Development Block Grant (CDBG) funds that are dedicated to the site’s acquisition. On February 27, 2024, the Boards authorized staff to proceed with the sale of the site from the Housing Authority of the City of Fresno to the Fresno Avalon Commons Phase II, LP in order to receive the CDBG award.

In addition, the Board committed up to \$1,000,000 of available Capital Funds and a loan up to \$1,800,000 of Housing Relinquished Fund Corporation funds to the Project at the June 2024 meeting. Staff will continue to pursue additional capital financing sources to reduce these commitments.

In order to fully finance the project, it is necessary to submit a Community Development Block Grant – Disaster Recovery (CDBG-DR) application to the California Department of Housing and Community Development (HCD) program. The location of the project is within a High Opportunity Area and in close proximity to a number of amenities, including elementary school, park, grocery, and medical services. In addition, staff has obtained entitlements for the overall project to commence the development of Phase II, ensuring the necessary approvals to submit this funding application. The recommended action in this memo is to authorize the submission of a funding application to HCD for the Avalon Commons Phase II project along with other related actions.

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Recommendation

It is recommended that the Board of Commissioners of Fresno Housing adopt the attached resolution approving the necessary actions needed to move forward with funding application submissions for Avalon Commons – Phase II project (APN 404-071-51T), and authorize Tyrone Roderick Williams, Chief Executive Officer, Tammy Townsend, Deputy Executive Director, Michael Duarte, Chief Real Estate Officer, and/or their designee, to negotiate and execute documents in connection with the approved actions.

1. Authorize the undertaking of all actions necessary to secure financing for the Project, and assemble various financing sources, which may include, but are not limited to: (a) submission of a Community Development Block Grant – Disaster Recovery (CDBG-DR) application to the California Department of Housing and Community Development (HCD) and (b) other grants, operating subsidies and/or private loans and such other sources identified by the CEO; and
2. Authorize Tyrone Roderick Williams, Chief Executive Officer, Tammy Townsend, Deputy Executive Director, Michael Duarte, Chief Real Estate Officer and/or their designees to negotiate and execute documents on behalf of the Housing Authority of the City of Fresno, CA; and
3. Provide for other matters related thereto.

Fiscal Impact

None

Background Information

The Avalon Commons site (APN: 404-071-50, 51T) is an existing vacant site located at the northwest corner of Chestnut and Alluvial Avenues on approximately 7.1 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 December 2020 for \$2,800,000. The current Phase II site plan envisions a 45-unit community with approximately 3,492 square feet of community space that will be shared with Phase I of the project via a Joint Use Agreement.

Past Board Action

- March 28, 2023 - Resolution Authorizing the Submission of a City of Fresno Funding Application for Avalon Commons Phase II Project (APN 404-070-50)
- May 16, 2023 - Resolution Authorizing the Acceptance of Funding Award from the City of Fresno Local Housing Trust Fund for Avalon Commons Phase II
- June 27, 2023 - Resolution Authorizing the Submission of HCD's SuperNOFA Application for Avalon Commons Phase II
- June 27, 2023 - Resolution Authorizing the Submission to the City of Fresno's 2023 Affordable Housing Development NOFA for Avalon Commons Phase II

FRESNO HOUSING

- February 27, 2024 – Resolution Authorizing the Sale of Avalon Commons Phase II Land to the Fresno Avalon Commons Phase II, LP and Authorization to Accept Community Development Block Grant Funds on Behalf of LP
- June 25, 2024 – Resolution Authorizing the commitment of \$1,000,000 in Capital Funds, a Housing Relinquished Fund Corporation Loan of \$1,800,000, Land Donation of \$319,000 and authorization to submit an application to the California Tax Credit Allocation Committee.

RESOLUTION NO. _____

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

RESOLUTION AUTHORIZING THE SUBMISSION OF A COMMUNITY DEVELOPMENT
BLOCK GRANT – DISASTER RECOVERY (CDBG-DR) APPLICATION TO THE
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (HCD) FOR THE
DEVELOPMENT OF AVALON COMMONS – PHASE II PROJECT (APN: 404-071-51T) AND
OTHER MATTERS RELATED THERETO

WHEREAS, the Housing Authority of the City of Fresno, CA (“the Authority”) seeks to expand the development and availability of long-term housing for low and moderate income households residing in the City of Fresno, California; and,

WHEREAS, the Authority is authorized, among other things, to enter into partnership agreements and to make loans to partnerships to finance, plan, undertake, construct, acquire and operate housing projects; and,

WHEREAS, the Authority desires to facilitate the development of real property located at 7521 N. Chestnut Avenue, Fresno, California (APN: 404-071-51T) on approximately 2.39 acres of land; and,

WHEREAS, The Avalon Commons Phase II Project is envisioned to consist of up to 44 low income units and 1 manager’s unit, with approximately 3,676 square feet of community space shared with Phase I of the project; and,

WHEREAS, the project’s financing structure calls for the submission of a Community Development Block Grant – Disaster Recovery (CDBG-DR) application to facilitate the development; and,

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno, CA hereby authorizes Tyrone Roderick Williams, Chief Executive Officer, Tammy Townsend, Deputy Executive Director, Michael Duarte, Chief Real Estate Officer, and/or their designee, to negotiate and execute documents in connection with the approved actions.

1. Authorize the undertaking of all actions necessary to develop the Project, and assemble various financing sources, which includes submission of a Community Development Block Grant – Disaster Recovery (CDBG-DR) application to the California Department of Housing and Community Development program; and

2. Authorize Tyrone Roderick Williams, Chief Executive Officer, Tammy Townsend, Deputy Executive Director, Michael Duarte, Chief Real Estate Officer, and/or their designees to execute documents on behalf of the Housing Authority of the City of Fresno, CA; and in the name of the Administrative General Partner, on its own behalf; and as administrative general partner of the Partnership; and
3. Provide for other matters related thereto.

PASSED AND ADOPTED THIS 27th DAY OF AUGUST 2024. 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:

Tyrone Roderick Williams, Secretary of the Boards of Commissioners

BOARD MEMO

TO: Boards of Commissioners
FROM: Tyrone Roderick Williams, CEO
MEETING DATE: 08/27/2024
AGENDA ITEM: 6h
SUBJECT: Approval to Enter into Possession and Use Agreement with California Department of Transportation and Submit Demolition/Disposition Application to the United States Department of Housing and Urban Development for Sequoia Courts (APN 465-141-01T, 465-142-02T, 465-143-01T, and 465-144-01T)

AUTHOR: Brandon Gonzalez
DEPARTMENT: Real Estate Development
MEMO DATE: 08/19/2024

Executive Summary

The purpose of this Board memo is to request certain approvals from the Boards of Commissioners related to the Sequoia Courts Low Income Public Housing site. On February 26, 2024 the California Department of Transportation (Caltrans) contacted Fresno Housing (FH) regarding a proposed scope of work that is going to impact the Sequoia Courts LIPH site located at 515 S. Modoc Street, Fresno, CA 93706.

Caltrans is proposing a roadway rehabilitation in Fresno along Highway 99 from 0.2 miles south of the El Dorado Avenue overcrossing to the Clinton Avenue overcrossing. The project will consist of the purchase of a Subsurface Easement that is approximately 243 feet in length and 16 feet in width. This subsurface easement is necessary to construct a permanent retaining wall along the northeastern property line and parallel with highway 99. Soil nails are necessary and will be installed in an effort to ground the retaining wall. The soil nails are deep enough to not prevent redevelopment of the property, therefore there will be no loss in utility as currently used. The current use of the area includes a right of way fence for safety and privacy. At this time, Staff is requesting to enter into a temporary Possession and Use Agreement between Caltrans and The Housing Authority of the City of Fresno (HACF) which is required for Caltrans to take possession and use of the subject property. Caltrans will also require a Temporary Construction Easement to proceed with construction.

The subject parcels impacted by the proposed Caltrans scope of work (APN 465-141-01T, 465-142-02T, 465-143-01T, and 465-144-01T) still maintain Low Income Public Housing restrictions from the United States Department of Housing and Urban Development (“HUD”). Due to this, Staff will be required to work with HUD’s Special Applications Center to submit an application for Demolition/Disposition and secure the necessary approvals. Caltrans has also begun eminent domain proceedings to acquire the subject property. This could allow for an expedited approval process through HUD. Following HUD approval, Fresno Housing staff will work with Caltrans to execute a Right of Way Contract and record the necessary permanent easements.

Recommendation

It is recommended that the Boards of Commissioners of Fresno Housing adopt the attached resolutions approving the necessary actions needed to ratify the Caltrans Possession and Use Agreement and move forward with the submission of a Demolition/Disposition application to

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HUD's Special Applications Center, and authorize Tyrone Roderick Williams, Chief Executive Officer, Tammy Townsend, Deputy Executive Director, Michael Duarte, Chief Real Estate Officer, and/or their designee, to negotiate and execute documents in connection with the approved actions.

Fiscal Impact

The California Department of Transportation (Caltrans) has agreed to provide compensation to Fresno Housing (FH) in the amount of \$49,860.00. The agreed upon compensation is meant to cover Caltrans' acquisition cost for the subject property as well as all fees incurred by the FH team (Legal Fees, Civil Engineering Fees, and FH staff time) during this transaction.

Background Information

The Sequoia Courts site consists of 4 parcels located in Southwest Fresno (APN 465-141-01T, 465-142-02T, 465-143-01T, and 465-144-01T). All units are 1-5-bedroom multifamily public housing units. The California Department of Transportation (Caltrans) is proposing to construct a permanent retaining wall along the northeastern property line. As part of this process, Caltrans requested to enter into a Possession and Use Agreement with The Housing Authority of the City of Fresno (HACF) to allow them to take possession and use of the subject property. The Sequoia Courts site currently has existing Low Income Public Housing restrictions that the FH team will work with HUD's Special Application Center to remove.

Past Board Action

- November 19, 2019 – Approval to Submit Rental Assistance Demonstration (RAD) Application for Sequoia Courts and Sequoia Courts Terrace.
- December 13, 2022 – Consideration of LBP Removal and Related Rehab

RESOLUTION NO. _____

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

RESOLUTION AUTHORIZING APPROVAL TO ENTER INTO A POSSESSION & USE AGREEMENT BETWEEN THE CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS) AND THE HOUSING AUTHORITY OF THE CITY OF FRESNO AND SUBMISSION OF A DEMOLITION/DISPOSITION APPLICATION TO HUD'S SPECIAL APPLICATIONS CENTER FOR SEQUOIA COURTS LOW INCOME PUBLIC HOUSING (LIPH) SITE (APN 465-141-01T, 465-142-02T, 465-143-01T, and 465-144-01T)

WHEREAS, the Housing Authority of The City of Fresno ("the Authority") seeks to expand the development and availability of long-term housing for low and moderate-income households residing in the City of Fresno, California; and,

WHEREAS, the Authority has agreed to facilitate certain CalTrans improvements near real property located at 515 S. Modoc Street, Fresno CA, 93706 (APN 465-141-01T, 465-142-02T, 465-143-01T, and 465-144-01T) and the improvements located thereon (collectively, the Property); and,

WHEREAS, The Caltrans is proposing to construct a permanent retaining wall along the northeastern property line, running parallel with Highway 99, of the Sequoia Courts LIPH site;

WHEREAS, the Authority seeks approval to ratify a Temporary Possession & Use Agreement between Caltrans and the Authority to allow Caltrans to take possession and use of the subject property;

WHEREAS, the Authority seeks approval to submit a Demolition/Disposition application to HUD's Special Applications Center (SACTA);

WHEREAS, the Authority seeks approval to execute a Right of Way Contract with Caltrans and provide authorization to Caltrans to record permanent easements;

WHEREAS, the Authority seeks approval to receive compensation from Caltrans in the amount of \$49,860 for Caltrans' acquisition cost and Authority related fees;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of The City of Fresno, California hereby authorizes Tyrone Roderick Williams, Chief Executive Officer, Tammy Townsend, Deputy Executive Director, Michael Duarte, Chief Real

Estate Officer, and/or their designee, to negotiate and execute all documents in connection with the approved actions.

