

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

Tuesday, April 28, 2015

5:00 P.M.

The Boards of Commissioners of the Housing Authorities of the City and County of Fresno met in a regular joint session on Tuesday, April 28, 2015, at the offices of HACCF, located at 1331 Fulton Mall, Fresno, California.

1. The meeting was called to order at 5:05 P.M. by Board Chair, Commissioner Scharton of the Board of Commissioners of the Housing Authority of the City of Fresno. Commissioners present and absent were as follows:

COMMISSIONERS PRESENT: CRAIG SCHARTON, Chair
 ADRIAN JONES, Vice Chair
 RUEBEN SCOTT
 TIM LOWE
 KARL JOHNSON
 JORGE AGUILAR

COMMISSIONERS ABSENT: STEVEN BEDROSIAN

The meeting was called to order by Board Chair, Commissioner Sablan, of the Board of Commissioners of the Housing Authority of Fresno County at 5:05 P.M. Commissioners present and absent were as follows:

COMMISSIONERS PRESENT: STACY SABLAN, Chair
 RENEETA ANTHONY, Vice Chair
 JIM PETTY
 VENILDE MILLER

COMMISSIONERS ABSENT: NANCY NELSON
 LEE ANN EAGER

Also, in attendance were the following: Tracewell Hanrahan, Deputy Executive Director; Jim Barker, Chief Finance Officer; and Ken Price, Baker Manock and Jensen - General Counsel.

2. APPROVAL OF AGENDA AS POSTED (OR AMENDED)

Fresno Housing staff recommended amending the posted agenda, and adding item 9(c) - Consideration of Mixed Finance and Internal Revenue Code Section 42 Utility Allowance Schedule – Yosemite Village.

Commissioner Scott motioned for the City Board's approval of the agenda as amended. This action was seconded by Commissioner Johnson, and by unanimous vote of the Board of Commissioners for the City, the agenda was approved as amended.

Commissioner Petty motioned for the County Board's approval of the agenda as amended. This action was seconded by Commissioner Anthony, and by unanimous vote of the Board of Commissioners for the County, the agenda was approved as amended.

3. PUBLIC COMMENT

Commissioner Scharton opened the room for public comment.

No public comment.

4. ACKNOWLEDGEMENT OF JUANITA JACKSON

Tracewell Hanrahan, Deputy Executive Director, introduced a video about a Yosemite Village resident who received an award for the impact she had on her community.

The video was played.

Commissioner Lowe joined the Board Meeting.

Juanita Jackson, Yosemite Village resident, spoke about her contribution to the community, and was presented with a certificate of acknowledgement by the Boards of Commissioners.

5. ACKNOWLEDGEMENT OF AGENCY RETIREES

Tracewell Hanrahan announced the departure of some Agency employees who will be retiring.

Brandi Johnson, Communications Manager, introduced the following individuals to be recognized for their service to the Housing Authority.

- Zara Thomas, Administrative Services Coordinator, 5 years of service
- Sue Rutherford, Policy & Operations Assistant, 34 years of service

Zara Thomas and Sue Rutherford introduced their families and took photos with Commissioners.

Brandi continued to acknowledge the employees who were not able to attend the Board Meeting.

- Elba Morales, Homeownership Coordinator, 5 years of service
- Steve Haya, Accounting Specialist, 6 years of service
- Rebecca Craigo, Chief Operations Officer, 7 years of service
- Judith Renna, Homeownership Coordinator, 8 years of service
- Rosemary Price, Office Assistant, 14 years of service
- Eddie Short, Maintenance Worker, 15 years of service
- Doris Pearson, Office Assistant, 20 years of service
- JoAnn Bliss, Quality Assurance Program Technician, 31 years of service

Tracewell Hanrahan introduced Laneesha Senegal, Executive Director of Helping Others Pursue Excellence (HOPE).

Laneesha Senegal thanked the Housing Authority and Juanita Jackson. Laneesha speaks about HOPE's partnership with the Housing Authority. Ms. Senegal spoke and encouraged for the Housing Authority to participate in creating more programs that provide not just recreational activities but opportunities for teens to gain employment skills.

