



# Boards of Commissioners Meeting

November 19, 2019

# AGENDA

O (559) 443-8400

F (559) 445-8981

1331 Fulton Street  
Fresno, California 93721  
TTY (800) 735-2929

[www.fresnohousing.org](http://www.fresnohousing.org)

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

**5pm - November 19, 2019**

**1331 Fulton Street, Fresno, CA 93721**

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 room is 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.

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**5pm**

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**1. Call to Order and Roll Call**
**2. Approval of agenda as posted (or amended)**

*The Boards of Commissioners may add an item to this agenda if, upon a two-thirds vote, the Boards of Commissioners find that there is a need for immediate action on the matter and the need came to the attention to the 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 three (3) minutes per speaker.*

**4. Potential Conflicts of Interest** – Any Commissioner who has a potential conflict of interest may now the item and recuse themselves from discussing and voting on the identify matter. (Gov. Code section 87105)**5. Consent Agenda**

*All Consent Agenda items are considered to be routine action items and will be enacted in one motion unless pulled by any member of the Boards of Commissions or the public. There will be no separate discussion of these items unless requested, in which event the item will be removed the Consent Agenda and considered following approval of the Consent Agenda.*

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|---|----|
| a. Consideration of the Minutes of October 22, 2019   | 5  |
| b. Consideration of the 2020 Agency Calendar  | 12 |
| c. Consideration of the Contract for General Contractor/Construction Management – The Villages at Broadway (formerly Econo Inn)   | 14 |
| d. Consideration of Submission of Rental Assistance Demonstration (RAD) Application – Laton Apartments                            | 18 |
| e. Consideration of Submission of Rental Assistance Demonstration (RAD) Application – Sequoia Courts/Sequoia Courts Terrace       | 22 |
| f. Consideration of the 2020 Proposed Utility Allowance Schedules – Housing Assistance and Low-Income Housing Tax Credit Programs | 26 |
| g. Consideration of the Joint Resolution for Homeless and Housing Assistance Program – City of Fresno                             | 71 |

**6. Informational**

- |  |    |
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| a. Resident Empowerment Overview – Parent University Digital Literacy – Fresno State | 83 |
| b. Update on the 2020 Federal and Agency Budgets                                     | 84 |
| c. Real Estate Development Update  | 89 |

**7. Action**

	<b>PAGE #</b>
<ul style="list-style-type: none"> <li>a. Consideration of Omnibus Resolutions and Funding Commitment; Consideration of Purchase and Sale to Limited Partnership; Memoranda of Understanding for Offsite Improvements – Linnaea Villas (<i>formerly Kingsburg Senior</i>) 12345</li> <li>b. Consideration of the Amended Development Agreement, Purchase and Sale to the Housing Authority; Property Acquisition; and Street Dedications to the City of Kingsburg – Linnaea Villas (<i>formerly Kingsburg Senior</i>)</li> <li>c. Consideration of Housing Authority Guaranty for Offsite Improvements – Linnaea Villas (<i>formerly Kingsburg Senior</i>)</li> <li>d. Consideration of Omnibus Resolutions; Consideration of Property Sale and Funding Commitment – Pinedale to Silvercrest through RAD – Solivita Commons (<i>formerly Willow/Alluvial</i>)</li> </ul>	90  113 121 133
<b>8. Commissioners’ Report</b>	
<b>9. Executive Director’s Report</b>	161
<b>10. Closed Session</b>	
<ul style="list-style-type: none"> <li>a. CONFERENCE WITH LABOR NEGOTIATORS (\$54957.6) Agency designated representatives: Angie Nguyen, Scott Fetterhoff, Summer Nunes, Hilda Reeves and Emily De La Guerra</li> <li>b. PUBLIC EMPLOYEE EVALUATION Title: CEO/Executive Director</li> </ul>	
<b>11. Report on Closed Session Items</b>	
<b>12. Adjournment</b>	



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

**Tuesday, October 22, 2019**

**5:00 P.M.**

The Boards of Commissioners of the Housing Authorities of the City and County of Fresno met in a regular session on Tuesday, October 22, 2019 at Cedar Courts, located at 4430 East Hamilton Avenue, Fresno, California.

1. The regular meeting was called to order at 5:08 p.m. by Board Chair, Commissioner Adrian Jones, of the Board of Commissioners of the Housing Authority of the City of Fresno. Roll call was taken and the Commissioners present and absent were as follows:

PRESENT:     Adrian Jones, Chair  
                  Caine Christensen, Vice Chair  
                  Sharon Williams  
                  Ruby Yanez  
                  Terra Brusseau

ABSENT:       Rueben Scott  
                  Stacy Vaillancourt

The meeting was called to order at 5:08 p.m. by Board Chair, Commissioner Sablan, of the Board of Commissioners of the Housing Authority of Fresno County. Roll call was taken and the Commissioners present and absent were as follows:

PRESENT:     Stacy Sablan, Chair  
                  Mary G. Castro, Vice Chair  
                  Cary Catalano  
                  Valori Gallaher  
                  Joey Fuentes

ABSENT:       Nikki Henry

Also, in attendance were the following: Preston Prince, CEO/Executive Director, and Ken Price, Baker Manock and Jensen -General Counsel.

2. APPROVAL OF AGENDA AS POSTED (OR AMENDED)

***CITY MOTION:*** *Commissioner Yanez moved, seconded by Commissioner Brusseau, to approve the agenda as posted.*

***MOTION PASSED: 5-0***

***COUNTY MOTION:*** Commissioner Fuentes moved, seconded by Commissioner Gallaher, to approve the agenda as posted.

***MOTION PASSED: 4-0***

3. PUBLIC COMMENT

There were no public comments at this time.

4. POTENTIAL CONFLICTS OF INTEREST

There were no conflicts of interest stated at this time.

5. CITY: NOMINATIONS FOR BOARD CHAIR AND VICE CHAIR FOR 2020-2021 BIENNIAL

Ken Price, General Counsel, presented on this item.

Adrian Jones expressed her interest for Board Chair for 2020-2021 Biennial.

Cain Christensen has expressed his interest for Vice Chair for 2020-2021 Biennial.

6. CONSENT AGENDA

*All Consent Agenda items are considered to be routine action items and will be enacted in one motion unless pulled by any member of the Boards of Commissions or the public. There will be no separate discussion of these items unless requested, in which event the item will be removed from the Consent Agenda and considered following approval of the Consent Agenda.*

- a. Consideration of the Minutes of September 24, 2019
- b. Consideration of Contract Renewal – Davis Farr
- c. Consideration of Contract Renewal – Novogradac
- d. Consideration of Contract Award for Architectural Services – Solivita Commons (Clovis)
- e. Consideration of Funding Application Submissions – Chinatown Project
- f. Consideration of Contract Award for Architectural Services – Linnaea Villas (*formerly Kingsburg Seniors Project*)
- g. Consideration of Funding Application Submissions – Linnaea Villas (*formerly Kingsburg Seniors Project*)
- h. Consideration of Contract Award for Architectural Services – The Villages at Broadway (*formerly Econo Inn*)

***CITY MOTION:*** Commissioner Williams moved, seconded by Commissioner Yanez to approve the consent agenda items as posted.

***MOTION PASSED: 5-0***

***COUNTY MOTION:*** *Commissioner Gallaher moved, seconded by Commissioner Fuentes to approve the consent agenda items as posted.*

***MOTION PASSED: 4-0*****7. INFORMATIONAL****a. Resident Empowerment Overview – Fresno Metro Ministry**

Doreen Eley, Senior Manager, introduced Keith Berthold, Executive Director of Fresno Metro Ministry, who presented on this item. Mr. Berthold discussed his community garden program that would provide our residents with fresh and nutritious foods. He announced the opening of the community garden called Yoville, that occurred three weeks prior.

**b. Update on the Agency 2020 Goals and Budget Development**

Emily De La Guerra presented on this item.

County Chair, Stacy Sablan, arrived at, approximately, 5:25 pm.

Publicly speaking under this topic were the following:

Mr. Eric Payne, Executive Director of the Central Valley Urban Institute, discussed that, as it relates to the participatory budgeting process, he thinks there is a clear difference between the agency's responsibility around public housing properties in the budget process. He believes that, in the spirit of recommendation for participatory budgeting, we should choose to be inclusive of all HCV and public housing residents, as well as those of mixed finance properties. He mentions that he is a little alarmed to learn that it's a different process. Mr. Payne also mentions that we are in October and are 9 days away from a November outreach process. He mentions that many of the residents have been identified to be included in that process. Mr. Payne mentions that he isn't fully aware if all the residents are aware of this process taking place. He mentions that he does have some concerns that are centered around the participatory budgeting process. He thinks it does need to be a shared democracy on how we serve and listen to our residents, and figuring out what those needs are.

**c. Real Estate Development Update**

Tracewell Hanrahan, Deputy Executive Director, and Michael Duarte, Director of Planning & Development, presented on this item.

City Vice Chair, Caine Christensen, left at, approximately, 5:50 pm.

## 8. COMMISSIONERS' REPORT

Commissioner Jones discussed her unsuccessful run for the NAHRO Vice Chair position. She wanted to thank the Boards and Agency for their efforts in trying to reach that goal. Commissioner Jones mentioned discussion of the transition report. She mentioned the Alpine President wanted to thank the entire leadership for their advocacy efforts in achieving the goals of the updated Commissioner handbook and advocacy letter that have been sent out. She discussed the types of communication tools used by Commissioners to connect on a national level. She also mentioned how Committee members can affect lasting change for policy making. Commissioner Jones talked about the importance of knowing the language of the policy on Section 3. She discussed if how we are advocating for families is intentional or relevant. She advised the Boards to connect with our legislators on a regular basis and reach out to local service clubs, such as Lions Clubs or Rotaries. Additionally, Commissioner Jones discussed how our biggest push is going to be in advocating programs for our residents because we are not getting the funding that we need.

Commissioner Sablan mentioned the Yoville Community center groundbreaking, in which partners came together to tie ribbons at the small ceremony.

Commissioner Williams talked about the Women's conference at Parc Grove. She mentioned that she attended the Bitwise class that talked about training, as she enjoyed the fellowship and interaction with other women.

Commissioner Yanez also talked about attending the Women's Conference at Parc Grove. She mentioned her enjoyment in getting to know and interact with more people.

Commissioner Fuentes wanted to thank Fresno Housing for doing a great job. He reminisces to the time when he would be around these types of properties in the 80s. He mentioned that there have been positive changes that he did not think would have been possible.

Commissioner Gallaher expressed her enjoyment hosting board meetings at off-site locations to see the progress we are making.

## 9. EXECUTIVE DIRECTOR'S REPORT

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

- Mr. Prince shared his experience of being a part of Aspen Institute's expanding prosperity collaborative. Mr. Prince mentioned that the day prior, he was in Washington D.C. creating a new agenda for public housing for the Urban Institute. He also mentioned that next week, he will be traveling to Chicago for another Urban Institute convening to look at housing from the national perspective.
- Mr. Prince welcomed the boards to Cedar Courts.
- Mr. Prince discussed the Groundbreaking at Yoville
- 2<sup>nd</sup> opening at Bridges at Florence

- It was announced that there will be solar power being installed in 5 properties containing 300 units in West Fresno.
- Kick-off with Ivy group for DEI starting next week
- Mr. Prince reminded the boards that the “Evicted” Exhibit of Matthew Desmond will have the grand opening on Nov. 7<sup>th</sup> at 4:30 pm at the Fresno Public Library, as well as a lecture by Matthew Desmond at 6:30pm at Warnor’s Theater. Mr. Prince also mentioned how Fresno Housing has reached out to National Building Museum to get them to come to Fresno for the “Evicted” Exhibit.
- Speaker, Jeff Olivet, will speak at the all staff event on December 3<sup>rd</sup>, 2019 and speaker, Richard Rothstein will speak at the all staff event on February 6<sup>th</sup>, 2020
- Our newest hire is Sevag Jierian as Development Finance Manager
- Our newest promotions are: Jeffrey Rasbeary, Maintenance Technician (promoted from Maintenance Assistant), Stephanie Nunez, Senior Analyst – Quality Assurance (promoted from Quality Assurance Coordinator – HMD), Dave Brenner, Senior Development Analyst – Special Projects (promoted from Community Development Analyst)

Publicly speaking under item 10b were the following:

Clifford Tutelian, CEO at Tutelian, wanted to follow up to the letter that was sent to the Boards the previous week. Mr. Tutelian mentions that he is in the development business and works closely with downtown projects. He asks the Boards to hear and entertain his offer to purchase the parking lot located at 1331 Fulton Street, Fresno, CA 93721. He mentions that he had lenders in line, in dialog and serious negotiations, and a timeframe where they can start within the next 15 months.

Barigye McCoy, lifetime resident of Southwest Fresno, advocated for Clifford Tutelian and his effort to purchase the parking lot located at 1331 Fulton Street, Fresno, CA 93721. He wanted to acknowledge the great work, both the Fresno Housing Board and staff have contributed to the County of Fresno and the cities surrounding. He states that the conception of the project started in 2007. He mentions that they have had some serious struggles trying to negotiate a deal with Mr. Prince to meet Downtown Fresno development needs. He mentions that they were given an exclusive negotiating agreement in December 2018. He states that they have been attempting to engage with Fresno Housing since the beginning of 2015, and have recently met on October 8<sup>th</sup>, 2019 at the Mayor’s office. During the meeting, they gave their proposal to purchase the parking lot, located at 1331 Fulton Street, for market rate value in exchange for an equal amount of parking (free of rent), aside from the new parking lot structure for all Fresno Housing Authority employees.

Miguel Arias, City Council Vice President, wanted to acknowledge that the Fresno Housing administrative team has been an excellent experience to work with. He stated that any project that Fresno Housing brought forward in their district, would have to include community input, engagement, and to keep the same amount of standards. He advocated for District 6, which is in need of a Housing Authority project. He stated that it would make it easier to discuss affordable housing policies when every council member gets to experience these types of

projects vs. the false narrative of poor people coming to the neighborhoods. Lastly, he discussed item 10b. In his experience, development projects were given out “like candy” in the past, but no one paid attention to if those developers followed through. As a result, he has seen a lot of developers that ended up land banking properties that could have easily been developed. He mentions that we are in the peak of economic activity in the country. He wanted to make it clear, that whatever the Boards decide, they will continue to hold Fresno Housing to the same standard of the past - that the community would be involved in the development of these projects; that it would be a quality project that serves everyone; and it wouldn’t result in land banking property that could otherwise be used for a community benefit.

#### 10. CLOSED SESSION

The Boards went into closed session at approximately 7:03 p.m.

##### a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

(Pursuant to Government Code § 54954.5(b))

Property: APN: 416-040-09; 130 W. Barstow Ave., Fresno, CA 93704

Agency Negotiator: Preston Prince

Negotiating Parties: Fresno Housing Authority; Gary R. Perez

Under Negotiation: Price and Terms

##### b. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

(Pursuant to Government Code § 54954.5(b))

Property: APN: 466-206-56-T; 1331 Fulton Street, Fresno, CA 93721

Agency Negotiator: Preston Prince, Tracewell Hanrahan, Michael Duarte, and Ken Price

Negotiating Parties: Fresno Housing Authority; Tutelian & Co.

Under Negotiation: Price and Terms

##### c. PUBLIC EMPLOYEE EVALUATION

Title: CEO/Executive Director

The Boards returned to open session at approximately 8:30 p.m.

#### 11. REPORT ON CLOSED SESSION

There were no items to report at this time for items a and c.

Action on closed session item 10b was as follows:

***CITY MOTION:*** Commissioner Brusseau moved, seconded by Commissioner Williams that the parking lot at 1331 Fulton is not for sale and when/if the lot is for sale, Mr. Tutelian will be notified.

***MOTION PASSED:*** 4-0

**COUNTY MOTION:** *Commissioner Catalano moved, seconded by Commissioner Gallaher that the parking lot at 1331 Fulton is not for sale and when/if the lot is for sale, Mr. Tutelian will be notified.*

**MOTION PASSED:** 5-0

## 12. ACTION

- a. Consideration of Property Acquisition – 130 W. Barstow Ave.

**COUNTY MOTION:** *Commissioner Gallaher moved, seconded by Commissioner Fuentes to approve the property acquisition – 130 W. Barstow Ave.*

**MOTION PASSED:** 5-0

**CITY MOTION:** *Commissioner Brusseau moved, seconded by Commissioner Yanez to approve the property acquisition – 130 W. Barstow Ave.*

**MOTION PASSED:** 4-0

- b. Consideration of Funding Commitment – 130 W. Barstow Ave.

**COUNTY MOTION:** *Commissioner Fuentes moved, seconded by Commissioner Gallaher to approve the funding commitment – 130 W. Barstow Ave.*

**MOTION PASSED:** 5-0

**CITY MOTION:** *Commissioner Williams moved, seconded by Commissioner Brusseau to approve the funding commitment – 130 W. Barstow Ave.*

**MOTION PASSED:** 4-0

## 13. 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 8:34 p.m.

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Preston Prince, Secretary to the Boards of Commissioners



## BOARD MEMO

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**TO:** Boards of Commissioners

Fresno Housing Authority

**FROM:** Preston Prince 

CEO/Executive Director

**DATE:** November 14, 2019

**BOARD MEETING:** Nov. 19, 2019

**AGENDA ITEM:** 5b

**AUTHOR:** Tiffany B. Mangum

**SUBJECT:** Consideration of the 2020 Agency Calendar

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### Executive Summary

The Boards of Commissioners, annually take action to approve the Agency's calendar. Thus, the attached calendar for 2020 indicates the agency recognized holidays, Friday closures, board meetings, and other important activities of the Agency.

Additional trainings and special meetings will be scheduled, and are subject to the availability of the Commissioners.

The following outlines the overall changes from the standard scheduling of agency closures, holidays or Board Meetings:

- Executive Committee Meetings will be held approximately 2 weeks (Wednesday) prior to the regular Board Meetings, with the exception of December 2020, where the meeting will be held one week prior to regular Board Meetings, due to agency holidays.
- The Agency's Stewardship Event, including awards and acknowledgements, will be on February 6<sup>th</sup>
- The Boards' Retreat will be held September 11<sup>th</sup>

### Recommendation

It is recommended the Boards of Commissioners review and approve the proposed 2020 Agency calendar.

### Fiscal Impact

None.

# 2020 Agency Calendar

January 2020						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2020						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

March 2020						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2020						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2020						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2020						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July 2020						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2020						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2020						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2020						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2020						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2020						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- Board Retreat
- Holiday Observance
- Executive Committee Meeting
- Board Meeting
- NAHRO National Events
- All Staff Events
- Friday Office Closure

- January 1st ----- New Year's Day
- January 20th ----- Martin Luther King Jr. Day
- February 10<sup>th</sup> ----- Lincoln's Birthday (observed)
- February 17<sup>th</sup> ----- Presidents' Day
- March 31<sup>st</sup> ----- Caesar Chavez Day
- May 25<sup>th</sup> ----- Memorial Day
- July 3<sup>rd</sup> ----- Independence Day (observed)

- September 7th ----- Labor Day
- November 11th ----- Veterans Day
- November 26th ----- Thanksgiving Holiday
- November 27th ----- Friday after Thanksgiving (8-hour Holiday Credit)
- December 24th ----- Christmas Eve Observed (4-hr Work Day)
- December 25th ----- Christmas Day (8-hour Holiday Credit)

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**TO:** Boards of Commissioners

Fresno Housing Authority

**FROM:** Preston Prince   
CEO/Executive Director

**DATE:** November 13, 2019

**BOARD MEETING:** November 19, 2019

**AGENDA ITEM:** 5C

**AUTHOR:** Quincy Boren

**SUBJECT:** Award of General Contractor/Construction Manager (GCCM)

Contract: The Villages at Broadway (*formerly known as Econo Inn*)

### Executive Summary

In September 2019 staff issued a Request for Proposals (RFP) for General Contractor/Construction Management (GCCM) Services, including pre-construction consulting for The Villages at Broadway (formerly Econo Inn) development. The RFP was posted on the Fresno Housing Authority (FH) website, listed with the local Builders Exchange and advertised in the Fresno Bee. The Villages at Broadway submitted successful applications for No Place Like Home financing in January 2019 and low-income housing tax credits in July 2019. The successful award of tax credits requires a construction start in March 2020. At this time staff is recommending an award of the GCCM contract to allow for a substantial review of construction design drawings in order to obtain the most cost effective methods of construction.

A total of 4 proposals were received for the subject site in response to the solicitation. The review panel was comprised of FH staff from Planning & Community Development, Housing Management and Resident Services departments, along with two external panel members from the County of Fresno Department of Behavioral Health (DBH), which is the partner who will provide services at the site. The review panel deemed two firms to be with the competitive range. Johnston Contracting and Precision General Contracting, Inc. It was determined a 2<sup>nd</sup> round panel for interviews with the competitive proposers was necessary to select the most competitive firm.

The Villages at Broadway	
PROPOSERS	2nd Round
Precision GCC, Inc.	74
Johnston Contracting	69

After a comprehensive review of the proposal packages, the review panel is recommending Precision General Contractors, Inc. for The Villages at Broadway development. Precision General Contractors, Inc. had the highest rated proposal and is the most advantageous for FH. The proposals were ranked based on firm

history, capability, track record and relevant experience, project team, project schedule, price/fee structure and economic opportunities outreach.

### **Recommendation**

It is recommended that the Boards of Commissioners award the General Contractor/Construction Management Services Contract for The Villages at Broadway to Precision General Contractors, Inc., at a fee of \$30,000 for pre-construction consultancy services and for an amount not to exceed 14.00% of construction costs for General Contracting services. It is further recommended to authorize Preston Prince, CEO/Executive Director, Tracewell Hanrahan, Deputy Executive Director, and/or their designee to negotiate and execute the contracts subject to satisfactory review and approval by legal counsel.

### **Fiscal Impact**

The proposed contract with Precision General Contractors, Inc. is to be paid from the project development budget. However, until the construction and permanent financing is formally closed in March 2020, it may be necessary to pay for the pre-construction consulting fee from the approved pre-development budget. No additional funds are being requested at this time.

### **Background Information**

The Villages at Broadway is located 1828 Broadway, Fresno CA 93721 (APN: 466-191-09) on approximately 0.32 acres. Outreach has been conducted to nearby residents, commercial tenants, schools and others to inform them and seek input about the project. Outreach was conducted by both Fresno Housing and DBH. The renovated site will have community space and a managers office in one of the residential buildings. There will be full renovation of kitchens, bathrooms, appliances, new flooring, HVAC systems, roofing and exterior repair. DBH will provide services onsite to residents at no charge. The site will focus on housing tenants at risk or with instances of homelessness with no or low incomes.

### **Past Board Actions**

- January 22, 2019: approved the submission of an application to the No Place Like Home program
- June 25, 2019: approved the allocation of up to twenty-five (25) project based vouchers
- June 25, 2019: authorized the submission of a 9% LIHTC application and other funding applications
- September 24, 2019: authorized the acceptance of Low-Income Housing Tax Credit (LIHTC) award
- September 24, 2019: authorized acquisition of the subject property
- October 22, 2019: authorized entering into an Architect Agreement with Anne Phillips Architecture

**RESOLUTION NO. \_\_\_\_\_**

**BEFORE THE BOARD OF COMMISSIONERS OF THE**

**HOUSING AUTHORITY OF THE CITY OF FRESNO, CALIFORNIA**

**RESOLUTION APPROVING AWARD OF GENERAL CONTRACTOR/CONSTRUCTION  
MANAGEMENT SERVICES TO PRECISION GENERAL CONTRACTING, INC. FOR THE  
VILLAGES AT BROADWAY PROJECT IN FRESNO, CALIFORNIA**

WHEREAS, the Housing Authority of the City of Fresno, California (the "Authority") seeks to expand the development and availability of low-income housing to residents in the City of Fresno and Fresno County; and,

WHEREAS, the Authority released a request for proposals for General Contractor/Construction Management ("GC/CM") Services for The Villages at Broadway rehabilitation project; and,

WHEREAS, the request for proposals was available on the Authority website, advertised in the Fresno Bee and listed with the local Builders Exchange; and,

WHEREAS, Precision General Contractors Inc was the firm recommended by a diverse panel of Authority staff and two external panelists and demonstrated the capacity and experience to complete the project; and,

WHEREAS, the Authority desires to enter into a contract with Precision General Contractors, Inc. for the services specified in their proposal, at a cost of \$30,000 for pre-construction consultancy services and for a fee not to exceed 14% of the construction budget; and,

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno, California, hereby authorizes Preston Prince, CEO/Executive Director, Tracewell Hanrahan, Deputy Executive Director, or their designee, to negotiate and execute on behalf of the Authority a GC/CM contract with Precision General Contractors, Inc. for The Villages at Broadway project.

PASSED AND ADOPTED THIS 19th DAY OF NOVEMBER 2019. 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

## BOARD MEMO

O (559) 443-8400  
 F (559) 445-8981

1331 Fulton Mall  
 Fresno, California 93721  
 TTY (800) 735-2929

[www.fresnohousing.org](http://www.fresnohousing.org)

**TO:** Boards of Commissioners

**DATE:** November 14, 2019

Fresno Housing Authority

**BOARD MEETING:** Nov. 19, 2019

**FROM:** Preston Prince



**AGENDA ITEM:** 5d

CEO/Executive Director

**AUTHOR:** Brandon Gonzalez

**SUBJECT:** Approval to Submit Rental Assistance Demonstration (RAD)  
 Application for Low-Income Public Housing (LIPH) Units located in  
 Laton, CA

### Executive Summary

On October 22, 2014, the Fresno Housing Authority (FH) Board approved the submission of several applications to the Department of Housing and Urban Development (HUD) for the Rental Assistance Demonstration (RAD) program that included five (5) Low Income Public Housing (LIPH) complexes within the County of Fresno and one (1) LIPH complex in the City of Fresno for the purpose of converting the sites from LIPH to Project-Based Rental Assistance (PBRA). The applications were submitted to HUD on October 31, 2014, along with an application for the entire portfolio to lock in the option for FH to convert the remaining LIPH units within the City and County of Fresno. Since that time, a number of developments have been successfully converted including Paseo 55, Cueva De Oso @ William Shockley Plaza, Legacy Commons Phase II, Blossom Trail Commons, Magnolia Commons @ James Magill Plaza and Oak Grove Commons.

The agency has made great progress in completing RAD conversions to ensure long term sustainability for our portfolio; however, there are still several properties with a capital needs backlog that are pending plans for conversion. As a result, staff is proposing to submit an application for the conversion of LIPH assistance for 20 units at the Laton Complex in Fresno, CA to PBV under the RAD program.

Site Name	County AMP #	Location	Unit Count
Laton Complex	CA028000002	Laton	20

Neither the submission of the RAD application nor the award of a RAD project application obligates the Fresno Housing Authority to implement the conversions. Should the Board of Commissioners accept the award, staff would pursue project financing to undertake the proposed revitalization of the property and would return to the Board for financing commitments at that time.

### Recommendation



It is recommended that the Board of Commissioners of the Fresno Housing Authority approve the RAD application submission to HUD for 20 units at the Laton Complex located in Laton, CA (Conversion of 20 units in County AMP CA028000002) and authorize Preston Prince, the Executive Director, Tracewell Hanrahan, Deputy Executive Director, and/or their designee to execute any and all ancillary documents connected herewith.

### **Fiscal Impact**

A RAD Application Submission does not require a financing commitment request at this time.

### **Background Information**

RAD is a federal program that allows projects funded under Low-Income Public Housing (LIPH) to convert the rental assistance to long-term, Project-Based Rental Assistance (PBRA) or Project-Based Voucher (PBV) contracts. No incremental funds are authorized under RAD, and Public Housing Authorities must convert their assistance at current subsidy levels.

The Laton Complex is currently funded under the Low-Income Public Housing (LIPH) program.

**RESOLUTION NO. \_\_\_\_\_**

**BEFORE THE BOARDS OF COMMISSIONERS OF THE**

**HOUSING AUTHORITY OF FRESNO COUNTY**

**RESOLUTION APPROVING THE HOUSING AUTHORITY OF FRESNO COUNTY TO  
SUBMIT A RENTAL ASSISTANCE DEMONSTRATION (RAD) APPLICATION TO THE  
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR THE LATON  
COMPLEX (COUNTY AMP CA028000002, FRESNO)**

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

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

WHEREAS, the U.S. Department of Housing and Urban Development is conducting a demonstration program that allows the conversion of public housing subsidy; and

WHEREAS, the conversion of the public housing subsidy will allow much needed revitalization; and

WHEREAS, staff has performed an evaluation process of the Agency's existing public housing stock in Fresno County, CA fits with the intended demonstration program goals; and

WHEREAS, staff has been conducting updates and informational sessions with residents who will be affected by the rehabilitation work;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County, hereby authorize the submission of a Rental Assistance Demonstration (RAD) application to the U.S. Department of Housing and Urban Development for the Laton Complex (County AMP CA028000002), and authorizes Preston Prince, the Executive Director, Tracewell Hanrahan, Deputy Executive Director, and/or their designee to execute all contracts and ancillary documents in connection therewith..

PASSED AND ADOPTED THIS 19th DAY OF November 2019. 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

## BOARD MEMO

O (559) 443-8400  
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Fresno, California 93721  
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[www.fresnohousing.org](http://www.fresnohousing.org)

**TO:** Board of Commissioners

**DATE:** November 14, 2019

Fresno Housing Authority

**BOARD MEETING:** November 19, 2019

**FROM:** Preston Prince   
CEO/Executive Director

**AGENDA ITEM:** 5e

**AUTHOR:** Scott Berry

**SUBJECT:** Approval to Submit Rental Assistance Demonstration (RAD)  
Application for Sequoia Courts and Sequoia Courts Terrace located in  
Fresno, CA

### Executive Summary

On October 22, 2014, the Fresno Housing Authority (FH) Board approved the submission of several applications to the Department of Housing and Urban Development (HUD) for the Rental Assistance Demonstration (RAD) program that included five (5) Low Income Public Housing (LIPH) complexes within the County of Fresno and one (1) LIPH complex in the City of Fresno for the purpose of converting the sites from LIPH to Project-Based Rental Assistance (PBRA). The applications were submitted to HUD on October 31, 2014, along with an application for the entire portfolio to lock in the option for FH to convert the remaining LIPH units within the City and County of Fresno. Since that time, a number of developments have been successfully converted including Paseo 55, Cueva De Oso @ William Shockley Plaza, Legacy Commons Phase II, Blossom Trail Commons, Magnolia Commons @ James Magill Plaza and Oak Grove Commons.

The agency has made great progress in completing RAD conversions to ensure long term sustainability for our portfolio; however, there are still several properties with a capital needs backlog that are pending plans for conversion. As a result, staff is proposing to submit an application for the conversion of LIPH assistance for 138 units at the Sequoia Courts and Sequoia Courts Terrace developments in Fresno, CA to PBV under the RAD program.

Site Name	City AMP #	Location	Unit Count
Sequoia Courts	CA006000001	Fresno	60
Sequoia Courts Terrace	CA006000001	Fresno	78

Neither the submission of the RAD application nor the award of a RAD project application obligates the Fresno Housing Authority to implement the conversions. Should the Board of Commissioners accept the award, staff would

pursue project financing to undertake the proposed revitalization of the property and would return to the Board for financing commitments at that time.

### **Recommendation**

It is recommended that the Board of Commissioners of the Fresno Housing Authority approve the RAD application submission to HUD for 60 units at the Sequoia Courts Complex and 78 units at the Sequoia Courts Terrace Complex, both located in Fresno, CA, for a total of 138 units, and authorize Preston Prince, the Executive Director, Tracewell Hanrahan, Deputy Executive Director, and/or their designee to execute any and all ancillary documents connected herewith

### **Fiscal Impact**

A RAD Application Submission does not require a financing commitment request at this time.

### **Background Information**

RAD is a federal program that allows projects funded under Low-Income Public Housing (LIPH) to convert the rental assistance to long-term, Project-Based Rental Assistance (PBRA) or Project-Based Voucher (PBV) contracts. No incremental funds are authorized under RAD, and Public Housing Authorities must convert their assistance at current subsidy levels.

Sequoia Courts and Sequoia Courts Terrace are currently funded under the Low-Income Public Housing (LIPH) program.

**RESOLUTION NO. \_\_\_\_\_**  
**BEFORE THE BOARD OF COMMISSIONERS OF THE**  
**HOUSING AUTHORITY OF THE CITY OF FRESNO**

**RESOLUTION APPROVING THE HOUSING AUTHORITY OF THE CITY OF FRESNO TO  
SUBMIT A RENTAL ASSISTANCE DEMONSTRATION (RAD) APPLICATION TO THE  
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR SEQUOIA  
COURTS (CITY AMP CA006000001) AND SEQUOIA COURTS TERRACE (CITY AMP  
CA006000001)**

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

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

WHEREAS, the U.S. Department of Housing and Urban Development is conducting a demonstration program that allows the conversion of public housing subsidy; and

WHEREAS, the conversion of the public housing subsidy will allow much needed revitalization; and

WHEREAS, staff has performed an evaluation process of the Agency's existing public housing stock in the City of Fresno, CA fits with the intended demonstration program goals; and

WHEREAS, staff has been conducting updates and informational sessions with residents who will be affected by the rehabilitation work;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno does hereby authorize the submission of a Rental Assistance Demonstration (RAD) application to the U.S. Department of Housing and Urban Development for the Sequoia Courts Complex (County AMP CA006000001) and Sequoia Courts Terrace Complex (CA006000001), and authorizes Preston Prince, the Executive Director, Tracewell Hanrahan, Deputy Executive Director, and/or their designee to execute all contracts and ancillary documents in connection therewith.

