Executive Summary
The Shockley Terrace project is being prepared for a 2015 2nd Round Low-Income Housing Tax Credit ("LIHTC") application to the California Tax Credit Allocation Committee ("CTCAC") in July, 2015. Shockley Terrace is an existing 25 unit Low-Income Public Housing property on 4.36 acres in Selma, CA. Staff currently envisions the project as a complete demolition and the new construction of 48 affordable housing units with up to 3,000 sq.ft. of community building space.

As part of the next phase in the Shockley Terrace development process, it is necessary for the Boards of Commissioners of the Housing Authority to adopt several board resolutions that will allow for a list of significant actions to take place in order to facilitate the development.

Recommendation
It is recommended that the Boards of Commissioners of the Fresno Housing Authority adopt the attached resolutions approving the necessary actions needed to move forward with a LIHTC application submission, and authorize Preston Prince, CEO/Executive Director, Tracewell Hanrahan, Deputy Director, and/or their designee, to negotiate and execute documents in connection with the approved actions.

1. Authorize a MOU between Silvercrest, Inc. and Housing Authority of Fresno County and the formation of a Shockley Terrace LP, a to-be-formed California Limited Partnership and a Shockley Terrace AGP, LLC, a to-be-formed California Limited Liability Company, and the entry into relevant documents associated therewith by the Housing Authority of Fresno County, CA as the sole member thereof. An attachment showing the proposed ownership structure with Silvercrest, Inc., acting as the managing general partner of the proposed limited partnership, is included as Exhibit A.

2. Authorize approval of a funding commitment from the Housing Relinquished Fund Corporation ("HRFC") in an amount up to $1,800,000 for the development of the Shockley Terrace project.
3. Authorize approval of a funding commitment from the Housing Authority of Fresno County, CA, Low-Income Public Housing Capital Funds and/or Operating Reserves in an amount equal to $357,429.

4. Authorize approval of a funding commitment from the Housing Authority of Fresno County, CA, in an amount equal to seller financing proceeds valued at $1,150,000. The most recent development pro forma (Exhibit B), detailed operating budget (Exhibit C) and 15-Year projections (Exhibit D) are attached.

5. Authorize the undertaking of all actions necessary to develop the Project, and assemble various financing sources, which may include, but are not limited to: (a) submission of an application for 9% LIHTC equity, (b) submission of an Affordable Housing Program (AHP) application to the Federal Home Loan Bank of San Francisco, (c) applying and/or entering into agreements for HUD operating subsidy in the form of PBV or PBRA (d) submission of an application for County of Fresno HOME funds and (e) grants, operating subsidies and/or private loans and such other sources identified by the CEO/Executive Director.

6. Award an Architectural and Professional Services contract with Mogavero Notestine Architects in an amount not to exceed $425,000, for the purposes of designing Shockley Terrace.

7. Authorize Preston Prince, the CEO/Executive Director, and Tracewell Hanrahan, the Deputy Director, and their designees to execute documents on behalf of the Housing Authority of Fresno County, CA; and in the name of the Administrative General Partner, on its own behalf; and as administrative general partner of the Partnership; and

8. Provide for other matters related thereto.

**Fiscal Impact**

The fee for submission of the LIHTC application is $2,000. Staff time and professional fees for performing pre-development activities and writing the application will be allocated to the approved pre-development budget. If funding is received, costs associated with staff time and pre-development activities would be reimbursed through the project.

The proposed architectural contract is not to exceed $425,000. Costs associated with the proposed contract will be allocated to the approved pre-development budget. In the event that this project does not move forward, the architect contract will be terminated.

**Background Information**

The Shockley Terrace parcel currently has occupied housing units on approximately 60% of its area. The site is located in a quiet residential neighborhood one third of a mile from downtown Selma. The site plan re-envisions the site with two-story structures around a central community space. The 23 additional units and new community building will increase density and provide for on-site services.

On June 15, 2015, the Selma City Council approved a Conditional Use Permit and CEQA environmental report for the project.

**Attachments:**
- Exhibit A - Organizational Chart
- Exhibit B – Development Pro Forma
- Exhibit C – Operating Budget
- Exhibit D – 15-Year Projections
Exhibit E - Site Plan
RESOLUTION NO.______

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF THE CITY OF FRESNO

RESOLUTION AUTHORIZING APPROVAL OF UP TO $1.80 MILLION FUNDING COMMITMENT FROM THE HOUSING RELINQUISHED FUND CORPORATION (“HRFC”), A $357,429 FUNDING COMMITMENT FROM HAFC CAPITAL/OPERATING RESERVE FUNDS, AND A $1,150,000 FUNDING COMMITMENT FROM THE HOUSING AUTHORITY OF FRESNO COUNTY FOR THE DEVELOPMENT OF SHOCKLEY TERRACE, 48 UNITS OF FAMILY HOUSING LOCATED AT 2132 LOCUST STREET, SELMA CA 93662 (APN’s 389-293-01-T)

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 County 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 has agreed to facilitate the development of real property located at 2132 Locust Street, Selma CA, 9362 (APN 389-293-01T), and the improvements located thereon into a 48-unit apartment complex (collectively, the Property); and,

WHEREAS, the project’s financing structure calls for the submission of a 9% LIHTC application to facilitate the development; and,

WHEREAS, the Authority desires to request and accept a loan commitment of up to $1.8 million from the HRFC board for the development of Shockley Terrace; and

WHEREAS, the Authority desires to commit Housing Authority of Fresno County Low-Income Public Housing Capital/Operating Reserve Funds in the amount of $357,429; and

WHEREAS, the Authority desires to commit Housing Authority of Fresno County funds in an amount equal to seller financing proceeds not to exceed $1,150,000;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno, CA hereby authorizes Preston Prince, the CEO/Executive Director, Tracewell Hanrahan, the CFO/Deputy Director, or their designee, to adopt the
attached resolutions approving authorization of a financing commitment from the HRFC board for the purposes of developing the Shockley Terrace apartments.

PASSED AND ADOPTED THIS 23rd DAY OF JUNE, 2015. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____________________________________________
Preston Prince, Secretary of the Boards of Commissioners
RESOLUTION NO._______

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF FRESNO COUNTY

RESOLUTION APPROVING AWARD OF ARCHITECTURAL CONTRACT FOR
SHOCKLEY TERRACE APARTMENTS, A PROPOSED 48 UNIT DEVELOPMENT IN
SELMA, CA

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

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

WHEREAS, the Authority desires to partner with the City of Selma to develop a family housing community project that will serve households with incomes between 30-60% of the Area Median Income; and,

WHEREAS, the Authority is the developer of Shockley Terrace, a multi-family housing development located 2132 Locust Street, Selma, CA 93662 (APN 389-293-01T); and,

WHEREAS, the Authority desires to enter into an Architectural contract with Mogavero Notestine Associates for Architectural services at said project for an amount up to $425,000;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County, hereby authorize Preston Prince, the CEO/Executive Director, Tracewell Hanrahan, Deputy Director, or their designee to negotiate the terms of the aforementioned contract and supporting documents with Mogavero Notestine Associates for Architectural services for the Shockley Terrace development in Selma, Ca.

PASSED AND ADOPTED THIS 23rd DAY OF JUNE, 2015. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:

AYES:

NOES:

ABSENT:
ABSTAIN:

Preston Prince, Secretary of the Boards of Commissioners
RESOLUTION NO._______

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF FRESNO COUNTY

A RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF DOCUMENTS BY THE HOUSING AUTHORITY OF FRESNO COUNTY ON ITS OWN BEHALF, IN THE NAME OF SHOCKLEY TERRACE AGP, LLC, THE “TO BE FORMED” ADMINISTRATIVE GENERAL PARTNER (AGP), OF A “TO BE FORMED” SHOCKLEY TERRACE, LP (PARTNERSHIP) AND IN THE NAME OF THE PARTNERSHIP, AS THE CASE MAY BE, IN CONNECTION WITH THE FINANCING, CONSTRUCTION AND OPERATION OF SHOCKLEY TERRACE (THE PROJECT), AUTHORIZING THE FORMATION OF THE OWNERSHIP STRUCTURE AND PROVIDING FOR OTHER MATTERS RELATED THERETO

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

WHEREAS, the Authority desires to enter into an MOU with Silvercrest, Inc. to proceed the formation of a partnership; 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, this is a new entity formation created for the purposes of developing 48 units of affordable housing in Selma, CA; and,

WHEREAS, the Authority has agreed to facilitate the development of real property located at 2132 Locust Street, Selma CA, 93662 (APN 389-293-01T); and,

WHEREAS, the Authority wishes to authorize and create a California limited liability company to be named Shockley Terrace AGP, LLC, whose sole member and manager shall be the Authority, and which entity shall become a general partner of the Partnership, and upon admission of a tax credit partner to the Partnership, shall hold a .005% interest in the Partnership and serve as its administrative general partner (the “Administrative General Partner”); and,

WHEREAS, the Authority desires, as sole member of the Administrative General Partner and together with Silvercrest, Inc., to file a certificate of limited partnership with the California
Secretary of State pursuant to which the name of the Partnership shall be “Shockley Terrace, LP”; and,

WHEREAS, the Authority (as the initial administrative general partner) and Silvercrest, Inc., (as the managing general partner; “Silvercrest”), desire to enter into a limited partnership agreement relating to the Partnership; and,

WHEREAS, the Authority intends to undertake such actions as necessary to facilitate the Partnership’s financing, rehabilitation, ownership and operation of the Property; and,

WHEREAS, the Authority wishes to confirm and ratify all other actions of the Authority and its officers prior to the date hereof and consistent with the terms of this resolution; and,

WHEREAS, the Authority is authorized to delegate to one or more of its agents and employees such powers as it deems proper;

NOW THEREFORE, BE IT RESOLVED that the Chair of the Board, the Authority’s CEO/Executive Director, Preston Prince, Deputy Director, Tracewell Hanrahan, or their respective designees (each, an Authorized Officer and, collectively, the Authorized Officers), and each of them acting alone, are authorized and directed to execute and deliver, on behalf of the Authority (acting on its own behalf or as sole member of the Administrative General Partner), entry into a partnership agreement, which documents may be approved by any Authorized Officer on the Authority’s behalf (the “Partnership Formation Documents”), and such Authorized Officer’s signature on the final Partnership Formation Documents shall be construed as the Authority’s approval of such Partnership Formation Documents. The Authorized Officers (and each of them acting alone) are further authorized and directed to execute and deliver, on behalf of the Authority (acting on its own behalf or as sole member of the Administrative General Partner), any other documents reasonably required to be executed by the Authority (acting on its own behalf or as sole member of the Administrative General Partner) or the Partnership and to carry out the execution and filing of the Partnership Formation Documents; and that the Board of Commissioners of the Housing Authority of Fresno County, CA hereby authorizes the Preston Prince, CEO/Executive Director, Tracewell Hanrahan, Deputy Director, or their designee, to adopt the attached resolutions approving organizational structuring for the Shockley Terrace Project in Selma, CA.

PASSED AND ADOPTED THIS 23rd DAY OF JUNE, 2015. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:

AYES:
NOES:

ABSENT:

ABSTAIN:

_____________________________________________
Preston Prince, Secretary of the Boards of Commissioners
RESOLUTION NO.________

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF THE FRESNO COUNTY

RESOLUTION AUTHORIZING APPROVAL OF UP TO $1.80 MILLION FUNDING COMMITMENT FROM THE HOUSING RELINQUISHED FUND CORPORATION ("HRFC"), A $357,429 FUNDING COMMITMENT FROM HAFC CAPITAL/OPERATING RESERVE FUNDS, AND A $1,150,000 FUNDING COMMITMENT FROM THE HOUSING AUTHORITY OF FRESNO COUNTY FOR THE DEVELOPMENT OF SHOCKLEY TERRACE, 48 UNITS OF FAMILY HOUSING LOCATED AT 2132 LOCUST STREET, SELMA CA 93662 (APN’s 389-293-01-T)

WHEREAS, the Housing Authority of the Fresno County ("the Authority") seeks to expand the development and availability of long-term housing for low and moderate income households residing in the County 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 has agreed to facilitate the development of real property located at 2132 Locust Street, Selma CA, 93662 (APN 389-293-01T), and the improvements located thereon into a 48-unit apartment complex (collectively, the Property); and,

WHEREAS, the project’s financing structure calls for the submission of a 9% LIHTC application to facilitate the development; and,

WHEREAS, the Authority desires to request and accept a loan commitment of up to $1.8 million from the HRFC board for the development of Shockley Terrace; and,

WHEREAS, the Authority desires to commit Housing Authority of Fresno County Low-Income Public Housing Capital/Operating Reserve Funds in the amount of $357,429; and,

WHEREAS, the Authority desires to commit Housing Authority of Fresno County funds in an amount equal to seller financing proceeds not to exceed $1,150,000;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the Fresno County, CA hereby authorizes Preston Prince, the CEO/Executive Director, Tracewell Hanrahan, the CFO/Deputy Director, or their designee, to adopt the
attached resolutions approving authorization of a financing commitment from the HRFC board for the purposes of developing the Shockley Terrace apartments.

