

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

Tuesday, October 27, 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, October 27, 2015, at the offices of HACCF, located at 1331 Fulton Mall, Fresno, California.

1. The meeting was called to order at 5:06 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
 ADRIAN JONES, Vice Chair
 RUEBEN SCOTT
 STEVEN BEDROSIAN
 KARL JOHNSON
 JORGE AGUILAR

COMMISSIONERS ABSENT: None.

The meeting was called to order at 5:06 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: Preston Prince, CEO/Executive Director; 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)

Preston Prince, CEO/Executive Director recommended to the Boards to hold item 6(a) for a later meeting. Mr. Prince also advised the Boards to move items 7 and 8 before item 6.

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 Petty 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 at this time.

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.

No conflicts of interests were identified.

5. CONSENT AGENDA

- a. Consideration of the minutes of September 22, 2015
- b. Adoption of the Agency 2016 Calendar
- c. Consideration of the Attendance and Tardiness Policy
- d. Consideration of the Alcohol and Drug Policy
- e. Consideration of the Investment Policy
- f. Ratification of the 2015 PHA Annual/5 Year Plans Resolution

No public comment.

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

6. ACTION

a. Consideration of Rental Assistance Demonstration Application Submission – Memorial Village

Christina Husbands, Community Development Manager, gave a brief overview of the RAD application process and the background of previous actions considering Memorial Village. Ms. Husbands recommended that the County Board of Commissioners approve the RAD application submission to HUD for Memorial Village.

No public comment.

Commissioner Scott motioned for the City Board's approval to submit the RAD application for Memorial Village. This action was seconded by Commissioner Jones, and by unanimous vote of the Board of Commissioners for the City, the submission of the RAD application for Memorial Village was approved.

Commissioner Petty motioned for the County Board's approval to submit the RAD application for Memorial Village. This action was seconded by Commissioner Eager, and by unanimous vote of the Board of Commissioners for the County, the submission of the RAD application for Memorial Village was approved.

b. Consideration of Award of Contract for Development Services – Real Estate Development Services

Christina Husbands presented to the Boards an action to consider the Award of Contract for Development Services. Ms. Husbands explained the process of the Request for Proposals (RFP) for Development Consultant Services. Christina Husbands described how the RFP was advertised and announced that the outcome of the solicitation was that the Agency received a single proposal from Real Estate Development Services (REDS). Ms. Husbands recommended the Boards approve entering into a contract with REDS for development consultant services on an as needed basis.

The Boards expresses concerns with the RFP and possible conflicts of interest with the procurement policy. Staff and the General Counsel provided clarification and assurance that there are no violations. Staff announced that there have been amendments to the procurement policy that will be in the next action item.

No public comment.

Commissioner Scott motioned for the City Board's approval of the Award of Contract for Development Services to REDS. This action was seconded by Commissioner Bedrosian, and by unanimous vote of the Board of Commissioners for the City, the Award of Contract for Development Services was approved.

Commissioner Eager motioned for the County Board's approval of the Award of Contract for Development Services to REDS. This action was seconded by Commissioner Nelson, and by unanimous vote of the Board of Commissioners for the County, the Award of Contract for Development Services was approved.

c. Consideration of the Amended Agency Procurement Policy

Emily De La Guerra, Senior Manager of Finance and Administrative Services, presented the amended Agency Procurement Policy recommended for the Boards' approval. Ms. De La Guerra explained that there have been changes in the HUD Policy and that the Agency has incorporated these updates into the proposed Procurement Policy.

No public comment.

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

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

Commissioner Aguilar joined the Board Meeting.

7. CITY: NOMINATIONS FOR BOARD CHAIR AND VICE CHAIR FOR 2016-2017

Commissioner Scharton opened the floor for nominations for City Board Chair and Vice Chair for 2016-2017.

Commissioner Bedrosian nominated Commissioner Jones as Chair. This nomination was seconded by Commissioner Scharton.

Commissioner Jones nominated Commissioner Scott as Vice Chair. This nomination was seconded by Commissioner Johnson.

No public comment.

8. INFORMATIONAL

a. HAP Report – 3rd Quarter 2015

This item was removed from the agenda.

b. Introduction to the 2016 Operating and HAP Budgets

Emily De La Guerra presented an initial 2016 Agency Operating Budget. Ms. De La Guerra provided the Boards with supporting information on federal funding levels and internal factors that have influenced Staff's budgeting decisions.

c. Leveraging the HCV Program to Improve Quality Housing: Procedures for Discretionary Disapproval

Tracewell Hanrahan, Deputy Executive Director, presented the procedures for discretionary disapproval of owners, owner representatives, and/or property management companies.

Ms. Hanrahan also announced the Analysis Committee which includes Tracewell Hanrahan, Barbara Cavey, Aurora Ibarra, and Juan Lopez.

There was further discussion between Staff and the Boards regarding the reinstatement and appeals process.

d. Information on Over Income Residents in Public Housing

Tracewell Hanrahan provided the Boards of Commissioners with additional information regarding the discretion a Public Housing Authority (PHA) may have to require over-income families in Public Housing to find housing in the private market. Ms. Hanrahan provided examples of the findings within the report and Staff findings within the Fresno Housing Authority. Ms. Hanrahan expressed that there is a great deal of discussion at the national level regarding this issue and staff wanted to provide the Boards with additional information on this topic.

Preston Prince shared with the Boards that he was interviewed by KMPH Fox 26 and that it will be airing on Thursday, October 29, 2015 at 10:00 p.m.

There was some further discussion on over income residents in public housing between Staff and the Board.

e. Real Estate Development Overview

Michael Duarte, Director, Planning & Community Development, provided the Boards of Commissioners with a brief update on the Real Estate Development

Workshop, including the development pipeline, real estate activities, and an overview of development priorities.

A detailed presentation was provided to the Boards during the Boards Workshop that took place prior to the Board Meeting. The presentation was followed by discussion between Staff and the Boards.

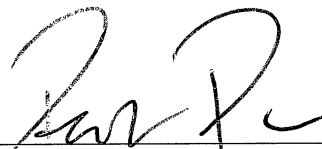
9. EXECUTIVE DIRECTOR'S REPORT

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

- Fresno Housing new hires and promotions: Bobby Coulture, Information Technology Systems and Project Manager; Sabrina Kelly; Resident Engagement Manager; and Joseph De George, Quality Assurance Analyst.
- The Grand Opening for Viking Village will be on Wednesday, October 28, 2015, at 1:00 p.m.
- The Grand Opening for Marion Village will be on Thursday, November 12, 2015, at 11:00 a.m.
- The highlight of traveling to the CLPHA conference was the conversation around the federal budget and "move to work" opportunities. The Agency will pursue the "move to work" opportunity as much as possible.
- The Connect HOME Steering Meeting will be on Thursday, October 29, 2015. Fresno is one of 28 cities that have been selected to bridge the digital divide with low income kids.
- Announced that the Form 700s will now be signed electronically.
- The Executive Committee Meeting will take place on Tuesday, November 10, 2015.
- A video was played that was shared during the National NAHRO Conference on October 16, 2015 for Preston Prince's last day as the President of NAHRO.

10. ADJOURNMENT

There being no further business to be considered by the Boards of Commissioners for the Housing Authorities of the City and County of Fresno, the meeting was adjourned at approximately 6:36 p.m.



Preston Prince, Secretary to the Boards of Commissioners