PASSED AND ADOPTED THIS 19<sup>th</sup> day of November, 2019. 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



## BOARD MEMO

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[www.fresnohousing.org](http://www.fresnohousing.org)

**TO:** Boards of Commissioners

Fresno Housing Authority

**FROM:** Preston Prince   
CEO/Executive Director

**DATE:** November 14, 2019

**BOARD MEETING:** November 19, 2019

**AGENDA ITEM:** 5f

**AUTHOR:** Blanca Navarro

**SUBJECT:** 2020 Proposed Utility Allowance Schedules – HUD Housing Assistance Programs and Low Income Housing Tax Credit

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### Executive Summary

This memo provides an update to the annual Utility Allowance (UA) rates for the following programs:

- Low Income Public Housing (LIPH) [24 CFR 965.507]
- Housing Choice Voucher (HCV-Section 8) [24 CFR 982.517 (c)]
- Multi-Family Project Based Rental Assistance (MF-PBRA/RAD) [HUD Notice H-2015-04]
- Mixed Finance Properties [24 CFR 965.507 and IRC Section 42]
- Low Income Housing Tax Credit (LIHTC) Internal Revenue Code Section 42 (IRC Section 42)

In accordance with applicable U.S. Dept. of Housing and Urban Development (HUD) program regulations, Public Housing Authorities (PHAs) of LIPH and/or HCV programs must review the UA schedules annually and revise allowances if there has been a change of 10% or more in the utility rate since the last UA schedule revision. Based on the study results of the annual review, there was an increase in utility charges for some localities and utility services of more than 10% from 2019, thus revisions will be implemented for 2020 in accordance with program requirements.

HUD requires PHAs to provide Individual Relief [24 CFR 965.508] for medical equipment allowance for residents residing in public housing units and HCV participants. Individual Relief is where a resident may request relief from payment of utility supplier billings in excess of the Utility Allowance for resident paid utilities. Management may grant such request on reasonable grounds such as the special needs of elderly, ill, or disabled, or special factors affecting utility usage, such as use of required medical equipment.

The UA charts/schedules for the LIPH and HCV programs are for informational purposes only and do not require Board approval. The changes for both programs are effective January 1, 2020. Public Housing residents

received a 60-day notice of the proposed changes, per HUD requirements, at the end of October.

In accordance with HUD Notice H-2015-04, Owners of Multi-Family PBRA Programs are required to review the UAs every three (3) years to establish a baseline for each bedroom size. For the two (2) years after a baseline utility analysis is completed, the UA amount for each bedroom size and each utility at the property can be adjusted by a state-specific increase factor. The Utility Allowance Factor (UAF) is provided by HUD. The UA schedule is approved by HUD for the Multi-Family PBRA programs in accordance with the Housing Assistance Payment (HAP) contract anniversary. These charts are informational only and do not require Board approval.

Projects developed under the Internal Revenue Code (IRC) Section 42, LIHTC program, similar to HUD, United States Department of Agriculture (USDA) and several other agencies' programs, require the implementation of a utility (electric, gas, and water/sewer/garbage) allowance for use in calculating individual tenant subsidies for affordable housing. The LIHTC UA schedules are made available to developers of LIHTC properties throughout Fresno County, including the Fresno Housing Authority (FH). The California Tax Credit Allocation Committee (CTCAC) has provided guidance to LIHTC developers to refer to the local Public Housing Authority (PHA) as an alternative to obtain current utility allowance schedules. CTCAC requires PHAs to formally take Board action to approve the LIHTC utility allowances.

Due to the complexity of the data required to develop the utility allowances for the various programs, the Agency contracted with the Nelrod Company of Fort Worth, Texas, to develop these allowance charts/schedules. The studies were conducted in compliance with the applicable program requirements.

The Nelrod Company has prepared and recommended the attached utility allowance charts/schedules for the applicable programs for Fresno City and County as attached and referenced as such.

#### **Group A (Board Action Required)**

Schedule A.1 - LIHTC Utility Allowance Schedules (2) for Energy Efficient Units and Utility Allowances (2) for Non-Energy-Efficient units (page 1-4)

1. Multi-Family Low Rise (1 to 4 Units) - Energy Efficient
2. Multi-Family Mid-Rise (5 or more units) - Energy Efficient
3. Multi-Family Apartment (0-5 BR) - Non-Energy Efficient
4. Multi-Family Apartment (6-7 BR) - Non-Energy Efficient

Schedule A.2 - Site Specific LIHTC - Assisted Housing Charts (10) (page 1-11)

1. Rio Villas - Tax Credit/PBV - Multi-Family Apartment
2. Pacific Gardens - Public Housing/Non Public Housing – Apartment/Multi-Family
3. Yosemite Village - Public Housing/Non Public Housing - Row House/Townhouse/Semi-Detached/Duplex/Detached House
4. Kerman Acres (Granada Commons - Public Housing/Non Public Housing - Apartment/Multi-Family
5. Parc Grove Commons Northwest - Tax Credit/PBV - Apartment/Multi-Family
6. Parc Grove Commons II - Public Housing/Non Public Housing - Apartment/Multi-Family

**Group B (Informational Only)**

- Chart B.1 Low Income Public Housing (LIPH) (page 1-3)
- Schedule B.2 Housing Choice Voucher (HCV-Section 8) (page 1-14)
- Chart B.3 Multi-Family Project Based Rental Assistance (MF-PBRA/RAD) (page 1-5)

**Recommendation**

It is recommended that the Board of Commissioners of the Fresno Housing Authority adopt the LIHTC utility allowance rates (Group A, Schedule A.1, and Schedule A.2 ) for new construction, rehabilitation multi-family complexes and mixed finance projects in Fresno County for units developed under IRC Section 42 (LIHTC), to be effective January 1, 2020.

**Fiscal Impact**

The utility allowance is factored into the rent calculation formula, for the properties, therefore, there is no direct financial impact to the Agency; there may be minimal financial impact to the resident.

**Background Information**

The Department of Housing and Urban Development's (HUD) Office of Public and Indian Housing Authorities (PIH) and Owners of Multi-Family housing properties that receive subsidy assistance, and for which HUD provides a utility allowance, are required to review and adjust as needed their properties' utility allowances at least every year. The utility adjustment must be supported by a utility analysis. The adjustments for Low Income Public Housing and Housing Choice Voucher programs must be revised if there has been a change of 10% or more in the utility rate since the last UA schedule revision. The adjustments must be made for Multi-Family housing properties regardless of whether the utility analysis shows an increase or a decrease.

Owners of properties financed with Low Income Housing Tax Credits (LIHTC) must limit rents to no more than the established maximum gross rent per bedroom size. The maximum gross rent is established by the applicable Area Median Income (AMI) numbers published annually by HUD. Owners must deduct the applicable utility allowance for all resident paid utilities from the maximum gross rent allowed. To do this, they must obtain annual utility cost estimates for buildings in their LIHTC affordable housing property. Owners may obtain annual allowances from Public Housing Authorities that have jurisdiction, or in California, owners may utilize the California Utility Allowance Calculator developed by the California Energy Commission.

RESOLUTION NO. \_\_\_\_\_

BEFORE THE BOARDS OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF THE CITY OF FRESNO

RESOLUTION ADOPTING INTERNAL REVENUE CODE  
SECTION 42 LIHTC UTILITY ALLOWANCE SCHEDULES FOR 2020

WHEREAS, projects developed under the Internal Revenue Code (IRC) Section 42, Low Income Housing Tax Credit (LIHTC) programs, similar to U.S. Department of Housing and Urban Development, United States Department of Agriculture (USDA) and several other agencies' programs, require the implementation of the utility (electric, gas, and water/sewer/garbage) allowance for use in calculating individual tenant subsidies for affordable housing; and,

WHEREAS, the annual update to the Utility Allowance (UA) schedules for LIHTC developments and site specific mixed-finance LIHTC properties that include Low Income Public Housing (LIPH); and/or Project Based Voucher (PBV) have been prepared and being adopted for implementation; and,

WHEREAS, the utility allowance schedules are made available to developers and owners, of LIHTC properties throughout Fresno County including the Housing Authority; and,

WHEREAS, due to the complexity of the data required to develop the utility allowances, the services of Nelrod Company of Fort Worth, Texas have been utilized to develop these dated September 2019;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno, hereby adopt the proposed utility allowance schedules for affordable multi-family and mixed-finance properties in the City and County of Fresno for units developed under Internal Revenue Code Section 42 (LIHTC), as prepared by the Nelrod Company.

PASSED AND ADOPTED THIS 19<sup>th</sup> DAY OF NOVEMBER 2019. 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 AUTHORITY OF FRESNO COUNTY

RESOLUTION ADOPTING INTERNAL REVENUE CODE  
SECTION 42 LIHTC UTILITY ALLOWANCE SCHEDULES FOR 2020

WHEREAS, projects developed under the Internal Revenue Code (IRC) Section 42, Low Income Housing Tax Credit (LIHTC) programs, similar to U.S. Department of Housing and Urban Development, United States Department of Agriculture (USDA) and several other agencies' programs, require the implementation of the utility (electric, gas, and water/sewer/garbage) allowance for use in calculating individual tenant subsidies for affordable housing; and,

WHEREAS, the annual update to the Utility Allowance (UA) schedules for LIHTC developments and site specific mixed-finance LIHTC properties that include Low Income Public Housing (LIPH); and/or Project Based Voucher (PBV) have been prepared and being adopted for implementation; and,

WHEREAS, the utility allowance schedules are made available to developers and owners, of LIHTC properties throughout Fresno County including the Housing Authority; and,

WHEREAS, due to the complexity of the data required to develop the utility allowances, the services of Nelrod Company of Fort Worth, Texas have been utilized to develop these dated September 2019;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the County of Fresno, hereby adopt the proposed utility allowance schedules for affordable multi-family and mixed-finance properties in the City and County of Fresno for units developed under Internal Revenue Code Section 42 (LIHTC), as prepared by the Nelrod Company.

PASSED AND ADOPTED THIS 19<sup>th</sup> DAY OF NOVEMBER 2019. 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



# Utility Allowance Schedule

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

U.S. Department of Housing and Urban  
Development  
Office of Public and Indian Housing

OMB Approval  
No. 2577-0169  
exp. 7/31/2022

Date (mm/dd/yyyy): 01/01/2020

Locality: **Housing Authorities of the City & County of Fresno, CA**

Unit Type: **Multi-Family  
Low-Rise (1-4 Units) (LIHTC)**

Utility or Service: **Energy Efficient**

0 BR 1 BR 2 BR 3 BR 4 BR 5 BR 6 BR 7 BR

Monthly Dollar Allowances

## Heating

a. Natural Gas	\$17.00	\$20.00	\$22.00	\$23.00	\$24.00	\$25.00	\$27.00	\$29.00
b. Bottle Gas/Propane								
c. Electric	\$16.00	\$19.00	\$23.00	\$27.00	\$31.00	\$35.00	\$37.00	\$40.00
d. Electric Heat Pump	\$12.00	\$14.00	\$17.00	\$19.00	\$21.00	\$23.00	\$25.00	\$26.00
e. Fuel Oil								

## Cooking

a. Natural Gas	\$2.00	\$3.00	\$4.00	\$5.00	\$6.00	\$8.00	\$9.00	\$10.00
b. Bottle Gas/Propane								
c. Electric	\$5.00	\$6.00	\$8.00	\$11.00	\$13.00	\$16.00	\$17.00	\$18.00

## Other Electric & Cooling

Other Electric (Lights & Appliances) (includes climate credit)	\$18.00	\$22.00	\$32.00	\$42.00	\$52.00	\$64.00	\$71.00	\$77.00
Air Conditioning	\$11.00	\$13.00	\$18.00	\$23.00	\$28.00	\$34.00	\$36.00	\$39.00

## Water Heating

a. Natural Gas	\$6.00	\$7.00	\$12.00	\$15.00	\$18.00	\$21.00	\$23.00	\$25.00
b. Bottle Gas/Propane								
c. Electric	\$14.00	\$16.00	\$21.00	\$25.00	\$30.00	\$34.00	\$37.00	\$40.00
d. Fuel Oil								

## Water, Sewer, Trash Collection

Water	N/A							
Sewer								
Trash Collection								

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied								
Refrigerator Tenant-supplied								

## Other--specify: Monthly Charges

Natural Gas Charge \$-2.12 (includes climate credit)	-\$2.00	-\$2.00	-\$2.00	-\$2.00	-\$2.00	-\$2.00	-\$2.00	-\$2.00
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## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwav	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$



# Utility Allowance Schedule

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

U.S. Department of Housing and Urban  
Development  
Office of Public and Indian Housing

OMB Approval  
No. 2577-0169  
exp. 7/31/2022

Date (mm/dd/yyyy): 01/01/2020

Locality: **Housing Authorities of the City & County of Fresno, CA**

Unit Type: **Multi-Family Mid-Rise (5 or More Units) (LIHTC)**

Utility or Service: **Energy Efficient**

0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	6 BR	7 BR
Monthly Dollar Allowances							

## Heating

a. Natural Gas	\$12.00	\$14.00	\$16.00	\$17.00	\$19.00	\$20.00	\$22.00	\$23.00
b. Bottle Gas/Propane								
c. Electric	\$11.00	\$12.00	\$16.00	\$19.00	\$22.00	\$26.00	\$28.00	\$30.00
d. Electric Heat Pump	\$9.00	\$11.00	\$13.00	\$15.00	\$16.00	\$18.00	\$19.00	\$20.00
e. Fuel Oil								

## Cooking

a. Natural Gas	\$2.00	\$3.00	\$4.00	\$5.00	\$6.00	\$8.00	\$9.00	\$10.00
b. Bottle Gas/Propane								
c. Electric	\$5.00	\$6.00	\$8.00	\$11.00	\$13.00	\$16.00	\$17.00	\$18.00

## Other Electric & Cooling

Other Electric (Lights & Appliances) (includes climate credit)	\$14.00	\$17.00	\$25.00	\$33.00	\$42.00	\$50.00	\$55.00	\$60.00
Air Conditioning	\$10.00	\$12.00	\$16.00	\$21.00	\$25.00	\$30.00	\$32.00	\$35.00

## Water Heating

a. Natural Gas	\$5.00	\$6.00	\$8.00	\$12.00	\$15.00	\$17.00	\$18.00	\$19.00
b. Bottle Gas/Propane								
c. Electric	\$11.00	\$13.00	\$17.00	\$20.00	\$24.00	\$28.00	\$30.00	\$32.00
d. Fuel Oil								

## Water, Sewer, Trash Collection

Water	N/A							
Sewer								
Trash Collection								

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied								
Refrigerator Tenant-supplied								

## Other--specify: Monthly Charges

Natural Gas Charge \$-2.12 (includes climate credit)	-\$2.00	-\$2.00	-\$2.00	-\$2.00	-\$2.00	-\$2.00	-\$2.00	-\$2.00
---	---------	---------	---------	---------	---------	---------	---------	---------

## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$



# Utility Allowance Schedule

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

U.S. Department of Housing and  
Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 2577-0169  
exp. 7/31/2022

Date (mm/dd/yyyy): 01/01/2020

Locality: **Housing Authorities of the City & County of Fresno, CA**

Unit Type: **Multi-Family (Apartment)**

Utility or Service:	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Monthly Dollar Allowances						
<b>Heating</b>						
a. Natural Gas ( <i>PG&amp;E</i> ) ( <i>Includes Climate Credit</i> )	\$13.00	\$15.00	\$17.00	\$19.00	\$21.00	\$23.00
b. Natural Gas ( <i>SoCal Gas</i> ) ( <i>Includes Monthly Charge</i> )	\$16.00	\$17.00	\$19.00	\$21.00	\$22.00	\$24.00
c. Bottle Gas/Propane	\$33.00	\$37.00	\$43.00	\$48.00	\$52.00	\$56.00
d. Electric	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	\$31.00
e. Electric Heat Pump	\$11.00	\$13.00	\$16.00	\$18.00	\$20.00	\$22.00
f. Fuel Oil						
<b>Cooking</b>						
a. Natural Gas ( <i>avg</i> )	\$3.00	\$3.00	\$5.00	\$6.00	\$7.00	\$8.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$11.00	\$15.00	\$20.00	\$22.00
c. Electric	\$6.00	\$7.00	\$10.00	\$13.00	\$16.00	\$19.00
<b>Other Electric &amp; Cooling</b>						
Other Electric (Lights & Appliances) ( <i>Includes Climate Credit</i> )	\$18.00	\$22.00	\$32.00	\$42.00	\$52.00	\$64.00
Air Conditioning	\$12.00	\$14.00	\$20.00	\$25.00	\$31.00	\$36.00
<b>Water Heating</b>						
a. Natural Gas ( <i>avg</i> )	\$6.00	\$7.00	\$9.00	\$12.00	\$16.00	\$19.00
b. Bottle Gas/Propane	\$15.00	\$17.00	\$24.00	\$30.00	\$41.00	\$48.00
c. Electric	\$14.00	\$16.00	\$20.00	\$25.00	\$29.00	\$34.00
d. Fuel Oil						
<b>Water, Sewer, Trash Collection</b>						
Water	N/A	N/A	N/A	N/A	N/A	N/A
Sewer	N/A	N/A	N/A	N/A	N/A	N/A
Trash Collection	N/A	N/A	N/A	N/A	N/A	N/A
<b>Tenant-supplied Appliances</b>						
Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
<b>Other--specify: Monthly Charges</b>						
<b>Actual Family Allowances</b>				Utility or Service	per month cost	
To be used by the family to compute allowance. Complete below for the actual unit rented.				Heating	\$	
				Cooking	\$	
Name of Family				Other Electric	\$	
				Air Conditioning	\$	
				Water Heating	\$	
Address of Unit				Water	\$	
				Sewer	\$	
				Trash Collection	\$	
				Range / Microwave	\$	
				Refrigerator	\$	
				Other	\$	
				Other	\$	
Number of Bedrooms				Total	\$	



# Utility Allowance Schedule

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

U.S. Department of Housing and  
Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 2577-0169  
exp. 7/31/2022

Date (mm/dd/yyyy): 01/01/2020

Locality: **Housing Authorities of the City & County of Fresno, CA**

Unit Type: **Multi-Family (Apartment)**

Utility or Service:

6 BR

7 BR

Monthly Dollar Allowances

## Heating

a. Natural Gas (PG&E) (Includes Climate Credit)	\$25.00	\$27.00				
b. Natural Gas (SoCal Gas) (Includes Monthly Charge)	\$25.00	\$27.00				
c. Bottle Gas/Propane	\$61.00	\$67.00				
d. Electric	\$34.00	\$36.00				
e. Electric Heat Pump	\$23.00	\$25.00				
f. Fuel Oil						

## Cooking

a. Natural Gas (avg)	\$9.00	\$10.00				
b. Bottle Gas/Propane	\$24.00	\$26.00				
c. Electric	\$21.00	\$22.00				

## Other Electric & Cooling

Other Electric (Lights & Appliances) (Includes Climate Credit)	\$71.00	\$77.00				
Air Conditioning	\$39.00	\$42.00				

## Water Heating

a. Natural Gas (avg)	\$21.00	\$22.00				
b. Bottle Gas/Propane	\$52.00	\$56.00				
c. Electric	\$36.00	\$39.00				
d. Fuel Oil						

## Water, Sewer, Trash Collection

Water	N/A	N/A				
Sewer	N/A	N/A				
Trash Collection	N/A	N/A				

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00				
Refrigerator Tenant-supplied	\$12.00	\$12.00				

## Other--specify: Monthly Charges


## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$



# Utility Allowance Schedule

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

U.S. Department of Housing and  
Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 2577-0169  
exp. 7/31/2022

Date (mm/dd/yyyy):

Locality: **Housing Authorities of the City & County of Fresno, CA**

Unit Type: **Apartment**

Utility or Service: **Rio Villas**

0 BR

1 BR

2 BR

3 BR

4 BR

5 BR

Monthly Dollar Allowances

## Heating

a. Natural Gas

b. Bottle Gas/Propane

c. Electric

d. Electric Heat Pump

e. Oil / Other

\$2.00

\$3.00

## Cooking

a. Natural Gas

b. Bottle Gas/Propane

c. Electric

\$7.00

\$7.00

## Other Electric & Cooling

Other Electric (Lights & Appliances)

(Includes Climate Credit)

\$20.00

\$25.00

Air Conditioning

\$5.00

\$7.00

## Water Heating

a. Natural Gas

b. Bottle Gas/Propane

c. Electric

d. Oil / Other

\$15.00

\$19.00

## Water, Sewer, Trash Collection

Water

Sewer

Trash Collection

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied

Refrigerator Tenant-supplied

## Other--specify: Monthly Charges

## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service

per month cost

Heating

\$

Cooking

\$

Other Electric

\$

Air Conditioning

\$

Water Heating

\$

Water

\$

Sewer

\$

Trash Collection

\$

Range / Microwave

\$

Refrigerator

\$

Other

\$

Other

\$

Total

\$



# **Allowances for Tenant-Furnished Utilities and Other Services**

U.S. Department of Housing and  
Urban Development  
Office of Public and Indian Housing

		Date (mm/dd/yyyy):					
Locality: <b>Housing Authorities of the City &amp; County of Fresno, CA</b>		Unit Type: <b>Apartment</b>					
Utility or Service: <b>Pacific Gardens Apartments</b>	<b>0 BR</b>	<b>1 BR</b>	<b>2 BR</b>	<b>3 BR</b>	<b>4 BR</b>	<b>5 BR</b>	
Monthly Dollar Allowances							
<b>Heating</b>							
a. Natural Gas		\$4.00	\$5.00	\$6.00			
b. Bottle Gas/Propane							
c. Electric							
d. Electric Heat Pump							
e. Oil / Other							
<b>Cooking</b>							
a. Natural Gas							
b. Bottle Gas/Propane							
c. Electric		\$7.00	\$7.00	\$9.00			
<b>Other Electric &amp; Cooling</b>							
Other Electric (Lights & Appliances)		\$22.00	\$27.00	\$33.00			
Air Conditioning		\$5.00	\$7.00	\$10.00			
<b>Water Heating</b>							
a. Natural Gas		\$7.00	\$8.00	\$10.00			
b. Bottle Gas/Propane							
c. Electric							
d. Oil / Other							
<b>Water, Sewer, Trash Collection</b>							
Water							
Sewer							
Trash Collection							
<b>Tenant-supplied Appliances</b>							
Range / Microwave Tenant-supplied							
Refrigerator Tenant-supplied							
<b>Other--specify: Monthly Charges</b>							
Electric California Credit \$-4.62		-\$5.00	-\$5.00	-\$5.00			
Natural Gas California Credit \$-2.12		-\$2.00	-\$2.00	-\$2.00			
<b>Actual Family Allowances</b>		Utility or Service		per month cost			
To be used by the family to compute allowance. Complete below for the actual unit rented.		Heating		\$			
		Cooking		\$			
		Other Electric		\$			
		Air Conditioning		\$			
		Water Heating		\$			
Name of Family		Water		\$			
		Sewer		\$			
		Trash Collection		\$			
		Range / Microwave		\$			
		Refrigerator		\$			
Address of Unit		Other		\$			
		Other		\$			
		Other		\$			
		Other		\$			
		Total		\$			
Number of Bedrooms		Other		\$			



# SURVEY AND STUDY RESULTS

## TAX CREDIT PROPERTY

### (INCLUDES PUBLIC HOUSING UNITS)

## ANNUAL UPDATE 2019

---

Utility Allowances were calculated for electric and natural gas for the Tax Credit Mixed-Finance property, **Pacific Gardens Apartments**, (which includes Public Housing units) located in **Fresno, CA**. Utility Allowances were developed by structure type and unit size, for tenant-paid utilities. **Additionally, the Pacific Gardens Apartments property has energy efficient windows, insulation, and 100% fluorescent lighting.** See Proposed Monthly Utility Allowances documented in the form HUD-52667, on the following page. Total utility allowances are shown below.

#### Tax Credit Units

UNIT SIZE	1 BR	2 BR	3 BR
Pacific Gardens Apartments	\$38.00	\$47.00	\$61.00

#### Public Housing Units

UNIT SIZE	1 BR	2 BR	3 BR
Pacific Gardens Apartments	\$33.00	\$40.00	\$51.00

# Utility Allowance Schedule

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

U.S. Department of Housing and  
Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 2577-0169  
exp. 7/31/2022

Date (mm/dd/yyyy):

Locality: **Housing Authorities of the City & County of Fresno, CA**

Unit Type: **Row House/Townhouse**

Utility or Service: **Yosemite Village**

0 BR

1 BR

2 BR

3 BR

4 BR

5 BR

Monthly Dollar Allowances

## Heating

a. Natural Gas

\$6.00

\$8.00

\$10.00

\$11.00

b. Bottle Gas/Propane

c. Electric

d. Electric Heat Pump

e. Oil / Other

## Cooking

a. Natural Gas

\$5.00

\$7.00

\$7.00

\$8.00

b. Bottle Gas/Propane

c. Electric

## Other Electric & Cooling

Other Electric (Lights & Appliances)

\$24.00

\$30.00

\$37.00

\$43.00

Air Conditioning

\$14.00

\$19.00

\$23.00

\$28.00

## Water Heating

a. Natural Gas

b. Bottle Gas/Propane

c. Electric

\$25.00

\$30.00

\$36.00

\$41.00

d. Oil / Other

## Water, Sewer, Trash Collection

Water

Sewer

Trash Collection

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied

Refrigerator Tenant-supplied

## Other--specify: Monthly Charges

Electric California Credit \$-4.62

-\$5.00

-\$5.00

-\$5.00

-\$5.00

Natural Gas California Credit \$-2.12

-\$2.00

-\$2.00

-\$2.00

-\$2.00

## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service per month cost

Heating

\$

Cooking

\$

Other Electric

\$

Air Conditioning

\$

Water Heating

\$

Water

\$

Sewer

\$

Trash Collection

\$

Range / Microwave

\$

Refrigerator

\$

Other

\$

Other

\$

Total

\$





# Utility Allowance Schedule

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

U.S. Department of Housing and  
Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 2577-0169  
exp. 7/31/2022

Date (mm/dd/yyyy):

Locality:

**Housing Authorities of the City of Fresno, CA**

Unit Type: **Semi-Detached/Duplex (3-BR) &  
Detached House (4-BR)**

Utility or Service: **Yosemite Village**

**0 BR**

**1 BR**

**2 BR**

**3 BR**

**4 BR**

**5 BR**

Monthly Dollar Allowances

## Heating

a. Natural Gas

\$12.00

\$26.00

b. Bottle Gas/Propane

c. Electric

d. Electric Heat Pump

e. Oil / Other

## Cooking

a. Natural Gas

\$7.00

\$8.00

b. Bottle Gas/Propane

c. Electric

## Other Electric & Cooling

Other Electric (Lights & Appliances)

\$37.00

\$43.00

Air Conditioning

\$28.00

\$45.00

## Water Heating

a. Natural Gas

\$16.00

\$28.00

b. Bottle Gas/Propane

c. Electric

d. Oil / Other

## Water, Sewer, Trash Collection

Water

Sewer

Trash Collection

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied

Refrigerator Tenant-supplied

## Other--specify: Monthly Charges

Electric California Credit \$-4.62

-\$5.00

-\$5.00

Natural Gas California Credit \$-2.12

-\$2.00

-\$2.00

## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service per month cost

Heating

\$

Cooking

\$

Other Electric

\$

Air Conditioning

\$

Water Heating

\$

Water

\$

Sewer

\$

Trash Collection

\$

Range / Microwave

\$

Refrigerator

\$

Other

\$

Other

\$

Total

\$



# SURVEY AND STUDY RESULTS

## TAX CREDIT PROPERTY

### (INCLUDES PUBLIC HOUSING UNITS)

### ANNUAL UPDATE 2019

---

Utility Allowances were calculated for electric and natural gas for the Tax Credit property, **Yosemite Village**, (which includes Public Housing units) located in **Fresno, CA**. Utility Allowances were developed by structure type and unit size, for tenant-paid utilities. **Additionally, the Yosemite Village property has energy efficient windows and water heaters.** The proposed Utility Allowances are shown in the following section on forms HUD-52667. Total utility allowances are shown below.

#### Tax Credit Units

##### Row House/Townhouse

UNIT SIZE	1 BR	2 BR	3 BR	4 BR
Yosemite Village	<b>\$67.00</b>	<b>\$87.00</b>	<b>\$106.00</b>	<b>\$124.00</b>

##### Semi-Detached/Duplex & Detached House

UNIT SIZE	3 BR	4 BR
Yosemite Village	<b>\$93.00</b>	<b>\$143.00</b>

#### Public Housing Units

##### Row House/Townhouse

UNIT SIZE	1 BR	2 BR	3 BR	4 BR
Yosemite Village	<b>\$53.00</b>	<b>\$68.00</b>	<b>\$83.00</b>	<b>\$96.00</b>

##### Semi-Detached/Duplex & Detached House

UNIT SIZE	3 BR	4 BR
Yosemite Village	<b>\$65.00</b>	<b>\$98.00</b>

# Utility Allowance Schedule

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

U.S. Department of Housing and  
Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 2577-0169  
exp. 7/31/2022

Date (mm/dd/yyyy):

Locality: **Housing Authorities of the City &  
County of Fresno, CA**

Unit Type: **Apartment**

Utility or Service: **Kerman Acres**

**0 BR**

**1 BR**

**2 BR**

**3 BR**

**4 BR**

**5 BR**

Monthly Dollar Allowances

## Heating

a. Natural Gas

\$3.00

\$3.00

b. Bottle Gas/Propane

c. Electric

d. Electric Heat Pump

e. Oil / Other

## Cooking

a. Natural Gas

b. Bottle Gas/Propane

c. Electric

\$9.00

\$10.00

## Other Electric & Cooling

Other Electric (Lights & Appliances)

\$33.00

\$39.00

Air Conditioning

\$12.00

\$15.00

## Water Heating

a. Natural Gas

\$10.00

\$10.00

b. Bottle Gas/Propane

c. Electric

d. Oil / Other

## Water, Sewer, Trash Collection

Water

Sewer

Trash Collection

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied

Refrigerator Tenant-supplied

## Other--specify: Monthly Charges

Electric California Credit \$-4.62

-\$5.00

-\$5.00

Natural Gas California Credit \$-2.12

-\$2.00

-\$2.00

## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service

per month cost

Heating

\$

Cooking

\$

Other Electric

\$

Air Conditioning

\$

Water Heating

\$

Water

\$

Sewer

\$

Trash Collection

\$

Range / Microwave

\$

Refrigerator

\$

Other

\$

Other

\$

Total

\$



# SURVEY AND STUDY RESULTS

## TAX CREDIT PROPERTY

### (INCLUDES PUBLIC HOUSING UNITS)

## ANNUAL UPDATE 2019

---

Utility Allowances were calculated for electric and natural gas utilities for the Tax Credit property, **Kerman Acres**, (which includes Public Housing units) and is located in **Kerman, CA**. Utility Allowances were developed by structure type and unit size, for tenant-paid utilities. **Additionally, the Kerman Acres property has energy efficient vinyl windows, heat pumps, insulation, and 100% fluorescent lighting.** See Proposed Monthly Utility Allowances documented in the form HUD-52667, on the following page. Total utility allowances are shown below.