PASSED AND ADOPTED THIS 27th DAY OF AUGUST, 2024. 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:

Tyrone Roderick Williams, Secretary of the Boards of Commissioners

BOARD MEMO

TO: Boards of Commissioners
FROM: Tyrone Roderick Williams, CEO
MEETING DATE: 8/27/24
AGENDA ITEM: 6i
SUBJECT: Consideration of Contract Extension – Walker Community Ventures

AUTHOR: Tiffany B. Mangum
DEPARTMENT: Strategic Initiatives
MEMO DATE: 8/21/24

Executive Director, Beyond Housing Foundation

Executive Summary

Walker Community Ventures (WCV) was procured in March 2023, to do strategic and fund development work for the Agency's nonprofit fundraising affiliate, Beyond Housing Foundation. The original contract period is slated to end September 2024. However, additional deliverables have been requested by leadership that are pertinent to the ongoing development, stabilization, and success of the Foundation.

WCV has been instrumental in guiding, launching, and structuring the Foundation, as well as in providing support for programmatic development and donor relations - critical components for uplifting the Foundation. It is our expectation that their standard of expertise and strategic support in this manner will continue, but is also necessary to complete the work of restructuring and redeveloping the Foundation. A few of the contract deliverables are ongoing (I.e. professional development and coaching, fund development, etc.), we foresee a critical need for WCV support on additional deliverables, outlined below. It is anticipated the complete menu of deliverables will be executed and delivered to Foundation Staff by the end of 2024.

Recommendation

It is recommended that the Boards of Commissioner approve the contract extension for Walker Community Ventures through December, 2024.

Fiscal Impact

Staff is requesting an additional \$55,000 above the original contract total (\$220,000), for a total of up to \$275,000 total. This reflects an additional \$250,000 above the CEO purchase authority.

Background Information

Walker Community Ventures, together with a team of other subcontractors, has worked closely with staff over the last 17 months, to deliver on our original scope of work which includes:

- Strategic Planning and Organizational Management
- Operations Plan Development
- Coaching and Training

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- Fund Development Strategy
- Implementation and Monitoring of the Strategic Plan and Operations Management Plan
- Collaboration and Strategic Counsel

The development of the Foundation has been an iterative process. The current executive staff has been in place for approximately 8 months, and with the help and expert guidance of WCV, has been able to attain significant early successes. With these successes, it is necessary to continue the development of infrastructure and frameworks necessary for sustainable success.

WCV has exceeded the original scope of work; however, Leadership is requesting additional, ongoing support, to continue to work at the pace we have established and have seen success.

The return on this Investment is measurable and has delivered the following thus far:

- Organizational Assessment and Audit
- Organizational Operations Plan, including leadership structure, and Board Development (*completed*)
- Operations Policy development (*ongoing*)
- Strategic Plan (*finalized, adopted by the Board of Directors*)
- Development of a national framework for PHA non-profits, lead by Beyond Housing
- Re-Branding, Renaming of the Foundation along with Branding Tools (*completed*)
- Resident Empowerment Programs Assessment and Analysis
- Professional Development and Coaching of Executive Staff (*ongoing*)
- Donor cultivation and donor relations (*ongoing*)
- Secured a multi-year funding partner with an executed agreement
- Grants Administration support

Through the ongoing development work of the Foundation, Staff have identified additional opportunities where the ongoing support of WCV would be necessary. The following include action items that are ongoing, along with new deliverables:

- Fiscal Policies Development
- Donor Cultivation for sustainable funding structures
- Fund Development Strategy development, including marketing elements
- Ongoing coaching and professional development
- Establishing a Grant Writers consortium to research, write and review grant funding opportunities
- Workforce Development Framework

The ongoing activities under this contract and the completion of the additional deliverables are anticipated to take place no later than December 2024.

RESOLUTION NO. _____

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

**CONSIDERATION OF THE CONTRACT EXTENSION FOR WALKER COMMUNITY
VENTURES AS THE STRATEGIC AND OPERATIONS PLAN CONSULTANT FOR
BEYOND HOUSING FOUNDATION**

WHEREAS, the Housing Authority of Fresno County contracted with Walker Community Ventures in March 2023, and

WHEREAS, the original contract was to expense up to \$220,000, for strategic planning, fund development and operations development activities related to the Beyond Housing Foundation – non-profit affiliate of the Housing Authority, and

WHEREAS, there is a need for ongoing support for said activities remains, and will include items such as: Workforce Development Framework, ongoing professional development and coaching, grant writer consortium, donor cultivation and relations, and additional policy development support, and

WHEREAS, the ongoing contract deliverables is anticipated to be completed no later than December 2024; and

WHEREAS, the total contract expenditures are to not exceed \$275,000 total;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County authorizes Tyrone Roderick Williams, CEO, or his designee, to execute required contract extensions for said contract with Walker Community Ventures, LLC.

PASSED AND ADOPTED THIS 27th DAY OF August, 2024. 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:

CEO/Executive Director

RESOLUTION NO. _____

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

CONSIDERATION OF THE CONTRACT EXTENSION FOR WALKER COMMUNITY
VENTURES AS THE STRATEGIC AND OPERATIONS PLAN CONSULTANT FOR
BEYOND HOUSING FOUNDATION

WHEREAS, the Housing Authority of the City of Fresno contracted with Walker Community Ventures in March 2023, and

WHEREAS, the original contract was to expense up to \$220,000, for strategic planning, fund development and operations development activities related to the Beyond Housing Foundation – non-profit affiliate of the Housing Authority, and

WHEREAS, there is a need for ongoing support for said activities remains, and will include items such as: Workforce Development Framework, ongoing professional development and coaching, grant writer consortium, donor cultivation and relations, and additional policy development support, and

WHEREAS, the ongoing contract deliverables is anticipated to be completed no later than December 2024; and

WHEREAS, the total contract expenditures are to not exceed \$275,000 total;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno authorizes Tyrone Roderick Williams, CEO, or his designee, to execute required contract extensions for said contract with Walker Community Ventures, LLC.

PASSED AND ADOPTED THIS 27th DAY OF August, 2024. 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:

CEO/Executive Director

BOARD MEMO

TO: Boards of Commissioners
FROM: Tyrone Roderick Williams, CEO
SUBJECT: 2024 Mid-Year Financial Results

AUTHOR: Crystal Cox
Finance Manager
DEPARTMENT: Finance
MEMO DATE: 08/20/2024

Executive Summary

The purpose of this update is to present an overview of the financial operating results as of June 30, 2024. The attached financial report shows the consolidation of all Agency operational budgets combined into six divisions.

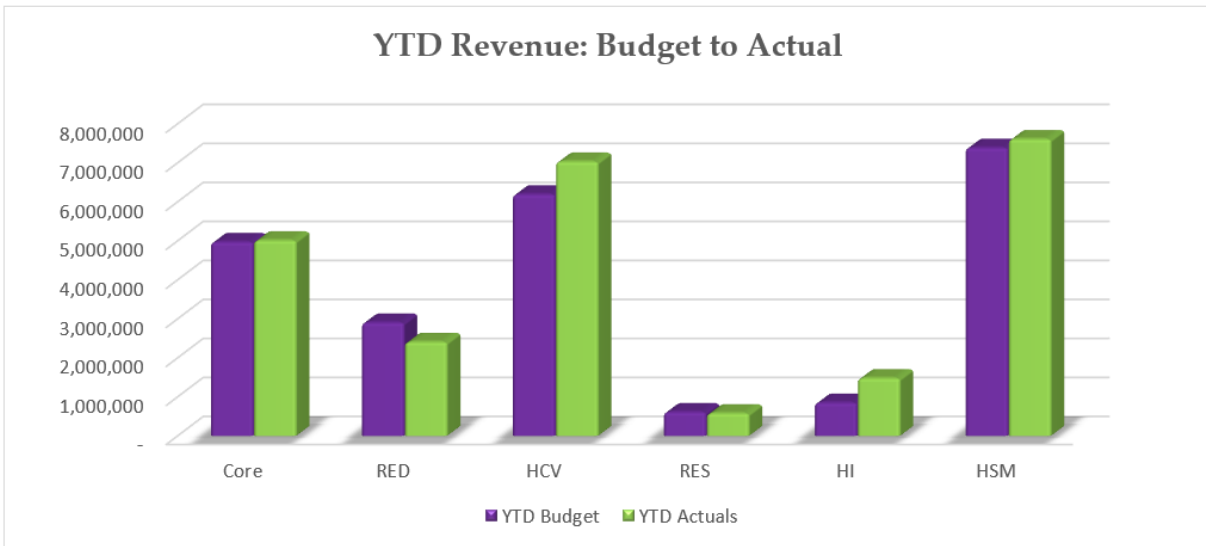
The 2024 Operating Budget was approved by the Boards of Commissioners in December 2023 with total revenues of \$46.8 million and total operating expenses of \$46.1 million. As of June, total revenues are \$1.2 million more than anticipated at \$24.1 million through June. Total operating expenses are \$22.7 million, which is \$589 thousand less than budgeted. This puts net operating income at \$795 thousand, which is \$1.6 million more than budgeted. As of June, the Agency has utilized \$123 thousand in unrestricted reserves, which is \$443 thousand less than budgeted at this point in the year. The majority of the variance in unrestricted net income is mainly due to a decrease in operating expenses, primarily payroll costs.

Fresno Housing Authority Financial Results as of June 30, 2024

OPERATING BUDGET	Annual Budget	YTD Budget	YTD Actuals
TOTAL INCOME	46,838,398	22,915,768	24,124,239
TOTAL EXPENSES	46,147,033	23,380,656	22,736,216
NET OPERATING INCOME	691,365	(464,888)	1,388,023
TOTAL NON-OPERATING EXPENSES	688,959	344,480	593,107
NET INCOME	2,406	(809,368)	794,916
UNRESTRICTED NET INCOME	47,555	(565,537)	(122,898)

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Agency Revenue



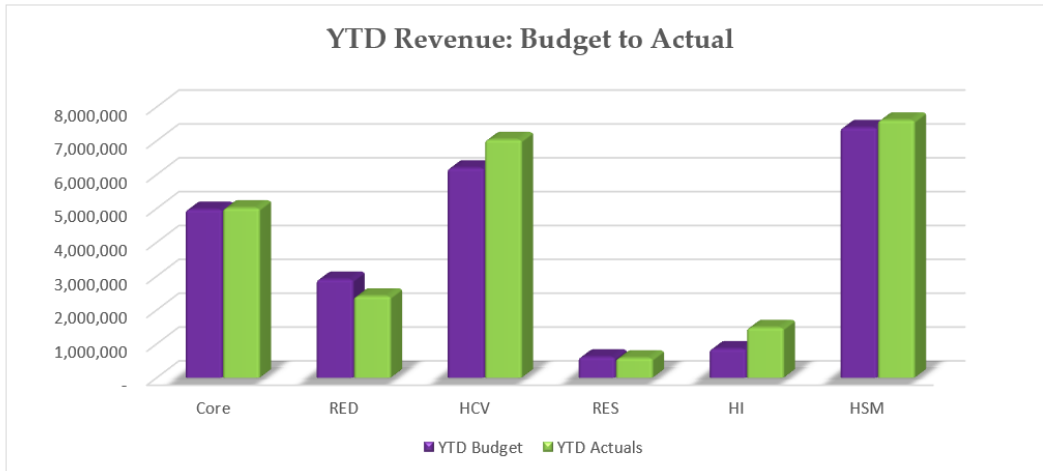
Core - Administrative Services departments including Accounting, Executive, Human Resources and Asset Management
RED - Real Estate Development: Real Estate Development, Construction Management departments and wholly-owned subsidiaries of the Agency, including HRFC, HSIC, and Silvercrest
HCV - Housing Choice Voucher programs
RES - Resident Empowerment Services: Resident Services
HI - Housing Initiatives or Homeless Programs
HSM - Housing Management: Agency-owned properties, including subsidized properties (public housing, farm labor and migrant properties) and non-subsidized properties, including Dayton, Woodside, El Cortez, and San Ramon

Overall, year-to-date revenue is \$24.1 million, which is \$1.2 million more than the year-to-date budget.

