Joint Meeting of the Boards of Commissioners of the Fresno Housing Authority

5pm November 19, 2014
Board Room - 1331 Fulton Mall, Fresno, CA 93721
Main Lobby – Park Hyatt -800 North Michigan Ave, Chicago, IL 60611

Interested parties wishing to address the Boards of Commissioners regarding this meeting’s Agenda Items, and/or regarding topics not on the agenda but within the subject matter jurisdiction of the Boards of Commissioners, are asked to complete a “Request to Speak” card which may be obtained from the Board Secretary (Tiffany Mangum) at 4:45 p.m. You will be called to speak under Agenda Item 3, Public Comment.

The meeting rooms are accessible to the physically disabled, and the services of a translator can be made available. Requests for additional accommodations for the disabled, signers, assistive listening devices, or translators should be made at least one (1) full business day prior to the meeting. Please call the Board Secretary at (559) 443-8475, TTY 800-735-2929.

3:30pm Evaluations Training
5pm Board Meeting

1. Call to Order and Roll Call

2. Approval of agenda as posted (or amended): The Commissioners may add an item to the agenda if, upon a two-thirds vote, each Commission finds that there is a need for immediate action on the matter and the need came to the attention of the Housing authority after the posting of this agenda.

3. Public Comment
   This is an opportunity for the members of the public to address the Boards of Commissioners on any matter within the subject matter jurisdiction of the Boards of Commissioners that is not listed on the Agenda. At the start of your presentation, please state your name, address and/or the topic you wish to speak on that is not on the agenda. Presentations are limited to a total of five (5) minutes per speaker.
4. Consent Agenda
   a. Consideration of the October 22, 2014 Minutes
   b. Ratification of Application Submission – Veterans Affairs Supportive Housing (VASH) Program
   c. Consideration of the Political Activities Policy
   d. Consideration of Adoption of Resolution – Cal PERS 457

5. Informational/Discussion
   a. 2015 Budget Development Update
   b. Pre-Development Update

6. Public Hearing
   AMENDMENT to the 2015 Public Housing Agency Annual/Five Year Plans

7. Action Items – Commissioners may Consider, Approve, Deny, and/or Continue
   a. Consideration of Project-Based Voucher Allocation – Firebaugh Gateway
   b. Consideration of Funding Application Submission to the California Dept. of Housing and Community Development – Firebaugh Gateway
   c. Consideration of Funding Application Submission to the California Dept. of Housing and Community Development – Parc Grove Commons Northeast
   d. Consideration to Submit Amendments to the Agency’s Annual/Five Year Plans
   e. Consideration of Legal Services Contract – General Counsel
   f. Consideration of Legal Services Contract – Human Resources
   g. Consideration of Legal Services Contract – HUD Matters
   h. Consideration of Legal Services Contract – Affordable Housing
   i. Consideration of Award of Contract – Banking Services
   j. City: Consideration of Adoption of Governing Bylaws
   k. County: Consideration of Adoption of Governing Bylaws

7. Executive Director’s Report

8. Closed Session
   CONFERENCE WITH LABOR NEGOTIATORS
   (Pursuant to Government Code § 54957.6)
   Agency Designated Representatives: Tracewell Hanrahan, Rebecca Craigo, Clayton Lucas, Lisa Bechtel, Emily Williams
   Employee Organization: Service Employees International Union (SEIU) Local 521

9. Adjournment
Minutes of the Joint Meeting

Of the Boards of Commissioners of the

HOUSING AUTHORITIES OF THE CITY AND COUNTY OF FRESNO

Wednesday, October 22, 2014

5:00 P.M.

The Commissioners of the Housing Authorities of the City and County of Fresno met in a regular joint session on Wednesday, October 22, 2014, at the offices of HACCF, located at 1331 Fulton Mall, Fresno, California; and at the Conference Room of Human Capital Initiatives, located at 729-8th Street SE, Ste 100, Washington DC 20003.

1. The meeting was called to order at 5:00 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
RUEBEN SCOTT
STEVEN BEDROSIAN
KARL JOHNSON

COMMISSIONERS ABSENT: ADRIAN JONES, Vice Chair
TIM LOWE

The meeting was called to order by Board Chair, Commissioner Anthony, of the Board of Commissioners of the Housing Authority of Fresno County at 5:00 P.M. Commissioners present and absent were as follows:

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

COMMISSIONERS ABSENT: RACHEL ZULOAGA

Also, in attendance were the following: Preston Prince, Executive Director/CEO; Tracewell Hanrahan, Deputy Director/CFO; and Lauren Layne of Baker, Manock and Jensen - General Counsel.

2. APPROVAL OF AGENDA AS POSTED (OR AMENDED)
Preston Prince, CEO/Executive Director, requested to add item 9(b) - Consideration to Approve a Tentative Agreement-SEIU, to the agenda.

No public comment.

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.

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

3. **PUBLIC COMMENT**

Commissioner Scharton opened the room for public comment.

No public comment.

4. **CONSENT AGENDA**

Preston Prince, requested to remove the Council of Large Public Housing Authorities (CLP HA) Fall Conference and the Ballard Spahr Development Conference in Washington, DC., from item 4f because he will not be attending.

   a. Consideration of the September 18 and September 24, 2014 Minutes
   b. Consideration of Application Submission – HUD Continuum of Care Notice of Funding Application
   c. Consideration of the Communicable and Life Threatening Disease Policy
   d. Consideration of the Injury and Illness Prevention Policy
   e. Consideration of the Workplace Safety Policy
   f. Consideration of the Out of State Travel
   g. Consideration of General Contractor/Construction Management Agreement – Fultonia West/Cedar Heights

No Public Comment.

Commissioner Scott motioned for the City Board’s approval of the consent agenda. This action was seconded by Commissioner Johnson, 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, seconded by Commissioner Vera, and by unanimous vote of the Board of Commissioners for the County, the consent agenda was approved.
5. **INFORMATIONAL/DISCUSSION**

a. **3rd Quarter 2014 HAP Update**

Juan Lopez, Senior Analyst for Quality Assurance, opened with a welcome and introduction to Adam Smith who is the new Quality Assurance Analyst.

Juan Lopez presented a brief overview of the Housing Choice Voucher Program. Mr. Lopez announced that there were 230 City and County vouchers available due to clients exiting the program. Mr. Lopez described the details on expenditures for the City of Fresno and the Fresno County program.

b. **Real Estate Pre-Development Update**

Michael Duarte, Senior Manager for Development presented an update on the pre-development pipeline for both the County and the City of Fresno Housing Authorities.

c. **2015 Budget Development Update**

Emily Williams, Finance Manager, presented information on the 2015 budget process. Ms. Williams announced that the 2015 Federal Appropriations Act, which is HUD’s basis of funding for HUD’s programs, has not been signed into law. Emily addressed that this directly impacts the Housing Authorities budget and financial position and that the Fresno Housing Authority staff is refining the 2015 budget, making necessary changes.

d. **County: Nominations for Board Chair and Vice Chair for 2015-2016**

Commissioner Anthony opened the floor for nominations for County Board Chair and Vice Chair for 2015-2016.

Commissioner Petty nominated Commissioner Sablan as Chair and Commissioner Anthony as Vice Chair for the Board of Commissioners for Fresno County.

Commissioner Vera nominated Commissioner Petty, who subsequently declined the nomination.

6. **ACTION ITEMS – COMMISSIONERS MAY CONSIDER, APPROVE, DENY, AND/OR CONTINUE**

a. **Consideration of the Government Claims Policy**

Clayton Lucas, Director of Administration, recommended that the Board of Commissioners approve and adopt the Government Claims Act Policy. Mr. Lucas
explained that it is necessary for the Board members to adopt the Policy to improve handling of claims against the Fresno Housing Authority and its employees. Mr. Lucas further explained the statute of limitations will change from three years to one year for a claimant to file.

No public comment.

*Commissioner Scott motioned for the City Board’s approval of the Government Claims Policy. This action was seconded by Commissioner Bedrosian, and by unanimous vote of the Board of Commissioners for the City, the motion to approve the Government Claims Policy was approved.*

*Commissioner Petty motioned for the County Board’s approval of the Government Claims Policy. This action was seconded by Commissioner Nelson, and by unanimous vote of the Board of Commissioners for the County, the motion to approve the Government Claims Policy was approved.*

b. Consideration of Application Submission – Sierra Terrace

Christina Husbands, Community Development Manager, presented the Boards of Commissioners with a recommendation to approve the submission of a RAD application to HUD for Sierra Terrace and authorize the CEO/Executive Director and/or his designee to execute any and all documents associated with this action.

No public comment.

*Commissioner Scott motioned for the City Board’s approval of the application submission for Sierra Terrace. This action was seconded by Commissioner Bedrosian, and by unanimous vote of the Board of Commissioners for the City, the motion to approve the application submission for Sierra Terrace was approved.*

*Commissioner Petty motioned for the County Board’s approval of the application submission for Sierra Terrace. This action was seconded by Commissioner Eager, and by unanimous vote of the Board of Commissioners for the County, the motion to approve the application submission for Sierra Terrace was approved.*

c. Consideration of Application Submission – County Sites (Various)

Christina Husbands presented the Boards of Commissioners with a recommendation to approve the submission of a RAD application to HUD for Magill Terrace, Sunset Terrace I & II, Firebaugh Elderly, Helsem Terrace, and Biola Apartments and authorize the CEO/Executive Director and/or his designee to execute all documents associated with this action.
No public comment.

Commissioner Scott motioned for the City Board’s approval of the application submission for the various county sites. This action was seconded by Commissioner Bedrosian, and by unanimous vote of the Board of Commissioners for the City, the motion to approve the application submission for various county sites was approved.

Commissioner Nelson motioned for the County Board’s approval of the application submission for the various county sites. This action was seconded by Commissioner Petty, and by unanimous vote of the Board of Commissioners for the County, the motion to approve the application submission for various county sites was approved.

d. Consideration of Pre-Development Funding – Various Projects

Christina Husbands recommended that the Board of Commissioners of the Fresno Housing Authority adopt the attached resolutions approving project specific pre-development funding for General West Fresno, and General RAD, for a total commitment of $500,000 in pre-development financing from HRFC. Also, Ms. Husbands recommended that the Boards of Commissioners of the Fresno Housing Authority adopt the presented resolution approving the write-off of approximately $45,520 in pre-development expenditures for projects that have been deemed infeasible. Ms. Husbands added that in order achieve this, it is recommended the Boards authorize Preston Prince, CEO/Executive Director, Tracewell Hanrahan, Deputy Director/CFO, and/or their designee, to negotiate and execute documents in connection with the approved actions.

No public comment.

Commissioner Scott motioned for the City Board’s approval for pre-development funding for the various projects. This action was seconded by Commissioner Bedrosian, and by unanimous vote of the Board of Commissioners for the City, the motion was approved.

Commissioner Eager motioned for the County Board’s approval for pre-development funding for the various projects. This action was seconded by Commissioner Nelson, and by unanimous vote of the Board of Commissioners for the County, the motion was approved.

7. EXECUTIVE DIRECTOR’S REPORT

In addition to the written Director’s report, Mr. Prince addressed the following items:

- Informed the Commissioners that IT is present for support before the Boards because the Housing Authority is testing new technology.
• Reminded the Boards about the All Staff meeting the following week.

• Announced the grand opening of Kings River Commons coming within the next 30 days.

• Thank you to AJ Johnston of the Fresno Housing Educations Corps., for the FHEC being awarded a $10,000 Wells Fargo engagement grant.

8. CLOSED SESSION

At approximately 6:12 p.m., the Boards went into closed session announcing the following items for discussion:

a. CONFERENCE WITH LABOR NEGOTIATORS

(Pursuant to Government Code § 54957.6)


Employee Organization: Service Employees International Union (SEIU) Local 521

PUBLIC EMPLOYMENT

Title: CEO/Executive Director

The Boards went in to open session at approximately 6:45 p.m.

9. ACTION

a. Consideration of Appointment of an Ad-Hoc Committee – CEO/Executive Director Employment Agreement Renewal

In addition to the Chair and Vice Chairs of each Board, Commissioner Petty and Commissioner Scott were nominated to be on the Ad-Hoc Committee.

Commissioner Scott motioned for the City Board’s approval of appointment of an Ad-Hoc Committee. This action was seconded by Commissioner Johnson, and by unanimous vote of the Board of Commissioners for the City, the motion for the approval of an Ad-Hoc Committee was approved.

Commissioner Petty motioned for the County Board’s approval of appointment of an Ad-Hoc Committee. This action was seconded by Commissioner Nelson, and by unanimous vote of the Board of Commissioners for the County, the motion for the approval of an Ad-Hoc Committee was approved.

b. Consideration of the approval of Employment Negotiations
No action taken. This item was tabled for a later meeting.

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 6:50 P.M.

________________________________________
Preston Prince, Secretary to the Boards of Commissioners
Executive Summary
The U.S. Department of Housing and Urban Development (HUD) in collaboration with the U.S. Department of Veteran Affairs (VA) oversees the Veteran Affairs Supportive Housing Program (VASH). The two departments jointly determine the allocation of VASH vouchers awarded to each Public Housing Agency, if any, based on the percentage of veterans experiencing homelessness in the community. VASH vouchers are administered by the PHA in partnership with the local VA Medical Center (VAMC).

To date, the Housing Authority of the City and County of Fresno (HACCF) has been awarded 274 VASH vouchers, 91% currently under lease and the remainder issued and searching. The 2014 homeless count estimates 187 Veterans in the Fresno-Madera area. HUD and the VA invited HACCF to apply for twenty-two (22) additional VASH vouchers with an application deadline of October 17, 2014 bringing the total to 296. We will continue to partner with the VAMC.

Recommendation
It is recommended that the Board of Commissioners of the Housing Authorities of the City and County of Fresno adopt the attached resolution authorizing: (a) the acceptance of administration of twenty-two (22) VASH vouchers, (b) negotiation and execution, by the Executive Director, of any resulting contract(s), and associated amendments; (c) to incorporate the new funding into the HACCF approved Fiscal Year 2014 budget or when agreement is executed; and (d) to hire related personnel to administer the program(s) in accordance with the funding requirements.

Fiscal Impact
Fiscal impact is minimal and determined by future proration of Administrative Fees associated with the Housing Choice Voucher program. In addition, program has no match requirement.
RESOLUTION NO.________

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF THE CITY OF FRESNO

RESOLUTION RATIFYING THE SUBMISSION OF THE APPLICATION TO THE
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT VETERANS AFFAIRS
SUPPORTIVE HOUSING PROGRAM

WHEREAS, the Department of Housing and Urban Development and the Department of Veteran Affairs has requested the Housing Authority of the City of Fresno to accept administer twenty-two (22) Veterans Affairs Supportive Housing (VASH) vouchers; and,

WHEREAS, said program is intended to serve Veterans experiencing homelessness in the Fresno area;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno, hereby authorize the CEO/Executive Director or his designee to proceed with the negotiation and execution of all ancillary documents in connection therewith for an agreement with the Department of Housing and Urban Development for the administration of Veterans Affairs Supportive Housing (VASH) vouchers.

PASSED AND ADOPTED THIS 19th day of November, 2014. 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 Board of Commissioners
RESOLUTION NO.________

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF FRESNO COUNTY

RESOLUTION RATIFYING THE SUBMISSION OF THE APPLICATION TO THE
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT VETERANS AFFAIRS
SUPPORTIVE HOUSING PROGRAM

WHEREAS, the Department of Housing and Urban Development and the Department of Veteran Affairs has requested the Housing Authority of Fresno County to administer twenty-two (22) Veterans Affairs Supportive Housing (VASH) vouchers; and,

WHEREAS, said program is intended to serve Veterans experiencing homelessness in the Fresno area;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County, hereby authorize the CEO/Executive Director or his designee to proceed with the negotiation and execution of all ancillary documents in connection therewith for an agreement with the Department of Housing and Urban Development for the administration of Veterans Affairs Supportive Housing (VASH) vouchers.

PASSED AND ADOPTED THIS 19th day of November, 2014. 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 Board of Commissioners
Executive Summary

It is the policy of the Fresno Housing Authority (the “Agency”) to ensure that the Agency is in compliance with all applicable state, federal, and local laws that regulate the establishment and operation of Public Housing Authorities.

There are several federal and state laws regulating the political activities that apply to all public and federal officers, appointed commissioners and/or employees. Since Agency officers and employees are considered to be both public and federal employees staff has proposed the Political Activities Policy to ensure the Agency’s compliance with the laws and regulations in relation to political activities in the course and scope of work.

Recommendation

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

Fiscal Impact

None.
RESOLUTION NO.
BEFORE THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF FRESNO

RESOLUTION APPROVING THE ADOPTION OF THE POLITICAL ACTIVITIES POLICY

WHEREAS, it is the policy of the Fresno Housing Authority (the “Agency”) to make sure that the Agency is in compliance with all applicable state and federal laws that regulate the establishment and operation of Public Housing Authorities; and

WHEREAS, various state and federal laws and regulations apply to all federal and public officers, appointed commissioners and employees in relation to political activities; and

WHEREAS, the proposed Political Activities Policy is a necessary policy under the applicable state and federal laws that govern the operation of the Agency in order to provide standards related to political activities within, and outside of, the workplace in the course and scope of employment or appointment with the Agency;

NOW THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Housing Authority of the City of Fresno do hereby adopt and incorporate the political activities policy.

PASSED AND ADOPTED THIS 19th day of November, 2014. 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 THE ADOPTION OF THE POLITICAL ACTIVITIES POLICY

WHEREAS, it is the policy of the Fresno Housing Authority (the “Agency”) to make sure that the Agency is in compliance with all applicable state and federal laws that regulate the establishment and operation of Public Housing Authorities; and

WHEREAS, various state and federal laws and regulations apply to all federal and public officers, appointed officials and employees in relation to political activities; and

WHEREAS, the proposed Political Activities Policy is a necessary policy under the applicable state and federal laws that govern the operation of the Agency in order to provide standards related to political activities within, and outside of, the workplace in the course and scope of employment and appointment with the Agency;

NOW THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Housing Authority of Fresno County do hereby adopt and incorporate the political activities policy.

PASSED AND ADOPTED THIS 19th day of November, 2014. 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
Political Activities Policy

Introduction

The officers and employees of the Fresno Housing Authority (the "Agency") must comply with specific laws regulating the political activities of public agency employees. In California, the political activities of public employees are of significant concern to the State Legislature.\(^1\) As such, the Legislature has enacted several laws regulating the political activities of public employees. These laws apply to all Agency officers and employees ("Agency employees").\(^2\) Additionally, certain Federal laws applicable to the political activity of federal employees also apply to Agency employees.\(^3\)

Applicable Law

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

Purpose

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

Policy

**WHAT AGENCY EMPLOYEES MAY DO**

Voting

Acting in a personal capacity\(^4\) and during non-work hours, Agency employees shall exercise their right to vote for or against any ballot measure or candidate, and they may express their opinion on political subjects.

---

\(^1\) Cal. Gov. Code § 3201 et seq.


\(^3\) 5 U.S.C. §§ 1501-1508.

\(^4\) Agency employees shall not identify their official title when engaging in political activities.
and candidates.\(^5\) Also, acting in a personal capacity, Agency employees may assist in voter registration drives.\(^6\)

Agency employees who do not have sufficient time outside of working hours to vote may, without loss of pay and pursuant to California Elections Code sections 14000 \textit{et seq.}, take time off from work to vote. Employees requiring such time off to vote will be compensated for no more than two hours of time off (more time may be provided, but only two hours shall be without loss of pay). The time off for voting shall be at the beginning or end of the employee’s regular working shift, unless otherwise mutually agreed to by the employee and the Agency.

Agency employees who know or have reason to know that they will require time off of work to vote shall give the Agency at least two working days’ notice that such time off is desired.\(^7\)

**Contributions & Fundraising**

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

**Endorsements**

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

**WHAT AGENCY EMPLOYEES MAY NOT DO**

**Political Activities During Work Hours**

Agency employees may not engage in political activities during work hours.\(^8\) For example, Agency employees may not distribute political pamphlets, flyers, or other materials, or post political signs while on duty. Moreover, they may not attend campaign meetings, rallies, or other campaign-related functions while

---

\(^5\) 5 U.S.C. § 1502(c).


\(^7\) Cal. Elec. Code § 14000(c).

\(^8\) Cal. Gov. Code § 3207(a).
on duty. They may not make campaign telephone calls, stuff campaign envelopes, write campaign statements, or advocate or inform fellow Agency employees about campaign issues.

**Political Activities on Public Property**

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

**Use of Public Funds or Resources to Advocate**

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

**Solicitation of Campaign Contributions**

Agency employees may not knowingly, directly or indirectly, solicit contributions or donations for a political campaign from any Agency employee. Also, Agency employees may not obtain any list of fellow employees' names and addresses to be used for political purposes. Additionally, Agency employees may not intentionally include Agency employees known to them on a list that will be used in the distribution of political mailings.

**Use of Position to Influence**

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

---


10 Cal. Gov. Code § 54964; however, this statute does not prohibit the Agency from using Agency funds "to provide information to the public about the possible effects of a ballot measure" on the Agency, so long as the informational activities are not prohibited by the Constitution or state law and the information provided is accurate, fair, and impartial. Id.


AGENCY EMPLOYEES RUNNING FOR OFFICE

Agency employees whose salary is paid completely, directly or indirectly, by federal funds are prohibited from being a candidate for public office in a partisan election.\(^{14}\) However, Agency employees are not prohibited from being a candidate in a nonpartisan election.\(^{15}\) Nonpartisan elections include an election in which none of the candidates is to be nominated or elected as representing a party (such as the Democratic or Republican parties) whose candidates for Presidential elector received votes in the last preceding election at which Presidential electors were selected.\(^{16}\)

\(^{14}\) 5 U.S.C. § 1502(a)(3)

\(^{15}\) 5 U.S.C. § 1503

\(^{16}\) Id.
Executive Summary

Currently, the Fresno Housing Authority (Agency) has one account for both City and County California Public Employees’ Retirement System (CalPERS) 457 plans. The 457 retirement plan is a separate public employee plan that is similar to a 401k for private sector employees.

On August 18, 2014 the Agency was notified by CalPERS of a change in their payroll reporting process that, beginning January 1, 2015, will require a separate CalPERS 457 employee retirement program for City and County Agency employees. In order to process the separation of the current single 457 plan CalPERS has requested the Boards to adopt resolutions authorizing separate County and City 457 accounts.

In addition, these resolutions will introduce the electronic Plan reporting system, referred to as “my|CalPERS”, as the new method of payroll reporting and payment submission for all agencies. Fresno Housing will now be required to submit payroll contributions and payments through the my|CalPERS system instead of through the traditionally used Plan Recordkeeper, ING.

Recommendation

It is recommended that the Boards of Commissioners approve and adopt the attached resolutions authorizing the separation and creation of two CalPERS 457 retirement accounts from the single account that currently exists.

Fiscal Impact

None.
RESOLUTION NO.
BEFORE THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF FRESNO

RESOLUTION APPROVING THE ADOPTION OF THE CALPERS SUPPLEMENTAL INCOME 457 PLAN

WHEREAS, the Fresno Housing Authority (the “Agency”) desires to establish an additional deferred compensation plan for the benefit of its employees; and

WHEREAS, the Board of Administration (the “Board”) of the California Public Employees’ Retirement System (“CalPERS”) has established the CalPERS Supplemental Income 457 Plan (the “CalPERS 457 Plan”) which may be adopted by a governmental employer the employees of which are public employees; and

WHEREAS, the Agency believes that the CalPERS 457 Plan and the investment options available there-under will provide valuable benefits to its employees; and

WHEREAS, the Board has appointed ING (the Plan Recordkeeper) to perform recordkeeping and administrative services under the CalPERS 457 Plan and to act as the Board’s agent in all matters relating to the administration of the CalPERS 457 Plan; and

WHEREAS, the Agency will be responsible for the submission of payroll contributions and payments through the myCalPERS electronic reporting system; and

NOW THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Housing Authority of the City of Fresno do hereby adopt and incorporate the CalPERS 457 Plan for the benefit of its employees and authorizes and directs the CEO/Executive Director to execute the attached adoption agreement on behalf of the Agency and to provide CalPERS with such information and cooperation as may be needed on an ongoing basis in the administration of the CalPERS 457 Plan. A copy of this resolution, the agreement, and any attachments thereto shall be on file in the office of Human Resources.

PASSED AND ADOPTED THIS 19th day of November, 2014. 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 THE ADOPTION OF THE CALPERS SUPPLEMENTAL
INCOME 457 PLAN

WHEREAS, the Fresno Housing Authority (the “Agency”) desires to establish an additional deferred compensation plan for the benefit of its employees; and

WHEREAS, the Board of Administration (the “Board”) of the California Public Employees’ Retirement System (“CalPERS”) has established the CalPERS Supplemental Income 457 Plan (the “CalPERS 457 Plan”) which may be adopted by a governmental employer the employees of which are public employees; and

WHEREAS, the Agency believes that the CalPERS 457 Plan and the investment options available there-under will provide valuable benefits to its employees; and

WHEREAS, the Board has appointed ING (the Plan Recordkeeper) to perform recordkeeping and administrative services under the CalPERS 457 Plan and to act as the Board’s agent in all matters relating to the administration of the CalPERS 457 Plan;

WHEREAS, the Agency will be responsible for the submission of payroll contributions and payments through the myCalPERS electronic reporting system; and

NOW THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Housing Authority of Fresno County do hereby adopt and incorporate the CalPERS 457 Plan for the benefit of its employees and authorizes and directs the CEO/Executive Director to execute the attached adoption agreement on behalf of the Agency and to provide CalPERS with such information and cooperation as may be needed on an ongoing basis in the administration of the CalPERS 457 Plan. A copy of this resolution, the agreement, and any attachments thereto shall be on file in the office of Human Resources.
PASSED AND ADOPTED THIS 19th day of November, 2014. 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
Executive Summary

The purpose of this Board memo is to provide updated information to the Board regarding the development of the 2015 draft budget. The budget scenario included with this memo represents updates and refinements to the first draft presented at the October 22nd Board meeting. In addition, this memo will address the year-end projections for 2014 and discuss the items that are relevant to the 2015 budget. This memo will further describe the significant anticipated differences in income and expenses relative to the initial draft of the 2015 budget and to the 2014 approved budget.

2014 Year-End Projections

Overall, the Agency is expected to perform better than projected for 2014, mostly in the restricted program areas including Instrumentalities, Assisted Housing and Housing Management. Net Operating Income was budgeted to be $2.18 million and is now projected to be $4.25 million, for a positive difference of $2.07 million. The majority of this difference, $1.56 million, is restricted. The net positive result in restricted programs is largely a combination of increased income levels for Public Housing, and interest income for HRFC. Income decreased in P&CD mainly due to the timing of developer fees that will now be paid in 2015. Expense levels decreased across all divisions contributing to the positive outcome.

The remaining $512 thousand of the positive difference will add to the budgeted unrestricted operating income. The total 2014 budgeted unrestricted funds was $1.08 million. The new projected unrestricted funds is expected to be $1.59 million. The positive difference in the unrestricted funds is primarily a result of a delay in the purchase and implementation of the new agency software system originally scheduled and approved for 2014. The software implementation will proceed in 2015 and these funds and associated expenses have been incorporated into the 2015 draft budget.

2015 Budget Development Comparison

The most recent draft of the 2015 budget dated 11/13/14 includes refinements to income based on additional work by staff, as well as additional adjustments to
expense levels. Overall, Net Operating Income goes down slightly from $637 thousand to $301 thousand. The Unrestricted Funds position, however, improves by $186 thousand from a negative ($816) thousand to a negative ($630) thousand.

Refinements to income versus the draft budget presented to the Boards on 10/22/14 include an increase of approximately $1.11 million. This includes an additional $225 thousand in Capital Fund Administrative Fees paid to Core and roughly $766 thousand in Miscellaneous Income across divisions. This $766 thousand is comprised of developer fees for new projects, additional contracts for Resident Services and interest income for HRFC.

Refinements to expenses include an additional $1.44 million of expenses. An additional $781 thousand in salaries and benefits includes updates to the salary schedule still pending labor negotiations, backfilling positions in Assisted Housing and P&CD, and new positions to support Resident Services activities around education and data analysis. Additional expenses of $584 thousand in Administrative Overhead includes additional consulting services needed for P&CD and Resident Services, as well as roughly $350 thousand in expenses in HRFC that would be granted to Resident Services to support the activities described above.

Staff will continue to explore opportunities for additional income including the following:

- Developer fees from additional successful first round tax credit projects
- Grants opportunities to support Resident Services
- Positive pro-ration adjustments

**Significant Variances Compared to 2014 Budget**

Overall income is down slightly compared to the 2014 Approved Budget. This reduction of approximately $1.1 million is a combined result of decreased developer fees for P&CD, reduced grant funding in Assisted Housing due to the completion of the Fresno First Steps Home Project, the loss of the one-time $1.3 million revenue source in Core from the refinance of the Affordable Housing properties, and the additional revenue in Housing Management. Expenses are higher by a combined $747 thousand, primarily coming from increases in salaries and benefits due to anticipated changes in the salary schedule and additional positions described in this memo.

**Unrestricted Funds**

Overall this draft budget will result in a positive Net Operating Income of $301 thousand, but also require the utilization of $630 thousand of unrestricted operating reserves. A significant portion of that amount ($500 thousand) is due to the implementation of the new Agency software system, an investment that will serve the agency for years to come and lead to increased efficiencies and better reporting over the next several years.

The projected ending balance in the Agency Unrestricted Operating Reserves for 2014 is $3.16 million. After the requested utilization of $630 thousand of reserves for the 2015 budget, the balance in the Agency Unrestricted Operating Reserves would be $2.53 million at the end of 2015.

**Recommendation**

This item is informational only. No action is necessary.
2015 Budget Development

Fresno Housing Authority
Boards of Commissioners Meeting
November 19, 2014
Overview

- Federal Budget Update
- Historic Funding and Expense Levels
- 2014 Year End Projections
- 2015 Budget Drafts
  - Changes in Revenue and Expenses
- Unrestricted Operating Funds
Federal Budget Update

• For the first time since 2006, Republicans have gained majority in the US House of Representatives and the US Senate.

• Many believe that an Omnibus Spending Package is possible rather than a Continuing Resolution.

• Continuing Resolution was passed in September to fund the government at current levels until Dec. 11, 2014.