PASSED AND ADOPTED THIS 23rd DAY OF JUNE, 2015. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____________________________________________
Preston Prince, Secretary of the Boards of Commissioners
RESOLUTION NO._______

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF FRESNO COUNTY

RESOLUTION AUTHORIZING THE SUBMISSION OF A 9% LOW INCOME HOUSING TAX CREDIT ("LIHTC") APPLICATION FOR THE SHOCKLEY TERRACE PROJECT, 2132 LOCUST STREET, SELMA, CA 93662 (APN 389-293-01T)

WHEREAS, the Housing Authority of Fresno County ("the Authority") seeks to expand the development and availability of long-term housing for low and moderate income households residing in the County 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 has agreed to facilitate the development of real property 2132 Locust Street, Selma, CA, 93662 (APN 389-293-01T), and the improvements located thereon into a 48-unit multifamily complex (collectively, the Property); and,

WHEREAS, the project’s financing structure calls for the submission of a 9% LIHTC application to facilitate the development;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County, hereby authorizes Preston Prince, the CEO/Executive Director, Tracewell Hanrahan, Deputy Director, or their designee, to adopt the attached resolutions approving financing application submission for the Shockley Terrace project.

PASSED AND ADOPTED THIS 23rd DAY OF JUNE, 2015. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:

AYES:

NOES:

ABSENT:

ABSTAIN:
Preston Prince, Secretary of the Boards of Commissioners
Ownership Structure
Shockley Terrace

To be formed Limited Partnership
the “Partnership”

To-Be-Formed LLC
“Administrative General Partner”
0.005%

Silvercrest, Inc.
“Managing General Partner”
0.005%

To be determined
“Investor Limited Partner”
99.99%

Housing Authority of Fresno County
“Sole Member”
100%
### Pro Forma Sources and Uses

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<thead>
<tr>
<th>Sources of Funds</th>
<th>Amount</th>
<th>Per Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tax Credit Equity</td>
<td>$11,140,974</td>
<td>$232,104</td>
</tr>
<tr>
<td>Seller Financing</td>
<td>$1,150,000</td>
<td>$23,958</td>
</tr>
<tr>
<td>HRFC Funds</td>
<td>$1,550,000</td>
<td>$32,292</td>
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<tr>
<td>FH Caps &amp; Ops</td>
<td>$357,429</td>
<td>$7,446</td>
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<tr>
<td>GP contribution</td>
<td>$100</td>
<td>$2</td>
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<tr>
<td><strong>Total Sources of Funds</strong></td>
<td><strong>$14,198,503</strong></td>
<td><strong>$295,802</strong></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Uses of Funds</th>
<th>Amount</th>
<th>Per Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acquisition Costs</td>
<td>$1,150,000</td>
<td>$23,958</td>
</tr>
<tr>
<td>Construction Costs</td>
<td>$8,208,582</td>
<td>$171,012</td>
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<tr>
<td>Hard Cost Contingency</td>
<td>$410,433</td>
<td>$8,551</td>
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<tr>
<td>Relocation Costs</td>
<td>$225,000</td>
<td>$4,688</td>
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<tr>
<td>Professional Fees</td>
<td>$425,000</td>
<td>$8,854</td>
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<tr>
<td>Loan Fees and other Soft Costs</td>
<td>$2,138,588</td>
<td>$44,554</td>
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<td>Reserves</td>
<td>$76,900</td>
<td>$1,602</td>
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<td>Developer Fee</td>
<td>$1,564,000</td>
<td>$32,583</td>
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<tr>
<td><strong>Total Uses of Funds</strong></td>
<td><strong>$14,198,503</strong></td>
<td><strong>$295,802</strong></td>
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</tbody>
</table>
### Shockley Terrace - Projected Stabilized Operating Budget

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<tr>
<th>Unit Type</th>
<th># Units</th>
<th>% AMI</th>
<th>SF/Unit</th>
<th>Net Rent Per Unit</th>
<th>Ann. Rent Total</th>
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</thead>
<tbody>
<tr>
<td>1 Bd./1 Bth.</td>
<td>3</td>
<td>45%</td>
<td>686</td>
<td>$432</td>
<td>$15,552</td>
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<td>1 Bd./1 Bth.</td>
<td>1</td>
<td>50%</td>
<td>686</td>
<td>$485</td>
<td>$5,820</td>
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<tr>
<td>1 Bd./1 Bth.</td>
<td>4</td>
<td>55%</td>
<td>686</td>
<td>$538</td>
<td>$25,824</td>
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<tr>
<td>2 Bd./1 Bth.</td>
<td>2</td>
<td>30%</td>
<td>912</td>
<td>$323</td>
<td>$7,752</td>
</tr>
<tr>
<td>2 Bd./1 Bth.</td>
<td>6</td>
<td>45%</td>
<td>912</td>
<td>$515</td>
<td>$37,080</td>
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<tr>
<td>2 Bd./1 Bth.</td>
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<td>50%</td>
<td>986</td>
<td>$579</td>
<td>$27,792</td>
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<tr>
<td>2 Bd./1 Bth.</td>
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<td>55%</td>
<td>986</td>
<td>$643</td>
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<td>2 Bd./1 Bth.</td>
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<td>60%</td>
<td>986</td>
<td>$707</td>
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<td>3 Bd./2 Bth</td>
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<td>30%</td>
<td>1117</td>
<td>$367</td>
<td>$8,808</td>
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<tr>
<td>3 Bd./2 Bth</td>
<td>3</td>
<td>45%</td>
<td>1055</td>
<td>$589</td>
<td>$21,204</td>
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<tr>
<td>3 Bd./2 Bth</td>
<td>5</td>
<td>50%</td>
<td>1117</td>
<td>$663</td>
<td>$39,780</td>
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<tr>
<td>3 Bd./2 Bth</td>
<td>2</td>
<td>55%</td>
<td>1055</td>
<td>$737</td>
<td>$17,688</td>
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<tr>
<td>3 Bd./2 Bth</td>
<td>4</td>
<td>60%</td>
<td>1117</td>
<td>$811</td>
<td>$38,928</td>
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<tr>
<td>4 Bd./2 Bth</td>
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<td>30%</td>
<td>1,224</td>
<td>$417</td>
<td>$5,004</td>
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<tr>
<td>4 Bd./2 Bth</td>
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<td>55%</td>
<td>1,224</td>
<td>$830</td>
<td>$9,960</td>
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<td>Manager’s Unit-2 Bd./2 Bth</td>
<td>1</td>
<td>N/A</td>
<td>884</td>
<td>$ -</td>
<td>$ -</td>
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<tr>
<td><strong>TOTAL REVENUE</strong></td>
<td></td>
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<td></td>
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<td><strong>$ 333,708</strong></td>
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### Residential Operating Expenses

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<tr>
<th>Per Unit</th>
<th>TOTAL</th>
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<tbody>
<tr>
<td>Management Fee</td>
<td>512</td>
</tr>
<tr>
<td>Advertising/Marketing</td>
<td>96</td>
</tr>
<tr>
<td>Legal and Accounting</td>
<td>222</td>
</tr>
<tr>
<td>Utilities (water, trash, electricity, gas, etc.)</td>
<td>1,150</td>
</tr>
<tr>
<td>Payroll: Onsite Manager(s)/Staff</td>
<td>1,304</td>
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<tr>
<td>Maintenance/Repairs</td>
<td>1,438</td>
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<tr>
<td>Major Repairs</td>
<td>111</td>
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<tr>
<td>Real Estate Property Tax</td>
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<td>Insurance</td>
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<td>Services Amenities</td>
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<td>Contingency: Operations Budget</td>
<td>898</td>
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<td><strong>Total Operating Expenses</strong></td>
<td>6,552</td>
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<tr>
<td><strong>Replacement Reserves</strong></td>
<td>267</td>
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<td><strong>Total Operating and Reserve Budget</strong></td>
<td>6,819</td>
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## SHOCKLEY TERRACE RESIDENTIAL COMPONENT - 15 YEAR CASH FLOW ANALYSIS

<table>
<thead>
<tr>
<th></th>
<th>Inflation</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
<th>Year 5</th>
<th>Year 6</th>
<th>Year 7</th>
<th>Year 8</th>
<th>Year 9</th>
<th>Year 10</th>
<th>Year 11</th>
<th>Year 12</th>
<th>Year 13</th>
<th>Year 14</th>
<th>Year 15</th>
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</thead>
<tbody>
<tr>
<td><strong>INCOME FROM HOUSING UNITS</strong></td>
<td></td>
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<tr>
<td>Schedule Rental Income</td>
<td>2.0%</td>
<td>$333,708</td>
<td>$340,382</td>
<td>$347,190</td>
<td>$354,134</td>
<td>$361,216</td>
<td>$368,441</td>
<td>$375,809</td>
<td>$383,326</td>
<td>$390,992</td>
<td>$398,812</td>
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<td>$414,924</td>
<td>$423,222</td>
<td>$431,687</td>
<td>$440,321</td>
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<tr>
<td>GROSS POTENTIAL INCOME - HOUSING</td>
<td>333,708</td>
<td>$340,382</td>
<td>$347,190</td>
<td>$354,134</td>
<td>$361,216</td>
<td>$368,441</td>
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<td>$406,788</td>
<td>$414,924</td>
<td>$423,222</td>
<td>$431,687</td>
<td>$440,321</td>
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<tr>
<td><strong>VACANCY ASSUMPTIONS</strong></td>
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</tr>
<tr>
<td>Sec 8 Incremental Income</td>
<td>1.0%</td>
<td>$51,404</td>
<td>$53,524</td>
<td>$54,059</td>
<td>$54,600</td>
<td>$55,146</td>
<td>$55,697</td>
<td>$56,254</td>
<td>$56,817</td>
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<td>$57,959</td>
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<td>$59,715</td>
<td>$60,312</td>
<td>$60,915</td>
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<td><strong>EFFECTIVE GROSS INCOME</strong></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
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</tr>
<tr>
<td>Operating Expenses</td>
<td>3.0%</td>
<td>$295,858</td>
<td>$304,734</td>
<td>$313,876</td>
<td>$323,292</td>
<td>$332,991</td>
<td>$342,981</td>
<td>$353,270</td>
<td>$363,868</td>
<td>$374,784</td>
<td>$386,026</td>
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<td>$409,537</td>
<td>$421,823</td>
<td>$434,477</td>
<td>$447,512</td>
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<tr>
<td>Replacement Reserve</td>
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<td>$12,000</td>
<td>$12,000</td>
<td>$12,000</td>
<td>$12,000</td>
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<td>$12,000</td>
<td>$12,000</td>
<td>$12,000</td>
<td>$12,000</td>
</tr>
<tr>
<td>TOTAL EXPENSES &amp; RESERVES</td>
<td>$307,858</td>
<td>$316,734</td>
<td>$325,876</td>
<td>$335,292</td>
<td>$344,991</td>
<td>$354,981</td>
<td>$365,270</td>
<td>$375,868</td>
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<td>$398,028</td>
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<td>$433,823</td>
<td>$446,477</td>
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<td><strong>NET OPERATING INCOME</strong></td>
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<td><strong>DEBT SERVICE</strong></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Bank Loan</td>
<td>-$</td>
<td>-$</td>
<td>-$</td>
<td>-$</td>
<td>-$</td>
<td>-$</td>
<td>-$</td>
<td>-$</td>
<td>-$</td>
<td>-$</td>
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<td>-$</td>
<td>-$</td>
<td>-$</td>
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<td><strong>DEBT SERVICE COVERAGE RATIO</strong></td>
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<td>0.00</td>
<td>0.00</td>
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<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
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<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
</tr>
</tbody>
</table>

## Notes
- The table above summarizes the 15-year cash flow analysis for Shockley Terrace Residential Component.
- It includes income from housing units, operating expenses, and debt service coverage ratio calculations.
- Inflation rates are shown for each year, and vacancy assumptions are provided for years 1 to 15.
- The table also includes data on gross potential income, operating expenses, and net operating income.
- The debt service coverage ratio is calculated for each year.
community building
water park
play structure
open play area
picnic
picnic
B
B
A
E
D
C
GROVE STREET
PEACH STREET
CENTER STREET
OLIVE STREET
SELMA, Fresno, California
05 June 2015
ILLUSTRATIVE SITE PLAN
scale: 1" = 50'-0"
Executive Summary

The Magill Terrace project is being prepared for a 2015 2nd Round Low-Income Housing Tax Credit ("LIHTC") application to the California Tax Credit Allocation Committee ("CTCAC") in July, 2015. Magill Terrace is an existing 20 unit Low-Income Public Housing property on 2.57 acres in Fowler, CA. Staff currently envisions the project as a complete demolition of the existing units, and the new construction of 60-units of affordable housing units with up to 3,300 sq.ft. of community building space. The project will also include the acquisition of 2 acres of adjacent vacant land to accommodate the additional units.