6. POTENTIAL CONFLICTS OF INTEREST

This was the time for any Commissioner who had a potential conflict of interest to identify the item and recuse themselves from discussing and voting on the matter per Government Code section 87105.

There were no conflicts of interest.

Commissioner Sablan introduced the County's Board of Commissioners newest member Venilde Miller. The City and County Board Members all welcomed Commissioner Miller.

7. CONSENT AGENDA

- a. Consideration of the Minutes of March 24, 2015
- b. Consideration of the Employment Services Contract
- c. Consideration of the Agreement for the ShelterPlus Care Program – Department of Behavioral Health
- d. Ratification of the Internet Adoption Grant Application – Viking Village

Commissioner Petty requested to hold item 7(b) for further questions. Commissioner Petty asked if it would be more resourceful for permanent staffing, rather than temporary staffing.

Lisa Bechtel, Human Resources Manager, responded that temporary staffing is used for Leave of Absences or for an increase in workflow for a short period of time, and that the greatest cost savings are realized when temporary staffing is utilized for the positions in which they are assigned.

Commissioner Scott motioned for the City Board's approval of consent agenda. This action was seconded by Commissioner Lowe, and by unanimous vote of the Board of Commissioners for the City, the consent agenda was approved.

Commissioner Anthony motioned for the County Board's approval of consent agenda. This action was seconded by Commissioner Petty, and by unanimous vote of the Board of Commissioners for the County, the consent agenda was approved.

8. INFORMATIONAL

a. HAP Report – 1st Quarter 2015

Juan Lopez presented the 1st Quarter 2015 Housing Assistance Payments (HAP) Report. Mr. Lopez's presentation included an overview of the first quarter 2015 HAP utilization, HAP reserves, and the 2015 HAP Projections.

There was further conversation that included questions from the Commissioners and answers from Mr. Lopez and Ms. Hanrahan.

b. Leveraging the HCV Program to Improve Quality Housing

Tracewell Hanrahan initiated the Leveraging the HCV Program to Improve Quality Housing presentation. Ms. Hanrahan explained how staff connected with Code Enforcement and cross-referenced HCV properties with Code Enforcement's top five property owners who had the highest calls for service. She further explained how Assisted Housing staff identified properties under contract with some of the property owners on Code Enforcement's top five list. Quality Review Inspections were scheduled and conducted in conjunction with Code Enforcement.

Carol Loewen, Housing Program Coordinator Lead for the Inspections Division, continued the presentation, detailing a step by step process of an inspection.

Commissioner Aguilar joined the Board Meeting.

Aurora Ibarra, Assisted Housing Manager, discussed the specifics of inspection results and the next phase of the inspections process for the identified properties.

There was further discussion between the Commissioners and Staff concerning additional details of an inspection and inspection procedures.

c. Asset Management Overview

Emily De La Guerra, Finance Manager, presented an overview on the Housing Authority Asset Management. Ms. De La Guerra discussed the overarching goals of asset management and what it really means to the Agency. Ms. De La Guerra also

discussed some of the key tasks undertaken by this new asset management department. Ms. De La Guerra's overview included a look at the Fresno Housing Portfolio and a description of asset management for the Agency.

9. ACTION ITEMS-COMMISSIONERS MAY CONSIDER, APPROVE, DENY, AND/OR CONTINUE

a. Consideration of the Commissioner Per Diem and Mileage Reimbursement Policy

Ken Price, General Counsel, discussed the Per Diem Policy and ensured that the policy is consistent with the Stated Statute of Limitations. Mr. Prices briefly reviewed the general guidelines of the policy for the Commissioners' clear understanding before adopting the policy.

Commissioner Scott motioned for the City Board's approval of the Commissioner Per Diem and Mileage Reimbursement Policy. This action was seconded by Commissioner Jones, and by unanimous vote of the Board of Commissioners for the City, the motion to approve the Commissioner Per Diem and Mileage Reimbursement Policy was approved.