- **CORE:** Admin & Management Fee income is higher than budgeted due to an increase in management fees resulted from HUD's proration for Housing Choice Voucher Administrative Fees.
- **RED:** Developer Fees were received for Solivita Commons and Barstow Commons (Alegre Commons). Developer Fee income is slightly less than budgeted. A portion of the fee received for Alegre Commons was deferred and will be received over time, through the waterfall process. Exact timing of the receipt of the developer fees can be challenging to predict, as they are often impacted by external forces not within the purview of the Agency.
- **HCV:** HUD Grant Income is more than budgeted due to an increase in proration for HCV-Admin Fees.

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Agency Expenses



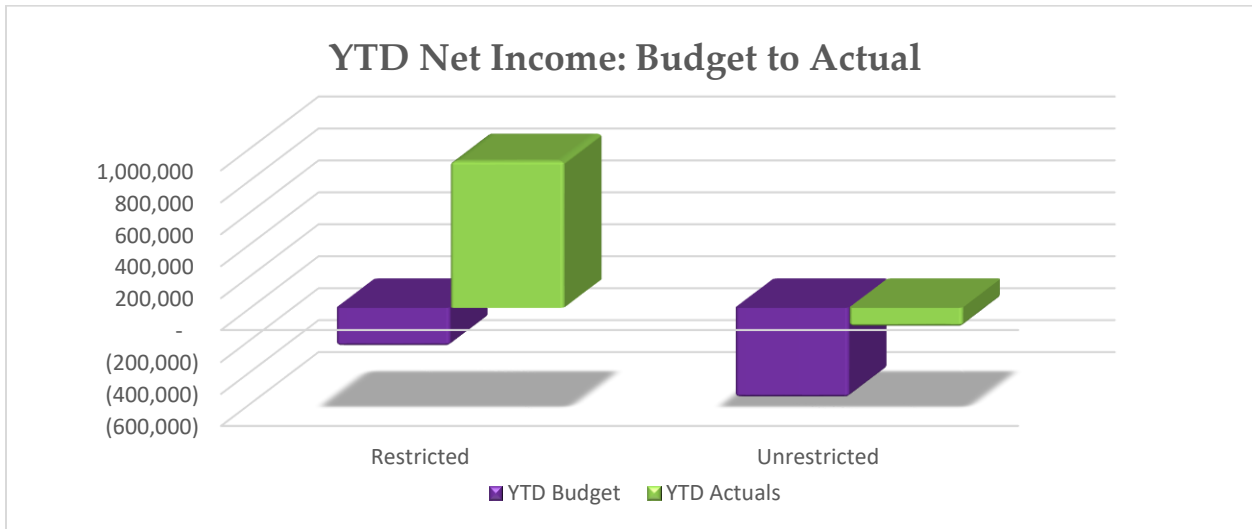
Overall, year-to-date operating expenses are \$22.7 million and non-operating expenses are \$593 thousand, which together are about \$396 thousand lower than budgeted.

- **Agency-wide:** Payroll expenses are approximately \$850 thousand (7%) lower than anticipated, primarily due to vacancies and a deliberate focus on aligning staffing with operational needs. As the year progresses, the vacant positions will be filled based on the needs of the Agency.
- Administrative Expenses are approximately \$275 thousand (7%) lower than budgeted across the Agency. IT Services, Professional & Consulting Fees and Administrative Contracts will increase as planned projects begin and expenses are incurred during 2024.
- **Homeless Initiatives:** Homeless Initiatives include both homeless services and rental assistance programs. Tenant Services Expenses are higher than budgeted through June 30, 2024. These expenses represent tenant rent payments for homeless service and rental assistance grants. HUD Grant Income is also higher than budgeted, as the increased tenant rent payments have resulted in higher reimbursements from HUD. The timing of the reimbursement fluctuates based on the reimbursement process.
- **Housing Management Division:** Maintenance expenses are higher than budgeted, primarily due to unexpected plumbing repairs and addressing mold issues, which required the replacement of aging kitchen cabinets in several units. Additionally, significant replacement costs were incurred for appliances, water heaters, flooring, and shower/tub enclosures.
- **Unrestricted Properties:** Maintenance expenses have increased due to the installation of playground upgrades to address safety concerns, required repairs under our new partnership with the Department of Social Services, vandalism of units, and necessary security enhancements. Additionally, tamper-resistant fire equipment was installed to meet inspection requirements.

Staff continues to monitor all costs and is implementing measures to manage future expenses for the remainder of the current year and in the years ahead.

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Agency Net Income



- Unrestricted net income is approximately \$443 thousand higher than budgeted through June 30, mainly due to lower operating expenses overall.
- Restricted net income is approximately \$1.2 million higher than budgeted due to higher HUD grant revenue in the Housing Management Division and Housing Choice Voucher program.

Fresno Housing Authority
Financial Results as of June 30, 2024

	Core			RED			HCV			RES			HI			HSM			Fresno Housing Authority		
	Annual Budget	YTD Budget	YTD Actuals	Annual Budget	YTD Budget	YTD Actuals	Annual Budget	YTD Budget	YTD Actuals	Annual Budget	YTD Budget	YTD Actuals	Annual Budget	YTD Budget	YTD Actuals	Annual Budget	YTD Budget	YTD Actuals	Annual Budget	YTD Budget	YTD Actuals
OPERATING BUDGET																					
INCOME																					
NET TENANT INCOME	180,000	90,000	90,000	1,066,818	533,409	611,874	-	-	-	-	-	-	-	-	-	9,271,386	4,635,693	4,924,010	10,518,204	5,259,102	5,625,884
INTEREST INCOME	88,278	44,139	56,991	140,000	70,000	11,448	-	-	5,629	-	-	-	-	-	-	-	-	-	228,278	114,139	90,867
OTHER INCOME	24,800	12,400	12,668	304,800	152,400	95,357	-	-	1,761	873,000	436,500	546,787	97,742	48,871	114,317	44,040	22,020	45,352	1,344,382	672,191	816,242
ADMIN & MANAGEMENT FEE INCOME	9,648,105	4,824,053	4,853,423	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	9,648,105	4,824,053	4,853,423
DEVELOPER FEE INCOME	-	-	-	3,506,862	1,250,000	1,047,025	-	-	-	-	-	-	-	-	-	-	-	-	3,506,862	1,250,000	1,047,025
HUD GRANT INCOME	-	-	-	-	-	-	11,850,875	5,925,438	6,812,075	350,000	175,000	33,902	1,155,492	577,746	855,194	3,773,168	1,886,584	2,076,838	17,129,535	8,564,768	9,778,009
OTHER GRANT INCOME	-	-	-	1,799,821	899,911	643,653	533,333	266,667	212,618	-	-	-	447,772	223,886	510,613	1,682,106	841,053	545,905	4,463,032	2,231,516	1,912,789
TOTAL INCOME	9,941,183	4,970,592	5,013,082	6,818,301	2,905,719	2,409,357	12,384,208	6,192,104	7,032,083	1,223,000	611,500	580,689	1,701,006	850,503	1,480,123	14,770,700	7,385,350	7,608,904	46,838,398	22,915,768	24,124,239
EXPENSES																					
PAYROLL EXPENSES	7,958,901	4,089,651	3,951,660	2,378,697	1,222,284	1,005,997	7,705,571	3,959,478	3,542,957	951,688	489,021	422,266	505,799	259,903	288,498	2,681,624	1,377,942	1,337,288	22,182,279	11,398,279	10,548,656
ADMINISTRATIVE EXPENSES	3,144,436	1,572,218	1,594,216	2,164,340	1,082,170	959,025	5,385,882	2,692,941	2,635,324	216,755	108,378	78,048	510,231	255,116	263,138	2,199,572	1,099,786	1,006,133	13,621,216	6,810,608	6,535,894
TENANT SERVICES EXPENSES	500	250	-	444,048	222,024	214,749	336,668	168,334	152,183	23,000	11,500	3,299	899,682	449,841	1,025,858	229,005	114,503	45,778	1,932,903	966,452	1,441,866
UTILITY EXPENSES	264,240	132,120	125,300	490,959	245,479	153,738	-	-	-	-	-	-	-	-	-	2,034,866	1,017,433	980,665	2,790,064	1,395,032	1,259,702
MAINTENANCE EXPENSES	549,072	274,536	146,177	369,242	184,621	154,406	68,000	34,000	24,194	292,607	146,303	-	25	13	-	3,312,979	1,656,489	2,209,326	4,591,924	2,295,962	2,534,104
TAXES & INSURANCE EXPENSES	32,031	16,016	22,243	57,282	28,641	2,227	-	-	3,686	-	-	851	-	-	68	939,332	469,666	386,930	1,028,645	514,322	416,004
TOTAL EXPENSES	11,949,180	6,084,790	5,839,595	5,904,568	2,985,220	2,490,141	13,496,121	6,854,753	6,358,344	1,484,051	755,202	504,463	1,915,737	964,872	1,577,552	11,397,378	5,735,819	5,966,120	46,147,033	23,380,656	22,736,216
NET OPERATING INCOME	(2,007,997)	(1,114,199)	(826,513)	913,733	(79,500)	(80,784)	(1,111,912)	(662,649)	673,739	(261,051)	(143,702)	76,225	(214,731)	(114,369)	(97,429)	3,373,323	1,649,531	1,642,784	691,364	(464,888)	1,388,023
NON-OPERATING EXPENSES																					
TOTAL NON-OPERATING EXPENSES	-	-	-	57,200	28,600	73,470	-	-	-	-	-	-	-	-	-	40,200	20,100	264,472	97,400	48,700	337,942
TOTAL FINANCING EXPENSES	90,000	45,000	24,548	115,328	57,664	-	-	-	-	-	-	-	-	-	-	386,232	193,116	233,335	591,559	295,780	257,883
TOTAL ADJUSTMENTS & OPERATING TRANSFERS	-	-	(2,717)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(2,717)
TOTAL NON-OPERATING EXPENSES	90,000	45,000	21,831	172,528	86,264	73,470	-	-	-	-	-	-	-	-	-	426,432	213,216	497,806	688,959	344,480	593,107
NET INCOME	(2,097,997)	(1,159,199)	(848,344)	741,205	(165,764)	(154,254)	(1,111,911)	(662,649)	673,739	(261,050)	(143,702)	76,225	(214,731)	(114,369)	(97,429)	2,946,891	1,436,315	1,144,978	2,406	(809,368)	794,916
HCV RESERVE							1,000,000														
UNRESTRICTED NET INCOME	(2,097,997)	(1,159,199)	(848,344)	741,205	(127,268)	(71,233)	(111,911)			(261,050)	(143,702)	76,225	(214,731)	(114,369)	(97,429)	1,992,040	979,001	817,882	47,555	(565,537)	(122,898)



Mid-Year Financial Update and 2025 Budget Development

August 2024



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



Today we will:

- Provide a 2024 mid-year financial update
- Outline the timeline for 2025 budget development
- Next Steps

2024 Mid-Year Financial Results

Fresno Housing Authority Financial Results as of June 30, 2024

OPERATING BUDGET	Annual Budget	YTD Budget	YTD Actuals
TOTAL INCOME	46,838,398	22,915,768	24,124,239
TOTAL EXPENSES	46,147,033	23,380,656	22,736,216
NET OPERATING INCOME	691,365	(464,888)	1,388,023
TOTAL NON-OPERATING EXPENSES	688,959	344,480	593,107
NET INCOME	2,406	(809,368)	794,916
UNRESTRICTED NET INCOME	47,555	(565,537)	(122,898)

***Thank you:** Appreciate the stewardship efforts of our staff and Boards. This is reflected in both the Agency income and controlled expenses*

Variances:

- Net Income higher due to increased proration in Housing Choice Voucher Admin Fees
- Unrestricted Net Income higher due to:
 - Lower Payroll and Administrative Expenses

Unrestricted Reserves

Unrestricted Reserves	\$ Change	Balance
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	-	5,819,101
2020 Financial Results	1,758,190	7,577,291
2021 Financial Results	(958,498)	6,618,793
2022 Sales/ Refinancing Proceeds Transferred to HRFC	(3,052,260)	3,566,533
2022 Financial Results	418,103	3,984,636
2023 Sales Proceeds	2,032,714	6,017,350
2023 Financial Results	617,370	6,634,720
<i>As of June 30, 2024</i>	<u>(122,898)</u>	6,511,822
Total Unrestricted Reserves	6,511,822	

- Including the budgeted deficit of \$123 thousand as of June 30, the current unrestricted reserve is about \$6.5 million
- Staff anticipates to end the year better than budgeted due to the decrease in expenses and ongoing budget management across the Agency

2024 Mid-Year HAP Results

Reminder: HAP stands for Housing Assistance Payments. These are the payments made to landlords on behalf of the Housing Choice Voucher Participants. Negative number reflected here will be reimbursed by HUD.