As part of the next phase in the Magill Terrace development process, it is necessary for the Boards of Commissioners of the Housing Authority to adopt several board resolutions that will allow for a list of significant actions to take place in order to facilitate the development.

Recommendation

It is recommended that the Boards of Commissioners of the Fresno Housing Authority adopt the attached resolutions approving the necessary actions needed to move forward with a LIHTC application submission, and authorize Preston Prince, CEO/Executive Director, Tracewell Hanrahan, Deputy Executive Director, and/or their designee, to negotiate and execute documents in connection with the approved actions.

1. Authorize a MOU between Silvercrest, Inc. and Housing Authority of Fresno County and the formation of Magill Terrace LP, a to-be-formed California Limited Partnership and Magill Terrace AGP, LLC, a to-be-formed California Limited Liability Company, and the entry into relevant documents associated therewith by the Housing Authority of Fresno County, CA as the sole member thereof. An attachment showing the proposed ownership structure with Silvercrest, Inc., acting as the managing general partner of the proposed limited partnership, is included as Exhibit A.

2. Authorize approval of a funding commitment from the Housing Relinquished Fund Corporation ("HRFC") in an amount up to $2,000,000 for the development of the Magill Terrace project. The most recent
development pro forma (Exhibit B), detailed operating budget (Exhibit C) and 15-Year projections (Exhibit D) are attached.

3. Authorize approval of a loan commitment from Low-Income Public Housing (LIPH) resources that may include Capital Funds or Operating Reserves in the amount of $365,541.

4. Authorize approval of a Seller Financing loan from the Housing Authority of Fresno County to the Magill Terrace development in the amount of $1,150,000.

5. Authorize the undertaking of all actions necessary to develop the Project, and assemble various financing sources, which may include, but are not limited to: (a) submission of an application for 9% LIHTC equity, (b) submission of an Affordable Housing Program (AHP) application to the Federal Home Loan Bank of San Francisco, (c) submission of an application for County of Fresno HOME funds, (d) applying and/or entering into agreements for HUD operating subsidy in the form of PBV or PBRA and (e) grants, operating subsidies and/or private loans and such other sources identified by the CEO/Executive Director.

6. Award an Architectural and Professional Services contract with Mogavero Notestine Architects in an amount not to exceed $425,000 for the purposes of designing Magill Terrace.

7. Authorize Preston Prince, the CEO/Executive Director, and Tracewell Hanrahan, the Deputy Director, and their designees to execute documents on behalf of the Housing Authority of Fresno County, CA; and in the name of the Administrative General Partner, on its own behalf; and as administrative general partner of the Partnership; and

8. Provide for other matters related thereto.

**Fiscal Impact**

The fee for submission of the LIHTC application is $2,000. Staff time and professional fees for performing pre-development activities and writing the application will be allocated to the approved pre-development budget. If funding is received, costs associated with staff time and pre-development activities would be reimbursed through the project.

The proposed architectural contract is not to exceed $425,000. Costs associated with the proposed contract will be allocated to the approved pre-development budget. In the event that this project does not move forward, the architect contract will be terminated.

**Background Information**

The Magill Terrace project currently has occupied housing units on approximately 50% of the project area. The existing units are on Fresno Housing Authority owned land. At the May Board Meeting, Staff was authorized to enter into a Purchase and Sale agreement for an additional 2 acres of adjacent land. The land is vacant except for a warehouse storage building that will be demolished. The site is located in a quiet residential neighborhood directly across the street from John Sutter Middle School. The site plan re-envision the site with two-story structures around a central community space, playground equipment and large open green space. The 40 additional units and new community building will increase density and provide for onsite services.

Attachments:  Exhibit A - Organizational Chart
              Exhibit B – Development Pro Forma
              Exhibit C – Operating Budget
              Exhibit D – 15-Year Projections
              Exhibit E - Site Plan
RESOLUTION NO. ________

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF THE CITY OF FRESNO, CA

RESOLUTION APPROVING A HOUSING RELINQUISHED FUND CORPORATION
(HRFC) LOAN FOR THE MAGILL TERRACE PROJECT, 401 NELSON STREET, FOWLER,
CA 93625 (APNs 343-030-08T, 343-030-20, 343-253-03T, 343-253-02)

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 County 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 has agreed to facilitate the development of real property at 401
Nelson Street, Fowler CA, 93625 (APNs 343-030-08T, 343-030-20, 343-253-03T, 343-253-02), into a
60-unit multifamily complex (collectively, the Property); and,

WHEREAS, the Authority’s financing structure calls for the submission of a 9% LIHTC
application to facilitate the development; and

WHEREAS, the Authority desires to commit Seller Financing in the amount of $1,150,000;
and

WHEREAS, the Authority desires to loan funds from Low-Income Public Housing
resources such as Capital Funds and/or Operating Reserves in the amount of $365,541; and

WHEREAS, the Authority desires to request and accept a loan commitment of up to
$2,000,000 from the HRFC board for the development of Magill Terrace;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing
Authority of the City of Fresno, CA hereby authorizes Preston Prince, the CEO/Executive
Director, Tracewell Hanrahan, Deputy Director, or their designee, to adopt the attached
resolution (s) accepting a loan from the HRFC in the amount of up to $2,000,000 for the development of the Magill Terrace project.

PASSED AND ADOPTED THIS 23rd DAY OF JUNE, 2015. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____________________________________________
Preston Prince, Secretary of the Boards of Commissioners
RESOLUTION NO._______

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF FRESNO COUNTY, CA

RESOLUTION APPROVING AWARD OF ARCHITECTURAL CONTRACT FOR MAGILL TERRACE APARTMENTS, A PROPOSED 60 UNIT DEVELOPMENT IN FOWLER, CA

WHEREAS, the mission of the Housing Authority of Fresno County ("the Authority") includes the development and provision of affordable housing units within the County boundaries; and,

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

WHEREAS, the Authority desires to partner with the City of Fowler to develop a family housing community project that will serve households with incomes between 30-60% of the Area Median Income; and,

WHEREAS, the Authority is the developer of Magill Terrace, a multi-family housing development located at 401 Nelson Street, Fowler, CA 93625 (APNs 343-030-08T, 343-030-20, 343-253-03T, 343-253-02); and,

WHEREAS, the Authority desires to enter into an Architectural contract with Mogavero Notestine Associates for Architectural services at said project for an amount not to exceed $425,000;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County, hereby authorize Preston Prince, the CEO/Executive Director, Tracewell Hanrahan, Deputy Director, or their designee to negotiate the terms of the aforementioned contract and supporting documents with Mogavero Notestine Associates for Architectural services for the Magill Terrace development in Fowler, CA.

PASSED AND ADOPTED THIS 23rd DAY OF JUNE, 2015. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:

AYES:

NOES:

ABSENT:
ABSTAIN:

Preston Prince, Secretary of the Boards of Commissioners
RESOLUTION NO.________

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF FRESNO COUNTY, CA

A RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF DOCUMENTS
BY THE HOUSING AUTHORITY OF FRESNO COUNTY, CA ON ITS OWN BEHALF, IN
THE NAME OF MAGILL TERRACE AGP, LLC, THE “TO BE FORMED”
ADMINISTRATIVE GENERAL PARTNER (AGP), OF A “TO BE FORMED” MAGILL
TERRACE, LP (PARTNERSHIP) AND IN THE NAME OF THE PARTNERSHIP, AS THE
CASE MAY BE, IN CONNECTION WITH THE FINANCING, CONSTRUCTION AND
OPERATION OF MAGILL TERRACE (THE PROJECT), AUTHORIZING THE
FORMATION OF THE OWNERSHIP STRUCTURE AND PROVIDING FOR OTHER
MATTERS RELATED THERETO

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

WHEREAS, the Authority desires to enter into an MOU with Silvercrest, Inc. to proceed
the formation of a partnership; 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, this is a new entity formation created for the purposes of developing 60 units
of affordable housing in Fowler, CA; and,

WHEREAS, the Authority has agreed to facilitate the development of real property
located at 401 Nelson Street, Fowler CA, 93625 (APNs 343-030-08T, 343-030-20, 343-253-03T,
343-253-02); and,

WHEREAS, the Authority wishes to authorize and create a California limited liability
company to be named Magill Terrace AGP, LLC, whose sole member and manager shall be the
Authority, and which entity shall become a general partner of the Partnership, and upon
admission of a tax credit partner to the Partnership, shall hold a .005% interest in the
Partnership and serve as its administrative general partner (the “Administrative General
Partner”); and,
WHEREAS, the Authority desires, as sole member of the Administrative General Partner and together with Silvercrest, Inc., to file a certificate of limited partnership with the California Secretary of State pursuant to which the name of the Partnership shall be “Magill Terrace, LP”; and,

WHEREAS, the Authority (as the initial administrative general partner) and Silvercrest, Inc., (as the managing general partner; “Silvercrest”), desire to enter into a limited partnership agreement relating to the Partnership; and,

WHEREAS, the Authority intends to undertake such actions as necessary to facilitate the Partnership’s financing, rehabilitation, ownership and operation of the Property; and,

WHEREAS, the Authority wishes to confirm and ratify all other actions of the Authority and its officers prior to the date hereof and consistent with the terms of this resolution; and,

WHEREAS, the Authority is authorized to delegate to one or more of its agents and employees such powers as it deems proper;

NOW THEREFORE, BE IT RESOLVED that the Chair of the Board, the Authority’s CEO/Executive Director, Preston Prince, Deputy Director, Tracewell Hanrahan, or their respective designees (each, an Authorized Officer and, collectively, the Authorized Officers), and each of them acting alone, are authorized and directed to execute and deliver, on behalf of the Authority (acting on its own behalf or as sole member of the Administrative General Partner), entry into a partnership agreement, which documents may be approved by any Authorized Officer on the Authority’s behalf (the “Partnership Formation Documents”), and such Authorized Officer’s signature on the final Partnership Formation Documents shall be construed as the Authority’s approval of such Partnership Formation Documents. The Authorized Officers (and each of them acting alone) are further authorized and directed to execute and deliver, on behalf of the Authority (acting on its own behalf or as sole member of the Administrative General Partner), any other documents reasonably required to be executed by the Authority (acting on its own behalf or as sole member of the Administrative General Partner) or the Partnership and to carry out the execution and filing of the Partnership Formation Documents; and that the Board of Commissioners of the Housing Authority of Fresno County, CA hereby authorizes the Preston Prince, CEO/Executive Director, Tracewell Hanrahan, Deputy Director, or their designee, to adopt the attached resolutions approving organizational structuring for the Magill Terrace Project in Fowler, CA.

PASSED AND ADOPTED THIS 23rd DAY OF JUNE, 2015. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:
AYES:

NOES:

ABSENT:

ABSTAIN:

_____________________________________________

Preston Prince, Secretary of the Boards of Commissioners
RESOLUTION NO.________
BEFORE THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF FRESNO COUNTY, CA
RESOLUTION AUTHORIZING THE SUBMISSION OF A 9% LOW INCOME HOUSING
TAX CREDIT (“LIHTC”) APPLICATION FOR THE MAGILL TERRACE PROJECT, 401
NELSON STREET, FOWLER, CA 93625 (APNs 343-030-08T, 343-030-20, 343-253-03T, 343-253-
02)

WHEREAS, the Housing Authority of Fresno County, CA (“the Authority”) seeks to
expand the development and availability of long-term housing for low and moderate income
households residing in the County 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 has agreed to facilitate the development of real property at 401
Nelson Street, Fowler CA, 93625 (APN’s 343-030-08T, 343-030-20, 343-253-03T, 343-253-02), and
the improvements located thereon into a 60-unit multifamily complex (collectively, the
Property); and,

WHEREAS, the project’s financing structure calls for the submission of a 9% LIHTC
application to facilitate the development;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing
Authority of Fresno County, CA hereby authorizes Preston Prince, the CEO/Executive Director,
Tracewell Hanrahan, Deputy Director, or their designee, to adopt the attached resolutions
approving financing application submission for the Magill Terrace project.

PASSED AND ADOPTED THIS 23rd DAY OF JUNE, 2015. I, the undersigned, hereby
certify that the foregoing Resolution was duly adopted by the governing body with the
following vote, to-wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____________________________________________
Preston Prince, Secretary of the Boards of Commissioners
RESOLUTION NO._______

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF FRESNO COUNTY, CA

RESOLUTION APPROVING A HOUSING RELINQUISHED FUND CORPORATION (HRFC) LOAN FOR THE MAGILL TERRACE PROJECT, 401 NELSON STREET, FOWLER, CA 93625 (APNs 343-030-08T, 343-030-20, 343-253-03T, 343-253-02)

WHEREAS, the Housing Authority of Fresno County, CA (“the Authority”) seeks to expand the development and availability of long-term housing for low and moderate income households residing in the County 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 has agreed to facilitate the development of real property at 401 Nelson Street, Fowler CA, 93625 (APNs 343-030-08T, 343-030-20, 343-253-03T, 343-253-02), into a 60-unit multifamily complex (collectively, the Property); and,

WHEREAS, the project’s financing structure calls for the submission of a 9% LIHTC application to facilitate the development; and

WHEREAS, the Authority desires to loan funds from Low-Income Public Housing resources such as Capital Funds and/or Operating Reserves in the amount of $365,541; and

WHEREAS, the Authority desires to request and accept a loan commitment of up to $2,000,000 from the HRFC board for the development of Magill Terrace;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County, CA hereby authorizes Preston Prince, the CEO/Executive Director, Tracewell Hanrahan, Deputy Director, or their designee, to adopt the attached resolution(s)
accepting a loan from the HRFC in the amount of up to $2,000,000 for the development of the Magill Terrace project.