• Upcoming Federal Budget Concerns:
  – Sequestration could come back into play in 2016.
  – Debt ceiling will be reached on March 15, 2015.
  – Presidential election in 2016 means that potential candidates will need to demonstrate their credentials.
Major Programs & Historical Prorations

- 2015 Projected HAP = 99.7%
- 2015 Projected Low Rent Public Housing = 83%
- 2015 Projected HCV Admin Fees = 75%
Agency has reduced expenses as funding levels have decreased over the past 5 years (total of 25% budget reduction since 2010)
2014 Projections for Net Income

<table>
<thead>
<tr>
<th></th>
<th>2014 Approved Budget</th>
<th>2014 Year End Projections</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net Operating Income</td>
<td>2.18</td>
<td>4.25</td>
<td>2.07</td>
</tr>
<tr>
<td>Unrestricted Funds</td>
<td>1.08</td>
<td>1.59</td>
<td>0.512</td>
</tr>
</tbody>
</table>

• Total Change in Net Operating Income = $2.07 million
  – Increase in Restricted Net Income = $1.56 million
    • Increased income levels for Public Housing, Housing Choice Vouchers and HRFC. Decreased expense levels across all divisions.
  – Increase in Unrestricted Funds = $512 thousand
    • Delayed expenses associated with software implementation

Note: Numbers in $ millions unless indicated
EMS Software Implementation

• Enterprise Management Software
  – Integrated software that will manage all housing programs, real estate development, finance and administration.
  – Selection of vendor will be completed in 2014 with implementation to now begin in 2015.
  – Estimated cost to implement is $500 thousand in 2015 and $200 thousand in 2016. Product costs are incorporated in budget.
The latest draft of the 2015 budget shows a decrease in Net Operating Income but an improvement in the need for unrestricted operating reserves:

- NOI decreased by $336 thousand
- Utilization of Unrestricted Funds improved by $186 thousand

<table>
<thead>
<tr>
<th></th>
<th>Draft Oct. 22</th>
<th>Draft Nov. 13</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net Operating Income</td>
<td>0.637</td>
<td>0.301</td>
<td>(0.336)</td>
</tr>
<tr>
<td>Unrestricted Funds</td>
<td>(0.816)</td>
<td>(0.629)</td>
<td>0.186</td>
</tr>
</tbody>
</table>
Revenue Changes in 2015 Drafts

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ADMIN &amp; MANAGEMENT FEES</td>
<td>13.70</td>
<td>13.93</td>
<td>0.225</td>
</tr>
<tr>
<td>RENTAL INCOME</td>
<td>6.14</td>
<td>6.20</td>
<td>0.056</td>
</tr>
<tr>
<td>HUD GRANTS</td>
<td>5.28</td>
<td>5.32</td>
<td>0.031</td>
</tr>
<tr>
<td>MISCELLANEOUS</td>
<td>5.54</td>
<td>6.30</td>
<td>0.766</td>
</tr>
<tr>
<td>GRANT FUNDING (Non-HUD)</td>
<td>2.01</td>
<td>2.04</td>
<td>0.028</td>
</tr>
<tr>
<td>SOFTWARE, EQUIP &amp; OCCUPANCY</td>
<td>1.57</td>
<td>1.57</td>
<td>0.000</td>
</tr>
<tr>
<td>SALES OF INVESTMENTS/ASSETS</td>
<td>0.01</td>
<td>0.01</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Income:</strong></td>
<td><strong>34.25</strong></td>
<td><strong>35.36</strong></td>
<td><strong>1.11</strong></td>
</tr>
</tbody>
</table>

- Total Revenue Changes = $1.11 million
  - Capital Fund Admin Fees to Core = $225 thousand
  - Miscellaneous Income = $766 thousand
    - Developer fees for potential projects
    - Contracts for Resident Services
    - Interest income for HRFC
## Expenditure Changes in 2015 Drafts

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries &amp; Benefits</td>
<td>13.93</td>
<td>14.71</td>
<td>0.781</td>
</tr>
<tr>
<td>Administrative Overhead</td>
<td>13.93</td>
<td>14.51</td>
<td>0.584</td>
</tr>
<tr>
<td>Fleet &amp; Facilities</td>
<td>4.75</td>
<td>4.81</td>
<td>0.058</td>
</tr>
<tr>
<td>Travel, Training, Staff Development</td>
<td>0.44</td>
<td>0.43</td>
<td>(0.009)</td>
</tr>
<tr>
<td>Other</td>
<td>0.57</td>
<td>0.60</td>
<td>0.028</td>
</tr>
<tr>
<td><strong>Total Expenses:</strong></td>
<td><strong>33.62</strong></td>
<td><strong>35.06</strong></td>
<td><strong>1.442</strong></td>
</tr>
</tbody>
</table>

- Initial Expenditure Changes = ($1.44 million)
  - Salaries and Benefits = ($781 thousand)
    - Salary schedule changes, backfilling positions in AH and P&CD, new positions in Resident Services and Asset Management
  - Administrative Overhead = ($584 thousand)
    - Consulting expenses for P&CD and Resident Services
    - HRFC expenses (grant) to support Resident Services
Projected Unrestricted Funds

Unrestricted Reserves

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unrestricted reserve balance 12/31/13</td>
<td>$1.57 million</td>
</tr>
<tr>
<td>Projected addition to unrestricted reserves in 2014</td>
<td>$1.59 million</td>
</tr>
<tr>
<td>Unrestricted reserve balance 12/31/14</td>
<td>$3.16 million</td>
</tr>
<tr>
<td>2015 Budget Utilization</td>
<td>$0.63 thousand</td>
</tr>
<tr>
<td>Unrestricted reserve balance 12/31/15</td>
<td>$2.53 million</td>
</tr>
</tbody>
</table>

- Current budget draft shows the usage of $630 thousand in unrestricted reserves in 2015.
- EMS expenses of $500 thousand are included in 2015 budget and represent the majority of the $630 thousand reserve utilization.
Questions or Comments?
## 2014 Approved Budget (Revised)

<table>
<thead>
<tr>
<th>Core</th>
<th>Inst</th>
<th>P&amp;C&amp;D</th>
<th>AHD</th>
<th>HSM</th>
<th>AFF</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>80,592,545</td>
<td>-</td>
<td>80,592,545</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>80,592,545</td>
</tr>
</tbody>
</table>
### HAP BUDGET
- **HAP RENTAL ASSISTANCE**: 80,592,545
- **HAP PAYMENTS**: 80,418,626
- **Restricted earnings**: 171,919

<table>
<thead>
<tr>
<th>Core</th>
<th>Inst</th>
<th>P&amp;C&amp;D</th>
<th>AHD</th>
<th>HSM</th>
<th>AFF</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>78,500,908</td>
<td>-</td>
<td>78,500,908</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>78,500,908</td>
</tr>
</tbody>
</table>
### 2014 Projected
- **Total**: 80,418,626

<table>
<thead>
<tr>
<th>Core</th>
<th>Inst</th>
<th>P&amp;C&amp;D</th>
<th>AHD</th>
<th>HSM</th>
<th>AFF</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>77,797,173</td>
<td>-</td>
<td>77,797,173</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>77,797,173</td>
</tr>
</tbody>
</table>
### 2014 Projections to 2014 Budget
- **Total**: 80,418,626

<table>
<thead>
<tr>
<th>Core</th>
<th>Inst</th>
<th>P&amp;C&amp;D</th>
<th>AHD</th>
<th>HSM</th>
<th>AFF</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>703,735</td>
<td>-</td>
<td>703,735</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>703,735</td>
</tr>
</tbody>
</table>

## 2014 Approved Budget

### Operating Budget

#### INCOME
- **ADMIN & MANAGEMENT FEES**: 5,106,542
- **PAYMENTS**: 8,154,704
- **RENTAL INCOME**: -
- **HUD GRANTS**: 396,271
- **MISCELLANEOUS**: 3,144,775
- **SOFTWARE, EQUIP & OCCUPANCY**: 1,703,581
- **SALES OF INVESTMENTS/ASSETS**: -

| Total income: | 8,154,898 | 4,275,747 | 10,199,594 | 11,584,962 | 1,674,656 | 36,489,902 |

#### EXPENSES

| SALARIES (inc temps) | 2,789,100 | 156,818 | 902,047 | 3,575,175 | 2,222,270 | 42,020 | 8,966,430 |
| BENEFITS & TAXES | 677,100 | 58,349 | 326,769 | 1,663,507 | 1,183,361 | 23,358 | 3,632,645 |
| Salaries & Benefits | 3,466,200 | 215,067 | 1,238,816 | 5,457,682 | 3,405,631 | 65,378 | 13,828,774 |
| ADMIN, ACCTG, MANAGEMENT, PILOT FI | - | 40,000 | - | 2,945,590 | 1,946,679 | 4,760 | 4,993,029 |
| PROFESSIONAL/ADMINISTRATIVE FEES | 1,797,696 | 37,900 | 1,106,663 | 371,509 | 218,464 | 7,911 | 3,540,143 |
| SOFTWARE, EQUIPMENT & OCCUPANCY | 1,074,806 | - | 143,677 | 1,161,876 | 222,362 | 4,137 | 2,606,858 |
| OTHER | 625,390 | 221,814 | - | 943,784 | 468,981 | 16,570 | 2,216,539 |
| OFFICE SUPPLIES, ADVERT., SUBSCRIPTIONS | 167,145 | - | 30,425 | 227,688 | 118,012 | 5,210 | 548,480 |
| INSURANCE | 17,393 | 94,000 | 12,294 | 17,092 | 264,922 | 16,383 | 422,085 |
| PAYMENTS TO EXTERNAL PROP MGRs | - | - | - | - | - | - | 168,583 |
| Administrative Overhead | 3,682,430 | 393,714 | 1,292,471 | 5,657,539 | 3,241,420 | 223,554 | 14,501,717 |
| LANDSCAPING, REPAIRS, SECURITY, ETC. | 231,150 | - | - | 1,454,978 | 378,342 | 2,046 | 1,921,950 |
| UTILITIES, GARBAGE, SEWER, ETC. | 168,060 | - | - | 1,940,357 | 171,567 | 2,279 | 2,146,394 |
| AUTO COSTS | 19,900 | - | 17,497 | 70,245 | 117,538 | 1,116 | 226,296 |
| Fleet & Facilities | 419,110 | - | 17,497 | 70,245 | 3,512,873 | 551,025 | 4,570,749 |
| TRAVEL, TRAINING, STAFF DEVELOPMENT | 333,554 | - | 51,246 | 61,759 | 39,422 | 884 | 485,864 |
| NON-CAPITALIZABLE PROJECT COSTS | - | - | - | 131,525 | - | - | 131,525 |
| DEBT RELATED COSTS | - | - | - | 70,000 | 336,325 | 386,652 | 792,977 |
| Other | - | - | - | 201,567 | 336,325 | 386,652 | 924,542 |
| Total Expenses: | 7,011,294 | 608,781 | 2,801,555 | 11,237,226 | 10,538,669 | 1,227,491 | 34,313,606 |

#### Net Operating Income:
- **Core**: 253,604
- **Inst**: 476,903
- **P&C&D**: 1,474,192
- **AHD**: 624,293
- **HSM**: 447,163
- **AFF**: 2,178,295

<table>
<thead>
<tr>
<th>Core</th>
<th>Inst</th>
<th>P&amp;C&amp;D</th>
<th>AHD</th>
<th>HSM</th>
<th>AFF</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>751,380</td>
<td>1,164,751</td>
<td>714,306</td>
<td>(490,886)</td>
<td>1,491,202</td>
<td>614,568</td>
<td>3,245,977</td>
</tr>
<tr>
<td>Other</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>3,185,386</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Core</th>
<th>Inst</th>
<th>P&amp;C&amp;D</th>
<th>AHD</th>
<th>HSM</th>
<th>AFF</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>511,701</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>511,701</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Core</th>
<th>Inst</th>
<th>P&amp;C&amp;D</th>
<th>AHD</th>
<th>HSM</th>
<th>AFF</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>511,701</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>511,701</td>
</tr>
</tbody>
</table>
### OPERATING BUDGET

<table>
<thead>
<tr>
<th>Category</th>
<th>Core</th>
<th>Inst</th>
<th>P&amp;CD</th>
<th>AHD</th>
<th>HSM</th>
<th>Aff</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating Income</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>6,571,421</td>
</tr>
<tr>
<td>MISCELLANEOUS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1,489,296</td>
</tr>
<tr>
<td>GRANT FUNDING (Non-HUD)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3,442,196</td>
</tr>
<tr>
<td><strong>EXPENSES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>9,148,781</td>
</tr>
<tr>
<td>Total Expenses</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>6,786,172</td>
</tr>
</tbody>
</table>

### 2015 Budget (as of 11/13/14)

<table>
<thead>
<tr>
<th>Category</th>
<th>Core</th>
<th>Inst</th>
<th>P&amp;CD</th>
<th>AHD</th>
<th>HSM</th>
<th>Aff</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>6,571,421</td>
</tr>
<tr>
<td>MISCELLANEOUS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1,489,296</td>
</tr>
<tr>
<td>GRANT FUNDING (Non-HUD)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3,442,196</td>
</tr>
<tr>
<td><strong>EXPENSES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>9,148,781</td>
</tr>
<tr>
<td>Total Expenses</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>6,786,172</td>
</tr>
</tbody>
</table>

### Variance

<table>
<thead>
<tr>
<th>Category</th>
<th>Core</th>
<th>Inst</th>
<th>P&amp;CD</th>
<th>AHD</th>
<th>HSM</th>
<th>Aff</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>6,571,421</td>
</tr>
<tr>
<td>MISCELLANEOUS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1,489,296</td>
</tr>
<tr>
<td>GRANT FUNDING (Non-HUD)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3,442,196</td>
</tr>
<tr>
<td><strong>EXPENSES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>9,148,781</td>
</tr>
<tr>
<td>Total Expenses</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>6,786,172</td>
</tr>
</tbody>
</table>
Executive Summary
Staff will present a brief update on Agency real estate projects in the pre-development phase.

Recommendation
Information only. None at this time.
### Fresno Housing Real Estate Development Pipeline and Pre-development Opportunities
#### Planning Guide November 2014

<table>
<thead>
<tr>
<th>COUNTY PIPELINE</th>
<th>2014</th>
<th>2015 Round 1 Tax Credits</th>
<th>2015 Round 2 Tax Credits</th>
<th>2016 Tax Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Project</strong></td>
<td></td>
<td>Firebaugh Gateway</td>
<td>Selma RAD - Shockley Terrace</td>
<td>RAD - Sanger, Fowler</td>
</tr>
<tr>
<td>Units/Type</td>
<td></td>
<td>30 units, senior</td>
<td>25 units, family</td>
<td></td>
</tr>
<tr>
<td>TDC Estimate</td>
<td></td>
<td>$6.30 million</td>
<td>$4.2 million</td>
<td></td>
</tr>
<tr>
<td>Financing Gap (Est.)</td>
<td></td>
<td>$1.80 million</td>
<td>$1.4 million</td>
<td></td>
</tr>
<tr>
<td>Potential Sources for Gap</td>
<td></td>
<td>AHP - $300K; HRFC - $1.5 million; PBV, Public Housing</td>
<td>Public Housing Land contribution; capital funds</td>
<td></td>
</tr>
<tr>
<td>Developer Fee</td>
<td></td>
<td>$700k</td>
<td>$390k</td>
<td></td>
</tr>
<tr>
<td>Estimated HRFC</td>
<td></td>
<td>$1.5 million ($50k/unit)</td>
<td>None</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project</th>
<th>Trailside (Downtown Reedley)</th>
<th>Parkside Apartments</th>
<th>Firebaugh RAD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Units/Type</td>
<td>55 units, multi-family, commercial</td>
<td>50 units; family</td>
<td></td>
</tr>
<tr>
<td>TDC Estimate</td>
<td>$11.6 million</td>
<td>$9.4 million</td>
<td></td>
</tr>
<tr>
<td>Financing Gap (Est.)</td>
<td>$2.7 million</td>
<td>$1.6 million</td>
<td></td>
</tr>
<tr>
<td>Potential Sources for Gap</td>
<td>County HOME - $.5 million; IIG Grant; Better Opportunities Builders</td>
<td>Bank Loan; HRFC</td>
<td></td>
</tr>
<tr>
<td>Developer Fee</td>
<td>$1.3 million</td>
<td>$780k</td>
<td></td>
</tr>
<tr>
<td>Estimated HRFC</td>
<td>$2.2 million ($40k - $50K/unit)</td>
<td>$1.6 million ($33K/unit)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Planning Work</th>
<th>RAD 2.0</th>
<th>Firebaugh Gateway</th>
<th>Fowler LIPH</th>
<th>Selma LIPH</th>
<th>Sanger LIPH</th>
<th>New Opportunities</th>
<th>Parlier LIPH</th>
<th>Biola LIPH</th>
<th>Huron LIPH</th>
<th>San Joaquin LIPH</th>
<th>Kerman LIPH</th>
<th>Garland Gardens</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Firebaugh General Planning</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Notes:** Estimates only and subject to change. Document is for planning purposes as new opportunities may arise and existing opportunities may fall off. All subject to Board guidance.
## Fresno Housing Real Estate Development Pipeline and Pre-development Opportunities

<table>
<thead>
<tr>
<th>CITY PIPELINE</th>
<th>2014</th>
<th>2015 Round 1 Tax Credits</th>
<th>2015 Round 2 Tax Credits</th>
<th>2016 Tax Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CITY PIPELINE</strong></td>
<td>Calaveras Court (Lowell Rehab+New)</td>
<td>Monte Vista Apartments</td>
<td>West Fresno</td>
<td>Monte Vista Apartments</td>
</tr>
<tr>
<td><strong>Units/Type</strong></td>
<td>42 units, multi-family rehab/New</td>
<td>44 units, multi-family rehab</td>
<td>Sequoia Courts</td>
<td>Sequoia Terrace</td>
</tr>
<tr>
<td><strong>TDC Estimate</strong></td>
<td>$6.45 million</td>
<td>$6.9 million</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Financing Gap (Est.)</strong></td>
<td>$1.8 million</td>
<td>$2.7 million</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Potential Sources for Gap</strong></td>
<td>2015 HOME Funds; Bank Loan - $250k; Wells Fargo - $125k; HRFC, Better Opportunities Builders; PBV</td>
<td></td>
<td>Seller financing, LIPH sources</td>
<td></td>
</tr>
<tr>
<td><strong>Developer Fee</strong></td>
<td>$680k</td>
<td>$650k</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Estimated HRFC Commitment/Unit</strong></td>
<td>$1.8 million ($43k/unit)</td>
<td></td>
<td>$2.7 M FH ($60K/unit)</td>
<td></td>
</tr>
<tr>
<td><strong>Projects</strong></td>
<td>Edison Plaza Phase I</td>
<td>Edison Plaza Phase II</td>
<td>West Fresno</td>
<td></td>
</tr>
<tr>
<td><strong>Units/Type</strong></td>
<td>65 units, multi-family new construction</td>
<td>63 units, multi-family new const.</td>
<td></td>
<td>Rehab and New?</td>
</tr>
<tr>
<td><strong>TDC Estimate</strong></td>
<td>$14.5 million</td>
<td>$12.7 million</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Financing Gap (Est.)</strong></td>
<td>none projected</td>
<td></td>
<td>$2.6 million</td>
<td></td>
</tr>
<tr>
<td><strong>Potential Sources for Gap</strong></td>
<td>RDA Loan Committed</td>
<td>AHP, HRFC, FH, HOME</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Developer Fee</strong></td>
<td>$1.7 million</td>
<td>$1.5 million</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Estimated HRFC Commitment/Unit</strong></td>
<td>None projected in phase 1</td>
<td></td>
<td>$2.6 M ($20k/unit/both phases)</td>
<td></td>
</tr>
<tr>
<td><strong>Projects</strong></td>
<td>West Fresno Pre-Planning</td>
<td></td>
<td></td>
<td>Parc Grove NE</td>
</tr>
<tr>
<td><strong>Planning Work</strong></td>
<td>West Fresno Pre-Planning</td>
<td>West Fresno Planning</td>
<td>West Fresno Planning</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Parc Grove NE (Vets/Senior)</td>
<td>Renaissance Expansions</td>
<td>Highway City</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Parc Gove NE Early Learning</td>
<td>Neighborhood Rehabs</td>
<td>Pinedale LIPH</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Hmong Cultural Campus</td>
<td>Admin Site</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>AA Museum Partnership</td>
<td>Family Reunification</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Edison Plaza</td>
<td>Emergency Shelter</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Demo/Dispo Opportunities</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Notes: Estimates only and subject to change. Document is for planning purposes as new opportunities may arise and existing opportunities may fall off. All subject to Board guidance.
Executive Summary

The Fresno Housing Authority (FH) is committed to the development of affordable housing within Fresno County, and Firebaugh Gateway exemplifies this goal. Pursuant to the authority granted to FH under the Annual Contributions Contract (the “ACC”) between FH and the U.S. Department of Housing and Urban Development (“HUD”), FH has access to Section 8 tenant assistance vouchers which FH may project-base pursuant to Section 8 of the U.S. Housing Act of 1937 and 24 CFR Part 983. Given FH’s desire to facilitate the development and operation of an affordable 30 unit senior project located at 1238 and 1264 P Street in the City of Firebaugh, California (the “Project”), FH has the ability to commit twenty-nine (29) project-based Section 8 vouchers for an initial Housing Assistance Payments contract term of 15 years, which initial term shall be renewed for an additional 15 year term. The Section 8 vouchers will be provided subject to and in accordance with Section 8 of the U.S. Housing Act of 1937 and all applicable regulations thereto.

The regulations from 24 CFR 983 provide for two methods of project selection – through a competitive RFP process and through the selection of a project that has been previously selected for competitive funding. The language that describes this second method is as follows:

983.51 (b) (2) Selection of a proposal for housing assisted under a federal, state, or local government housing assistance, community development, or supportive services program that requires competitive selection of proposal (e.g., HOME, and units for which competitively awarded LIHTCs have been provided), where the proposal has been selected in accordance with such program’s competitive selection requirements within three years of the PBV proposal selection date, and the earlier competitive selection proposal did not involve any consideration that the project would receive PBV assistance.

The FH is basing its award method on the competitive Federal Home Loan Bank of San Francisco’s Affordable Housing Program (AHP) award given to
Firebaugh Gateway on July 26, 2013. AHP approved an award of $300,000 of subsidy for this subject project.

FH is also required to provide public notice for an award of project based vouchers. All of the appropriate public notices have been made and the notice appeared in the Fresno Bee on November 8th and 9th and November 15th and 16th of 2014.

Recommendation
It is recommended that the Board of Commissioners of the Fresno Housing Authority award twenty-nine (29) Project Based Vouchers (PBV) based on the second method (previous competitive award of AHP funds) on behalf of Firebaugh Gateway and authorize the CEO/Executive Director and/or his designee to enter into a Housing Assistance Payment contract for 15 years, with a 15 year extension, with Firebaugh Gateway, LP, for the purposes of providing twenty-nine (29) Project Based Vouchers to Firebaugh Gateway.

Fiscal Impact
The twenty-nine (29) PBV’s are anticipated to provide approximately $29,832 of subsidy income in year one, subsequent year amounts may vary based on fair market rents. This funding will commence at the time each unit receives a Certificate of Occupancy and both the unit and proposed tenant have been reviewed and approved by a Housing Authority staff person or contractor, subject to program guidelines. The PBV’s and subsequent funding will come from FH’s existing Housing Choice Voucher program.

Background Information
The subject site consists of two existing parcels (APNs 008-075-003 and 008-075-011) that are each developed with existing multifamily residential dwellings. The project would demolish these buildings and build 30 new senior units. The proposed project features a two story building situated along the P Street and 13th Street frontages of the site. A parking lot will be situated to the rear of the building and will take access from the alley that runs parallel to P Street. This alley connects 13th Street in the south to 12th Street to the north. A landscaped area will be situated at the rear of the building and will provide green space for residents to enjoy the outdoors.

In September of 2013, the Firebaugh Successor Agency submitted a Long-Range Property Management Plan (LRPMP) to the Department of Finance which would allow for the disposal of certain assets including the Firebaugh Gateway Property. Based on the Boards’ continued interest in pursuing this project, staff has been working with various stakeholders and contacts in Sacramento in an attempt to expedite the Department approval of the LRPMP, which would enable the property to be sold to the housing authority and project to move forward. Staff was working toward a possible March 5th, 2014 tax credit application.

On February 10th, 2014 the Department of Finance approved the LRPMP, which includes the Firebaugh Gateway Project. Staff is now diligently working with City Officials to meet all of the actions required for Fresno Housing to gain site control. The RDA Successor Agency approved the sale to Fresno Housing and we are currently working on the approval of a Purchase and Sale Agreement. The Department requires that the sale of the property be at or near market value and therefore, FH ordered an update of the appraisal that returned a value of $360,000.
RESOLUTION NO.________
BEFORE THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF FRESNO COUNTY

RESOLUTION APPROVING ALLOCATION OF TWENTY-NINE (29) PROJECT BASED
VOUCHERS FOR THE FIREBAUGH GATEWAY DEVELOPMENT, AN AFFORDABLE
SENIOR HOUSING DEVELOPMENT IN FIREBAUGH, CA

WHEREAS, the Housing Authority of Fresno County, California has agreed to facilitate
the development of real property located at 1238 P Street and 1264 P Street, Firebaugh, CA,
93622, APNs 008-075-003 and 008-075-011, and the improvements located thereon (collectively,
the Property) for the development of 30-units of affordable senior housing (collectively the
Project); and

WHEREAS, the Housing Authority of Fresno County, California desires to commit
twenty-nine (29) Project-Based Vouchers to Firebaugh Gateway, for a term of 15 years, with an
automatic renewal clause of an additional 15 years; and

WHEREAS, the Housing Authority of Fresno County, California will request formal
approvals from HUD for authority to commit the proposed twenty-nine (29) project based
vouchers; and

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing
Authority of Fresno County, California authorize and empower the CEO/Executive Director
Preston Prince or his designee to negotiate and execute a Housing Assistant Payments (HAP)
contract and supporting documents, for the purposes of providing twenty-nine (29) Project
Based Vouchers to Firebaugh Gateway for the Firebaugh Gateway development in Firebaugh,
CA subject to final HUD approval.

PASSED AND ADOPTED THIS 19th DAY OF NOVEMBER, 2014. I, the undersigned,
herby 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
Executive Summary

In July, 2014 The Fresno Housing Authority was informed the California Department of Finance (Department) has approved the City of Firebaugh Successor Agency’s Long-Range Property Management Plan (LRPMP). This approval allows the Successor Agency to dispose of certain assets including the subject Firebaugh Gateway site. Staff is currently working with the Firebaugh City Manager to complete all actions that would enable a Purchase and Sale Agreement to be executed, which is a critical component of a low-income housing tax credit application and other funding opportunities.

Given the previous activities completed by the Fresno Housing Authority (FH), and if FH is able to execute a Purchase and Sale Agreement to obtain site control for this property, staff is prepared to move forward with the project and apply for various sources. These funding sources may include among others, the California Department of Housing and Community Development’s Infill Infrastructure Grant Program (IIG) due December 10, 2014 and low-income housing tax credits as soon as March 5, 2015.

The Infill Infrastructure Grant Program was funded by Proposition 1C, the Housing and Emergency Shelter Trust Fund Act of 2006. Its primary objective is to promote infill housing development. The program seeks to accomplish this objective by providing financial assistance for infrastructure improvements necessary to facilitate new infill housing development. Under the program, grants are available as gap funding for infrastructure improvements necessary for specific residential or mixed-use infill development projects. Both infill projects and areas must have either been previously developed or be largely surrounded by development. Specific eligible improvements include: development or rehabilitation of parks or open space, water, sewer or other utility service improvements, streets, roads, parking structures, transit linkages, transit shelters, traffic mitigation features, sidewalks and streetscape improvements.

As part of the next phase in the development process, it is necessary that the Board of Commissioners of the Fresno Housing Authority adopt a resolution
authorizing the agency to apply to the California Department of Housing and Community Development’s Infill Infrastructure Grant Program (IIG) due December 10, 2014 in the attached resolution.

**Recommendation**

It is recommended that the Board of Commissioners of the Fresno Housing Authority adopt the attached resolutions approving financing applications for the Firebaugh Gateway development and authorize the CEO/Executive Director, or his designee, to negotiate and execute documents in connection with the approved actions.

1. Authorize the undertaking of all actions necessary to develop the Project and assemble various financing sources, which may include, but not be limited to, (a) submittal of an application for 9% low-income housing tax credit equity, (b) submittal of a California Department of Housing and Community Development’s Infill Infrastructure Grant Program (IIG) application, (c) entering into a loan agreement with the Housing Relinquished Fund Corporation, and (d) grants, operating subsidies and/or private loans and such other sources identified by the CEO/Executive Director;

2. Authorize the CEO/Executive Director, Preston Prince, and/or the CFO/Deputy Director, Tracewell Hanrahan, 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;

3. Provide for other matters related thereto.

**Fiscal Impact**

The anticipated application for the IIG grant amount will be for an amount of up to $1,100,000 through the California Department of Housing and Community Development’s Infill Infrastructure Grant Program (IIG). It is anticipated the funding would directly reduce the Fresno Housing Authority’s (HRFC) commitment to the project. The final application for tax credits will incorporate any grants or funding known at the time of the application. At this time there is no direct fiscal impact from submittal of the application. Any cost associated with the preparation of the funding application would be paid from predevelopment funds previously approved by the Board.

**Background Information**

The subject site consists of two existing parcels (APNs 008-075-003 and 008-075-011) that are each developed with existing multifamily residential dwellings. The project would demolish these buildings and build 30 new senior units. The proposed project features a two story building situated along the P Street and 13th Street frontages of the site. A parking lot will be situated to the rear of the building and will take access from the alley that runs parallel to P Street. This alley connects 13th Street in the south to 12th Street to the north. A landscaped area will be situated at the rear of the building and will provide green space for residents to enjoy the outdoors.

In September of 2013, the Firebaugh Successor Agency submitted a Long-Range Property Management Plan (LRPMP) to the Department of Finance which would allow for the disposal of certain assets including the Firebaugh Gateway Property. Based on the Boards’ continued interest in pursuing this project, staff has been working with various stakeholders and contacts in Sacramento in an attempt to expedite the Department approval of the LRPMP, which would enable the property to be sold to the housing authority and project to move forward. Staff was working toward a possible March 5th, 2014 tax credit application.
On February 10th, 2014 the Department of Finance approved the LRPMP, which includes the Firebaugh Gateway Project. Staff is now diligently working with City Officials to meet all of the actions required for Fresno Housing to gain site control. The RDA Successor Agency approved the sale to Fresno Housing and we are currently working on the approval of a Purchase and Sale Agreement. The Department requires that the sale of the property be at or near market value and therefore, FH ordered an update of the appraisal that returned a value of $360,000.
RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF DOCUMENTS FOR THE SUBMISSION OF THE CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT’S INFILL INFRASTRUCTURE GRANT PROGRAM APPLICATION IN CONNECTION WITH THE FINANCING, DEVELOPMENT AND OPERATION OF FIREBAUGH GATEWAY (THE PROJECT), AND ASSEMBLAGE OF VARIOUS FINANCING SOURCES FOR THE FIREBAUGH GATEWAY PROJECT, AND PROVIDING FOR OTHER MATTERS RELATED THERETO

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

WHEREAS, HAFC 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, HAFC has agreed to facilitate the development of real property located at 1238 P Street and 1264 P Street, Firebaugh, CA, 93622, APNs 008-075-003 and 008-075-011, and the improvements located thereon (collectively, the Property) for the development of 30-units of affordable senior housing (collectively the Project); and

WHEREAS, HAFC intends to undertake such actions as necessary to facilitate the financing, development, ownership and operation of the Property; and

WHEREAS, HAFC desires to submit an application for funding to the California Department of Housing and Community Development’s Infill Infrastructure Grant Program (IIG) due December 10, 2014 in the amount of $1,100,000 to assist in the development and construction of the Project; and

WHEREAS, HAFC is in the process of identifying other public and private funding resources available for the Project; and

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

NOW, THEREFORE, BE IT RESOLVED:

1. **Applications for Financing.** The Authorized Officers, and each of them acting alone, are authorized and directed to execute and deliver, on behalf of HAFC (acting on its
own behalf or as sole member of the Administrative General Partner), to undertake all
documents necessary to develop the Project and assemble various financing sources,
which may include, but not be limited to, California Department of Housing and
Community Development’s Infill Infrastructure Grant Program, applications for 9%
low-income housing tax credit equity, a loan from the Housing Relinquished Fund
Corporation, grants and/or private loans; and such other sources identified by the
CEO/Executive Director.

2. **Ancillary Actions and Documents.** The Authorized Officers, and each of them acting
alone, are authorized on behalf of HAFC to execute, deliver and/or file (or cause to be
delivered and/or filed) any affidavits, certificates, letters, government forms, documents,
agreements and instruments that any such Authorized Officer determines to be
necessary or desirable: (i) to give effect to this resolution; (ii) to consummate the
transactions contemplated herein; and/or (iii) to further the development and financing.
Without limiting the scope of such authorization, such actions may include negotiation
of all terms and conditions associated with any funding identified for the Project and the
execution of all documents related to such funding; and any and all actions in
connection with permits, licenses and other governmental approvals necessary to
implement the Project. Documents authorized to be executed by the Authorized
Officers may include financing, loan and grant applications, environmental indemnity
agreements, architect agreements, contractor agreements, irrevocable consents and
appointments of attorneys for service of process.

3. **Acting Officers Authorized.** Any action required by this resolution to be taken by the
Chair of the Board or CEO/Executive Director of HAFC may, in the absence of such
person, be taken by the duly authorized acting Chair of the Board or acting
CEO/Executive Director of HAFC, respectively or by the designee of the Chair of the
Board or CEO/Executive Director.

4. **Ratification and Confirmation.** All actions of HAFC and its officers prior to the date
hereof and consistent with the terms of this resolution are ratified and confirmed.