HAP BUDGET	2024 Budget	As of 06/30/24
HAP REVENUE	134,774,346	65,463,307
HAP EXPENSES	128,584,066	67,532,816
NET HAP INCOME	6,190,280	(2,069,509)

2025 Budget Development Timeline

August

September

October

November

December



Note:
Mixed Finance Budgets come to the Boards in January

Board

- Examine mid-year results
- Review the 2025 budget development timeline

Board

- Federal Budget Update

Board

- Two-year forecast review
- First draft of the budget presented for review and feedback

Board

- 2024 Year-end projections
- Second draft of the budget presented for review and feedback

Board

- Staff requests adoption of the 2024 Agency Budget

Staff

- Strategic discussions
- Templates / instructions provided to departments

Staff

- Staff prepares initial budgets

Staff

- Refinement of budgets based on new information and feedback received

Staff

- Refinement of budgets based on new information and feedback received

Staff

- Entry of approved budget into Yardi

Next Steps: September 2024

- Staff discussions around budget priorities
- Staff to review and discuss multi-year projection and determine appropriate assumptions to understand long-term financial needs of the Agency
- Staff to present any available updates on the Federal Budget

Feedback and discussion

BOARD MEMO

TO: Boards of Commissioners
FROM: Tyrone Roderick Williams, CEO
MEETING DATE: 08/27/2024
AGENDA ITEM: 7b
SUBJECT: CalPERS Presentation on Financial Liability Strategies

AUTHOR: Tammy Townsend
DEPARTMENT: Administrative Services
MEMO DATE: 08/22/24

Executive Summary

The purpose of this memo is to inform the Boards of an upcoming presentation on the current and future costs of the Agency's pension plan. Staff will also present some options to assist the Agency in mitigating future costs.

Recommendation

It is recommended that the Boards consider the information provided as an option for future proceeds to help reduce growing operational costs.

Fiscal Impact

None at this time.

Background Information

The Agency first contracted with CalPERS in 1964 to provide pension benefits for employees. Since the recession in 2008/09, pension debt has significantly increased for most public agencies and educational institutions. Fresno Housing has contracted with an actuarial firm, Foster and Foster, to explore the current level of pension debt and consider options to reduce the long-term costs to the Agency. Drew Ballard, Senior Consulting Actuary with Foster and Foster, will be joining us at our Board meeting to assist with answering questions.



CalPERS – Strategy Discussion

August 27, 2024



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



Today we will Cover

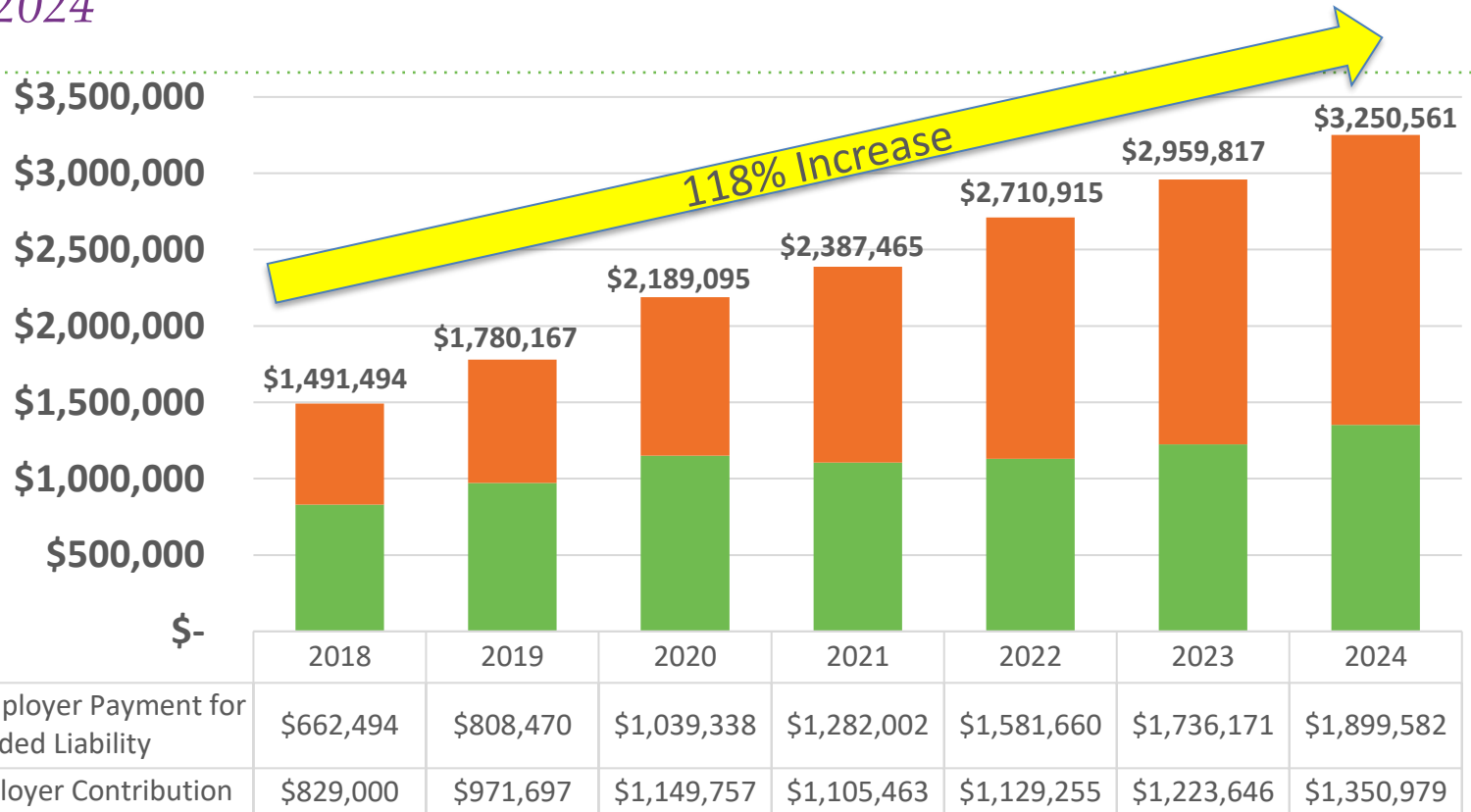
- The Agency Investment in CalPERS
- The Current Funded Status
- Future CalPERS Payments
- Reducing Future Contributions
- Next Steps
- Why discuss this now?

Fresno Housing has been contracted with CalPERS since 1964 to provide a defined benefit (pension) retirement plan. The pension benefit is based on members years of service, age, and final compensation.

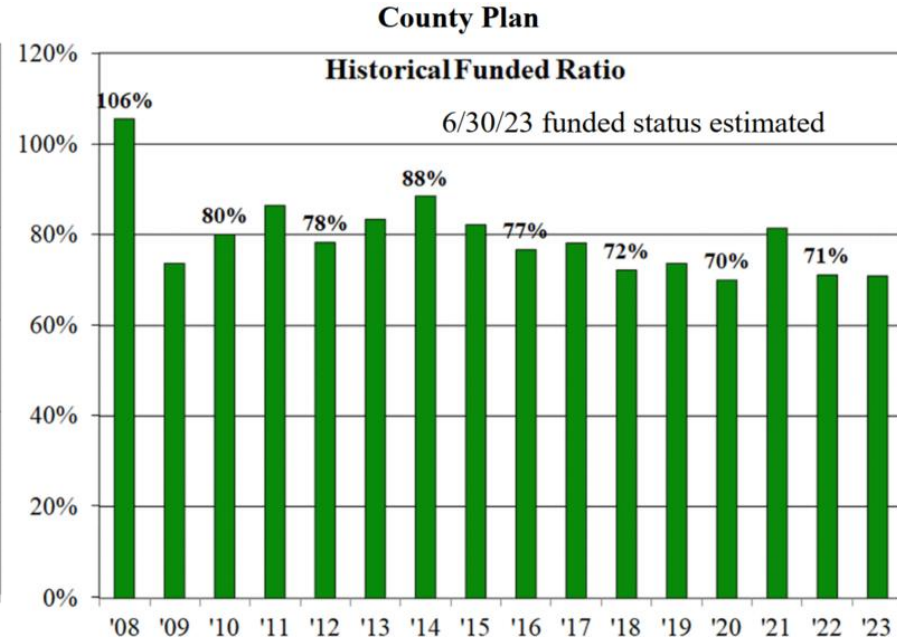
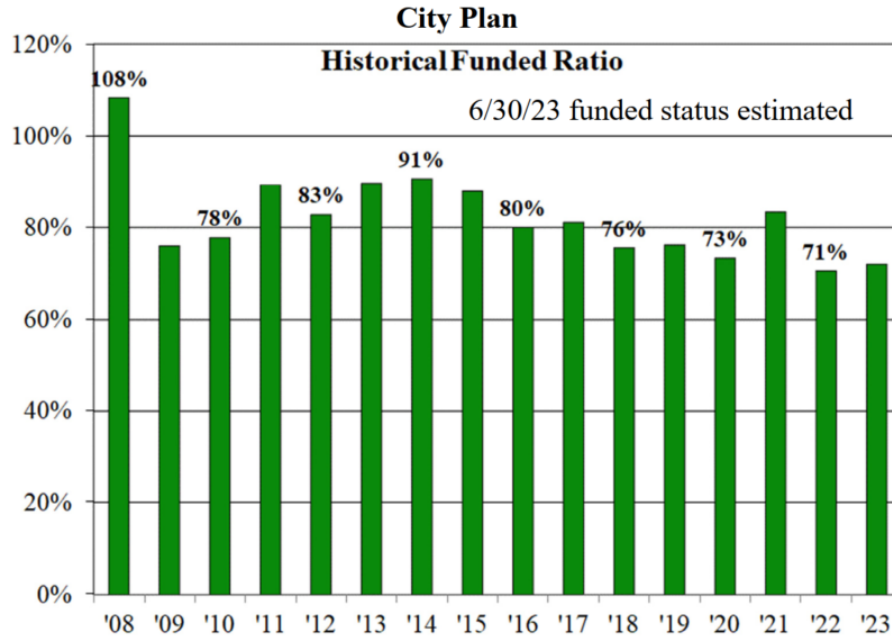


What is the Agency CalPERS Investment over Time?