#### Tax Credit Units

UNIT SIZE	3 BR	4 BR
Kerman Acres	\$60.00	\$70.00

#### Public Housing Units

UNIT SIZE	3 BR	4 BR
Kerman Acres	\$48.00	\$55.00

# Utility Allowance Schedule

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

U.S. Department of Housing and  
Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 2577-0169  
exp. 7/31/2022

Date (mm/dd/yyyy):

Locality: **Housing Authorities of the City & County of Fresno, CA**

Unit Type: **Apartment**

Utility or Service: **Parc Grove Commons Northwest**

0 BR

1 BR

2 BR

3 BR

4 BR

5 BR

Monthly Dollar Allowances

## Heating

a. Natural Gas

\$3.00

\$4.00

\$6.00

\$6.00

b. Bottle Gas/Propane

c. Electric

d. Electric Heat Pump

e. Fuel Oil

## Cooking

a. Natural Gas

\$5.00

\$7.00

\$7.00

\$8.00

b. Bottle Gas/Propane

c. Electric

## Other Electric & Cooling

Other Electric (Lights & Appliances)

\$24.00

\$30.00

\$37.00

\$43.00

Air Conditioning

\$5.00

\$9.00

\$12.00

\$15.00

## Water Heating

a. Natural Gas

\$7.00

\$8.00

\$9.00

\$10.00

b. Bottle Gas/Propane

c. Electric

d. Fuel Oil

## Water, Sewer, Trash Collection

Water

Sewer

Trash Collection

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied

Refrigerator Tenant-supplied

## Other--specify: Monthly Charges

Electric Charge \$-4.62

-\$5.00

-\$5.00

-\$5.00

-\$5.00

Natural Gas Charge \$-2.12

-\$2.00

-\$2.00

-\$2.00

-\$2.00

## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service per month cost

Heating

\$

Cooking

\$

Other Electric

\$

Air Conditioning

\$

Water Heating

\$

Water

\$

Sewer

\$

Trash Collection

\$

Range / Microwave

\$

Refrigerator

\$

Other

\$

Other

\$

Total

\$



# Utility Allowance Schedule

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

U.S. Department of Housing and  
Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 2577-0169  
exp. 7/31/2022

Date (mm/dd/yyyy):

Locality: **Housing Authorities of the City & County of Fresno, CA**

Unit Type: **Apartment**

Utility or Service: **Non-Public Housing Units  
Parc Grove Commons II**

**0 BR**

**1 BR**

**2 BR**

**3 BR**

**4 BR**

**5 BR**

Monthly Dollar Allowances

## Heating

a. Natural Gas

\$3.00

\$3.00

\$4.00

\$4.00

b. Bottle Gas/Propane

c. Electric

d. Electric Heat Pump

e. Oil / Other

## Cooking

a. Natural Gas

\$5.00

\$7.00

\$7.00

\$8.00

b. Bottle Gas/Propane

c. Electric

## Other Electric & Cooling

Other Electric (Lights & Appliances)

\$24.00

\$30.00

\$37.00

\$43.00

Air Conditioning

\$5.00

\$7.00

\$10.00

\$12.00

## Water Heating

a. Natural Gas

\$4.00

\$4.00

\$5.00

\$5.00

b. Bottle Gas/Propane

c. Electric

d. Oil / Other

## Water, Sewer, Trash Collection

Water

Sewer

Trash Collection

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied

Refrigerator Tenant-supplied

## Other--specify: Monthly Charges

Electric Charge \$-4.62

-\$5.00

-\$5.00

-\$5.00

-\$5.00

Natural Gas Charge \$-2.12

-\$2.00

-\$2.00

-\$2.00

-\$2.00

## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service

per month cost

Heating

\$

Cooking

\$

Other Electric

\$

Air Conditioning

\$

Water Heating

\$

Water

\$

Sewer

\$

Trash Collection

\$

Range / Microwave

\$

Refrigerator

\$

Other

\$

Other

\$

Total

\$





# HOUSING AUTHORITIES OF THE CITY & COUNTY OF FRESNO, CA PUBLIC HOUSING UNITS

## PROPOSED MONTHLY UTILITY ALLOWANCES Chart 1

UPDATE 2019

Building Type: Apartment/Multi-Family

<b>Parc Grove Commons II (EE Equip: Win,H,WH,Ins)</b>	<b>0BR</b>	<b>1BR</b>	<b>2BR</b>	<b>3BR</b>	<b>4BR</b>	<b>5BR</b>
Electricity (L&A)		\$20.00	\$25.00	\$32.00	\$38.00	
Natural Gas (H,WH,C)		\$10.00	\$13.00	\$15.00	\$16.00	
<b>Totals</b>		<b>\$30.00</b>	<b>\$38.00</b>	<b>\$47.00</b>	<b>\$54.00</b>	

A monthly average cost of the summer and winter adjustments were used for the total costs.

L&A= Lights & Appliances

H= Space Heating

WH= Water Heating

C= Cooking

EE Equip= Energy Efficient Equipment

Win= Windows

Ins= Insulation

**Note: Public Housing utility allowances are calculated similar to the method used by each utility provider. These allowances are not calculated by end use (like the Section 8 HCV Program), but by total usage for each utility type. Utility providers' monthly charges are included in the calculations.**

## **Public Housing Individual Relief Medical Equipment Allowances**

**Electric Provider: Pacific Gas & Electric**

Item	Hours per Day	Wattage	Monthly kWh	Energy Charge	Utility Allowance
Oxygen Concentrator	18	400	223	0.14362	\$32.00
Nebulizer	2	75	5	0.14362	\$1.00
Electric Hospital Bed	0.2	200	1	0.14362	\$1.00
Alternating Pressure Pad	24	70	52	0.14362	\$7.00
Low Air-Loss Mattress	24	120	89	0.14362	\$13.00
Power Wheelchair/Scooter	3	360	33	0.14362	\$5.00
Feeding Tube Pump	24	120	89	0.14362	\$13.00
CPAP Machine	10	30	9	0.14362	\$1.00
Leg Compression Pump	24	30	22	0.14362	\$3.00
Dialysis Machine/Equipment	2	710	44	0.14362	\$6.00

### ***Oxygen Concentrator***

Use per day varies, assume 12-14 hours a day.

The 5-Liter model uses 400 W, the 3-Liter model uses 320 W.

### ***Nebulizer***

A medicine delivery system used mostly for pediatric care.

Used 4-6 times a day for 20 minutes at a time at 75W.

### ***Semi/Fully Electric Hospital Bed***

Use depends on adjustments. 200 W.

### ***Alternating Pressure Pad***

An air-filled mattress overlay.

Used 24 hours a day for someone who is bed-ridden.

### ***Low Air-Loss Mattress***

Takes the place of mattress - air -filled pressurized mattress.

Cycles air around every 15-20 minutes.

### ***Power Wheelchairs and Scooters***

Need to be charged approximately 8 hours every 3 days.

Batteries are 120 V, 3 Amp, 360 W.

### ***Feeding Tube Pump (Continuous Feed)***

A pump delivers a constant amount of formula throughout the day or night.

### ***CPAP Machine***

Used for Sleep Apnea. Machines run only at night for people who have a tendency to stop breathing at night. At maximum pressure use is 40 Watts. On average - 30 Watts.

### ***Leg Compression Pump***

Provides intensive compression therapy. Use varies, generally from 8-24 hours daily.

### ***Dialysis Machine/Equipment (Small/Portable)***

Filters a patient's blood to remove excess water and waste products. Used 2 hours daily.





**HOUSING AUTHORITIES OF THE CITY & COUNTY OF FRESNO, CA**  
**PUBLIC HOUSING**  
**CITY OF FRESNO**

**PROPOSED MONTHLY UTILITY ALLOWANCES**  
**Chart 1**

**UPDATE 2019**

**Building Type: Semi-Detached/Duplex**

Sequoia Courts, Sierra Plaza, Fairview Heights, Sequoia Courts, Sierra Terrace, Monte Vista, DeSoto II, CA-06/02,03,04,05,06,07,26						
<b>(EE Equip: Win,WH,CFL)</b>	0BR	1BR	2BR	3BR	4BR	5BR
<b>Monthly Average Totals</b> (Electric, Natural Gas)		\$42.00	\$54.00	\$66.00	\$76.00	\$88.00

**Building Type: Detached House**

Sierra Plaza, Sierra Terrace, HOP CA-06/03, 06, 17, 23, 25						
<b>(EE Equip: Win,WH,Ins,CFL)</b>	0BR	1BR	2BR	3BR	4BR	5BR
<b>Monthly Average Totals</b> (Electric, Natural Gas)				\$94.00	\$95.00	\$109.00

A monthly average cost of the summer and winter adjustments were used for the electric & natural gas total costs.

L&A= Lights & Appliances  
H= Space Heating  
WH= Water Heating  
C= Cooking

EE Equip= Energy Efficient Equipment  
Win= Windows  
Ins= Insulation  
CFL= 100% Fluorescent Lighting



# HOUSING AUTHORITIES OF THE CITY & COUNTY OF FRESNO, CA

## PUBLIC HOUSING COUNTY OF FRESNO

### PROPOSED MONTHLY UTILITY ALLOWANCES

#### Chart 2

UPDATE 2019

#### Building Type: Row House/Townhouse & Semi-Detached/Duplex

<i>Sunset Terrace, Cazares Terrace I, Helsem Terrace, Mendoza Terrace I, Taylor Terrace, Marcelli Terrace, Mendoza Terrace II, Cazares Terrace II, Del Rey, Firebaugh Elderly, Laton Apartments, San Joaquin, Biola Apartments, Huron Apartments, Pinedale Apartments II, Cardella Courts, Pinedale Apartments, Wedgewood Commons, DeSoto Gardens</i> <i>CA-28/03,06,07,08,10,11,12,13,18,19,20,21,22,23,24,30,33</i>						
<b>(EE Equip: Win,H,Ins,CFL)</b>	<b>0BR</b>	<b>1BR</b>	<b>2BR</b>	<b>3BR</b>	<b>4BR</b>	<b>5BR</b>
<b>Monthly Average Totals</b> (Electric, Natural Gas)	<b>\$42.00</b>	<b>\$43.00</b>	<b>\$55.00</b>	<b>\$66.00</b>	<b>\$77.00</b>	<b>\$86.00</b>

#### Building Type: Detached House

<i>Mendoza Terrace II, Cazares Terrace II, Sunset Terrace, Del Rey, Laton Apartments, San Joaquin Apartments, Pinedale Apartments II, Pinedale Apartments, HOP</i> <i>CA-28/12,13,17,18,20,28,34 21,24,32</i>						
<b>(EE Equip: Win,H,Ins,CFL)</b>	<b>0BR</b>	<b>1BR</b>	<b>2BR</b>	<b>3BR</b>	<b>4BR</b>	<b>5BR</b>
<b>Monthly Average Totals</b> (Electric, Natural Gas)				<b>\$100.00</b>	<b>\$102.00</b>	<b>\$117.00</b>

A monthly average cost of the summer and winter adjustments were used for the electric & natural gas total costs.

L&A= Lights & Appliances

H= Space Heating

WH= Water Heating

C= Cooking

EE Equip= Energy Efficient Equipment

Win= Windows

Ins= Insulation

CFL= 100% Fluorescent Lighting

## **Individual Relief Medical Equipment Allowances**

**Electric Provider: Pacific Gas & Electric**

Item	Hours per Day	Wattage	Monthly kWh	Energy Charge	Utility Allowance
Oxygen Concentrator	18	400	223	0.14362	\$32.00
Nebulizer	2	75	5	0.14362	\$1.00
Electric Hospital Bed	0.2	200	1	0.14362	\$1.00
Alternating Pressure Pad	24	70	52	0.14362	\$7.00
Low Air-Loss Mattress	24	120	89	0.14362	\$13.00
Power Wheelchair/Scooter	3	360	33	0.14362	\$5.00
Feeding Tube Pump	24	120	89	0.14362	\$13.00
CPAP Machine	10	30	9	0.14362	\$1.00
Leg Compression Pump	24	30	22	0.14362	\$3.00
Dialysis Machine/Equipment	2	710	44	0.14362	\$6.00

### ***Oxygen Concentrator***

Use per day varies, assume 12-14 hours a day.

The 5-Liter model uses 400 W, the 3-Liter model uses 320 W.

### ***Nebulizer***

A medicine delivery system used mostly for pediatric care.

Used 4-6 times a day for 20 minutes at a time at 75W.

### ***Semi/Fully Electric Hospital Bed***

Use depends on adjustments. 200 W.

### ***Alternating Pressure Pad***

An air-filled mattress overlay.

Used 24 hours a day for someone who is bed-ridden.

### ***Low Air-Loss Mattress***

Takes the place of mattress - air -filled pressurized mattress.

Cycles air around every 15-20 minutes.

### ***Power Wheelchairs and Scooters***

Need to be charged approximately 8 hours every 3 days.

Batteries are 120 V, 3 Amp, 360 W.

### ***Feeding Tube Pump (Continuous Feed)***

A pump delivers a constant amount of formula throughout the day or night.

### ***CPAP Machine***

Used for Sleep Apnea. Machines run only at night for people who have a tendency to stop breathing at night. At maximum pressure use is 40 Watts. On average - 30 Watts.

### ***Leg Compression Pump***

Provides intensive compression therapy. Use varies, generally from 8-24 hours daily.

### ***Dialysis Machine/Equipment (Small/Portable)***

Filters a patient's blood to remove excess water and waste products. Used 2 hours daily.

# Utility Allowance Schedule

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

U.S. Department of Housing and  
Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 2577-0169  
exp. 7/31/2022

Date (mm/dd/yyyy):

1/1/2020

Locality: **Housing Authorities of the City &  
County of Fresno, CA**

Unit Type: **Multi-Family (Apartment)**

Utility or Service:

0 BR

1 BR

2 BR

3 BR

4 BR

5 BR

Monthly Dollar Allowances

## Heating

a. Natural Gas (PG&E) (Includes Climate Credit)	\$13.00	\$15.00	\$17.00	\$19.00	\$21.00	\$23.00
b. Natural Gas (SoCal Gas) (Includes Monthly Charge)	\$16.00	\$17.00	\$19.00	\$21.00	\$22.00	\$24.00
c. Bottle Gas/Propane	\$33.00	\$37.00	\$43.00	\$48.00	\$52.00	\$56.00
d. Electric	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	\$31.00
e. Electric Heat Pump	\$11.00	\$13.00	\$16.00	\$18.00	\$20.00	\$22.00
f. Fuel Oil						

## Cooking

a. Natural Gas (avg)	\$3.00	\$3.00	\$5.00	\$6.00	\$7.00	\$8.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$11.00	\$15.00	\$20.00	\$22.00
c. Electric	\$6.00	\$7.00	\$10.00	\$13.00	\$16.00	\$19.00

## Other Electric & Cooling

Other Electric (Lights & Appliances) (Includes Climate Credit)	\$18.00	\$22.00	\$32.00	\$42.00	\$52.00	\$64.00
Air Conditioning	\$12.00	\$14.00	\$20.00	\$25.00	\$31.00	\$36.00

## Water Heating

a. Natural Gas (avg)	\$6.00	\$7.00	\$9.00	\$12.00	\$16.00	\$19.00
b. Bottle Gas/Propane	\$15.00	\$17.00	\$24.00	\$30.00	\$41.00	\$48.00
c. Electric	\$14.00	\$16.00	\$20.00	\$25.00	\$29.00	\$34.00
d. Fuel Oil						

## Water, Sewer, Trash Collection

Water	N/A	N/A	N/A	N/A	N/A	N/A
Sewer	N/A	N/A	N/A	N/A	N/A	N/A
Trash Collection	N/A	N/A	N/A	N/A	N/A	N/A

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

## Other--specify: Monthly Charges


## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service

per month cost

Heating \$

Cooking \$

Other Electric \$

Air Conditioning \$

Water Heating \$

Water \$

Sewer \$

Trash Collection \$

Range / Microwave \$

Refrigerator \$

Other \$

Other \$

Total \$



The Nelrod Company 9/2019 Update

adapted from form HUD-52667  
(7/2019)



# Utility Allowance Schedule

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

U.S. Department of Housing and  
Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 2577-0169  
exp. 7/31/2022

Date (mm/dd/yyyy): 1/1/2020

Locality: **Housing Authorities of the City & County of Fresno, CA**

Unit Type: **Multi-Family (Apartment)**

Utility or Service:	6 BR	7 BR				
Monthly Dollar Allowances						
<b>Heating</b>						
a. Natural Gas (PG&E) (Includes Climate Credit)	\$25.00	\$27.00				
b. Natural Gas (SoCal Gas) (Includes Monthly Charge)	\$25.00	\$27.00				
c. Bottle Gas/Propane	\$61.00	\$67.00				
d. Electric	\$34.00	\$36.00				
e. Electric Heat Pump	\$23.00	\$25.00				
f. Fuel Oil						
<b>Cooking</b>						
a. Natural Gas (avg)	\$9.00	\$10.00				
b. Bottle Gas/Propane	\$24.00	\$26.00				
c. Electric	\$21.00	\$22.00				
<b>Other Electric &amp; Cooling</b>						
Other Electric (Lights & Appliances) (Includes Climate Credit)	\$71.00	\$77.00				
Air Conditioning	\$39.00	\$42.00				
<b>Water Heating</b>						
a. Natural Gas (avg)	\$21.00	\$22.00				
b. Bottle Gas/Propane	\$52.00	\$56.00				
c. Electric	\$36.00	\$39.00				
d. Fuel Oil						
<b>Water, Sewer, Trash Collection</b>						
Water	N/A	N/A				
Sewer	N/A	N/A				
Trash Collection	N/A	N/A				
<b>Tenant-supplied Appliances</b>						
Range / Microwave Tenant-supplied	\$11.00	\$11.00				
Refrigerator Tenant-supplied	\$12.00	\$12.00				
<b>Other--specify: Monthly Charges</b>						
<b>Actual Family Allowances</b>			Utility or Service per month cost			
To be used by the family to compute allowance. Complete below for the actual unit rented.			Heating			
			\$			
Name of Family			Cooking			
			\$			
			Other Electric			
			\$			
			Air Conditioning			
Address of Unit			\$			
			Water Heating			
			\$			
			Water			
			\$			
Number of Bedrooms			Sewer			
			\$			
			Trash Collection			
			\$			
			Range / Microwave			
			\$			
			Refrigerator			
			\$			
			Other			
			\$			
			Other			
			\$			
			Total			
			\$			



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# Utility Allowance Schedule

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The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

U.S. Department of Housing and  
Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 2577-0169  
exp. 7/31/2022

Date (mm/dd/yyyy): 1/1/2020

Locality: **Housing Authorities of the City &  
County of Fresno, CA**

Unit Type: **Single-Family (Detached House)**

Utility or Service:	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Monthly Dollar Allowances						
<b>Heating</b>						
a. Natural Gas (PG&E) (Includes Climate Credit)	\$19.00	\$22.00	\$25.00	\$27.00	\$30.00	\$33.00
b. Natural Gas (SoCal Gas) (Includes Monthly Charge)	\$21.00	\$23.00	\$25.00	\$27.00	\$30.00	\$32.00
c. Bottle Gas/Propane	\$48.00	\$54.00	\$61.00	\$67.00	\$74.00	\$80.00
d. Electric	\$27.00	\$32.00	\$36.00	\$41.00	\$45.00	\$50.00
e. Electric Heat Pump	\$16.00	\$19.00	\$22.00	\$25.00	\$28.00	\$31.00
f. Fuel Oil						
<b>Cooking</b>						
a. Natural Gas (avg)	\$3.00	\$3.00	\$5.00	\$6.00	\$7.00	\$8.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$11.00	\$15.00	\$20.00	\$22.00
c. Electric	\$6.00	\$7.00	\$10.00	\$13.00	\$16.00	\$19.00
<b>Other Electric &amp; Cooling</b>						
Other Electric (Lights & Appliances) (Includes Climate Credit)	\$28.00	\$34.00	\$49.00	\$66.00	\$85.00	\$104.00
Air Conditioning	\$9.00	\$11.00	\$25.00	\$39.00	\$52.00	\$66.00
<b>Water Heating</b>						
a. Natural Gas (avg)	\$7.00	\$8.00	\$12.00	\$16.00	\$20.00	\$23.00
b. Bottle Gas/Propane	\$20.00	\$22.00	\$30.00	\$41.00	\$50.00	\$59.00
c. Electric	\$17.00	\$20.00	\$26.00	\$31.00	\$36.00	\$42.00
d. Fuel Oil						
<b>Water, Sewer, Trash Collection</b>						
Water	N/A	N/A	N/A	N/A	N/A	N/A
Sewer	N/A	N/A	N/A	N/A	N/A	N/A
Trash Collection	N/A	N/A	N/A	N/A	N/A	N/A
<b>Tenant-supplied Appliances</b>						
Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
<b>Other--specify: Monthly Charges</b>						
<b>Actual Family Allowances</b>			Utility or Service per month cost			
To be used by the family to compute allowance. Complete below for the actual unit rented.			Heating			
			\$			
Name of Family			Cooking			
			\$			
Address of Unit			Other Electric			
			\$			
			Air Conditioning			
			\$			
Number of Bedrooms			Water Heating			
			\$			
			Water			
			\$			
			Sewer			
			\$			
Number of Bedrooms			Trash Collection			
			\$			
			Range / Microwave			
			\$			
			Refrigerator			
			\$			
Number of Bedrooms			Other			
			\$			
Number of Bedrooms			Total			
			\$			



The Nelrod Company 9/2019 Update

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(7/2019)



# Utility Allowance Schedule

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

U.S. Department of Housing and  
Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 2577-0169  
exp. 7/31/2022

Date (mm/dd/yyyy): 1/1/2020

Locality: **Housing Authorities of the City & County of Fresno, CA**

Unit Type: **Single-Family (Detached House)**

Utility or Service:	6 BR	7 BR				
Monthly Dollar Allowances						
<b>Heating</b>						
a. Natural Gas ( <b>PG&amp;E</b> ) (Includes Climate Credit)	\$37.00	\$40.00				
b. Natural Gas ( <b>SoCal Gas</b> ) (Includes Monthly Charge)	\$35.00	\$37.00				
c. Bottle Gas/Propane	\$87.00	\$95.00				
d. Electric	\$55.00	\$60.00				
e. Electric Heat Pump	\$33.00	\$35.00				
f. Fuel Oil						
<b>Cooking</b>						
a. Natural Gas ( <b>avg</b> )	\$9.00	\$10.00				
b. Bottle Gas/Propane	\$24.00	\$26.00				
c. Electric	\$21.00	\$22.00				
<b>Other Electric &amp; Cooling</b>						
Other Electric (Lights & Appliances) (Includes Climate Credit)	\$114.00	\$123.00				
Air Conditioning	\$72.00	\$78.00				
<b>Water Heating</b>						
a. Natural Gas ( <b>avg</b> )	\$25.00	\$27.00				
b. Bottle Gas/Propane	\$63.00	\$69.00				
c. Electric	\$45.00	\$49.00				
d. Fuel Oil						
<b>Water, Sewer, Trash Collection</b>						
Water	N/A	N/A				
Sewer	N/A	N/A				
Trash Collection	N/A	N/A				
<b>Tenant-supplied Appliances</b>						
Range / Microwave Tenant-supplied	\$11.00	\$11.00				
Refrigerator Tenant-supplied	\$12.00	\$12.00				
<b>Other--specify: Monthly Charges</b>						
<b>Actual Family Allowances</b>			Utility or Service per month cost			
To be used by the family to compute allowance. Complete below for the actual unit rented.			Heating			
			\$			
Name of Family			Cooking			
			\$			
Address of Unit			Other Electric			
			\$			
			Air Conditioning			
			\$			
Number of Bedrooms			Water Heating			
			\$			
			Water			
			\$			
			Sewer			
			\$			
			Trash Collection			
\$						
			Range / Microwave			
			\$			
			Refrigerator			
			\$			
			Other			
\$						
			Other			
\$						
			Total			
\$						



The Nelrod Company 9/2019 Update

adapted from form HUD-52667  
(7/2019)

## **Reasonable Accommodation Medical Equipment Allowances**

**Electric Provider: Pacific Gas & Electric (wtd avg)**

Item	Hours per Day	Wattage	Monthly kWh	Energy Charge	Utility Allowance
Oxygen Concentrator	18	400	223	0.14362	\$32.00
Nebulizer	2	75	5	0.14362	\$1.00
Electric Hospital Bed	0.2	200	1	0.14362	\$1.00
Alternating Pressure Pad	24	70	52	0.14362	\$7.00
Low Air-Loss Mattress	24	120	89	0.14362	\$13.00
Power Wheelchair/Scooter	3	360	33	0.14362	\$5.00
Feeding Tube Pump	24	120	89	0.14362	\$13.00
CPAP Machine	10	30	9	0.14362	\$1.00
Leg Compression Pump	24	30	22	0.14362	\$3.00
Dialysis Machine/Equipment	2	710	44	0.14362	\$6.00

### ***Oxygen Concentrator***

Use per day varies, assume 12-14 hours a day. The 5-Liter model uses 400 W, the 3-Liter model uses 320 W.

### ***Nebulizer***

A medicine delivery system used mostly for pediatric care. Used 4-6 times a day for 20 minutes at a time at 75W.

### ***Semi/Fully Electric Hospital Bed***

Use depends on adjustments. 200 W.

### ***Alternating Pressure Pad***

An air-filled mattress overlay. Used 24 hours a day for someone who is bed-ridden.

### ***Low Air-Loss Mattress***

Takes the place of mattress - air-filled pressurized mattress. Cycles air around every 15-20 minutes.

### ***Power Wheelchairs and Scooters***

Need to be charged approximately 8 hours every 3 days. Batteries are 120 V, 3 Amp, 360 W.

### ***Feeding Tube Pump (Continuous Feed)***

A pump delivers a constant amount of formula throughout the day or night.

### ***CPAP Machine***

For Sleep Apnea. Runs only at night for people who have a tendency to stop breathing at night. At maximum pressure use is 40 Watts. On average - 30 Watts

### ***Leg Compression Pump***

Provides intensive compression therapy. Use varies, generally from 8-24 hours daily.

### ***Dialysis Machine/Equipment (Small/Portable)***

Filters a patient's blood to remove excess water and waste products. Used 2 hours daily.



		Apartment (Multi-Family)											
Utility or Service		0			1			2			3		
		1/2019	1/2020	Difference	1/2019	1/2020	Difference	1/2019	1/2020	Difference	1/2019	1/2020	Difference
Heating	a PGE Natural Gas (includes climate credit)	\$12	\$13	\$1	\$14	\$15	\$1	\$16	\$17	\$1	\$18	\$19	\$1
	a SoCal Gas Natural Gas (includes monthly charge)	\$18	\$16	(\$2)	\$19	\$17	(\$2)	\$21	\$19	(\$2)	\$23	\$21	(\$2)
	b Bottle Gas/Propane	\$34	\$33	(\$1)	\$39	\$37	(\$2)	\$46	\$43	(\$3)	\$50	\$48	(\$2)
	c Electric	\$12	\$13	\$1	\$14	\$15	\$1	\$18	\$19	\$1	\$22	\$23	\$1
	d Electric Heat Pump	\$11	\$11	\$0	\$12	\$13	\$1	\$15	\$16	\$1	\$17	\$18	\$1
	e Oil/Other	-	-	-	-	-	-	-	-	-	-	-	-
Cooking	a Natural Gas (average)	\$3	\$3	\$0	\$3	\$3	\$0	\$5	\$5	\$0	\$6	\$6	\$0
	b Bottle Gas/Propane	\$7	\$7	\$0	\$7	\$7	\$0	\$11	\$11	\$0	\$16	\$15	(\$1)
	c Electric	\$6	\$6	\$0	\$6	\$7	\$1	\$9	\$10	\$1	\$12	\$13	\$1
Other Electric (Climate Credit, Lights, & Appliances)		\$14	\$18	\$4	\$18	\$22	\$4	\$28	\$32	\$4	\$37	\$42	\$5
Air Conditioning		\$11	\$12	\$1	\$13	\$14	\$1	\$19	\$20	\$1	\$24	\$25	\$1
Water Heating	a Natural Gas	\$6	\$6	\$0	\$7	\$7	\$0	\$10	\$9	(\$1)	\$13	\$12	(\$1)
	b Bottle Gas/Propane	\$16	\$15	(\$1)	\$18	\$17	(\$1)	\$25	\$24	(\$1)	\$32	\$30	(\$2)
	c Electric	\$13	\$14	\$1	\$15	\$16	\$1	\$19	\$20	\$1	\$23	\$25	\$2
	d Oil/Other	-	-	-	-	-	-	-	-	-	-	-	-
Range / Microwave Tenant-purchasing/leasing		\$11	\$11	\$0	\$11	\$11	\$0	\$11	\$11	\$0	\$11	\$11	\$0
Refrigerator Tenant-purchasing/leasing		\$12	\$12	\$0	\$12	\$12	\$0	\$12	\$12	\$0	\$12	\$12	\$0

		Apartment (Multi-Family)											
Utility or Service		4			5			6			7		
		1/2019	1/2020	Difference	1/2019	1/2020	Difference	1/2019	1/2020	Difference	1/2019	1/2020	Difference
Heating	a PGE Natural Gas (includes climate credit)	\$20	\$21	\$1	\$23	\$23	\$0	\$25	\$25	\$0	\$27	\$27	\$0
	a SoCal Gas Natural Gas (includes monthly charge)	\$25	\$22	(\$3)	\$27	\$24	(\$3)	\$29	\$25	(\$4)	\$31	\$27	(\$4)
	b Bottle Gas/Propane	\$55	\$52	(\$3)	\$60	\$56	(\$4)	\$64	\$61	(\$3)	\$71	\$67	(\$4)
	c Electric	\$26	\$27	\$1	\$29	\$31	\$2	\$32	\$34	\$2	\$34	\$36	\$2
	d Electric Heat Pump	\$18	\$20	\$2	\$20	\$22	\$2	\$22	\$23	\$1	\$23	\$25	\$2
	e Oil/Other	-	-	-	-	-	-	-	-	-	-	-	-
Cooking	a Natural Gas (average)	\$8	\$7	(\$1)	\$9	\$8	(\$1)	\$10	\$9	(\$1)	\$11	\$10	(\$1)
	b Bottle Gas/Propane	\$21	\$20	(\$1)	\$23	\$22	(\$1)	\$25	\$24	(\$1)	\$27	\$26	(\$1)
	c Electric	\$15	\$16	\$1	\$18	\$19	\$1	\$20	\$21	\$1	\$21	\$22	\$1
Other Electric (Climate Credit, Lights, & Appliances)		\$47	\$52	\$5	\$59	\$64	\$5	\$65	\$71	\$6	\$71	\$77	\$6
Air Conditioning		\$29	\$31	\$2	\$34	\$36	\$2	\$37	\$39	\$2	\$39	\$42	\$3
Water Heating	a Natural Gas	\$17	\$16	(\$1)	\$20	\$19	(\$1)	\$22	\$21	(\$1)	\$24	\$22	(\$2)
	b Bottle Gas/Propane	\$44	\$41	(\$3)	\$50	\$48	(\$2)	\$55	\$52	(\$3)	\$60	\$56	(\$4)
	c Electric	\$28	\$29	\$1	\$32	\$34	\$2	\$34	\$36	\$2	\$37	\$39	\$2
	d Oil/Other	-	-	-	-	-	-	-	-	-	-	-	-
Range / Microwave Tenant-purchasing/leasing		\$11	\$11	\$0	\$11	\$11	\$0	\$11	\$11	\$0	\$11	\$11	\$0
Refrigerator Tenant-purchasing/leasing		\$12	\$12	\$0	\$12	\$12	\$0	\$12	\$12	\$0	\$12	\$12	\$0

		Detached House (Single-Family)											
Utility or Service		0			1			2			3		
		1/2019	1/2020	Difference	1/2019	1/2020	Difference	1/2019	1/2020	Difference	1/2019	1/2020	Difference
Heating	a PGE Natural Gas (includes climate credit)	\$18	\$19	\$1	\$22	\$22	\$0	\$25	\$25	\$0	\$27	\$27	\$0
	a SoCal Gas Natural Gas (includes monthly charge)	\$23	\$21	(\$2)	\$26	\$23	(\$3)	\$29	\$25	(\$4)	\$31	\$27	(\$4)
	b Bottle Gas/Propane	\$50	\$48	(\$2)	\$57	\$54	(\$3)	\$64	\$61	(\$3)	\$71	\$67	(\$4)
	c Electric	\$25	\$27	\$2	\$30	\$32	\$2	\$34	\$36	\$2	\$38	\$41	\$3
	d Electric Heat Pump	\$15	\$16	\$1	\$18	\$19	\$1	\$21	\$22	\$1	\$24	\$25	\$1
	e Oil/Other	-	-	-	-	-	-	-	-	-	-	-	-
Cooking	a Natural Gas (average)	\$3	\$3	\$0	\$3	\$3	\$0	\$5	\$5	\$0	\$6	\$6	\$0
	b Bottle Gas/Propane	\$7	\$7	\$0	\$7	\$7	\$0	\$11	\$11	\$0	\$16	\$15	(\$1)
	c Electric	\$6	\$6	\$0	\$6	\$7	\$1	\$9	\$10	\$1	\$12	\$13	\$1
Other Electric (Climate Credit, Lights, & Appliances)		\$24	\$28	\$4	\$29	\$34	\$5	\$43	\$49	\$6	\$60	\$66	\$6
Air Conditioning		\$9	\$9	\$0	\$10	\$11	\$1	\$23	\$25	\$2	\$36	\$39	\$3
Water Heating	a Natural Gas	\$8	\$7	(\$1)	\$9	\$8	(\$1)	\$13	\$12	(\$1)	\$17	\$16	(\$1)
	b Bottle Gas/Propane	\$21	\$20	(\$1)	\$23	\$22	(\$1)	\$32	\$30	(\$2)	\$44	\$41	(\$3)
	c Electric	\$16	\$17	\$1	\$19	\$20	\$1	\$24	\$26	\$2	\$29	\$31	\$2
	d Oil/Other	-	-	-	-	-	-	-	-	-	-	-	-
Range / Microwave Tenant-purchasing/leasing		\$11	\$11	\$0	\$11	\$11	\$0	\$11	\$11	\$0	\$11	\$11	\$0
Refrigerator Tenant-purchasing/leasing		\$12	\$12	\$0	\$12	\$12	\$0	\$12	\$12	\$0	\$12	\$12	\$0

		Detached House (Single-Family)											
Utility or Service		4			5			6			7		
		1/2019	1/2020	Difference	1/2019	1/2020	Difference	1/2019	1/2020	Difference	1/2019	1/2020	Difference
Heating	a PGE Natural Gas (includes climate credit)	\$30	\$30	\$0	\$33	\$33	\$0	\$36	\$37	\$1	\$39	\$40	\$1
	a SoCal Gas Natural Gas (includes monthly charge)	\$34	\$30	(\$4)	\$37	\$32	(\$5)	\$40	\$35	(\$5)	\$42	\$37	(\$5)
	b Bottle Gas/Propane	\$78	\$74	(\$4)	\$85	\$80	(\$5)	\$92	\$87	(\$5)	\$101	\$95	(\$6)
	c Electric	\$42	\$45	\$3	\$47	\$50	\$3	\$52	\$55	\$3	\$57	\$60	\$3
	d Electric Heat Pump	\$26	\$28	\$2	\$29	\$31	\$2	\$31	\$33	\$2	\$33	\$35	\$2
	e Oil/Other	-	\$7	-	-	-	-	-	-	-	-	-	-
Cooking	a Natural Gas (average)	\$8	\$20	\$12	\$9	\$8	(\$1)	\$10	\$9	(\$1)	\$11	\$10	(\$1)
	b Bottle Gas/Propane	\$21	\$16	(\$5)	\$23	\$22	(\$1)	\$25	\$24	(\$1)	\$27	\$26	(\$1)
	c Electric	\$15	\$85	\$70	\$18	\$19	\$1	\$20	\$21	\$1	\$21	\$22	\$1
Other Electric (Climate Credit, Lights, & Appliances)		\$79	\$85	\$6	\$98	\$104	\$6	\$107	\$114	\$7	\$117	\$123	\$6
Air Conditioning		\$49	\$52	\$3	\$62	\$66	\$4	\$68	\$72	\$4	\$74	\$78	\$4
Water Heating	a Natural Gas	\$21	\$20	(\$1)	\$25	\$23	(\$2)	\$27	\$25	(\$2)	\$29	\$27	(\$2)
	b Bottle Gas/Propane	\$53	\$50	(\$3)	\$62	\$59	(\$3)	\$66	\$63	(\$3)	\$73	\$69	(\$4)
	c Electric	\$34	\$36	\$2	\$40	\$42	\$2	\$43	\$45	\$2	\$46	\$49	\$3
	d Oil/Other	-	-	-	-	-	-	-	-	-	-	-	-
Range / Microwave Tenant-purchasing/leasing		\$11	\$11	\$0	\$11	\$11	\$0	\$11	\$11	\$0	\$11	\$11	\$0
Refrigerator Tenant-purchasing/leasing		\$12	\$12	\$0	\$12	\$12	\$0	\$12	\$12	\$0	\$12	\$12	\$0

# Comparison of Previous and Current Utility Rates

## Section 8 HCV Program

### HOUSING AUTHORITIES OF THE CITY & COUNTY OF FRESNO, CA

**NOTE: Rates in bold print indicate changes and gray print indicates removal.**

(We use the absolute value of the changes which gives us the percentage of change.

