

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

Tuesday, July 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, July 28, 2015, at the offices of HACCF, located at 1331 Fulton Mall, Fresno, California.

1. The meeting was called to order at 5:02 P.M. by Board Chair, Commissioner Scharton of the Board of Commissioners of the Housing Authority of the City of Fresno. Roll call was taken by Monique Narciso, Administrative Assistant for the Executive Office, and the Commissioners present and absent were as follows:

COMMISSIONERS PRESENT: CRAIG SCHARTON, Chair
 RUEBEN SCOTT
 STEVEN BEDROSIAN
 KARL JOHNSON

COMMISSIONERS ABSENT: ADRIAN JONES, Vice Chair
 JORGE AGUILAR

The meeting was called to order at 5:02 P.M. by Board Chair, Commissioner Sablan, of the Board of Commissioners of the Housing Authority of Fresno County. Roll call was taken by Monique Narciso, Administrative Assistant for the Executive Office, and the Commissioners present and absent were as follows:

COMMISSIONERS PRESENT: STACY SABLAN, Chair
 RENEETA ANTHONY, Vice Chair
 JIM PETTY
 NANCY NELSON
 LEE ANN EAGER
 JOEY FUENTES

COMMISSIONERS ABSENT: VENILDE MILLER

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.

Commissioner Sablan welcomed Commissioner Fuentes to the County Board.

2. APPROVAL OF AGENDA AS POSTED (OR AMENDED)

Ken Price, General Counsel, announced that there was an additional action item to be added to the Agenda. The item added was the Consideration of the Contract with Yardi Systems, Inc. for Enterprise Management Software Licensing and Implementation Services, to be labeled item 7(d).

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

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

3. PUBLIC COMMENT

No public comment.

4. 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.

Commissioner Scharton announced he had a conflict of interest for item 9(a) and item 10.

5. CONSENT AGENDA

- a. Consideration of the minutes of June 28, 2015
- b. Consideration of the Change in Status Policy

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

6. INFORMATIONAL

- a. 2nd Quarter 2015 HAP Report

Juan Lopez, Senior Analyst of Quality Assurance, presented the 2nd Quarter 2015 HAP Report. Mr. Lopez provided an overview that covered the 2nd Quarter Voucher

Utilization for 2015, the 2015 HAP Funding, the 2nd Quarter HAP Utilization, HAP Reserves, and the 2015 HAP projections.

There was some discussion from the Commissioners concerning HUD recapturing money, administrative fees, and short falls for the City. It was recommended that clarity be provided in the August Board update.

b. Leveraging the HCV Program to Improve Quality Housing: Abatement Analysis (Continued)

Aurora Ibarra, Assisted Housing Manager, presented an Abatement Analysis update which covered the units that have failed the inspection and what stage of the process the abatements are in. Ms. Ibarra also provided some abatement data collected from May, June, and July.

Angie Nguyen, Director of Strategic Initiatives and Housing Programs, continued the presentation with the plans for providing resident support. Ms. Nguyen provided details on household size and needs, opportunities, and the concerns discovered that are both internal and external.

There was further discussion about the new HUD guidelines and how they would affect staff and residents. Commissioner Petty recommended staff send out a one page inspections checklist with the notification of inspection.

Additionally, Ms. Nguyen announced 2015 policy amendments and procedural recommendations. Commissioner Fuentes was able to provide a personal example as a scenario to Ms. Nguyen's recommendations for flexible policies.

c. Update on the 2015 Public Housing Administrative Plans Policy Amendments

Juan Lopez presented an overview of the 2015 Public Housing Administrative (PHA) plans policy amendments. His overview discussed the current PHA amendments, and the updates to the PHA 2016.

d. Update on the 2015 Public Housing Administrative Plans

Juan Lopez presented an overview on the 2015 Public Housing Administrative (PHA) plan, purpose of the plan, and plan components.

There was further discussion between the Commissioners and Staff regarding items 6(C) and 6(D).

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

- a. County: Consideration to Receive and File the 2014 Annual Audited Basic Financial Statements

Jim Barker, Chief Finance Officer, introduced Ken Al-Imam, Auditor with Mayer Hoffman McCann, to the Boards. Mr. Al-Imam presented the Boards with the results from the Financial Statements Audit. He announced that the results of the financial statements of the Authorities are fairly stated in all material respects. Mr. Al-Imam concluded by announcing a new major pension reporting guidelines for 2016.

Jim Barker recommended that the Boards receive and file the audited Basic Financial Statements for the year ending December 31, 2014.

No public comment.

Commissioner Petty motioned for the County Board's approval to receive and file the 2014 Annual Audited Basic Financial Statements. This action was seconded by Commissioner Eager, and by unanimous vote of the Board of Commissioners for the County, the motion to receive and file the 2014 Annual Audited Basic Financial Statements was approved.