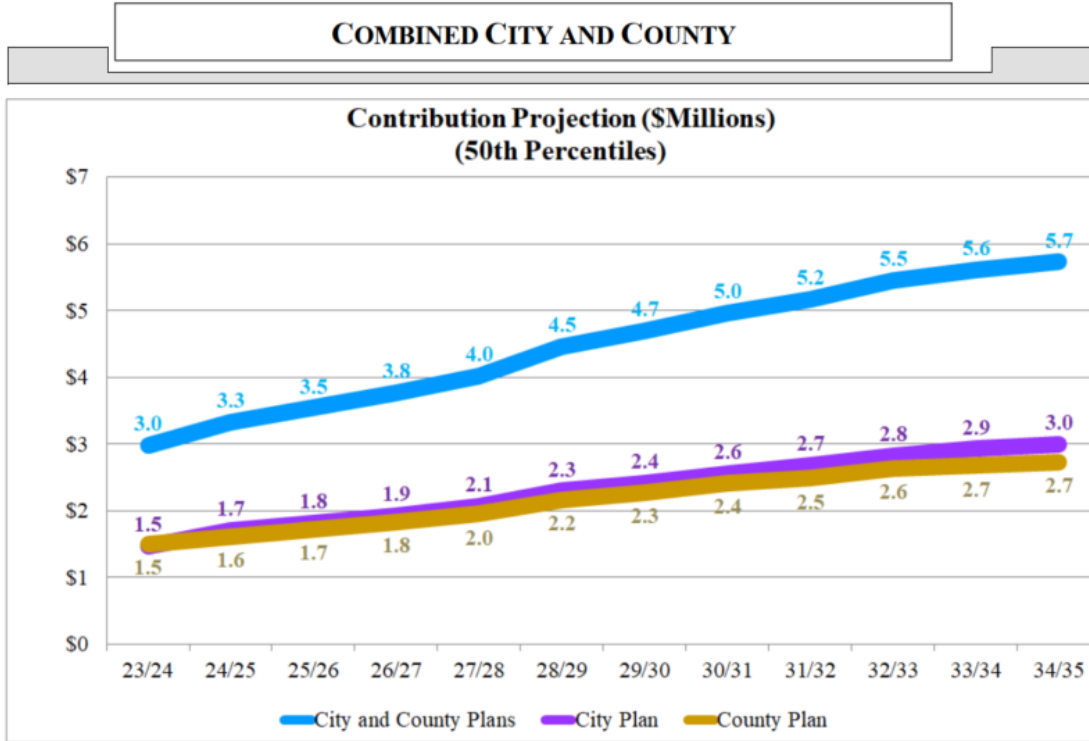
2018 - 2024



How Well are Pension Obligations Funded



What Does the Future Hold for Rising Pension Costs?



Ways to Reduce Long-Term Pension Costs – Would require supplemental investment

1. Pension Obligation Bonds
 1. Not a viable option at this time, due to current interest rates
2. Utilize one-time funds to pay down the unfunded liability
 1. Locked in
 2. Likely higher long-term return
 3. No investment choice
3. Open a Section 115 Trust
 1. Flexible
 2. Likely lower long-term return
 3. Investment strategy choice



Option #1 - Payments Directly to CalPERS to Pay Down the Unfunded Liability

Example: If the Agency were to invest \$5,000,000 in a direct payment to CalPERS towards the unfunded liability

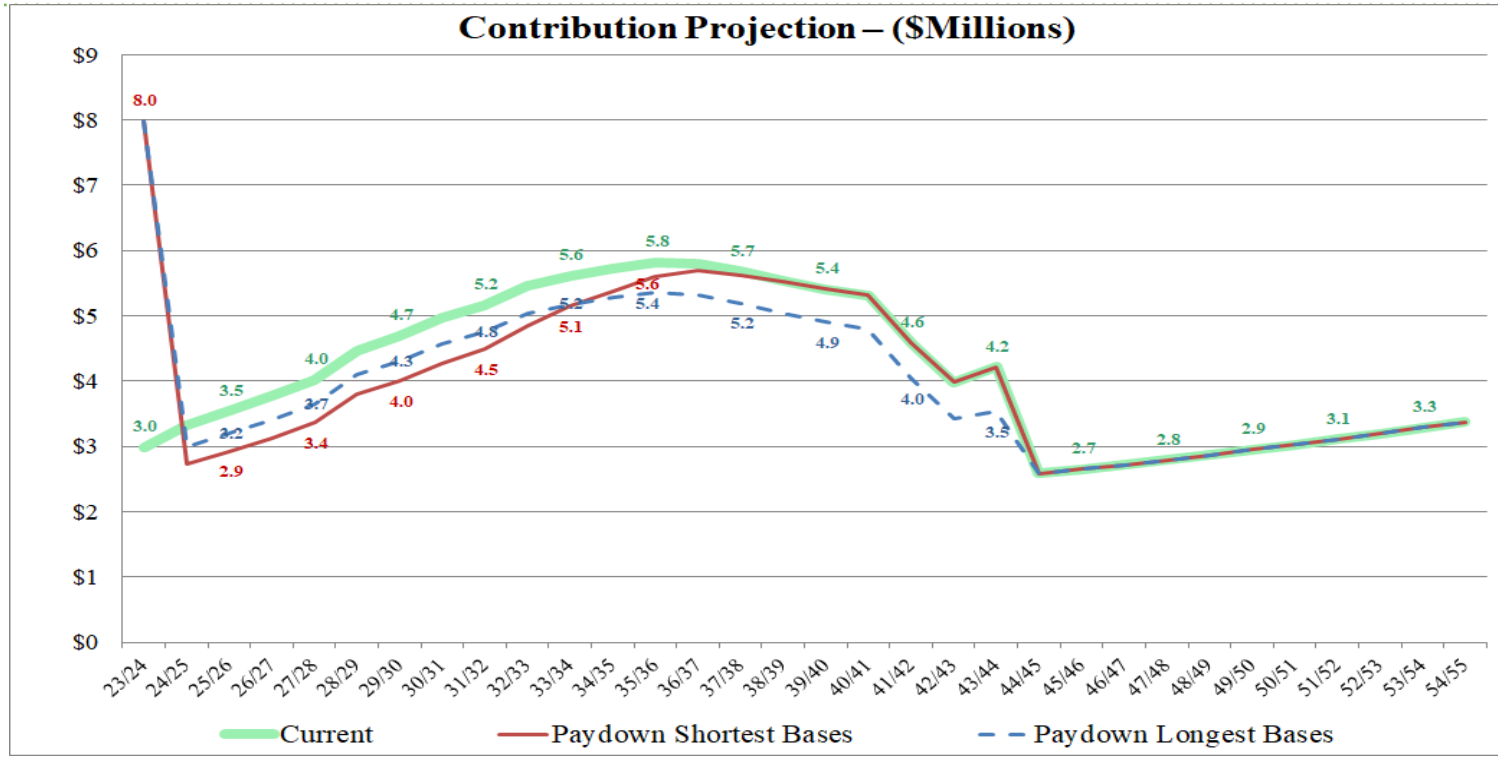
Goal: Maximize Short Term Savings

- Savings would continue until 2036
- First year savings would be \$600,000
- Total estimated interest savings over time would be \$2.1 million

Goal: Maximize Long Term Savings

- Savings would continue until 2045
- First year savings would be \$336,000
- Total estimated interest savings over time would be \$5.3 million

Option #1 - Payments Directly to CalPERS to Pay Down the Unfunded Liability



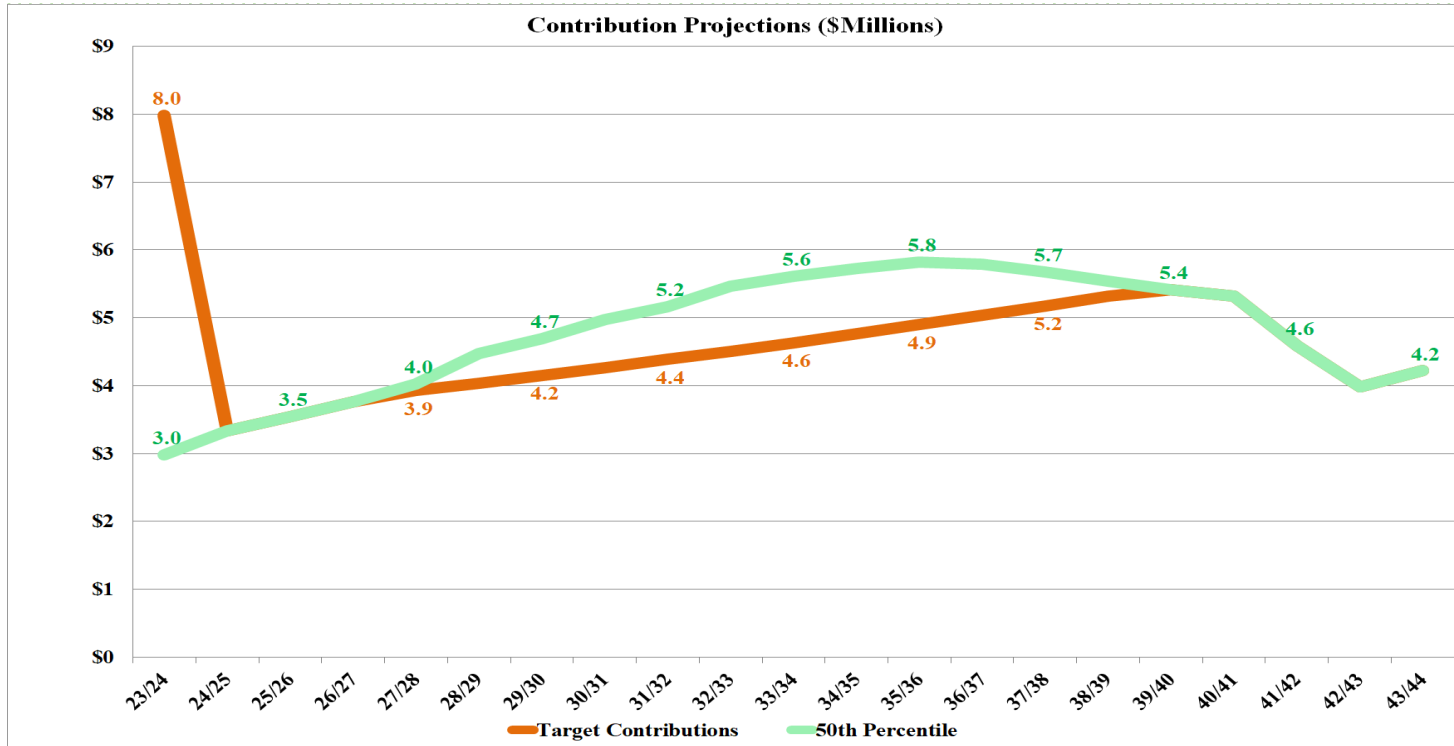
Option #2 – Create a Section 115 Trust

Example: If the Agency were to invest \$5,000,000 in Section 115 Trust

Utilize funds as needed in the future for either unfunded liability costs or ongoing pension costs


- First year of withdrawal would be at least 3 years from the initial investment
- Without additional investments, the 115 trust fund is expected to be fully utilized to stabilize pension contribution rates over 11 years
- Total projected savings over time would be \$3,000,000

Option #2 – Create a Section 115 Trust



What if Fresno Housing left CalPERS?

- Participation in CalPERS is governed by State law and CalPERS rules
- The following are considered “withdrawing” from CalPERS:
 - Exclude new hires from CalPERS & giving them a different pension
 - Stop accruing benefits for current employees
- “Withdrawal” from CalPERS:
 - Treated as plan termination
 - Liability increased for conservative investments
 - Liability increased for future demographic fluctuations
 - Liability must be funded immediately by withdrawing agency
 - Otherwise, retiree benefits are cut



Total
Estimated
Cost to the
Agency:
\$53-121
million

Next Steps:

- Additional analysis to determine returns on various uses of Agency resources
- Consideration of creating a Section 115 Trust in the future to begin building resources to assist with future pension costs





Questions?