This is the best way to determine a 10% change in utility rates and charges.)

#### ELECTRIC

**UPDATE 2019**

<b>Pacific Gas &amp; Electric (EL-1 CARE)</b>		Rates		Difference	
Description	Measurement	8/2018	9/2019	Amount	Percent
California Climate Credit*	per month	-\$6.57	<b>-\$4.62</b>	\$1.95	<b>30%</b>
Tier-1 Total Energy Charges (baseline)	per kwh	0.13482	<b>0.14362</b>	0.00880	<b>7%</b>
Tier-2 Total Energy Charges (101%-400%)	per kwh	0.17796	<b>0.18042</b>	0.00246	<b>1%</b>
<b>Total % of Change</b>					<b>38%</b>

Territory R, \*Semi-annual climate credit changed from \$39.42 to \$27.70.

Summer: May - Oct (6), **Baseline changed from 15.6 (0-484) to 16.5 (0-512).**

Winter: Nov - Apr (6), **Baseline changed from 11 (0-341) to 11.1 (0-344).**

#### NATURAL GAS

<b>Pacific Gas &amp; Electric (G-1 CARE)</b>		Rates		Difference	
Description	Measurement	8/2018	9/2019	Amount	Percent
California Climate Credit*	per month	-\$2.49	<b>-\$2.12</b>	\$0.37	<b>15%</b>
Tier-1 Total Energy Charges (baseline)	per therm	1.04336	<b>1.04557</b>	0.00221	<b>0.2%</b>
Tier-2 Total Energy Charges (excess)	per therm	1.49187	<b>1.50950</b>	0.01763	<b>1%</b>
<b>Total % of Change</b>					<b>16.2%</b>

Territory R, Baseline quantities did not change.

Summer: Apr - Oct, baseline 0-14 (.46), Winter: Nov - Mar, baseline 0-56 (1.79)

\*Annual climate credit changed from \$29.85 to 25.45.

<b>Southern California Gas (CARE GR)</b>		Rates		Difference	
Description	Measurement	8/2018	9/2019	Amount	Percent
Total Monthly Charges	per month	\$4.08	\$4.08	\$0.00	<b>0%</b>
Tier-1 Total Energy Charges (baseline)	per therm	0.95998	<b>0.82231</b>	-0.13767	<b>-14%</b>
Tier-2 Total Energy Charges. (excess)	per therm	1.22296	<b>1.08930</b>	-0.13366	<b>-11%</b>
<b>Total % of Change</b>					<b>25%</b>

Climate Zone 2, Baseline quantities did not change.

Summer: May - Oct, baseline 0-15 (.473), Winter: Nov - Apr, baseline 0-57 (1.823)

#### BOTTLE GAS/PROPANE

<b>Suburban Propane</b>		Rates		Difference	
Description	Measurement	8/2018	9/2019	Amount	Percent
Fuel Rate	per gallon	\$2.29	<b>\$2.17</b>	-\$0.12	<b>-5%</b>

**Multi-Family Utility Comparison (rounded)**

Locality	Utility	Fiscal Year 2019	Fiscal Year 2020	Percent Change
Biola	Water	\$35	\$35	
	Trash	\$20	\$20	
	Sewer	\$44	\$44	
	<b>Total</b>	<b>\$99</b>	<b>\$99</b>	<b>0%</b>
Caruthers	Water	\$40	\$40	
	Trash	\$48	\$48	
	Sewer	\$35	\$35	
	<b>Total</b>	<b>\$123</b>	<b>\$123</b>	<b>0%</b>
Clovis	Water	\$32	\$33	
	Trash	\$70	\$72	
	Sewer	\$59	\$59	
	<b>Total</b>	<b>\$161</b>	<b>\$164</b>	<b>2%</b>
Coalinga	Water	\$44	\$44	
	Trash	\$29	\$30	
	Sewer	\$16	\$16	
	<b>Total</b>	<b>\$89</b>	<b>\$90</b>	<b>1%</b>
Del Rey	Water	\$17	\$17	
	Trash	\$20	\$22	
	Sewer	\$42	\$40	
	<b>Total</b>	<b>\$79</b>	<b>\$79</b>	<b>0%</b>
Firebaugh	Water	\$24	\$33	
	Trash	\$25	\$48	
	Sewer	\$50	\$52	
	<b>Total</b>	<b>\$99</b>	<b>\$133</b>	<b>34%</b>
Fowler	Water	\$19	\$21	
	Trash	\$29	\$30	
	Sewer	\$37	\$38	
	<b>Total</b>	<b>\$85</b>	<b>\$89</b>	<b>5%</b>
Fresno	Water	\$41	\$41	
	Trash	\$33	\$33	
	Sewer	\$26	\$26	
	<b>Total</b>	<b>\$100</b>	<b>\$100</b>	<b>0%</b>
Friant	Water	\$50	\$50	
	Trash	\$52	\$52	
	Sewer	\$0	\$0	
	<b>Total</b>	<b>\$102</b>	<b>\$102</b>	<b>0%</b>
Huron	Water	\$65	\$67	
	Trash	\$20	\$24	
	Sewer	\$26	\$26	
	<b>Total</b>	<b>\$111</b>	<b>\$117</b>	<b>6%</b>
Kerman	Water	\$25	\$38	
	Trash	\$19	\$20	
	Sewer	\$20	\$21	
	<b>Total</b>	<b>\$64</b>	<b>\$79</b>	<b>23%</b>
Kingsburg	Water	\$34	\$31	
	Trash	\$34	\$34	
	Sewer	\$35	\$36	
	<b>Total</b>	<b>\$103</b>	<b>\$101</b>	<b>-2%</b>

**Multi-Family Utility Comparison (rounded)**

Locality	Utility	Fiscal Year 2019	Fiscal Year 2020	Percent Change
Laton	Water	\$37	\$37	
	Trash	\$20	\$18	
	Sewer	\$41	\$41	
	Total	\$98	\$96	-2%
Mendota	Water	\$54	\$54	
	Trash	\$17	\$17	
	Sewer	\$37	\$37	
	Total	\$107	\$107	0%
Orange Cove	Water	\$52	\$45	
	Trash	\$21	\$21	
	Sewer	\$29	\$34	
	Total	\$102	\$100	-2%
Parlier	Water	\$31	\$39	
	Trash	\$22	\$23	
	Sewer	\$28	\$31	
	Total	\$81	\$92	14%
Pinedale	Water	\$24	\$24	
	Trash	\$27	\$33	
	Sewer	\$26	\$26	
	Total	\$77	\$83	8%
Raisin City	Water	\$50	\$52	
	Trash	\$41	\$43	
	Sewer	\$16	\$0	
	Total	\$107	\$95	-11%
Reedley	Water	\$42	\$43	
	Trash	\$29	\$30	
	Sewer	\$69	\$69	
	Total	\$141	\$143	2%
Riverdale	Water	\$43	\$43	
	Trash	\$13	\$13	
	Sewer	\$39	\$39	
	Total	\$96	\$96	0%
San Joaquin	Water	\$45	\$45	
	Trash	\$13	\$13	
	Sewer	\$38	\$38	
	Total	\$96	\$96	0%
Sanger	Water	\$35	\$35	
	Trash	\$28	\$28	
	Sewer	\$40	\$40	
	Total	\$102	\$102	0%
Selma	Water	\$65	\$73	
	Trash	\$31	\$32	
	Sewer	\$38	\$39	
	Total	\$133	\$144	9%
Squaw Valley	Water	\$0	\$0	
	Trash	\$51	\$54	
	Sewer	\$0	\$0	
	Total	\$51	\$54	7%

Single-Family Utility Comparison (rounded)				
Locality	Utility	Fiscal Year 2019	Fiscal Year 2020	Percent Change
Biola	Water	\$35	\$35	
	Trash	\$20	\$20	
	Sewer	\$44	\$44	
Total		\$99	\$99	0%
Caruthers	Water	\$40	\$40	
	Trash	\$48	\$48	
	Sewer	\$35	\$35	
Total		\$123	\$123	0%
Clovis	Water	\$32	\$33	
	Trash	\$70	\$72	
	Sewer	\$59	\$59	
Total		\$161	\$164	2%
Coalinga	Water	\$44	\$44	
	Trash	\$29	\$30	
	Sewer	\$16	\$16	
Total		\$89	\$90	1%
Del Rey	Water	\$17	\$17	
	Trash	\$20	\$22	
	Sewer	\$42	\$46	
Total		\$79	\$85	8%
Firebaugh	Water	\$25	\$32	
	Trash	\$25	\$48	
	Sewer	\$50	\$52	
Total		\$100	\$132	32%
Fowler	Water	\$19	\$21	
	Trash	\$29	\$30	
	Sewer	\$37	\$38	
Total		\$85	\$89	5%
Fresno	Water	\$41	\$41	
	Trash	\$33	\$33	
	Sewer	\$26	\$26	
Total		\$100	\$100	0%
Friant	Water	\$50	\$50	
	Trash	\$52	\$52	
	Sewer	\$0	\$0	
Total		\$102	\$102	0%
Huron	Water	\$55	\$57	
	Trash	\$20	\$24	
	Sewer	\$26	\$26	
Total		\$101	\$107	6%
Kerman	Water	\$25	\$38	
	Trash	\$20	\$21	
	Sewer	\$32	\$32	
Total		\$76	\$90	19%
Kingsburg	Water	\$34	\$33	
	Trash	\$37	\$37	
	Sewer	\$35	\$36	
Total		\$106	\$106	0%



**Single-Family Utility Comparison (rounded)**

Locality	Utility	Fiscal Year 2019	Fiscal Year 2020	Percent Change
Laton	Water	\$37	\$37	
	Trash	\$20	\$18	
	Sewer	\$41	\$41	
	<b>Total</b>	<b>\$98</b>	<b>\$96</b>	<b>-2%</b>
Mendota	Water	\$54	\$54	
	Trash	\$17	\$17	
	Sewer	\$37	\$37	
	<b>Total</b>	<b>\$107</b>	<b>\$107</b>	<b>0%</b>
Orange Cove	Water	\$41	\$45	
	Trash	\$21	\$21	
	Sewer	\$29	\$34	
	<b>Total</b>	<b>\$91</b>	<b>\$100</b>	<b>10%</b>
Parlier	Water	\$31	\$31	
	Trash	\$22	\$23	
	Sewer	\$28	\$31	
	<b>Total</b>	<b>\$81</b>	<b>\$84</b>	<b>4%</b>
Pinedale	Water	\$24	\$24	
	Trash	\$27	\$33	
	Sewer	\$26	\$26	
	<b>Total</b>	<b>\$77</b>	<b>\$83</b>	<b>8%</b>
Raisin City	Water	\$50	\$52	
	Trash	\$41	\$43	
	Sewer	\$16	\$0	
	<b>Total</b>	<b>\$107</b>	<b>\$95</b>	<b>-11%</b>
Reedley	Water	\$42	\$43	
	Trash	\$35	\$37	
	Sewer	\$49	\$49	
	<b>Total</b>	<b>\$126</b>	<b>\$129</b>	<b>2%</b>
Riverdale	Water	\$43	\$43	
	Trash	\$13	\$13	
	Sewer	\$39	\$39	
	<b>Total</b>	<b>\$96</b>	<b>\$96</b>	<b>0%</b>
San Joaquin	Water	\$45	\$45	
	Trash	\$13	\$13	
	Sewer	\$38	\$38	
	<b>Total</b>	<b>\$96</b>	<b>\$96</b>	<b>0%</b>
Sanger	Water	\$31	\$31	
	Trash	\$28	\$28	
	Sewer	\$40	\$40	
	<b>Total</b>	<b>\$99</b>	<b>\$99</b>	<b>0%</b>
Selma	Water	\$65	\$73	
	Trash	\$31	\$32	
	Sewer	\$38	\$39	
	<b>Total</b>	<b>\$133</b>	<b>\$144</b>	<b>9%</b>
Squaw Valley	Water	\$0	\$0	
	Trash	\$51	\$54	
	Sewer	\$0	\$0	
	<b>Total</b>	<b>\$51</b>	<b>\$54</b>	<b>7%</b>

Property Name: Southeast Fresno RAD  
 Contract Number: CA39RD00001  
 Project Number: N/A

Date 10/14/2019

	Contract Units	Units to be Sampled
0 Bedroom Units	0	0
1 Bedroom Units	33	20
2 Bedroom Units	79	22
3 Bedroom Units	35	20
4 Bedroom Units	33	20
5 Bedroom Units	10	10
6 Bedroom Units	1	1

	Average as Calculated from Analysis
0 Bedroom Units	N/A
1 Bedroom Units	\$67
2 Bedroom Units	\$73
3 Bedroom Units	\$103
4 Bedroom Units	\$138
5 Bedroom Units	\$140
6 Bedroom Units	\$233

	Current Utility Allowance	Proposed Utility Allowance
0 Bedroom Units	N/A	N/A
1 Bedroom Units	\$60	\$67
2 Bedroom Units	\$68	\$73
3 Bedroom Units	\$90	\$103
4 Bedroom Units	\$128	\$138
5 Bedroom Units	\$157	\$140
6 Bedroom Units	\$188	\$233

Increase in UA = Decrease in Rent  
 Decrease in UA=Increase in Rent

Property Name: Mendota RAD

Contract Number: CA39RD000002

Project Number: N/A

Date 10/14/2019

	Contract Units	Units to be Sampled
0 Bedroom Units	8	8
1 Bedroom Units	8	8
2 Bedroom Units	34	20
3 Bedroom Units	42	20
4 Bedroom Units	29	20
5 Bedroom Units	2	2

	Average as Calculated from Analysis
0 Bedroom Units	\$37
1 Bedroom Units	\$55
2 Bedroom Units	\$78
3 Bedroom Units	\$107
4 Bedroom Units	\$123
5 Bedroom Units	N/A

	Current Utility Allowance	Proposed Utility Allowance
0 Bedroom Units	\$29	\$37
1 Bedroom Units	\$51	\$55
2 Bedroom Units	\$68	\$78
3 Bedroom Units	\$93	\$107
4 Bedroom Units	\$107	\$123
5 Bedroom Units	\$129	\$129

Increase in UA = Decrease in Rent

Decrease in UA=Increase in Rent

Property Name: Orange Cove RAD  
 Contract Number: CA39RD00003  
 Project Number: N/A

Date 10/14/2019

	Contract Units	Units to be Sampled
0 Bedroom Units	0	0
1 Bedroom Units	6	6
2 Bedroom Units	36	20
3 Bedroom Units	20	20
4 Bedroom Units	25	20
5 Bedroom Units	0	0

	Average as Calculated from Analysis
0 Bedroom Units	N/A
1 Bedroom Units	\$34
2 Bedroom Units	\$47
3 Bedroom Units	\$71
4 Bedroom Units	\$89
5 Bedroom Units	N/A

Electric Only	Current Utility Allowance	Proposed Utility Allowance
0 Bedroom Units	N/A	N/A
1 Bedroom Units	26	\$34
2 Bedroom Units	40	\$47
3 Bedroom Units	57	\$71
4 Bedroom Units	67	\$89
5 Bedroom Units	N/A	N/A

Gas Only	Current Utility Allowance	Proposed Utility Allowance
0 Bedroom Units	N/A	N/A
1 Bedroom Units	\$18	\$16
2 Bedroom Units	\$33	\$21
3 Bedroom Units	\$29	\$29
4 Bedroom Units	\$38	\$36
5 Bedroom Units	N/A	N/A

Both	Current Utility Allowance	Proposed Utility Allowance
0 Bedroom Units	N/A	N/A
1 Bedroom Units	\$44	\$50
2 Bedroom Units	\$66	\$68
3 Bedroom Units	\$92	\$100
4 Bedroom Units	\$110	\$125
5 Bedroom Units	N/A	N/A

Increase in UA = Decrease in Rent  
 Decrease in UA=Increase in Rent

Property Name: Orange Cove RAD

Contract Number: CA39RD00003

Project Number: N/A

Date 9/25/2019

	Contract Units	Units to be Sampled
<b>0 Bedroom Units</b>	0	0
<b>1 Bedroom Units</b>	6	6
<b>2 Bedroom Units</b>	36	20
<b>3 Bedroom Units</b>	20	20
<b>4 Bedroom Units</b>	25	20
<b>5 Bedroom Units</b>	0	0

	Average as Calculated from Analysis
<b>0 Bedroom Units</b>	N/A
<b>1 Bedroom Units</b>	\$15.71
<b>2 Bedroom Units</b>	\$20.66
<b>3 Bedroom Units</b>	\$29.22
<b>4 Bedroom Units</b>	\$35.76
<b>5 Bedroom Units</b>	N/A

	Current Utility Allowance	Proposed Utility Allowance
<b>0 Bedroom Units</b>	N/A	N/A
<b>1 Bedroom Units</b>	18	16
<b>2 Bedroom Units</b>	33	21
<b>3 Bedroom Units</b>	29	29
<b>4 Bedroom Units</b>	38	36
<b>5 Bedroom Units</b>	N/A	N/A

Gas Only

Trailside Terrace RAD, Reedley CA

Section 8 - Project Based

HUD's Utility Allowance Factor Adjustment

For Current Utility Allowance

Based on Actual Historical Cost/usage (2017-2018)

and updated from 2018 UAF - Updated 09/23/2019

Building Type: Apartment/Multi-Family

Utility Service	1 BR	2 BR	3 BR
Electricity (L & A, A/C, H, WH, C)	\$ 35	\$ 62	\$ 94
California 2019 UAF Adjustment	1.049	1.049	1.049
<b>Total Adjustment Electricity</b>	<b>\$ 36.72</b>	<b>\$ 65.04</b>	<b>\$ 98.61</b>
Natural Gas (H,WH,C)	N/A	N/A	N/A
California 2019 UAF Adjustment	1.057	1.057	1.057
<b>Total Adjustment Natural Gas</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>

L & A = Light & Appliance

A/C = Air Conditions

H = Space Heating

WH = Water Heater

C = Cooking

2019 UAF - Proposed UAs	1 BR	2 BR	3 BR
Electricity	\$ 37	\$ 65	\$ 99
Natural Gas (H,WH,C)	N/A	N/A	N/A
<b>Total Proposed UA</b>	<b>\$ 37</b>	<b>\$ 65</b>	<b>\$ 99</b>

Factors are based on HUD's research of state-wide averages.

UAF obtained from Multifamily Utility Allowance Factors

<https://www.huduser.gov/portal/datasets/muaf.html>

FY 2019 UAFs - Table effective February 11, 2019

	Current	Proposed	Difference
Utility Service	1 BR	1 BR	
Electricity	\$ 35	\$ 37	\$ (2)
Natural Gas	N/A	N/A	N/A
<b>Total UA</b>	<b>\$ 35</b>	<b>\$ 37</b>	<b>\$ (2)</b>

	Current	Proposed	Difference
Utility Service	2 BR	2 BR	
Electricity	\$ 62	\$ 65	\$ (3)
Natural Gas	N/A	N/A	N/A
<b>Total UA</b>	<b>\$ 62</b>	<b>\$ 65</b>	<b>\$ (3)</b>

	Current	Proposed	Difference
Utility Service	3 BR	3 BR	
Electricity	\$ 94	\$ 99	\$ (5)
Natural Gas	N/A	N/A	N/A
<b>Total UA</b>	<b>\$ 94</b>	<b>\$ 99</b>	<b>\$ (5)</b>

updated 09/23/2019

## BOARD MEMO


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**TO:** Boards of Commissioners

Fresno Housing Authority

**FROM:** Preston Prince   
CEO/Executive Director

**DATE:** November 14, 2019

**BOARD MEETING:** November 19, 2019

**AGENDA ITEM:** 5g

**AUTHOR:** Angie Nguyen

**SUBJECT:** Approval of Formation of Collective Impact: Street2Home Fresno County and Endorsement of County of Fresno Homeless Priorities

### Executive Summary

The Board of Commissioners of the Housing Authority City of Fresno and the Board of Commissioners of the Housing Authority of Fresno County are requested to adopt resolutions to 1) approve the founding structure of the collective impact initiative Street2Home Fresno County, and 2) endorse the County of Fresno's Homeless priorities as a tool to develop homelessness reduction strategies that include prevention, housing, victim and diversion services through Street2Home, and, where possible, develop aligned spending plans that support a continuum of services.

These resolutions were voted upon and approved by the City Council, Board of Supervisors, and the Fresno Madera Continuum of Care and would add Fresno Housing (FH) to the joint endeavor with the City of Fresno (City), County of Fresno (County) and the Fresno Madera Continuum of Care (FMCoC). These four (4) entities will align resources, strategies and develop plans that are coordinated instead of a siloed approach. A collective impact approach is a best practice as it affirms that homelessness is a community issue, unable to be reduced by any one agency or sector. Any strategies and particularly funding applications, while coordinated, will be approved by each entities' governing bodies. This collective approach will assist in applying for additional state funding through the Homeless Housing Assistance and Prevention Program (HHAP).

The governing founding structure of Street2Home (S2H) is comprised of representatives of stakeholders from various community sectors. Planned representatives are:

- Fresno County Board of Supervisors member;
- Mayor of the City of Fresno;
- Fresno City Council Member;
- Madera County Board of Supervisors member;
- Fresno County Superintendent of Schools or designee;
- Fresno Madera Continuum of Care Chair;

- Fresno Housing Authority Executive Director; and
- Fresno County rural city representative (other than the Cities of Fresno and Clovis designated by Fresno County Council of Governments.

In addition, the above named would select the following:

- A representative of philanthropy;
- A representative of corporate/business/developer; and
- A representative of the hospital system.

Although much of the strategic framework in Barbara Poppe’s report is based on community prioritization, her work was a direct result of conversations with community partners within the city of Fresno and did not extend to the fifteen (15) incorporated cities of Fresno County. Following the release of Ms. Poppe’s report, the County Administrator’s Office held a series of meetings in those cities to hear concerns regarding homelessness. As a result, the County Board of Supervisors adopted fourteen (14) Homeless Priorities that outline rural communities’ concerns. As part of the formation of S2H; FH, City, County and FMCoC seek to, wherever possible, use these priorities as a tool in strategy development. The County Homeless Priorities are listed below:

1. Address jurisdictional overlaps (local, State, Federal and private) collaboratively.
2. Increase transportation to outpatient programs and regular prenatal/medical care for pregnant and parenting women and children who are homeless.
3. Roving formalized coordinated community outreach and in conjunction with law enforcement, through Fresno Madera Continuum of Care or otherwise, to ensure that efforts are aligned and data is tracked.
4. Assistance to build housing stock, increasing safe overnight housing (24-48 hours), and a centralized approach to single room occupancy units.
5. Priority access to emergency housing for pregnant and parenting women and their children also families with children with significant medical issues as it is difficult to manage the continuum of care when the family is homeless.
6. Real time accurate number of shelter beds available and increase the number of non-faith based shelters.
7. Additional “wet” shelters that do not require the person to participate in a program, person can be high or drunk to use the facility and not be turned away.
8. Education regarding available services and shareable system to track linkages.
9. Improved data on the homeless such as length of homelessness (acute vs chronic), cause of the homelessness, is it a family, individual, minor without family support.
10. A formalized assessment of housing and shelter needs in rural communities.
11. Strong centralized structure for homeless funding and service decision and expanded distribution of funding opportunities.
12. Comprehensive case management for homeless clients and improved access to primary healthcare and medication for chronic diseases; perhaps partnering with Federally Qualified Health Clinic or UC San Francisco.
13. Increased substance use disorder services and mental health services throughout the County.



14. Enforce ordinances that address hazardous or unsanitary conditions, which constitute fire, health and/or safety risks.

### **Recommendation**

It is recommended that the Board of Commissioners of the Housing Authority of the City of Fresno and the Board of Commissioners of the Housing Authority of Fresno County adopt the attached resolutions authorizing: (a) approval of the founding structure of Street2Home along with the City of Fresno, County of Fresno and Fresno Madera Continuum of Care ; (b) develop strategies and where possible, spending plans to advance homelessness reduction strategies; and, (c) execution, by the Executive Director, or his designee, of any resulting contract(s), and associated amendments.

### **Fiscal Impact**

In the FH 2019 budget, the Boards approved \$100,000 to assist with the S2H effort, including some staffing of the initiative and planning activities. There were no expenses associated with the S2H initiative in 2019 and staff will be including it in the 2020 budget.

### **Background Information**

Fresno Housing (FH) staff brought nationally renowned expert in homelessness Barbara Poppe to Fresno initially in November 2017 to assist the community's strategies in reducing homelessness. While Fresno had great success in reducing homelessness from 2010-2017 – having the largest reduction in homelessness of West Coast cities – the community saw an increase in homelessness and felt a revamp of strategies would be beneficial.

During the November and subsequent April 2018 visit, Ms. Poppe met with community stakeholders in the government, nonprofit, philanthropic and business sectors. This culminated in a set of recommendations entitled: *Street2Home Fresno County: A Framework for Action*. The recommendations are in the form of four (4) Pillars – (1) adopt a collective impact strategy, (2) reduce the inflow into homelessness, (3) improve crisis response and (4) increase exits to permanent housing and services. FH, City, County and the FMCoC are working together to form the structure of collective impact initiative S2H.

Earlier this year, the County and FMCoC aligned strategies and resources to take advantage of \$14 million awarded to the community through the State's Homeless Emergency Aid Program (HEAP). With these funds, three (3) Triage Centers, Bridge Housing, Diversion, Rapid Rehousing, Navigation and Youth Bridge Housing programs were opened. These activities aligned with recommendations contained in Ms. Poppe's report. As stated, the unique circumstances of rural communities was not adequately addressed through these efforts and the four (4) entities seek to rectify this in future planning. The City, County and FMCoC have another opportunity for State funding through the soon to be released HHAP dollars. A cornerstone of the HHAP application is collaboration between various stakeholders – the S2H initiative fulfills that mandate.



RESOLUTION NO. \_\_\_\_\_

BEFORE THE BOARDS OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF THE CITY OF FRESNO

RESOLUTION TO ENDORSE THE COUNTY OF FRESNO'S HOMELESS PRIORITIES AS  
A TOOL TO DEVELOP HOMELESS REDUCTION STRATEGIES

WHEREAS, the Housing Authority of the City of Fresno and the Housing Authority of the County of Fresno are an integral partners developing strategies to achieve a reduction of homelessness in the City and County of Fresno; and,

WHEREAS, collaboration with the County of Fresno and the fifteen (15) incorporated cities are vital entities in developing said strategies; and,

WHEREAS, the Housing Authority of the City of Fresno (Agency), as the Collaborative Applicant appointed by the Fresno Madera Continuum of Care, will act as the lead agency to ensure a coordinated response to homelessness; and,

WHEREAS, the CEO/Executive Director, Preston Prince and/or his designee(s), on behalf of the Agency, is the representative for the advocacy of homeless solutions and related services; and,

WHEREAS, the Agency remains committed to its role to contribute to its efforts and resources towards evidence-based best practices to end homelessness, including but not limited to Housing First,

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno, hereby authorize execution, by the Executive Director, or his designee, of any resulting contract(s), and associated amendments to endorse the County of Fresno Homeless Priorities.

PASSED AND ADOPTED THIS 22<sup>nd</sup> DAY OF November, 2019. 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 AUTHORITY OF THE CITY OF FRESNO**

**RESOLUTION APPROVAL OF THE FOUNDING STRUCTURE OF THE COLLECTIVE  
IMPACT INITIATIVE STREET2HOME FRESNO COUNTY**

WHEREAS, the Housing Authority of the City of Fresno and the Housing Authority of the County of Fresno are an integral partners developing strategies to achieve a reduction of homelessness in the City and County of Fresno; and,

WHEREAS, collaboration with the City of Fresno, County of Fresno and Fresno Madera Continuum of Care are vital entities in developing said strategies; and,

WHEREAS, the Housing Authority of the City of Fresno (Agency), as the Collaborative Applicant appointed by the Fresno Madera Continuum of Care, will act as the lead agency to ensure a coordinated response to homelessness; and,

WHEREAS, the CEO/Executive Director, Preston Prince and/or his designee(s), on behalf of the Agency, is the representative for the advocacy of homeless solutions and related services; and,

WHEREAS, the Agency remains committed to its role to contribute to its efforts and resources towards evidence-based best practices to end homelessness, including but not limited to Housing First,

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno, hereby authorize execution, by the Executive Director, or his designee, of any resulting contract(s), and associated amendments to approve the collective impact initiative Street2Home Fresno County.

PASSED AND ADOPTED THIS 22<sup>nd</sup> DAY OF November, 2019. 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 AUTHORITY OF THE COUNTY OF FRESNO

RESOLUTION TO ENDORSE THE COUNTY OF FRESNO'S HOMELESS PRIORITIES AS  
A TOOL TO DEVELOP HOMELESS REDUCTION STRATEGIES

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AYES:

NOES:

ABSENT:

ABSTAIN:

---

Preston Prince, Secretary of the Boards of Commissioners



**RESOLUTION NO. \_\_\_\_\_**

**BEFORE THE BOARDS OF COMMISSIONERS OF THE**

**HOUSING AUTHORITY OF THE COUNTY OF FRESNO**

**RESOLUTION APPROVAL OF THE FOUNDING STRUCTURE OF THE COLLECTIVE  
IMPACT INITIATIVE STREET2HOME FRESNO COUNTY**

WHEREAS, the Housing Authority of the City of Fresno and the Housing Authority of the County of Fresno are an integral partners developing strategies to achieve a reduction of homelessness in the City and County of Fresno; and,

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NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the County of Fresno, hereby authorize execution, by the Executive Director, or his designee, of any resulting contract(s), and associated amendments to approve the collective impact initiative Street2Home Fresno County.

PASSED AND ADOPTED THIS 22<sup>nd</sup> DAY OF November, 2019. 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

## BOARD MEMO

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**TO:** Boards of Commissioners

Fresno Housing Authority

**FROM:** Preston Prince   
CEO/Executive Director

**DATE:** November 14, 2019

**BOARD MEETING:** November 19, 2019

**AGENDA ITEM:** 6a

**AUTHOR:** Angie Nguyen

**SUBJECT:** Resident Empowerment – Parent University Digital Literacy

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### Executive Summary

Emily Lazaro-Salgado, Project Coordinator for California State University, Fresno Office of Community and Economic Development will present information regarding the Parent University Digital Literacy Program. This 9-week course instructs residents in basic computer skills, such as how to access the relevant school district parent portal and creation of an email account. A resident at our Mendoza Terrace property in Firebaugh is the lead instructor for this current cohort. She will be conducting graduation ceremonies this evening.

### Recommendation

No action is necessary. This item is informational only.

## BOARD MEMO

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**TO:** Boards of Commissioners

Fresno Housing Authority

**FROM:** Preston Prince   
CEO/Executive Director

**DATE:** November 14, 2019

**BOARD MEETING:** Nov. 19, 2019

**AGENDA ITEM:** 6b

**AUTHOR:** Emily De La Guerra

**SUBJECT:** Update on the 2020 Budget Development Process

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### Executive Summary

The purpose of this memo is to update the Boards of Commissioners on the Agency's 2020 budget development process. Included in the Board Packet is a second draft of the 2020 Agency Operating Budget, which includes feedback from the September and October Board Meetings.