5. **Effective Date.** This resolution shall be in full force and effect from and after its
adoption and approval.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing
Authority of Fresno County, Ca hereby authorizes the CEO/Executive Director, or his designee, to adopt the attached resolutions approving financing and organizational structuring for the Firebaugh Gateway development in Firebaugh, CA.

PASSED AND ADOPTED THIS 19TH DAY OF NOVEMBER, 2014. 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
Executive Summary
The Northeast phase of Parc Grove Commons is currently in the conceptual/pre-development phase and planning is underway. The Northeast phase currently has an existing conditional use permit ("CUP") previously approved for the entire site; however an amendment to the CUP may be needed. Staff is working on possible funding sources for the project and is preparing for an application to the California Department of Housing and Community Development’s ("HCD") Infill Infrastructure Grant Program ("IIG") due December 10, 2014.

The Infill Infrastructure Grant Program was funded by Proposition 1C, the Housing and Emergency Shelter Trust Fund Act of 2006. Its primary objective is to promote infill housing development. The program seeks to accomplish this objective by providing financial assistance for infrastructure improvements necessary to facilitate new infill housing development. Under the program, grants are available as gap funding for infrastructure improvements necessary for specific residential or mixed-use infill development projects. Both infill projects and areas must have either been previously developed or be largely surrounded by development. Specific eligible improvements include: development or rehabilitation of parks or open space, water, sewer or other utility service improvements, streets, roads, parking structures, transit linkages, transit shelters, traffic mitigation features, sidewalks and streetscape improvements.

As part of the next phase in the development process, it is necessary that the Board of Commissioners of the Fresno Housing Authority adopt a resolution authorizing the agency to apply to HCD for the IIG program and various other funding sources that may be available to support the feasibility of the project.

In addition, in order to score full points in the IIG application for funding commitments, the applicant must demonstrate commitments totaling 90% of the total development cost. A preliminary draft of the proposed sources and uses is shown below:
Taking into account the anticipated tax credit equity and proposed IIG funding, $1,000,000 in additional commitments is required to satisfy the 90% threshold. Staff is requesting a commitment of $1,000,000 in FH seller financing to satisfy this requirement.

Recommendation

It is recommended that the Board of Commissioners of the Fresno Housing Authority adopt the attached resolution approving various financing applications for the Parc Grove Commons Northeast development and authorize the CEO/Executive Director, Preston Prince, the CFO/Deputy Director, Tracewell Hanrahan, or their designee, to negotiate and execute documents in connection with the approved actions.

1. Authorize the undertaking of all actions necessary to develop the Project and assemble various financing sources, which may include, but not be limited to, (a) submittal of an application for 9% low-income housing tax credit equity, (b) submittal of a California Department of Housing and Community Development’s (“HCD”) Infill Infrastructure Grant Program (“IIG”) application, (c) submittal of an Affordable Housing Program (AHP) application to the Federal Home Loan Bank of San Francisco, (d) submittal of a HOME funds application to the City of Fresno, (e) entering into a loan agreement with the Housing Relinquished Fund Corporation, and (f) grants, operating subsidies and/or private loans and such other sources identified by the CEO/Executive Director;
2. Adopt the attached resolution approving a funding commitment from FH $1,000,000 for Parc Grove Commons Northeast.

3. Authorize the CEO/Executive Director, Preston Prince, and/or the CFO/Deputy Director, Tracewell Hanrahan, to execute documents on behalf of the Housing Authority of the City of Fresno, Ca, and for the benefit of Parc Grove Commons Northeast;

4. Provide for other matters related thereto.

Fiscal Impact
FH staff is requesting $1,000,000 in FH seller financing. The anticipated application amount will be for an amount of up to $3,900,000 through the California Department of Housing and Community Development’s (“HCD”) Infill Infrastructure Grant Program (“IIG”). Pre-development costs are to be paid by pre-development funds previously approved by the Board.

Background Information
The project is proposed on the site of two former low income public housing complexes which totaled 200 units, built between 1945 and 1952. Demolition of the 200 obsolete units was completed in mid-2007. Parc Grove Commons Northeast (the “project”) will consist of up to 101 new construction units. The project is located directly Northeast of Parc Grove Commons South and Parc Grove Commons Northwest phases of the project (APN #446-020-40). The project will target senior and homeless veterans housing units with incomes at 30% - 60% AMI.

The development site has already completed and built a total of 363 new affordable housing units. The project’s South phase included a total of 215 units. The development broke ground in February, 2010 and construction was completed in April, 2011. The Northwest phase included a total of 148 affordable units and started construction in February, 2013. Northwest wrapped up construction in April, 2014 and is currently in its stabilization phase.
RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF DOCUMENTS FOR THE SUBMISSION OF THE CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT’S INFILL INFRASTRUCTURE GRANT PROGRAM APPLICATION IN CONNECTION WITH THE FINANCING, DEVELOPMENT AND OPERATION OF PARC GROVE COMMONS NORTHEAST (THE PROJECT), AND APPROVE $1,000,000 IN SELLER FINANCING, AND PROVIDING FOR OTHER MATTERS RELATED THERETO

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

WHEREAS, HACF 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, HACF has agreed to facilitate the development of real property located in the City of Fresno, APN 446-020-40, and the improvements located thereon (collectively, the Property) for the development of up to 101-units of affordable veterans housing (collectively the Project); and

WHEREAS, HACF intends to undertake such actions as necessary to facilitate the financing, development, ownership and operation of the Property; and

WHEREAS, HACF desires to submit an application for funding to the California Department of Housing and Community Development’s Infill Infrastructure Grant Program (IIG) due December 10, 2014 in the amount of up to $3,900,000 to assist in the development and construction of the Project; and

WHEREAS, HACF is in the process of identifying other public and private funding resources available for the Project; and

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

NOW, THEREFORE, BE IT RESOLVED:

1. **Applications for Financing.** The Authorized Officers, and each of them acting alone, are authorized and directed to execute and deliver, on behalf of HACF (acting on its own behalf or as sole member of the Administrative General Partner), to undertake all
documents necessary to develop the Project and assemble various financing sources, which may include, but not be limited to, applications to the California Department of Housing and Community Development’s Infill Infrastructure Grant Program, applications for 9% low-income housing tax credit equity, submittal of a HOME funds application to the City of Fresno, a loan from the Housing Relinquished Fund Corporation, submittal of an application to the Federal Home Loan Bank for the Affordable Housing Program (AHP), grants and/or private loans; and such other sources identified by the CEO/Executive Director.

2. **Approval to Borrow $1,000,000.** The Authorized Officers, and each of them acting alone, are authorized on behalf of HACF, to adopt this resolution approving $1,000,000 in seller financing to Parc Grove Commons Northeast.

3. **Ancillary Actions and Documents.** The Authorized Officers, and each of them acting alone, are authorized on behalf of HACF to execute, deliver and/or file (or cause to be delivered and/or filed) any affidavits, certificates, letters, government forms, documents, agreements and instruments that any such Authorized Officer determines to be necessary or desirable: (i) to give effect to this resolution; (ii) to consummate the transactions contemplated herein; and/or (iii) to further the development and financing. Without limiting the scope of such authorization, such actions may include negotiation of all terms and conditions associated with any funding identified for the Project and the execution of all documents related to such funding; and any and all actions in connection with permits, licenses and other governmental approvals necessary to implement the Project. Documents authorized to be executed by the Authorized Officers may include financing, loan and grant applications, environmental indemnity agreements, architect agreements, contractor agreements, irrevocable consents and appointments of attorneys for service of process.

4. **Acting Officers Authorized.** Any action required by this resolution to be taken by the Chair of the Board or CEO/Executive Director of HACF may, in the absence of such person, be taken by the duly authorized acting Chair of the Board or acting CEO/Executive Director of HACF, respectively or by the designee of the Chair of the Board or CEO/Executive Director.

5. **Ratification and Confirmation.** All actions of HACF and its officers prior to the date hereof and consistent with the terms of this resolution are ratified and confirmed.

6. **Effective Date.** This resolution shall be in full force and effect from and after its adoption and approval.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno, Ca hereby authorizes the CEO/Executive Director, or his
designee, to adopt the attached resolutions approving financing and organizational structuring for the Parc Grove Northeast development in Fresno, CA.

PASSED AND ADOPTED THIS 19TH DAY OF NOVEMBER, 2014.  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
Executive Summary

On occasion, Staff wishes to propose actions which are not included in the Agency’s Annual Plan. Per Department of Housing and Urban Development (“HUD”) regulations, these actions necessitate the amending and reapproval of the Agency’s Annual Plan.

The purpose of the PHA Annual Plan is to notify HUD of actions the agency is considering in the upcoming year. The agency is not held to, nor limited to, the proposed activities in this plan. These amendments are common among housing authorities, regularly approved by HUD, and used to keep the Plans current.

Staff has made the following amendments:

- Disposition of the Cedar Heights parcel (4532 E. Hamilton Ave)
- The pursuit of Public Housing repositioning opportunities
- Consideration of new pre-development projects for 2015

Since the Cedar Heights parcel must be disposed urgently for the Cedar Heights project to go forward, Staff has prepared the following amended plan for approval:

- 2014 Annual Plan for the Housing Authority of the City of Fresno, Ca (Attachment A)

The disposition action will then carry forward into 2015, which necessitated the amending of the following 2015 plan:

- 2015 Annual Plan for the Housing Authority of the City of Fresno, Ca (Attachment B)

Staff made additional amendments to the 2015 plan including the identification of potential new pre-development opportunities and updated RAD repositioning plans. Similarly, Staff updated county repositioning plans and pre-development opportunities in the 2015 Annual Plan for the Housing Authority of the City of Fresno, Ca.
Authority of Fresno County (Attachment C). All changes made by Staff are highlighted in the attachments.

**Recommendation**

It is recommend that the Board of Commissioners of the Housing Authority of the City of Fresno and the Housing Authority of Fresno County adopt the amended 2014 Annual Plan and 2015 Annual Plans and authorize the CEO/Executive Director, Preston Prince, CFO/Deputy Director, Tracewell Hanrahan, or their designee, to submit the amended plans to HUD.

**Fiscal Impact**

No direct fiscal impact will result from this action.

**Background Information**

On September 24, 2014, the Boards approved an application for the disposition of 0.83 acres of vacant land at 4532 East Hamilton Avenue, Fresno, known as the Cedar Heights parcel. This proposed action was not reflected in the agency’s 2014 Annual Plan, which is a condition of approval for the submission of the disposition application to HUD. Therefore, Staff has revised the 2014 Annual Plan to reflect this action and other activities not previously foreseen.

**Attachments:**

- Attachment A: 2014 HACF Annual Plan, amended
- Attachment B: 2015 HACF Annual Plan, amended
- Attachment C: 2015 HAFC Annual Plan, amended
RESOLUTION NO._______

BEFORE THE BOARDS OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF THE CITY OF FRESNO, CA

RESOLUTION AUTHORIZING SUBMISSION OF SIGNIFICANT AMENDMENTS TO THE 2014 AND 2015 PUBLIC HOUSING AUTHORITY ANNUAL PLANS TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WHEREAS, the Quality Housing and Work Responsibility Act of 1998, established the U.S. Department of Housing and Urban Development’s (HUD) responsibility for reviewing and approving or disapproving Public Housing Authority (PHA) Annual and Five-Year Plans; and,

WHEREAS, the PHA Annual Plan informs HUD, residents and the public of the PHA’s mission for serving the needs of low-income and very low-income families and the strategies for addressing those needs; and,

WHEREAS, HUD requires each Housing Authority to submit an Annual Plan for tenant-based assistance and public housing programs, and once every five years a Five-Year Plan; and

WHEREAS, the Board of Commissioners would like to pursue activities not included in the approved 2014 and 2015 Annual Plans;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno, Ca, adopt the amended Annual Plans and authorize the CEO/Executive Director, Preston Prince, CFO/Deputy Director, Tracewell Hanrahan, or their designee, to submit the Plans to HUD.

PASSED AND ADOPTED THIS 19th DAY OF November, 2014. 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 Board of Commissioners
RESOLUTION NO.________

BEFORE THE BOARDS OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF FRESNO COUNTY

RESOLUTION AUTHORIZING SUBMISSION OF SIGNIFICANT AMENDMENTS TO THE 2015 PUBLIC HOUSING AUTHORITY ANNUAL PLAN TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WHEREAS, the Quality Housing and Work Responsibility Act of 1998, established the U.S. Department of Housing and Urban Development’s (HUD) responsibility for reviewing and approving or disapproving Public Housing Authority (PHA) Annual and Five-Year Plans; and,

WHEREAS, the PHA Annual Plan informs HUD, residents and the public of the PHA’s mission for serving the needs of low-income and very low-income families and the strategies for addressing those needs; and,

WHEREAS, HUD requires each Housing Authority to submit an Annual Plan for tenant-based assistance and public housing programs, and once every five years a Five-Year Plan; and

WHEREAS, the Board of Commissioners would like to pursue activities not included in the approved 2015 Annual Plan;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County, adopt the amended Annual Plan and authorize the CEO/Executive Director, Preston Prince, CFO/Deputy Director, Tracewell Hanrahan, or their designee, to submit the Plans to HUD.

PASSED AND ADOPTED THIS 19th DAY OF November , 2014. 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 Board of Commissioners
1.0 PHA Information
PHA Name: HOUSING AUTHORITY OF THE CITY OF FRESNO  
PHA Code: CA006  
PHA Type: ☒ High Performing (HCV) ☐ Standard (LIPH)  
PHA Fiscal Year Beginning: (01/2014):

2.0 Inventory (based on ACC units at time of FY beginning in 1.0 above)
Number of PH units: 788  
Number of HCV units: 6924

3.0 Submission Type
☒ 5-Year and Annual Plan  
☐ Annual Plan Only  
☐ 5-Year Plan Only

4.0 PHA Consortia
☐ PHA Consortia: (Check box if submitting a joint Plan and complete table below.)

<table>
<thead>
<tr>
<th>Participating PHAs</th>
<th>PHA Code</th>
<th>Program(s) Included in the Consortia</th>
<th>Programs Not in the Consortia</th>
<th>No. of Units in Each Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHA 1:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHA 2:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHA 3:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5.0 5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.
N/A

5.1 Mission. State the PHA’s Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA’s jurisdiction for the next five years:
N/A

5.2 Goals and Objectives. Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.
N/A

PHA Plan Update

(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:
The following PHA Plan elements have been updated:

1. Eligibility, Selection, and Admission Policies, Including Deconcentration and Wait List Procedures.

Housing Choice Voucher Administrative policy changes:

- Clarification added about the reasonable accommodation grievance procedures that a family may file a simultaneous appeal with the Department of Fair Housing and Equal Opportunity.
- Adding an option to the waiting list process to include an online process of accepting pre-applications, if that option is given at the time HACF announces its intent to open the waiting list.
- Clarifies, when using the lottery or random selection method of creating an application pool, that pre-applications will be randomly ordered.
- Effective May 1, 2013 through March 31, 2014, added temporary compliance policy which states when assets are less than $5,000, HACF will accept a family’s self-declaration of the amount of assets and the amount of income expected to be received from those assets.
- Effective May 1, 2013 through March 31, 2014, added temporary compliance policy for elderly and disabled families which states HACF will conduct a streamlined reexamination of income. When 100 percent of the family’s income consists of fixed income, HACF will apply any published cost of living adjustments to the previously verified income amount.
- Effective May 1, 2013 through March 31, 2014 added temporary compliance policy which states HACF may approve an exception payment standard of up to 120% of the Fair Market Rent to accommodate a disability.
- Existing policy states when families or owners owe money to the HACF, the HACF will make every effort to collect. HACF is adding to the current list of collection tools the following: “Franchise Tax Board (FTB) for interagency intercept collections”.
- Adds 2 additional items (closet door off track and striker plate on door is missing or damaged) that can be cleared via the HQS Repair Certification methodology rather than requiring a physical reinspection.

Low-Income Public Housing Program Changes:

- Adding temporary compliance policy through March 31, 2014 to state that when assets are less than $5,000, HACF will accept a family’s self-declaration of the amount of assets and the amount of income expected to be received from those assets.
- Adding temporary compliance policy through March 31, 2014 for elderly and disabled families to state HACF will
• When families or owners owe money to the HACF the HACF will make every effort to collect. HACF is adding to the current list of collection tools the following: “Franchise Tax Board (FTB) for interagency intercept collections”.

(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.

• Main administrative office of the HAFC located at:
  1331 Fulton Mall, Fresno, CA  Telephone (559) 443-08400
• FHA development management offices located at:
  1. 937 Klette, Fresno, CA  Telephone (559) 457-4175
  2. 1030 Parlier Avenue, Parlier, CA Telephone (559) 457-4125 or (559) 646-2778
  3. 1625 Allardt Drive, Firebaugh, CA  Telephone (559) 457-4100 or (559) 653-3084

The HAFC official website: www.hafresno.org.

---

### PHA Plan Update

#### Financial Resources

The HAFC anticipates the following financial resources available for the support of the LIPH and HCV programs administered by the HAFC, Public Housing Operating Fund, Public Housing Capital Fund, Public Housing Dwelling Rental Income, and Annual Contributions for HCV, as well as grant funds for ROSS, HMIS, FSS and Shelter Plus Care.

<table>
<thead>
<tr>
<th>#</th>
<th>Program</th>
<th>Financial Resources</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>PH Op Subsidy</td>
<td>2,366,158</td>
</tr>
<tr>
<td>2</td>
<td>Other Housing Programs Assistance</td>
<td>708,390</td>
</tr>
<tr>
<td>3</td>
<td>HAP Earned</td>
<td>43,371,717</td>
</tr>
<tr>
<td>4</td>
<td>Admin Fee Earned</td>
<td>4,009,892</td>
</tr>
<tr>
<td>5</td>
<td>ROSS</td>
<td>76,950</td>
</tr>
<tr>
<td>6</td>
<td>HMIS</td>
<td>215,289</td>
</tr>
<tr>
<td>7</td>
<td>FSS</td>
<td>21,738</td>
</tr>
<tr>
<td>8</td>
<td>PH Dwelling Rents</td>
<td>1,599,681</td>
</tr>
<tr>
<td>9</td>
<td>Other Housing Programs Dwelling Rent</td>
<td>292,497</td>
</tr>
<tr>
<td>10</td>
<td>Housing Counseling</td>
<td>70,000</td>
</tr>
<tr>
<td>11</td>
<td>SPC</td>
<td>1,631,499</td>
</tr>
<tr>
<td>12</td>
<td>Cap Fund</td>
<td>1,151,754</td>
</tr>
<tr>
<td>13</td>
<td>Resident Services</td>
<td>159,425</td>
</tr>
</tbody>
</table>

---

#### 7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers

Include statements related to these programs as applicable.

#### 7a. HOPE VI or Mixed Finance Modernization or Development

Several mixed finance developments are contemplated for development in partnership with the Housing Authority, and may use Public Housing Capital Funds, rental subsidy, RHF, Project Based Vouchers and other available public housing or HUD funds to accomplish these goals.

**Droge**

The Droge development is located at the NEC of Van Ness Avenue and Inyo Street in Downtown Fresno and is part of the City of Fresno’s Downtown Revitalization/Redevelopment Plan. The development will encompass two adjacent parcels, 802 Van Ness Avenue (APN 468 252 05) and 814 Van Ness Avenue (APN 468 252 06). The four-story design will include three stories of workforce housing and mixed uses on the first floor. The design includes 45 units with a mix of 6 studios, 30 one-bedrooms and 8 two-bedrooms and 1 managers unit on approximately .38 acres, and a common use courtyard on the second floor. The ground floor will include a Community Building of approximately 2,060 square feet, Commercial/Retail space of approximately 3,000 square feet and 24 parking garages. The Community Building will include a fully furnished community/meeting room with television and video capabilities, fitness center, full service kitchen, restroom facilities, lounge, and management offices. Our target population will be families and residents of Fresno and the surrounding areas that are income qualified. This development is targeted for workforce housing, with incomes ranging from 50-60% of the Area Median Income.

**Schedule:**

5/17/2013 Tax Credit Application
7/17/2013 Tax Credit Allocation Award
10/17/2013 Construction Start
12/17/2014 Construction Completion
Parc Grove Northwest – Phase 1

The Parc Grove Commons Northwest development is located at 2660 E. Clinton Avenue in Central Fresno on a 7.73 acre site. This project continues the redevelopment of two aging public housing complexes, Funston Terrace and Funston Place that began with the construction of 215 affordable housing units on the South parcel. The overall Northwest phase will consist of 148 affordable apartments, and an 8,880 square foot multi-purpose building. The project will serve families with mixed incomes and will include tax credit, low-income public housing and project-based voucher units.

Schedule:
07/25/12 – Tax Credit Application
10/10/12 – Tax Credit Allocation
2/22/13 – Construction Start
04/29/14 – Construction Completion
10/30/14 – Lease-Up Completed

San Ramon Court Apartments

The subject property is located at 1328 and 1346 East San Ramon Avenue, Fresno CA (APN#'s 418-151-32s and 418-151-34s), which is improved with 32 multi-family residential units which are partially occupied by tenants. This property will complement the Fresno Housing Authority’s (FH) work on the Building Neighborhood Capacity Program (BNCP) in the El Dorado neighborhood. This development is being funded by the City of Fresno Neighborhood Stabilization Program. The Fresno Housing Authority purchased the property On March 2013 and will be rehabilitating the property in partnership with the City of Fresno.

Schedule:
7/1/2013 Construction Start
3/1/2014 Construction Completion

Bridges at Florence

The development “Bridges at Florence Apartments” is located at 649 East Florence Avenue in Fresno California, on a 2.4 acre site. This development will help eliminate a blighted parcel of vacant land within the local neighborhood and provide much needed affordable rental housing for seniors. HACF’s vision for the project consists of 34 affordable, very-low to moderate income senior apartment rental homes, and 1 manager unit.

Schedule:
07/25/12 Tax Credit Application
10/10/12 Tax Credit Allocation Received
04/08/13 Construction Commenced
12/15/13 Construction Completion (Anticipated)
04/30/13 Lease-Up

Cedar Heights

The subject site consists of one parcel currently zoned R-2 for multi-family residential, which measures 35,953.90 square feet (0.83 acres) with the associated Fresno County Assessor’s Parcel Numbers (APNs) of 471-220-55T. The subject site is located on the southern side of East Hamilton Avenue, east of South Chance Avenue within the City of Fresno, California, with the address of 4532 E. Hamilton Avenue. The subject site is currently vacant land.

The project site will consist of two-story apartment buildings, with 14 apartment units at a maximum of 1,200 square feet each.

Schedule:
07/01/2014 Tax Credit Application
09/24/2014 Tax Credit Allocation Award

Fresno RAD (Phase I)

The proposed Fresno RAD Project is comprised of 3 separate, existing public housing developments located in the City of Fresno: Cedar Courts I & II, 149 units of multifamily housing on 17.85 acres located on the southwest corner of Cedar and Hamilton Ave; and Inyo Terrace, 44 units on 3.56 acres located on Peach Ave, just north of Kings Canyon Rd. Viking Village, 40 units of multifamily housing on 4.5 acres located at the northeast corner of Chestnut and Ashlan Ave, is proposed to be financed by 9% LIHTCs in Round 2. These developments were built between 1954 and 1984. The proposed project consists of a substantial rehabilitation of the residential units to preserve their long-term affordability, made possible by converting them from public housing to Project Based Rental Assistance via the HUD Rental Assistance Demonstration.

Schedule:
03/06/13 Tax Credit Application
The proposed Phase II RAD Conversion Project is comprised of separate, existing public housing developments throughout Fresno County. The proposed project consists of a substantial rehabilitation of the residential units to preserve their long-term affordability, made possible by converting them from public housing to Project Based Rental Assistance via the HUD Rental Assistance Demonstration.

**Phase II RAD Conversion**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>12/01/2013</td>
<td>RAD Application</td>
</tr>
<tr>
<td>03/15/2014</td>
<td>Tax Credit Application</td>
</tr>
<tr>
<td>06/15/2014</td>
<td>Tax Credit Allocation</td>
</tr>
<tr>
<td>12/01/2014</td>
<td>Construction Start</td>
</tr>
<tr>
<td>07/01/2016</td>
<td>Construction Completion</td>
</tr>
</tbody>
</table>

**Demolition and/or Disposition**

**Cedar Heights**

The subject site consists of one parcel currently zoned R-2 for multi-family residential, which measures 35,953.90 square feet (0.83 acres) with the associated Fresno County Assessor’s Parcel Numbers (APNs) of 471-220-55T. The subject site is located on the southern side of East Hamilton Avenue, east of South Chance Avenue within the City of Fresno, California, with the address of 4532 E. Hamilton Avenue. The subject site is currently vacant land.

The parcel is currently designated under the Low-Income Public Housing program. This parcel was apportioned from the Cedar Courts property during the RAD conversion process.

The agency plans to submit a disposition application to the Special Applications Center (SAC). An approved disposition will allow the subject parcel to be transferred at Fair Market Value (FMV) and utilized for the development of low-income tax credit housing. Under HUD regulations, parcels which are “incidental to, or do not interfere with, the continued operation of the remaining portion of the development” qualify for disposition. Furthermore, parcels which can be used more efficiently to develop low-income housing outside the public housing program qualify for disposition.

**Disposition Timetable:**

- 09/2014 – Board review of proposed disposition
- 11/2014 – Disposition application to HUD Special Applications Center (SAC)
- 02/2015 – Transfer of subject parcel

**Conversion of Public Housing**

The HACF anticipates a possible conversion of 478 public housing units to Project Based Rental Assistance (PBRA) or Project Based Vouchers (PBV) utilizing the U.S. Department of Housing and Urban Development’s Rental Assistance Demonstration (RAD) program. The number and location of public housing units anticipated for conversion in 2014 are broken down as follows:

**RAD PHASE II**

- **City AMP 1 (233 Units)**
  - Sequoia Courts (60 Units)
  - Sequoia Courts Terrace (78 Units)
  - Monte Vista Terra (44 Units)
  - Garland Gardens (51 Units)

- **City AMP 2 (245 Units)**
  - Sierra Plaza (70 Units)
  - Fairview Heights Terrace (74 Units)
  - Sierra Terrace (72 Units)
  - Desoto Gardens (28 Units)

**RAD PHASE II Schedule:**

- 12/01/2013 - RAD Application
- 03/15/2014 – Tax Credit Application
- 06/15/2014 – Tax Credit Allocation
- 12/01/2014 - Construction Start
- 07/01/2016 - Construction Completion

**RAD PHASE I:**

- CI AMP 4 CA0060000004 – Cedar Courts (119 units)
CA006000004 – Cedar Courts II (30 units)
CA006000004 – Viking Village (40 units)
CA006000004 – Inyo Terrace (44 units)

The projected schedule for conversion is as follows:

**RAD PHASE I**
Schedule:
08/01/2012 - RAD Application
10/01/2012 – RAD Award Notification
11/01/2012 – Submit Executed CHAP to HUD
01/01/2013 – Submit Certification of Lender/Investor Due Diligence Completion
03/01/2013 – Obtain Firm Lender Commitments
03/15/2013 – Tax Credit Application
04/01/2013 – Submit Financing Plan to HUD
06/15/2013 – Tax Credit Allocation
07/01/2013 – Submit Executed RCC to HUD
09/30/2013 – Full Conversion Deadline
10/01/2013 - Construction Start
10/01/2014 - Construction Completion

7d. **Section 8 Homeownership Option**

The HACF has established a minimum homeowner down payment requirement of at least 3 percent of the purchase price, and that at least 1 percent of the purchase price comes from the family’s resources.

The HACF requires that financing for the purchase of a home through the Section 8 homeownership option will be provided, insured or guaranteed by the state or Federal government, comply with secondary mortgage market underwriting requirements, or comply with the generally accepted private sector underwriting standards.

The HACF has partnered with Citibank since 2005 for mortgage financing.

7e. **Project Based Vouchers**

Project Based Vouchers are anticipated to be utilized at a number of development; both in tax-credit financed properties and through U.S. Department of Housing and Urban Development’s Rental Assistance Demonstration (RAD) program. The number and location of PB vouchers expected for 2014-478 vouchers broken down as follows:

**RAD PHASE II**
City AMP 1 (233 Units)
Sequoia Courts (60 Units)
Sequoia Courts Terrace (78 Units)
Monte Vista Terra (44 Units)
Garland Gardens (51 Units)

City AMP 2 (245 Units)
Sierra Plaza (70 Units)
Fairview Heights Terrace (74 Units)
Sierra Terrace (72 Units)
Desoto Gardens (28 Units)

**RAD PHASE I**
CA006000004 – Cedar Courts (119 units)
CA006000004 – Cedar Courts II (30 units)
CA006000004 – Viking Village (40 units)
CA006000004 – Inyo Terrace (44 units)

Site-based waiting lists will be established for each mixed finance development.

Statement of how project basing would be consistent with our PHA Plan:
As the Agency strives to provide housing opportunities for individuals and families in need throughout Fresno County, especially those who are most vulnerable, project based vouchers (PBV) are an essential resource. To date, three projects are under consideration targeting persons with very-low incomes, generally below 30-40% of the area median income. Each of the three projects was selected in accordance with HUD Title 24 Part 983.51 and HACCFs Administrative Plan. Selected projects have demonstrated a need for rent subsidy in order to help offset basic operating costs and allow for the projects’ financial feasibility.

8.0 **Capital Improvements.** Please complete Parts 8.1 through 8.3, as applicable.

8.1 **Capital Fund Program Annual Statement/Performance and Evaluation Report.** As part of the PHA 5-Year and Annual Plan, annually complete and submit the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1, for each current and open CFP grant and CFFP financing.

Attachment “A” – Capital Fund Program Annual Statement/Performance and Evaluation Report   HUD-50075.1
### Capital Fund Program Five-Year Action Plan

As part of the submission of the Annual Plan, PHAs must complete and submit the Capital Fund Program Five-Year Action Plan, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.

**Attachment “B” - Capital and Program Five-Year Action Plan  HUD-50075.2**

## Capital Fund Financing Program (CFPP)

Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.

### Housing Needs

Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.

The Consolidated Plan of the jurisdiction supports the HACF Plan with the following actions and commitments:

1. Assist in the construction and rehabilitation of new affordable housing units with emphasis on households with five or more members, elderly and the disabled through new home construction and increased homeownership opportunities;
2. Assist in the rehabilitation of existing affordable housing stock;
3. Ensure equal opportunity and affirmatively further fair housing;
4. Improvement of processes that affect housing affordability;
5. Provide assistance to those individuals who are homeless or at risk of becoming homeless;
6. Seek grant opportunities for housing subsidy for low to very low-income households including elderly and non-elderly disabled households;
7. Provide housing counseling and economic empowerment services in the community.

### Strategy for Addressing Housing Needs

Provide a brief description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **Note:** Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.

The HACF is a federally funded agency that administers housing assistance programs to qualified very low income families, the disabled, and seniors. The HACF publicizes and disseminates information to make known the availability of housing units and housing-related services for very low-income families on a regular basis. The HACF communicates the status of housing availability to other service providers in the community. The HACF advises them of housing eligibility factors and guidelines in order that they make proper referrals for those who seek housing.

### Additional Information

Describe the following, as well as any additional information HUD has requested.

(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year Plan.

The HACF utilized both CFRC and CFRG (formula and competitive Capital Funds) for the development and rehabilitation of housing units in 2 developments within the City of Fresno.

The HACF completed development and leasing of 31 public housing and 72 project-based voucher units at Parc Grove Commons, a mixed-finance development in Central Fresno. This project is the redevelopment of a 1940’s public housing site, and includes 215 affordable units.

The HACF is developing 50 project based voucher units, 148 units total at Parc Grove Commons Northwest, a mixed finance development in central Fresno.

The HACF acquired 22 public housing units that have been rehabilitated to meet UFAS standards at Pacific Gardens, a mixed-finance acquisition/rehabilitation development in Southeast Fresno.

The HACF is developing 34 units at Bridges at Florence, a mixed finance development in Southwest Fresno.

The Fresno Housing Authority purchased the San Ramon property and will be rehabilitating 32 units in partnership with the City of Fresno.

Under contract with the City of Fresno, the HACF has purchased, rehabilitated, and continue selling 13 formerly-foreclosed single-family homes under the NSP program.