PASSED AND ADOPTED THIS 23rd DAY OF JUNE, 2015. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____________________________________________
Preston Prince, Secretary of the Boards of Commissioners
Ownership Structure
Magill Terrace

To be formed Limited Partnership
the “Partnership”

To-Be-Formed LLC
“Administrative General Partner”
0.005%

Silvercrest, Inc.
“Managing General Partner”
0.005%

To be determined
“Investor Limited Partner”
99.99%

Housing Authority of Fresno County
“Sole Member”
100%
## Magill Terrace

### Pro Forma Sources and Uses

<table>
<thead>
<tr>
<th>Sources of Funds</th>
<th>Amount</th>
<th>Per Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tax Credit Equity</td>
<td>$12,337,621</td>
<td>$205,627</td>
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<tr>
<td>Seller Financing</td>
<td>$1,150,000</td>
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<tr>
<td>HRFC Funds</td>
<td>$1,057,512</td>
<td>$17,625</td>
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<tr>
<td>FH Caps &amp; Ops</td>
<td>$365,541</td>
<td>$6,092</td>
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<tr>
<td>GP contribution</td>
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<td>$2</td>
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<td><strong>Total Sources of Funds</strong></td>
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<td><strong>$248,513</strong></td>
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</table>

<table>
<thead>
<tr>
<th>Uses of Funds</th>
<th>Amount</th>
<th>Per Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acquisition Costs</td>
<td>$1,150,000</td>
<td>$19,167</td>
</tr>
<tr>
<td>Construction Costs</td>
<td>$9,175,712</td>
<td>$152,929</td>
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<tr>
<td>Hard Cost Contingency</td>
<td>$642,300</td>
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<td>Relocation Costs</td>
<td>$198,000</td>
<td>$3,300</td>
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<td>Loan Fees and other Soft Costs</td>
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<td>Reserves</td>
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<td>Developer Fee</td>
<td>$1,400,000</td>
<td>$23,333</td>
</tr>
<tr>
<td><strong>Total Uses of Funds</strong></td>
<td><strong>$14,910,774</strong></td>
<td><strong>$248,513</strong></td>
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</tbody>
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### Magill Terrace Residential Component

**Projected Stabilized Operating Budget**

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<th>Unit Type</th>
<th># Units</th>
<th>% AMI</th>
<th>SF/Unit</th>
<th>Net Rent Per Unit</th>
<th>Ann. Rent Total</th>
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<td>1 Bd./1 Bth.</td>
<td>1</td>
<td>30%</td>
<td>715</td>
<td>$440</td>
<td>$5,280</td>
</tr>
<tr>
<td>1 Bd./1 Bth.</td>
<td>2</td>
<td>45%</td>
<td>715</td>
<td>$440</td>
<td>$10,560</td>
</tr>
<tr>
<td>1 Bd./1 Bth.</td>
<td>3</td>
<td>50%</td>
<td>715</td>
<td>$440</td>
<td>$15,840</td>
</tr>
<tr>
<td>1 Bd./1 Bth.</td>
<td>2</td>
<td>60%</td>
<td>715</td>
<td>$440</td>
<td>$10,560</td>
</tr>
<tr>
<td>2 Bd./1 Bth.</td>
<td>3</td>
<td>30%</td>
<td>944-1218</td>
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<td>$19,980</td>
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<tr>
<td>2 Bd./1 Bth.</td>
<td>7</td>
<td>45%</td>
<td>944-1218</td>
<td>$555</td>
<td>$46,620</td>
</tr>
<tr>
<td>2 Bd./1 Bth.</td>
<td>9</td>
<td>50%</td>
<td>944-1218</td>
<td>$555</td>
<td>$59,940</td>
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<tr>
<td>2 Bd./1 Bth.</td>
<td>6</td>
<td>60%</td>
<td>944-1218</td>
<td>$555</td>
<td>$39,960</td>
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<tr>
<td>3 Bd./2 Bth.</td>
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<td>30%</td>
<td>1112-1164</td>
<td>$780</td>
<td>$28,080</td>
</tr>
<tr>
<td>3 Bd./2 Bth.</td>
<td>5</td>
<td>45%</td>
<td>1112-1164</td>
<td>$780</td>
<td>$46,800</td>
</tr>
<tr>
<td>3 Bd./2 Bth.</td>
<td>12</td>
<td>50%</td>
<td>1112-1164</td>
<td>$780</td>
<td>$112,320</td>
</tr>
<tr>
<td>3 Bd./2 Bth.</td>
<td>4</td>
<td>60%</td>
<td>1112-1164</td>
<td>$780</td>
<td>$37,440</td>
</tr>
<tr>
<td>4 Bd./2 Bth.</td>
<td>1</td>
<td>30%</td>
<td>1,280</td>
<td>$1,047</td>
<td>$12,564</td>
</tr>
<tr>
<td>4 Bd./2 Bth.</td>
<td>1</td>
<td>45%</td>
<td>1,280</td>
<td>$1,047</td>
<td>$12,564</td>
</tr>
<tr>
<td>4 Bd./2 Bth.</td>
<td>0</td>
<td>50%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4 Bd./2 Bth.</td>
<td>0</td>
<td>60%</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Manager's Unit-2 Bd./2 Bth.</td>
<td>1</td>
<td>N/A</td>
<td>1,218</td>
<td>$ -</td>
<td>$ -</td>
</tr>
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**Total Revenue**

- 60 units
- $458,508

### Residential Operating Expenses

<table>
<thead>
<tr>
<th>Category</th>
<th>Per Unit</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Management Fee</td>
<td>480</td>
<td>28,800</td>
</tr>
<tr>
<td>Advertising/Marketing</td>
<td>83</td>
<td>5,000</td>
</tr>
<tr>
<td>Legal and Accounting</td>
<td>133</td>
<td>8,000</td>
</tr>
<tr>
<td>Utilities (water, trash, electricity, gas, etc.)</td>
<td>833</td>
<td>50,000</td>
</tr>
<tr>
<td>Payroll: Onsite Manager(s)/Staff</td>
<td>1,500</td>
<td>90,000</td>
</tr>
<tr>
<td>Maintenance/Repairs</td>
<td>1,583</td>
<td>95,000</td>
</tr>
<tr>
<td>Real Estate Property Tax</td>
<td>83</td>
<td>5,000</td>
</tr>
<tr>
<td>Insurance</td>
<td>83</td>
<td>5,000</td>
</tr>
<tr>
<td>Services Amenities</td>
<td>400</td>
<td>24,000</td>
</tr>
<tr>
<td>Security Alarm</td>
<td>167</td>
<td>10,000</td>
</tr>
<tr>
<td>Contingency</td>
<td>250</td>
<td>15,000</td>
</tr>
</tbody>
</table>

**Total Operating Expenses**

- $5,597
- $335,800

**Replacement Reserves**

- $300
- $18,000

**Total Operating and Reserve Budget**

- $5,897
- $353,800
<table>
<thead>
<tr>
<th>INCOME FROM HOUSING UNITS</th>
<th>Inflation</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
<th>Year 5</th>
<th>Year 6</th>
<th>Year 7</th>
<th>Year 8</th>
<th>Year 9</th>
<th>Year 10</th>
<th>Year 11</th>
<th>Year 12</th>
<th>Year 13</th>
<th>Year 14</th>
<th>Year 15</th>
</tr>
</thead>
<tbody>
<tr>
<td>Schedule Rental Income</td>
<td>2.5%</td>
<td>$458,508</td>
<td>$469,971</td>
<td>$481,720</td>
<td>$493,763</td>
<td>$506,107</td>
<td>$518,760</td>
<td>$531,729</td>
<td>$545,022</td>
<td>$558,647</td>
<td>$572,614</td>
<td>$586,929</td>
<td>$601,602</td>
<td>$616,642</td>
<td>$632,058</td>
<td>$647,860</td>
</tr>
<tr>
<td>EFFECTIVE GROSS INCOME</td>
<td></td>
<td>$435,583</td>
<td>$446,472</td>
<td>$457,634</td>
<td>$469,075</td>
<td>$480,802</td>
<td>$492,822</td>
<td>$505,142</td>
<td>$517,771</td>
<td>$530,715</td>
<td>$543,983</td>
<td>$557,583</td>
<td>$571,522</td>
<td>$585,455</td>
<td>$600,455</td>
<td>$615,467</td>
</tr>
</tbody>
</table>

| OPERATING EXPENSES & RESERVE DEPOSITS | | | | | | | | | | | | | | | |
|---------------------------------------|-----------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| Operating Expenses                    | 3.5%      | $353,800| $366,183| $378,999| $392,264| $405,994| $420,203| $434,911| $450,132| $465,887| $482,193| $499,070| $516,537| $534,616| $553,328| $572,694|
| Real Estate Taxes                     | 2.0%      | $3,000  | $3,060  | $3,121  | $3,184  | $3,247  | $3,312  | $3,387  | $3,466  | $3,515  | $3,585  | $3,657  | $3,730  | $3,805  | $3,881  | $3,958  |
| Replacement Reserve                  |           | $9,000  | $9,000  | $9,000  | $9,000  | $9,000  | $9,000  | $9,000  | $9,000  | $9,000  | $9,000  | $9,000  | $9,000  | $9,000  | $9,000  | $9,000  |
| TOTAL EXPENSES & RESERVES            |           | $365,800| $378,243| $391,121| $404,448| $418,241| $432,516| $447,289| $462,578| $478,402| $494,778| $511,727| $529,267| $547,421| $566,208| $585,653|
| NET OPERATING INCOME                 |           | $69,783 | $68,229 | $66,513 | $64,627 | $62,561 | $60,306 | $57,853 | $55,192 | $52,313 | $49,205 | $45,856 | $42,255 | $38,389 | $34,247 | $29,814 |

| DEBT SERVICE                        | | | | | | | | | | | | | | | |
| Bank Loan                            |           | $-      | $-      | $-      | $-      | $-      | $-      | $-      | $-      | $-      | $-      | $-      | $-      | $-      | $-      | $-      |
| Net Cash Flow                        |           | $69,783 | $68,229 | $66,513 | $64,627 | $62,561 | $60,306 | $57,853 | $55,192 | $52,313 | $49,205 | $45,856 | $42,255 | $38,389 | $34,247 | $29,814 |

| DEBT SERVICE COVERAGE RATIO          |           | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    | 0.00    |

**MAGILL TERRACE RESIDENTIAL COMPONENT - 15 YEAR CASH FLOW ANALYSIS**
Executive Summary

Fresno Housing Authority’s Planning and Development Department desires consulting services in the financing of affordable housing projects. The consultant(s) advise on market conditions, financial strategies, tax credit financing, funding through low income housing programs, and provides other financial services as they pertain to upcoming development projects.

California Housing Partnership Corporation has most recently provided consulting services for development projects, and has been selected to continue to advise the Agency on how best to finance affordable housing construction and rehabilitation, and assist in securing required funds from predevelopment through final occupancy for the next 1 to 5 years. Through a competitive proposal process, CHPC demonstrated expert knowledge in the requirements of multifamily funding sources and programs, including 4% and 9% LIHTC, tax-exempt bonds, and HUD capital grants among others. A scoring breakdown of the solicitation is as follows:

<table>
<thead>
<tr>
<th>Firm</th>
<th>Overall Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHPC</td>
<td>93</td>
</tr>
<tr>
<td>David Paul Rosen &amp; Associates</td>
<td>68</td>
</tr>
<tr>
<td>Real Estate Development Services</td>
<td>57</td>
</tr>
</tbody>
</table>

Recommendation

It is recommended that the Boards of Commissioners of the Fresno Housing Authority authorize the CEO/Executive Director, Preston Prince, Deputy Executive Director, Tracewell Hanrahan, or their designee to enter contract negotiations with CHPC for 1 year with 4 additional 1 year options.

Fiscal Impact

CHPC proposed a cost of $55,000 per development project, which includes costs for required services from predevelopment to closing. It is anticipated
that the Agency could submit up to 8 projects per year; thus, the annual maximum expenditure is not to exceed $440,000. All predevelopment costs incurred by the Agency for projects receiving tax credits, will be reimbursed through applicable limited partnerships.

**Background Information**

On March 25, 2015 the Agency released to the public a Request For Proposals to procure a new contract to provide financial consulting services for development projects. By the April 13, 2015 proposal submission deadline, the Agency received proposals from California Housing Partnership Corporation, David Paul Rosen & Associates, and Real Estate Development Services.