Commissioner Petty motioned for the County Board's approval of the Commissioner Per Diem and Mileage Reimbursement Policy. This action was seconded by Commissioner Anthony, and by unanimous vote of the Board of Commissioners for the County, the motion to approve the Commissioner Per Diem and Mileage Reimbursement Policy was approved.

b. Consideration of Property Transfer – Argyle Property

Tracewell Hanrahan announced that Staff had been holding discussions with City of Fresno staff regarding a possible exchange of Housing Authority property, valued at \$696,000, for City owned property of equal or lesser value acceptable to the Agency. The City of Fresno's intent is to develop a police substation and Bus Rapid Transit station on the properties. Ms. Hanrahan explained that the title transfer would be contingent upon the Fresno Housing Boards' approval and properties would be transferred "as is". Ms. Hanrahan also provided a brief overview of the history of the Argyle property.

After further discussion, the Commissioners agreed to continue the item, allowing continuing negotiations with City Staff and a thorough review of the City properties for a potential transfer. Additionally, all transfers are subject to approval of the boards.

Commissioner Scott motioned for the City Board's approval to continue the consideration of property transfer for the Argyle Property until the next Board Meeting. This action was seconded by Commissioner Johnson, and by unanimous

vote of the Board of Commissioners for the City, the motion to continue the consideration of property transfer for the Argyle Property until the next Board Meeting was approved.

Commissioner Anthony motioned for the County Board's approval to continue the consideration of property transfer for the Argyle Property until the next Board Meeting. This action was seconded by Commissioner Petty, and by unanimous vote of the Board of Commissioners for the County, the motion to continue the consideration of property transfer for the Argyle Property until the next Board Meeting was approved.

c. Consideration of Mixed Finance and Internal Revenue Code Section 42 Utility Allowance Schedule – Yosemite Village

Tracewell Hanrahan recommended that the Board of Commissioners of the Fresno Housing Authority adopt the attached utility allowance rates for Yosemite in the City of Fresno for units developed under IRC Section 42 (LIHTC), to be effective April 28, 2015.

Commissioner Scott motioned for the City Board's approval to adopt the Mixed Finance and Internal Revenue Code Section 42 Utility Allowance Schedule for Yosemite Village. This action was seconded by Commissioner Lowe, and by unanimous vote of the Board of Commissioners for the City, the motion to adopt the Mixed Finance and Internal Revenue Code Section 42 Utility Allowance Schedule for Yosemite Village was approved.

Commissioner Anthony motioned for the County Board's approval to adopt the Mixed Finance and Internal Revenue Code Section 42 Utility Allowance Schedule for Yosemite Village. This action was seconded by Commissioner Petty, and by unanimous vote of the Board of Commissioners for the County, the motion to adopt the Mixed Finance and Internal Revenue Code Section 42 Utility Allowance Schedule for Yosemite Village was approved.

10. EXECUTIVE DIRECTOR'S REPORT

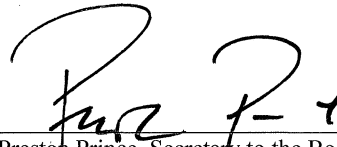
In addition to the written Director's report, the following items were announced:

- The Historic Preservation Award for Public art at City View is going to be given by Mayor Swearengin on April 30, 2015, at the City Council Meeting.
- The community presentations that have taken place at the Reedley, Fowler, and Fresno City Councils, have gone well and there are upcoming presentations at Firebaugh and Orange Cove City Councils.
- The announcement of the Board retreat and tentative dates will be sent to Board members for selection.

- Welcome of Commissioner Miller to the County Board.
- Acknowledged that there were no new hires at the time, but addressed that Clayton Lucas is no longer with the Agency. Staff is currently looking for a new Director of Human Resources.

11. ADJOURNMENT

There being no further business to be considered by the Boards of Commissioners for the Housing Authorities of the City and County of Fresno, the meeting was adjourned at approximately 7:33 P.M.



Preston Prince, Secretary to the Boards of Commissioners