Staff will be presenting additional information at the Boards of Commissioners meeting with information pertaining to the general budgetary context within which the Agency operates, including federal funding levels, overall expenditure levels, and other factors that have influenced budgeting decisions and priorities including the 2019-2020 Strategic Goals.

### Recommendation

This item is informational only. No action is necessary.

**Fresno Housing Authority  
Operating Budget**

	2019 Budget							
	Core	Instrumentalities	RED	Housing Choice Voucher	RES	Housing Management	UP	2019 Budget
NET TENANT INCOME	-	-	-	-	-	5,366,476	2,550,710	7,917,186
TOTAL INTEREST INCOME	8,000	1,713,000	-	-	-	-	-	1,721,000
TOTAL OTHER INCOME	974,000	1,350,000	170,000	800	1,156,905	25,996	712,302	4,390,003
TOTAL ADMIN & MANAGEMENT FEE INCOME	8,739,908	80,000	-	-	-	-	-	8,819,908
TOTAL DEVELOPER FEE INCOME	-	-	5,521,860	-	-	-	-	5,521,860
TOTAL HUD GRANT INCOME	-	-	-	9,326,878	2,792,033	4,282,660	-	16,401,571
TOTAL OTHER GRANT INCOME	-	-	-	38,500	476,032	555,418	22,199	1,092,149
TOTAL INCOME	9,721,908	3,143,000	5,691,860	9,366,178	4,424,970	10,230,550	3,285,211	45,863,676
TOTAL PAYROLL EXPENSES	7,023,013	-	1,450,179	5,997,896	1,586,997	2,422,006	487,913	18,968,005
TOTAL ADMINISTRATIVE EXPENSES	3,418,339	382,150	1,645,312	4,798,030	1,004,581	1,875,579	332,471	13,456,463
TOTAL TENANT SERVICES EXPENSES	51,000	-	5,000	-	2,967,050	246,757	6,450	3,276,257
TOTAL UTILITY EXPENSES	172,144	-	-	-	-	1,737,628	458,690	2,368,462
TOTAL MAINTENANCE EXPENSES	474,662	-	9,000	81,969	10,930	2,024,446	891,434	3,492,442
TOTAL TAXES & INSURANCE EXPENSES	44,300	8,900	6,600	7,451	-	419,546	66,025	552,822
TOTAL EXPENSES	11,183,459	391,050	3,116,092	10,885,345	5,569,559	8,725,963	2,242,984	42,114,451
NET OPERATING INCOME	(1,461,551)	2,751,950	2,575,768	(1,519,168)	(1,144,589)	1,504,587	1,042,227	3,749,225
TOTAL NON-OPERATING EXPENSES	-	-	-	-	-	1,076,169	617,384	1,693,553
NET INCOME	(1,461,551)	2,751,950	2,575,768	(1,519,168)	(1,144,589)	428,417	424,843	2,055,672
UNRESTRICTED NET INCOME	(1,461,551)	-	2,575,768	(1,519,168)	(1,144,589)	-	424,843	(1,124,696)

Fresno Housing Authority  
Operating Budget

	2019 Projected Results							
	Core	Instrumentalities	RED	Housing Choice Voucher	RES	Housing Management	UP	2019 Projected Results
NET TENANT INCOME	-	-	-	-	-	5,518,359	2,605,598	8,123,957
TOTAL INTEREST INCOME	28,639	1,257,989	-	-	-	-	-	1,286,628
TOTAL OTHER INCOME	788,434	1,500,000	364,717	636	989,795	72,092	660,956	4,376,630
TOTAL ADMIN & MANAGEMENT FEE INCOME	8,617,093	22,320	-	-	-	-	-	8,639,413
TOTAL DEVELOPER FEE INCOME	-	-	5,034,614	-	-	-	-	5,034,614
TOTAL HUD GRANT INCOME	-	-	-	9,825,681	1,817,637	4,440,527	-	16,083,845
TOTAL OTHER GRANT INCOME	-	-	-	118,814	602,792	399,326	64,681	1,185,614
TOTAL INCOME	9,434,166	2,780,309	5,399,331	9,945,131	3,410,223	10,430,304	3,331,236	44,730,700
TOTAL PAYROLL EXPENSES	6,804,340	-	1,395,797	5,707,854	1,454,384	2,287,490	482,760	18,132,624
TOTAL ADMINISTRATIVE EXPENSES	3,510,876	310,706	1,471,230	4,684,451	780,020	1,785,923	313,916	12,857,122
TOTAL TENANT SERVICES EXPENSES	39,174	-	1,250	155	2,062,327	229,478	3,679	2,336,063
TOTAL UTILITY EXPENSES	168,633	-	-	-	-	1,717,930	447,785	2,334,349
TOTAL MAINTENANCE EXPENSES	445,057	-	12,418	76,328	16,498	2,014,631	830,822	3,395,753
TOTAL TAXES & INSURANCE EXPENSES	47,555	3,994	(1,840)	6,774	239	423,739	71,407	551,869
TOTAL EXPENSES	11,015,635	314,700	2,878,855	10,475,562	4,313,467	8,459,190	2,150,369	39,607,779
NET OPERATING INCOME	(1,581,469)	2,465,609	2,520,476	(530,431)	(903,243)	1,971,114	1,180,866	5,122,922
TOTAL NON-OPERATING EXPENSES	-	42,033	-	-	-	1,130,486	566,022	1,738,541
NET INCOME	(1,581,469)	2,423,576	2,520,476	(530,431)	(903,243)	840,628	614,844	3,384,381
UNRESTRICTED NET INCOME	(1,581,469)	-	2,520,476	(530,431)	(903,243)	-	614,844	120,176

**Fresno Housing Authority  
Operating Budget**

	2020 Draft Budget							
	Core	Instrumentalities	RED	Housing Choice Voucher	RES	Housing Management	UP	2020 Draft Budget
NET TENANT INCOME	-	-	-	-		5,366,476	2,764,271	8,130,747
TOTAL INTEREST INCOME	80,000	863,000	-	-		-	-	943,000
TOTAL OTHER INCOME	950,000	150,000	20,000	800	1,197,361	25,996	38,700	2,382,857
TOTAL ADMIN & MANAGEMENT FEE INCOME	8,608,988	80,000	-	-	-	-	-	8,688,988
TOTAL DEVELOPER FEE INCOME	-	-	5,207,257	-	-	-	-	5,207,257
TOTAL HUD GRANT INCOME	-	-	-	9,909,331	3,022,174	4,282,660	-	17,214,165
TOTAL OTHER GRANT INCOME	-	-	-	50,000	83,025	555,418	685,727	1,374,170
<b>TOTAL INCOME</b>	<b>9,638,988</b>	<b>1,093,000</b>	<b>5,227,257</b>	<b>9,960,131</b>	<b>4,302,560</b>	<b>10,230,550</b>	<b>3,488,698</b>	<b>43,941,184</b>
TOTAL PAYROLL EXPENSES	7,360,560	-	1,668,596	6,239,019	1,908,266	2,386,125	550,678	20,113,243
TOTAL ADMINISTRATIVE EXPENSES	3,697,951	382,150	637,030	4,446,176	786,976	1,875,579	323,268	12,149,130
TOTAL TENANT SERVICES EXPENSES	50,300	-	5,000	-	2,750,198	246,757	5,350	3,057,605
TOTAL UTILITY EXPENSES	172,145	-	-	-	-	1,737,628	423,763	2,333,536
TOTAL MAINTENANCE EXPENSES	445,818	-	5,000	81,969	10,020	2,024,446	828,428	3,395,681
TOTAL TAXES & INSURANCE EXPENSES	40,364	8,900	6,200	7,353	-	419,546	102,906	585,269
<b>TOTAL EXPENSES</b>	<b>11,767,138</b>	<b>391,050</b>	<b>2,321,826</b>	<b>10,774,517</b>	<b>5,455,460</b>	<b>8,690,081</b>	<b>2,234,393</b>	<b>41,634,465</b>
<b>NET OPERATING INCOME</b>	<b>(2,128,150)</b>	<b>701,950</b>	<b>2,905,431</b>	<b>(814,386)</b>	<b>(1,152,900)</b>	<b>1,540,468</b>	<b>1,254,305</b>	<b>2,306,719</b>
TOTAL NON-OPERATING EXPENSES	-	-	-	-	-	1,076,169	727,211	1,803,380
<b>NET INCOME</b>	<b>(2,128,150)</b>	<b>701,950</b>	<b>2,905,431</b>	<b>(814,386)</b>	<b>(1,152,900)</b>	<b>464,299</b>	<b>527,094</b>	<b>503,338</b>
<b>UNRESTRICTED NET INCOME</b>	<b>(2,128,150)</b>	<b>-</b>	<b>2,905,431</b>	<b>(814,386)</b>	<b>(1,152,900)</b>	<b>-</b>	<b>527,094</b>	<b>(662,911)</b>

2019-2020 Strategic Goals					
	A	B	A - B	D	B + D
	2019 Board Investment	2019 Expenditures	2019 Budget Remaining	2020 Proposed Budget	Total Investment
<b>Housing Choice Voucher</b>					
Landlord Outreach Program	325,000	47,031	277,969	250,000	297,031
<b>Resident Empowerment Services</b>					
Workforce Development Pilot	350,000	177,411	172,589	210,000	387,411
Mobility Pilot	135,000	104,502	30,498	200,000	304,502
Program Analysis	25,000	16,667	8,333	120,000	136,667
Making It Happen Pilot Program	225,000	89,325	135,675	-	89,325
<b>Homeless Programs</b>					
Street 2 Home Initiative	100,000	-	100,000	100,000	100,000
<b>Planning &amp; Development</b>					
Neighborhood Programs & Analysis	75,000	42,411	32,589	100,000	142,411
SW Fresno Planning/CAN	325,000	155,420	169,580	210,000	365,420
<b>Administrative Services</b>					
Public Relations & Communication Efforts	450,000	274,651	175,349	225,000	499,651
Board Room Refresh	50,000	23,000	27,000	25,000	48,000
Data & Program Analysis	100,000	99,602	398	200,000	299,602
Resident Safety Program	75,000	-	75,000	75,000	75,000
<b>Unrestricted Programs Total</b>	2,235,000	1,030,020	1,204,980	1,715,000	2,745,020



## BOARD MEMO

O (559) 443-8400  
F (559) 445-8981

1331 Fulton Street  
Fresno, California 93721  
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[www.fresnohousing.org](http://www.fresnohousing.org)

**TO:** Boards of Commissioners

Fresno Housing Authority

**FROM:** Preston Prince   
CEO/Executive Director

**DATE:** November 14, 2019

**BOARD MEETING:** November 19, 2019

**AGENDA ITEM:** 6c

**AUTHOR:** Michael Duarte

**SUBJECT:** Real Estate Development Update

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### Executive Summary

Staff will present an overview of recommendations for projects pending finance closings in December, 2019.

### Recommendation

None at this time. Informational only.

## BOARD MEMO

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**TO:** Board of Commissioners

**DATE:** November 14, 2019

Fresno Housing Authority

**BOARD MEETING:** November 19, 2019

**FROM:** Preston Prince 

**AGENDA ITEM:** 7a

CEO/Executive Director

**AUTHOR:** Sheila Scheitrum

**SUBJECT:** Linnaea Villas (*formerly known as Kingsburg Seniors*) –  
Closing Omnibus Development & Financing Resolution

### Executive Summary

On February 26, 2019, the Board of Commissioners adopted resolutions approving the submission of a 9% Low-Income Housing Tax Credit (LIHTC) application for the Linnaea Villas (formerly Kingsburg Seniors) project to the California Tax Credit Allocation Committee (CTCAC) for purposes of constructing 47 new seniors residential units. The application was successful and on June 12, 2019, CTCAC formally awarded a preliminary reservation for the Linnaea Villas development.

Linnaea Villas is a new 47 unit seniors development on 4.84 acres at the southwest corner of Sierra Street and Madsen Avenue, Kingsburg, California (collectively the “**Project**”). The site consists of vacant land.

The Housing Authority of the Fresno County, California (the “**Authority**”), is the sole member of Kingsburg Linnaea Villas AGP, LLC, a California limited liability company, the administrative general partner (the “**Administrative General Partner**”) of the single purpose ownership entity (Kingsburg Linnaea Villas, LP). Silvercrest, Inc., an instrumentality of the Authority, is the managing general partner of the Partnership (see Exhibit A).

Approval to develop the Project requires that the Board of Commissioners of the Housing Authority of Fresno County, California adopt a resolution authorizing the following actions:

1. Authorization of Preston Prince, CEO/Executive Director, Tracewell Hanrahan, Deputy Executive Director, and/or their designee to execute documents on behalf of the Housing Authority of Fresno County, California in the name of the Administrative General Partner (AGP) or the Partnership.
2. Authorize revision of the loan commitment from the Housing Relinquished Fund Corporation (HRFC) to the project in the amount up to \$1,500,000.
3. Authorize the Housing Authority of Fresno County, California enter into a purchase and sale agreement with Kingsburg Linnaea Villas, LP

4. Authorize the Kingsburg Linnaea Villas, LP to enter into an off-sites agreement with the City of Kingsburg
5. Authorize actions for the financing, development and operation of the Project, and
6. Provide for other matters related thereto.

Staff is recommending that the Board adopt the attached resolutions, drafted by our affordable housing finance counsel, Ballard Spahr LLP, and as required by our equity and lending partners, in order to finalize the closing of the Project on or about December 10, 2019.

A resolution authorizing the execution and delivery of documents, the admission of certain partners to Kingsburg Linnaea Villas, LP ("Partnership"), and the execution of such documents to implement project financing by the Housing Authority of Fresno County, California, on its own behalf and in the capacity as sole member of the Kingsburg Linnaea Villas AGP, LLC, the Administrative General Partner of the partnership, in connection with the financing, development and operation of the Kingsburg Seniors Housing (aka Linnaea Villas) development, and providing for other matters related thereto.

### **Recommendation**

It is recommended that the Board of Commissioners of the Fresno Housing Authority adopt the attached resolution, authorizing the execution and delivery of documents in the name of the Administrative General Partner and in the name of the Partnership, in connection with the financing, development and operation of the Project, authorizing the lending and the borrowing of money, and providing for other matters related thereto.

### **Fiscal Impact**

Total construction costs amount to \$22,746,597.

**Table 1: Construction Sources of Finance**

Source	Amount	Description
Construction Loan	\$ 15,765,193	The Partnership has received a commitment for a construction loan from Wells Fargo. The loan has a 25 month term at 5.550% interest rate.
City of Kingsburg – Deferred Impact Fee Loan	\$ 390,460	The Partnership has received a commitment for a deferred impact fee loan from the City of Kingsburg. The loan has a 30 month term at 1.0% interest rate.
Land Donation	\$ 1,001,000	The land is donated by the City of Kingsburg for the appraised amount
County of Fresno HOME	\$ 1,000,000	The Partnership has received a commitment for HOME Funds from the County of Fresno. The loan has a 30 year term at 0% interest rate.
Deferred Developer Fee	\$ 328,189	
Housing Relinquished Fund Corp	\$ 1,500,000	This residual receipts loan has a 55 year term at 4.00% interest rate
Accrued/Deferred Interest	\$ 100,000	This is accrued/deferred interest on the HRFC loan

Source	Amount	Description
Costs Deferred until Perm Financing	\$ 1,080,970	These costs are not due until construction is complete, and loan converts to a permanent loan structure.
Equity Contribution	\$ 1,580,685	Equity contribution at financial closing and construction start.
GP Contribution	\$ 100	Equity contribution from the Housing Authority and Silvercrest, Inc. at closing.

Total permanent sources of finance amount to \$22,746,597.

**Table 2: Permanent Sources of Finance**

Source	Amount	Description
CalHFA Perm Loan	\$ 1,185,000	The Partnership has received a commitment for a perm loan from CalHFA. The loan has a 35 year term at 4.9% interest rate.
City of Kingsburg – Deferred Impact Fee Loan	\$ 390,460	The Partnership has received a commitment for a deferred impact fee loan from the City of Kingsburg. The loan has a 30 month term at 1.0% interest rate.
Land Donation	\$ 1,001,000	The land is donated by the City of Kingsburg for the appraised amount
County of Fresno HOME	\$ 1,000,000	The Partnership has received a commitment for HOME Funds from the County of Fresno. The loan has a 30 year term at 0% interest rate.
Deferred Developer Fee	\$ 328,189	
Housing Relinquished Fund Corp	\$ 1,500,000	This residual receipts loan has a 55 year term at 4.00% interest rate
Accrued/Deferred Interest	\$ 100,000	This is accrued/deferred interest on the HRFC loan
CalHFA Loan	\$ 820,000	The Partnership has received a commitment for a soft loan from CalHFA. The loan has a 55 year term at 2.330% interest rate.
FHLB AHP	\$ 615,000	The Partnership has received a commitment for AHP funds. This has a 55 year term at 0% interest rate.
Equity Contribution	\$ 15,806,848	Equity contribution at financial closing and construction start.
GP Contribution	\$ 100	Equity contribution from the Housing Authority and Silvercrest, Inc. at closing.

## Background Information

The Linnaea Villas project is located on the southwest corner of Madsen Avenue and Sierra Street in Kingburg, CA (APN: 396-020-017) FH staff currently envisions the project as new construction of 47 units, there will be (38) one-bedroom units, (8) two-bedroom units, and (1) three-bedroom manager's unit. Of the (47) units, (41) of the units will be rent restricted for qualified incomes ranging from 30% to 80% of the area median income, and (5) units will be market rate units. There will also be approximately 3,650 square feet of community space.

Attachments: Exhibit A - Organizational Chart  
Exhibit B – Linnaea Villas Site Plan  
Exhibit C – Development Proforma  
Exhibit D – Operating Budget  
Exhibit E – 15 Year Projection

**RESOLUTION NO. \_\_\_\_\_**  
**BEFORE THE BOARD OF COMMISSIONERS OF THE**  
**HOUSING AUTHORITY OF FRESNO COUNTY**

**A RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF DOCUMENTS, THE ADMISSION OF CERTAIN PARTNERS TO KINGSBURG LINNAEA VILLAS, LP (“PARTNERSHIP”) AND THE EXECUTION OF SUCH DOCUMENTS TO IMPLEMENT PROJECT FINANCING BY THE HOUSING AUTHORITY OF FRESNO COUNTY, CALIFORNIA ON ITS OWN BEHALF AND IN ITS CAPACITY AS THE MANAGER AND SOLE MEMBER OF KINGSBURG LINNAEA VILLAS AGP, LLC, THE ADMINISTRATIVE GENERAL PARTNER OF THE PARTNERSHIP, IN CONNECTION WITH THE FINANCING, DEVELOPMENT AND OPERATION OF THE VILLAGES AT LINNAEA PROJECT, AND PROVIDING FOR OTHER MATTERS RELATED THERETO.**

**WHEREAS**, the Housing Authority of Fresno County, California (the “**Authority**” or “**HAFC**”) seeks to expand the development and availability of long-term housing for low income persons residing in the City of Kingsburg, California (the “**City**”); and

**WHEREAS**, the Authority is authorized, among other things, to enter into partnership and operating agreements and to make loans to partnerships to finance, plan, undertake, construct, acquire and operate housing projects; and

**WHEREAS**, the Authority has agreed to facilitate the acquisition and construction of approximately 4.84 acres located at the Southwest corner of Sierra Street and Madsen Avenue in the City of Kingsburg, County of Fresno, State of California 93631 (APN 396-020-017) (the “**Property**”), for the purposes of the development and construction of a forty-seven (47) unit affordable housing project, forty-one (41) units of which shall be low-income housing tax credit units (“**LIHTC Units**”), five (5) units of which shall be market rate, and one (1) unit of which shall be a manager’s unit (collectively, the “**Project**”) as provided in that certain Development Agreement dated January 16, 2019 between the Authority and the City; and

**WHEREAS**, the Authority will acquire the Property from the City pursuant to that certain Purchase and Sale Agreement and Joint Escrow Instructions effective as of October 23, 2019, and will then transfer the Property to the Partnership pursuant to that certain Purchase and Sale Agreement and Joint Escrow Instructions to be executed between the Authority and the Partnership; and

**WHEREAS**, the Authority has entered into an Operating Agreement dated as of August 22, 2019, pursuant to which the Authority is the manager and sole member of Kingsburg Linnaea Villas AGP, LLC, a California limited liability company (the “**Administrative General Partner**”), and the Authority filed Articles of Organization with the California Secretary of State on August 22, 2019; and

**WHEREAS**, the Administrative General Partner, together with Silvercrest, Inc., entered into an Agreement of Limited Partnership dated as of August 22, 2019, pursuant to which the

Administrative General Partner is the “Administrative GP” and Silvercrest, Inc. is the “Managing GP” (collectively the “**General Partners**”), and Silvercrest, Inc. is the “Limited Partner” of Kingsburg Linnaea Villas, LP, a California limited partnership (the “**Partnership**”), and also filed a Certificate of Limited Partnership with the California Secretary of State on August 22, 2019; and

**WHEREAS**, the Administrative General Partner, Silvercrest, Inc., as managing general partner (the “**Managing General Partner**”) and withdrawing limited partner, and Wells Fargo Affordable Housing Community Development Corporation, a North Carolina corporation (the “**Investor Limited Partner**”) will enter into an Amended and Restated Agreement of Limited Partnership of Kingsburg Linnaea Villas, LP; and

**WHEREAS**, the Authority intends to transfer the Property to the Partnership, and the Partnership intends to acquire the Property and develop the Project; and

**WHEREAS**, the Partnership will finance the cost of acquiring and constructing the Project with numerous sources of funds, projected to include an estimated equity investment of \$15,806,848 from the Investor Limited Partner eligible to benefit from federal low-income housing tax credits allocated to the Project under Section 42 of the Internal Revenue Code; a construction loan from Wells Fargo Bank, National Association, a national banking association (“**Wells Fargo**”) in the approximate amount of \$15,800,000 (the “**Wells Fargo Construction Loan**”); permanent financing from the California Housing Financing Agency (“**CalHFA**”) in the approximate amount of \$1,200,000 (the “**CalHFA Loan**”); permanent financing from the CalHFA in the approximate amount of \$820,000 (the “**CalHFA Gap Loan**”) payable from net cash flow; construction and permanent financing from the City in the approximate amount of \$390,460 (the “**City Loan**”) in the form of deferred impact fees and payable from net cash flow; construction and permanent financing from the County of Fresno (the “**County**”) in the approximate amount of \$1,000,000 (the “**County Loan**”) from funds received from the HOME program; construction and permanent financing from the Housing Relinquished Fund Corporation (“**HRFC**”) in the approximate up to amount of up to \$1,500,000 (the “**HRFC Loan**”); permanent financing from the Wells Fargo National Bank West (“**WFNBW**”) in the approximate amount of \$615,000 (the “**AHP Loan**”) (collectively, the “**Project Financing**”); and

**WHEREAS**, as a condition to making the Wells Fargo Construction Loan and committing to the make the Wells Fargo Permanent Loan to the Partnership, Wells Fargo has required that the Authority execute (i) that certain Repayment Guaranty, (ii) that certain Completion Guaranty, and (iii) that certain Hazardous Material Indemnity Agreement (Guarantor) (collectively, the “**Wells Fargo Guaranty Documents**”); and

**WHEREAS**, as a condition to selling the Property to the Authority, the City has required that the Partnership execute an Offsite Improvement Agreement between the City and the Partnership regarding the construction of certain offsite improvements related to the Property (the “**Offsite Improvements**”); and

**WHEREAS**, the Authority intends to act as a lender of the AHP Loan and the developer of the Project, the sole member and manager of the Administrative General Partner and guarantor of certain obligations connected with the Project; and

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

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

**NOW, THEREFORE, BE IT RESOLVED:**

1. **Development Services.** The CEO/Executive Director, Preston Prince, the Deputy Director, Tracewell Hanrahan, the Chief of Staff, Angelina Nguyen, and/or their respective designees (each, an “**Authorized Officer**” and, collectively, the “**Authorized Officers**”), and each of them acting alone, are authorized and directed to enter into a Development Agreement with the Partnership and to execute such other documents and take such other actions as necessary to fulfill the Authority’s intended functions as developer of the Project (including any subcontracts with respect thereto).
2. **General Partner Function.** The Authorized Officers, and each of them acting alone, are authorized and directed to cause the Authority, in its capacity as manager of the Administrative General Partner, to take all actions and execute all documents necessary for the Administrative General Partner to carry out its function as administrative general partner of the Partnership, including without limitation by execution of the Amended and Restated Agreement of Limited Partnership of the Partnership and any amendment thereto in furtherance of such admissions; provided further, that in such capacity, the Authority is authorized and directed to cause the Administrative General Partner to approve the admission of the Investor Limited Partner to the Partnership.
3. **Approval of Partnership Documents.** The Authority has been presented with drafts of the documents listed in Exhibit A under the heading “Partnership Documents” (the “**Partnership Documents**”) in connection with the Partnership and the Project, which documents are on file with the Authority’s Secretary. The Authorized Officers, and each of them acting alone, are authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, the Partnership Documents substantially in the form on file with the Authority; *provided however*, any Authorized Officer may approve on the Authority’s behalf or as the manager of the Administrative General Partner any further changes to the draft Partnership Documents, including material changes, and such Authorized Officer’s signature on the final Partnership Documents shall be construed as the Authority’s approval of such changes. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, any other documents reasonably required to be executed by the Authority, the Administrative General Partner or as the manager of the Administrative General Partner of the Partnership to carry out the transactions contemplated by the Partnership Documents.
4. **Approval of Loan Assembly Activities.** The Authorized Officers, and each of them acting alone, are authorized on behalf of the Authority acting on its own behalf or as manager of the Administrative General Partner to execute, deliver and/or file (or cause to be delivered and/or filed)



all documents deemed necessary or appropriate to assemble the Project Financing, including without limitation, construction, permanent and third party loan applications, tax credit applications, and any and all other documents reasonably required to (i) cause the Investor Limited Partner to make capital contribution(s) to the Partnership, and (ii) borrow sufficient funds to support the Project.

5. **Loan of Funds.** The Authorized Officers, and each of them acting alone, on behalf of the Authority in its capacity as the manager of the Administrative General Partner, are authorized to take such actions and execute such documents as necessary to cause the Partnership to borrow funds from Wells Fargo, CalHFA, the City, the County, HRFC and WFNBW in an aggregate maximum amount of approximately \$23,000,000. Each Authorized Officer, and each of them acting alone, is authorized to decrease the principal amount of any loan by any amount, or to increase the principal amount of any loan by an amount up to 10% more than the maximum aggregate principal amount for the loans stated in this resolution. The source of funds for any such increase shall be funds available to the Authority and/or the Partnership or such other funds that may become available to the Authority and/or the Partnership for the Project. The Board directs the Executive Director to report to the Board if the total amount borrowed by the Partnership for the Project exceeds the aggregate maximum principal amount stated in this resolution for all loans to the Partnership.

6. **Approval of Guarantees.** The Authorized Officers, and each of them acting alone, are authorized on behalf of the Authority acting on its own behalf, to execute and perform under such guarantees as are deemed necessary or appropriate to the Project Financing, including without limitation, with respect to the Partnership Documents (described below) and the Wells Fargo Guaranty Documents.

7. **Approval of Wells Fargo Construction Loan Documents.** The Authority has been presented with drafts of the documents listed in Exhibit A under the heading “Wells Fargo Construction Loan Documents” (the “**Wells Fargo Construction Loan Documents**”) in connection with the Partnership and the Project, which documents are on file with the Authority’s Secretary, and pursuant to which the Partnership will borrow a construction loan in the approximate amount of \$15,800,000. The Authorized Officers, and each of them acting alone, are authorized on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner to enter into the transactions described in the Wells Fargo Construction Loan Documents and to incur indebtedness and grant liens and security interests and guarantees in connection with such transactions. The Authorized Officers, and each of them acting alone, are authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, the Wells Fargo Construction Loan Documents substantially in the form on file with the Authority; *provided however*, any Authorized Officer may approve on the Authority’s behalf or as the manager of the Administrative General Partner, any further changes to the draft Wells Fargo Construction Loan Documents, including material changes, and the final amount to be borrowed, and such Authorized Officer’s signature on the final Wells Fargo Construction Loan Documents shall be construed as the Authority’s approval of such changes and final loan amount. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, any other documents reasonably required to be executed by the Authority, the Administrative General

Partner, or the Partnership to carry out the transactions contemplated by the Wells Fargo Construction Loan Documents.

8. **Approval of Wells Fargo Resolutions.** The Authority has been presented with draft resolutions attached hereto in Exhibit B (the “**Wells Fargo Resolutions**”), which resolutions are required by Wells Fargo in connection with the Wells Fargo Construction Loan and Wells Fargo Guaranty Documents. The Authority hereby duly passes and adopts the Wells Fargo Resolutions in substantially the form as attached hereto in Exhibit B and authorizes Preston Prince to certify the Wells Fargo Resolutions as duly passed and adopted; *provided however*, any Authorized Officer may approve on the Authority’s behalf, any further changes to the draft Wells Fargo Resolutions, including the final amount to be borrowed subject to the limitations stated herein, and Preston Prince’s certification of the final Wells Fargo Resolutions shall be construed as the Authority’s approval of such completion.

9. **Approval of CalHFA Permanent Loan Documents.** The Authority has been presented with drafts of the documents listed in Exhibit A under the heading “CalHFA Permanent Loan Documents” (the “**CALHFA Permanent Loan Documents**”) in connection with the Partnership and the Project, which documents are on file with the Authority’s Secretary, and pursuant to which the Partnership will borrow a permanent loan in the approximate amount of \$1,200,000, and a potential “gap” loan in the approximate amount of \$820,000. The Authorized Officers, and each of them acting alone, are authorized on behalf of the Authority or as the Managing General Partner to enter into the transactions described in the CalHFA Permanent Loan Documents and to incur indebtedness and grant liens and security interests and guarantees in connection with such transactions and any additional documents required to effectuate the conversion to permanent loan contemplated thereby. The Authorized Officers, and each of them acting alone, are authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the Managing General Partner, the CalHFA Permanent Loan Documents substantially in the form on file with the Authority; *provided however*, any Authorized Officer may approve on the Authority’s behalf or as the Managing General Partner any further changes to the draft CalHFA Permanent Loan Documents, including material changes, and the final amount to be borrowed, and such Authorized Officer’s signature on the final CalHFA Permanent Loan Documents shall be construed as the Authority’s approval of such changes and final loan amount. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the Managing General Partner, any other documents reasonably required to be executed by the Authority or the Partnership to carry out the transactions contemplated by the CalHFA Permanent Loan Documents.

10. **Approval of HRFC Loan Documents.** The Authority has been presented with drafts of the documents listed in Exhibit A under the heading “HRFC Loan Documents” (the “**HRFC Loan Documents**”) in connection with the Partnership and the Project, which documents are on file with the Authority’s Secretary, and pursuant to which the Partnership will borrow an approximate aggregate total amount of up to \$1,500,000 from HRFC for construction and permanent financing. The Authorized Officers, and each of them acting alone, are authorized on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner to enter into the transactions described in the HRFC Loan Documents and to incur indebtedness and grant liens and security interests and guarantees in connection with such transactions. The Authorized Officers, and each of them acting alone, are authorized and directed to execute and deliver, on

behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, the HRFC Loan Documents substantially in the form on file with the Authority; *provided however*, any Authorized Officer may approve on the Authority's behalf or as the manager of the Administrative General Partner any further changes to the draft HRFC Loan Documents, including material changes, and the final amount to be borrowed and such Authorized Officer's signature on the final HRFC Loan Documents shall be construed as the Authority's approval of such changes and final loan amount. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, any other documents reasonably required to be executed by the Authority, the Administrative General Partner, or the Partnership to carry out the transactions contemplated by the HRFC Loan Documents.

11. **Approval of AHP Loan Documents.** The Authority has been presented with drafts of AHP Loan Documents in connection with the Partnership and the Project, which documents are on file with the Authority's Secretary, and pursuant to which the Partnership will borrow an approximate aggregate total amount of \$615,000 from WFNBW for permanent financing. The Authorized Officers, and each of them acting alone, are authorized on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner to enter into the transactions described in the AHP Loan Documents and to incur indebtedness and grant liens and security interests and guarantees in connection with such transactions. The Authorized Officers, and each of them acting alone, are authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, the AHP Loan Documents substantially in the form on file with the Authority; *provided however*, any Authorized Officer may approve on the Authority's behalf or as the manager of the Administrative General Partner any further changes to the draft AHP Loan Documents, including material changes, and the final amount to be borrowed, and such Authorized Officer's signature on the final AHP Loan Documents shall be construed as the Authority's approval of such changes and final loan amounts. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, any other documents reasonably required to be executed by the Authority, the Administrative General Partner, or the Partnership to carry out the transactions contemplated by the AHP Loan Documents.