An evaluation panel, comprised of Planning and Development staff, reviewed each proposal. The panel was tasked with the assignment of scoring each proposal based on subjective criteria and price to determine which proposer offered the best overall value to the Agency. The RFP methodology considers both technical factors and price to determine the offer most advantageous to the Agency. As a result of the evaluation, California Housing Partnership Corporation was scored the highest. Based on the assessment and the scores shown below, the evaluation panel is recommending California Housing Partnership as the recipient of the contract award.
RESOLUTION NO.________

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF THE CITY OF FRESNO

RESOLUTION APPROVING AWARD AND EXECUTION OF CONTRACT FOR
FINANCIAL ADVISORY SERVICES FOR DEVELOPMENT PROJECTS

WHEREAS, the Housing Authority of the City of Fresno (“the Authority”) recently solicited proposals from qualified firms to provide Financial Advisory Services for Development Projects; and,

WHEREAS, California Housing Partnership Corporation (CHPC) was a responsive and responsible firm who provided qualifications and prices that are the most advantageous to the Housing Authority of the City of Fresno; and,

WHEREAS, the Housing Authority of the City of Fresno desires to enter into a contract with CHPC for an amount not to exceed $440,000 per year; and,

WHEREAS, the term of said contract will be 1 year from the date of contract execution, with an option to extend the contract term for 4 additional, 1 year terms, for a possible total contract term of 5 years; and,

NOW THEREFORE, BE IT RESOLVED that Preston Prince, as CEO/Executive Director of the Housing Authority of the City of Fresno, or his designee, is hereby empowered and authorized to negotiate and execute on behalf of the Housing Authority of the City of Fresno the aforementioned contract and supporting documents with CHPC for Financial Advisory Services for Development Projects.

PASSED AND ADOPTED THIS 23rd DAY OF JUNE, 2015. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____________________________________________
Preston Prince, Secretary of the Boards of Commissioners
RESOLUTION NO.________

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF FRESNO COUNTY

RESOLUTION APPROVING AWARD AND EXECUTION OF CONTRACT FOR
FINANCIAL ADVISORY SERVICES FOR DEVELOPMENT PROJECTS

WHEREAS, the Housing Authority of Fresno County (“the Authority”) recently solicited
proposals from qualified firms to provide Financial Advisory Services for Development
Projects; and,

WHEREAS, California Housing Partnership Corporation (CHPC) was a responsive and
responsible firm who provided qualifications and prices that are the most advantageous to the
Housing Authority of Fresno County; and,

WHEREAS, the Housing Authority of Fresno County desires to enter into a contract with
CHPC for an amount not to exceed $440,000 per year; and,

WHEREAS, the term of said contract will be 1 year from the date of contract execution,
with an option to extend the contract term for 4 additional, 1 year terms, for a possible total
contract term of 5 years; and,

NOW THEREFORE, BE IT RESOLVED that Preston Prince, as CEO/Executive Director of
the Housing Authority of Fresno County, or his designee, is hereby empowered and authorized
to negotiate and execute on behalf of the Housing Authority of Fresno County the
aforementioned contract and supporting documents with CHPC for Financial Advisory
Services for Development Projects.

PASSED AND ADOPTED THIS 23rd DAY OF JUNE, 2015. I, the undersigned, hereby
certify that the foregoing Resolution was duly adopted by the governing body with the
following vote, to-wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____________________________________________
Preston Prince, Secretary of the Boards of Commissioners
TO: Boards of Commissioners  DATE: 06/18/2015
Fresno Housing

FROM: Preston Prince  BOARD MEETING: 06/23/2015
CEO/Executive Director

AUTHOR: Richard Bradley  AGENDA ITEM: 7d
Director, Housing Mgmt

RE: Approval of Contract between City of Fresno Police Department and Fresno Housing for Police Services

Executive Summary

Through an agreement with the City of Fresno, the Fresno Police Department has provided police services at Housing Authority properties in targeted areas of southeast and southwest Fresno since 1992. Throughout the years, the Fresno Housing Authority has contracted for the services of sworn police officers who focus on crime intervention within our communities and who work closely with the Property Management staff to eliminate gang and drug activity in the surrounding neighborhoods.

Under the current contract, two police officers are assigned to patrol nine Fresno Housing properties totaling 526 public housing units in the city of Fresno. They also patrol an additional 233 units located at Southeast Fresno RAD and Viking Village RAD under separate contracts. They are credited with making numerous arrests of drug dealers, gang members and persons with warrants, and their presence acts as a deterrent to crime and disturbances of the peace. They also have exclusive access to multiple law enforcement databases which can be use to conduct investigations, detain suspects, and make arrests, as needed.

As part of the procurement process, the Housing Authority reviewed the option of private security in place of police services. Based on our analysis, we have determined that the police option is by far the better alternative, both for the safety of our residents and for the information the police department can provide. Additionally:

- A private security company cannot provide the informational, investigative, and detention services provided by the Fresno Police Department.

- Police have access to law enforcement information and tools needed to reduce crime, including warrants, crime statistics and bulletins, arrest records, canine units, special task forces, special tactics and equipment needed in emergency situations.

- Police officers can immediately arrest, transport, process and book individuals engaged in criminal activity on and around Fresno Housing properties.
- Residents living in Fresno Housing developments indicate they feel safer with sworn police presence versus security.
- The general public is far less likely to commit a crime in the presence of a sworn police officer versus a security guard.
- The public is more likely to confide in police officers about crime at Fresno Housing developments.
- Only police officers have access to the CLETS system (California Law Enforcement Telecommunications System), a mobile database with access to State, National and Canadian law enforcement records.
- Officers are able to conduct parole and probation compliance checks at residences.
- Officers have started crime prevention programs and engaged in community recreational activities.

**Fiscal Impact**

Staff is requesting that the Boards approve the contract agreement with the City of Fresno Police Department for a period of 12 months commencing July 1, 2015 and ending June 30, 2016, in an amount not to exceed $199,150. This amount will be paid from public housing operating funds and is included in the 2015 budget. The contract amounts for Southeast Fresno RAD and Viking Village RAD will be paid by those properties specifically, and were approved by Silvercrest, Inc. as part of the annual budget process. See below for the history and details of the contract.

<table>
<thead>
<tr>
<th></th>
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<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Fresno Housing Authority</td>
<td>City of Fresno PD</td>
<td>246,062</td>
<td>246,062</td>
<td>192,282</td>
<td>192,282</td>
<td>199,150</td>
<td>Sequoia Courts, Sierra Plaza, Fairview Heights, Sequoia Courts, Sierra Terrace, Yosemite, Village, DeSoto Gardens, Monte Vista</td>
</tr>
<tr>
<td>Southeast Fresno RAD</td>
<td>City of Fresno PD</td>
<td>-</td>
<td>-</td>
<td>60,582</td>
<td>60,582</td>
<td>59,900</td>
<td>Cedar Courts, Inyo Terrace</td>
</tr>
<tr>
<td>Viking Village RAD</td>
<td>City of Fresno PD</td>
<td>-</td>
<td>-</td>
<td>10,536</td>
<td>10,536</td>
<td>5,000</td>
<td>Viking Village</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td>246,062</td>
<td>246,062</td>
<td>263,400</td>
<td>263,400</td>
<td>264,050</td>
<td></td>
</tr>
</tbody>
</table>

**Recommendation**

It is recommended that the Board of Commissioners of the Housing Authority of the City of Fresno adopt the attached resolution authorizing the CEO/Executive Director to sign the MOU between the City of Fresno and the Fresno Housing Authority for the period of July 1, 2015 to June 30, 2016.
BEFORE THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF THE CITY OF FRESNO

RESOLUTION NO. _______

RESOLUTION AUTHORIZING SIGNING OF MOU FOR POLICE SERVICES PROVIDED BY
THE CITY OF FRESNO FOR THE PERIOD OF JULY 1, 2015 TO JUNE 30, 2016.

WHEREAS, the City of Fresno has been providing police services to properties in Southeast
and Southwest Fresno owned and/or managed by The Fresno Housing Authority, and;

WHEREAS, the current agreement ends June 30, 2016, and;

WHEREAS, the level of specialized services available through the Fresno Police Department
are unavailable through non-governmental security resources, and;

WHEREAS, The Fresno Housing Authority wishes to continue such police services for the
security and protections of its residents.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing
Authority of the City of Fresno hereby authorizes the Executive Director to sign the MOU with the
City of Fresno for the period July 1, 2015 to June 30, 2016 in order to continue police services.

PASSED AND ADOPTED THIS 23rd day of June, 2015. I, the undersigned, hereby certify
that the foregoing Resolution was duly adopted by the governing body with the following vote,
to-wit:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____________________________________________
Preston Prince, Secretary of the Boards of Commissioners
AGREEMENT BETWEEN CITY OF FRESNO
AND
HOUSING AUTHORITY OF THE CITY OF FRESNO
(Regarding the United States Department of Housing and Urban Development's
(“HUD's”) Capital Funding Grant for Operations)

THIS AGREEMENT is entered into effective the 1st day of July, 2015, by and
between the Housing Authority of the City of Fresno, California, a public body corporate
and politic (“Housing Authority,” and the City of Fresno, California, a municipal
corporation, hereinafter called the “City.”)

RECITALS

WHEREAS, the City provides local law enforcement services within the
jurisdiction of the Housing Authority; and

WHEREAS, the Housing Authority variously provides public housing services
and activities for residents of City; and

WHEREAS, the Housing Authority is funding the services provided for in this
Agreement through the Public Housing Capital Funds Program, referred to hereafter as
“Capital Program”, (using the Capital Funding for Operations portion for police services)
which program and award documents are incorporated herein by this reference; and

WHEREAS, the Housing Authority warrants that Capital Program makes
available funding to reimburse local law enforcement for additional security and
protection services provided in pursuit of the public housing programs supported by the
Housing Authority; and

WHEREAS, On January 1, 1995, California Penal Code Section 11105.03
became effective, allowing local law enforcement agencies to obtain State criminal
history information through CLETS (California Law Enforcement Teletype System) at
the request of the local housing authorities for the purpose of screening prospective
residents and prospective and current housing authority staff; and

WHEREAS, the Statute specifies that a local agency may run criminal history
checks through CLETS and release to the Housing Authority a record of convictions for
certain specified violent felonies that have occurred within the past ten years; and
information on any offences committed by any person under 18 years of age are not
reportable under the Statute; and

WHEREAS, Department of Justice guidelines require the development of a
Memorandum of Understanding between the Housing Authority and the local law
enforcement agency outlining each agency's responsibilities in order to allow the
release of criminal history information under the Statute, and the provisions contained in
Section 2 of this Agreement are intended to serve that purpose; and

WHEREAS, the parties are desirous of entering into this Agreement that provides
terms and conditions where under the Housing Authority shall utilize the Capital
Program funds to reimburse City for additional law enforcement security and protective
services provided by City under the Capital Program and related activities; and

WHEREAS, performance of the services by City will be of benefit to City and in
the public interest.

AGREEMENT

NOW, THEREAFTER, in consideration of the above recitals, which recitals are
contractual in nature, the mutual promises herein contained, and for other good and
valuable consideration hereby acknowledged, it is mutually agreed as follows:

1. Scope of Services.

City agrees to provide the following law enforcement services in accordance with
and pursuant to the Capital Program and this Agreement, subject to all applicable
Constitutional and local law requirements:

(a) Capital Program related law enforcement services will be provided by one
Sworn Police Officer at the following Housing Authority complexes located
in southwest Fresno:

Housing Authority complexes: Sequoia Courts (CAL 6-2), Sierra
Plaza (CAL 6-3), Fairview Heights Terrace (CAL 6-4), Sequoia
Courts Terrace (CAL 6-5), Sierra Terrace (CAL 6-6), Yosemite
Village (CAL 6-10), DeSoto Gardens 1 and 2 (CAL 28-38 and CAL
6-26); and

Capital Program related law enforcement services will be provided by one
Sworn Police officer at the following complex located in southeast Fresno:

1) Housing Authority complex: Monte Vista (CAL 6-7)

hereafter collectively called the “Target Areas.”

Based on patrol hours, a prorated portion consisting of $199,150 which
comprises 75% of the total contract will be billed to the Housing Authority (the
remainder will be billed to Southeast Fresno RAD, LP and Viking Village RAD,
LP under separate agreements).
(b) Capital Program law enforcement services will be provided through full-time assignment of one (1) sworn officer to each target area, for a total of for a total of two (2) Sworn Police Officers (for all three agreements), for the funded period not to exceed twelve months commencing July 1, 2015 and ending June 30, 2016. On an as needed basis, Capital Program services may be diverted to Housing Authority complexes within the incorporated limits of the City of Fresno and outside of the “Target Areas,” with the prior written approval of the Fresno Police Department’s District Commander.