The ROSS program provides holistic services which include one-on-one case management and group education workshops to adult and youth residents in public housing developments. Youth activities focus on academic development, career awareness, physical fitness, financial education, and other self-development programs to assist them in becoming successful adults. Adult programs provide linkages to resources for education/career advancement awareness, access to job training and Section 3 training and employment opportunities, development of basic life skills, understanding tenant responsibilities, and building credit to become mortgage worthy as a first step toward achieving homeownership. Adult program activities for elderly and disabled clients assist them in achieving self-sufficiency and aging in place. The Program also provides family bonding and neighborhood community building opportunities to assist residents in creating a healthy environment within and outside the complexes.

The HACF continues to promote self-sufficiency among assisted households. The FSS program is serving approximately 222 families in the City of Fresno. HACF aggressively promotes homeownership as a means to achieve long-term economic stability. Families receive intensive group and one-on-one housing counseling, including credit education, budgeting, and financial literacy. FSS Coordinators provide linkage to resources within the community to assist participants in achieving self-sufficiency.
HACF is a HUD-certified Local Housing Counseling Agency (LHCA). It provides one-on-one pre- and post-purchase counseling. Foreclosure intervention, mortgage scams awareness, and a 16-hour extensive Homebuyer Education and Counseling program (HEC). HEC certification fulfills the homeownership education requirements for down payment assistance programs for first-time homebuyers, such as: Fresno City and County down payment assistance program, IDEA, WISH, NSP, CalHFA, Mortgage Assistance Program, etc. The HACF LHCA has successfully assisted distressed homeowners to prevent foreclosure.

The HACF Resident Services programs assist youth and adult residents of HACF affordable housing, and mixed use/tax credit developments to access resources for self-development and self-sufficiency. Service Coordinators provide youth development activities and coordinate workshops in partnership with community organizations to benefit residents. The Program also provides family bonding and neighborhood community building opportunities to assist residents in creating a healthy environment within and outside the complexes.

The HACF is an active member of the Fresno Madera Continuum of Care (FMCoC). The HACF continues to be the lead agency in assisting with the preparation and submission of the CoC NOFA to HUD on behalf of the FMCoC. The FMCoC is a community-based organization that addresses the immediate and long-term needs of homeless persons in order to provide them housing and help them reach maximum self-sufficiency. The FMCoC is a collaboration of a broad cross section of community-based organizations and was developed through assessment of the needs and resources required to service the homeless population in the community. HUD views the CoC organizations an entity which provides a comprehensive and strategic approach to addressing homelessness.

b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”

Definition of Substantial Deviations and Significant Amendments
As mandated by the U.S. Department of Housing and Urban Development, the Housing Authority must define “What is a substantial change to the Agency Plan?” If a proposed change to the Agency Plan is considered a “substantial change,” it must undergo a public process that includes: consultation with the Resident Advisory Board, a public comment period, public notification of where and how the proposed change can be reviewed and approved by the Housing Authority Boards of Commissioners. Therefore, the Housing Authority defines significant changes to the Agency Plan to be:

- Changes to tenant/resident admissions policies;
- Changes to the Housing Choice Voucher and Low Income Public Housing termination policy;
- Changes to the tenant/resident screening policy;
- Changes to public housing rent policies;
- Changes to the organization of the waiting list;
- Changes in the use of replacement reserve funds under the Capital Fund Grant;
- Changes in regards to demolition, disposition, designation, or conversion activities.

An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements; such changes Will not be considered significant amendments by HUD.

11.0 Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.

(a) Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations (which includes all certifications relating to Civil Rights)
(b) Form HUD-50070, Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)
(c) Form HUD-50071, Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)
(d) Form SF-LLL, Disclosure of Lobbying Activities (PHAs receiving CFP grants only)
(e) Form SF-LLL-A, Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)
(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.
(g) Challenged Elements
(h) Form HUD-50075.1, Capital Fund Program Annual Statement/Performance and Evaluation Report (PHAs receiving CFP grants only)
(i) Form HUD-50075.2, Capital Fund Program Five-Year Action Plan (PHAs receiving CFP grants only)
1.0 PHA Information

PHA Name: HOUSING AUTHORITY OF THE CITY OF FRESNO

PHA Code: CA006

PHA Type: ☒ High Performing (HCV) ☒ Standard (LIPH)

PHA Fiscal Year Beginning: (01/2015)

2.0 Inventory (based on ACC units at time of FY beginning in 1.0 above)

Number of PH units: 595
Number of HCV units: 6,994

3.0 Submission Type

☐ 5-Year and Annual Plan ☒ Annual Plan Only ☐ 5-Year Plan Only

4.0 PHA Consortia

☐ PHA Consortia: (Check box if submitting a joint Plan and complete table below.)

<table>
<thead>
<tr>
<th>Participating PHAs</th>
<th>PHA Code</th>
<th>Program(s) Included in the Consortia</th>
<th>Programs Not in the Consortia</th>
<th>No. of Units in Each Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHA 1:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHA 2:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHA 3:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5.0 5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.

5.1 Mission. State the PHA’s Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA’s jurisdiction for the next five years:

The mission of Fresno Housing is to create and sustain vibrant communities throughout Fresno County.

5.2 Goals and Objectives. Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

PROGRAM GOALS
To move its vision forward in the coming years, Fresno Housing Authority’s efforts will focus on four broad strategic areas which have been conceived to support the organization’s mission. To create vibrant communities throughout Fresno County [through quality housing (place), engaged residents (people), broad support (public), and effective collaboration (partnership).

1: PLACE
 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.

2: PEOPLE
 Respect community needs and knowledge – by listening, learning, and researching – and respond to issues compassionately, intelligently, and intentionally – by developing exceptional programs based on shared expectations.

3: PUBLIC
 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.

4: PARTNERSHIP
 Collaborate to strengthen the Housing Authority’s ability to address the challenges facing Fresno communities.

6.0 PHA Plan Update

(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:

The following PHA Plan elements have been updated:

1. Eligibility, Selection, and Admission Policies, Including Deconcentration and Wait List Procedures.

Housing Choice Voucher Administrative policy changes:

- When an applicant is returned to the waiting list for not having a preference, they are put back on the preliminary wait list.
- Clarifies that eligible applicants may be placed on the active wait list in order of preference, date and time after clearance is received from the criminal background checks for all household members.
• Adding additional acceptability criteria for failing a unit to include: In conformance with California law, all units must have a carbon monoxide detector installed.

• As an addition to Housing Quality Standards criteria, FH is stating that to be considered a bedroom, the ceiling height in what otherwise qualifies as a bedroom must be 7 feet or local code, whichever is greater.

• Defines criteria that must be met before HAFC will consider approval of an otherwise eligible project-based voucher participant to transfer to a tenant-based voucher.

• When a participant’s assistance is terminated under the First In First Out policy due to a shortage of program funding, these families will have “reinstatement first” rights when vouchers again become available. The right to reinstatement will be for up to one year after the effective date of the family’s termination of assistance.

• Adding that “any minor or non life-threatening HQS deficiency” (e.g., regrouting bath/sink areas) can be cleared via the HQS Repair Certification methodology rather than requiring a physical reinspection.

• Owner will be required to provide HAFC with adequate documentation when contesting the number of bedrooms in a unit as it relates to rent reasonableness.

• Removes option for an extension of time to complete 24-hour emergency fail items. (Regulatory requirement).

• Some of our Targeted Program participants who are otherwise program eligible may become at risk of losing their rental assistance due to 1) the approach of their expiration period or 2) if supportive services or funding cease to exist. In light of the potential for homelessness or other unstable living conditions for individuals participating in these Targeted Programs (such as, but not limited to, Family Unification Program, Veteran Affairs Supportive Housing Program), HACF will exercise the option to continue assistance to such populations under the Housing Choice Voucher program. To ensure that housing assistance opportunities remain available for all waitlisted applicants, continued assistance to targeted program participants will be limited to 50 slots per year.

• Expanding definition of Limited Preference Homeless programs as follows: These vouchers are targeted for families/individuals in homeless assistance programs and/or initiatives; or special purpose voucher programs, when necessary to prevent homelessness, based on referrals from identified agencies with whom we would partner. Also increasing the number of vouchers targeted from 20 to 40.

• Due to the statutory change effective July 1, 2014 the definition of Extremely Low Income (ELI) limit is changed to the greater of the Federal poverty level or 30% of Area Median Income. In addition, the new ELI limits cannot exceed the Very Low-Income (VLI) limits; therefore, in some cases the ELI limits are identical to the VLI. For income targeting purposes, if a family’s income at admission qualifies it under both the ELI limits and the VLI limits, the family will be qualified under the ELI limits.

• The FY 2014 Consolidated Appropriations Act limits the utility allowance to the lower of the voucher size or the unit size, with an exemption for families with a person with disabilities.

• The local preference for a Shelter Plus Care Resident Preference is being removed.

• Under the Rental Assistance Demonstration (RAD) Program participants who are assisted under the Project-Based Rental Assistance (PBRA) have a Choice-Mobility option, as defined under the PBRA program. Typically, these participants have a right to move with continued assistance to the tenant-based voucher program after 24 months, subject to tenant-based voucher availability.

• FH seeks to enhance services at project-based voucher developments by supporting and tracking the educational achievement and school attendance of its residents and coordinating with partner agencies other necessary resident and social service programs. To that end, FH may implement one or more pilot programs that promote education and school attendance and/or other pilot programs to benefit residents at one or more project-based voucher developments. In connection with the pilot program(s), FH will implement data sharing practices that allow FH to coordinate with partner agencies and share authorized information, including information related to school attendance and performance. FH will obtain all required authorizations, waivers, and approvals before receiving data from or providing data to a selected agency.

• The Applicant Portal has been established for persons that make an application with Fresno Housing Authority (FH) so that they may create an on-line account to review and update their personal information, including their current address, as well as indicate their continued interest in remaining on the waiting list. As our primary mode of communication with the applicant is by mail, it is critical that we have a valid, current address at all times so that we will be able to make contact with the applicant when we do a lottery.

Low-Income Public Housing Program Changes:

• In December 2014, FH converted public housing unit to Project Based Rental Assistance/Low Income Housing Tax Credit as authorized under the Rental Assistance Demonstration. The Rental Assistance Demonstration requires a Temporary Tenant Relocation plan which was prepared by the FH. The plan provides for families to be temporarily relocated during the rehabilitation to nearby temporary housing (at the cost of FH) in order to limit inconvenience to the tenant. Families that are affected by the conversion will continue to be treated as public housing residents during temporary relocation and will be transferred to other available public housing units.

• Due to the statutory change effective July 1, 2014 the definition of Extremely Low Income (ELI) is changed to the greater of the Federal poverty level or 30% of Area Median Income.

• FH would target up to 25 units for homeless families when there are vacancies at public housing units. The units are for families/individuals in homeless assistance programs and/or initiatives, when necessary to prevent homelessness, based on referrals from identified agencies with whom we would partner.

• The Applicant Portal has been established for persons that make an application with Fresno Housing Authority (FH) so that they may create an on-line account to review and update their personal information, including their current address, as well as indicate their continued interest in remaining on the waiting list. As our primary mode of communication with the applicant is by mail, it is critical that we have a valid, current address at all times so that we will be able to make contact with the applicant when we do a lottery.

(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.

• Main administrative office of the HAFC located at: 1331 Fulton Mall, Fresno, CA Telephone (559) 44308400
• FH development management offices located at:
  1. 937 Klette, Fresno, CA  Telephone (559) 457-4175
  2. 1030 Parlier Avenue, Parlier, CA Telephone (559) 457-4125 or (559) 646-2778
  3. 1625 Allardt Drive, Firebaugh, CA  Telephone (559) 457-4100 or (559) 653-3084

The HAFC official website:  www.fresnohousing.org.

PHA Plan Update

Financial Resources
The HAFC anticipates the following financial resources available for the support of the LIPH and HCV programs administered by the HAFC, Public Housing Operating Fund, Public Housing Capital Fund, Public Housing Dwelling Rental Income, and Annual Contributions for HCV, as well as grant funds for ROSS, HMIS, FSS and Shelter Plus Care.

<table>
<thead>
<tr>
<th>#</th>
<th>Program</th>
<th>Financial Resources</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>PH Op Subsidy</td>
<td>1,789,990</td>
</tr>
<tr>
<td>2</td>
<td>Other Housing Programs Assistance</td>
<td>758,945</td>
</tr>
<tr>
<td>3</td>
<td>HAP Earned</td>
<td>44,143,061</td>
</tr>
<tr>
<td>4</td>
<td>Admin Fee Earned</td>
<td>4,210,387</td>
</tr>
<tr>
<td>5</td>
<td>ROSS</td>
<td>83,923</td>
</tr>
<tr>
<td>6</td>
<td>HMIS</td>
<td>211,747</td>
</tr>
<tr>
<td>7</td>
<td>FSS</td>
<td>-</td>
</tr>
<tr>
<td>8</td>
<td>PH Dwelling Rents</td>
<td>977,884</td>
</tr>
<tr>
<td>9</td>
<td>Other Housing Programs Dwelling Rent</td>
<td>292,497</td>
</tr>
<tr>
<td>10</td>
<td>Housing Counseling</td>
<td>-</td>
</tr>
<tr>
<td>11</td>
<td>SPC</td>
<td>1,497,756</td>
</tr>
<tr>
<td>12</td>
<td>Cap Fund</td>
<td>1,151,754</td>
</tr>
<tr>
<td>13</td>
<td>Resident Services</td>
<td>225,425</td>
</tr>
<tr>
<td>14</td>
<td>Homeless Programs</td>
<td>1,296,610</td>
</tr>
</tbody>
</table>

7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. Include statements related to these programs as applicable.

7a. HOPE VI or Mixed Finance Modernization or Development
Several mixed finance developments are contemplated for development in partnership with the Housing Authority, and may use Public Housing Capital Funds, rental subsidy, RHF, Project Based Vouchers and other available public housing or HUD funds to accomplish these goals.

City View at Van Ness

The City View development is located at the NEC of Van Ness Avenue and Inyo Street in Downtown Fresno and is part of the City of Fresno’s Downtown Revitalization/Redevelopment Plan. The development will encompass two adjacent parcels, 802 Van Ness Avenue (APN 468 252 05) and 814 Van Ness Avenue (APN 468 252 06). The four-story design will include three stories of workforce housing and mixed uses on the first floor. The design includes 45 units with a mix of 6 studios, 30 one-bedrooms and 8 two-bedrooms and 1 managers unit on approximately .38 acres, and a common use courtyard on the second floor. The ground floor will include a Community Building of approximately 2,060 square feet, Commercial/Retail space of approximately 3,000 square feet and 24 parking garages. The Community Building will include a fully furnished community/meeting room with television and video capabilities, fitness center, full service kitchen, restroom facilities, lounge, and management offices. Our target population will be families and residents of Fresno and the surrounding areas that are income qualified. This development is targeted for workforce housing, with incomes ranging from 50-60% of the Area Median Income.

Schedule:
05/17/2013 Tax Credit Application
07/17/2013 Tax Credit Allocation Award
10/17/2013 Construction Start
10/31/2014 Construction Completion

Kings Canyon Apartments

The Cesar Chavez Foundation, and/or affiliate (CCF) has identified a development site located at the 5100 block of E. Kings Canyon Road in the City of Fresno (APNs: 463-021-58, 60, 61). These three contiguous parcels are currently owned by the City of Fresno, with whom CCF will be entering into a Development and Disposition Agreement later this year. Our concept consists of a multigenerational project totaling 139 units over 5.9 acres. The Family Apartments include 27 one-bedroom, 35 two-bedroom, and 27 three-bedroom units. The Senior Apartments include 37 one-bedroom and 9 two-bedroom units. Units range in size from 578 to 1,000 square feet. Community amenities will include a community room, laundry room, library room, and computer center. The goal is to develop this project as a single phase, but depending on the available resources, the project could be built out in two phases. Ultimately the projects will be integrated with shared amenities and services.

Schedule:
07/01/2015 Tax Credit Application
10/01/2015 Tax Credit Allocation Award
Calaveras Court

The subject site consists of two parcels (APNs: 459-243-19 and 459-243-20), currently zoned for R-4 high density multiple-family residential (max 43.56 D.U. acre). The subject site is located at 240 and 250 N. Calaveras, Fresno, California 93701. The subject site consists of 22 multifamily units, built in 1963, (4) 2-story buildings. The Calaveras site will potentially be paired with new construction on a yet to be identified site within the Lowell or Downtown areas for the purpose of a tax credit application. The project is proposed to consist of rehabilitation that includes lead and asbestos abatement, termite abatement, new floor coverings with underlayment and VCT, interior and exterior paint, a 1,000 square feet community building, landscaped grounds, and rebuilt parking stalls. This scope will include, but not be limited to, gutters, ceiling insulation, new drywall where damaged, new heating and cooling units, electrical replacements, new plumbing fixtures and faucets, 40 gallon water tanks, new appliances (stove, refrigerator), ceiling fans , and new kitchen cabinets, as well as the aforementioned common area improvements.

Schedule:
03/01/2015 Tax Credit Application
06/01/2015 Tax Credit Allocation Award
12/01/2015 Construction Start
12/31/2016 Construction Completion

Highway City

The subject site consists of two parcels, APN’s 510-030-17 (a portion of) and 510-030-23, currently zoned for R-1 single family residential (max 10.37 D.U. acre). The total development area will be approximately 5.1 acres, consisting of approximately 2.58 acres of APN 510-030-17 (to be split, with development occurring on approximately 2.58 acres on the eastern portion of the parcel and 2.52 acres of APN 510-030-23. The subject site is located on the eastern side of N. Polk Avenue, and north of W. Gettysburg Avenue within the City of Fresno, California. The subject site is currently vacant land. The project is proposed to consist of the new construction of cluster single-family residential, with no more than 67 units total. The subject site is also proposed to include an approximately 10,400 square foot community building, landscaped grounds, paved parking areas and paved walkways.

Schedule:
03/01/2015 Tax Credit Application
06/01/2015 Tax Credit Allocation Award
12/01/2015 Construction Start
12/31/2016 Construction Completion

Cedar Heights

The subject site consists of one parcel currently zoned R-2 for multi-family residential, which measures 35,953.90 square feet (0.83 acres) with the associated Fresno County Assessor’s Parcel Numbers (APNs) of 471-220-55T. The subject site is located on the southern side of East Hamilton Avenue, east of South Chance Avenue within the City of Fresno, California, with the address of 4532 E. Hamilton Avenue. The subject site is currently vacant land.

The project site will consist of two-story apartment buildings, with 14 apartment units at a maximum of 1,200 square feet each.

Schedule:
07/01/2014 Tax Credit Application
09/24/2014 Tax Credit Allocation Award
03/23/2015 Construction Start
03/31/2016 Construction Completion

Fultonia West

The proposed site is currently vacant land located at 541 N. Fulton Street, Fresno, CA 93711 with APNs 452-274-05 and 452-274-16. The proposed project would include the new construction of 31 affordable housing units with landscaped grounds, paved parking areas and paved walkways.

Schedule:
07/01/2014 Tax Credit Application
09/24/2014 Tax Credit Allocation Award
03/23/2015 Construction Start
03/31/2016 Construction Completion

North Fulton Mall Expansion

The site is home to the Fresno Housing Authority’s central office in downtown Fresno. The proposed expansion site shows interest in developing property at Tuolumne and Broadway. The property consists of two parcels at a combined 1.38 acres. It is adjacent to property owned by the Fresno Housing Authority, and the Assessor’s Parcel Numbers are 466-206-50T and 466-206-51T. The subject expansion may include commercial and
residential units for up to 90 units.

Schedule:
07/01/2015 Tax Credit Application
10/01/2015 Tax Credit Allocation Award
03/01/2016 Construction Start
03/31/2017 Construction Completion

7th and Ventura Seniors

The proposed site is located on 7th and Ventura Street in the City of Fresno. The proposed site is currently vacant land. FH’s vision for the project consists of new construction of 50 affordable, very-low to low-income housing apartment rentals, and 1 manager’s unit.

Schedule:
07/01/2014 Tax Credit Application
10/01/2014 Tax Credit Allocation Award
03/01/2015 Construction Start
03/31/2016 Construction Completion

African American Museum

The proposed site is located at 1857 Fulton in the City of Fresno. The proposed site is currently home to the African American Museum. FH’s vision for the project may consist of new construction or substantial rehab of 45 affordable, very-low to low-income housing apartment rentals, and 1 manager’s unit. The project may also include mixed use.

Schedule:
07/01/2015 Tax Credit Application
10/01/2015 Tax Credit Allocation Award
03/01/2016 Construction Start
03/31/2017 Construction Completion

Hanoian Site

The proposed site is located at Ventura and Cedar in the City of Fresno. The proposed site is currently home to retail. FH’s vision for the project consists of new construction mixed use of 45 affordable, very-low to low-income housing apartment rentals, and 1 manager’s unit.

Schedule:
07/01/2015 Tax Credit Application
10/01/2015 Tax Credit Allocation Award
03/01/2016 Construction Start
03/31/2017 Construction Completion

West Fresno Development

FH’s vision will include new mixed-income residential development in a variety of communities in West Fresno, new community services, community-serving retail and commercial development, which may include the replacement of the existing family housing owned and operated by the Fresno Housing Authority.

Schedule:
07/01/2015 Tax Credit Application
10/01/2015 Tax Credit Allocation Award
03/01/2016 Construction Start
03/31/2017 Construction Completion

West Fresno Villa Urbana

The proposed site is located in Southwest Fresno and is currently vacant land. The proposed project would include the new construction of up to 65 units. The concept may include mixed-income housing units as well as commercial spaces.

Schedule:
03/01/2015 Tax Credit Application
05/01/2015 Tax Credit Allocation Award
12/30/2015 Construction Start
06/01/2017 Construction Completion

Garland Gardens

The proposed site is located in the City of Fresno. FH’s vision for the project consists of substantial rehab of 51 affordable, very-low to low-income housing apartment rentals, and 1 manager’s unit.
**Bastian Court**

The proposed site is located at 2139 Stanislaus Street in the City of Fresno. FH’s vision for the project consists of new construction of 60 affordable, very-low to low-income housing apartment rentals, and 1 manager’s unit.

**Schedule:**
- 07/01/2015 Tax Credit Application
- 10/01/2015 Tax Credit Allocation Award
- 03/01/2016 Construction Start
- 03/31/2017 Construction Completion

**Phase II RAD Conversion**

The proposed Phase II RAD Conversion Project is comprised of separate, existing public housing developments throughout Fresno City. The proposed project consists of a substantial rehabilitation of the residential units to preserve their long-term affordability, made possible by converting them from public housing to Project Based Rental Assistance via the HUD Rental Assistance Demonstration.

**Schedule:** **(Funding applications will be phased through 2015-2017)**
- 08/01/2014 – RAD Application
- 03/15/2015 – Tax Credit Application
- 06/15/2015 – Tax Credit Allocation
- 12/01/2015 – Construction Start
- 07/01/2017 – Construction Completion

**Southeast Fresno Mixed-Use Development**

FH is seeking to identify a location for a proposed mixed-use development. Several stakeholders, including the agency, envision a development which consists of community resources, commercial space and low-income housing units. The project concept envisions community resources serving the Hmong community, as well as a multi-purpose community space.

**Demolition and/or Disposition**

**Cedar Heights**

The subject site consists of one parcel currently zoned R-2 for multi-family residential, which measures 35,953.90 square feet (0.83 acres) with the associated Fresno County Assessor’s Parcel Numbers (APNs) of 471-220-55T. The subject site is located on the southern side of East Hamilton Avenue, east of South Chance Avenue within the City of Fresno, California, with the address of 4532 E. Hamilton Avenue. The subject site is currently vacant land.

The parcel is currently designated under the Low-Income Public Housing program. This parcel was apportioned from the Cedar Courts property during the RAD conversion process.

The agency plans to submit a disposition application to the Special Applications Center (SAC). An approved disposition will allow the subject parcel to be transferred at Fair Market Value (FMV) and utilized for the development of low-income tax credit housing. Under HUD regulations, parcels which are “incidental to, or do not interfere with, the continued operation of the remaining portion of the development” qualify for disposition. Furthermore, parcels which can be used more efficiently to develop low-income housing outside the public housing program qualify for disposition.

**Disposition Timetable:**
- 09/2014 – Board review of proposed disposition
- 11/2014 – Disposition application to HUD Special Applications Center (SAC)
- 02/2015 – Transfer of subject parcel

**Repositioning Low-Income Public Housing**

The agency is considering the disposition and potential demolition of select low-income public housing properties throughout the City of Fresno. The potential projects consist of a substantial rehabilitation of the residential units to preserve their long-term affordability, made possible by disposition from the public housing portfolio under HUD’s Section 18 program.

---

Page 6 of 11
City AMP 1 (182 Units)
Sequoia Courts (60 Units)
Sequoia Courts Terrace (78 Units)
Monte Vista Terra (44 Units)

City AMP 2 (244 Units)
Sierra Plaza (70 Units)
Fairview Heights Terrace (74 Units)
Sierra Terrace (72 Units)
Desoto Gardens (28 Units)

Schedule:
01/01/2015 - 01/01/2017 Disposition Applications
07/01/2015 – 07/01/2018 Tax Credit Applications
03/01/2016 – 03/01/2019 Construction Starts
07/01/2017 – 12/01/2020 Construction Completions

Conversion of Public Housing

Fresno RAD (Phase I) – Under Construction

The Fresno RAD Project is comprised of 3 separate, existing public housing developments located in the City of Fresno: Cedar Courts I & II, 149 units of multifamily housing on 17.85 acres located on the southwest corner of Cedar and Hamilton Ave; and Inyo Terrace, 44 units on 3.56 acres located on Peach Ave, just north of Kings Canyon Rd. Viking Village, 40 units of multifamily housing on 4.5 acres located at the northeast corner of Chestnut and Ashlan Ave, is proposed to be financed by 9% LIHTCs in Round 2. These developments were built between 1954 and 1984. The proposed project consists of a substantial rehabilitation of the residential units to preserve their long-term affordability, made possible by converting them from public housing to Project Based Rental Assistance via the HUD Rental Assistance Demonstration.

RAD PHASE I: CI AMP 4 (233 Units)
CA006000004 – Cedar Courts (119 units)
CA006000004 – Cedar Courts II (30 units)
CA006000004 – Viking Village (40 units)
CA006000004 – Inyo Terrace (44 units)

Schedule:
03/06/13 Tax Credit Application
6/12/13 Tax Credit Allocation
12/01/13 Construction Start
12/01/14 Construction Completion
06/01/15 Lease-Up

The HACF anticipates a possible conversion of 426 public housing units to Project Based Rental Assistance (PBRA) or Project Based Vouchers (PBV) utilizing the U.S. Department of Housing and Urban Development’s Rental Assistance Demonstration (RAD) program. The number and location of public housing units anticipated for conversion in 2015-2017 are broken down as follows:

RAD PHASE II, First Set of Projects

City AMP 1
Monte Vista Terra (44 Units)

City AMP 2
Sierra Terrace (partial, 46 Units)

RAD PHASE II, Second Set of Projects

City AMP 1 (182 Units)
Sequoia Courts (60 Units) and Sequoia Courts Terrace (78 Units)

City AMP 2
Sierra Terrace (partial, 26 Units), Fairview Heights Terrace (74 Units) Sierra Plaza (70 Units) and Desoto Gardens (28 Units)

RAD PHASE II – (Funding applications will be phased through 2015-2017)

Schedule:
08/01/2014 - RAD Application
03/01/2015 – 07/01/2018 Tax Credit Applications
12/01/2015 – 03/01/2019 Construction Starts
### 7d. Homeownership

The HOP program, organized much like a lease option-to-buy, has the objective of allowing a family ownership of a FHA owned home within 5-7 years. The market changes over the years have impacted the process of selling the properties. Currently there are 4 occupied homes under this program and 9 vacant (combined total for Fresno and Sanger). In 2015 we will look at converting these homes to new programs (Section 24 and 32) allowing for ease of sale.

### 7e. Project Based Rental Assistance (PBRA)

Project Based Rental Assistance contracts are in effect for Phase I of the RAD projects. FH anticipates utilizing PBRA for Phase II of the RAD conversion process, contingent on HUD approval, and any projects involving the transfer of assistance from current Low Income Public Housing units.

**RAD PHASE I – Under Construction**
- CA006000004 – Cedar Courts (119 units)
- CA006000004 – Cedar Courts II (30 units)
- CA006000004 – Viking Village (40 units)
- CA006000004 – Inyo Terrace (44 units)

**RAD PHASE II**
- City AMP 1 (182 Units)
  - Sequoia Courts (60 Units)
  - Sequoia Courts Terrace (78 Units)
  - Monte Vista Terra (44 Units)
- City AMP 2 (244 Units)
  - Sierra Plaza (70 Units)
  - Fairview Heights Terrace (74 Units)
  - Sierra Terrace (72 Units)
  - Desoto Gardens (28 Units)

**West Fresno Villa Urbana – up to 50 PBRA’s**

**Southeast Fresno RAD excess transfer – up to 3 PBRA’s**

### 8.0 Capital Improvements

Please complete Parts 8.1 through 8.3, as applicable.

#### 8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report

As part of the PHA 5-Year and Annual Plan, annually complete and submit the **Capital Fund Program Annual Statement/Performance and Evaluation Report**, form HUD-50075.1, for each current and open CFP grant and CFFP financing.

*Attachment “A” – Capital Fund Program Annual Statement/Performance and Evaluation Report [HUD-50075.1]*

#### 8.2 Capital Fund Program Five-Year Action Plan

As part of the submission of the Annual Plan, PHAs must complete and submit the **Capital Fund Program Five-Year Action Plan**, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.

*See HUD-50075.2 approved by HUD as part of the CA006 Annual Plan effective January 1, 2014.*
### Capital Fund Financing Program (CFFP)

Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.

### Housing Needs

Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.

The HACF Plan includes the following actions and commitments:

1. Construction and rehabilitation of new affordable housing units with emphasis on households with five or more members, the elderly and the disabled;
2. Rehabilitation of existing affordable housing stock;
3. Ensure equal opportunity and affirmatively further fair housing;
4. Improvement of processes that affect housing affordability;
5. Provide assistance to those individuals who are homeless or at risk of becoming homeless;
6. Seek grant opportunities for housing subsidy for low to very low-income households including elderly and non-elderly disabled households;
7. Provide housing counseling and economic empowerment services in the community.

### Strategy for Addressing Housing Needs

Provide a brief description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **Note:** Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.

The HACF is a federally funded agency that administers housing assistance programs to qualified very low income families, the disabled, and seniors. The HACF publicizes and disseminates information to make known the availability of housing unit and housing-related services for very low-income families on a regular basis. The HACF communicates the status of housing availability to other service providers in the community. The HACF advises them of housing eligibility factors and guidelines in order that they make proper referrals for those who seek housing.

### Continued Assistance for Targeted Programs

Targeted Programs refers to special purpose vouchers operated within the Housing Choice Voucher program and are intended to serve specific subpopulations and often correspond with supportive services. Although most of these programs provide ongoing housing assistance as long as the household is income eligible, some have an expiration period or can terminate eligibility if supportive services or funding cease to exist. HACF recognizes that this practice could potentially result in homelessness or other unstable living conditions, therefore, will exercise the option to continue assistance to such populations under the Housing Choice Voucher program. This option will be available to Targeted Programs such as, but not limited to:

- Family Unification Program – FUP
- Veteran Affairs Supportive Housing Program – VASH

To ensure that housing assistance opportunities remain available for all waitlisted applicants, continued assistance to targeted program participants will be limited to 50 slots per year.

In effort to align with voucher utilization goals, continued assistance for targeted program participants (Except FUP-Youth) will only be considered when 1) the program making the request is at 98% utilization or above; 2) tenant-based vouchers are available; and 3) the transfer would not result in overleasing under the tenant-based voucher program. Exception to FUP-Youth is made due to time-limited clause for program participation. The intent of providing the continued assistance option is to:

- Create attrition and availability of targeted program vouchers to targeted subpopulations with special needs.
- Allow participants who no longer require the supportive services to retain housing, but still need rental subsidy, the opportunity to “graduate” from a targeted program to the next level towards independence.
- Provide continuity and housing stability for youth who have an expiring FUP voucher.

### Additional Information

Describe the following, as well as any additional information HUD has requested.