BOARD MEMO

TO: Boards of Commissioners
FROM: Tyrone Roderick Williams, CEO
MEETING DATE: 08/27/2024
AGENDA ITEM: 8a
SUBJECT: Update on the 2025 Agency Plans – Public Comment Period

AUTHOR: Hilda Reeves,
Assistant Director - PMD
DEPARTMENT: Property Management
MEMO DATE: 08/20/2024

Executive Summary

The purpose of this memo is to provide the Boards of Commissioners with an update to the Agency Plan since it's been posted for public comment. As reported to the Board previously, the Agency commenced the 45-day public comment period for the 2025 Agency Plan on July 29, 2024. The comment period will close on September 12, 2024. The Agency Plans are available on our website for review at <http://fresnohousing.org/agencyplans>.

Public comments are welcomed via mail, email, online and by phone. The direct email address, phone number, mailing and website addresses have been made available to all FH residents by email, public notice, and also available on our website.

Property Management Division (PMD) held the Low-Income Public Housing (LIPH) RAB meeting on August 07, 2024; four RAB members and 15 non-RAB member residents attended. The Housing Choice Voucher (HCV) Resident Advisory Board (RAB) meeting was held on August 8, 2024; twenty-one RAB members were in attendance.

The next RAB meetings will be held accordingly:

- Public Housing RAB meeting will be held September 05, 2024, at 5:30 p.m.
- HCV RAB meeting will be held on September 6, 2024, at 5:00 p.m.

All Public Housing meetings will be held using a hybrid method via Zoom, in-person and streamed from six property locations.

All HCV meetings will be held in-person at Parc Grove Commons.

During this meeting, the RAB members received a thorough explanation of what each of the Plans entail, in addition to the Proposed Summary of Changes for the Administrative Plan and the Admissions and Continued Occupancy Policy (ACOP) as presented to the public and the Boards in July. During the meeting, the process and role of the RAB was discussed along with an opportunity to comment or question FH's Agency Plans that are on display for public comment. Members were advised of the timeline and process for submitting comments.

As mentioned above, the Agency has multiple methods to receive comments. Thus far all comments and questions have been received through our website and at the August 7th and 8th RAB meetings.

FRESNO HOUSING

HCV RAB members asked questions about background checks, Housing Opportunity Through Modernization Act (HOTMA), additions to housing quality standards, relocation assistance, payment and subsidy standards and choice mobility. Public Housing RAB members asked clarifying questions about HOTMA. We have received several online and phone comments however none were related to the Agency Policies. The RAB meeting minutes are attached.

Staff re-directs residents to the appropriate department when matters unrelated to public comment arise.

Please follow this link to view the draft Plans: <http://fresnohousing.org/agencyplans>.

Attachment:

- Public Housing Program - Resident Advisory Board Meeting Minutes
- Housing Choice Voucher Program – Resident Advisory Board Meeting Minutes

Recommendation

Informational only. No action is necessary.

Fiscal Impact

No financial impact.

Meeting Minutes
Resident Advisory Board of the
City & County Housing Choice Voucher Program

Thursday, August 8, 2024

5:00 p.m.

Housing Choice Voucher staff met with the Resident Advisory Board on Thursday, August 8, 2024 at 5 pm at Parc Grove Commons.

Staff in Attendance: Aurora Ibarra, Yolanda Keiser, Melissa Ortiz, Brenda Smith, Sam Ramos, Corey Brooks, Kelly Sullivan, Lesley Verret, Geneva Williams, Rafael Torres, Florinda Holguin, Debora Granum.

21 HCV/PBV Residents in attendance: Angelina Salcido, Crystal Phillips, Danielle Fraijo, Delilah Castaneda, Edgar Portillo, Esmeralda Torres, Fouzia Cary, Jesse Keys, Johnny Gonzalez, Kathleen Harrison, Kathleen Westfield, Keaudjee Leavy, Kyle Mukai, Michelle Manning, Ramnetta Carter, Ruth Herrera, Samera Vaca-Robles, Tiffanie Ernest, Tyrone Jackson-Jordan, Valerie Torres-Ortega, Wilena Wallace.

Residents were broken up into 6 discussion groups lead by HCV staff. Printouts of the presented Power Point were provided to each resident to write their questions and comments after each slide was presented by Melissa Ortiz.

Public Comments:

Slide Topic: HUD 9886-A form

Public Comment:

- More easy to just sign once the change occurs, rather than annually.
- It should be twice per year.

Slide Topic: Screening Standards- Lifetime Sex Offenders

Public Comment:

- I completely agree with the FH stance on such a sensitive issue. I really like Yolanda's comment on the subject about one not knowing the exact criteria on the different tiers.
- I think that anyone that has a sex crime on children + rape should be automatic denial.
- I agree that this is a reasonable standard.
- This gives plenty room for individual circumstances before reaching Tier 3- Lifetime Registry. I believe it stands as fair w/ plenty of opportunity for individual circumstances. I believe it gives more than enough room for consideration of circumstances.
- They should eliminate tiers 2 & 3. Tier 1 should be carefully done by mental health specialists and psychological evaluation.

RAB Meeting Minutes

Action Minutes: 8.8.24

Adopted:

- Does Housing make sure there isn't sex offenders in communities where children live? If not, that should be something Housing Authority look over.
- No changes.
- I feel that any charges that include children and/or foul play I feel that the applicant should be denied.
- Special Fresno Auth housing units built specifically for those w/ criminal backgrounds including sex offenders. Similar to half-way houses & rehabs to keep communities free of unwanted offenders who have a voucher.

Slide Topic: Background Checks

Public Comment:

- Yes, I believe FH should wait out the outcome of the judgement.
- Depending on the crime if its either violent or drug felony crime should be denied.
- Deny I think.
- Wait on the outcome of the judgement.
- Deny the applicant's assistance w/o prejudice.
- I say wait on the judgement.
- Wait on outcome of judgement.
- They should wait for judgement. Depending on the crime committed and other criteria.
- During background check, Housing should screen for sex offenders and inform them to not find a home where children live. Special Housing/building is where they should reside.
- Traffic registration F.T.A took care of it, was unaware.
- What if the applicant court case is considered pending for 2+, 3+ years?

Slide Topic: HOTMA

Public Comment:

- I'm excited to learn and see all the new implementations going forward.
- What's considered assets?
- Interest, learn about this. Can we find out or inquire with HUD.

Slide Topic: Calculating Income- HOTMA

Public Comment:

- This seems to work more accurately by going by known income of the previous 12 months, rather than estimating future expected income.
- Would disabled participants be subjected to the full portion of calculation or would the percentage be lowered due to disability?
- Savings- on top of your income.
- So when you start working and you report it during your annual but don't stay with the job long, how do they calculate your rent due?
- What happens if after the assumed income turns out to be less at the end of the year?

*RAB Meeting Minutes
Action Minutes: 8.8.24
Adopted:*

Slide Topic: De Minimis Errors HOTMA

Public Comment:

- I'm not sure I agree with the \$30 a month policy but I agree with the way its handled. I like the 30-day notice after the calculation.
- Good!
- Fair.
- I no longer have a contract. Do I need to give notice?

Slide Topic: Adjusted Income- deductions HOTMA

Public Comment:

- I like the increase that's always good.
- Excellent, helps to off-set change in health, medical deductions.
- Fair.

Slide Topic: Financial Hardship Exemptions HOTMA

Public Comment:

- This contradicts the rising prices & makes it harder to obtain necessary health needs.
- What about people with aggressive uterine cancer?

Slide Topic: Verification of Assets HOTMA

Public Comment:

- I think it should change.

Slide Topic: Interims- HOTMA:

Public Comment:

- Does this also require you to report if you worked extra hours during the holidays?
- I like it. I agree. Thank you Yolanda. Thank you HUD.
- Fair- Encourages prompt reporting of income changes.

Slide Topic: Effective Date of Changes- HOTMA

Public Comment:

- Fair

Slide Topic: Additions to Housing Quality Standards (HQS):

Public Comment:

- Require more time to inform households of when they will have an inspection.
- I like these new changes in policy.
- Excellent upgrade.
- Smoke alarm?

Slide Topic: Relocation Assistance

Public Comment:

- Should we use the money for the intended family? Can we use the money to port out of the county?
- I do agree with helping families with funds with moving if abated does take place. But also, I feel there should be money for families who have put in a 30 day notice to move but somehow the of the new property did not want to comply with HA. So therefore, a family has to leave their unit with no place to go. Can we at least have temporary housing for those that have been put in situations like that?
- I think that if we put money towards helping relocate + also what's left help others.
- Yes there should be qualifications and or good standing with the HA its hard and expensive out there so that good help should be earned.
- 2 & 3 are pretty reasonable for me. (2- Should the family be in program compliance, overall to be eligible for relocation assistance? 3-If abated funds are not used to assist a family either because they don't have a need or they are ineligible, should those funds go towards assisting other families?)
- Need more information. Guidelines needed. Tenant fault- no grounds for use of program.
- Excellent
- Should relocation assistance be provided to residents who have tenant-caused deficiencies? No
Should the family be in program compliance, overall to be eligible for relocation assistance? Yes
- Very fair- Keeps families from having to bear the entire moving costs due to owner's failure to comply with HA guidelines. This will help encourage owners to complete necessary repairs to pass inspection.
- Yes, this not only encourages landlords to do their part to comply with guidelines and HA rules, but helps keep families from feeling the brunt of their decisions. This would help keep families from desperately when it comes to the financial obligations of moving costs due to landlords non-compliance. Families too, should be in compliance on their end. Extra fundings should help other families.
- We should be able to look for a new home w/out putting a notice in. How long will I have to find a place if I put a 30 day, would it expire?
- Should relocation assistance be provided to residents who have tenant-caused deficiencies? Yes
to an extent, what was the deficiency?
Should the family be in program compliance, overall to be eligible for relocation assistance? If on the program, they should be allowed.

RAB Meeting Minutes
Action Minutes: 8.8.24
Adopted:

If abated funds are not used to assist a family either because they don't have a need or they are ineligible, should those funds go towards assisting other families? What makes them ineligible? The money should be returned to a greater pot for all families.

- For this program, yes money should be put/saved for the tenant app fees, moving deposit.
- Owner needs to repair how soon does the HA notify landlord, pot for tenants. Pay for relocation.
- I like relocation assistance program. I think it will help a lot of people, especially that have low income. Also, they should look at the history of the tenant and how much notice they give out for damages and whether or not they will help out.
- How will this benefit the tenant?

Slide Topic: Payment Standards

Public Comment:

- I like this new policy.
- This makes payments more applicable to the family's income.
- Re-analyze maximum amount- fair market
- My landlord just increased my rent so if the PS is more can the landlord re-increase before the next re-inspection?

Slide Topic: Subsidy Standards

Public Comment:

- I am single so I understand it is you decrease size of household from 3 to 2. I see it as you don't need all that space. So downsize or pay more rent.
- Keep it as you currently have it.
- New policy to reflect actual household size allows for more flexibility.
- Rent should not increase when a person moves out the home. It is likely that the income has decreased w/ the smaller family size and is left for a single-family household footing the bill for having a smaller house size.
- Living room should not be considered a room. Gender & age should be considered when it comes to rooms.
- More info.
- Keep old policy. I think it creates too much immediate required action. Too stressful for families.
- Who does the continual changes of family moving in and out effect this rule?