(c) Specific duties for law enforcement services to be performed by each Sworn Police Officer under this Agreement for the respective designated Target Areas in paragraph (a) above, include the following:

(i) Enforcing laws in accordance with Fresno Police Department policies;

(ii) Submitting weekly crime reports to the Housing Management District Manager;

(iii) Referring resident victims to support services;

(iv) Subject to Fresno Police Department Scheduling, each officer will provide 40 hours of law enforcement services per week, during flex work hours of Daylight Savings Time from 10:00 am – 8:00 pm. Work one Saturday or Sunday per month during the months of June-September and work one Saturday or Sunday every two months during the months of October-May. Fresno Police department shall inform the Housing Management Property Manager in advance if the work schedule changes;

(v) Submitting available Annual Crime Statistics for Public Housing, upon request of Housing Management District Manager;

(vi) Attend the conferences with Housing Management District Manager upon request regarding resident concerns;

(vii) Completing regular patrols per site; approximately two patrols in vehicle and one on foot; and

(viii) In accordance with the Statute providing criminal history background checks through the California Law Enforcement Teletype System (CLETs).

2. **Criminal History Background Checks through CLETs by Fresno Police Department.**

(a) The two Sworn Police Officers provided hereunder by the Fresno Police Department, through the City, are employed through the Public Housing Capital Funds Program to run CLETs criminal history checks.
(b) The Fresno Police Department will run criminal history checks on subjects submitted by the Housing Authority on an agreed upon request form, if authorized by signature of a designated Housing Authority staff member.

(c) The Fresno Police Department will screen CLETS printouts for reportable offenses as specified in Penal Code Section 11105.03.

(d) The Fresno Police Department will record reportable offenses on the Housing Authority request form and deliver a copy of the completed form with any reportable criminal history information to a designated Housing Authority staff member, within five (5) working days from the date of the request. (Note: If it is known that the subject of a criminal history check is on probation or on parole, the document will be delivered to the appropriate probation or parole offices with a request to forward the document to the designated Housing Authority staff member.)

(e) The Fresno Police Department will maintain a file on all Housing Authority criminal history checks, including the request form, any CLETS printouts and a copy of any criminal history information released to the Housing Authority for a minimum of three (3) years.

(f) Only the Chief executive offices of the Housing Authority and his/her designated staff member(s) of the Housing Authority, designated in writing to the Fresno Police Department by the chief executive officer, may request and receive criminal information, subject to the following paragraph.

(g) Designated Housing Authority staff granted access to criminal history information must pass a criminal history background check, which will require submitting their fingerprints to the California Department of Justice and the Federal Bureau of Investigation (FBI), and a California Department of Motor Vehicle clearance.

(h) Designated Housing Authority staff will review and authorize, by signature, on the request form, all requests for criminal history check under the statute.

(i) Any information obtained from CLETS criminal history pursuant to this Agreement is confidential and the Housing Authority shall not disclose or use the information for any purpose other than that authorized in the statute.

(j) The criminal history information released to the Housing Authority and all copies made from it shall be destroyed not more than thirty (30) days after
the Housing Authority's final decision as to whether to act on the housing status of the individual to whom the information relates.

(k) The Housing Authority shall adopt regulations governing the receipt, maintenance and use of the criminal history information. The regulations shall include provisions that require notice that the Housing Authority has access to criminal history information on applicants and employees who have access to Housing Authority residences.

(l) Use of criminal history information is to be consistent with Title 24 of the Code of Federal Regulations and current regulations adopted by the Housing Authority.

3. Office Facilities and Reimbursement to City for Grant Related Activities.

(a) Housing Authority agrees to provide a secure office at Sequoia Courts Terrace (CAL 6-5) for use by the Sworn Police Officer in the southwest district and a secure office at Southeast Fresno RAD for use by the Sworn Police Officer in the southeast district. Each office shall be equipped with a telephone, computer and access to restroom facilities for the respective officer's use. At its sole cost and expense, Housing Authority shall be responsible for providing all utilities (HVAC, phone, internet, electricity, water, sewer, garbage, etc.), repair and maintenance services at each office.

(b) For the aforementioned services, the Housing Authority agrees to reimburse City for costs incurred by City hereunder, in an amount not to exceed $199,150 for the period beginning July 1, 2015, and ending June 30, 2016, to include

(c) The amount of $199,150 is the Housing Authority prorated share of City costs shared with Southeast Fresno RAD, LP and Viking Village RAD, LP, the costs of which in the aggregate for all three (3) entities combined are:

- Salary and fringe benefits for two Sworn Police Officers, $259,148
- Cellular and modem ongoing costs $1,200
- One Trek Police Bicycle for patrol of complex, to include all related safety gear $2,483
- One I-pad for use in the complex office; $599.00 per item plus monthly charges for a total of $1,094; and
- One Officer Tac Vest $125.00

And other allowable costs as outlined in the OMB Circular A-87 (Revised 05/10/04).
The City will bill the Housing Authority on a monthly basis. Payment of any bill shall be contingent on receipt of the weekly reports and completion of described activities.

4. **Term.**

The term of this Agreement shall commence on **July 1, 2015** and shall end on **June 30, 2016**, subject to earlier termination as provided herein.

5. **Termination.**

Notwithstanding the foregoing, this Agreement may be terminated immediately by either the Housing Authority or City, upon the other party’s default that is not cured within 30 days of receiving written notice thereof, by giving written notice to the other party of the termination. Such termination shall be subject to obligations due and owing on the date of termination.

6. **Compliance with Governing Law.**

The services provided by the City under this Agreement are over and above the City’s budgeted positions. The parties agrees that Capital Program funds shall not be used to replace funds of, or positions otherwise funded by, City.

As applicable, costs and expenditures must be allowable in accordance with OMB Circular A-87, *Cost principals for state, local and Indian Tribal Governments*. Capital Funds are subject to the Single Audit Act Amendments of 1996 and the OMB Circular, A-133, *Audits of state, local government and non-profit organizations*.

City agrees to provide any substantiation and support for services, fees, costs and expenses upon reasonable request of the Housing Authority for a period of not less than three (3) years after final payment. Records of City’s expenses pertaining to the services shall be kept on a generally recognized accounting basis and shall be available to Housing Authority or its authorized representatives upon request during regular business hours throughout the life of this Agreement and for a period of three (3) years after final payment. In addition, all books, documents, papers, and records of City pertaining to the services shall be available for the purpose of making audits, examinations, excerpts, and transcriptions for the same period of time.

7. **Capacity of City.**

In rendering the aforesaid services, it is mutually understood and agreed that the City, its agents and employees, shall at all times be acting and performing
independently and not as employees of the Housing Authority. The Sworn Police Officers shall at all times be under the direction and control of and must report to the Chief of Police of the City of Fresno Police Department. Nothing in this Agreement and nothing in the course of dealings between the Housing Authority and City shall be deemed to create any fiduciary relationship, trust, partnership, joint venture, agency or employment relationship. City, and City’s employees and agents, shall not be treated by the Housing Authority as employees of the Housing Authority for any purpose including, but not limited to, laws providing for Social Security taxes and benefits, state or federal unemployment compensation taxes, state or federal income tax withholdings or worker’s compensation benefits. City agrees that it has sole responsibility to pay Social Security, State Disability Insurance, Worker’s Compensation Insurance and all other wages and benefits applicable to its employees. City further agrees to hold the Housing Authority harmless for any and all claims made with regard to such matters.

8. **Indemnification and Insurance.**

(a) CITY shall indemnify, hold harmless and defend Housing Authority and each of its officers, officials, employees, agents and volunteers from any and all loss, liability, fines, penalties, forfeitures, costs and damages (whether in contract, tort or strict liability, including but not limited to personal injury, death at any time and property damage) incurred by Housing Authority, CITY or any other person, and from any and all claims, demands and actions in law or equity (including attorney’s fees and litigation expenses), arising or alleged to have arisen directly or indirectly from the negligent or intentional acts or omissions, or willful misconduct of CITY or any of its officers, officials, employees, agents or volunteers in the performance of this Agreement; provided nothing herein shall constitute a waiver by CITY of governmental immunities including California Government Code section 810 et seq.

The Housing Authority shall indemnify, hold harmless and defend CITY and each of its officers, officials, employees, agents and volunteers from any and all loss, liability, fines, penalties, forfeitures, costs and damages (whether in contract, tort or strict liability, including but not limited to personal injury, death at any time and property damage) incurred by the CITY, the Housing Authority or any other person, and from any and all claims, demands and actions in law or equity (including attorney’s fees and litigation expenses), arising or alleged to have arisen directly or indirectly from the negligent or intentional acts or omissions, or willful misconduct of Housing Authority or any of its officers, officials, employees, agents or volunteers in the performance of this Agreement; provided nothing herein shall constitute a waiver by Housing Authority of governmental immunities including California Government Code section 810 et seq.

In the event of concurrent negligence on the part of CITY or any of its officers, officials, employees, agents or volunteers, and Housing Authority or any of its
officers, officials, employees, agents or volunteers, the liability for any and all such claims, demands and actions in law or equity for such losses, fines, penalties, forfeitures, costs and damages shall be apportioned under the State of California's theory of comparative negligence as presently established or as may be modified hereafter.

This subsection (a) shall survive termination or expiration of this Agreement.

(b) It is understood and agreed that City and the Housing Authority maintain insurance policies or self-insurance programs to fund their respective liabilities. The parties agree that such respective programs or policy coverage for Workers’ Compensation shall contain a waiver of subrogation as to the other party and each of its officers, officials, agents, employees and volunteers. Evidence of Insurance, Certificates of Insurance or other similar documentation shall not be required of either party under this Agreement.

9. **Attorney’s fees.**

If either party is required to commence any proceeding or legal action to enforce or interpret any term, covenant or condition of this Agreement, the prevailing party in such proceeding or action shall be entitled to recover from the other party its reasonable attorney’s fees and legal expenses.

10. **Notices.**

Any notice required or intended to be given to either party under the terms of this Agreement shall be in writing and shall be deemed to be duly given if delivered personally or deposited into the United Stated mail, return receipt requested, with postage prepaid, addressed to the party to which notice is to be given at the party’s address set forth on the signature page of this Agreement or at such other address as the parties may from time to time designate by written notice.

11. **Binding.**

Once this Agreement is signed by the parties, it shall be binding upon, and shall inure to the benefit of, the parties, and each party’s respective heirs, successors, assignees, transferees, agents, servants, employees and representatives.

12. **Assignment.**

There shall be no assignment by either party or its rights or obligations under this Agreement without the prior written approval of the other party. Any attempted assignment by a party, its successors or assignees, shall be null and void unless approved in writing by the other party.
13. **Waiver.**

The waiver by either party of a breach by the other of any provision of this Agreement shall not constitute a continuing waiver or a waiver of any subsequent breach of either the same or different provision of this Agreement.

No provisions of this Agreement may be waived unless in writing and signed by all parties to this Agreement. Waiver of any one provision herein shall not be deemed to be a waiver of any other provision herein.

14. **Governing Law and Venue.**

This Agreement shall be governed by, and construed and enforced in accordance with, the laws of the State of California. Venue for purpose of the filing of any action regarding the enforcement or interpretation of this Agreement and any rights and duties hereunder shall be Fresno, California.

15. **Headings.**

The section headings in this Agreement are for convenience and reference only and shall not be construed or held in any way to explain, modify or add to the interpretation or meaning of the provisions of this Agreement.

16. **Severability.**

The provisions of this Agreement are severable. The invalidity or unenforceability of any one provision in this Agreement shall not affect the other provisions.

17. **Interpretation.**

The parties acknowledge that this Agreement in its final form is the result of the combined efforts of the parties and that, should any provision of this Agreement be found to be ambiguous in any way, such ambiguity shall not be resolved by construing this Agreement in favor or against any party, but rather by construing the terms in accordance with their generally accepted meeting.

18. **No Third Party Beneficiaries.**

The rights, interests, duties, and obligations defined within this Agreement are intended for the specific parties hereto as identified in the preamble of this Agreement. Notwithstanding anything stated to the contrary in this Agreement, it is not intended that any rights or interests in this Agreement benefit or flow to the interest of any third parties.
19. **Exhibits.**

Each exhibit and attachment referenced in this Agreement is, by reference, incorporated into and made a part of this Agreement.
20. **Entire Agreement.**

It is mutually understood and agreed that the foregoing constitutes the entire Agreement between the parties. Any modifications or amendments to this Agreement must be in writing and signed by both parties.

IN WITNESS WHEREOF the parties have caused their authorized agents to execute this Agreement at Fresno, California the day and year first above written.