**a.** Progress in Meeting Mission and Goals. Provide a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year Plan.

The HACF completed development and leasing of 50 project based voucher units, 148 units total at Parc Grove Commons Northwest, a mixed finance development in central Fresno.

The HACF completed 34 units at Bridges at Florence, a mixed finance development in Southwest Fresno.

The Fresno Housing Authority completed the San Ramon property and rehabilitated 32 units in partnership with the City of Fresno.

Under contract with the City of Fresno, the HACF has purchased, rehabilitated, and continue selling 13 formerly-foreclosed single-family homes under the NSP program.

The Resident Opportunities and Self-Sufficiency (ROSS) program provides holistic services which include one-on-one case management and group education workshops to adult and youth residents in public housing developments. Youth activities focus on academic development, career...
awareness, physical fitness, financial education, and other self-development programs to assist them in becoming successful adults. Adult programs provide linkages to resources for education/career advancement awareness, access to job training and Section 3 training and employment opportunities, development of basic life skills, understanding tenant responsibilities, and building credit to become mortgage worthy as a first step toward achieving homeownership. Adult program activities for elderly and disabled residents assist them in achieving self-sufficiency and aging in place. The ROSS program also provides family bonding and neighborhood community building opportunities to assist residents in creating a healthy environment within and outside the complexes.

HACF is a HUD-certified Local Housing Counseling Agency (LHCA). It provides one-on-one pre- and post-purchase counseling. Foreclosure intervention, mortgage scams awareness, and a 16-hour extensive Homebuyer Education and Counseling program (HEC). HEC certification fulfills the homeownership education requirements for down payment assistance programs for first-time homebuyers, such as: Fresno City and County down payment assistance program, IDEA, WISH, NSP, CalFHA, Mortgage Assistance Program, etc. The HACF LHCA has successfully assisted distressed homeowners to prevent foreclosure.

The HACF Resident Services programs assist youth and adult residents of HACF affordable housing, and mixed use/tax credit developments to access resources for self-development and self-sufficiency. Service Coordinators provide youth development activities and coordinate workshops in partnership with community organizations to benefits residents. The Program also provides family bonding and neighborhood community building opportunities to assist residents in creating a healthy environment within and outside the complexes.

HACF has grant funding under the initiative Housing Opportunities for Persons with HIV/AIDS (HOPWA) to operate permanent supportive housing and supportive services to persons living with HIV/AIDS (PLWHA) via a tenant based rental assistance program. Assistance will be provided for a period of one (1) to three (3) years or until funding is exhausted for this program. This rental assistance is available in Fresno County only; HOPWA is not portable to other counties and/or states. Eligibility is limited to those applicant households where at least one (1) member has a documented medical diagnosis of HIV and/or AIDS. Written determinations must be made by a physician or medical professional trained to make such determination; and applicant household income must be below 80% Area Mean Income (AMI). Additional preference will be given to those applicant households that exhibit homelessness as defined by U.S. Department of Housing and Urban Development. The HOPWA program is modeled after the Shelter Plus Care program in all aspects; with two (2) exceptions - inclusion is strictly related to those with the specific HIV/AIDS diagnosis and homelessness is not a prerequisite of program inclusion.

HACF has been subcontracted to administer the HOME Tenant-Based Rental Assistance Program (HOME TBRA) on behalf of the City of Fresno. The contract will commence on or about July 1, 2014 and end on or about June 30, 2016. The purpose of HOME TBRA is operation of a supportive housing program via tenant based rental assistance to homeless individuals/families identified by HACF and partners of the Fresno Madera Continuum of Care (FMCoC). The HOME TBRA program is available in the City of Fresno only and is not portable to Fresno County, other counties and/or states. Eligibility is centered on those individuals/families who exhibit homelessness as defined by the U.S. Department of Housing and Urban Development. Additional eligibility could entail measure of morbidity and/or permanent supportive housing suitability as measured by the Vulnerability Index & Service Prioritization Decision Assistance Tool (VI-SPDAT).

The Fresno Madera Continuum of Care (FMCoC) is a consortium of nonprofit, government, faith-based, civic and business organizations dedicated to addressing the myriad of needs for the homeless population throughout the cities and counties of Fresno and Madera. Homeless housing assistance and operations for the FMCoC participating agencies is funded largely through the U.S. Department of Housing and Urban Development which assists in the advancement of housing and services solutions for the homeless population. HACF serves as Collaborative Applicant for the FMCoC. In this role, HACF is responsible for facilitation of the annual HUD Notice of Funding Availability (NOFA) competition. HACF ensures timely completion of the funding application and compliance with HUD mandates. HACF also serves as the Lead Agency for the Homeless Management Information System (HMIS), the repository whereby all data regarding housing and/or services to homeless individuals/families are kept. In this role, HACF is responsible for all data reporting to HUD including the Annual Homeless Assessment Report to Congress. HACF staff also serves on the Executive Committee and chairs sub-committees of the FMCoC.

b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”

Definition of Substantial Deviations and Significant Amendments

As mandated by the U.S. Department of Housing and Urban Development, the Housing Authority must define “What is a substantial change to the Agency Plan?” If a proposed change to the Agency Plan is considered a “substantial change,” it must undergo a public process that includes: consultation with the Resident Advisory Board, a public comment period, public notification of where and how the proposed change can be reviewed and approved by the Housing Authority Boards of Commissioners. Therefore, the Housing Authority defines significant changes to the Agency Plan to be:

• Changes to tenant/resident admissions policies;
• Changes to the Housing Choice Voucher and Low Income Public Housing termination policy;
• Changes to the tenant/resident screening policy;
• Changes to public housing rent policies;
• Changes to the organization of the waiting list;
• Changes in the use of replacement reserve funds under the Capital Fund Grant;
• Changes in regards to demolition, disposition, designation, or conversion activities.

An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements; such changes Will not be considered significant amendments by HUD.
### 11.0 Required Submission for HUD Field Office Review

In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. **Note:** Fax copies of these documents will not be accepted by the Field Office.

(a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights)  
(b) Form HUD-50070, *Certification for a Drug-Free Workplace* (PHAs receiving CFP grants only)  
(c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* (PHAs receiving CFP grants only)  
(d) Form SF-LLL, *Disclosure of Lobbying Activities* (PHAs receiving CFP grants only)  
(e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* (PHAs receiving CFP grants only)  
(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.  
(g) Challenged Elements  
(h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only)  
(i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only)
1.0 PHA Information

PHA Name: HOUSING AUTHORITY OF FRESNO COUNTY

PHA Type: ☑ High Performing (HCV) ☑ Standard (LIPH)

PHA Fiscal Year Beginning: (01/2015):

2.0 Inventory (based on ACC units at time of FY beginning in 1.0 above)

Number of PH units: 758
Number of HCV units: 5,604

3.0 Submission Type

☑ 5-Year Plan and Annual Plan ☐ Annual Plan Only ☐ 5-Year Plan Only

4.0 PHA Consortia

☐ PHA Consortia: (Check box if submitting a joint Plan and complete table below.)

<table>
<thead>
<tr>
<th>Participating PHAs</th>
<th>PHA Code</th>
<th>Program(s) Included in the Consortia</th>
<th>Programs Not in the Consortia</th>
<th>No. of Units in Each Program</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHA 1:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHA 2:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHA 3:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5.0 5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.

5.1 Mission. State the PHA’s Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA’s jurisdiction for the next five years:

The mission of Fresno Housing is to create and sustain vibrant communities throughout Fresno County.

5.2 Goals and Objectives. Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

PROGRAM GOALS

To move its vision forward in the coming years, Fresno Housing Authority’s efforts will focus on four broad strategic areas which have been conceived to support the organization’s mission. To create vibrant communities throughout Fresno County [through quality housing (place), engaged residents (people), broad support (public), and effective collaboration (partnership).

1: PLACE
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.

2: PEOPLE
Respect community needs and knowledge – by listening, learning, and researching – and respond to issues compassionately, intelligently, and intentionally – by developing exceptional programs based on shared expectations.

3: PUBLIC
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.

4: PARTNERSHIP
Collaborate to strengthen the Housing Authority’s ability to address the challenges facing Fresno communities.

6.0 PHA Plan Update

(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:

The following PHA Plan elements have been updated:

1. Eligibility, Selection, and Admission Policies, Including Deconcentration and Wait List Procedures.

Housing Choice Voucher Administrative policy changes:

- When an applicant is returned to the waiting list for not having a preference, they are put back on the preliminary wait list.
- Clarifies that eligible applicants may be placed on the active wait list in order of preference, date and time after clearance is received from the criminal background checks for all household members.
- Adding additional acceptability criteria for failing a unit to include: In conformance with California law, all units must have a carbon monoxide detector installed.
- As an addition to Housing Quality Standards criteria, FH is stating that to be considered a bedroom, the ceiling height in what otherwise qualifies as a bedroom must be 7 feet or local code, whichever is greater.
- Defines criteria that must be met before HAFC will consider approval of an otherwise eligible project-based voucher participant to transfer to a tenant-based voucher.
- When a participant’s assistance is terminated under the First In First Out policy due to a shortage of program funding, these families will have “reinstatement first” rights when vouchers again become available. The right to reinstatement will be for up to one year after the effective date of the family’s termination of assistance.
- Adding that “any minor or non life-threatening HQS deficiency” (e.g., regrouting bath/sink areas) can be cleared via the HQS Repair Certification methodology rather than requiring a physical reinspection.
- Owner will be required to provide HAFC with adequate documentation when contesting the number of bedrooms in a unit as it relates to rent reasonableness.
- Removes option for an extension of time to complete 24-hour emergency fail items. (Regulatory requirement).
- Some of our Targeted Program participants who are otherwise program eligible may become at risk of losing their rental assistance due to 1) the approach of their expiration period or 2) if supportive services or funding cease to exist. In light of the potential for homelessness or other unstable living conditions for individuals participating in these Targeted Programs (such as, but not limited to, Family Unification Program, Veteran Affairs Supportive Housing Program), HACF will exercise the option to continue assistance to such populations under the Housing Choice Voucher program. To ensure that housing assistance opportunities remain available for all waitlisted applicants, continued assistance to targeted program participants will be limited to 50 slots per year.
- Expanding definition of Limited Preference Homeless programs as follows: These vouchers are targeted for families/individuals in homeless assistance programs and/or initiatives, or special purpose voucher programs, when necessary to prevent homelessness, based on referrals from identified agencies with whom we would partner. Also increasing the number of vouchers targeted from 20 to 40.
- Due to the statutory change effective July 1, 2014 the definition of Extremely Low Income (ELI) limit is changed to the greater of the Federal poverty level or 30% of Area Median Income. In addition, the new ELI limits cannot exceed the Very Low-Income (VLI) limits; therefore, in some cases the ELI limits are identical to the VLI. For income targeting purposes, if a family’s income at admission qualifies it under both the ELI limits and the VLI limits, the family will be qualified under the ELI limits.
- The FY 2014 Consolidated Appropriations Act limits the utility allowance to the lower of the voucher size or the unit size, with an exemption for families with a person with disabilities.
- The local preference for a Shelter Plus Care Resident Preference is being removed.
- Under the Rental Assistance Demonstration (RAD) Program participants who are assisted under the Project-Based Rental Assistance (PBRA) have a Choice-Mobility option, as defined under the PBRA program. Typically, these participants have a right to move with continued assistance to the tenant-based voucher program after 24 months, subject to tenant-based voucher availability.
- FH seeks to enhance services at project-based voucher developments by supporting and tracking the educational achievement and school attendance of its residents and coordinating with partner agencies other necessary resident and social service programs. To that end, FH may implement one or more pilot programs that promote education and school attendance and/or other pilot programs to benefit residents at one or more project-based voucher developments. In connection with the pilot program(s), FH will implement data sharing practices that allow FH to coordinate with partner agencies and share authorized information, including information related to school attendance and performance. FH will obtain all required authorizations, waivers, and approvals before receiving data from or providing data to a selected agency.
- The Applicant Portal has been established for persons that make an application with Fresno Housing Authority (FH) so that they may create an on-line account to review and update their personal information, including their current address, as well as indicate their continued interest in remaining on the waiting list. As our primary mode of communication with the applicant is by mail, it is critical that we have a valid, current address at all times so that we will be able to make contact with the applicant when we do a lottery.

### Low-Income Public Housing Program Changes:

- In December 2014, FH converted public housing unit to Project Based Rental Assistance/Low Income Housing Tax Credit as authorized under the Rental Assistance Demonstration. The Rental Assistance Demonstration requires a Temporary Tenant Relocation plan which was prepared by the FH. The plan provides for families to be temporarily relocated during the rehabilitation to nearby temporary housing (at the cost of FH) in order to limit inconvenience to the tenant. Families that are affected by the conversion will continue to be treated as public housing residents during temporary relocation and will be transferred to other available public housing units.
- Due to the statutory change effective July 1, 2014 the definition of Extremely Low Income (ELI) is changed to the greater of the Federal poverty level or 30% of Area Median Income.
- The Applicant Portal has been established for persons that make an application with Fresno Housing Authority (FH) so that they may create an on-line account to review and update their personal information, including their current address, as well as indicate their continued interest in remaining on the waiting list. As our primary mode of communication with the applicant is by mail, it is critical that we have a valid, current address at all times so that we will be able to make contact with the applicant when we do a lottery.

(b.) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.

- Main administrative office of the HAFC located at:
  1331 Fulton Mall, Fresno, CA Telephone (559) 44308400
- FH development management offices located at:
  1. 937 Klette, Fresno, CA Telephone (559) 457-4175

Page 2 of 12
PHA Plan Update

Financial Resources
The HAFC anticipates the following financial resources available for the support of the LIPH and HCV programs administered by the HAFC, Public Housing Operating Fund, Public Housing Capital Fund, Public Housing Dwelling Rental Income, and Annual Contributions for HCV, as well as grant funds for ROSS, HMIS, FSS and Shelter Plus Care.

<table>
<thead>
<tr>
<th>#</th>
<th>Program</th>
<th>Financial Resources</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>PH Op Subsidy</td>
<td>1,989,604</td>
</tr>
<tr>
<td>2</td>
<td>Other Housing Programs Assistance</td>
<td>997,698</td>
</tr>
<tr>
<td>3</td>
<td>HAP Earned</td>
<td>34,434,336</td>
</tr>
<tr>
<td>4</td>
<td>Admin Fee Earned</td>
<td>3,228,166</td>
</tr>
<tr>
<td>5</td>
<td>ROSS</td>
<td>85,324</td>
</tr>
<tr>
<td>6</td>
<td>Cap Fund</td>
<td>1,751,395</td>
</tr>
<tr>
<td>7</td>
<td>FSS</td>
<td>-</td>
</tr>
<tr>
<td>8</td>
<td>PH Dwelling Rents</td>
<td>2,198,391</td>
</tr>
<tr>
<td>9</td>
<td>Other Housing Programs Dwelling Rent</td>
<td>948,592</td>
</tr>
</tbody>
</table>

Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. Include statements related to these programs as applicable.

7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. Include statements related to these programs as applicable.

7a. HOPE VI or Mixed Finance Modernization or Development
Several mixed finance developments are contemplated for development in partnership with the Housing Authority, and may use Public Housing Capital Funds, rental subsidy, RHF, Project Based Vouchers and other available public housing or HUD funds to accomplish these goals.

**Firebaugh Gateway Apartments**
The proposed development of the “The Gateway Project” will help redevelop blighted parcels within the local neighborhood and provide much needed affordable rental housing in Firebaugh, Ca. The project consists of thirty (30) affordable, very-low to moderate income apartment rental homes and a community building on the subject parcels. The community building will feature a community multipurpose room. The project design will also include open space for the residents. The selected architect will be known for designing quality, innovative and attractive senior residential architecture.

**Schedule:**
- 03/01/2015 Tax Credit Application
- 06/01/2015 Tax Credit Allocation Award
- 12/01/2015 Construction Start
- 12/31/2016 Construction Completion

**Reedley Kings River Commons**
The proposed project is an affordable housing community consisting of 60 units of multi-family apartments comprised of 32 two-bedroom and 28 three-bedroom units on approximately 4.90 acres. The target population will be families and residents of Reedley and the surrounding areas that are income qualified. All of the units will be rent restricted for qualified residents with incomes ranging from 30% to 50% of the area median income. The lots are located at 2020 E. Dinuba Ave (APN#370-400-37) and 2092 E. Dinuba Ave (APN# 370-400-38) in Reedley, Ca.

**Schedule:**
- 03/06/13 Tax Credit Application
- 06/12/13 Tax Credit Allocation
- 12/01/13 Construction Start
- 12/01/14 Construction Completion
- 06/01/15 Lease-Up

**Trai**
The subject site is located on three adjacent, vacant parcels in Downtown Reedley with great potential for mixed-use development in a stable community. The three vacant parcels (APNs 368-241-08, 368-241-10, and 368-241-12) consist of some of the last buildable lots along G Street, Downtown Reedley’s main street. The three parcels are owned by different individuals who are related. Together the parcels are 1.76 acres. The envisioned project would be up to 65 units and may be a multifamily or senior development with about 3,000 sf of commercial space. Parcels APN 368-241-10 and 368-241-12 have frontage along G Street, while parcel APN 368-241-08 has frontage along 12th and 13th Streets. The latter parcel also backs into the Rails to Trails walkway, a great amenity for potential future residents.

Schedule:
07/01/2015 Tax Credit Application
10/01/2015 Tax Credit Allocation Award
03/01/2016 Construction Start
03/31/2017 Construction Completion

San Joaquin Commons Apartments

The proposed development is located in the City of San Joaquin. FH’s vision for the project consists of 50-80 affordable, very-low to low-income housing apartment rentals, and 1 manager’s unit.

Schedule:
07/01/2014 Tax Credit Application
10/01/2014 Tax Credit Allocation Award
03/01/2015 Construction Start
03/31/2016 Construction Completion

Selma Commons Apartments

The proposed development is located in the City of Selma. FH’s vision for the project consists of 50-80 affordable, very-low to low-income housing apartment rentals, and 1 manager’s unit.

Schedule:
07/01/2014 Tax Credit Application
10/01/2014 Tax Credit Allocation Award
03/01/2015 Construction Start
03/31/2016 Construction Completion

Sanger Commons Apartments

The proposed development is located in the City of Sanger. FH’s vision for the project consists of 50-80 affordable, very-low to low-income housing apartment rentals, and 1 manager’s unit.

Schedule:
07/01/2014 Tax Credit Application
10/01/2014 Tax Credit Allocation Award
03/01/2015 Construction Start
03/31/2016 Construction Completion

Parkside Huron

The proposed development is located in the City of Huron. FH’s vision for the project consists of substantial rehab of 50 affordable, very-low to low-income housing apartment rentals, and 1 manager’s unit.

Schedule:
07/01/2014 Tax Credit Application
10/01/2014 Tax Credit Allocation Award
03/01/2015 Construction Start
03/31/2016 Construction Completion

Citrus Gardens Orange Cove

The proposed development is located in the City of Orange Cove. FH’s vision for the project consists of substantial rehab of 30 affordable, very-low to low-income housing apartment rentals, and 1 manager’s unit.

Schedule:
07/01/2014 Tax Credit Application
10/01/2014 Tax Credit Allocation Award
03/01/2015 Construction Start
03/31/2016 Construction Completion
**Orchard Apartments Parlier**

The proposed development is located in the City of Parlier. FH’s vision for the project consists of substantial rehab of 40 affordable, very-low to low-income housing apartment rentals, and 1 manager’s unit.

**Schedule:**
- 07/01/2014 Tax Credit Application
- 10/01/2014 Tax Credit Allocation Award
- 03/01/2015 Construction Start
- 03/31/2016 Construction Completion

**Highway City Marcelli Terrace**

The proposed conversion project is comprised of existing public housing located in Highway City in Fresno County. The proposed project consists of a substantial rehabilitation of 24 residential units. The development may include the addition of up to 30 new residential units.

**Schedule:**
- 07/01/2014 Tax Credit Application
- 10/01/2014 Tax Credit Allocation Award
- 03/01/2015 Construction Start
- 03/31/2016 Construction Completion

**Shockley Terrace**

The proposed development is located in the City of Selma. FH’s vision for the project consists of substantial rehab of 25 affordable, very-low to low-income housing apartment rentals, and 1 manager’s unit along with the possibility of adding additional units to the site. The development may include the addition of up to 30 new residential units.

**Schedule:**
- 07/01/2014 Tax Credit Application
- 10/01/2014 Tax Credit Allocation Award
- 03/01/2015 Construction Start
- 03/31/2016 Construction Completion

**Mendota Farm Labor**

The proposed development is located in the City of Mendota. FH’s vision for the project consists of substantial rehab of 60 affordable, very-low to low-income housing apartment rentals, and 1 manager’s unit.

**Schedule:**
- 07/01/2014 Tax Credit Application
- 10/01/2014 Tax Credit Allocation Award
- 03/01/2015 Construction Start
- 03/31/2016 Construction Completion

**Marion Villas Apartments**

The development is located in the City of Kingsburg, Ca. The vision for the project consists of 46 affordable, very-low to low-income housing apartment rental homes for elderly residents, and 1 manager’s unit.

**Schedule:**
- 07/06/13 Tax Credit Application
- 10/12/13 Tax Credit Allocation
- 03/24/14 Construction Start
- 03/24/15 Construction Completion
- 09/01/15 Lease-Up

**Phase II RAD Conversion**

The proposed Phase II RAD Conversion Project is comprised of separate, existing public housing developments throughout Fresno County. The proposed project consists of a substantial rehabilitation of the residential units to preserve their long-term affordability, made possible by converting them from public housing to Project Based Rental Assistance via the HUD Rental Assistance Demonstration.
### Repositioning Low-Income Public Housing

The agency is considering the disposition and potential demolition of select low-income public housing properties throughout Fresno County. An approved disposition would allow the subject properties to be disposed at Fair Market Value (FMV) and allow for substantial rehabilitation and/or new construction utilizing low-income tax credit funding. The potential projects could consist of substantial rehabilitation or demolition and new construction of the residential units to preserve their long-term affordability, made possible by disposition from the public housing portfolio under HUD's Section 18 program.

#### County AMP 1 (144 Units)
- Pinedale Apartments (50 Units)
- Pinedale Apartments (30 Units)
- Desoto Gardens (40 Units)
- Highway City (24 Units)

#### County AMP 2 (194 Units)
- Shockley Terrace (25 Units)
- Memorial Village (35 Units)
- Magill Terrace (20 Units)
- Del Rey Complex (30 Units)
- Laton Apartments (20 Units)
- Wedgewood Commons (64 Units)

#### County AMP 3 (90 Units) Partial
- Sunset Terrace (20 Units)
- Oak Grove Apartments (50 Units)
- Sunset Terrace (20 Units)

#### County AMP 4 (152 Units)
- Mendoza Terrace (50 Units)
- Mendoza Terrace II (40 Units)
- Firebaugh Elderly (30 Units)
- Cardella Courts (32 Units)

#### County AMP 5 (52 Units) Partial
- Helsem Terrace (40 Units)
- Biola Apartments (12 Units)

#### County AMP 6 (112 Units)
- Cazares Terrace (24 Units)
- Cazares Terrace II (20 Units)
- Huron Apartments (20 Units)
- Taylor Terrace (28 Units)
- San Joaquin Apartments (20 Units)

#### Schedule:
- **08/01/2014** - RAD Application
- **03/15/2015** - Tax Credit Application
- **06/15/2015** - Tax Credit Allocation
- **12/1/2015** - Construction Start
- **07/01/2017** - Construction Completion

### Conversion of Public Housing

#### Orange Cove RAD (Phase I)

The proposed Orange Cove RAD Project is comprised of 3 separate, existing public housing developments in Fresno County, all located in the City of Orange Cove: Kuffel Terrace, a 20 unit complex on a 1.98 acre site located on Center and I Street; Kuffel Terrace Annex, a 40 unit complex on approximately 1.5 acres located on Adams and Citrus Streets; and Mountain View, a 30 unit complex on 3.81 acre site located on scattered sites. These developments were constructed between the years of 1952-1983. The proposed project consists of a substantial rehabilitation of the residential units to preserve their long-term affordability, made possible by converting them from public housing to Project Based Rental Assistance.
via the HUD Rental Assistance Demonstration.

Schedule:
03/06/13 Tax Credit Application
06/12/13 Tax Credit Allocation
12/01/13 Construction Start
06/01/15 Construction Completion
06/01/15 Lease-Up

Mendota RAD (Phase I)

The proposed Mendota RAD Project is comprised of 3 separate, existing public housing developments in Fresno County, all located in the City of Mendota. Rios Terrace I, a 24 unit complex on a 2.65 acre site located on State Highway 33; Rios Terrace II, a 40 unit complex on a 6.30 acre site located on Straw and Tuft Streets; and Mendota Apartments, a 60 unit complex on 8.1 acre site located on Sorensen, Arnaudon, Smoot, Tuft and Quince Avenues. These developments were built between 1952-1971. The proposed project consists of a substantial rehabilitation of the residential units to preserve their long-term affordability, made possible by converting them from public housing to Project Based Rental Assistance via the HUD Rental Assistance Demonstration.

Schedule:
03/06/13 Tax Credit Application
06/12/13 Tax Credit Allocation
12/01/13 Construction Start
03/01/15 Construction Completion
06/01/15 Lease-Up

RAD PHASE I
CA028000003 – Kuffel Terrace (20 units)
CA028000003 – Kuffel Terrace Annex (40 units)
CA028000003 – Mountain View Apts. (30 units)
CA028000005 – Rios Terrace (24 units)
CA028000005 – Rios Terrace II (40 units)
CA028000005 – Mendota Apts. (60 units)

The HAFC anticipates a possible conversion of 744 public housing units to Project Based Rental Assistance (PBRA) or Project Based Vouchers (PBV) utilizing the U.S. Department of Housing and Urban Development’s Rental Assistance Demonstration (RAD) program. The number and location of public housing units anticipated for conversion in 2015 are broken down as follows:

RAD PHASE II
County AMP 1 (144 Units)
Pinedale Apartments (50 Units)
Pinedale Apartments (30 Units)
Desoto Gardens (40 Units)
Highway City (24 Units)

County AMP 2 (194 Units)
Shockley Terrace (25 Units)
Memorial Village (35 Units)
Magill Terrace (20 Units)
Del Rey Complex (30 Units)
Laton Apartments (20 Units)
Wedgewood Commons (64 Units)

County AMP 3 (90 Units) Partial
Sunset Terrace (20 Units)
Oak Grove Apartments (50 Units)
Sunset Terrace (20 Units)

County AMP 4 (152 Units)
Mendoza Terrace (50 Units)
Mendoza Terrace II (40 Units)
Firebaugh Elderly (30 Units)
Cardella Courts (32 Units)

County AMP 5 (52 Units) Partial
Helsem Terrace (40 Units)
Biola Apartments (12 Units)
The projected schedule for conversion is as follows:

**Schedule: (Funding applications will be phased through 2015-2017)**

- **08/01/2014** - RAD Application
- **03/15/2015** - Tax Credit Application
- **06/15/2015** - Tax Credit Allocation
- **12/01/2015** - Construction Start
- **07/01/2017** - Construction Completion

### 7d. Homeownership

The HOP program, organized much like a lease option-to-buy, has the objective of allowing a family ownership of a FHA owned home within 5-7 years. The market changes over the years have impacted the process of selling the properties. Currently there are 4 occupied homes under this program and 9 vacant (combined total for Fresno and Sanger). In 2015 we will look at converting these homes to new programs (Section 24 and 32) allowing for ease of sale.

### 7e. Project Based Vouchers

Project Based Rental Assistance and/or Vouchers are contemplated to be utilized at a number of developments through the U.S Department of Housing and Urban Development’s Rental Assistance Demonstration (RAD) program. The number and location of PBRA/PB vouchers expected for 2015-2016 (744) are broken down as follows:

**RAD PHASE II**

**County AMP 1 (144 Units)**
- Pinedale Apartments (50 Units)
- Pinedale Apartments (30 Units)
- Desoto Gardens (40 Units)
- Highway City (24 Units)

**County AMP 2 (194 Units)**
- Shockley Terrace (25 Units)
- Memorial Village (35 Units)
- Magill Terrace (20 Units)
- Del Rey Complex (30 Units)
- Laton Apartments (20 Units)
- Wedgewood Commons (64 Units)

**County AMP 3 (90 Units) Partial**
- Sunset Terrace (20 Units)
- Oak Grove Apartments (50 Units)
- Sunset Terrace (20 Units)

**County AMP 4 (152 Units)**
- Mendoza Terrace (50 Units)
- Mendoza Terrace II (40 Units)
- Firebaugh Elderly (30 Units)
- Cardella Courts (32 Units)

**County AMP 5 (52 Units) Partial**
- Helsem Terrace (40 Units)
- Biola Apartments (12 Units)

**County AMP 6 (112 Units)**
- Cazares Terrace (24 Units)
- Cazares Terrace II (20 Units)
- Huron Apartments (20 Units)
- Taylor Terrace (28 Units)
- San Joaquin Apartments (20 Units)

RAD PHASE I

- CA028000003- Kuffel Terrace (20 units)
- CA028000003 – Kuffel Terrace Annex (40 units)
- CA028000003- Mountain View Apts. (30 units)
- CA028000005- Rios Terrace (24 units)
- CA028000005- Rios Terrace II (40 units)
Firebaugh Gateway Apartments

The proposed development of the “The Gateway Project” will help redevelop blighted parcels within the local neighborhood and provide much needed affordable rental housing in Firebaugh, Ca. The project consists of thirty (30) affordable, very-low to moderate income apartment rental homes and a community building on the subject parcels. The community building will feature a community multipurpose room. The project design will also include open space for the residents. The selected architect will be known for designing quality, innovative and attractive senior residential architecture. It is contemplated that Project Based Rental Assistance and/or Vouchers may be utilized at this development.

Schedule:
03/01/2015 Tax Credit Application
06/01/2015 Tax Credit Allocation Award
12/01/2015 Construction Start
12/31/2016 Construction Completion

Trailside Terrace

The subject site is located on three adjacent, vacant parcels in Downtown Reedley with great potential for mixed-use development in a stable community. The three vacant parcels (APNs 368-241-08, 368-241-10, and 368-241-12) consist of some of the last buildable lots along G Street, Downtown Reedley’s main street. The three parcels are owned by different individuals who are related. Together the parcels are 1.76 acres. The envisioned project would be up to 65 units and may be a multifamily or senior development with about 3,000 sf of commercial space. Parcels APN 368-241-10 and 368-241-12 have frontage along G Street, while parcel APN 368-241-08 has frontage along 12th and 13th Streets. The latter parcel also backs into the Rails to Trails walkway, a great amenity for potential future residents. It is contemplated that Project Based Rental Assistance and/or Vouchers may be utilized at this development.

Schedule:
07/01/2015 Tax Credit Application
10/01/2015 Tax Credit Allocation Award
03/01/2016 Construction Start
03/31/2017 Construction Completion

8.0 Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.

8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1, for each current and open CFP grant and CFFP financing.

Attachment “A” – Capital Fund Program Annual Statement/Performance and Evaluation Report HUD-50075.1

8.2 Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the Capital Fund Program Five-Year Action Plan, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.

See HUD-50075.2 approved by HUD as part of the CA006 Annual Plan effective January 1, 2014.

8.3 Capital Fund Financing Program (CFFP). Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements

9.0 Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.

The HAFC Plan includes the following actions and commitments:
1) Construction and rehabilitation of new affordable housing units with emphasis on households with five or more members, the elderly and the disabled;
2) Rehabilitation of existing affordable housing stock;
3) Ensure equal opportunity and affirmatively further fair housing;
4) Improvement of processes that affect housing affordability;
5) Provide assistance to those individuals who are homeless or at risk of becoming homeless;
6) Seek grant opportunities for housing subsidy for low to very low-income households including elderly and non-elderly disabled households; and
7) Provide housing counseling and economic empowerment services in the community.
**Strategy for Addressing Housing Needs.** Provide a brief description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.

The HAFC is a federally funded agency that administers housing assistance programs to qualified very low income families, the disabled, and seniors. The HAFC publicizes and disseminates information to make known the availability of housing units and housing-related services for very low-income families on a regular basis. The HAFC communicates the status of housing availability to other service providers in the community. The HAFC advises them of housing eligibility factors and guidelines in order that they make proper referrals for those who seek housing.