Slide Topic: Choice Mobility for PBV- Family Right to Move

Public Comment:

- FHA should also continue to help pay their portion of rent during a move up until the move-out date of the old place/address
- FHA should also help pay at least a portion if not all the separate rent expenses such as water/sewer/trash bills paid to owners. The same way they pay for it when its already included in the rent for other complexes. Its still part of rent even if its separate from the rental payment.
- Fair- gives all an opportunity to have an opportunity to look for housing using a voucher.

RAB Meeting Minutes

Action Minutes: 8.8.24

Adopted:

- We should be able to keep our voucher as long as we try to find a new home.
- More info
- How does HCV- Does this same rule apply to HCV tenant? Does a person that has HCV get extension if not able to find housing by the given notice to move?

Next meeting scheduled for September 5, 2024 5 pm at Parc Grove Commons.

Meeting Minutes

**Resident Advisory Boards (RAB) of the
City & County Public Housing Program**

Wednesday, August 07, 2024

5:30 P.M.

The Resident Advisory Board (RAB) for the Public Housing (LIPH) program held a meeting on Wednesday, August 7th, 2024, via Zoom and in-person at the office located at 1260 Fulton Street 2nd Floor, Fresno, CA 93721, 2195 S Maud Street Fresno, CA 93706 (Fairview Heights complex), 440 S Modoc Street Fresno, CA 93706 (Sequoia Courts), 1238 “P” Street Firebaugh, CA 93622 (Rios Villas complex), 1445 Peach Street Selma, Ca 93662 (Cueva De Oso complex), 14570 W. California Ave, Kerman CA, 93630 (Granada Commons), and 36307 Fresno St, Huron CA 93234 (Corazon Del Valle Commons).

1. The meeting was called to order by Stephanie Moreira at 5:30p.m. The staff and members present in person and virtual were as follows:

PRESENT: Public Housing RAB Members

Olga Arauz, LIPH Resident (In-Person)
Ruby Yanez, LIPH Resident (In-Person)
Maryilyn Valdez, LIPH Resident (In-Person)
Rosalinda Guy, LIPH Resident (In-Person)

Non-RAB member Residents

Lucy Aracuz, LIPH Resident (In-Person)
Noel Yanez, LIPH Resident (In-Person)
Yuli Ortiz, LIPH Resident (In-Person)
Joel Mendez, LIPH Resident (In-Person)
Mona Garcia, LIPH Resident (In-Person)
Alcaria Varela, LIPH Resident (In-Person)
Lizbeth Jimenez, LIPH Resident (In-Person)
Lizet Guzman, LIPH Resident (In-Person)
Clara Silvestre LIPH Resident (In-Person)
Susan Noonkester, LIPH Resident (In-Person)
Israel Trevino, LIPH Resident (In-Person)
Jennifer Gallardo. LIPH Resident (In-Person)
Sandra Robinson, LIPH Resident (In-Person)
Geneve Barraza, LIPH Resident (In-Person)
Noe Jimenez, LIPH Resident (In-Person)

ABSENT: **Public Housing RAB Members**

Shana Dillard
Michelle Lockhart
Madison Wallace

Also in attendance were the following Property Management Employees:

1260 Fulton Street 2nd Floor, Fresno CA 9321

Hilda Reeves, Assistant Director of Property Operations (In-Person)
Stephanie Moreira, Compliance Manager (In-Person)
Monique Ortega, Compliance Coordinator (In-Person)
Erika Valiente, District Manager (In-Person)
Joseph Martinez, Information Technology Support (In-Person)
Edgar Rodriguez, Senior Systems Administrator (In-Person)

2195 S Maud Street Fresno, CA 93706 (Fairview Heights)

Luwam Tesfamichael, Area Manager
Elizabeth Lopez-Sierra, Property Specialist II

440 S Modoc Street Fresno, CA 93706 (Sequoia Courts),

Romana Campos, Area Manager
Josue Contreras, Maintenance Technician

1238 “P” Street Firebaugh, CA 93622 (Rios Villas complex)

Angela Dundore, Area Manager
Brandon Nickel, Property Specialist II
Josefina Valenzuela, Property Specialist II

1445 Peach Street Selma, Ca 93662 (Cueva De Oso complex)

Tracy Navarro, Senior Manager
Roseann Dominquez, Property Specialist II

14570 W. California Ave, Kerman CA, 93630 (Granada Commons)

Alicia Navarro, Property Specialist II

36307 Fresno St, Huron CA 93234 (Corazon Del Valle Commons)

Christina Gallgos-Property Specialist II

2. Presentation:

1. Ms. Moreira thanked everyone for attending and explained the role of the RAB members and how their feedback is used to govern our Public Housing Program policies.
2. Ms. Moreira went through the summary of changes.

3. Ms. Valiente interpreted the meeting in Spanish.

3. Questions OR Feedback

*Clarifying questions about Housing Opportunity Through Modernization Act (HOTMA).

4. Adjournment

There being no further business to be considered by the RAB members and Fresno Housing staff, the meeting was adjourned at approximately 6:30 p.m.



2025 Agency Plan Update

August 27, 2024

Boards of Commissioners Meeting



FRESNO VIBRANT COMMUNITIES
QUALITY HOUSING ENGAGED RESIDENTS
HOUSING



Presentation Overview

- Timeline
- Resident Advisory Board (RAB) & Public Comment Update
- Public Comment Period
- Questions

Timeline

- June 25: Presented Timeline to the Board.
- July 23: Present proposed changes and/or accept Board feedback prior to posting for Public Comment.
- July 29: 45-day Public Comment period begins. Post Agency Plan on website for inspection.
- August 7 & 8 : Public Housing & HCV Resident Advisory (RAB) Meetings
- **August 27: Public Hearing: Board Meeting: Update on public comments**
- September 5 & 6: Public Housing & HCV Resident Advisory (RAB) Meetings
- September 12: Official 45-day Public Comment period closes
- September 24: Boards of Commissioners Meeting. Staff requests Board Adoption
- October 17: Final Submission to HUD



Resident Advisory Boards

- Resident Advisory Board (RAB) Meetings
 - 8/7 Meeting – 4 LIPH RAB members were present.
 - *15 Non-RAB member residents
 - 8/8 Meeting – 21 HCV RAB members were present.
- Upcoming RAB Meetings
 - LIPH RAB meeting will be held on September 5, 2024, at 5:30 p.m.
 - HCV RAB meeting will be held on September 6, 2024, at 5:00 p.m.

All Public Housing meetings are held using a hybrid method via Zoom, in-person and streamed from 6 property locations.

HCV meetings are held in person.



Public Comment Period & HUD Submission

- Public Comments: via mail, email, online or phone call
- September 12: Official 45-day Public Comment period closes
- September 24th: Board Meeting
 - Update on public comments
 - Request for Board adoption
- October 17th: Deadline to submit to HUD



A photograph of a modern residential building with a purple overlay containing the text "Questions?". The building features a mix of dark brown, light beige, and tan siding, with white decorative brackets under the eaves. A red door is visible on the right side, with a house number "104" next to it. A young tree is planted in a mulch bed in the foreground. The sky is clear and blue.

Questions?

BOARD MEMO

TO: Boards of Commissioners
FROM: Tyrone Roderick Williams, CEO
MEETING DATE: 08/27/2024
AGENDA ITEM: 7d
SUBJECT: Information on the Upcoming Joint Board Retreat

AUTHOR: Tammy Townsend
DEPARTMENT: Administrative Services
MEMO DATE: 08/22/24

Executive Summary

The purpose of this memo is to share with the Boards plans for the upcoming Board Retreat

Fiscal Impact

Cost of the retreat will be less than \$5,000



City and County Boards of Fresno Housing Board Retreat Planning

Presented By: Tammy Townsend

August 27, 2024



FRESNO VIBRANT COMMUNITIES
QUALITY HOUSING ENGAGED RESIDENTS



A photograph of the Sunnyside Country Club clubhouse, a long, low-profile building with large glass windows and a covered entrance. The clubhouse is set on a green lawn with several trees. In the foreground, there is a vibrant flower bed with various colorful flowers like zinnias and daisies. To the left, a dark signpost with white text provides directions to the Golf Shop, Clubhouse, and Locker Rooms. An orange overlay on the left side of the image contains event information.

Save the Date!

**Saturday, September
7th at 8:30am - 5pm**

**Sunnyside Country
Club, California**

Proposed Agenda

8:30am	Continental Breakfast and Welcome
9:00am	Opening Ice Breaker Activity
9:30am	Presentation on Housing Choice Vouchers
10:00am	Break
10:15am	Voucher Impact Activity
11:30am	lunch
12:15pm	Quick review of the Strategic Plan; thinking about how that might translate to goals
12:30pm	Breakout Activity
1:45pm	Break
2:00pm	Share staff perspective on goals for strategic drivers and discuss key differences
3:30pm	Share out, insights and next steps
4:00pm	Cocktails and appetizers
5:00pm	Conclude

BOARD MEMO

TO: Boards of Commissioners
FROM: Tyrone Roderick Williams, CEO
MEETING DATE: 08/27/2024
AGENDA ITEM: 7e
SUBJECT: Real Estate Development Update

AUTHOR: Michael Duarte
Chief Real Estate Officer
DEPARTMENT: Real Estate Development
MEMO DATE: 08/20/2024

Executive Summary

Staff will provide an overview of real estate development activities.

Recommendation

None at this time.

BOARD MEMO

TO: Boards of Commissioners
FROM: Tyrone Roderick Williams, CEO
MEETING DATE: 08/27/2024
AGENDA ITEM: 8a
SUBJECT: Consideration of Homebase Contract to Support the Work of the Fresno Madera Continuum of Care

AUTHOR: Doreen Eley
DEPARTMENT: Inclusion and Empowerment
MEMO DATE: 08/19/2024

Executive Summary

Enacted in May 2009, the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act combined programs operated under the McKinney-Vento Homeless Act into a single grant program called the Continuum of Care (CoC) administered by the U.S. Department of Housing and Urban Development (HUD). Under this rule, the purpose of the CoC is, in part, to promote communitywide commitment to ending homelessness and provide funding for efforts by nonprofits, States, local governments and other relevant organizations to quickly rehouse unhoused individuals/families and endeavor to make homelessness a rare, brief and one-time occurrence. In this community, the Fresno Madera Continuum of Care (FMCoC) takes on this responsibility; comprised on agencies providing services to unhoused individuals and families in both Fresno and Madera Counties.

Each CoC chooses an entity termed the Collaborative Applicant to, among other processes, ensure the CoC is established with relevant organizations as its board, including at least one (1) currently or formerly unhoused person. Relevant organizations include nonprofits homeless assistance providers, victim service providers, public housing agencies, mental health agencies, governments, advocates and organizations that serve Veterans. For the FMCoC, Fresno Housing (FH) is the Collaborative Applicant.

FH, as the Collaborative Applicant, is funded through the HUD CoC Program to engage in planning activities along with the FMCoC Board. Said activities include operation of the FMCoC – with regular meetings, board members, development of a homeless response system, establishment and tracking of performance measurements for the homeless response system, performance of the Point in Time and Housing Inventory Chart reports and participating in the Consolidated Plan for Fresno and Madera jurisdictions. Most significantly, FH designs and carries out a collaborative process for the annual application to HUD for CoC funding – this year approximately \$12.5m. Funding for this work is generally 3% of the FMCoC’s total award from HUD; which has ranged from \$300,000 to this year’s over \$567,000.

Homebase is a San Francisco based consulting firm with legal, policy and subject matter expertise and has been a consultant to the FMCoC and City of Fresno in year’s past, since approximately 2010. This organization does a great deal of the on the ground work for the

FRESNO HOUSING

FMCoC and Collaborative Applicant, including this year – two Notice of Funding Opportunity Applications, Capacity Building, Project Monitoring Activities and Coordinated Entry Support. The 2024-2025 consulting contract with Homebase is in the amount of \$500,000. The Homebase contract is vital to the successful working of FH as Collaborative Applicant and the FMCoC in its work on homelessness. Homebase assists FH and the FMCoC to have various processes, performance targets and community infrastructure to successfully compete in the HUD annual Notice of Funding Opportunity.