HOUSING AUTHORITY OF THE CITY OF FRESNO

By: ________________________________

Preston Prince
Executive Director

CITY OF FRESNO

By: ________________________________

Jerry Dyer, Chief of Police
Fresno Police Department

ATTEST:
Yvonne Spence, CMC
City Clerk, City of Fresno

By: ________________________________

Deputy
Date

APPROVED AS TO FROM:
Douglas T. Sloan, City Attorney

By: ________________________________

Amanda B. Freeman
City Attorney

Addresses:

Housing Authority of the City of Fresno
Attention: Preston Prince
Executive Director/CEO
1331 Fulton Mall
Fresno, CA 93721

City of Fresno Police Department
Attention: Randy Dobbins
South District Commander
2323 Mariposa Mall
Fresno, CA 93721
EXECUTIVE DIRECTOR’S REPORT

TO: Boards of Commissioners  DATE:  06/18/15
Fresno Housing
Authority

FROM: Preston Prince  BOARD  06/23/15
CEO/Executive Director

AUTHOR Staff  MEETING:
AGENDA  8
ITEM:

RE: Executive Director’s Report – June 2015

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

PLACE

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

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

Development Project Overview

Project Highlights
Lease up efforts have started for Marion Villas with property management (FPI). Construction is on track for completion in early August.

Underground work has been completed for the Fultonia West/Cedar Heights project. Foundations are being poured at Fultonia West and rough framing has begun at Cedar Heights.

The Viking Village RAD project is 100% complete. All furniture and computer installations are complete, and the Community building is fully operational.

The Mendota RAD project is 100% complete. Office furniture is installed and computer installation is the only remaining item left for staff to occupy the new community building.
The Orange Cove RAD project was able to close on $800,000 of Affordable Housing Program (AHP) funds. These funds were in partnership with Rabobank and the Federal Home Loan Bank of San Francisco.

On June 10, 2015, Edison Plaza I, Trailside Terrace, and Firebaugh Gateway received a preliminary reservation of low-income housing tax credits (LIHTC) with an anticipated finance closing/construction start in early December, 2015.

On May 27, 2015, the City of Fresno Housing and Community Development Commission (HCDC) recommended an allocation of $1.3 million in HOME Funds to the Lowell Neighborhood project. Final award is pending City Council approval on June 25, 2015.

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

<table>
<thead>
<tr>
<th>Name of Property</th>
<th>Status</th>
<th>Description/Type</th>
<th>Total Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fultonia West/Cedar Heights Scattered Site</td>
<td>Under Construction</td>
<td>541 N. Fulton Street and 4532 E. Hamilton Ave</td>
<td>45</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Multi-Family</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>541 N. Fulton Street and 4532 E. Hamilton Ave</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Multi-Family</td>
<td></td>
</tr>
<tr>
<td>Marion Villas</td>
<td>Under Construction</td>
<td>Marion &amp; Ellis St, Kingsburg, CA Senior Housing</td>
<td>46</td>
</tr>
<tr>
<td></td>
<td></td>
<td>46</td>
<td></td>
</tr>
<tr>
<td>Southeast Fresno RAD</td>
<td>Rehab Underway</td>
<td>Cedar Courts I &amp; II, Inyo Terrace Multi-Family</td>
<td>193</td>
</tr>
<tr>
<td></td>
<td></td>
<td>193</td>
<td></td>
</tr>
<tr>
<td>Orange Cove RAD</td>
<td>Rehab Underway</td>
<td>Kuffel Terrace I &amp; II, Mountain View Multi-Family</td>
<td>90</td>
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<tr>
<td></td>
<td></td>
<td>90</td>
<td></td>
</tr>
<tr>
<td>Mendota RAD</td>
<td>Stabilization</td>
<td>Rios Terrace I &amp; II, Mendota Apts. Multi-Family</td>
<td>124</td>
</tr>
<tr>
<td></td>
<td></td>
<td>124</td>
<td></td>
</tr>
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<td>Kings River Commons</td>
<td>Stabilization</td>
<td>2020 E. Dinuba Ave, Reedley, CA Multi-family</td>
<td>60</td>
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<td></td>
<td></td>
<td>60</td>
<td></td>
</tr>
<tr>
<td>City View @ Van Ness (formerly Droge)</td>
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<td>802 Van Ness Ave Mixed-Use</td>
<td>45 Units/3,000 sf commercial</td>
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<td></td>
<td>45 Units/3,000 sf mixed-use</td>
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<td>45 Units/3,000 sf mixed-use</td>
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<td></td>
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<td>45 Units/3,000 sf mixed-use</td>
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<td>Viking Village RAD</td>
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<td></td>
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<td>Parc Grove Commons</td>
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<td>Southeast Corner of Fresno/Clinton Ave</td>
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<td></td>
<td></td>
<td>148</td>
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<tr>
<td>Project</td>
<td>Type</td>
<td>Address</td>
<td>Number</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>-----------------------------</td>
<td>----------------------------------</td>
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<tr>
<td>Bridges at Florence</td>
<td>Permanent Financing</td>
<td>649 E. Florence Avenue Senior Housing</td>
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<tr>
<td>Trailside Terrace</td>
<td>Pre-Development</td>
<td>1233 &amp; 1245 G Street, Reedley, CA</td>
<td>55</td>
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<tr>
<td>Firebaugh Gateway</td>
<td>Pre-Development</td>
<td>1238 &amp; 1264 P St., Firebaugh, CA</td>
<td>30</td>
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<tr>
<td>Lowell Neighborhood</td>
<td>Pre-Development</td>
<td>240-250 N. Calaveras &amp; 146 N. Glenn, Fresno</td>
<td>30</td>
</tr>
<tr>
<td>Edison Plaza I</td>
<td>Pre-Development</td>
<td>Walnut/Edison West Fresno</td>
<td>64</td>
</tr>
<tr>
<td>Edison Plaza II</td>
<td>Pre-Development</td>
<td>Walnut/Edison West Fresno</td>
<td>64</td>
</tr>
<tr>
<td>Magill Terrace</td>
<td>Pre-Development</td>
<td>401 Nelson, Fowler</td>
<td>60</td>
</tr>
<tr>
<td>Shockley Terrace</td>
<td>Pre-Development</td>
<td>1445 Peach St, Selma</td>
<td>42</td>
</tr>
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</table>

### May City Occupancy

<table>
<thead>
<tr>
<th>CITY</th>
<th>No of Properties</th>
<th>Physical Units</th>
<th>Rentable Units</th>
<th>Vacant Units</th>
<th>Occupancy Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>City AMP 1</td>
<td>3</td>
<td>182</td>
<td>179</td>
<td>6</td>
<td>97%</td>
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<tr>
<td>City AMP 2</td>
<td>8</td>
<td>251</td>
<td>245</td>
<td>5</td>
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<tr>
<td>Southeast Fresno RAD</td>
<td>3</td>
<td>193</td>
<td>191</td>
<td>28</td>
<td>85%</td>
</tr>
<tr>
<td>Viking Village RAD</td>
<td>1</td>
<td>40</td>
<td>39</td>
<td>2</td>
<td>95%</td>
</tr>
<tr>
<td>Pacific Gardens</td>
<td>1</td>
<td>56</td>
<td>55</td>
<td>2</td>
<td>96%</td>
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<tr>
<td>Renaissance Trinity</td>
<td>1</td>
<td>21</td>
<td>20</td>
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<tr>
<td>Renaissance Alta Monte</td>
<td>1</td>
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<td>29</td>
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<tr>
<td>Renaissance Santa Clara</td>
<td>1</td>
<td>70</td>
<td>69</td>
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<tr>
<td><strong>Total City</strong></td>
<td><strong>19</strong></td>
<td><strong>843</strong></td>
<td><strong>827</strong></td>
<td><strong>43</strong></td>
<td><strong>94.80%</strong></td>
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### May City Occupancy (GSF Managed)

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<tr>
<th>Project</th>
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<th>Rentable Units</th>
<th>Vacant Units</th>
<th>Occupancy Percentage</th>
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<tbody>
<tr>
<td>Parc Grove</td>
<td>1</td>
<td>215</td>
<td>213</td>
<td>7</td>
<td>96.7%</td>
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<tr>
<td>Parc Grove - NW</td>
<td>1</td>
<td>148</td>
<td>147</td>
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### May County Occupancy

<table>
<thead>
<tr>
<th>COUNTY</th>
<th>No of Properties</th>
<th>Physical Units</th>
<th>Rentable Units</th>
<th>Vacant Units</th>
<th>Occupancy Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>County AMP 1</td>
<td>6</td>
<td>151</td>
<td>143</td>
<td>4</td>
<td>97%</td>
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<tr>
<td>County AMP 2</td>
<td>6</td>
<td>194</td>
<td>192</td>
<td>2</td>
<td>99%</td>
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<tr>
<td>County AMP 3*</td>
<td>3</td>
<td>90</td>
<td>89</td>
<td>0</td>
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<tr>
<td>County AMP 4</td>
<td>4</td>
<td>152</td>
<td>151</td>
<td>4</td>
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<td>County AMP 5*</td>
<td>2</td>
<td>52</td>
<td>52</td>
<td>1</td>
<td>98%</td>
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<tr>
<td>County AMP 6</td>
<td>5</td>
<td>112</td>
<td>111</td>
<td>3</td>
<td>97%</td>
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<tr>
<td>Granada Commons</td>
<td>1</td>
<td>16</td>
<td>15</td>
<td>1</td>
<td>93%</td>
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<tr>
<td><strong>Total County</strong></td>
<td><strong>27</strong></td>
<td><strong>767</strong></td>
<td><strong>753</strong></td>
<td><strong>15</strong></td>
<td><strong>98.01%</strong></td>
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### May County RAD Occupancy

<table>
<thead>
<tr>
<th>SITE</th>
<th>No of Properties</th>
<th>Physical Units</th>
<th>Rentable Units</th>
<th>Vacant Units</th>
<th>Occupancy Percentage</th>
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</thead>
<tbody>
<tr>
<td>Mendota RAD</td>
<td>1</td>
<td>124</td>
<td>123</td>
<td>16</td>
<td>87.0%</td>
</tr>
<tr>
<td>Orange Cove RAD</td>
<td>1</td>
<td>90</td>
<td>68</td>
<td>0</td>
<td>100.0%</td>
</tr>
<tr>
<td><strong>Total County RAD</strong></td>
<td><strong>2</strong></td>
<td><strong>214</strong></td>
<td><strong>191</strong></td>
<td><strong>16</strong></td>
<td><strong>91.62%</strong></td>
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### May Special Programs Occupancy

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<tr>
<th>SPECIAL PROGRAMS</th>
<th>No of Properties</th>
<th>Physical Units</th>
<th>Rentable Units</th>
<th>Vacant Units</th>
<th>Occupancy Percentage</th>
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</thead>
<tbody>
<tr>
<td>Mariposa Farm Labor</td>
<td>1</td>
<td>40</td>
<td>40</td>
<td>4</td>
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</tr>
<tr>
<td>Parlier Farm Labor</td>
<td>1</td>
<td>40</td>
<td>40</td>
<td>0</td>
<td>100%</td>
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<tr>
<td>Orange Cove Farm Labor</td>
<td>1</td>
<td>30</td>
<td>30</td>
<td>4</td>
<td>87%</td>
</tr>
<tr>
<td>Mendota Farm Labor</td>
<td>1</td>
<td>60</td>
<td>60</td>
<td>1</td>
<td>98%</td>
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<tr>
<td>Firebaugh Family Apts.</td>
<td>1</td>
<td>34</td>
<td>34</td>
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<td>100%</td>
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<tr>
<td>Garland Gardens (CalHFA)</td>
<td>1</td>
<td>51</td>
<td>51</td>
<td>1</td>
<td>98%</td>
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<tr>
<td>Parkside Apartments (CalHFA)</td>
<td>1</td>
<td>50</td>
<td>50</td>
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<td><strong>Total Special Programs</strong></td>
<td><strong>7</strong></td>
<td><strong>305</strong></td>
<td><strong>305</strong></td>
<td><strong>10</strong></td>
<td><strong>96.72%</strong></td>
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<tr>
<td>LIPH</td>
<td>1-Bdrm.</td>
<td>2-Bdrm.</td>
<td>3-Bdrm.</td>
<td>4-Bdrm.+</td>
<td>Total</td>
</tr>
<tr>
<td>--------------</td>
<td>---------</td>
<td>---------</td>
<td>---------</td>
<td>---------</td>
<td>--------</td>
</tr>
<tr>
<td>City LIPH</td>
<td>12,675</td>
<td>8,771</td>
<td>4,288</td>
<td>912</td>
<td>26,646</td>
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<tr>
<td>County LIPH</td>
<td>13,802</td>
<td>13,028</td>
<td>5,542</td>
<td>855</td>
<td>33,227</td>
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### Multifamily Developments

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<tr>
<th>Developments</th>
<th>1-Bdrm.</th>
<th>2-Bdrm.</th>
<th>3-Bdrm.</th>
<th>4-Bdrm.</th>
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</thead>
<tbody>
<tr>
<td>Garland-S8N/C</td>
<td></td>
<td>19</td>
<td>107</td>
<td></td>
<td>126</td>
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<tr>
<td>Parkside-S8N/C</td>
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<td>4</td>
<td>5</td>
<td>50</td>
<td>59</td>
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### Tax Credit Properties

<table>
<thead>
<tr>
<th>Granada:</th>
<th>1-Bdrm.</th>
<th>2-Bdrm.</th>
<th>3-Bdrm.</th>
<th>4-Bdrm.</th>
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</thead>
<tbody>
<tr>
<td>tax credit units</td>
<td></td>
<td>11</td>
<td>8</td>
<td></td>
<td>19</td>
</tr>
<tr>
<td>subsidized units</td>
<td></td>
<td>74</td>
<td>18</td>
<td></td>
<td>92</td>
</tr>
<tr>
<td>Pacific Gardens:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>tax credit units</td>
<td>5</td>
<td>5</td>
<td>7</td>
<td></td>
<td>17</td>
</tr>
<tr>
<td>subsidized units</td>
<td>113</td>
<td>64</td>
<td></td>
<td></td>
<td>177</td>
</tr>
<tr>
<td>Parc Grove:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>tax credit units</td>
<td>134</td>
<td>35</td>
<td>11</td>
<td>16</td>
<td>196</td>
</tr>
<tr>
<td>subsidized units</td>
<td>1,774</td>
<td>1,079</td>
<td>207</td>
<td>57</td>
<td>3,117</td>
</tr>
<tr>
<td>Yosemite Village</td>
<td>824</td>
<td>211</td>
<td>31</td>
<td>1</td>
<td>1,067</td>
</tr>
</tbody>
</table>

### Housing Choice Voucher (HCV) Utilization & Leasing Activity

**Date Range: 5/1/15 – 5/31/15**

<table>
<thead>
<tr>
<th>Program</th>
<th>Current Month Status</th>
<th>YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Current Waiting List</td>
<td>Applicants Pulled</td>
</tr>
<tr>
<td>City</td>
<td>40,198</td>
<td>0</td>
</tr>
<tr>
<td>County</td>
<td>38,975</td>
<td>0</td>
</tr>
</tbody>
</table>

*Vouchers issued were drawn from the waiting list in 2014.