12. **Approval of City Loan Documents.** The Authority has been presented with drafts of the documents listed in Exhibit A under the heading "City Loan Documents" (the "**City Loan Documents**") in connection with the Partnership and the Project, which documents are on file with the Authority's Secretary, and pursuant to which the Partnership will borrow an approximate aggregate total amount of \$390,460 from the City for construction and permanent financing. The Authorized Officers, and each of them acting alone, are authorized on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner to enter into the transactions described in the City Loan Documents and to incur indebtedness and grant liens and security interests and guarantees in connection with such transactions. The Authorized Officers, and each of them acting alone, are authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, the City Loan Documents substantially in the form on file with the Authority; *provided however*, any Authorized Officer may approve on the Authority's behalf or as the manager of the Administrative General Partner any further changes to the draft City Loan Documents, including material changes,

and the final amount to be borrowed, and such Authorized Officer's signature on the final City Loan Documents shall be construed as the Authority's approval of such changes and final loan amounts. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, any other documents reasonably required to be executed by the Authority, the Administrative General Partner, or the Partnership to carry out the transactions contemplated by the City Loan Documents.

13. **Approval of County Loan Documents.** The Authority has been presented with drafts of the documents listed in Exhibit A under the heading "County Loan Documents" (the "**County Loan Documents**") in connection with the Partnership and the Project, which documents are on file with the Authority's Secretary, and pursuant to which the Partnership will borrow an approximate aggregate total amount of \$1,000,000 from the County for construction and permanent financing. The Authorized Officers, and each of them acting alone, are authorized on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner to enter into the transactions described in the County Loan Documents and to incur indebtedness and grant liens and security interests and guarantees in connection with such transactions. The Authorized Officers, and each of them acting alone, are authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, the County Loan Documents substantially in the form on file with the Authority; *provided however*, any Authorized Officer may approve on the Authority's behalf or as the manager of the Administrative General Partner any further changes to the draft County Loan Documents, including material changes, and the final amount to be borrowed, and such Authorized Officer's signature on the final County Loan Documents shall be construed as the Authority's approval of such changes and final loan amounts. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, any other documents reasonably required to be executed by the Authority, the Administrative General Partner, or the Partnership to carry out the transactions contemplated by the County Loan Documents.

14. **Approval of the Supportive Services Agreement.** The Authority has been presented with a draft Amended and Restated Supportive Services Contract to be executed between the Authority and the Partnership (the "**Supportive Services Contract**") in connection with the Authority providing supportive services to residents of the Project, which Supportive Service Contract is on file with the Corporation's Secretary. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Corporation acting on its own behalf or as the manager of the Administrative General Partner, any future amendment to the Supportive Services Contract, if any; *provided however*, any Authorized Officer may approve on the Corporation's behalf or as the Managing General Partner any future amendments to the Supportive Services Contract, including amendments making material changes, and such Authorized Officer's signature on a future amendment to the Supportive Services Contract shall be construed as the Corporation's approval of such changes. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Corporation acting on its own behalf or as the Managing General Partner, any other documents reasonably required to be executed by the Corporation or the Partnership to carry out the transactions contemplated by the Supportive Services Contract.

15. **Approval of the Project Transfer Documents.** The Authority has been presented with drafts of the documents listed in Exhibit A under the heading “Transfer Documents” (the “**Transfer Documents**”) in connection with the purchase and development of certain land on which the Project is to be built, which documents are on file with the Authority’s Secretary, and pursuant to which the Authority will transfer the Property to the Partnership and the City will undertake the Offsite Improvements. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, the Transfer Documents and to purchase and take such other actions as they deem necessary or desirable for the Partnership to acquire and develop the Property, and to cause the City to complete the Offsite Improvements; *provided however*, any Authorized Officer may approve on the Authority’s behalf or as the manager of the Administrative General Partner any further changes to the draft Transfer Documents, including material changes, and such Authorized Officer’s signature on the final Transfer Documents shall be construed as the Authority’s approval of such changes. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, any other documents reasonably required to be executed by the Authority, the Administrative General Partner, or the Partnership to carry out the transactions contemplated by the Transfer Documents.

16. **Approval of the Management Agent and Management Agent Documents.** FPI Management, Inc., as the management agent is approved to manage the Project. The Authority has been presented with drafts of the documents listed in Exhibit A under the heading "Management Agent Documents" (the "**Management Agent Documents**") in connection with the management of the Project. The Authorized Officers, and each of them acting alone, are authorized and directed to approve and to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, the Management Agent Documents substantially in the form on file with the Authority; *provided however*, any Authorized Officer may approve on the Authority’s behalf or as the manager of the Administrative General Partner, any further changes to the draft Management Agent Documents, including material changes, and such Authorized Officer’s signature on the final Management Agent Documents shall be construed as the Authority’s approval of such changes. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, any other documents reasonably required to be executed by the Authority, the Administrative General Partner, or the Partnership to carry out the transactions contemplated by the Management Agent Documents.

17. **Assignments.** The Authorized Officers, and each of them acting alone, are authorized on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, to execute and deliver one or more instruments (i) causing the Partnership to assume the Authority’s rights under the construction contract, the architects’ contracts, and other consultant and development contracts, as such rights pertain to the acquisition and construction of the Project, to the extent required by the Investor Limited Partner, and (ii) assigning to lenders and others the Partnership’s interests in such contracts as may be required as a condition of the Project Financing, and (iii) to effectuate the assignment and assumption of any existing Transfer Documents, Wells Fargo Construction Loan Documents, CalHFA Permanent Loan Documents, HRFC Loan Documents, AHP Loan Documents, City Loan Documents and County Loan Documents.



18. **Execution of Documents.** The Authorized Officers, and each of them acting alone, are authorized on behalf of the Authority acting on its own behalf or as manager of the Administrative General Partner, 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; (iii) to further the acquisition, rehabilitation, development, financing, construction, and leasing of the Project; and/or (iv) to further the acquisition of the Property and the construction of the Offsite Improvements. Without limiting the scope of such authorization, such documents include declarations of restrictive covenants, regulatory agreements, various deeds, leases, notes, loan agreements, deeds of trust, guaranties and indemnities and collateral assignments related to the Project Financing. Such documents may also include, without limitation, lease-up and marketing agreements, partnership management services agreements, development agreements, construction guaranty agreements, repayment guarantees, cash pledge agreements, environmental indemnity agreements, property management agreements, architect agreements, contractor agreements, housing assistance payment contracts, irrevocable consents, confessions of judgment and appointments of attorneys for service of process.

19. **Expenditures.** The Authority is authorized to expend such funds (and to cause the Partnership and the Administrative General Partner to expend such funds) as are necessary to pay for all filing fees, application fees, registration fees and other costs relating to the Project or actions authorized by this resolution.

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

21. **Execution of Obligations.** The Board directs the Authority's Executive Director to cause the Authority to fulfill the Authority's duties and obligations under the various agreements authorized.

22. **Ratification and Confirmation.** All actions of the Authority and its officers prior to the date hereof and consistent with the terms of this resolution are ratified and confirmed, including, but not limited to, the formation of the Partnership and the Administrative General Partner, and the filing of finance applications related to the Project Financing and the prior execution of any Project documents listed on Exhibit A or otherwise required herein.

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

PASSED AND ADOPTED THIS 19TH DAY OF NOVEMBER, 2019. 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:

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Preston Prince, Secretary of the Board of Commissioners

### **CERTIFICATE**

I, the undersigned, the duly appointed CEO/Executive Director of the Housing Authority of Fresno County, California (the “**Authority**”), as keeper of the records of the Authority, CERTIFY:

1. That the attached Resolution \_\_\_\_\_ (the “**Resolution**”) is a true and correct copy of the resolution of the Board of Commissioners of the Authority, as adopted at a meeting of the Authority held on the \_\_\_\_ day of \_\_\_\_\_, 2019, and duly recorded in the minute books of the Authority.

2. That such meeting was duly convened and held in all respects in accordance with law, and, to the extent required by law, due and proper notice of such meeting was given; that a quorum was present throughout the meeting and a majority of the members of the Board of Commissioners of the Authority present at the meeting voted in the proper manner for the adoption of the Resolution; that all other requirements and proceedings incident to the proper adoption of the Resolution have been duly fulfilled, carried out and otherwise observed, and that I am authorized to execute this Certificate.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_ day of \_\_\_\_\_, 2019.

**HOUSING AUTHORITY OF FRESNO  
COUNTY, CALIFORNIA**

\_\_\_\_\_  
Preston Prince, CEO/Executive Director



## **EXHIBIT A PROJECT DOCUMENTS**

### **Transfer Documents**

- (a) Grant Deed by the Authority in favor of the Partnership;
- (b) Purchase and Sale Agreement and Joint Escrow Instructions between the Authority and the Partnership;
- (c) Offsite Improvement Agreement between the Partnership and the City; and

### **Partnership Documents**

- (d) Amended and Restated Agreement of Limited Partnership of Kingsburg Linnaea Villas, LP and all exhibits attached thereto which require execution;
- (e) Guaranty by the Authority in favor of Investor Limited Partner and the Partnership;
- (f) LP Asset Management Fee Agreement between Investor Limited Partner and the Partnership;
- (g) GP Asset Management Fee Agreement between the Managing General Partner, the Administrative General Partner and the Partnership;
- (h) Incentive Management Fee Agreement between the Partnership, the Corporation, and the Administrative General Partner;
- (i) Right of First Refusal, Purchase Option and Put Right Agreement by and among the Partnership, the Corporation and the Investor Limited Partner;
- (j) Subordination Agreement (ROFR/PO) by the Partnership and the Corporation for the benefit of Wells Fargo, CalHFA, the City, the County, the Authority and HRFC;
- (k) Development Agreement between the Authority and the Partnership;
- (l) Security Agreement by Investor Limited Partner in favor of the Partnership;
- (m) Reimbursement and Assignment Agreement by and among the Partnership, the Managing General Partner, the Administrative General Partner, and the Authority;
- (n) Rider to Construction Contract by and among the Partnership, Johnston Contracting, Inc., the Managing General Partner and the Administrative General Partner; and

## **Wells Fargo Construction Loan Documents**

- (o) Promissory Note executed by the Partnership in favor of Wells Fargo;
- (p) Construction Deed of Trust with Absolute Assignment of Leases and Rents, Security Agreement and Fixture Filing, executed by the Partnership as trustor, to Trste, Inc. for the benefit of Wells Fargo;
- (q) Construction Loan Agreement executed by the Partnership and Wells Fargo;
- (r) Completion Guaranty (Secured Loan) executed by the Authority, in its capacity as guarantor, in favor of Wells Fargo;
- (s) Repayment Guaranty (Secured Loan) executed by the Authority, in its capacity as guarantor, in favor of Wells Fargo;
- (t) Pledge and Security Agreement executed by the Partnership, the Administrative General Partner, the Managing General Partner in favor of Wells Fargo;
- (u) Copartnership, Joint Venture or Association Borrowing Certificate executed by the Managing Partner and Administrative General Partner;
- (v) Hazardous Materials Indemnity Agreement (Unsecured-Guarantor) executed by the Authority, in its capacity as guarantor, and Wells Fargo;
- (w) Hazardous Materials Indemnity Agreement (Unsecured-Borrower) executed by the Partnership and Wells Fargo;
- (x) Disbursement Instruction Agreement by the Partnership for the benefit of Wells Fargo;
- (y) Assignment of Housing Assistance Payments Contract and Housing Assistance Payments executed by the Partnership, Wells Fargo and the Authority;
- (z) Assignment of Architectural Agreements and Plans and Specifications executed by the Partnership in favor of Wells Fargo;
- (aa) Assignment of Construction Contracts executed by the Partnership in favor of Wells Fargo;
- (bb) Assignment of Management Agreement executed by the Partnership and the Authority;
- (cc) Subordination and Standstill Agreement (City Loan) executed by Wells Fargo, the Authority and the Partnership;
- (dd) Subordination and Standstill Agreement (County Loan) executed by Wells Fargo, the Authority and the Partnership;

- (ee) Subordination and Standstill Agreement (HRFC Loan) executed by Wells Fargo, HRFC and the Partnership; and

#### **HRFC Loan Documents**

- (ff) HRFC Loan Mortgage Note (Villages at Linnaea) by the Partnership in favor of HRFC;
- (gg) HRFC Construction Deed of Trust, Security Agreement and Financing Statement (Villages at Linnaea - HRFC Loan) by the Partnership in favor of HRFC;
- (hh) Villages at Linnaea HRFC Loan-Assignment of Leases and Rents by the Partnership in favor of HRFC;
- (ii) Villages at Linnaea HRFC Loan Agreement the Partnership and HRFC;
- (jj) Subordination and Intercreditor Agreement (HRFC Loan, City Loan and County Loan) executed by the Partnership, the Authority, the City, the County and HRFC; and

#### **AHP Loan Documents**

- (kk) Deed of Trust, Security Agreement and Financing Statement by the Partnership in favor of WFNBW;
- (ll) Mortgage Note by the Partnership in favor of WFNBW; and

#### **City Loan Documents**

- (mm) City Loan Deed of Trust, Security Agreement and Financing Statement by the Partnership in favor of the City;
- (nn) City Loan Mortgage Note by the Partnership in favor of the City; and

#### **County Loan Documents**

- (oo) Loan Agreement between the Partnership and the County;
- (pp) Deed of Trust, Assignment of Rents, Regulatory Agreement and Security Agreement by the Partnership in favor of the County;
- (qq) Mortgage Note by the Partnership in favor of the County;
- (rr) HOME Written Agreement between the Partnership and the County; and

#### **CalHFA Permanent Loan Documents**

- (ss) Loan Purchase Agreement between CalHFA and Wells Fargo;

- (tt) Permanent Loan Agreement between CalHFA and the Partnership;
- (uu) Promissory Note from the Partnership to CalHFA;
- (vv) CalHFA Regulatory Agreement between the Partnership and CalHFA;
- (ww) Deed of Trust, Security Agreement and Fixture Filing executed by the Project Owner in favor of CalHFA;
- (xx) Environmental Indemnity (Unsecured) between CalHFA and the Partnership;
- (yy) Replacement Reserve Agreement between CalHFA and the Partnership;
- (zz) CalHFA Regulatory Agreement between the Partnership and CalHFA;
- (aaa) Deed of Trust, Security Agreement and Fixture Filing (Breakage Fee) executed by the Project Owner in favor of CalHFA;
- (bbb) Promissory Note (Breakage Fee) from the Partnership to CalHFA;
- (ccc) Take-Out Agreement between the Partnership and CalHFA; and

**Management Agent Documents**

- (ddd) Villages at Linnaea Property Management Agreement between the Partnership and FPI Managment, Inc.

**EXHIBIT B**  
**FORM OF WELLS FARGO REQUIRED RESOLUTIONS**

**CORPORATE RESOLUTION AUTHORIZING EXECUTION OF LOAN DOCUMENTS, GUARANTY AND  
INDEMNITY AND ENDORSEMENT AND HYPOTHECATION OF PROPERTY**

**(HOUSING AUTHORITY OF FRESNO COUNTY, CALIFORNIA)**

**TO: Wells Fargo Bank, National Association, it successors and/or assigns ("Lender")  
Wells Fargo Affordable Housing Community Development Corporation ("Investor")**

WHEREAS, the HOUSING AUTHORITY OF FRESNO COUNTY, CALIFORNIA, a public body, corporate and politic (the "**Housing Authority**"), is the sole member and manager of KINGSBURG LINNAEA VILLAS AGP, LLC a California limited liability company ("**Administrative General Partner**"), which is the administrative general partner of KINGSBURG LINNAEA VILLAS, LP, a California limited partnership ("**Borrower**").

WHEREAS, the Housing Authority will benefit by any credit now or hereafter extended by Lender (as hereinafter defined) to Borrower.

WHEREAS, pursuant to that certain Construction/Permanent Loan Agreement executed between Lender and Borrower dated as of December \_\_, 2019 (the "**Loan Agreement**"), Lender has agreed to make a Loan to Borrower in the original principal amount of \$\_\_\_\_\_.00 (the "**Loan**"). The obligations of Borrower to repay the Loan are evidenced by that certain Promissory Note dated as of even date with the Loan Agreement (the "**Note**"), executed by Borrower in favor of Lender in the face principal amount of the Loan. The obligations of Borrower under the Loan Agreement and the Note are secured by that certain Construction and Permanent Deed of Trust With Absolute Assignment of Leases and Rents, Security Agreement and Fixture Filing dated as of even date with the Loan Agreement (the "**Deed of Trust**"), executed by Borrower in favor of TRSTE, Inc., for the benefit of Lender, covering certain real property described on Exhibit A thereto and certain personal property, each, as described in the Deed of Trust (all collectively, the "**Property**"). The obligations of Borrower under the Loan Agreement and the Note are also secured by other collateral, as more fully explained in the Loan Agreement.

NOW, THEREFORE, BE IT RESOLVED, that Preston Prince, as CEO/Executive Director of the Housing Authority (an "**Authorized Officer**"), acting alone, be and is hereby authorized and empowered for and on behalf of and in the name of Housing Authority and as its corporate act and deed in his discretion:

24. to guaranty the performance by Borrower, under the Loan Agreement, the Note and the other Loan Documents;
25. to guaranty the repayment of any indebtedness of Borrower to Lender in an amount or amounts not to exceed at any one time the sum of \$\_\_\_\_\_.00 for principal, plus all interest accrued thereon, and costs and expenses pertaining thereto; and
26. to execute and deliver to Lender such guaranties, continuing guaranties (including that certain Completion Guaranty and that certain Repayment Guaranty (Secured Loan), both to be executed by the Housing Authority in favor of Lender), indemnities (including that certain Hazardous Materials Indemnity Agreement (Unsecured - Guarantor), to be executed by the Housing Authority for the benefit of Lender), endorsements, consents to future modifications of Borrower's obligations and/or other related documents, all in form and substance satisfactory to Lender, as Lender may request, together with such other contracts or instruments as Lender deems necessary or convenient to accomplish the purposes of this resolution.

BE IT FURTHER RESOLVED, that any Authorized Officer, any one of them acting alone, is hereby authorized and empowered to (a) act for and on behalf of and in the name of the Housing Authority, in its capacity as the sole member and manager of Administrative General Partner, on its own behalf and in its capacity as the administrative general partner of Borrower, (b) execute any and all documents or instruments evidencing the formation, qualification to do business, or conducting of the business of Borrower; (c) enter into the

transactions described above and to incur indebtedness and grant liens and security interests in connection with such transactions on behalf of Administrative General Partner, on its own behalf and in its capacity as the administrative general partner of Borrower; and (d) execute and deliver to the Lender, and Lender is requested to accept, any and all documents or instruments evidencing any transaction between Lender, on the one hand, and Borrower and/or Administrative General Partner, on the other hand, including, but not limited to the Loan Agreement, the Note, the Deed of Trust, the other Loan Documents (as defined in the Loan Agreement) and any modifications, renewals or extensions thereof.

BE IT FURTHER RESOLVED, that the authority hereby conferred is in addition to the authority conferred by any other resolution heretofore or hereafter delivered to Lender. This resolution shall continue in full force and effect until Lender shall have received notice in writing, certified by the Secretary of the Housing Authority, of the revocation hereof by a resolution duly adopted by the Board of Commissioners of the Housing Authority, and such revocation shall be effective only as to credit which was not extended or committed by Lender to Borrower prior to Lender's receipt of such notice. The authority hereby conferred shall be deemed to be retroactive and any and all acts authorized herein which were performed prior to the passage of this resolution are hereby approved and ratified.

*[Remainder of Page Intentionally Blank]*

**CERTIFICATION**

I, Preston Prince, the CEO/Executive Director of the HOUSING AUTHORITY OF FRESNO COUNTY, CALIFORNIA, a public body, corporate and politic, do hereby certify and declare (a) that the foregoing is a full, true and correct copy of the resolutions duly passed and adopted by the Board of Commissioners of the Housing Authority held on \_\_\_\_\_, 2019, (b) that said resolutions are now in full force and effect; (c) that there is no provision in the Bylaws of the Housing Authority limiting the power of the of the Housing Authority to pass the foregoing resolutions; and (d) that such resolutions are in conformity with the provisions of said Bylaws.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said Housing Authority this December \_\_\_\_, 2019.

By: \_\_\_\_\_  
Preston Prince  
CEO/Executive Director

[Certification of Corporate Resolution Authorizing Execution of Loan Documents, Guaranty and Indemnity and Endorsement and Hypothecation of Property (Housing Authority of Fresno County, California)]




## BOARD MEMO

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**TO:** Board of Commissioners  
Fresno Housing Authority

**FROM:** Preston Prince   
CEO/Executive Director

**DATE:** November 14, 2019

**BOARD MEETING:** November 19, 2019

**AGENDA ITEM:** 7b

**AUTHOR:** Sheila Scheitrum

**SUBJECT:** Linnaea Villas (*formerly known as Kingsburg Seniors*) –  
Development Agreement Amendment, Purchase and Sale Agreement,  
and Street Dedications

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### Executive Summary

On September 25, 2018 the Board of Commissioners adopted resolutions approving entering into a Development Agreement with the City of Kingsburg for the development of land located on the southwest corner of Madsen Avenue and Sierra Street in Kingsburg, CA (APN: 396-020-017).

On February 26, 2019, the Board of Commissioners adopted resolutions approving the submission of a 9% Low-Income Housing Tax Credit (LIHTC) application for the Linnaea Villas (formerly Kingsburg Seniors) project to the California Tax Credit Allocation Committee (CTCAC) for purposes of constructing 47 new senior residential units. The application was successful and on June 12, 2019, CTCAC formally awarded a preliminary reservation for the Linnaea Villas development.

Linnaea Villas is a new 47 unit seniors development on 4.84 acres at the southwest corner of Sierra Street and Madsen Avenue, Kingsburg, California (collectively the “**Project**”). The site consists of vacant land.

The Housing Authority of the Fresno County, California (the “Authority”), is the sole member of Kingsburg Linnaea Villas AGP, LLC, a California limited liability company, the administrative general partner (the “Administrative General Partner”) of the single purpose ownership entity (Kingsburg Linnaea Villas, LP). Silvercrest, Inc., an instrumentality of the Authority, is the managing general partner of the Partnership (see Exhibit A).

Approval to develop the Project requires that the Board of Commissioners of the Housing Authority of Fresno County, California adopt a resolution authorizing the following actions:

1. Authorization of Preston Prince, CEO/Executive Director, Tracewell Hanrahan, Deputy Executive Director, and/or their designee to execute documents on behalf of the Housing Authority of Fresno County, California in the name of the Administrative General Partner (AGP) or the Partnership.

2. Authorize amending the Development Agreement between the Housing Authority of Fresno County, CA and the City of Kingsburg
3. Authorize the Housing Authority of Fresno County, California entering into a purchase and sale agreement with the City of Kingsburg
4. Authorize the Housing Authority of Fresno County, CA to acquire the land
5. Authorize the Housing Authority of Fresno County, CA to dedicate Madsen Avenue and 24<sup>th</sup> Street to the City of Kingsburg
6. Authorize actions for the financing, development and operation of the Project, and
7. Provide for other matters related thereto.

Staff is recommending that the Board adopt the attached resolutions, drafted by our affordable housing finance counsel, Ballard Spahr LLP, and as required by our equity and lending partners, in order to finalize the closing of the Project on or about December 10, 2019.

### **Recommendation**

It is recommended that the Board of Commissioners of the Housing Authority of Fresno County, CA adopt the attached resolution, authorizing the amendment of the Development Agreement, entering into a Purchase and Sale Agreement with the City of Kingsburg, and approving the street dedications of 24<sup>th</sup> Street and Madsen Avenue, and providing for other matters related thereto.

### **Fiscal Impact**

The costs associated with the land acquisition and escrow fees is estimated at \$5,000 and will be paid from the approved pre-development budget. There are no costs associated with the Development Agreement amendment or street dedications.

### **Background Information**

The Linnaea Villas project is located on the southwest corner of Madsen Avenue and Sierra Street in Kingsburg, CA (APN: 396-020-017) FH staff currently envisions the project as new construction of 47 units, there will be (38) one-bedroom units, (8) two-bedroom units, and (1) three-bedroom manager's unit. Of the (47) units, (41) of the units will be rent restricted for qualified incomes ranging from 30% to 80% of the area median income, and (5) units will be market rate units. There will also be approximately 3,650 square feet of community space.

**RESOLUTION NO. \_\_\_\_\_**  
**BEFORE THE BOARD OF COMMISSIONERS OF THE**  
**HOUSING AUTHORITY OF FRESNO COUNTY**

**A RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF DOCUMENTS BY THE HOUSING AUTHORITY OF FRESNO COUNTY, CALIFORNIA (“AUTHORITY”) AND KINGSBURG LINNAEA VILLAS, LP (“PARTNERSHIP”) TO IMPLEMENT THE ACQUISITION AND DEVELOPMENT OF LAND BY THE AUTHORITY ON ITS OWN BEHALF AND IN ITS CAPACITY AS THE MANAGER AND SOLE MEMBER OF KINGSBURG LINNAEA VILLAS AGP, LLC, THE ADMINISTRATIVE GENERAL PARTNER OF THE PARTNERSHIP, IN CONNECTION WITH THE FINANCING, DEVELOPMENT AND OPERATION OF THE VILLAGES AT LINNAEA PROJECT, AND PROVIDING FOR OTHER MATTERS RELATED THERETO.**

**WHEREAS**, the Housing Authority of Fresno County, California (the “**Authority**” or “**HAFC**”) seeks to expand the development and availability of long-term housing for low income persons residing in the City of Kingsburg, California (the “**City**”); and

**WHEREAS**, the Authority is authorized, among other things, to enter into partnership and operating agreements and to make loans to partnerships to finance, plan, undertake, construct, acquire and operate housing projects; and

**WHEREAS**, the Authority has agreed to facilitate the acquisition and construction of approximately 4.84 acres located at the Southwest corner of Sierra Street and Madsen Avenue in the City of Kingsburg, County of Fresno, State of California 93631 (APN 396-020-017) (the “**Property**”), for the purposes of the development and construction of a forty-seven (47) unit affordable housing project, forty-one (41) units of which shall be low-income housing tax credit units (“**LIHTC Units**”), five (5) units of which shall be market rate, and one (1) unit of which shall be a manager’s unit (collectively, the “**Project**”) as provided in that certain Development Agreement dated January 16, 2019 between the Authority and the City; and

**WHEREAS**, the Authority will acquire the Property from the City pursuant to that certain Purchase and Sale Agreement and Joint Escrow Instructions effective as of October 23, 2019, and will then transfer the Property to the Partnership pursuant to that certain Purchase and Sale Agreement and Joint Escrow Instructions to be executed between the Authority and the Partnership; and

**WHEREAS**, the Authority has entered into an Operating Agreement dated as of August 22, 2019, pursuant to which the Authority is the manager and sole member of Kingsburg Linnaea Villas AGP, LLC, a California limited liability company (the “**Administrative General Partner**”), and the Authority filed Articles of Organization with the California Secretary of State on August 22, 2019; and

**WHEREAS**, the Administrative General Partner, together with Silvercrest, Inc., entered into an Agreement of Limited Partnership dated as of August 22, 2019, pursuant to which the

Administrative General Partner is the “Administrative GP” and Silvercrest, Inc. is the “Managing GP” (collectively the “**General Partners**”), and Silvercrest, Inc. is the “Limited Partner” of Kingsburg Linnaea Villas, LP, a California limited partnership (the “**Partnership**”), and also filed a Certificate of Limited Partnership with the California Secretary of State on August 22, 2019; and

**WHEREAS**, the Administrative General Partner, Silvercrest, Inc., as managing general partner (the “**Managing General Partner**”) and withdrawing limited partner, and Wells Fargo Affordable Housing Community Development Corporation, a North Carolina corporation (the “**Investor Limited Partner**”) will enter into an Amended and Restated Agreement of Limited Partnership of Kingsburg Linnaea Villas, LP; and

**WHEREAS**, the Authority intends to contribute the Property to the Partnership, and the Partnership intends to acquire the Property and develop the Project; and

**WHEREAS**, as a condition to selling the Property to the Authority, the City has required that the Authority dedicate certain portions of the Property to the City for use and maintenance as public roads, and (ii) the Authority and the City execute a Second Amendment to Development Agreement; and

**WHEREAS**, the Authority intends to act as the developer of the Project, the sole member and manager of the Administrative General Partner and guarantor of certain obligations connected with the Project; and

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

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

**NOW, THEREFORE, BE IT RESOLVED:**

1. **Development Services.** The CEO/Executive Director, Preston Prince, the Deputy Executive Director, Tracewell Hanrahan, the Chief of Staff, Angelina Nguyen, and/or their respective designees (each, an “**Authorized Officer**” and, collectively, the “**Authorized Officers**”), and each of them acting alone, are authorized and directed to enter into a Development Agreement with the Partnership and to execute such other documents and take such other actions as necessary to fulfill the Authority’s intended functions as developer of the Project (including any subcontracts with respect thereto).

2. **General Partner Function.** The Authorized Officers, and each of them acting alone, are authorized and directed to cause the Authority, in its capacity as manager of the Administrative General Partner, to take all actions and execute all documents necessary for the Administrative General Partner to carry out its function as administrative general partner of the Partnership, including without limitation by execution of the Amended and Restated Agreement of Limited Partnership of the Partnership and any amendment thereto in furtherance of such admissions; provided further, that in such capacity, the Authority is authorized and directed to cause the

Administrative General Partner to approve the admission of the Investor Limited Partner to the Partnership.

3. **Approval of the Project Acquisition Documents.** The Authority has been presented with drafts of the documents listed in Exhibit A under the heading “Acquisition Documents” (the “**Acquisition Documents**”) in connection with the purchase and development of certain land owned by the City on which the Project is to be built, which documents are on file with the Authority’s Secretary, and pursuant to which the Authority will acquire the Property, and will then transfer the Property to the Partnership. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, the Acquisition Documents and to purchase and take such other actions as they deem necessary or desirable for the Authority to acquire and develop the Property; *provided however*, any Authorized Officer may approve on the Authority’s behalf or as the manager of the Administrative General Partner any further changes to the draft Acquisition Documents, including material changes, and such Authorized Officer’s signature on the final Acquisition Documents shall be construed as the Authority’s approval of such changes. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, any other documents reasonably required to be executed by the Authority, the Administrative General Partner, or the Partnership to carry out the transactions contemplated by the Acquisition Documents.

4. **Approval of Dedication.** The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Authority one or more deeds, deeds of easement, deeds of dedication and/or other documents and take such other actions as they deem necessary or desirable for the Authority to dedicate or otherwise convey portions of the Property to the City for use and maintenance as public roads and rights-of-way consistent with the plans for the Project.

5. **Execution of Documents.** The Authorized Officers, and each of them acting alone, are authorized on behalf of the Authority acting on its own behalf or as manager of the Administrative General Partner, 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; (iii) to further the acquisition, rehabilitation, development, financing, construction, and leasing of the Project; and/or (iv) to further the acquisition of the Property. Without limiting the scope of such authorization, such documents include declarations of restrictive covenants, regulatory agreements, various deeds, leases, notes, loan agreements, deeds of trust, guaranties and indemnities and collateral assignments related to the Project Financing. Such documents may also include, without limitation, lease-up and marketing agreements, partnership management services agreements, development agreements, construction guaranty agreements, repayment guarantees, cash pledge agreements, environmental indemnity agreements, property management agreements, architect agreements, contractor agreements, housing assistance payment contracts, irrevocable consents, confessions of judgment and appointments of attorneys for service of process.

6. **Expenditures.** The Authority is authorized to expend such funds (and to cause the Partnership and the Administrative General Partner to expend such funds) as are necessary to pay for all filing fees, application fees, registration fees and other costs relating to the Project or actions authorized by this resolution.

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

8. **Execution of Obligations.** The Board directs the Authority's Executive Director to cause the Authority to fulfill the Authority's duties and obligations under the various agreements authorized.

9. **Ratification and Confirmation.** All actions of the Authority and its officers prior to the date hereof and consistent with the terms of this resolution are ratified and confirmed, including, but not limited to, the formation of the Partnership and the Administrative General Partner, and the filing of finance applications related to the Project Financing and the prior execution of any Project documents listed on Exhibit A or otherwise required herein.

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

PASSED AND ADOPTED THIS 19th DAY OF NOVEMBER, 2019. 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

**CERTIFICATE**

I, the undersigned, the duly appointed CEO/Executive Director of the Housing Authority of Fresno County, California (the “**Authority**”), as keeper of the records of the Authority, CERTIFY:

1. That the attached Resolution \_\_\_\_\_ (the “**Resolution**”) is a true and correct copy of the resolution of the Board of Commissioners of the Authority, as adopted at a meeting of the Authority held on the \_\_\_\_ day of \_\_\_\_\_, 2019, and duly recorded in the minute books of the Authority.

2. That such meeting was duly convened and held in all respects in accordance with law, and, to the extent required by law, due and proper notice of such meeting was given; that a quorum was present throughout the meeting and a majority of the members of the Board of Commissioners of the Authority present at the meeting voted in the proper manner for the adoption of the Resolution; that all other requirements and proceedings incident to the proper adoption of the Resolution have been duly fulfilled, carried out and otherwise observed, and that I am authorized to execute this Certificate.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_ day of \_\_\_\_\_, 2019.

**HOUSING AUTHORITY OF FRESNO  
COUNTY, CALIFORNIA**

\_\_\_\_\_  
Preston Prince, CEO/Executive Director

**EXHIBIT A**  
**PROJECT DOCUMENTS**

**Acquisition Documents**

- (a) Purchase and Sale Agreement and Joint Escrow Instructions between the Authority and the City;
- (b) Second Amendment to Development Agreement between the Authority and the City.