Recommendation

It is recommended that the Boards of Commissioners of Fresno Housing adopt the attached resolutions authorizing: (a) execution, by the Chief Executive Officers, or his designee, of the consultant contract with Homebase, and associated amendments, and (b) to hire related personnel to administer the program in accordance with the funding requirements.

Fiscal Impact

The HUD CoC Planning Grant amply covers the cost of Homebase consulting work. CoC regulations require a 25% cash or in-kind match for funding awarded. Match requirements for CoC programs are met using in-kind via both partner agency services and/or Fresno Housing administrative time.

Background Information

Across the country, communities establish Continuums of Care to provide a coordinated homeless response system to provide for the needs of unhoused individuals and families. These organizations are comprised of various stakeholders engaged in homeless services. The FMCoC has over fifty (50) organizations and individuals including domestic violence, substance use disorder, county mental health, county social services, nonprofit organizations and persons with lived experience.

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 Fresno Housing as the Collaborative Applicant with invaluable assistance from Homebase. The Consolidated Application details the community homeless response system with strategies that 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 Madera Continuum of Care 2024-2025 Proposal

PREPARED BY
Homebase
June 2024

Overview

Homebase provides technical services to communities and agencies to advance solutions to homelessness. Thank you very much for this opportunity to submit a proposed scope from Homebase to provide the following services for the July 1, 2024 to June 30, 2025 timeframe:

1. **CoC Application Activities:** Support for the Submission of the 2024 Continuum of Care (CoC) Program Notice of Funding Opportunity (NOFO) and Preparation for the 2025 CoC NOFO.
2. **CoC System Support:**
 - Coordinate various FMCoC activities including committee activities, meetings, interface with government officials, including building FMCoC staff capacity.
 - Support community/system capacity building in several key areas as described below, including coordinated entry system improvements.
 - Ensure CoC compliance among CoC Board and CoC- and ESG-funded projects, including technical assistance related to coordinated entry.
 - Support CoC Collaborative Applicant transition.
3. **Coordinated Entry Support:** Evaluate progress of CE performance and support equitable development of new assessment tool and other CE operations.
4. **Project Monitoring Activities:** Gather monitoring information from CoC and ESG funded projects, review information and create monitoring reports; arrange targeted assistance for low-performing projects; monitor to ensure compliance with technical assistance plans.

1. COC APPLICATION ACTIVITIES

For the Fresno/Madera CoC in 2024-2025, Homebase will undertake the following scope of work:

CoC Competition Activities

- Pre-NOFO Preparation
 - Engage new projects to become a part of the CoC and apply for funding, particularly those projects outside the major metropolitan areas
 - Conduct a new project applicant/HUD CoC NOFO 101 Workshop
 - Review and comment on the Grants Inventory Worksheet
 - Lead a committee to review and revise the scoring materials and process developed by the Fresno/Madera CoC in the prior year
 - Receive APR HMIS reports from the HMIS Lead and assist projects in reviewing their data for the competition as needed
- Running the CoC NOFO Local Competition

- Prepare materials for and facilitate a TA Workshop virtually
- Support applicants as they prepare project proposals
- Recruit non-conflicted panelists for review and rank panel
- Conduct a training for project review panelists via web conference
- Facilitate review and rank deliberations virtually, resulting in a ranked list of projects
- Facilitate appeals process, if needed
- Drafting and Submitting the CoC Consolidated Application
 - One technical review of all project applications and related submissions, ensuring that each may be compliant with all HUD requirements related to program eligibility and application submission
 - Prepare a draft of the CoC Application, with key support from CoC members, that reflects the strength of the CoC and its accomplishments
 - Prepare consolidated application for submission
 - Provide advice to CoC Board regarding other requirements

CoC Builds NOFO Activities in 2024

- Prepare and provide a NOFO summary to the CoC and partners.
- Assist in answering TA questions for potential applicants.
- Design and run a local competition, if required, to determine a single application to submit to HUD on behalf of the Fresno/Madera CoC.
- Assist selected applicant by reviewing and finalizing application for submission to HUD.
- Assist Fresno Housing Authority in reviewing required materials before final submission to HUD.

2. COC SYSTEM SUPPORT

For the Fresno/Madera CoC in 2024-2025, Homebase will undertake the following scope of work:

CoC Mandated Activities

- Attend monthly CoC Board and General Membership Meetings providing technical support and creating materials where appropriate.
- Assist with issues related to improving CoC grant spend, including the development of a long-term grant spend policy.
- Support for CoC operations: Update Governance Charter, Written Standards (as needed), CoC-related policies and procedures, and perform regulatory research to ensure their proper implementation.
- Ensure documents and public materials are accessible for a variety of users.
- Support creation of CoC-mandated trainings in the Learning Management System platform.

CoC Capacity Building:

- Assist with implementation, in partnership with CoC, City & County staff, a CoC-wide grievance policy so the CoC can track fair housing, discrimination, and other common types of grievances.
- Provide ad hoc consulting on incorporating the voices of people with lived experience across the CoC (e.g. across committees and other CoC endeavors).
- Facilitate greater collaboration amongst communities, particularly rural communities, to ensure full CoC geographical participation and coverage, working in partnership with the Homebase Madera team.

CoC System Building:

- Strengthen system-level partnerships and provide cross-system education with criminal legal systems (probation, re-entry, etc.) and develop a framework for CoC and criminal legal system collaboration/coordination.
- Support the CoC to prioritize racial equity across the homeless system of care:
 - Develop plan for equity improvement based on identified needs and gaps.
 - Stand up racial equity committee to guide equity work.
 - Include equity assessment in monitoring and technical assistance processes.

3. COORDINATED ENTRY SUPPORT

For the Fresno/Madera CoC in 2024-2025, Homebase will undertake the following scope of work:

- Assist with the roll out of the new CE assessment tool to ensure compliance, equity, and that an infrastructure for ongoing equity testing of the tool is designed and implemented.
- Conduct short form CE evaluation compliance check using the CE management entity evaluation metrics. Scope of the evaluation will be determined in partnership with Fresno Housing Authority based on available hours.
- On Call Technical Assistance and training for Coordinated Entry: Upon request, provide coordinated entry compliance and implementation support which may include:
 - Providing advice and technical assistance with system design and supporting documents (e.g. Participation Agreements).
 - Expanding practices to fully and meaningfully cover the CoC's geography.

4. PROJECT MONITORING ACTIVITIES

For the Fresno/Madera CoC in 2024-2025, Homebase will undertake the following scope of work:

- Conduct a risk assessment to identify CoC & ESG-funded projects in emergent need of technical assistance and training, and provide target TA to at least three projects in need of timely support and training.
- Provide support onboarding new CoC-funded projects.
- Provide training to CoC and ESG funded providers on priority areas of interest.
- Provide on call TA and Capacity Building Support throughout the year as needed.

HOMEBASE BUDGET

\$500,000 will cover the scope of work proposed, including all professional services and costs. Cost per task is broken out as follows:

- | | |
|-----------------------------------|-----------|
| 1. CoC Application Activities: | \$100,000 |
| 2. CoC System Support: | \$310,000 |
| 3. Coordinated Entry Support: | \$65,000 |
| 4. Project Monitoring Activities: | \$25,000 |

TOTAL: \$500,000.00 from the CoC Planning Grant.

We look forward to helping you end homelessness in your CoC. If you have any questions, please contact Nora Breslin, Directing Attorney – Team Lead, 415.788.7961 ext. 360 or nora@homebaseccc.org.

RESOLUTION NO. _____

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

RESOLUTION AUTHORIZING EXECUTION OF CONSULTANT CONTRACT WITH
HOMEBASE

WHEREAS, Housing Authority of the City of Fresno acts as the Collaborative Applicant for the Fresno Madera Continuum of Care; and,

WHEREAS, the Fresno Madera Continuum of Care endeavors to create and sustain a robust homeless response system; and,

WHEREAS, Housing Authority of the City of Fresno and Fresno Madera Continuum of Care utilize Homebase as a consultant in furtherance of said creation of robust homeless response system.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno, California hereby authorize and empower Tyrone Roderick Williams, Chief Executive Officer or his designee for the following actions needed to move forward with Homebase consultant contract execution:

1. Authorize the Agency to enter into a consulting contract with Homebase; and,
2. Authorize Tyrone Roderick Williams, as Chief Executive Officer or his designee to execute all documents on behalf of Housing Authority of Fresno County, California for the purposes described in this Resolution.

PASSED AND ADOPTED THIS 27TH DAY OF AUGUST 2024. 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:

Tyrone Roderick, Chief Executive Officer

RESOLUTION NO. _____

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Fresno Madera Continuum of Care

Supporting the Work

Doreen Eley, Assistant Director Resident Empowerment



FRESNO VIBRANT COMMUNITIES
QUALITY HOUSING ENGAGED RESIDENTS

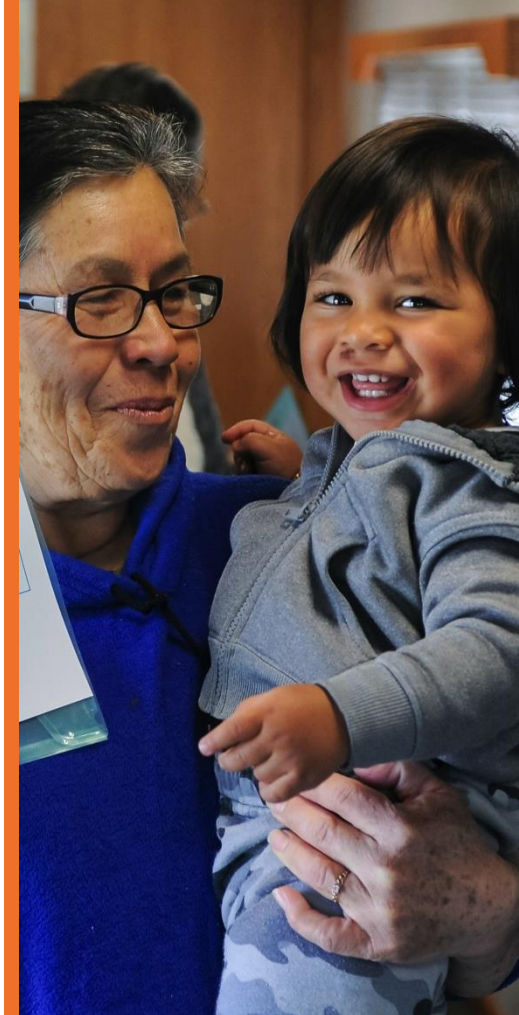


Continuum of Care

- Homeless Response System
 - Community coordination and collaboration
 - Rare, brief, one time
- Infrastructure
 - CoC Board
 - Collaborative Applicant
 - Homeless Management Information System (HMIS)
 - Coordinated Entry System

Fresno Madera Continuum of Care (FMCoC)

- In existence late 1990s-early 2000s
- Over 50 member organizations
 - Both funded and non funded CoC partners
 - Government agencies – Fresno, Clovis, Madera
 - Individual members
 - Persons with Lived Experience



Fresno Housing & Homebase

- HUD CoC Notice of Funding Opportunity
 - Manage the FMCoC NOFO Competition
 - Compile and submit the FMCoC Consolidated Application
 - *\$12.5m for 2024; \$7.5m CoC Builds*
- Homeless Response System
 - Coordinated Entry System
 - Project Monitoring
 - *Provide technical assistance as needed*



Fresno Housing & Homebase cont'd

- CoC System Support
 - Operations
 - Collaboration across regional boundaries – Homebase Madera team
 - Criminal legal system
 - *System-level education and partnerships*
 - Cross system racial equity work



Questions?