### PEOPLE

**Overview**

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

The Reading and Beyond Summer Academy will begin June 22nd and run through July 30th at Parc Grove Commons, Mosqueda Center, and Zimmerman and East Fresno Boys and Girls Club on varying times and days of the week. Reading and Beyond’s goal for Summer Academy is to prevent summer learning loss by keeping youth engaged in reading tutorial activities and avoid regression in reading levels over the summer break. This will be the second summer for this partnership made possible by a High-Impact Grant awarded to Reading and Beyond by the Fresno Regional Foundation. In 2014, of the 126 youth who participated, 100% of the youth who were continuously enrolled either maintained or improved their reading level during Summer Academy. Pre and post-assessment outcomes showed that 47% of the participants maintained their reading level while the other 53% improved.

The partnership also includes a “school year” literacy program offered 6 hours per week at Parc Grove Commons, Fairview Heights, Villa Del Mar, and Granada Commons, and Mosqueda Center. Reading and Beyond reported 140 youth participated in the after-school program. Below is a chart providing the percentage of youth that improved at least one grade level. Please note that all outcomes are provided by Reading and Beyond and based on a Developmental Reading Assessment that is conducted before and after summer/school-year literacy programming.

<table>
<thead>
<tr>
<th>Site</th>
<th>% Improved Grade Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parc Grove</td>
<td>67%</td>
</tr>
<tr>
<td>Fairview Heights</td>
<td>78%</td>
</tr>
<tr>
<td>Villa Del Mar</td>
<td>70%</td>
</tr>
<tr>
<td>Mosqueda</td>
<td>76%</td>
</tr>
<tr>
<td>Granada Commons</td>
<td>60%</td>
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</tbody>
</table>

Father’s Day Activities

As part of HUD National Father’s Day initiative to bring resources to fathers, children and mothers living in HUD-assisted properties, Fathers Day activities have been scheduled on-site at various FH properties. Although you will note that some activities are themed with the term “dad” or “father,” residents are informed that it is an opportunity to honor any person whom they view in that role (i.e. uncle, grandparent, mentor).

Abriendo Puertas

Abriendo Puertas “Opening Doors” is recognized as the nation’s first evidence-based parent leadership program. The interactive curriculum focuses on cultural values, key strengths, and experiences of Latino families but applies them cross-culturally. In partnership with Fresno Unified School District the program was offered at Parc Grove Commons and all 17 parents who started the program also completed it. The level of engagement and interest was so significant, that FUSD and FH staff is creating an extension to the curriculum to add a “Phase 2” at the request of families.
In an effort to offer additional Abriendo Puertas courses across Fresno County, a Train-the-Trainer course was offered at Parc Grove Commons June 10-12 to representatives from FUSD, Fresno EOC, FH, and Packard Foundation. FH offered 3 of its 4 slots to Unit Directors from the Boys & Girls Club (West Fresno, Pinedale, & Mendota) in an effort to align their work with our goals and expand services to parents of the youth they serve.

**Fresno County Head Start & Migrant Head Start Enrollment**
Resident Services is working closely with the teams at Fresno County Head Start and Migrant Head Start by identifying areas of low enrollment and following up with targeted outreach. Informational sessions are also coordinated in these areas and will also include on-site enrollments.

**Art Projects at Renaissance**
The Holistic Cultural Education and Wellness Center (HCEWC) provides free healing arts and crafts at Renaissance properties. HCEW provides innovative approaches in addressing mental health/behavioral health related issues. Residents participate in creating various art themed projects that allow them to spark conversation while enjoying refreshments and community engagement.

**CSUF Fresno Family Counseling Center**
FH will partner with CSUF’s Fresno Family Counseling Center beginning in the Fall 2015 through a Kaiser Foundation grant to provide parental support groups at two FH locations.

**Columbia University**
Columbia University evaluators will submit a grant to the National Institutes of Health (NIH) to help fund a research assistant that would focus on data analysis (including cost-benefits) and provide data collection/reporting tools. Also, we were notified that a request negotiated with the Manager of the Healthcare Information Resource Center at the Office of Statewide Health Planning & Development, received approval to access Emergency Department records and merge them with FH (Regeneration Evaluation Project) for further cost-benefit analysis related to the impact of housing on visits to the Emergency Department.

**Energy Programs**
The Fresno Housing Authority ROSS City Program collaborated with Fresno Economic Opportunities Commission on the Low-Income Home Energy Assistance Program (LIHEAP).

LIHEAP helps keep families safe and healthy through initiatives that assist families with energy costs. They provide federally funded assistance in managing costs associated with:

- Home energy bills
- Energy crisis
- Weatherization and energy-related minor home repairs

LIHEAP can help families stay warm in the winter and cool in the summer through programs that reduce the risk of health and safety problems that arise from unsafe heating and cooling practices. Applicants are eligible to apply once per year.

During the month of May, representatives were available at the community rooms at Sequoia Courts and Fairview Heights to assist families with the application process.
Residents were prepared with their applications and required documentations. The program was familiar to the residents and they appreciated the convenience. Many Fresno Housing residents took advantage of the opportunity and some have already received award letters notifying them of the assistance they will be receiving.

**Healthy Lifestyles**

Fresno Housing Authority ROSS program collaborated with Marjaree Mason Center to provide Kerman Low-Income Public Housing residents with an 8-week Healthy Lifestyles series. During this series, participants will obtain information on topics, such as: emotional intelligence, healthy relationships, parenting, building self-esteem, healthy boundaries, and co-dependency. The program concludes at the end of June. The Marjaree Mason Center and Victim Advocates are also available for one-on-one sessions, case management, legal advocacy, and referrals for victims of domestic violence.

**Kings River Commons-Reedley**

**Health & Wellness**

The Resident Services program collaborated with the California Health Collaborative Performing Above the High (PATH) program to provide residents with drug abuse prevention and education. Information was provided on drug abuse prevention to educate on signs of possible drug abuse and rehabilitation assistance, and to provide additional educational programs.

**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.*

The efforts of the Boards and staff are ongoing and will be reported 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.

<table>
<thead>
<tr>
<th>Project</th>
<th>Organization</th>
<th>Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Museum and multi-family housing development concept (1857 Fulton Street, Fresno)</td>
<td>African American Historical and Cultural Museum of the San Joaquin Valley</td>
<td>Development partner and service provider</td>
</tr>
</tbody>
</table>
MANAGEMENT GOALS

The goals of management include our efforts to stabilize, focus, and extend activities to meet the mandate of our mission through good decision making related to Sustainability (staffing, finances, effectiveness, evaluation, technology, facilities); Structure (governance); and Strategic Outreach (communications, image, visibility, public affairs, policy).

Sustainability

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

Administrative Services

Procurement

The Procurement Department has worked closely with various Agency departments to acquire the following goods and services:

- An Enterprise Management System (EMS) RFP closed on 7/25/14. A thorough evaluation was conducted and is pending a cost analysis of the proposals submitted by the two top-rated proposers. A tentative Notice of Award was made to Yardi Systems, Inc. on May 26, 2015, per the Boards’ approval, that granted the start of contract negotiations with Yardi.
- A Financial Advisory Services for Development Projects RFP was issued on 3/25/15 and received several proposals from qualified firms by the 4/22/15 deadline. The evaluation is currently underway by Planning and Community Development (P&CD) staff members. The selected firm will assist P&CD staff in evaluating and obtaining capital structure for developments.
- A Property Management Services RFP was issued on 4/06/15. The selected firm(s) will be eligible to provide services for a wide range of existing and future Agency properties.
Proposals were due on 5/14/15. Four property management companies submitted proposals which are currently under evaluation. Initial rankings are expected to be complete within one or two weeks.

- A Janitorial Services RFP was issued on 4/01/15. The selected firm(s) will perform regular cleaning of Agency offices and community buildings, as well as perform deep cleaning of vacant units being turned over to new tenants. A pre-bid site inspection of all specified properties and/or sites took place from 4/20/15 to 4/22/15. Proposals were due on 5/18/15. Three Janitorial companies submitted proposals which are currently being evaluated by Administrative and Housing Management staff.

- A Grounds Maintenance RFP (Landscaping) RFP was issued on 6/01/15. The successful bidder(s) will maintain lawns and outdoor spaces of Agency properties across the city and county. Proposals are due by 6/29/15.

Completed Procurements:

- A Human Resources Consulting Services RFP was issued on 3/25/15. Proposals from Human Capital Initiatives (HCi) and Sierra HR Partners by the 4/16/15 deadline. The evaluation by Human Resources and Finance staff members ranked Human Capital Initiatives with the top rating. A three-year contract was executed with HCi, LLC.

- A QSP for Answering services for after-hours maintenance emergencies at all City and County AMPs was conducted for professional call answering and maintenance dispatch services. The Agency was pleased to receive several responsive bids. Professional Exchange Service Corporation, a local vendor, was selected as the lowest responsive and responsible bidder and is pending contract approval.

Solicitations for the Near Future:

The procurement department is working with various user departments to create scopes of work for the following services:

- Security Guard Service
- Pest Control Services
- Laundry, Uniforms, Mats and Rugs at various City and County AMPs
- Painting Trade Service
- Poly Foam Roof Installation at Parlier Migrant Center through a grant from the Office of Migrant Services
- An EMS, ERP, EAS, or Enterprise Software implementation project management consultant for the upcoming implementation of Yardi Voyager Software

Human Resources

The Human Resources team provided valuable feedback to local High School students regarding their interviewing skills and resumes in the Edison High School Senior Mock Interview Day and the Washington Union High School Senior Projects.
The department collaborated with other Agency departments to discuss cross training within the Agency and potential opportunities for future learning for our staff.

Recruitment activity continues to be a focus of the department in the areas of Planning and Community Development, Accounting, Assisted Housing, Housing Management and Resident Services. Recruitment was successful in filling Human Resources and Housing Management positions.

**IT Services**

CMTi worked with Juan Lopez, Senior Analyst of Quality Assurance, to research and procure eighty additional monitors for Assisted Housing staff. The devices will be set up in a dual monitor configuration to provide additional digital workspace for employees and to improve their overall productivity.

CMTi consulted with Craig Reppe, Construction Project Manager in Planning and Community Development, to review future IT needs for the Orange Cove RAD project, Mountain View. We identified several areas where technology services will be needed and provided additional questions for the contractor to answer. It is through this early project planning that CMTi is able to properly prepare for technology deployments upon construction completion.

Assistance was provided by CMTi to Janice Huey, Operations Coordinator, with several employee moves throughout the central office during regularly scheduled Friday office closure days, thereby minimizing staff downtime.

CMTi worked with Maria Gonzalez and the Housing Management Department to implement an after-hours answering service for the LIPH maintenance emergency phone line. This service allows a tenant to speak to a live person who can then filter the calls for legitimacy and route them to appropriate on call personnel.

Finally, CMTi was onsite over the weekend to provide technical expertise for the Wine Festival and to monitor the speakers, microphones and other audio equipment that were set up for the event.

**Structure**

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

The efforts of the Boards and staff are ongoing and will be reported as outcomes are achieved.

**Strategic Outreach**

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

The efforts of the Boards and staff are ongoing and will be reported as outcomes are achieved.