**Continued Assistance for Targeted Programs**

Targeted Programs refers to special purpose vouchers operated within the Housing Choice Voucher program and are intended to serve specific subpopulations and often correspond with supportive services. Although most of these programs provide ongoing housing assistance as long as the household is income eligible, some have an expiration period or can terminate eligibility if supportive services or funding cease to exist. HACF recognizes that this practice could potentially result in homelessness or other unstable living conditions, therefore, will exercise the option to continue assistance to such populations under the Housing Choice Voucher program. This option will be available to Targeted Programs such as, but not limited to:

- Family Unification Program – FUP
- Veteran Affairs Supportive Housing Program – VASH

To ensure that housing assistance opportunities remain available for all waitlisted applicants, continued assistance to targeted program participants will be limited to 50 slots per year.

In effort to align with voucher utilization goals, continued assistance for targeted program participants (Except FUP-Youth) will only be considered when 1) the program making the request is at 98% utilization or above; 2) tenant-based vouchers are available; and 3) the transfer would not result in overleasing under the tenant-based voucher program. Exception to FUP-Youth is made due to time-limited clause for program participation. The intent of providing the continued assistance option is:

- Create attrition and availability of targeted program vouchers to targeted subpopulations with special needs.
- Allow participants who no longer require the supportive services to retain housing, but still need rental subsidy, the opportunity to “graduate” from a targeted program to the next level towards independence.
- Provide continuity and housing stability for youth who have an expiring FUP voucher.
The HAFC is substantially rehabbing 90 units at Orange Cove RAD, a mixed finance project in the City of Orange Cove.  
The HAFC is substantially rehabbing 124 units at Mendota RAD, a mixed finance project in the City of Mendota.  
The HAFC is developing 60 units at Kings River Commons, a mixed finance project in the City of Reedley.  
The HAFC is developing 46 units at Marion Villas, a mixed finance project in the City of Kingsburg.  

The Resident Opportunities and Self-Sufficiency (ROSS) program provides holistic services which include one-on-one case management and group education workshops to adult and youth residents in public housing developments.  Youth activities focus on academic development, career awareness, physical fitness, financial education, and other self-development programs to assist them in becoming successful adults.  Adult programs provide linkages to resources for education/career advancement awareness, access to job training and Section 3 training and employment opportunities, development of basic life skills, understanding tenant responsibilities, and building credit to become mortgage worthy as a first step toward achieving homeownership.  Adult program activities for elderly and disabled residents assist them in achieving self-sufficiency and aging in place.  The ROSS program also provides family bonding and neighborhood community building opportunities to assist residents in creating a healthy environment within and outside the complexes.

The HAFC Resident Services programs assist youth and adult residents of HAFC affordable housing, and mixed use/tax credit developments to access resources for self-development and self-sufficiency.  Service Coordinators provide youth development activities and coordinate workshops in partnership with community organizations to benefits residents.  The Program also provides family bonding and neighborhood community building opportunities to assist residents in creating a healthy environment within and outside the complexes.

HACF has grant funding under the initiative Housing Opportunities for Persons with HIV/AIDS (HOPWA) to operate permanent supportive housing and supportive services to persons living with HIV/AIDS (PLWHA) via a tenant based rental assistance program.  Assistance will be provided for a period of one (1) to three (3) years or until funding is exhausted for this program.  This rental assistance is available in Fresno County only; HOPWA is not portable to other counties and/or states.  Eligibility is limited to those applicant households where at least one (1) member has a documented medical diagnosis of HIV and/or AIDS.  Written determinations must be made by a physician or medical professional trained to make such determination; and applicant household income must be below 80% Area Mean Income (AMI).  Additional preference will be given to those applicant households that exhibit homelessness as defined by U.S. Department of Housing and Urban Development.  The HOPWA program is modeled after the Shelter Plus Care program in all aspects; with two (2) exceptions - inclusion is strictly related to those with the specific HIV/AIDS diagnosis and homelessness is not a prerequisite of program inclusion.

The Fresno Madera Continuum of Care (FMCoC) is a consortium of nonprofit, government, faith-based, civic and business organizations dedicated to addressing the myriad of needs for the homeless population throughout the cities and counties of Fresno and Madera.  Homeless housing assistance and operations for the FMCoC participating agencies is funded largely through the U.S. Department of Housing and Urban Development which assists in the advancement of housing and services solutions for the homeless population.  HACF serves as Collaborative Applicant for the FMCoC.  In this role, HACF is responsible for facilitation of the annual HUD Notice of Funding Availability (NOFA) competition.  HACF ensures timely completion of the funding application and compliance with HUD mandates.  HACF also serves as the Lead Agency for the Homeless Management Information System (HMIS), the repository whereby all data regarding housing and/or services to homeless individuals/families are kept.  In this role, HACF is responsible for all data reporting to HUD including the Annual Homeless Assessment Report to Congress.  HACF staff also serves on the Executive Committee and chairs sub-committees of the FMCoC.

(b) Significant Amendment and Substantial Deviation/Modification.  Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”  

Definition of Substantial Deviations and Significant Amendments

As mandated by the U.S. Department of Housing and Urban Development, the Housing Authority must define “What is a substantial change to the Agency Plan?” If a proposed change to the Agency Plan is considered a “substantial change,” it must undergo a public process that includes consultation with the Resident Advisory Board, a public comment period, public notification of where and how the proposed change can be reviewed and approved by the Housing Authority Boards of Commissioners.  Therefore, the Housing Authority defines significant changes to the Agency Plan to be:

- Changes to tenant/resident admissions policies;  
- Changes to the Housing Choice Voucher and Low Income Public Housing termination policy;  
- Changes to the tenant/resident screening policy;  
- Changes to public housing rent policies;  
- Changes to the organization of the waiting list;  
- Changes in the use of replacement reserve funds under the Capital Fund Grant;  
- Changes in regards to demolition, disposition, designation, or conversion activities.

An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements; such changes Will not be considered significant amendments by HUD.
**11.0 Required Submission for HUD Field Office Review.** In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. **Note:** Fax copies of these documents will not be accepted by the Field Office.

- **(a)** Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights)
- **(b)** Form HUD-50070, *Certification for a Drug-Free Workplace* (PHAs receiving CFP grants only)
- **(c)** Form HUD-50071, *Certification of Payments to Influence Federal Transactions* (PHAs receiving CFP grants only)
- **(d)** Form SF-LLL, *Disclosure of Lobbying Activities* (PHAs receiving CFP grants only)
- **(e)** Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* (PHAs receiving CFP grants only)
- **(f)** Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.
- **(g)** Challenged Elements
- **(h)** Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only)
- **(i)** Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only)
Executive Summary
The purpose of this memo is to seek the Boards’ approval to extend the Agency’s General Legal Services contracts from 1/1/15 – 12/31/15. The Agency currently has contracts with two different firms to provide General Legal Services: Baker, Manock and Jensen PC of Fresno, CA and Ballard Spahr LLP of Baltimore, MD. The Agency feels it is advantageous to have contracts with both a local and a national legal firm given the combination of both local and national issues with which the Agency commonly deals.

Fiscal Impact
Though the requirements of future legal services are difficult to anticipate, based on historical use, the Agency would like to extend its contract with Baker, Manock, and Jensen PC for an annual amount not to exceed $300,000, and extend its contract with Ballard Spahr LLP for an annual amount not to exceed $150,000.

Recommendation
It is recommended that the Boards of Commissioners authorize the CEO/Executive Director to extend the contracts of Baker, Manock, and Jensen PC and Ballard Spahr LLP from 1/1/15 – 12/31/15 in the amounts of $300,000 and $150,000, respectively.

Background
In August of 2013, the Agency published an RFP to solicit for a variety of Legal Services. The RFP method considers both technical factors and price when evaluating a proposal, and allows for discussions with offerors concerning the proposal submitted and the negotiation of contract price. Awards are made on the basis of the proposal that represents the best overall value to the Agency, considering price and other factors (technical expertise, past experience, quality of proposed staffing, etc.) set forth in the solicitation and not solely the lowest price. As a result of the RFP, the Agency received proposals from 15 legal firms (both local and national). Firms had the option to submit a proposal for a variety of legal services including: General Legal Services, Human Resources
Legal Services, Development of Affordable Housing Legal Services, Matters Relating to HUD, and Other Legal Services as Needed. After all proposals were evaluated, the Agency entered General Legal Services contracts with Baker, Manock, and Jensen PC and Ballard Spahr LLP in 2014.
RESOLUTION NO.________

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF THE CITY OF FRESNO

RESOLUTION AUTHORIZING THE EXTENSION OF GENERAL LEGAL SERVICES CONTRACTS

WHEREAS, the Housing Authority of the City of Fresno (the “Agency”) procured and subsequently entered into a contract with Baker, Manock, & Jensen PC and Ballard Spahr LLP in February 2014 for legal counsel services relating to general legal services; and

WHEREAS, the Agency recently solicited proposals from qualified law firms to provide legal services; and

WHEREAS, Baker, Manock, & Jensen PC and Ballard Spahr LLP were responsive and responsible firms who provided qualifications and prices that are the most advantageous to the Agency, pursuant to the procurement guidelines of the U.S. Dept. of Housing and Urban Development (HUD); and

WHEREAS, the Agency desires to maintain the continuity of the aforementioned services pertaining to cases in progress; and

WHEREAS, the Agency desires to exercise its first option to extend the contracts with Baker, Manock, & Jensen PC and Ballard Spahr LLP for general legal services for one year, beginning January 1, 2015, for an amount not to exceed $300,000 and $150,000, respectively; and

WHEREAS, the term of said contracts will expire December 31, 2015, and will be renewable for up to three additional one-year terms at the discretion of the Boards, and pursuant to HUD procurement guidelines;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno do hereby approve the one-year contract extension of the general legal services contracts with Baker, Manock, & Jensen PC and Ballard Spahr LLP and authorize Preston Prince, Executive Director/CEO or his designee, to execute all documents in connection therewith.

PASSED AND ADOPTED THIS 19th DAY OF NOVEMBER, 2014. 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 EXTENSION OF GENERAL LEGAL SERVICES
CONTRACTS

WHEREAS, the Housing Authority of Fresno County (the “Agency”) procured and subsequently entered into a contract with Baker, Manock, & Jensen PC and Ballard Spahr LLP in February 2014 for legal counsel services relating to general legal services; and

WHEREAS, the Agency recently solicited proposals from qualified law firms to provide legal services; and

WHEREAS, Baker, Manock, & Jensen PC and Ballard Spahr LLP were responsive and responsible firms who provided qualifications and prices that are the most advantageous to the Agency, pursuant to the procurement guidelines of the U.S. Dept. of Housing and Urban Development (HUD); and

WHEREAS, the Agency desires to maintain the continuity of the aforementioned services pertaining to cases in progress; and

WHEREAS, the Agency desires to exercise its first option to extend the contracts with Baker, Manock, & Jensen PC and Ballard Spahr LLP for general legal services for one year, beginning January 1, 2015, for an amount not to exceed $300,000 and $150,000, respectively; and

WHEREAS, the term of said contracts will expire December 31, 2015, and will be renewable for up to three additional one-year terms at the discretion of the Boards, and pursuant to HUD procurement guidelines;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County do hereby approve the one-year contract extension of the general legal services contracts with Baker, Manock, & Jensen PC and Ballard Spahr LLP and authorize Preston Prince, Executive Director/CEO or his designee, to execute all documents in connection therewith.

PASSED AND ADOPTED THIS 19th DAY OF NOVEMBER, 2014. 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 BOARDS OF COMMISSIONERS OF THE
HOUSING AUTHORITIES OF THE CITY OF FRESNO

RESOLUTION AUTHORIZING THE EXTENSION OF HUMAN RESOURCES LEGAL SERVICES CONTRACT

WHEREAS, the Housing Authority of the City of Fresno (the “Agency”) procured and subsequently entered into a contract with Atkinson, Andelson, Loya, Ruud & Romo in April 2014 for legal counsel services relating to human resources legal services; and

WHEREAS, the Agency recently solicited proposals from qualified law firms to provide legal services; and

WHEREAS, Atkinson, Andelson, Loya, Ruud & Romo was a responsive and responsible firm who provided qualifications and prices that are the most advantageous to the Agency, pursuant to the procurement guidelines of the U.S. Dept. of Housing and Urban Development (HUD); and

WHEREAS, the Agency desires to maintain the continuity of the aforementioned services pertaining to cases in progress; and

WHEREAS, the Agency desires to exercise its option to extend the contract with Atkinson, Andelson, Loya, Ruud & Romo for human resources legal services for one year, beginning January 1, 2015, for an amount not to exceed $150,000; and

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno do hereby approve the one-year contract extension of the human resources legal services contract with Atkinson, Andelson, Loya, Ruud & Romo and authorize Preston Prince, Executive Director/CEO or his designee, to execute all documents in connection therewith.

PASSED AND ADOPTED THIS 19th DAY OF NOVEMBER, 2014. 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
Executive Summary
The purpose of this memo is to seek the Boards’ approval to extend the Legal Services contract for Human Resources from 1/1/15 – 12/31/15. The Agency currently has a contract with Atkinson, Andelson, Loya, Ruud & Romo to perform these services.

Fiscal Impact
Though the requirements of future legal services are difficult to anticipate, based on historical use, the Agency would like to extend its contract with Atkinson, Andelson, Loya, Ruud & Romo for an annual amount not to exceed $150,000.

Recommendation
It is recommended that the Boards of Commissioners authorize the CEO/Executive Director to extend the contract of Atkinson, Andelson, Loya, Ruud & Romo from 1/1/15 – 12/31/15 in the amount of $150,000.

Background
In August of 2013, the Agency published an RFP to solicit for a variety of Legal Services. The RFP method considers both technical factors and price when evaluating a proposal, and allows for discussions with offerors concerning the proposal submitted and the negotiation of contract price. Awards are made on the basis of the proposal that represents the best overall value to the Agency, considering price and other factors (technical expertise, past experience, quality of proposed staffing, etc.) set forth in the solicitation and not solely the lowest price. As a result of the RFP, the Agency received proposals from 15 legal firms (both local and national). Firms had the option to submit a proposal for a variety of legal services including: General Legal Services, Human Resources Legal Services, Development of Affordable Housing Legal Services, Matters Relating to HUD, and Other Legal Services as Needed. After all proposals were evaluated, the Agency entered into a contract with Atkinson, Andelson, Loya, Ruud & Romo for Human Resources Legal Services in 2014.
RESOLUTION NO.________

BEFORE THE BOARDS OF COMMISSIONERS OF THE
HOUSING AUTHORITIES OF FRESNO COUNTY

RESOLUTION AUTHORIZING THE EXTENSION OF HUMAN RESOURCES LEGAL SERVICES CONTRACT

WHEREAS, the Housing Authority of Fresno County (the “Agency”) procured and subsequently entered into a contract with Atkinson, Andelson, Loya, Ruud & Romo in April 2014 for legal counsel services relating to human resources legal services; and

WHEREAS, the Agency recently solicited proposals from qualified law firms to provide legal services; and

WHEREAS, Atkinson, Andelson, Loya, Ruud & Romo was a responsive and responsible firm who provided qualifications and prices that are the most advantageous to the Agency, pursuant to the procurement guidelines of the U.S. Dept. of Housing and Urban Development (HUD); and

WHEREAS, the Agency desires to maintain the continuity of the aforementioned services pertaining to cases in progress; and

WHEREAS, the Agency desires to exercise its option to extend the contract with Atkinson, Andelson, Loya, Ruud & Romo for human resources legal services for one year, beginning January 1, 2015, for an amount not to exceed $150,000; and

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County do hereby approve the one-year contract extension of the human resources legal services contract with Atkinson, Andelson, Loya, Ruud & Romo and authorize Preston Prince, Executive Director/CEO or his designee, to execute all documents in connection therewith.

PASSED AND ADOPTED THIS 19th DAY OF NOVEMBER, 2014. 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 BOARDS OF COMMISSIONERS OF THE

HOUSING AUTHORITIES OF THE CITY OF FRESNO

RESOLUTION AUTHORIZING THE EXTENSION OF MATTERS RELATING TO HUD LEGAL SERVICES CONTRACT

WHEREAS, the Housing Authority of the City of Fresno (the “Agency”) procured and subsequently entered into a contract with Ballard Spahr LLP in April 2014 for legal counsel services for matters relating to HUD legal services; and

WHEREAS, the Agency recently solicited proposals from qualified law firms to provide legal services; and

WHEREAS, Ballard Spahr LLP was a responsive and responsible firm who provided qualifications and prices that are the most advantageous to the Agency; and

WHEREAS, the Agency desires to maintain the continuity of the aforementioned services pertaining to cases in progress; and

WHEREAS, the Agency desires to exercise its option to extend the contract with Ballard Spahr LLP for matters relating to HUD legal services for one year, beginning January 1, 2015, for an amount not to exceed $50,000; and

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno do hereby approve the one-year contract extension of the matters relating to HUD legal services contract with Ballard Spahr LLP and authorize Preston Prince, Executive Director/CEO or his designee, to execute all documents in connection therewith.

PASSED AND ADOPTED THIS 19th DAY OF NOVEMBER, 2014. 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
Executive Summary
The purpose of this memo is to seek the Boards’ approval to extend the Legal Services contract for Matters Relating to HUD from 1/1/15 – 12/31/15. The Agency currently has a contract with Ballard Spahr LLP to perform these services.

Fiscal Impact
Though the requirements of future legal services are difficult to anticipate, based on historical use, the Agency would like to extend its contract with Ballard Spahr LLP for an annual amount not to exceed $50,000.

Recommendation
It is recommended that the Boards of Commissioners authorize the CEO/Executive Director to extend the contract of Ballard Spahr LLP from 1/1/15 – 12/31/15 in the amount of $50,000.

Background
In August of 2013, the Agency published an RFP to solicit for a variety of Legal Services. The RFP method considers both technical factors and price when evaluating a proposal, and allows for discussions with offerors concerning the proposal submitted and the negotiation of contract price. Awards are made on the basis of the proposal that represents the best overall value to the Agency, considering price and other factors (technical expertise, past experience, quality of proposed staffing, etc.) set forth in the solicitation and not solely the lowest price. As a result of the RFP, the Agency received proposals from 15 legal firms (both local and national). Firms had the option to submit a proposal for a variety of legal services including: General Legal Services, Human Resources Legal Services, Development of Affordable Housing Legal Services, Matters Relating to HUD, and Other Legal Services as Needed. After all proposals were evaluated, the Agency entered into a Legal Services Contract for Matters Relating to HUD with Ballard Spahr LLP in 2014.
RESOLUTION NO.________

BEFORE THE BOARDS OF COMMISSIONERS OF THE

HOUSING AUTHORITIES OF FRESNO COUNTY

RESOLUTION AUTHORIZING THE EXTENSION OF MATTERS RELATING TO HUD LEGAL SERVICES CONTRACT

WHEREAS, the Housing Authority of Fresno County (the “Agency”) procured and subsequently entered into a contract with Ballard Spahr LLP in April 2014 for legal counsel services for matters relating to HUD legal services; and

WHEREAS, the Agency recently solicited proposals from qualified law firms to provide legal services; and

WHEREAS, Ballard Spahr LLP was a responsive and responsible firm who provided qualifications and prices that are the most advantageous to the Agency; and

WHEREAS, the Agency desires to maintain the continuity of the aforementioned services pertaining to cases in progress; and

WHEREAS, the Agency desires to exercise its option to extend the contract with Ballard Spahr LLP for matters relating to HUD legal services for one year, beginning January 1, 2015, for an amount not to exceed $50,000; and

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County do hereby approve the one-year contract extension of the matters relating to HUD legal services contract with Ballard Spahr LLP and authorize Preston Prince, Executive Director/CEO or his designee, to execute all documents in connection therewith.

PASSED AND ADOPTED THIS 19th DAY OF NOVEMBER, 2014. 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
Executive Summary
The purpose of this memo is to seek the Boards’ approval to extend the Agency’s Development of Affordable Housing Legal Services contract from 1/1/15 – 12/31/15. The Agency currently has a contract with Ballard Spahr LLP to perform these services.

Fiscal Impact
Though the requirements of future legal services are difficult to anticipate, based on historical use, the Agency would like to extend its contract with Ballard Spahr LLP for an annual amount not to exceed $600,000. The majority of the legal costs associated with affordable housing are allocated to real estate development projects and not funded by the housing authority directly.

Recommendation
It is recommended that the Boards of Commissioners authorize the CEO/Executive Director to extend the contract of Ballard Spahr LLP from 1/1/15 – 12/31/15 in the amount of $600,000.

Background
In August of 2013, the Agency published an RFP to solicit for a variety of Legal Services. The RFP method considers both technical factors and price when evaluating a proposal, and allows for discussions with offerors concerning the proposal submitted and the negotiation of contract price. Awards are made on the basis of the proposal that represents the best overall value to the Agency, considering price and other factors (technical expertise, past experience, quality of proposed staffing, etc.) set forth in the solicitation and not solely the lowest price. As a result of the RFP, the Agency received proposals from 15 legal firms (both local and national). Firms had the option to submit a proposal for a variety of legal services including: General Legal Services, Human Resources Legal Services, Development of Affordable Housing Legal Services, Matters Relating to HUD, and Other Legal Services as Needed. After all proposals were evaluated, the Agency entered a Development of Affordable Housing Legal Services contract with Ballard Spahr LLP in 2014.
RESOLUTION NO._______

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

RESOLUTION AUTHORIZING THE EXTENSION OF THE DEVELOPMENT OF AFFORDABLE HOUSING LEGAL SERVICES CONTRACT

WHEREAS, the Housing Authority of the City of Fresno (the “Agency”) procured and subsequently entered into a contract with Ballard Spahr in April 2014 for development of affordable housing-related legal counsel services; and

WHEREAS, the Agency recently solicited proposals from qualified law firms to provide legal services; and

WHEREAS, Ballard Spahr LLP was a responsive and responsible firm who provided qualifications and prices that are the most advantageous to the Agency; and

WHEREAS, the Agency desires to maintain the continuity of the aforementioned services pertaining to developments in progress; and

WHEREAS, the Agency desires to exercise its option to extend the contract with Ballard Spahr LLP for development of affordable housing legal services for one year, beginning January 1, 2015, for an annual amount not to exceed $600,000;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno do hereby approve the one-year contract extension of the development of affordable housing legal services contract with Ballard Spahr LLP and authorize Preston Prince, Executive Director/CEO or his designee, to execute all documents in connection therewith.

PASSED AND ADOPTED THIS 19th DAY OF NOVEMBER, 2014. 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 EXTENSION OF THE DEVELOPMENT OF
AFFORDABLE HOUSING LEGAL SERVICES CONTRACT

WHEREAS, the Housing Authority of Fresno County (the “Agency”) procured and
subsequently entered into a contract with Ballard Spahr in April 2014 for development of
affordable housing-related legal counsel services; and

WHEREAS, the Agency recently solicited proposals from qualified law firms to provide
legal services; and

WHEREAS, Ballard Spahr LLP was a responsive and responsible firm who provided
qualifications and prices that are the most advantageous to the Agency; and

WHEREAS, the Agency desires to maintain the continuity of the aforementioned services
pertaining to developments in progress; and

WHEREAS, the Agency desires to exercise its option to extend the contract with Ballard
Spahr LLP for development of affordable housing legal services for one year, beginning January
1, 2015, for an annual amount not to exceed $600,000;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing
Authority of Fresno County do hereby approve the one-year contract extension of the
development of affordable housing legal services contract with Ballard Spahr LLP and
authorize Preston Prince, Executive Director/CEO or his designee, to execute all documents in
connection therewith.

PASSED AND ADOPTED THIS 19th DAY OF NOVEMBER, 2014. I, the undersigned,
herby 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
Executive Summary
The purpose of this memo is to update the board of the status of the Agency’s Banking Services Request for Proposals (RFP). The RFP solicited proposals from qualified banking institutions to provide general banking services for the Agency. After the evaluation process, the Agency selected Wells Fargo as the highest rated responsive and responsible proposer.

Fiscal Impact
Though the precise costs of the Banking Services contract have not been fully negotiated, the Agency anticipates that this contract will be in an approximate amount Not to Exceed $140,000 per year.

Recommendation
It is recommended that the Boards of Commissioners authorize the CEO/Executive Director to enter contract negotiations with Wells Fargo. The contract’s first term would be from 1/1/15 – 12/31/15, and it would have 4 potential 1 year extensions, for a possible total contract length of 5 years.

Background
In June of 2014, the Agency published an RFP to solicit for Banking Services. The RFP method considers both technical factors and price when evaluating a proposal, and allows for discussions with offerors concerning the proposal submitted and the negotiation of contract price. Awards are made on the basis of the proposal that represents the best overall value to the Agency, considering price and other factors (technical expertise, past experience, quality of proposed staffing, etc.) set forth in the solicitation and not solely the lowest price. As a result of the RFP, the Agency received proposals from 3 banking institutions. An evaluation committee with relevant experience was selected to evaluate each proposal. The committee did an initial round of scored evaluations, then each bank was interviewed in person. Each bank was then given the opportunity to amend their proposal and/or pricing, and a second round of evaluations then took place. By the end of the process Wells Fargo received the highest score.
RESOLUTION NO._______

BEFORE THE BOARDS OF COMMISSIONERS OF THE

HOUSING AUTHORITIES OF THE CITY OF FRESNO

RESOLUTION AUTHORIZING THE CEO/EXECUTIVE DIRECTOR TO ENTER INTO
CONTRACT NEGOTIATIONS FOR BANKING SERVICES

WHEREAS, the Housing Authority of the City of Fresno (the “Agency”) recently solicited proposals from qualified banking institutions to provide general banking services for the Agency; and

WHEREAS, Wells Fargo was a responsive and responsible institution who provided qualifications and prices that are the most advantageous to the Agency; and

WHEREAS, the Agency desires to enter into contract negotiations with Wells Fargo for a one-year general banking services contract that would begin on January 1, 2015; and

WHEREAS, the term of said contract will expire December 31, 2015, and will be renewable for up to four additional one-year terms at the discretion of the Boards, and pursuant to HUD procurement guidelines;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno do hereby authorize the Executive Director/CEO, or his designee, to negotiate and execute the aforementioned contract negotiations and supporting documents with Wells Fargo for general banking services.

PASSED AND ADOPTED THIS 19th DAY OF NOVEMBER, 2014. 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 BOARDS OF COMMISSIONERS OF THE

HOUSING AUTHORITIES OF FRESNO COUNTY

RESOLUTION AUTHORIZING THE CEO/EXECUTIVE DIRECTOR TO ENTER INTO
CONTRACT NEGOTIATIONS FOR BANKING SERVICES

WHEREAS, the Housing Authority of Fresno County (the “Agency”) recently solicited proposals from qualified banking institutions to provide general banking services for the Agency; and

WHEREAS, Wells Fargo was a responsive and responsible institution who provided qualifications and prices that are the most advantageous to the Agency; and

WHEREAS, the Agency desires to enter into contract negotiations with Wells Fargo for a one-year general banking services contract that would begin on January 1, 2015; and

WHEREAS, the term of said contract will expire December 31, 2015, and will be renewable for up to four additional one-year terms at the discretion of the Boards, and pursuant to HUD procurement guidelines;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County do hereby authorize the Executive Director/CEO, or his designee, to negotiate and execute the aforementioned contract negotiations and supporting documents with Wells Fargo for general banking services.

PASSED AND ADOPTED THIS 19th DAY OF NOVEMBER, 2014. 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
Executive Summary

Attached to this memorandum are red-lined drafts of the Bylaws of the Boards of the City and County Housing Authorities.

On November 12, 2014, the Executive Committee reviewed the drafts, provided direction for additional revision, and then, by consensus, recommended that these drafts be provided to the Board of Directors of the Commissions. The following is a summary of amendments being submitted for final adoption by the Boards of Commissioners:

- Article II, Section 4 – include the Deputy Director/CFO as one of two signatures required on checks, as is customary and practiced by other public housing authorities of similar size and function;
- Article II, Section 7 – clarification that vacancies for either the Chair or Vice Chair, shall warrant enacting the provisions of this section;
- Article III, Sections 2 and 3 – changes to provide express compliance with the Ralph M. Brown Act, as well as providing the Boards flexibility in establishing their meeting schedule;
- Article III, Section 6 – provides that attendance of Commissioners appointed by the Fresno County Board of Supervisors will be subject to the County’s attendance policy (the City of Fresno does not have an express policy on absenteeism for commission appointees);
- Article IV, Section 1.2 – establishes the Executive Committee as a standing committee, as well as outlining the Committee’s membership and general duties;
- Article IV, Section 2 – removes the CEO/Executive Director as a member of any Ad-Hoc Committee established by the Commissions;
- Article V – language removed. The bylaws previously expressed the Boards’ intent to comply with the Ralph M. Brown Act for the conduct of all business in a regular or special meeting.
**Recommendation**
It is recommended the Boards of Commissioners adopt the governing bylaws as recommended.

**Fiscal Impact**
There is no fiscal impact.
BY-LAWS FOR THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF THE CITY OF FRESNO

ARTICLE I – THE AUTHORITY

Section 1. Name of Authority. The name of the Authority shall be “Housing Authority of City of Fresno, California.”

Section 2. Seal of Authority. The seal of Authority shall be in the form of a circle and shall bear the name of the Authority and the year of its organization.

Section 3. Office of Authority. The offices of the Authority shall be at 1331 Fulton Mall in the City of Fresno, State of California, but the Authority may hold its meetings at such places as it may designate, pursuant to applicable law.

ARTICLE II – OFFICERS

Section 1. Officers. The officers of the Authority’s Board of Commissioners shall be a Chair, a Vice Chair and a Secretary/Treasurer.

Section 2. Chair. The Chair shall preside at all meetings of the Board of Commissioners. The Chair shall make appointments to all committees on behalf of the Board of Commissioners and lead the supervision of the CEO/Executive Director. At each meeting, the Chair shall submit such recommendations and information as he or she may consider proper concerning the business, affairs and policies of the Authority.

Section 3. Vice Chair. The Vice Chair shall perform the duties of the Chair in the absence or incapacity of the Chair; and in case of the resignation or death of the Chair, the Vice Chair shall perform such duties as are imposed on the Chair until such time as the Board of Commissioners shall select a new Chair.
Section 4. Secretary/Treasurer. The Secretary/Treasurer shall be the CEO/Executive Director of the Authority and, as CEO/Executive Director, he or she shall have general supervision over the administration of its business and affairs, subject to the direction of the Board of Commissioners. He or she shall be charged with the management of the operations of the Authority. Additionally, the Secretary/Treasurer shall sign all contracts, deeds, and other instruments on behalf of the Board of Commissioners, as authorized by resolution of the Board of Commissioners.

As Secretary, he or she shall keep the records of the Authority, shall act as Secretary of the meetings of the Board of Commissioners and record all votes, and shall keep a record of the proceedings of the Board of Commissioners in a journal of proceedings to be kept for such purposes, and shall perform all duties incident to his or her office. He or she shall keep in safe custody the seal of the Authority and shall have the power to affix such seal to all contracts and instruments authorized to be executed by the Board of Commissioners.

As Treasurer, he or she shall have the care and custody of all funds of the Authority and shall deposit the same in the name of the Authority in such bank or banks as the Board of Commissioners may select. He or she shall pay out and disburse moneys under the direction of the Board of Commissioners. He or she shall be responsible for management and oversight of all fiscal records and activities of the Authority and shall render a quarterly account of the financial conditions of the Board of Commissioners. The Secretary/Treasurer shall give such bond for the faithful performance of his or her duties as the Authority may determine. Checks may be signed and countersigned by any
two of the following persons: CEO/Executive Director, Deputy Director/CFO, Chair, Vice Chair, Chief Administrative Officer, Chief Operations Officer, or other designee as identified pursuant to resolution of the Board of Commissioners.

The CEO/Executive Director and Secretary/Treasurer shall be approved by the Board of Commissioners, upon such terms as it determines. No Commissioner shall be eligible for this office.

Section 5. Additional Duties. The officers shall perform such other duties and functions as may from time to time be required by the Board of Commissioners or the bylaws or rules and regulations of the Board of Commissioners.