## BOARD MEMO

O (559) 443-8400  
F (559) 445-8981

1331 Fulton Street  
Fresno, California 93721  
TTY (800) 735-2929

[www.fresnohousing.org](http://www.fresnohousing.org)

**TO:** Board of Commissioners  
Fresno Housing Authority  
**FROM:** Preston Prince   
CEO/Executive Director

**DATE:** November 14, 2019  
**BOARD MEETING:** November 19, 2019  
**AGENDA ITEM:** 7c  
**AUTHOR:** Sheila Scheitrum

**SUBJECT:** Linnaea Villas (*formerly known as Kingsburg Seniors*) – Offsite Improvements Guaranty

### Executive Summary

On February 26, 2019, the Board of Commissioners adopted resolutions approving the submission of a 9% Low-Income Housing Tax Credit (LIHTC) application for the Linnaea Villas (formerly Kingsburg Seniors) project to the California Tax Credit Allocation Committee (CTCAC) for purposes of constructing 47 new seniors residential units. The application was successful and on June 12, 2019, CTCAC formally awarded a preliminary reservation for the Linnaea Villas development.

Linnaea Villas is a new 47 unit seniors development on 4.84 acres at the southwest corner of Sierra Street and Madsen Avenue, Kingsburg, California (collectively the “**Project**”). The site consists of vacant land.

The Housing Authority of the Fresno County, California (the “**Authority**”), is the sole member of Kingsburg Linnaea Villas AGP, LLC, a California limited liability company, the administrative general partner (the “**Administrative General Partner**”) of the single purpose ownership entity (Kingsburg Linnaea Villas, LP). Silvercrest, Inc., an instrumentality of the Authority, is the managing general partner of the Partnership (see Exhibit A).

The City of Kingsburg has agreed to take on the offsite work portion of the project. The Kingsburg Linnaea Villas, LP will have an agreement in place to cover the costs of the offsite work up to an estimated \$1,300,000. The City has required that the Housing Authority of Fresno County, CA provide a guaranty agreement in case there are any cost overages that exceed the up to amount in the LP agreement.

Approval to develop the Project requires that the Board of Commissioners of the Housing Authority of Fresno County, California adopt a resolution authorizing the following actions:

1. Authorization of Preston Prince, CEO/Executive Director, Tracewell Hanrahan, Deputy Executive Director, and/or their designee to execute

documents on behalf of the Housing Authority of Fresno County, California in the name of the Administrative General Partner (AGP) or the Partnership.

2. Authorize the Housing Authority of Fresno County, CA to enter into a guaranty agreement with the City of Kingsburg to reimburse the City for the costs of the offsite improvements.
3. Authorize actions for the financing, development and operation of the Project, and
4. Provide for other matters related thereto.

Staff is recommending that the Board adopt the attached resolution, drafted by our affordable housing finance counsel, Ballard Spahr LLP, and as required by our equity and lending partners, in order to finalize the closing of the Project on or about December 10, 2019.

### **Recommendation**

It is recommended that the Board of Commissioners of the Housing Authority of Fresno County, CA adopt the attached resolution, authorizing entering into a guaranty agreement with the City of Kingsburg to reimburse the City for the costs of the offsite improvements.

### **Fiscal Impact**

At this time, there is no fiscal impact for the Housing Authority of Fresno County, CA. If the LP fails to pay or perform any of the LP Obligations when due, the Guarantor will, upon demand, pay all amounts due to City.

### **Background Information**

The Linnaea Villas project is located on the southwest corner of Madsen Avenue and Sierra Street in Kingburg, CA (APN: 396-020-017) FH staff currently envisions the project as new construction of 47 units, there will be (38) one-bedroom units, (8) two-bedroom units, and (1) three-bedroom manager's unit. Of the (47) units, (41) of the units will be rent restricted for qualified incomes ranging from 30% to 80% of the area median income, and (5) units will be market rate units. There will also be approximately 3,650 square feet of community space.

Attachments: Exhibit A - Organizational Chart

Exhibit B – Linnaea Villas Site Plan

Exhibit C – Development Proforma

Exhibit D – Operating Budget

Exhibit E – 15 Year Projection

**RESOLUTION NO. \_\_\_\_\_**  
**BEFORE THE BOARD OF COMMISSIONERS OF THE**  
**HOUSING AUTHORITY OF FRESNO COUNTY**

**A RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF DOCUMENTS BY THE HOUSING AUTHORITY OF FRESNO COUNTY, CALIFORNIA (“AUTHORITY”) OF A GUARANTY IN FAVOR OF THE CITY OF KINGSBURG IN CONNECTION WITH THE REIMBURSEMENT OF COSTS OF CONSTRUCTION OF CERTAIN OFFSITE IMPROVEMENTS RELATED TO DEVELOPMENT OF LAND BY THE AUTHORITY ON ITS OWN BEHALF AND IN ITS CAPACITY AS THE MANAGER AND SOLE MEMBER OF KINGSBURG LINNAEA VILLAS AGP, LLC, THE ADMINISTRATIVE GENERAL PARTNER OF KINGSBURG LINNAEA VILLAS, LP (“PARTNERSHIP”), IN CONNECTION WITH THE FINANCING, DEVELOPMENT AND OPERATION OF THE VILLAGES AT LINNAEA PROJECT, AND PROVIDING FOR OTHER MATTERS RELATED THERETO.**

**WHEREAS**, the Housing Authority of Fresno County, California (the “**Authority**” or “**HAFC**”) seeks to expand the development and availability of long-term housing for low income persons residing in the City of Kingsburg, California (the “**City**”); and

**WHEREAS**, the Authority is authorized, among other things, to enter into partnership and operating agreements and to make loans to partnerships to finance, plan, undertake, construct, acquire and operate housing projects; and

**WHEREAS**, the Authority has agreed to facilitate the acquisition and construction of approximately 4.84 acres located at the Southwest corner of Sierra Street and Madsen Avenue in the City of Kingsburg, County of Fresno, State of California 93631 (APN 396-020-017) (the “**Property**”), for the purposes of the development and construction of a forty-seven (47) unit affordable housing project, forty-one (41) units of which shall be low-income housing tax credit units (“**LIHTC Units**”), five (5) units of which shall be market rate, and one (1) unit of which shall be a manager’s unit (collectively, the “**Project**”) as provided in that certain Development Agreement dated January 16, 2019 between the Authority and the City; and

**WHEREAS**, the Authority will acquire the Property from the City pursuant to that certain Purchase and Sale Agreement and Joint Escrow Instructions effective as of October 23, 2019, and will then transfer the Property to the Partnership pursuant to that certain Purchase and Sale Agreement and Joint Escrow Instructions to be executed between the Authority and the Partnership; and

**WHEREAS**, the Authority has entered into an Operating Agreement dated as of August 22, 2019, pursuant to which the Authority is the manager and sole member of Kingsburg Linnaea Villas AGP, LLC, a California limited liability company (the “**Administrative General Partner**”), and the Authority filed Articles of Organization with the California Secretary of State on August 22, 2019; and

**WHEREAS**, the Administrative General Partner, together with Silvercrest, Inc., entered into an

Agreement of Limited Partnership dated as of August 22, 2019, pursuant to which the Administrative General Partner is the “Administrative GP” and Silvercrest, Inc. is the “Managing GP” (collectively the “**General Partners**”), and Silvercrest, Inc. is the “Limited Partner” of Kingsburg Linnaea Villas, LP, a California limited partnership (the “**Partnership**”), and also filed a Certificate of Limited Partnership with the California Secretary of State on August 22, 2019; and

**WHEREAS**, the Administrative General Partner, Silvercrest, Inc., as managing general partner (the “**Managing General Partner**”) and withdrawing limited partner, and Wells Fargo Affordable Housing Community Development Corporation, a North Carolina corporation (the “**Investor Limited Partner**”) will enter into an Amended and Restated Agreement of Limited Partnership of Kingsburg Linnaea Villas, LP; and

**WHEREAS**, the Authority intends to contribute the Property to the Partnership, and the Partnership intends to acquire the Property and develop the Project; and

**WHEREAS**, as a condition to selling the Property to the Authority, the City has required that (i) the Partnership execute an Offsite Improvement Agreement between the City and the Partnership regarding the construction of certain offsite improvements related to the Property (the “**Offsite Improvements**”), and (ii) the Authority and the City execute a Second Amendment to Development Agreement, and (iii) the Authority execute a Guaranty in favor of the City, guaranteeing repayment of costs of construction of the Offsite Improvements (the “**Offsite Improvement Guaranty**”); and

**WHEREAS**, the Authority intends to act as the developer of the Project, the sole member and manager of the Administrative General Partner and guarantor of certain obligations connected with the Project; and

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

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

**NOW, THEREFORE, BE IT RESOLVED:**

1. **Development Services.** The CEO/Executive Director, Preston Prince, the Deputy Executive Director, Tracewell Hanrahan, the Chief of Staff, Angelina Nguyen, and/or their respective designees (each, an “**Authorized Officer**” and, collectively, the “**Authorized Officers**”), and each of them acting alone, are authorized and directed to enter into a Development Agreement with the Partnership and to execute such other documents and take such other actions as necessary to fulfill the Authority’s intended functions as developer of the Project (including any subcontracts with respect thereto).

2. **General Partner Function.** The Authorized Officers, and each of them acting alone, are authorized and directed to cause the Authority, in its capacity as manager of the Administrative General Partner, to take all actions and execute all documents necessary for the Administrative General Partner to carry out its function as administrative general partner of the Partnership,

including without limitation by execution of the Amended and Restated Agreement of Limited Partnership of the Partnership and any amendment thereto in furtherance of such admissions; provided further, that in such capacity, the Authority is authorized and directed to cause the Administrative General Partner to approve the admission of the Investor Limited Partner to the Partnership.

3. **Approval of the Guaranty.** The Authority has been presented with a drafts of the Guaranty in connection with the purchase and development of certain land owned by the City on which the Project is to be built, which Guaranty is on file with the Authority's Secretary, and pursuant to which the Authority will guaranty repayment to the City of certain costs of construction of the Offsite Improvements. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, the Guaranty and to take such other actions as they deem necessary or desirable for the Partnership reimburse the City for the costs of the Offsite Improvements; *provided however*, any Authorized Officer may approve on the Authority's behalf or as the manager of the Administrative General Partner any further changes to the draft Guaranty, including material changes, and such Authorized Officer's signature on the final Guaranty shall be construed as the Authority's approval of such changes. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, any other documents reasonably required to be executed by the Authority, the Administrative General Partner, or the Partnership to carry out the transactions contemplated by the Guaranty.

4. **Execution of Documents.** The Authorized Officers, and each of them acting alone, are authorized on behalf of the Authority acting on its own behalf or as manager of the Administrative General Partner, 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; (iii) to further the acquisition, rehabilitation, development, financing, construction, and leasing of the Project; and/or (iv) to further the acquisition of the Property and the construction of the Offsite Improvements. Without limiting the scope of such authorization, such documents include declarations of restrictive covenants, regulatory agreements, various deeds, leases, notes, loan agreements, deeds of trust, guaranties and indemnities and collateral assignments related to the Project Financing. Such documents may also include, without limitation, lease-up and marketing agreements, partnership management services agreements, development agreements, construction guaranty agreements, repayment guarantees, cash pledge agreements, environmental indemnity agreements, property management agreements, architect agreements, contractor agreements, housing assistance payment contracts, irrevocable consents, confessions of judgment and appointments of attorneys for service of process.

5. **Expenditures.** The Authority is authorized to expend such funds (and to cause the Partnership and the Administrative General Partner to expend such funds) as are necessary to pay for all filing fees, application fees, registration fees and other costs relating to the Project or actions authorized by this resolution.

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

7. **Execution of Obligations.** The Board directs the Authority's Executive Director to cause the Authority to fulfill the Authority's duties and obligations under the various agreements authorized.

8. **Ratification and Confirmation.** All actions of the Authority and its officers prior to the date hereof and consistent with the terms of this resolution are ratified and confirmed, including, but not limited to, the formation of the Partnership and the Administrative General Partner, and the filing of finance applications related to the Project Financing and the prior execution of any Project documents listed on Exhibit A or otherwise required herein.

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

PASSED AND ADOPTED THIS 19th DAY OF November, 2019. 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

**CERTIFICATE**

I, the undersigned, the duly appointed CEO/Executive Director of the Housing Authority of Fresno County, California (the “**Authority**”), as keeper of the records of the Authority, CERTIFY:

1. That the attached Resolution \_\_\_\_\_ (the “**Resolution**”) is a true and correct copy of the resolution of the Board of Commissioners of the Authority, as adopted at a meeting of the Authority held on the \_\_\_\_ day of \_\_\_\_\_, 2019, and duly recorded in the minute books of the Authority.

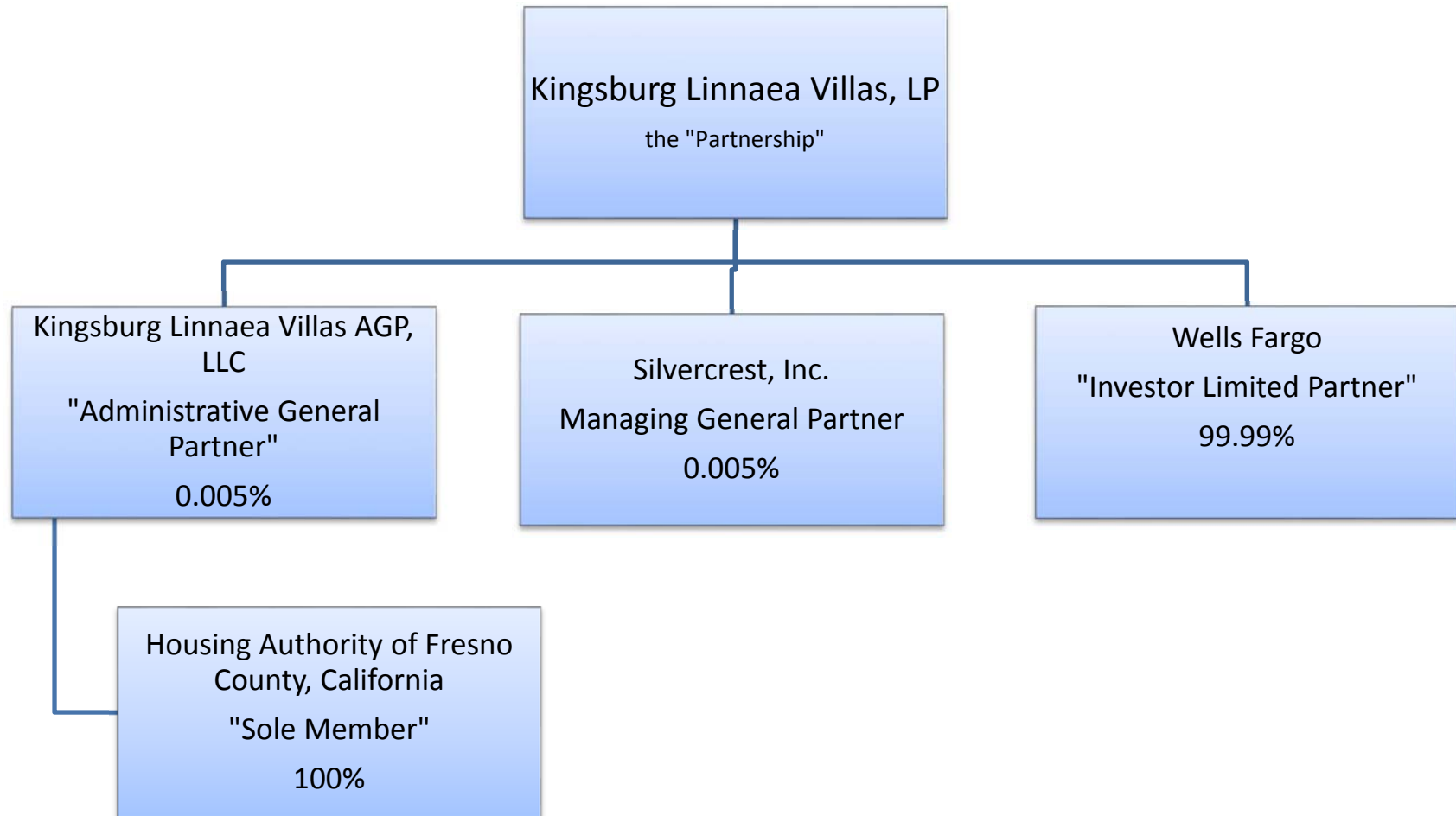
2. That such meeting was duly convened and held in all respects in accordance with law, and, to the extent required by law, due and proper notice of such meeting was given; that a quorum was present throughout the meeting and a majority of the members of the Board of Commissioners of the Authority present at the meeting voted in the proper manner for the adoption of the Resolution; that all other requirements and proceedings incident to the proper adoption of the Resolution have been duly fulfilled, carried out and otherwise observed, and that I am authorized to execute this Certificate.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_ day of \_\_\_\_\_, 2019.

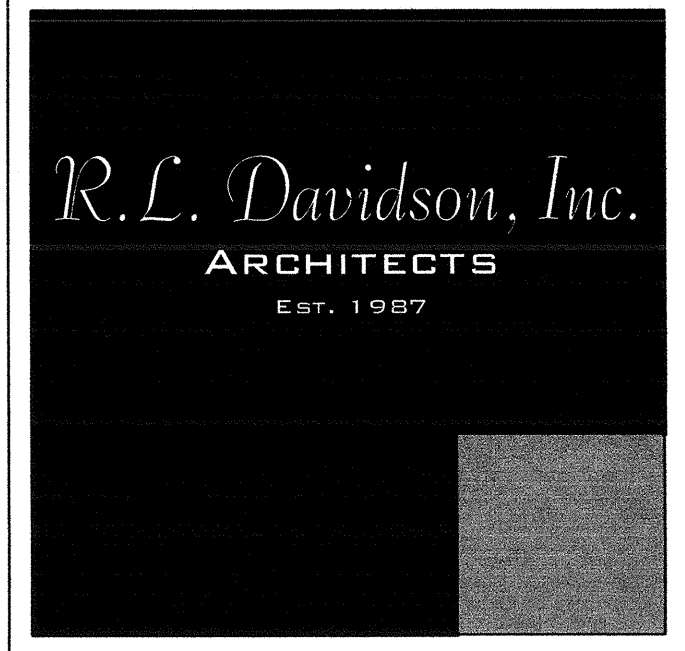
**HOUSING AUTHORITY OF FRESNO  
COUNTY, CALIFORNIA**

\_\_\_\_\_  
Preston Prince, CEO/Executive Director

## Ownership Structure Kingsburg Linnaea Villas







425 SPRUCE AVE.  
CLOVIS, CA 93611  
559.435.3303  
WWW.RLDAVIDSON.COM

PROJECT INFORMATION

HOUSING AUTHORITY OF FRESNO COUNTY, CALIFORNIA  
1331 FULTON STREET  
FRESNO, CA 93721  
SITING ADDRESS: 2630 SIERRA STREET  
KINGSBURG, CA 93631  
LEGAL DESCRIPTION: -  
A.P.N.: 396-020-17  
TOTAL SITE AREA: 4.94 ACRES  
= 210,892 S.F.  
GENERAL PLAN DESIGNATION: MEDIUM DENSITY RESIDENTIAL  
EXISTING ZONING: RM-3: 14.52 UNITS / ACRE MAXIMUM  
PROPOSED ZONING: RM-3  
PROPOSED DENSITY: 134 UNITS / ACRE  
FIRE SPRINKLERS: YES - NFPA-13 w/ ATTIC SPRINKLERS  
ALLOWED BUILDING HEIGHT: 35'-0"  
PROPOSED BUILDING HEIGHT: 32'-4"

SITE DEVELOPMENT DATA

UNITS:					
'A' UNIT - 1 BD. / 1 BA.	=	33	@ 705 S.F.	=	23,265 S.F.
'B' UNIT - 1 BD. / 1 BA.	=	5	@ 745 S.F.	=	3,725 S.F.
'C' UNIT - 2 BD. / 1 BA.	=	8	@ 890 S.F.	=	7,120 S.F.
MANAGER'S UNIT - 3 BD. / 2 BA.	=	1	@ 1,190 S.F.	=	1,190 S.F.
SUB-TOTAL					35,300 S.F.
TOTAL NUMBER OF UNITS:					47 UNITS
UNIT MIX:					
TOTAL 1 BD. / 1 BA. UNITS	=	38	(80%)		
TOTAL 2 BD. / 1 BA. UNITS	=	8	(18%)		
TOTAL 3 BD. / 2 BA. UNITS	=	1	(2%)		
COMMUNITY BUILDING	=	1	@ 3,662 S.F.	=	3,662 S.F.
LAUNDRY / UTILITY	=	1	@ 354 S.F.	=	354 S.F.
	=	2	@ 385 S.F.	=	770 S.F.
TOTAL CONDITIONED AREA:					40,086 S.F.

BUILDING '1' (1 BUILDING)					
UNIT TYPE BREAKDOWN:					
'A' UNIT - 1 BD. / 1 BA.	=	7	@ 705 S.F.		
'B' UNIT - 1 BD. / 1 BA.	=	1	@ 745 S.F.		
'C' UNIT - 2 BD. / 1 BA.	=	2	@ 890 S.F.		
MANAGER'S UNIT - 3 BD. / 2 BA.	=	1	@ 1,190 S.F.		
SUB-TOTAL					11 UNITS
LAUNDRY/UTILITY ROOM	=	1	@ 354 S.F.		
(3 WASHERS / 4 DRYERS)					
TOTAL CONDITIONED BUILDING AREA	=		9,004 S.F.		
TOTAL UNCONDITIONED BUILDING AREA	=		4,229 S.F.		
(COVERED BALCONIES, DECKS, WALKWAYS & STAIRS)					
TOTAL GROSS BUILDING AREA					13,233 S.F.
(CONDITIONED + UNCONDITIONED BUILDING AREA)					
LOT COVERAGE (BUILDING '1' FOOTPRINT)					13,233 S.F.

BUILDING '2' (1 BUILDING)					
UNIT TYPE BREAKDOWN:					
'A' UNIT - 1 BD. / 1 BA.	=	26	@ 705 S.F.		
'B' UNIT - 1 BD. / 1 BA.	=	4	@ 745 S.F.		
'C' UNIT - 2 BD. / 1 BA.	=	6	@ 890 S.F.		
SUB-TOTAL					36 UNITS
LAUNDRY ROOM	=	2	@ 385 S.F.		
(4 WASHERS / 5 DRYERS)					
TOTAL CONDITIONED BUILDING AREA	=		27,420 S.F.		
TOTAL UNCONDITIONED BUILDING AREA	=		14,299 S.F.		
(COVERED BALCONIES, DECKS, WALKWAYS & STAIRS)					
TOTAL GROSS BUILDING AREA					41,719 S.F.
(CONDITIONED + UNCONDITIONED BUILDING AREA)					
LOT COVERAGE (BUILDING '2' FOOTPRINT)					21,269 S.F.

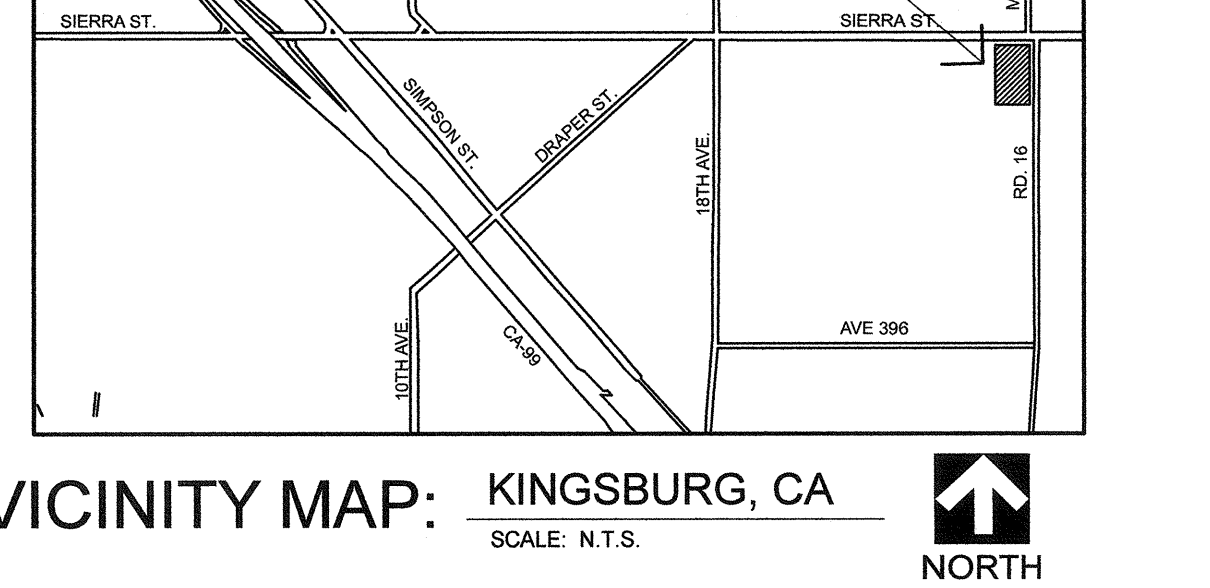
COMMUNITY BUILDING (1 BUILDING)					
TOTAL CONDITIONED BUILDING AREA	=		5,042 S.F.		
TOTAL UNCONDITIONED BUILDING AREA	=		494 S.F.		
(COVERED PORCHES, ENTRIES, & WALKWAYS)					
TOTAL GROSS BUILDING AREA					5,536 S.F.
(CONDITIONED + UNCONDITIONED BUILDING AREA)					
LOT COVERAGE (COMM. BLDG. FOOTPRINT)					5,536 S.F.

COMBINED TOTAL GROSS BUILDING AREA	=		60,488 S.F.		
(BUILDING '1' TOTAL GROSS BUILDING AREA + BUILDING '2' TOTAL GROSS BUILDING AREA + COMM. BLDG. TOTAL GROSS BUILDING AREA)					
COMBINED LOT COVERAGE	=		40,038 S.F.		
(BUILDING '1' LOT COVERAGE + BUILDING '2' LOT COVERAGE + COMM. BLDG. LOT COVERAGE)					

MAXIMUM ALLOWED LOT COVERAGE	=	50%			
ACTUAL LOT COVERAGE	=	14.5% (40,038 S.F. / 276,806 S.F.)			

REQUIRED YARDS:					
FRONT (NORTH):	15'-0"				NONE
REAR (SOUTH):	10'-0"				6'-0" HIGH C.M.U. BLOCK WALL
SIDE (WEST):	10'-0"				NONE
SIDE (EAST):	10'-0"				NONE

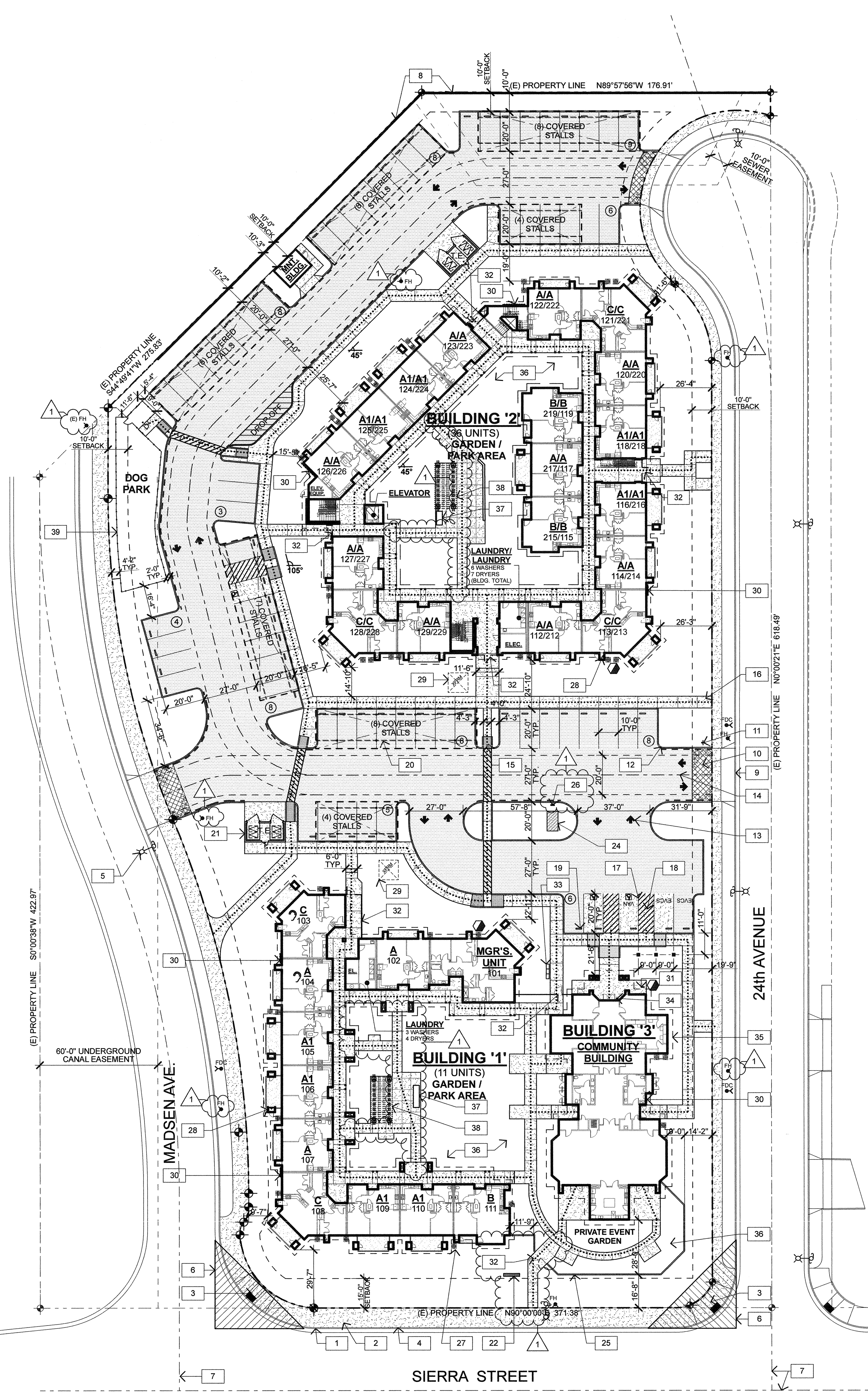
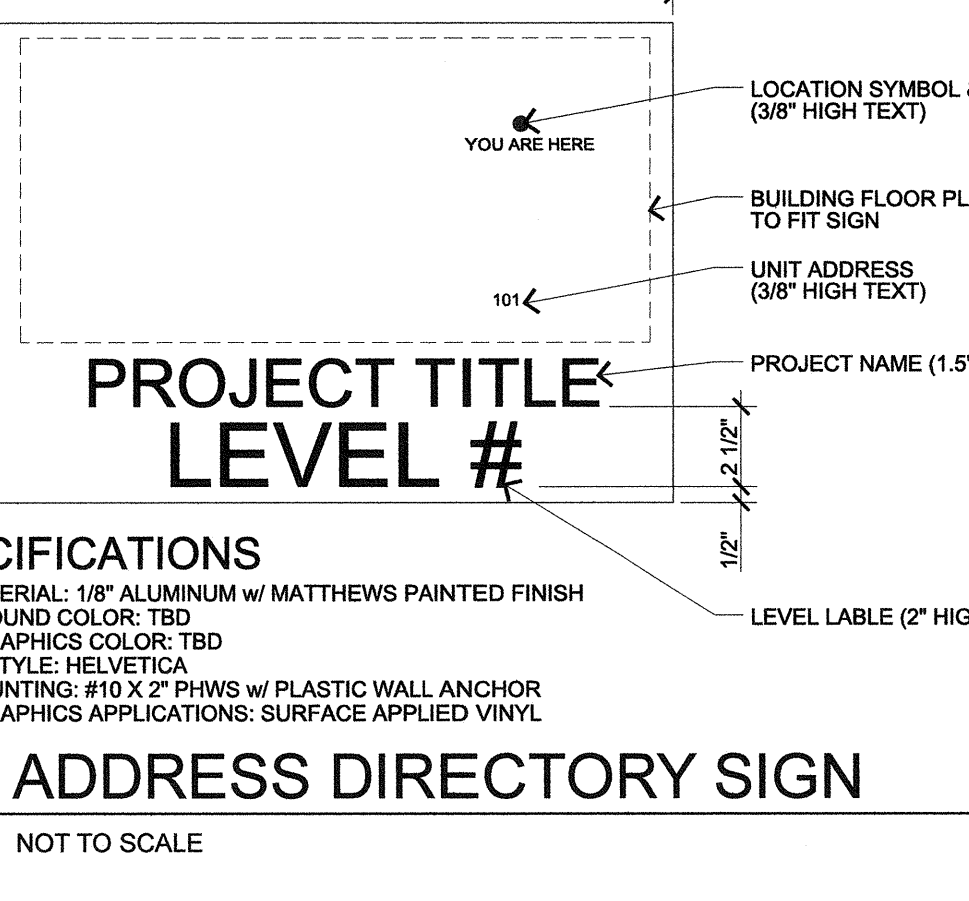
PARKING DEVELOPMENT DATA					
PARKING REQUIRED:			1.5 STALLS / UNIT		
PARKING PROVIDED:			72 STALLS = 1.5 STALLS PER UNIT		
			(47 COVERED = 1 COVERED STALL PER UNIT)		



SITE KEYNOTES:

THE FOLLOWING KEYNOTES SHALL APPLY WHERE INDICATED ON THIS SHEET.