- b. City: Consideration to Receive and File the 2014 Annual Audited Basic Financial Statements

Jim Barker recommended that the Board receive and file the audited Basic Financial Statements for the year ending December 31, 2014.

No public comment.

Commissioner Scott motioned for the City Board's approval to receive and file the 2014 Annual Audited Basic Financial Statements. This action was seconded by Commissioner Bedrosian, and by unanimous vote of the Board of Commissioners for the City, the motion to receive and file the 2014 Annual Audited Basic Financial Statements was approved.

- c. Consideration of Award of Contract – Property Management Services

Emily De La Guerra, Senior Manager of Finance and Administration, presented the Property Management Request for Proposal. Emily recommended that the Boards of Commissioners approve Winn Residential and GSF Properties, Inc. as the successful proposers of the Property Management Request for Proposal (RFP).

There was further discussion between Ms. De La Guerra and the Commissioners concerning how the RFP was conducted, internal versus external property management, and expectations for property management of Fresno Housing Sites.

Ms. De La Guerra introduced Dan McCoy, VP of Operation for GSF Properties, and James Aliberti VP of Operation for Winn Residential.

Dan McCoy shared with the Boards what their organization's experience has been working with the Fresno Housing Authority and that they have grown to participate with the Agency and engage the Community.

James Aliberti shared what their organization's experience has been working with the Agency and he expressed how much the organization would like to continue that partnership.

No public comment.

Commissioner Bedrosian motioned for the City Board's approval of the award of contract for property management services with Winn Residential and GSF Properties, Inc. This action was seconded by Commissioner Johnson, and by unanimous vote of the Board of Commissioners for the City, the motion to approve the award of contract for the management services with Winn Residential and GSF Properties, Inc., was approved.

Commissioner Petty motioned for the County Board's approval of the award of contract for the management services with Winn Residential and GSF Properties, Inc. This action was seconded by Commissioner Nelson, and by unanimous vote of the Board of Commissioners for the County, the award of contract for the management services with Winn Residential and GSF Properties, Inc., was approved.

d. Consideration of the Contract with Yardi Systems, Inc. for Enterprise Management Services

Emily De La Guerra recommended that the Boards of Commissioners approve the contract with Yardi Systems, Inc., allowing staff to proceed with the software purchase and implementation process.

No public comment.

Commissioner Scott motioned for the City Board's approval of the contract with Yardi Systems, Inc., for Enterprise Management. This action was seconded by Commissioner Bedrosian, and by unanimous vote of the Board of Commissioners for the City, the motion to approve the Contract with Yardi Systems, Inc. was approved.

Commissioner Petty motioned for the County Board's approval of the contract with Yardi Systems, Inc. for Enterprise Management. This action was seconded by Commissioner Anthony, and by unanimous vote of the Board of Commissioners for the County, the contract with Yardi Systems, Inc. was approved.

8. EXECUTIVE DIRECTOR'S REPORT

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

- Introduction of Fresno Housing new employees: Scott Fetterhoff, Director of Human Resources and Organizational Development; and Luis Duran, CCRH Intern.
- Announced the employee promotions: Hilda Reeves, District Manager for all City and County sites; Tracy Navarro, Assistant District Manager; Blanca Navarro, Property Manager; Michael Duarte, Director of Planning and Community Development; Angie Nguyen, Director of Strategic Initiatives and Housing Programs; Toni Bustamante, Manager in the Housing Management Department; and Yolanda Kaiser, Property Manager.

9. CLOSED SESSION

At approximately 7:10 p.m., the Boards went in to closed session announcing the following items for discussion:

a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

(Pursuant to Government Code § 54954.5(b))

Property: 240-250 N. Calaveras St., Fresno, CA (APN: 459-243-19 and 459-243-20)

Agency negotiator: Preston Prince

Negotiating parties: Yale Investment Group, LLC and Fresno Housing Authority

Under negotiation: Real Estate transaction

b. PUBLIC EMPLOYMENT

Title: CEO/Executive Director

10. OPEN SESSION

The Boards went in to open session at approximately 7:45 p.m., announcing that there was no action to report at this time.

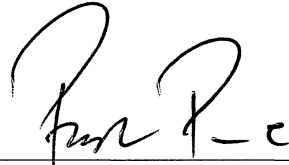
11. INFORMATION-DISCUSSION ITEM ONLY

CEO/Executive Director – Employment Contract

This item was not discussed.

12. ADJOURNMENT

There being no further business to be considered by the Boards of Commissioners for the Housing Authorities of the City and County of Fresno, the meeting was adjourned at approximately 7:50 P.M.

A handwritten signature in black ink, appearing to read "Preston Prince", written in a cursive style.

Preston Prince, Secretary to the Boards of Commissioners