Section 6. Election or Appointment. The Chair and Vice Chair shall be elected at the annual meeting of the Board of Commissioners from among the commissioners of the Board of Commissioners, and shall hold office for two years or until their successors are elected and qualified. The election of the Chair and Vice Chair shall occur at the annual meeting in odd numbered years, unless rescheduled by the Board of Commissioners. Any Commissioner wishing to be considered for Chair or Vice-Chair shall make his or her interest known to the Board of Commissioners at a regular meeting two months or more before the meeting at which the election is to take place.

When the term of a commissioner expires, he/she shall continue to serve until reappointed or a successor is named.
Section 7. **Vacancies.** Should the offices of Chair and/or Vice Chair become vacant, the Board of Commissioners shall elect a successor from its membership at the next regular meeting, and such election shall be for the unexpired term of said office.

Section 8. **Additional Personnel.** The CEO/Executive Director is the only employee appointed and supervised by the Board of Commissioners. The selection of personnel, their compensation and the terms of employment shall be at the discretion of the CEO/Executive Director subject to the laws of the State of California and the personnel policies of the Authority. The terms and compensation of the CEO/Executive Director shall be set forth in a written contract signed by the Chair of the Board of Commissioners.

Section 9. **Accounting and Legal Professionals.** The Board of Commissioners shall retain appropriate accounting and legal professionals to assist it in such areas as auditing, legal compliance, and otherwise as it may determine is appropriate and convenient to carry out the business of the Authority.

**ARTICLE III – MEETINGS**

Section 1. **Annual Meetings.** The annual meetings of the Board of Commissioners shall be held in December at the regularly scheduled meeting of the Board of Commissioners. With the consent of the Chair, the annual meeting may be postponed until no later than the next regularly scheduled meeting in January of the very next year.

Section 2. **Regular Meetings.** Regular meetings shall be noticed in compliance with the Ralph M. Brown Act held without notice at the regular meeting place of the
Board of Commissioners, or at a location designated by the Board of Commissioners on the fourth Wednesday of each month at 5:00 p.m., unless the same shall be a legal holiday or the Board of Commissioners otherwise directs and notices, in which event said meeting shall be rescheduled. On or before the annual meeting, the Board shall adopt a schedule of meetings for the next calendar year. However, any meeting may be rescheduled upon a majority vote of the Board of Commissioners.

Section 3. Special Meetings. Upon written request of two or more members of the Board of Commissioners or as deemed necessary by the Chair or CEO/Executive Director, a special meeting of the Board of Commissioners may be called for the purpose of transacting any business designated in the call. Special meetings shall be noticed and held in compliance with the Ralph M. Brown Act. The call for a special meeting may be delivered to each member of the Board of Commissioners at any time prior to the meeting, or may be mailed to the business or home address of each member of the Board of Commissioners at least twenty-four (24) hours prior to the date of such special meeting, or may be waived by written waiver signed by all the members of the Board of Commissioners prior to the meeting. At such special meeting, no business shall be considered other than as designated in the call on the agenda, but if all of the members of the Board of Commissioners are present at a special meeting or have signed a waiver of notice of such meeting, any and all business may be transacted at such special meetings.

Section 4. Quorum. The powers of the Authority shall be vested in the Board of Commissioners thereof in office from time to time. Four (4) commissioners shall
constitute a quorum for the purpose of conducting its business and exercising its powers and for all other purposes, but a smaller number may adjourn from time to time until a quorum is obtained. When a quorum is in attendance, action may be taken by the Board of Commissioners upon a vote of a majority of the commissioners. In the event that the Board of Commissioners has less than five (5) Commissioners appointed, then three (3) Commissioners shall constitute a quorum.

Section 5. Alternate Chair. In the event a quorum of the Board of Commissioners is present for a meeting, but both the Chair and Vice Chair are absent, the commissioners present shall select from among themselves a commissioner to preside for that meeting.

Section 6. Absenteeism. If a commissioner is absent from three (3) consecutive regular meetings or five (5) regular meetings within a calendar year, this shall be reported to the appointing authority, unless the absence is excused by the Board of Commissioners due to illness, absence from the county or extreme weather conditions.

Section 7. Resolutions. All resolutions shall be in writing and shall be entered in a journal of the proceedings of the Board of Commissioners.

Section 8. Manner of Voting. All questions coming before the Board of Commissioners shall be determined by voice vote, and the yeas and nays shall be entered upon the minutes of such meeting.

Section 9. Indemnity of Board Members. The Authority shall indemnify and hold a commissioner harmless against any lawsuit or threat of lawsuit arising out of or resulting from acts of said commissioner which are performed within the scope of his or
her duties as a commissioner; including reasonable attorneys’ fees (from reasonably competent counsel selected by the Authority), and judgments incurred in connection with such litigation or threat of litigation, to the extent permitted by law.

A commissioner shall repay any amount(s) paid by the Authority pursuant to the preceding paragraph, if it is later determined that the act or acts of the commissioner (giving rise to the suit or threat of suit) were performed outside the scope of the commissioner’s duties as a commissioner.

Section 10. Insurance of Board Commissioners. The Authority, through the action of its Board of Commissioners will procure Errors and Omissions and Director and Officers insurance coverage therein naming the Authority, and also the individual commissioners as joint and several beneficiaries of said insurance policies. Any deductible shall be paid by the Authority under its aforementioned duty to indemnify its Board Members.

ARTICLE IV-COMMITTEES

Section 1. Standing Committees. The Board of Commissioners shall have the following standing committee, which will perform the duties and responsibilities as herein set forth, together with such other duties and responsibilities as the Board of Commissioners may, by resolution, determine. Any member of the Board of Commissioners may attend any meeting of the committee.

1.1 Audit Committee.
1.1.1 **Membership.** The Board of Commissioners’ Audit Committee shall be comprised of its Chair, Vice-Chair, an appointee of the Chair, and the CEO/Executive Director.

1.2.2 **Duties of the Audit Committee.** The Audit Committee shall meet with the Authority’s auditor each year prior to the annual audit and review the plan of audit and identify other areas of the Authority’s operations and affairs that should be reviewed; shall meet with the Authority’s auditor after the preparation of the first draft of the auditor’s management letter and/or findings to review the initial findings and to discuss the auditor’s recommendations for changes or improvements; shall meet with the Authority’s staff on a periodic basis to review the draft budgets and to receive the views of the Authority’s staff as to the rationales for budget proposals, including any reconciliation of the prior fiscal year’s budget; and shall recommend an annual budget to the Board of Commissioners for adoption. The Audit Committee is not empowered to undertake any actions upon its own initiative. Instead, its role is simply to report its findings and recommendations to the Board of Commissioners, who may accept or adopt such findings and/or recommendations.
1.2.1 Membership. The Board of Commissioner’s Executive Committee shall be comprised of its Chair, Vice-Chair, an appointee of the Chair, and the CEO/Executive Director.

1.2.2 Duties of Executive Committee. The Executive Committee shall meet monthly, as needed, at some time prior to the Board of Commissioner’s meeting to, in part, determine what items should be placed on the agenda for the Board of Commissioner’s meeting.

Section 2. Ad Hoc Committees. In addition to the standing committees specified in this Article, the Board of Commissioners may, at any time, establish an ad hoc committee of the Board of Commissioners and fix its duties and responsibilities for any purpose where, in the judgment of the Board of Commissioners, the Authority is better served by a temporary committee. Each ad hoc committee shall consist of such commissioners as the Chair shall determine. Notwithstanding the forgoing, all ad hoc committees will be advisory in nature only and have no power to undertake any action upon their own initiative. Instead, the role of each ad hoc committee will be to simply report its findings and make recommendations to the Authority, who may accept or reject such findings and/or recommendations. In no event shall more than three (3) Commissioners be assigned to an ad hoc committee. The Board of Commissioners contemplate that it may from time to time utilize an ad-hoc executive committee (of the Chair, Vice-Chair, an appointee of the Chair, and the CEO/Executive Director) to make reports, investigate, and make recommendations to the Board of Commissioners regarding topics that may be assigned to it by the Board of Commissioners regarding
such topics as personnel matters, Authority operations, future projects, and other topics that may be assigned to it. Further, the Board of Commissioners may from time to time utilize a Nominating Committee to investigate, interview, and recommend persons to the appointing Mayor of the City of Fresno regarding potential persons to serve as commissioners and resident commissioners, recommend commissioners to serve as Chair and Vice-Chair, and other such topics as the Board of Commissioners may direct.

ARTICLE V – AMENDMENTS

Amendments to Bylaws. The bylaws of the Authority shall be amended only with the approval of at least four (4) of the members of the Board of Commissioners at a regular or a special meeting, but no such amendment shall be adopted unless at least two days’ written notice thereof has been previously given to all of the members of the Board of Commissioners.

Revised 4/14/82
Revised 2/27/85
Revised 1/22/97
Revised 3/26/97
Revised 9/25/13
Revised / /134
BY-LAWS FOR THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF THE COUNTY OF FRESNO

ARTICLE I – THE AUTHORITY

Section 1. Name of Authority. The name of the Authority shall be “Housing Authority of County of Fresno, California.”

Section 2. Seal of Authority. The seal of Authority shall be in the form of a circle and shall bear the name of the Authority and the year of its organization.

Section 3. Office of Authority. The offices of the Authority shall be at 1331 Fulton Mall in the City of Fresno, State of California, but the Authority may hold its meetings at such places as it may designate, pursuant to applicable law.

ARTICLE II – OFFICERS

Section 1. Officers. The officers of the Authority’s Board of Commissioners shall be a Chair, a Vice Chair and a Secretary/Treasurer.

Section 2. Chair. The Chair shall preside at all meetings of the Board of Commissioners. The Chair shall make appointments to all committees on behalf of the Board of Commissioners and lead the supervision of the CEO/Executive Director. At each meeting, the Chair shall submit such recommendations and information as he or she may consider proper concerning the business, affairs and policies of the Authority.

Section 3. Vice Chair. The Vice Chair shall perform the duties of the Chair in the absence or incapacity of the Chair; and in case of the resignation or death of the Chair, the Vice Chair shall perform such duties as are imposed on the Chair until such time as the Board of Commissioners shall select a new Chair.
Section 4. Secretary/Treasurer. The Secretary/Treasurer shall be the CEO/Executive Director of the Authority and, as CEO/Executive Director, he or she shall have general supervision over the administration of its business and affairs, subject to the direction of the Board of Commissioners. He or she shall be charged with the management of the operations of the Authority. Additionally, the Secretary/Treasurer shall sign all contracts, deeds, and other instruments on behalf of the Board of Commissioners, as authorized by resolution of the Board of Commissioners.

As Secretary, he or she shall keep the records of the Authority, shall act as Secretary of the meetings of the Board of Commissioners and record all votes, and shall keep a record of the proceedings of the Board of Commissioners in a journal of proceedings to be kept for such purposes, and shall perform all duties incident to his or her office. He or she shall keep in safe custody the seal of the Authority and shall have the power to affix such seal to all contracts and instruments authorized to be executed by the Board of Commissioners.

As Treasurer, he or she shall have the care and custody of all funds of the Authority and shall deposit the same in the name of the Authority in such bank or banks as the Board of Commissioners may select. He or she shall pay out and disburse moneys under the direction of the Board of Commissioners. He or she shall be responsible for management and oversight of all fiscal records and activities of the Authority and shall render a quarterly account of the financial conditions of the Board of Commissioners. The Secretary/Treasurer shall give such bond for the faithful performance of his or her duties as the Authority may determine. Checks may be signed and countersigned by any
two of the following persons: CEO/Executive Director, Deputy Director/CFO, Chair, Vice Chair, Chief Administrative Officer, Chief Operations Officer, or other designee as identified pursuant to resolution of the Board of Commissioners.

The CEO/Executive Director and Secretary/Treasurer shall be approved by the Board of Commissioners, upon such terms as it determines. No Commissioner shall be eligible for this office.

Section 5. Additional Duties. The officers shall perform such other duties and functions as may from time to time be required by the Board of Commissioners or the bylaws or rules and regulations of the Board of Commissioners.

Section 6. Election or Appointment. The Chair and Vice Chair shall be elected at the annual meeting of the Board of Commissioners from among the commissioners of the Board of Commissioners, and shall hold office for two years or until their successors are elected and qualified. The election of the Chair and Vice Chair shall occur at the annual meeting in even numbered years, unless rescheduled by the Board of Commissioners. Any Commissioner wishing to be considered for Chair or Vice-Chair shall make his or her interest known to the Board of Commissioners at a regular meeting two months or more before the meeting at which the election is to take place.

When the term of a commissioner expires, he/she shall continue to serve until reappointed or a successor is named.
Section 7. Vacancies. Should the offices of Chair and/or Vice Chair become vacant, the Board of Commissioners shall elect a successor from its membership at the next regular meeting, and such election shall be for the unexpired term of said office.

Section 8. Additional Personnel. The CEO/Executive Director is the only employee appointed and supervised by the Board of Commissioners. The selection of personnel, their compensation and the terms of employment shall be at the discretion of the CEO/Executive Director subject to the laws of the State of California and the personnel policies of the Authority. The terms and compensation of the CEO/Executive Director shall be set forth in a written contract signed by the Chair of the Board of Commissioners.

Section 9. Accounting and Legal Professionals. The Board of Commissioners shall retain appropriate accounting and legal professionals to assist it in such areas as auditing, legal compliance, and otherwise as it may determine is appropriate and convenient to carry out the business of the Authority.

ARTICLE III – MEETINGS

Section 1. Annual Meetings. The annual meetings of the Board of Commissioners shall be held in December at the regularly scheduled meeting of the Board of Commissioners. With the consent of the Chair, the annual meeting may be postponed until no later than the next regularly scheduled meeting in January of the very next year.

Section 2. Regular Meetings. Regular meetings shall be noticed in compliance with the Ralph M. Brown Act held without notice at the regular meeting place of the
Board of Commissioners, or at a location designated by the Board of Commissioners on the fourth Wednesday of each month at 5:00 p.m., unless the same shall be a legal holiday or the Board of Commissioners otherwise directs and notices, in which event said meeting shall be rescheduled. On or before the annual meeting, the Board shall adopt a schedule of meetings for the next calendar year. However, any meeting may be rescheduled upon a majority vote of the Board of Commissioners.

Section 3. Special Meetings. Upon written request of two or more members of the Board of Commissioners or as deemed necessary by the Chair or CEO/Executive Director, a special meeting of the Board of Commissioners may be called for the purpose of transacting any business designated in the call. Special meetings shall be noticed and held in compliance with the Ralph M. Brown Act. The call for a special meeting may be delivered to each member of the Board of Commissioners at any time prior to the meeting, or may be mailed to the business or home address of each member of the Board of Commissioners at least twenty-four (24) hours prior to the date of such special meeting, or may be waived by written waiver signed by all the members of the Board of Commissioners prior to the meeting. At such special meeting, no business shall be considered other than as designated on the agenda in the call, but if all of the members of the Board of Commissioners are present at a special meeting or have signed a waiver of notice of such meeting, any and all business may be transacted at such special meetings.

Section 4. Quorum. The powers of the Authority shall be vested in the Board of Commissioners thereof in office from time to time. Four (4) commissioners shall
constitute a quorum for the purpose of conducting its business and exercising its powers and for all other purposes, but a smaller number may adjourn from time to time until a quorum is obtained. When a quorum is in attendance, action may be taken by the Board of Commissioners upon a vote of a majority of the commissioners. In the event that the Board of Commissioners has less than five (5) Commissioners appointed, then three (3) Commissioners shall constitute a quorum.

Section 5. Alternate Chair. In the event a quorum of the Board of Commissioners is present for a meeting, but both the Chair and Vice Chair are absent, the commissioners present shall select from among themselves a commissioner to preside for that meeting.

Section 6. Absenteeism. Commissioner attendance shall be consistent with Section 2.68 of the Fresno County Ordinance Code or as amended by the Fresno County Board of Supervisors. If a commissioner is absent from three consecutive regular meetings or five regular meetings within a calendar year, this shall be reported to the appointing authority, unless the absence is excused by the Board of Commissioners due to illness, absence from the county or extreme weather conditions.

Section 7. Resolutions. All resolutions shall be in writing and shall be entered in a journal of the proceedings of the Board of Commissioners.

Section 8. Manner of Voting. All questions coming before the Board of Commissioners shall be determined by voice vote, and the yeas and nays shall be entered upon the minutes of such meeting.
Section 9. **Indemnity of Board Members.** The Authority shall indemnify and hold a commissioner harmless against any lawsuit or threat of lawsuit arising out of or resulting from acts of said commissioner which are performed within the scope of his or her duties as a commissioner; including reasonable attorneys’ fees (from reasonably competent counsel selected by the Authority), and judgments incurred in connection with such litigation or threat of litigation, to the extent permitted by law.

A commissioner shall repay any amount(s) paid by the Authority pursuant to the preceding paragraph, if it is later determined that the act or acts of the commissioner (giving rise to the suit or threat of suit) were performed outside the scope of the commissioner’s duties as a commissioner.

Section 10. **Insurance of Board Commissioners.** The Authority, through the action of its Board of Commissioners will procure Errors and Omissions and Director and Officers insurance coverage therein naming the Authority, and also the individual commissioners as joint and several beneficiaries of said insurance policies. Any deductible shall be paid by the Authority under its aforementioned duty to indemnify its Board Members.

**ARTICLE IV-COMMITTEES**

Section 1. **Standing Committees.** The Board of Commissioners shall have the following standing committee, which will perform the duties and responsibilities as herein set forth, together with such other duties and responsibilities as the Board of Commissioners may, by resolution, determine. Any member of the Board of Commissioners may attend any meeting of the committee.
1.1 Audit Committee.

1.1.1 Membership. The Board of Commissioners’ Audit Committee shall be comprised of its Chair, Vice-Chair, an appointee of the Chair, and the CEO/Executive Director.

1.2 Duties of the Audit Committee. The Audit Committee shall meet with the Authority’s auditor each year prior to the annual audit and review the plan of audit and identify other areas of the Authority’s operations and affairs that should be reviewed; shall meet with the Authority’s auditor after the preparation of the first draft of the auditor’s management letter and/or findings to review the initial findings and to discuss the auditor’s recommendations for changes or improvements; shall meet with the Authority’s staff on a periodic basis to review the draft budgets and to receive the views of the Authority’s staff as to the rationales for budget proposals, including any reconciliation of the prior fiscal year’s budget; and shall recommend an annual budget to the Board of Commissioners for adoption. The Audit Committee is not empowered to undertake any actions upon its own initiative. Instead, its role is simply to report its findings and recommendations to the Board of Commissioners, who may accept or adopt such findings and/or recommendations.

1.2 Executive Committee.
1.2.1 Membership. The Board of Commissioner’s Executive Committee shall be comprised of its Chair, Vice-Chair, an appointee of the Chair, and the CEO/Executive Director.

1.2.2 Duties of Executive Committee. The Executive Committee shall meet monthly, as needed, at some time prior to the Board of Commissioner’s meeting to, in part, determine what items should be placed on the agenda for the Board of Commissioner’s meeting.

Section 2. Ad Hoc Committees. In addition to the standing committees specified in this Article, the Board of Commissioners may, at any time, establish an ad hoc committee of the Board of Commissioners and fix its duties and responsibilities for any purpose where, in the judgment of the Board of Commissioners, the Authority is better served by a temporary committee. Each ad hoc committee shall consist of such commissioners as the Chair shall determine. Notwithstanding the forgoing, all ad hoc committees will be advisory in nature only and have no power to undertake any action upon their own initiative. Instead, the role of each ad hoc committee will be to simply report its findings and make recommendations to the Authority, who may accept or reject such findings and/or recommendations. In no event shall more than three (3) Commissioners be assigned to an ad hoc committee. The Board of Commissioners contemplate that it may from time to time utilize an ad-hoc executive committee (of the Chair, Vice-Chair, an appointee of the Chair), and the CEO/Executive Director to make reports, investigate, and make recommendations to the Board of Commissioners regarding topics that may be assigned to it by the Board of Commissioners regarding
such topics as personnel matters, Authority operations, future projects, and other topics that may be assigned to it. Further, the Board of Commissioners may from time to time utilize a Nominating Committee to investigate, interview, and recommend persons to the appointing Supervisors of the County of Fresno regarding potential persons to serve as commissioners and resident commissioners, recommend commissioners to serve as Chair and Vice-Chair, and other such topics as the Board of Commissioners may direct.

ARTICLE V – AMENDMENTS

Amendments to Bylaws. The bylaws of the Authority shall be amended only with the approval of at least four (4) of the members of the Board of Commissioners at a regular or a special meeting, but no such amendment shall be adopted unless at least two days’ written notice thereof has been previously given to all of the members of the Board of Commissioners.

Revised 4/14/82
Revised 2/27/85
Revised 1/22/97
Revised 3/26/97
Revised 9/25/13
Revised ___/___/14
EXECUTIVE DIRECTOR’S REPORT

TO: Boards of Commissioners
DATE: November 14, 2014
Fresno Housing Authority
BOARD MEETING: Nov. 19, 2014
FROM: Preston Prince
AGENDA ITEM: 7
CEO/Executive Director
AUTHOR: Staff
SUBJECT: Executive Director’s Report – November 2014

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

<table>
<thead>
<tr>
<th>Name of Property</th>
<th>Status</th>
<th>Description/Type</th>
<th>Total Units</th>
</tr>
</thead>
<tbody>
<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>Orange Cove RAD</td>
<td>Rehab Underway</td>
<td>Kuffel Terrace I &amp; II, Mountain View Multi-Family</td>
<td>90</td>
</tr>
<tr>
<td>Mendota RAD</td>
<td>Rehab Underway</td>
<td>Rios Terrace I &amp; II, Mendota Apts. Multi-Family</td>
<td>124</td>
</tr>
<tr>
<td>Name of Property</td>
<td>Status</td>
<td>Description/Type</td>
<td>Total Units</td>
</tr>
<tr>
<td>------------------------------------------------------</td>
<td>------------------</td>
<td>-----------------------------------------</td>
<td>-------------</td>
</tr>
<tr>
<td>Viking Village RAD</td>
<td>Rehab Underway</td>
<td>Multi-Family</td>
<td>40</td>
</tr>
<tr>
<td>City View @ Van Ness (formerly Droge)</td>
<td>Under Construction</td>
<td>802 Van Ness Ave Mixed-Use</td>
<td>45 Units/3,000 sf commercial</td>
</tr>
<tr>
<td>Parc Grove Commons Northwest</td>
<td>Stabilization</td>
<td>Southeast Corner of Fresno/Clinton Ave Multi-Family</td>
<td>148</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>Kings River Commons</td>
<td>Lease Up</td>
<td>2020 E. Dinuba Ave, Reedley, CA Multi-family</td>
<td>60</td>
</tr>
<tr>
<td>Bridges at Florence</td>
<td>Stabilization</td>
<td>649 E. Florence Avenue Senior Housing</td>
<td>34</td>
</tr>
<tr>
<td>San Ramon Court</td>
<td>Stabilization</td>
<td>1328 &amp; 1346 E. San Ramon Rehab/Multi-Family</td>
<td>32</td>
</tr>
<tr>
<td>Fultonia West/Cedar Heights Scattered Site</td>
<td>Pre-Development</td>
<td>541 N. Fulton Street and 4532 E. Hamilton Ave Multi-Family</td>
<td>45</td>
</tr>
</tbody>
</table>

**Project Highlights**

- Kings River Commons successfully completed construction and received Certificates of Occupancy on October 17, 2014. Tenants started moving in shortly after and the site reached 100% occupancy by October 30, 2014.
- Full sets of Fultonia West-Cedar Heights construction plans have been submitted to the City of Fresno for initial plan check. On October 22, 2014, the Board approved a contract award to Brown Construction for General Contracting services. Staff anticipates the solicitation of subcontractor bids in December and a target closing date in March, 2015. Preliminary agreements have been signed with U.S. Bank to provide equity and debt to the project.
### CITY AMPs and TAX CREDIT PROPERTIES

<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>5</td>
<td>97%</td>
</tr>
<tr>
<td>City AMP 2</td>
<td>8</td>
<td>251</td>
<td>245</td>
<td>8</td>
<td>97%</td>
</tr>
<tr>
<td>Southeast Fresno RAD</td>
<td>3</td>
<td>193</td>
<td>191</td>
<td>51</td>
<td>73%</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>
</tr>
<tr>
<td>Renaissance Trinity</td>
<td>1</td>
<td>21</td>
<td>20</td>
<td>0</td>
<td>100%</td>
</tr>
<tr>
<td>Renaissance Alta Monte</td>
<td>1</td>
<td>30</td>
<td>29</td>
<td>3</td>
<td>90%</td>
</tr>
<tr>
<td>Renaissance Santa Clara</td>
<td>1</td>
<td>70</td>
<td>69</td>
<td>10</td>
<td>86%</td>
</tr>
<tr>
<td><strong>Total City</strong></td>
<td><strong>19</strong></td>
<td><strong>843</strong></td>
<td><strong>827</strong></td>
<td><strong>81</strong></td>
<td><strong>90.21%</strong></td>
</tr>
</tbody>
</table>

### COUNTY AMPs and TAX CREDIT PROPERTY

<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>0</td>
<td>100%</td>
</tr>
<tr>
<td>County AMP 2</td>
<td>6</td>
<td>194</td>
<td>192</td>
<td>1</td>
<td>99%</td>
</tr>
<tr>
<td>County AMP 3*</td>
<td>3</td>
<td>90</td>
<td>89</td>
<td>2</td>
<td>98%</td>
</tr>
<tr>
<td>County AMP 4</td>
<td>4</td>
<td>152</td>
<td>151</td>
<td>7</td>
<td>95%</td>
</tr>
<tr>
<td>County AMP 5*</td>
<td>2</td>
<td>52</td>
<td>52</td>
<td>2</td>
<td>96%</td>
</tr>
<tr>
<td>County AMP 6</td>
<td>5</td>
<td>112</td>
<td>111</td>
<td>1</td>
<td>99%</td>
</tr>
<tr>
<td>Granada Commons</td>
<td>1</td>
<td>16</td>
<td>15</td>
<td>0</td>
<td>100%</td>
</tr>
<tr>
<td><strong>Total County</strong></td>
<td><strong>27</strong></td>
<td><strong>767</strong></td>
<td><strong>753</strong></td>
<td><strong>13</strong></td>
<td><strong>98.27%</strong></td>
</tr>
</tbody>
</table>
### SPECIAL PROGRAMS

<table>
<thead>
<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>
</tr>
</thead>
<tbody>
<tr>
<td>Mariposa Farm Labor</td>
<td>1</td>
<td>40</td>
<td>40</td>
<td>0</td>
<td>100%</td>
</tr>
<tr>
<td>Parlier Farm Labor</td>
<td>1</td>
<td>40</td>
<td>40</td>
<td>2</td>
<td>95%</td>
</tr>
<tr>
<td>Orange Cove Farm Labor</td>
<td>1</td>
<td>30</td>
<td>30</td>
<td>2</td>
<td>93%</td>
</tr>
<tr>
<td>Mendota Farm Labor</td>
<td>1</td>
<td>60</td>
<td>60</td>
<td>1</td>
<td>98%</td>
</tr>
<tr>
<td>Firebaugh Family Apts.</td>
<td>1</td>
<td>34</td>
<td>34</td>
<td>0</td>
<td>100%</td>
</tr>
<tr>
<td>Garland Gardens (CalHFA)</td>
<td>1</td>
<td>51</td>
<td>51</td>
<td>2</td>
<td>96%</td>
</tr>
<tr>
<td>Parkside Apartments (CalHFA)</td>
<td>1</td>
<td>50</td>
<td>50</td>
<td>2</td>
<td>96%</td>
</tr>
<tr>
<td><strong>Total Special Programs</strong></td>
<td><strong>7</strong></td>
<td><strong>305</strong></td>
<td><strong>305</strong></td>
<td><strong>9</strong></td>
<td><strong>97.05%</strong></td>
</tr>
</tbody>
</table>

* Properties within these AMPs are transitioning under the Rental Assistance Demonstration (RAD) project.

### LOW INCOME PUBLIC HOUSING WAIT LIST REPORT AS OF OCTOBER 31, 2014

<table>
<thead>
<tr>
<th>LIPH</th>
<th>1-Bdrm.</th>
<th>2-Bdrm.</th>
<th>3-Bdrm.</th>
<th>4-Bdrm.+</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>City LIPH</td>
<td>9,298</td>
<td>6,589</td>
<td>3,109</td>
<td>706</td>
<td>19,702</td>
</tr>
<tr>
<td>County LIPH</td>
<td>6,828</td>
<td>5,993</td>
<td>2,909</td>
<td>506</td>
<td>16,236</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multifamily Developments</th>
<th>1-Bdrm.</th>
<th>2-Bdrm.</th>
<th>3-Bdrm.</th>
<th>4-Bdrm.</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Garland-S8N/C</td>
<td>26</td>
<td>95</td>
<td></td>
<td></td>
<td>121</td>
</tr>
<tr>
<td>Parkside-S8N/C</td>
<td>4</td>
<td>5</td>
<td>49</td>
<td></td>
<td>58</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Tax Credit Properties</th>
<th>1-Bdrm.</th>
<th>2-Bdrm.</th>
<th>3-Bdrm.</th>
<th>4-Bdrm.</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Granada:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>tax credit units</td>
<td></td>
<td></td>
<td>9</td>
<td>6</td>
<td>15</td>
</tr>
<tr>
<td>subsidized units</td>
<td></td>
<td></td>
<td>71</td>
<td>17</td>
<td>88</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>10</td>
<td>10</td>
<td>6</td>
<td></td>
<td>26</td>
</tr>
<tr>
<td>subsidized units</td>
<td>96</td>
<td>67</td>
<td></td>
<td></td>
<td>163</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>63</td>
<td>25</td>
<td>13</td>
<td>11</td>
<td>112</td>
</tr>
<tr>
<td>subsidized units</td>
<td>1,545</td>
<td>1,004</td>
<td>239</td>
<td>48</td>
<td>2,836</td>
</tr>
<tr>
<td>Yosemite Village</td>
<td>798</td>
<td>224</td>
<td>17</td>
<td>4</td>
<td>1,043</td>
</tr>
</tbody>
</table>
Housing Choice Voucher (HCV) Utilization & Leasing Activity
Date Range: 10/1/2014 – 10/31/2014

<table>
<thead>
<tr>
<th>Program</th>
<th>Current Waiting List</th>
<th>Applicants Pulled</th>
<th>New Vouchers Issued</th>
<th>Total Vouchers Searching</th>
<th>New Vouchers Leased</th>
<th>Applicants Pulled</th>
<th>New Vouchers Issued</th>
<th>New Vouchers Leased</th>
</tr>
</thead>
<tbody>
<tr>
<td>City</td>
<td>31,736</td>
<td>0</td>
<td>452</td>
<td>575</td>
<td>147</td>
<td>10,275</td>
<td>1,580</td>
<td>766</td>
</tr>
<tr>
<td>County</td>
<td>31,903</td>
<td>0</td>
<td>21</td>
<td>42</td>
<td>37</td>
<td>1,100</td>
<td>224</td>
<td>166</td>
</tr>
</tbody>
</table>

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.

Resident Services
Annual Health and Resource Fair
Parc Grove Commons held the 3rd Annual Health and Resource Fair on Saturday, October 18, 2014. Over 25 community partners provided valuable information, incentives, food, and health care screening tests for residents. Families were excited to learn about services provided by WestCare Fresno, Fresno Unified School District, First 5 Fresno County, Fresno County Department of Public Health, and more.

Volunteers from Fresno Police Activities League, San Joaquin Memorial High School, First 5 Fresno County, AmeriCorps VISTA, and FH assisted residents and collaborators with activities, serving meals, and providing a bag of groceries donated by Community Food Bank to each family attending the event. As part of the fair, participants won numerous raffle prizes donated by the community partners. Over 200 people attended the event and 27 children participated in the costume contest.

Food Distribution
On October 4th, the Resident Opportunities and Self-Sufficiency (ROSS) program coordinated a food distribution event at Sequoia Courts for low-income public housing tenants. Volunteers from Community Food Bank, City of Refuge, and FH assisted in the set up and distribution of food. Over 100 families were assisted.

Youth Engagement
Fall Festival
On October 31, 2014, FH in partnership with City of Refuge hosted a Fall Festival at Sequoia Courts. Columbia Elementary teachers facilitated parent engagement activities for families to receive prizes through trunk or treat stations. The event also included music, food, and drinks. A bounce house was available for the children. A photo station was also set up allowing families to take pictures with their children in costume.
Youth Engagement
Reading and Beyond

On October 30th, FH in collaboration with Reading and Beyond hosted a Harvest Fest at Granada Commons in Kerman. Children took part in educational activities, themed on the Fall season. Activities included: homework assistance, one-on-one and group literacy, and a coloring contest. Not only did the children enjoy these events, they also reinforced their literacy skills.
Renaissance at Alta Monte and Trinity
Health & Wellness
Clinica Sierra Vista provided residents at Trinity and Alta Monte with free HIV testing. The current test allowed the patient to receive results in 20 minutes. Prior to testing, residents received an outstanding presentation about current research in HIV/AIDS, new programs to help with prescription medication associated with HIV/AIDS, and other important information. The residents appreciated the resources provided by Juan Gamez, HIV/HCH case manager at Clinica Sierra Vista. Over 30 residents participated in the free testing at the Alta Monte and Trinity sites.

Employment Training
Sherwin Williams “Home Work” Paint Training Program
FH continued its partnership with Sherwin-Williams by offering a one-week painting training program at The Parks at Fig Garden Apartments to residents in our community. The training was offered October 13 - 17, 2014. 18 residents participated in the hands-on training program, painting vacant units at the complex. They all received a Renovation, Repair, and Painting (RRP) Certification at the graduation held at the end of the training to celebrate the completion of the program. Guest speakers included GRID Alternatives who offered Solar Panel Training opportunities, and Learn2Earn provided a resume writing presentation to provide information on preparing their resumes to include their new skills.

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.

Accounting & Finance

Enterprise Management System: Our search for the best and most comprehensive computerized Enterprise Management System is nearing completion. Our short list now consists of two providers. Each of these has gone through extensive interviews. Each of these also gave day-long demonstrations of their systems to approximately 30 of our staff, who rotated in and out throughout the demonstrations. Next steps are now being considered, which may include further demonstrations and visits to other Agencies currently using these systems.

Banking Services Proposals: We have completed our assessment of the proposals, and we have made our selection in accordance with the Agency’s procurement policy. Our next step will be to present our selection to the Boards and the related contract for approval. We expect to move forward with implementation of a virtually check-free disbursement system and other enhancements to our cash receipts processes. We are excited about the economies and efficiencies that these systems may add.

Proposal for Auditor Services: Nine audit firms have presented proposals for the Agency’s main audits as of and for the year ended December 31, 2015, with four additional option years. An evaluation team has been convened, which consists of personnel from operations, development and fiscal services. Evaluation of each proposal by each member of the evaluation team is based upon standardized factors which were clearly defined within our request for proposal.

2014 Year End Closeout: Fiscal services personnel are working diligently to ensure a timely close-out of our fiscal year 2014, which ends on December 31. Numerous draft financial statements are due within 45 days of year-end, so we must have reconciliations and other documentation ready for auditor examination almost immediately following year end. Additionally, our Agency auditors, Mayer, Hoffman & McCann, will be on site for Federal compliance testing in the month of January.
Procurement

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

Ongoing Solicitations:

- An Enterprise Management System (EMS) RFP closed on 7/25/14. The Agency conducted teleconference interviews with all proposers that were within the competitive range. Following the interviews, two of the top rate proposers were asked to visit the Agency and provide in depth product demonstrations for the various user departments. At this point, the evaluation committee is contacting additional references of the proposers and doing further product research.
- The Agency Site Plan and Feasibility Analysis RFP deadline was 6/26/14. The Agency included five external committee members from the city and county on the evaluation panel, and held interviews with the top rated proposers from the RFP. We are awaiting final evaluations from some of the committee members and we anticipate making a final decision shortly.
- A Banking Services RFP closed on 8/28/14. The Agency conducted interviews with the top rated proposers in the month of October, and expects to make a contract award recommendation in December.
- A solicitation for General Civil Engineering Services closed on 9/25/14. The intention is for the Agency to create a pool of civil engineers that it may call upon for future projects. Proposals are currently being evaluated.
- A solicitation for Temporary Employment and Job Placement Services was posted on 8/25/14. The deadline for the solicitation was extended until 10/17/14 at 4:00pm. The Agency was pleased to receive a large number of proposals and they are currently being evaluated.
- An RFP for Independent Audit Services was posted on 10/6/14 and its deadline was 10/16/14 at 4:00pm. The Agency was pleased to receive a large number of proposals and they are currently being evaluated.

Solicitations for the Near Future:

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

- Property Management
- Real Estate Agent/Broker
- Janitorial Services
- Development Consultant
- Security Guard Service

Human Resources

The HR department continues to partner with Fiscal Services and Housing Management for the recruitment of finance and property management positions and is expanding outreach efforts.

Job analysis for several positions continues to be conducted to ensure essential functions, knowledge, skills and abilities are fully captured for positions throughout the Agency. The HR department is
working with position incumbents and supervisors throughout this analysis to update staff job duties and responsibilities.

Managers are diligently working on performance evaluations for staff to ensure feedback is provided in a timely manner.

On October 30, 2014 the Agency hosted the Annual Health and Wellness Fair. Gina Cuttone, Benefits Broker of Barthuli and Associates, facilitated an informative orientation for all staff regarding medical benefit options for employees. Over 40 vendors participated in the event, including Costco, United Healthcare and Kaiser Permanente who administered free flu shots to employees. There was also information provided to employees on Health and Wellness and further educational opportunities.

Open enrollment for the 2015 benefit plan year begins November 10, 2014 and ends December 10, 2014. During this time, employees will have the opportunity to enroll and/or change their health benefit elections. Key changes to our Agency benefits include the transition from Blue Shield to United Healthcare and from Unum to Assurant for life insurance plan options.

**IT Services**
CMTi researched and generated an IT budget for the 2015 fiscal year, reducing overall expenses by nearly 10%. We reviewed existing systems and generated pricing estimates for warranties, licensing and maintenance. We anticipated agency requirements for 2015 and budgeted for replacement hardware that will reach end-of-life during within the next year.

CMTi worked with the Procurement Department to ensure that the Enterprise Management System product demonstrations went smoothly. CMTi set up and configured video/audio conferencing services to ensure that agency representatives were able to communicate effectively with the qualified responders. CMTi also provided technical questions for the responders to ensure that their systems were compatible with those of Fresno Housing and CMTi technicians participated in the demo throughout the day to learn about the products and provide technical support.

CMTi generated quotes for and ordered Dell Hardware Warranty renewals and a new Dell backup server. The warranty renewals cover three core servers at the Central Office that will be end-of-life in 2015. The new server is intended to replace one and half of those servers and our plan is to get the second replacement server mid 2015 when the devices reach end of life.

**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.*

**Communications**
The Communications department continues the strategic outreach of our stakeholders including the communications with staff, landlords, community leaders and media officials.
We are also continuing the strategic planning of the 75th Anniversary for the Agency. Activities and branding will launch in January 2015, all of which contributes to our mission to create and sustain vibrant communities throughout Fresno County.
2015 Budget Development

Fresno Housing Authority
Boards of Commissioners Meeting
November 19, 2014
Overview

- Federal Budget Update
- Historic Funding and Expense Levels
- 2014 Year End Projections
- 2015 Budget Drafts
  - Changes in Revenue and Expenses
- Unrestricted Operating Funds
Federal Budget Update

• For the first time since 2006, Republicans have gained majority in the US House of Representatives and the US Senate.

• Many believe that an Omnibus Spending Package is possible rather than a Continuing Resolution.

• Continuing Resolution was passed in September to fund the government at current levels until Dec. 11, 2014.

• Upcoming Federal Budget Concerns:
  – Sequestration could come back into play in 2016.
  – Debt ceiling will be reached on March 15, 2015.
  – Presidential election in 2016 means that potential candidates will need to demonstrate their credentials.
Major Programs & Historical Prorations

- 2015 Projected HAP = 99.7%
- 2015 Projected Low Rent Public Housing = 83%
- 2015 Projected HCV Admin Fees = 75%
Historical Expense Levels

- Agency has reduced expenses as funding levels have decreased over the past 5 years (total of 25% budget reduction since 2010)
### 2014 Projections for Net Income

<table>
<thead>
<tr>
<th></th>
<th>2014 Approved Budget</th>
<th>2014 Year End Projections</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net Operating Income</td>
<td>2.18</td>
<td>4.25</td>
<td>2.07</td>
</tr>
<tr>
<td>Unrestricted Funds</td>
<td>1.08</td>
<td>1.59</td>
<td>0.512</td>
</tr>
</tbody>
</table>

- Total Change in Net Operating Income = $2.07 million
  - Increase in Restricted Net Income = $1.56 million
    - Increased income levels for Public Housing, Housing Choice Vouchers and HRFC. Decreased expense levels across all divisions.
  - Increase in Unrestricted Funds = $512 thousand
    - Delayed expenses associated with software implementation

Note: Numbers in $ millions unless indicated
EMS Software Implementation

• Enterprise Management Software
  – Integrated software that will manage all housing programs, real estate development, finance and administration.
  – Selection of vendor will be completed in 2014 with implementation to now begin in 2015
  – Estimated cost to implement is $500 thousand in 2015 and $200 thousand in 2016. Product costs are incorporated in budget.
Summary of 2015 Budget Drafts

<table>
<thead>
<tr>
<th></th>
<th>Draft Oct. 22</th>
<th>Draft Nov. 13</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net Operating Income</td>
<td>0.637</td>
<td>0.301</td>
<td>(0.336)</td>
</tr>
<tr>
<td>Unrestricted Funds</td>
<td>(0.816)</td>
<td>(0.629)</td>
<td>0.186</td>
</tr>
</tbody>
</table>

- The latest draft of the 2015 budget shows a decrease in Net Operating Income but an improvement in the need for unrestricted operating reserves
  - NOI decreased by $336 thousand
  - Utilization of Unrestricted Funds improved by $186 thousand

Note: Numbers in $ millions unless indicated
Revenue Changes in 2015 Drafts

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ADMIN &amp; MANAGEMENT FEES</td>
<td>13.70</td>
<td>13.93</td>
<td>0.225</td>
</tr>
<tr>
<td>RENTAL INCOME</td>
<td>6.14</td>
<td>6.20</td>
<td>0.056</td>
</tr>
<tr>
<td>HUD GRANTS</td>
<td>5.28</td>
<td>5.32</td>
<td>0.031</td>
</tr>
<tr>
<td>MISCELLANEOUS</td>
<td>5.54</td>
<td>6.30</td>
<td>0.766</td>
</tr>
<tr>
<td>GRANT FUNDING (Non-HUD)</td>
<td>2.01</td>
<td>2.04</td>
<td>0.028</td>
</tr>
<tr>
<td>SOFTWARE, EQUIP &amp; OCCUPANCY</td>
<td>1.57</td>
<td>1.57</td>
<td>0.000</td>
</tr>
<tr>
<td>SALES OF INVESTMENTS/ASSETS</td>
<td>0.01</td>
<td>0.01</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Income:</strong></td>
<td><strong>34.25</strong></td>
<td><strong>35.36</strong></td>
<td><strong>1.11</strong></td>
</tr>
</tbody>
</table>

• Total Revenue Changes = $1.11 million
  – Capital Fund Admin Fees to Core = $225 thousand
  – Miscellaneous Income = $766 thousand
    • Developer fees for potential projects
    • Contracts for Resident Services
    • Interest income for HRFC
Expenditure Changes in 2015 Drafts

- Initial Expenditure Changes = ($1.44 million)
  - Salaries and Benefits = ($781 thousand)
    - Salary schedule changes, backfilling positions in AH and P&CD, new positions in Resident Services and Asset Management
  - Administrative Overhead = ($584 thousand)
    - Consulting expenses for P&CD and Resident Services
    - HRFC expenses (grant) to support Resident Services

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries &amp; Benefits</td>
<td>13.93</td>
<td>14.71</td>
<td>0.781</td>
</tr>
<tr>
<td>Administrative Overhead</td>
<td>13.93</td>
<td>14.51</td>
<td>0.584</td>
</tr>
<tr>
<td>Fleet &amp; Facilities</td>
<td>4.75</td>
<td>4.81</td>
<td>0.058</td>
</tr>
<tr>
<td>Travel, Training, Staff Development</td>
<td>0.44</td>
<td>0.43</td>
<td>(0.009)</td>
</tr>
<tr>
<td>Other</td>
<td>0.57</td>
<td>0.60</td>
<td>0.028</td>
</tr>
<tr>
<td><strong>Total Expenses:</strong></td>
<td><strong>33.62</strong></td>
<td><strong>35.06</strong></td>
<td><strong>1.442</strong></td>
</tr>
</tbody>
</table>
Projected Unrestricted Funds

<table>
<thead>
<tr>
<th>Unrestricted Reserves</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Unrestricted reserve balance 12/31/13</td>
<td>$1.57 million</td>
</tr>
<tr>
<td>Projected addition to unrestricted reserves in 2014</td>
<td>$1.59 million</td>
</tr>
<tr>
<td>Unrestricted reserve balance 12/31/14</td>
<td>$3.16 million</td>
</tr>
<tr>
<td>2015 Budget Utilization</td>
<td>$0.63 thousand</td>
</tr>
<tr>
<td>Unrestricted reserve balance 12/31/15</td>
<td>$2.53 million</td>
</tr>
</tbody>
</table>

- Current budget draft shows the usage of $630 thousand in unrestricted reserves in 2015.
- EMS expenses of $500 thousand are included in 2015 budget and represent the majority of the $630 thousand reserve utilization.
Questions or Comments?
Real Estate Development Update: Pre-development Activities

Board of Commissioners Meeting
November 19, 2014
Development Pipeline

• Fresno County:
  – Firebaugh Gateway
  – Trailside Terrace (Downtown Reedley)
  – Garden Valley Homes (San Joaquin)

• City of Fresno:
  – Kings Canyon Apartments
  – Calaveras Court/Lowell Neighborhood
  – Edison Plaza
  – Parc Grove NE
Firebaugh Gateway Overview

• Proposed 30 Units of Senior Housing on the corner of 13th & P Streets in Firebaugh
  – Fall 2012: Department of Finance (DOF) halts the potential transfer/sale of property due to RDA issues
  – February 10, 2014: DOF approves plan enabling the sale of property to FH
  – August 21, 2014: Firebaugh Housing Successor Agency votes unanimously in favor to sell the property to FH
  – Currently negotiating a Purchase & Sale Agreement in anticipation of a Q1 2015 Tax Credit application
  – Proposed utilization of PBV for the property
    • Action requested for Nov 19
Firebaugh Gateway Overview

• Guiding principles for the use of Project Based Vouchers in development
  – Replacement of Public Housing (Parc Grove)
  – Special Needs Housing
    • Homeless Housing (Renaissance)
    • Senior Housing
    • Veterans Housing
  – Pilot Projects (Education or similar)

• Impact on Firebaugh Gateway
  – PBVs will provide approx $30K in operating subsidy during year one
Firebaugh Gateway Site Plan
**Preliminary Firebaugh Gateway Pro Forma**

<table>
<thead>
<tr>
<th>Sources of Funds</th>
<th>Amount</th>
<th>Per Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Low Income Housing Tax Credit Equity</td>
<td>$4,421,315</td>
<td>$147,377</td>
</tr>
<tr>
<td>FHLB - AHP</td>
<td>$300,000</td>
<td>$10,000</td>
</tr>
<tr>
<td>FH Financing</td>
<td>$1,500,000</td>
<td>$50,000</td>
</tr>
<tr>
<td>Accrued/Deferred Interest</td>
<td>$80,670</td>
<td>$2,689</td>
</tr>
<tr>
<td><strong>Total Sources of Funds</strong></td>
<td><strong>$6,301,985</strong></td>
<td><strong>$210,066</strong></td>
</tr>
</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>$360,000</td>
<td>$12,000</td>
</tr>
<tr>
<td>Construction Costs</td>
<td>$3,538,386</td>
<td>$117,946</td>
</tr>
<tr>
<td>Hard Cost Contingency</td>
<td>$175,669</td>
<td>$5,856</td>
</tr>
<tr>
<td>Relocation Costs</td>
<td>$48,410</td>
<td>$1,614</td>
</tr>
<tr>
<td>Professional Fees</td>
<td>$357,000</td>
<td>$11,900</td>
</tr>
<tr>
<td>Loan Fees and other Soft Costs</td>
<td>$1,057,404</td>
<td>$35,247</td>
</tr>
<tr>
<td>Reserves</td>
<td>$55,009</td>
<td>$1,834</td>
</tr>
<tr>
<td>Developer Fee</td>
<td>$710,107</td>
<td>$23,670</td>
</tr>
<tr>
<td><strong>Total Uses of Funds</strong></td>
<td><strong>$6,301,985</strong></td>
<td><strong>$210,066</strong></td>
</tr>
</tbody>
</table>

Please note that these sources and uses of funds are not yet final. The sources and uses of funds may change.
Trailside Terrace (Reedley)

• Goals:
  – Increase supply of high quality affordable housing in County jurisdictions
  – Infill development that can contribute to revitalization of “mainstreet” area with commercial component
  – Partner with County and City of Reedley to achieve common goals
Trailside Terrace (Reedley)

- Combination of three parcels with one facing G street
- Up to 55 units of affordable multi-family housing and senior
- Potential County HOME funds
- City of Reedley is very engaged
- Executed Purchase Agreement
- Continuing Due Diligence efforts
Trailside Terrace (Reedley)
## Preliminary Trailside Terrace Project Pro Forma

### 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>Low Income Housing Tax Credit Equity</td>
<td>$8,700,003</td>
<td>$158,182</td>
</tr>
<tr>
<td>GAP Financing (Commercial)</td>
<td>$670,000</td>
<td></td>
</tr>
<tr>
<td>GAP Financing (Residential)</td>
<td>$1,629,997</td>
<td>$29,636</td>
</tr>
<tr>
<td>County of Fresno HOME Funds</td>
<td>$1,000,000</td>
<td>$18,182</td>
</tr>
<tr>
<td><strong>Total Sources of Funds</strong></td>
<td><strong>$12,000,000</strong></td>
<td><strong>$206,000</strong></td>
</tr>
</tbody>
</table>

### Uses of Funds

<table>
<thead>
<tr>
<th>Uses of Funds</th>
<th>Amount</th>
<th>Per Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acquisition Costs</td>
<td>$575,000</td>
<td>$10,455</td>
</tr>
<tr>
<td>Construction Costs</td>
<td>$7,537,000</td>
<td>$137,036</td>
</tr>
<tr>
<td>Hard Cost Contingency</td>
<td>$376,850</td>
<td>$6,852</td>
</tr>
<tr>
<td>Professional Fees</td>
<td>$464,000</td>
<td>$6,517</td>
</tr>
<tr>
<td>Loan Fees and other Soft Costs</td>
<td>$986,834</td>
<td>$20,981</td>
</tr>
<tr>
<td>Reserves</td>
<td>$90,316</td>
<td>$1,642</td>
</tr>
<tr>
<td>Commercial Space</td>
<td>$670,000</td>
<td></td>
</tr>
<tr>
<td>Developer Fee</td>
<td>$1,300,000</td>
<td>$23,636</td>
</tr>
<tr>
<td><strong>Total Uses of Funds</strong></td>
<td><strong>$12,000,000</strong></td>
<td><strong>$207,119</strong></td>
</tr>
</tbody>
</table>

Please note that these sources and uses of funds are not yet final. The sources and uses of funds may change.
Garden Valley Homes

- 100 units located on Manning Avenue in San Joaquin
- Currently on market for $2 million
- Apprx. 68 units receiving project based rental assistance
- Potential acquisition/rehab or demolition/new construction
- Currently experiencing 20% vacancy
Garden Valley Homes Aerial View
### Preliminary

#### Garden Valley Project Pro Forma - New Construction

<table>
<thead>
<tr>
<th>Sources of Funds</th>
<th>Amount</th>
<th>Per Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Low Income Housing Tax Credit Equity</td>
<td>$18,338,243</td>
<td>$183,382</td>
</tr>
<tr>
<td>GAP Financing</td>
<td>$2,000,000</td>
<td>$20,000</td>
</tr>
<tr>
<td>Tranche B Loan</td>
<td>$889,555</td>
<td>$8,896</td>
</tr>
<tr>
<td>USDA 515 Loan</td>
<td>$959,052</td>
<td>$9,591</td>
</tr>
<tr>
<td><strong>Total Sources of Funds</strong></td>
<td><strong>$22,186,850</strong></td>
<td><strong>$221,869</strong></td>
</tr>
</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>$2,005,000</td>
<td>$20,050</td>
</tr>
<tr>
<td>Construction Costs</td>
<td>$13,324,620</td>
<td>$133,246</td>
</tr>
<tr>
<td>Hard Cost Contingency</td>
<td>$666,231</td>
<td>$6,662</td>
</tr>
<tr>
<td>Professional Fees</td>
<td>$981,500</td>
<td>$9,815</td>
</tr>
<tr>
<td>Loan Fees and other Soft Costs</td>
<td>$2,789,499</td>
<td>$27,895</td>
</tr>
<tr>
<td>Reserves</td>
<td>$420,000</td>
<td>$4,200</td>
</tr>
<tr>
<td>Developer Fee</td>
<td>$2,000,000</td>
<td>$20,000</td>
</tr>
<tr>
<td><strong>Total Uses of Funds</strong></td>
<td><strong>$22,186,850</strong></td>
<td><strong>$221,869</strong></td>
</tr>
</tbody>
</table>

Please note that these sources and uses of funds are not yet final. The sources and uses of funds may change.
### Preliminary

#### Garden Valley Project Pro Forma - Rehab

<table>
<thead>
<tr>
<th>Sources of Funds</th>
<th>Amount</th>
<th>Per Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Low Income Housing Tax Credit Equity</td>
<td>$10,452,393</td>
<td>$104,524</td>
</tr>
<tr>
<td>GAP Financing</td>
<td>$1,000,000</td>
<td>$10,000</td>
</tr>
<tr>
<td>Tranche B Loan</td>
<td>$889,555</td>
<td>$8,896</td>
</tr>
<tr>
<td>USDA 515 Loan</td>
<td>$959,052</td>
<td>$9,591</td>
</tr>
<tr>
<td><strong>Total Sources of Funds</strong></td>
<td><strong>$13,301,000</strong></td>
<td><strong>$133,010</strong></td>
</tr>
</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>$2,005,000</td>
<td>$20,050</td>
</tr>
<tr>
<td>Construction Costs</td>
<td>$6,000,000</td>
<td>$60,000</td>
</tr>
<tr>
<td>Hard Cost Contingency</td>
<td>$600,000</td>
<td>$6,000</td>
</tr>
<tr>
<td>Professional Fees</td>
<td>$831,500</td>
<td>$8,315</td>
</tr>
<tr>
<td>Loan Fees and other Soft Costs</td>
<td>$2,039,500</td>
<td>$20,395</td>
</tr>
<tr>
<td>Reserves</td>
<td>$400,000</td>
<td>$4,000</td>
</tr>
<tr>
<td>Developer Fee</td>
<td>$1,425,000</td>
<td>$14,250</td>
</tr>
<tr>
<td><strong>Total Uses of Funds</strong></td>
<td><strong>$13,301,000</strong></td>
<td><strong>$133,010</strong></td>
</tr>
</tbody>
</table>

Please note that these sources and uses of funds are not yet final. The sources and uses of funds may change.
Calaveras Court

• Several Goals for Project
  – Partner with stakeholders to develop plan in key target neighborhood
  – Renovate deteriorating housing stock
  – Explore options for new construction of multi-family “workforce” units on vacant lots including
  – Consider homeownership component on vacant lots
  – Support services for residents including possible education-related PBV model
Calaveras Court

- Existing 22-Unit Multifamily
- Entered into a Property Purchase Agreement in April, 2014
- Partnership with Lowell CDC
- Potential partnership with BOB
- Received Wells Fargo grant for $125,000
- May be opportunity for first round tax credit application
Calaveras Court – Current Condition
Lowell Neighborhood Revitalization

- 146 N. Glenn (2 Parcels)
- 121 N. Glenn
- 240-250 N. Calaveras
### Lowell Neighborhood Pro Forma + 9

#### Preliminary

**Lowell Neighborhood Revitalization Pro Forma + 9**

<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>$3,619,591</td>
<td>$116,761</td>
</tr>
<tr>
<td>FH Financing</td>
<td>$1,411,810</td>
<td>$45,542</td>
</tr>
<tr>
<td>Wells Fargo</td>
<td>$125,000</td>
<td>$4,032</td>
</tr>
<tr>
<td>Tranche B Loan</td>
<td>$357,904</td>
<td>$11,545</td>
</tr>
<tr>
<td><strong>Total Sources of Funds</strong></td>
<td><strong>$5,514,305</strong></td>
<td><strong>$177,881</strong></td>
</tr>
</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>$1,038,000</td>
<td>$33,484</td>
</tr>
<tr>
<td>Construction Costs</td>
<td>$2,855,238</td>
<td>$92,104</td>
</tr>
<tr>
<td>Hard Cost Contingency</td>
<td>$142,762</td>
<td>$4,605</td>
</tr>
<tr>
<td>Relocation Costs</td>
<td>$110,000</td>
<td>$3,548</td>
</tr>
<tr>
<td>Professional Fees</td>
<td>$343,500</td>
<td>$11,081</td>
</tr>
<tr>
<td>Loan Fees and other Soft Costs</td>
<td>$443,660</td>
<td>$14,312</td>
</tr>
<tr>
<td>Reserves</td>
<td>$44,145</td>
<td>$1,424</td>
</tr>
<tr>
<td>Developer Fee</td>
<td>$537,000</td>
<td>$17,323</td>
</tr>
<tr>
<td><strong>Total Uses of Funds</strong></td>
<td><strong>$5,514,305</strong></td>
<td><strong>$177,881</strong></td>
</tr>
</tbody>
</table>

Please note that these sources and uses of funds are not yet final. The sources and uses of funds may change.
Edison Plaza

• Apprx. 6 acres of vacant land near Edison High School
• 128 units of new construction
• Potentially developed in 2 phases with LIHTC’s
• Potential partnership w/HAW Group and Penstar
• $5.6 million RDA commitment
Edison Plaza Aerial View
# Edison Plaza Phase I

## Preliminary Edison Plaza Phase I Pro Forma

### 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>Low Income Housing Tax Credit Equity</td>
<td>$8,277,586</td>
<td>$127,347</td>
</tr>
<tr>
<td>City of Fresno RDA - Successor Agency</td>
<td>$5,172,837</td>
<td>$79,582</td>
</tr>
<tr>
<td>Perm Loan</td>
<td>$1,084,700</td>
<td>$16,688</td>
</tr>
<tr>
<td><strong>Total Sources of Funds</strong></td>
<td><strong>$14,535,123</strong></td>
<td><strong>$223,617</strong></td>
</tr>
</tbody>
</table>

### Uses of Funds

<table>
<thead>
<tr>
<th>Uses of Funds</th>
<th>Amount</th>
<th>Per Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acquisition Costs</td>
<td>$327,500</td>
<td>$5,038</td>
</tr>
<tr>
<td>Construction Costs</td>
<td>$9,162,500</td>
<td>$140,962</td>
</tr>
<tr>
<td>Hard Cost Contingency</td>
<td>$470,288</td>
<td>$7,235</td>
</tr>
<tr>
<td>Professional Fees</td>
<td>$370,000</td>
<td>$5,692</td>
</tr>
<tr>
<td>Loan Fees and other Soft Costs</td>
<td>$2,184,910</td>
<td>$33,614</td>
</tr>
<tr>
<td>Reserves</td>
<td>$259,011</td>
<td>$3,985</td>
</tr>
<tr>
<td>Developer Fee</td>
<td>$1,760,914</td>
<td>$27,091</td>
</tr>
<tr>
<td><strong>Total Uses of Funds</strong></td>
<td><strong>$14,535,123</strong></td>
<td><strong>$223,617</strong></td>
</tr>
</tbody>
</table>

Please note that these sources and uses of funds are not yet final. The sources and uses of funds may change.
Edison Plaza Phase II

Preliminary
Edison Plaza Phase II Pro Forma

<table>
<thead>
<tr>
<th>Sources of Funds</th>
<th>Amount</th>
<th>Per Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Low Income Housing Tax Credit Equity</td>
<td>$8,522,306</td>
<td>$135,275</td>
</tr>
<tr>
<td>City of Fresno RDA Successor Agency</td>
<td>$482,163</td>
<td>$7,653</td>
</tr>
<tr>
<td>Perm Loan</td>
<td>$1,046,900</td>
<td>$16,617</td>
</tr>
<tr>
<td>Public Funds Gap Loan</td>
<td>$2,609,141</td>
<td>$41,415</td>
</tr>
<tr>
<td>Accrued/Deferred Interest</td>
<td>$77,740</td>
<td>$1,234</td>
</tr>
<tr>
<td><strong>Total Sources of Funds</strong></td>
<td><strong>$12,738,250</strong></td>
<td><strong>$202,194</strong></td>
</tr>
</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>$327,500</td>
<td>$5,198</td>
</tr>
<tr>
<td>Construction Costs</td>
<td>$7,937,500</td>
<td>$125,992</td>
</tr>
<tr>
<td>Hard Cost Contingency</td>
<td>$407,813</td>
<td>$6,473</td>
</tr>
<tr>
<td>Professional Fees</td>
<td>$245,000</td>
<td>$3,889</td>
</tr>
<tr>
<td>Loan Fees and other Soft Costs</td>
<td>$2,045,168</td>
<td>$32,463</td>
</tr>
<tr>
<td>Reserves</td>
<td>$253,028</td>
<td>$4,016</td>
</tr>
<tr>
<td>Developer Fee</td>
<td>$1,522,241</td>
<td>$24,163</td>
</tr>
<tr>
<td><strong>Total Uses of Funds</strong></td>
<td><strong>$12,738,250</strong></td>
<td><strong>$202,194</strong></td>
</tr>
</tbody>
</table>

Please note that these sources and uses of funds are not yet final. The sources and uses of funds may change.
Parc Grove NE

- Vacant land approx. 5 acres
- 100 units of new construction with a community building
- Targeting homeless and veterans housing
- Final Phase of the Parc Grove Apartments Complex, totaling 462 units of new construction housing (Parc Grove Commons 215 units & Parc Grove NW 147)
Parc Grove NE Proforma

Preliminary
Parc Grove Commons NE Pro Forma

<table>
<thead>
<tr>
<th>Sources of Funds</th>
<th>Amount</th>
<th>Per Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Low Income Housing Tax Credit Equity</td>
<td>$14,000,000</td>
<td>$138,614</td>
</tr>
<tr>
<td>Infill Infrastructure Grant</td>
<td>$3,900,000</td>
<td>$38,614</td>
</tr>
<tr>
<td>FH Seller Financing</td>
<td>$1,000,000</td>
<td>$9,901</td>
</tr>
<tr>
<td>GAP Financing</td>
<td>$2,100,000</td>
<td>$20,792</td>
</tr>
<tr>
<td>Total Sources of Funds</td>
<td>$21,000,000</td>
<td>$207,921</td>
</tr>
</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>$1,350,000</td>
<td>$13,366</td>
</tr>
<tr>
<td>Construction Costs</td>
<td>$12,000,000</td>
<td>$118,812</td>
</tr>
<tr>
<td>Hard Cost Contingency</td>
<td>$900,000</td>
<td>$8,911</td>
</tr>
<tr>
<td>Professional Fees</td>
<td>$1,900,000</td>
<td>$18,812</td>
</tr>
<tr>
<td>Loan Fees and other Soft Costs</td>
<td>$2,607,600</td>
<td>$25,818</td>
</tr>
<tr>
<td>Reserves</td>
<td>$242,400</td>
<td>$2,400</td>
</tr>
<tr>
<td>Developer Fee</td>
<td>$2,000,000</td>
<td>$19,802</td>
</tr>
<tr>
<td>Total Uses of Funds</td>
<td>$21,000,000</td>
<td>$207,921</td>
</tr>
</tbody>
</table>

Please note that these sources and uses of funds are not yet final. The sources and uses of funds may change.