- INDICATES NEW CURB & GUTTER PER CITY OF KINGSBURG PUBLIC WORKS STANDARDS  
- REFER TO **CIVIL DRAWINGS**.
- INDICATES NEW CONCRETE SIDEWALK @ PUBLIC R.O.W. PER CITY OF KINGSBURG PUBLIC WORKS STANDARDS  
- REFER TO **CIVIL DRAWINGS**.
- INDICATES NEW SIDEWALK RAMP PER CITY OF KINGSBURG PUBLIC WORKS STANDARDS  
- REFER TO **CIVIL DRAWINGS**.
- UNDERGROUND ALL EXISTING OVHD. UTILITIES ALONG SIERRA AVE.
- INDICATES NEW STREET LIGHTS PER CITY OF KINGSBURG STANDARDS  
- REFER TO **CIVIL DRAWINGS**.
- HATCHED AREA INDICATES 45' CLEAR VISION AREA
- LINE INDICATES CENTER LINE OF PUBLIC STREET AS NOTED
- NEW 4'-6" HIGH CMU BLOCK WALL ALONG SOUTH PROPERTY LINE AS SHOWN  
- REFER TO **CIVIL DRAWINGS**.
- NEW DRIVE APPROACH PER CITY OF KINGSBURG PUBLIC WORKS STANDARDS  
- REFER TO **CIVIL DRAWINGS**.
- DOUBLE CROSS-HATCH INDICATES NEW 6" THICK STAMPED & COLORED CONCRETE @ DRIVE APPROACH  
- PROVIDE #3 REBAR @ 18" O.C. BOTH WAYS
- INDICATES TOWAWAY SIGN  
- REFER TO **DETAIL SHT. A-801 / DET. 4B**
- CONSTRUCT NEW CONTINUOUS 6" HIGH CONCRETE CURB  
- REFER TO **CIVIL DRAWINGS**.
- PAINTED DIRECTIONAL ARROWS PER CITY OF KINGSBURG PUBLIC WORKS STANDARDS
- INDICATES FIRE TRUCK / TRASH TRUCK TURNING SPACE - 44'-0" RADIUS TO CENTERLINE OF TRUCK SPACE
- HATCH INDICATES PROPOSED ACCESSIBLE CONCRETE CURB RAMP  
- REFER TO **SHT. A-801 / DET. 8, 9, & 10**  
- REFER TO **CIVIL DRAWINGS**.
- INDICATES NEW 6'-0" MIN. WIDE ON-SITE CONCRETE FLATWORK, U.N.O.  
- FOR CONCRETE JOINTS REFER TO **SHT. A-102 / DET. 23**
- PROVIDE 4" WIDE WHITE PAINTED PARKING STRIPES PER CITY OF KINGSBURG PARKING MANUAL AT ALL PARKING STALLS. TYPICAL STRIPES SHALL EXTEND THE FULL DEPTH OF STALL
- PROVIDE STRIPING FOR NEW ACCESSIBLE PARKING STALL(S).  
- POLE MOUNTED SIGNAGE SHALL BE LOCATED BEHIND THE ADJACENT SIDEWALK AND OUTSIDE OF THE FRONT OF CAR OVERHANG AREA.  
- REFER TO **SHT. A-801 / DET. 4**
- INDICATES NEW 6" HIGH PRECAST CONCRETE TIRE STOP  
- REFER TO **SHT. A-102 / DET. 19**  
- PLACE 3'-0" FROM FACE OF CURB TO CENTER OF TIRE STOP
- INDICATES NEW PRE-MANUFACTURED CARPORT  
- REFER TO **SHT. A-102 / DET. 22**  
- REFER TO **ELECTRICAL DRAWINGS** FOR LIGHTING
- INDICATES NEW 2-BIN, COVERED TRASH ENCLOSURE  
- FINISH W/ CEMENT PLASTER TO MATCH BUILDING  
- REFER TO **SHT. A-102 / DET. 10**
- TENTATIVE LOCATION OF NEW MONUMENT SIGN  
- SEPARATE REVIEW AND PERMIT REQUIRED FOR ALL SIGNAGE.
- INDICATES TENTATIVE LOCATION OF NEW 30' HIGH FLAG POLE  
- TYPICAL OF (3)
- INDICATES LOCATION OF NEW FREE-STANDING DALA HORSE ON 5' WIDE x 10' LONG x 1'-6" HIGH PRECAST PEDISTAL
- INDICATES PROPOSED BRICK VENEER CLAD, 4' HIGH x 6" WIDE C.M.U. BLOCK WALL  
- REFER TO **SHT. A-102 / DET. 26**
- INDICATES LOCATION OF NEW ADDRESS DIRECTORY  
- REFER TO **DETAIL 'A' THIS SHEET**
- INDICATES TENTATIVE LOCATION OF HVAC CONDENSER UNIT ON PAD AT GRADE
- INDICATES TENTATIVE FIRE SPRINKLER RISER LOCATION  
- REFER TO **BUILDING COORDINATION PLANS**  
- REFER TO **CIVIL DRAWINGS**
- INDICATES TENTATIVE LOCATION OF NEW TRANSFORMER ON CONCRETE PAD  
- COORDINATE WITH SERVING UTILITY COMPANY
- INDICATES TENTATIVE LOCATION OF NEW GAS METER LOCATION  
- COORDINATE WITH SERVING UTILITY COMPANY
- INDICATES TENTATIVE LOCATION OF (1) NEW 2-SPACE BIKE RACKS  
- REFER TO **SHT. A-103 / DET. 24**
- INDICATES 4'-0" HIGH ORNAMENTAL IRON FENCE & GATE  
- GATE SHALL BE A PAIR OF 48" WIDE LEAVES, THE ACTIVE LEAF SHALL HAVE PANIC HARDWARE AND THE INACTIVE LEAF SHALL HAVE A CAME BOLT & BE CAPABLE OF BEING SECURED IN BOTH THE OPEN & CLOSED POSITIONS FOR EMERGENCY ACCESS.
- PROVIDE AND INSTALL SALSBUURY INDUSTRIES' MODEL #3316 MAILBOX (OR SIMILAR)  
- PROVIDE (48) MAILBOXES, (2) OUTGOING BOXES, AND (2) PARCEL BOXES  
- COORDINATE SIZE AND LOCATION WITH U.S. POSTAL SERVICE
- PROVIDE NEW 'X' BOX AT MAIN ENTRY TO COMMUNITY BUILDING  
- VERIFY REQUIREMENTS WITH LOCAL FIRE DEPARTMENT
- DASHED LINE INDICATES BUILDING ROOF OUTLINE ABOVE
- INDICATES PROPOSED LANDSCAPE AREA, TYPICAL  
- REFER TO **LANDSCAPE DRAWINGS** FOR FULL EXTENT OF LANDSCAPING
- INDICATES PROPOSED BBQ AREA  
- REFER TO **LANDSCAPE DRAWINGS**
- INDICATES NEW LANAI STRUCTURE  
- REFER TO **LANDSCAPE DRAWINGS**
- INDICATES NEW 4'-0" HIGH BLACK VINYL-COATED CHAIN LINK FENCE w/ 8" WIDE MOW CURB AT DOG PARK  
- FOR MOW CURB, REFER TO **LANDSCAPE DRAWINGS**



SITE PLAN

SCALE: 1" = 30'

SOLAR ROOF AREA CALCULATIONS		
	ROOF AREA	SOLAR AREA REQUIRED (15%)
BUILDING '1'	12,992 S.F.	1,948 S.F. (12,992 S.F. x .15)
BUILDING '2'	20,887 S.F.	3,133 S.F. (20,887 S.F. x .15)
COMMUNITY BUILDING	5,561 S.F.	835 S.F. (5,561 S.F. x .15)
TOTAL	39,440 S.F.	5,913 S.F. REQUIRED
CONDUIT FOR FUTURE SOLAR SHALL BE PROVIDED TO ALL CARPORTS, TYPICAL		
CARPORT ROOF AREA: 10' x 20' x 47 COVERED STALLS = 9,400 S.F. PROVIDED		





# EXHIBIT C

## Linnaea Villas Pro Forma

<b>Development Sources and Uses</b>	
<b>Sources of Funds</b>	<i>Amount</i> <i>11/12/2019</i>
CalHFA Perm Loan	\$ 1,185,000
City of Kingsburg Deferred Impact Fee Loan	\$ 390,460
Housing Relinquished Fund Corp	\$ 1,500,000
Accrued/Deferred Interest	\$ 100,000
HOME Loan	\$ 1,000,000
CalHFA Loan	\$ 820,000
FHLB AHP	\$ 615,000
Land Donation	\$ 1,001,000
Deferred DeveloperFee	\$ 328,189
GP Capital Contribution	\$ 100
LIHTC Equity (Wells Fargo limited partner)	\$ 15,806,848
<b>Total Sources of Funds</b>	<b>\$ 22,746,597</b>
<b>Uses of Funds</b>	<i>Amount</i>
Land Cost	\$1,001,000
Off-site Improvements	\$1,300,000
Construction Costs	\$13,250,000
Contingencies	\$927,500
Permits/Impact Fees/etc.	\$640,846
Professional Fees	\$1,506,100
Loan Fees and other Soft Costs	\$1,911,992
Reserves	\$220,228
Developer Fee	\$1,988,931
<b>Total Uses of Funds</b>	<b>\$ 22,746,597</b>

*\*Draft as of 11/12/19*

## Exhibit D

### Linnaea Villas Pro Forma Projected Stabilized Operating Budget

Unit Type	# Units	% AMI	SF/Unit	Net Rent Per Unit	Ann. Rent Total
1 Bedroom (PBV)	3	30%	705-745	318	\$ 11,448
2 Bedrooms (PBV)	2	30%	890	376	\$ 9,024
1 Bedrooms (PBV)	15	40%	705-745	440	\$ 79,200
2 Bedrooms(PBV)	3	40%	890	522	\$ 18,792
1 Bedroom (PBV)	5	50%	705-745	562	\$ 33,720
1 Bedrooms (PBV)	6	60%	705-745	684	\$ 49,219
2 Bedrooms (PBV)	1	60%	890	814	\$ 9,768
1 Bedrooms	6	80%	705-745	684	\$ 49,219
1 Bedrooms	3	MRKT	705-745	750	\$ 27,000
2 Bedrooms	2	MRKT	890	910	\$ 21,840
3Bd/1Bath**Managers Unit	1		1,190		\$ -
PBV Rent subsidy					\$ 138,365
<b>TOTAL REVENUE</b>	<b>47</b>				<b>\$ 447,595</b>

RESIDENTIAL OPERATING EXPENSES	Per Unit	TOTAL
Management Fee	587	\$ 27,600
Advertising/Marketing/Security	53	\$ 2,500
Legal and Accounting	213	\$ 10,000
Utilities (water, electricity, gas, etc.)	1,174	\$ 55,190
Payroll: Onsite Manager(s)/Staff	957	\$ 45,000
Payroll: Taxes/Benefits	340	\$ 16,000
Maintenance/Repairs	1,234	\$ 58,000
Real Estate Property Tax	532	\$ 25,000
Insurance	319	\$ 15,000
Services	400	\$ 18,800
Office Expense/Misc. Admin.	255	\$ 12,000
CalHFA Monitoring	252	\$ 11,850
<b>Total Operating Expenses</b>	<b>6,318</b>	<b>296,940</b>
<b>Replacement Reserves</b>	<b>300</b>	<b>14,100</b>
<b>Total Operating and Reserve Budget</b>	<b>6,618</b>	<b>311,040</b>

Exhibit E

Linnaea Villas Pro Forma

RESIDENTIAL COMPONENT - 15 YEAR CASH FLOW ANALYSIS

INCOME FROM HOUSING UNITS	Inflation	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15
Schedule Rental Income	2.0%	\$ 309,230	\$ 315,415	\$ 321,723	\$ 328,157	\$ 334,720	\$ 341,415	\$ 348,243	\$ 355,208	\$ 362,312	\$ 369,558	\$ 376,950	\$ 384,489	\$ 392,178	\$ 400,022	\$ 408,022
PBV Rental Subsidy		\$ 138,365	\$ 141,132	\$ 143,955	\$ 146,834	\$ 149,771	\$ 152,766	\$ 155,821	\$ 158,938	\$ 162,117	\$ 165,359	\$ 168,666	\$ 172,039	\$ 175,480	\$ 178,990	\$ 182,570
Misc. Income		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GROSS POTENTIAL INCOME - HOUSING		\$ 447,595	\$ 456,547	\$ 465,678	\$ 474,991	\$ 484,491	\$ 494,181	\$ 504,065	\$ 514,146	\$ 524,429	\$ 534,917	\$ 545,616	\$ 556,528	\$ 567,659	\$ 579,012	\$ 590,592
VACANCY ASSUMPTIONS																
Vacancy Loss	5.5%	\$ (17,008)	\$ (17,348)	\$ (17,695)	\$ (18,049)	\$ (18,410)	\$ (18,778)	\$ (19,153)	\$ (19,536)	\$ (19,927)	\$ (20,326)	\$ (20,732)	\$ (21,147)	\$ (21,570)	\$ (22,001)	\$ (22,441)
HUD RAD PBV Vacancy	5.5%	\$ (7,610)	\$ (7,762)	\$ (7,918)	\$ (8,076)	\$ (8,237)	\$ (8,402)	\$ (8,570)	\$ (8,742)	\$ (8,916)	\$ (9,095)	\$ (9,277)	\$ (9,462)	\$ (9,651)	\$ (9,844)	\$ (10,041)
TOTAL VACANCY LOSS		\$ (24,618)	\$ (25,110)	\$ (25,612)	\$ (26,125)	\$ (26,647)	\$ (27,180)	\$ (27,724)	\$ (28,278)	\$ (28,844)	\$ (29,420)	\$ (30,009)	\$ (30,609)	\$ (31,221)	\$ (31,846)	\$ (32,483)
EFFECTIVE GROSS INCOME		\$ 422,977	\$ 431,437	\$ 440,066	\$ 448,867	\$ 457,844	\$ 467,001	\$ 476,341	\$ 485,868	\$ 495,585	\$ 505,497	\$ 515,607	\$ 525,919	\$ 536,437	\$ 547,166	\$ 558,110
OPERATING EXPENSES & RESERVE DEPOSITS																
Operating Expenses	3.0%	\$ 296,940	\$ 305,848	\$ 315,024	\$ 324,474	\$ 334,209	\$ 344,235	\$ 354,562	\$ 365,199	\$ 376,155	\$ 387,439	\$ 399,063	\$ 411,034	\$ 423,365	\$ 436,066	\$ 449,148
Replacement Reserve	3.0%	\$ 14,100	\$ 14,523	\$ 14,959	\$ 15,407	\$ 15,870	\$ 16,346	\$ 16,836	\$ 17,341	\$ 17,861	\$ 18,397	\$ 18,949	\$ 19,518	\$ 20,103	\$ 20,706	\$ 21,328
TOTAL EXPENSES & RESERVES		\$ 311,040	\$ 320,371	\$ 329,982	\$ 339,882	\$ 350,078	\$ 360,581	\$ 371,398	\$ 382,540	\$ 394,016	\$ 405,837	\$ 418,012	\$ 430,552	\$ 443,469	\$ 456,773	\$ 470,476
NET OPERATING INCOME		\$ 111,937	\$ 111,066	\$ 110,083	\$ 108,985	\$ 107,766	\$ 106,420	\$ 104,943	\$ 103,328	\$ 101,569	\$ 99,660	\$ 97,595	\$ 95,367	\$ 92,969	\$ 90,393	\$ 87,634
DEBT SERVICE																
Bank Loan		\$ 70,862	\$ 70,862	\$ 70,862	\$ 70,862	\$ 70,862	\$ 70,862	\$ 70,862	\$ 70,862	\$ 70,862	\$ 70,862	\$ 70,862	\$ 70,862	\$ 70,862	\$ 70,862	\$ 70,862
Total Required Debt Service		\$ 70,862	\$ 70,862	\$ 70,862	\$ 70,862	\$ 70,862	\$ 70,862	\$ 70,862	\$ 70,862	\$ 70,862	\$ 70,862	\$ 70,862	\$ 70,862	\$ 70,862	\$ 70,862	\$ 70,862
Net Cash Flow		\$ 41,075	\$ 40,204	\$ 39,221	\$ 38,123	\$ 36,904	\$ 35,558	\$ 34,081	\$ 32,466	\$ 30,707	\$ 28,798	\$ 26,733	\$ 24,505	\$ 22,107	\$ 19,531	\$ 16,772
DEBT SERVICE COVERAGE RATIO		1.58	1.57	1.55	1.54	1.52	1.50	1.48	1.46	1.43	1.41	1.38	1.35	1.31	1.28	1.24

## BOARD MEMO

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**TO:** Board of Commissioners

Fresno Housing Authority

**FROM:** Preston Prince 

CEO/Executive Director

**DATE:** November 14, 2019

**BOARD MEETING:** November 19, 2019

**AGENDA ITEM:** 7d

**AUTHOR:** Dave Brenner

**SUBJECT:** Solivita Commons (*formerly known as Willow & Alluvial*) –  
Closing Omnibus Development & Financing Resolution

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### Executive Summary

On February 26, 2019, the Board of Commissioners adopted resolutions approving the submission of a 9% Low-Income Housing Tax Credit (LIHTC) application for Solivita Commons (formerly Willow & Alluvial) project to the California Tax Credit Allocation Committee (CTCAC) for purposes of constructing 60 new residential units. The application was successful and on June 12, 2019, CTCAC formally awarded a preliminary reservation for the Solivita Commons project (the “**Project**”).

Solivita Commons is a new 60 unit family development on 4.175 acres at 725 W Alluvial Avenue, Clovis, California (collectively the “**Solivita Property**”). The site, acquired by Silvercrest, Inc. on March 14, 2019, is currently vacant.

The Housing Authority of the Fresno County, California (the “**Authority**”), is the sole member of Clovis Solivita AGP, LLC, a California limited liability company, the administrative general partner (the “**Administrative General Partner**”) of the single purpose ownership entity (Clovis Solivita, LP). Silvercrest, Inc., an instrumentality of the Authority, is the managing general partner of the Partnership (see Exhibit A).

In addition, staff is proposing to release the Low Income Public Housing (LIPH) restrictions on properties in Pinedale (23 units on ten distinct parcels shown in Exhibit F) (collectively the “**Pinedale Properties**”), through coordination with the Department of Housing and Urban Development (HUD), to allow for a transfer of these restrictions and interested residents to the Solivita Commons property. Removal of the LIPH restriction will provide the FH with the ability to seek alternative means of financing to support the construction of the existing development. Silvercrest Inc. will acquire funding from the Housing Relinquished Fund Corp (HRFC) to purchase the unrestricted units. This is revision of an existing commitment from HRFC and does not involve the commitment of new funds.

Approval to develop the Project requires that the Board of Commissioners of the Housing Authority of Fresno County, California adopt a resolution authorizing the following actions:

1. Authorization of Preston Prince, CEO/Executive Director, Tracewell Hanrahan, Deputy Executive Director, and/or their designee to execute documents on behalf of the Housing Authority of Fresno County, California in the name of the Administrative General Partner (AGP) or the Partnership.
2. Authorize completion of loan documents and covenants in conjunction with the HUD Rental Assistance Demonstration program.
3. Authorize the sale of the Pinedale Properties to Silvercrest, Inc. and authorize Housing Authority of Fresno County, California to provide a sales proceeds loan of \$2,505,000 to the Project with funds generated by the aforementioned sale.
4. Authorize revision of the previous loan commitment from the Housing Relinquished Fund Corporation (HRFC) to Silvercrest, Inc. for the Pinedale Properties (Exhibit F), in the amount of \$2,505,000.
5. Authorize the Commitment of Capital and Operating Funds to the project in the amount up to \$1,745,000.
6. Authorize acceptance of impact fee waivers or reimbursements from the City of Clovis, if available
7. Authorize actions for the financing, development and operation of the Project, and
8. Provide for other matters related thereto.

Staff is recommending that the Board adopt the attached resolutions, drafted by our affordable housing finance counsel, Ballard Spahr LLP, and as required by our equity and lending partners, in order to finalize the closing of the Project on or about December 10, 2019.

A resolution authorizing the execution and delivery of documents, the admission of certain partners to Clovis Solivita, LP (“Partnership”), and the execution of such documents to implement project financing by the Housing Authority of Fresno County, California, on its own behalf and in the capacity as sole member of the Clovis Solivita AGP, LLC, the Administrative General Partner of the partnership, in connection with the financing, development and operation of the Solivita Commons development, and providing for other matters related thereto.

### **Recommendation**

It is recommended that the Board of Commissioners of the Fresno Housing Authority adopt the attached resolution, authorizing the execution and delivery of documents in the name of the Administrative General Partner and in the name of the Partnership, in connection with the financing, development and operation of the Project, authorizing the lending and the borrowing of money, and providing for other matters related thereto.

### **Fiscal Impact**

Total construction costs amount to \$29,171,103.

**Table 1: Construction Sources of Finance**

Source	Amount	Description
Construction Loan	\$ 21,132,555	The Partnership has received a commitment for a construction loan from Wells Fargo. The loan has a 26 month term at 5.550% interest rate.
Housing Authority of Fresno County	\$ 4,250,000	This residual receipts loan has a 55 year term at 4.00% interest rate
Costs Deferred until Perm Financing	\$ 1,498,147	These costs are not due until construction is complete, and loan converts to a permanent loan structure.
Equity Contribution	\$ 2,290,300	Equity contribution at financial closing and construction start.
GP Contribution	\$ 100	Equity contribution from the Housing Authority and Silvercrest, Inc. at closing.

**Table 2: Permanent Sources of Finance**

Source	Amount	Description
Central Valley Community Bank (perm loan)	\$ 2,018,000	The Partnership has received a permanent loan commitment from Central Valley Community Bank. The loan has a 30 year amortization at 4.70% interest rate.
Housing Authority of Fresno County	\$ 4,250,000	This residual receipts loan has a 55 year term at 4.00% interest rate
Equity Contribution	\$ 22,903,003	Equity contribution at financial closing and construction start.
GP Contribution	\$ 100	Equity contribution from the Housing Authority and Silvercrest, Inc. at closing.

**Background Information**

The Solivita Commons site consists of 4.175 acres on the Northeast corner of N. Willow Avenue and W. Alluvial Avenue in Clovis, California (addressed 725 W. Alluvial Avenue, Clovis, California). The project is entitled up to 60 family units and site amenities, including 2,188 square feet of interior community and office space. The project is located within easy access of many amenities and several high-performing schools. The census tract is considered "Highest Resource" under the California Tax Credit Allocation Committee's (CTCAC) opportunity ranking methodology.

Attachments: Exhibit A - Organizational Chart  
Exhibit B – Solivita Site Plan  
Exhibit C – Development Proforma  
Exhibit D – Operating Budget  
Exhibit E – 15 Year Projection  
Exhibit F – Pinedale Properties

**RESOLUTION NO. \_\_\_\_\_**  
**BEFORE THE BOARDS OF COMMISSIONERS OF THE**  
**HOUSING AUTHORITY OF FRESNO COUNTY**

**A RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF DOCUMENTS, THE ADMISSION OF CERTAIN PARTNERS TO CLOVIS SOLIVITA, LP (“PARTNERSHIP”) AND THE EXECUTION OF SUCH DOCUMENTS TO IMPLEMENT PROJECT FINANCING BY THE HOUSING AUTHORITY OF FRESNO COUNTY, CALIFORNIA ON ITS OWN BEHALF AND IN ITS CAPACITY AS THE MANAGER AND SOLE MEMBER OF CLOVIS SOLIVITA AGP, LLC, THE ADMINISTRATIVE GENERAL PARTNER OF THE PARTNERSHIP, IN CONNECTION WITH THE FINANCING, DEVELOPMENT AND OPERATION OF THE SOLIVITA COMMONS PROJECT, AND PROVIDING FOR OTHER MATTERS RELATED THERETO.**

**WHEREAS**, the Housing Authority of Fresno County, California (the “**Authority**” or “**HAFC**”) seeks to expand the development and availability of long-term housing for low income persons residing in the City of Clovis, California (the “**City**”); and

**WHEREAS**, the Authority is authorized, among other things, to enter into partnership and operating agreements and to make loans to partnerships to finance, plan, undertake, construct, acquire and operate housing projects; and

**WHEREAS**, the Authority has agreed to facilitate the acquisition and construction of approximately 4.175 acres located at 725 West Alluvial Avenue, City of Clovis, California 93611 (APN 561 020 50 S (PORTION) AND 561 020 51 S, NEW APN: 561 061 19 S) (the “**Property**”), for the purposes of the development and construction of a sixty (60) unit affordable housing project, fifty-nine (59) units of which shall be low-income housing tax credit units (“**LIHTC Units**”), of those LIHTC Units twenty-three (23) are Rental Assistance Demonstration Program units (“**RAD Units**”), and one (1) unit of which shall be a manager’s unit (collectively, the “**Project**”); and

**WHEREAS**, the U.S. Department of Housing and Urban Development (“**HUD**”) has authorized the Authority’s participation in its Rental Assistance Demonstration Program (“**RAD**”) program and the conversion of certain developments from public housing to Section 8 project-based voucher assistance. In accordance with the RAD program requirements, the Project will be subject to certain long-term affordability restrictions imposed by HUD which shall be superior to all other financing documents; and

**WHEREAS**, the Authority will sell a scattered site property comprised of eighteen (18) separate parcels on which there are twenty-three (23) units situated in the City of Fresno, County of Fresno, California (the “**Pinedale Complex**”) at fair market value as established by an independent third-party appraisal to Silvercrest, Inc. The Authority will continue to manage and operate the Pinedale Complex on behalf of Silvercrest, Inc.; and

**WHEREAS**, the Authority has entered into an Operating Agreement dated as of July 22, 2019,



pursuant to which the Authority is the manager and sole member of Clovis Solivita AGP, LLC, a California limited liability company (the “**Administrative General Partner**”), and the Authority filed Articles of Organization with the California Secretary of State on July 22, 2019; and

**WHEREAS**, the Administrative General Partner, together with Silvercrest, Inc., entered into an Agreement of Limited Partnership dated as of July 22, 2019, pursuant to which the Administrative General Partner is the “Administrative GP” and Silvercrest, Inc. is the “Managing GP” (collectively the “**General Partners**”), and Silvercrest, Inc. is the “Limited Partner” of Clovis Solivita, LP, a California limited partnership (the “**Partnership**”), and also filed a Certificate of Limited Partnership with the California Secretary of State on July 22, 2019; and

**WHEREAS**, the Administrative General Partner, Silvercrest, Inc., as managing general partner (the “**Managing General Partner**”) and withdrawing limited partner, and Wells Fargo Affordable Housing Community Development Corporation, a North Carolina corporation (the “**Investor Limited Partner**”) will enter into an Amended and Restated Agreement of Limited Partnership of Clovis Solivita, LP; and

**WHEREAS**, the Authority intends to sell the Property to the Partnership, and the Partnership intends to acquire the Property and develop the Project; and

**WHEREAS**, the Partnership has requested the Authority make a loan in the approximate amount of \$4,250,000, which funds may include, but are not limited to (i) \$1,745,000 in Authority capital and operating funds; and (ii) \$2,505,000 in disposition proceeds from the Authority’s sale of the Pinedale Complex (the “**HAFC Loan**”) to finance the Project; and

**WHEREAS**, the Partnership will finance the cost of acquiring and constructing the Project with numerous sources of funds, projected to include an estimated equity investment of \$22,903,003 from the Investor Limited Partner eligible to benefit from federal low-income housing tax credits allocated to the Project under Section 42 of the Internal Revenue Code; a construction loan from Wells Fargo Bank, National Association, a national banking association (“**Wells Fargo**”) in an amount not to exceed \$21,400,000 (the “**Wells Fargo Construction Loan**”), a portion of which will convert to a permanent loan from Central Valley Community Bank, a California state chartered bank (“**CVCB**”) in an amount not to exceed \$2,018,000 (the “**CVCB Permanent Loan**”); construction and permanent financing from the Housing Relinquished Fund Corporation (“**HRFC**”) in the approximate amount of \$745,000 (the “**HRFC Loan**”); and the HAFC Loan; (collectively, the “**Project Financing**”)

**WHEREAS**, as a condition to making the Wells Fargo Construction Loan and committing to the make the Wells Fargo Permanent Loan to the Partnership, Wells Fargo has required that the Authority execute (i) that certain Repayment Guaranty, (ii) that certain Completion Guaranty, and (iii) that certain Hazardous Material Indemnity Agreement (Guarantor) (collectively, the “**Wells Fargo Guaranty Documents**”); and

**WHEREAS**, the Partnership is responsible for paying impact fees to the City in connection with the development of the Project in the amount of \$1,700,000, the Partnership requested that the Authority apply to the City’s Deed Restricted Affordable Housing Development Impact Fee Credit Program for a waiver of impact fees in the amount of \$1,000,000 (the “**Impact Fee Waiver**”), and

the City is reviewing the Authority's application. If successful, the Authority will accept the Impact Fee Waiver on behalf of the Partnership; and

**WHEREAS**, the Authority intends to act as a lender of the HAFC Loan, the developer of the Project, the sole member and manager of the Administrative General Partner and guarantor of certain obligations connected with the Project; and

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

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

**NOW, THEREFORE, BE IT RESOLVED:**

1. **Development Services.** The CEO/Executive Director, Preston Prince, the Deputy Director, Tracewell Hanrahan, the Chief of Staff, Angelina Nguyen, and/or their respective designees (each, an "**Authorized Officer**" and, collectively, the "**Authorized Officers**"), and each of them acting alone, are authorized and directed to enter into a Development Agreement with the Partnership and to execute such other documents and take such other actions as necessary to fulfill the Authority's intended functions as developer of the Project (including any subcontracts with respect thereto).

2. **General Partner Function.** The Authorized Officers, and each of them acting alone, are authorized and directed to cause the Authority, in its capacity as manager of the Administrative General Partner, to take all actions and execute all documents necessary for the Administrative General Partner to carry out its function as administrative general partner of the Partnership, including without limitation by execution of the Amended and Restated Agreement of Limited Partnership of the Partnership and any amendment thereto in furtherance of such admissions; provided further, that in such capacity, the Authority is authorized and directed to cause the Administrative General Partner to approve the admission of the Investor Limited Partner to the Partnership.

3. **Disposition of the Pinedale Complex.** The Authority has been presented with drafts of the documents listed in Exhibit A under the heading "Pinedale Complex Documents" (the "**Pinedale Complex Documents**") in connection with the sale of the Pinedale Complex to Silvercrest, Inc. and the continued management and operation of the Pinedale Complex by the Authority on behalf of Silvercrest, Inc., which documents are on file with the Authority's Secretary. The Authorized Officers, and each of them acting alone, are authorized and directed to cause the Authority, in its capacity as owner of the Pinedale Complex, to sell and transfer ownership of the Pinedale Complex to Silvercrest, Inc. at the fair market value of \$2,505,000 and use the proceeds from the disposition of the Pinedale Complex to fund a construction and permanent financing loan to the Partnership for construction and development of the Project. The Authorized Officers, and each of them acting alone, are authorized and directed to execute and deliver, on behalf of the Authority, the Pinedale Complex Documents substantially in the form on file with the Authority; *provided however*, any Authorized Officer may approve on the Authority's

behalf any further changes to the draft Pinedale Complex Documents, including material changes, and such Authorized Officer's signature on the final Pinedale Complex Documents shall be construed as the Authority's approval of such changes. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Authority, any other documents reasonably required to be executed by the Authority to carry out the transactions contemplated by the Pinedale Complex Documents.

4. **Approval of Partnership Documents.** The Authority has been presented with drafts of the documents listed in Exhibit A under the heading "Partnership Documents" (the "**Partnership Documents**") in connection with the Partnership and the Project, which documents are on file with the Authority's Secretary. The Authorized Officers, and each of them acting alone, are authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, the Partnership Documents substantially in the form on file with the Authority; *provided however*, any Authorized Officer may approve on the Authority's behalf or as the manager of the Administrative General Partner any further changes to the draft Partnership Documents, including material changes, and such Authorized Officer's signature on the final Partnership Documents shall be construed as the Authority's approval of such changes. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, any other documents reasonably required to be executed by the Authority, the Administrative General Partner or as the manager of the Administrative General Partner of the Partnership to carry out the transactions contemplated by the Partnership Documents.

5. **Approval of HUD Documents.** The Authority has been presented with drafts of the documents listed in Exhibit A under the heading "HUD Documents" (the "**HUD Documents**") in connection with the Partnership and the Project, which documents are on file with the Authority's Secretary. The Authorized Officers, and each of them acting alone, are authorized on behalf of the Authority acting on its own behalf or as manager of the Administrative General Partner to execute and deliver the HUD Documents and all documents deemed necessary to appropriate to obtain HUD approval related to the Project, including without limitation, a use agreement in order to maintain and operate the Project in accordance with the RAD program for which the Partnership will be provided a subsidy funded with money received from HUD pursuant to a Project-Based Section 8 Housing Assistance Payments Contract; *provided however*, any Authorized Officer may approve on the Authority's behalf or as the manager of the Administrative General Partner any further changes to the draft HUD Documents, including material changes, and such Authorized Officer's signature on the final HUD Documents shall be construed as the Authority's approval of such changes. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as manager of the Administrative General Partner, any other documents reasonably required to be executed by the Authority or the Partnership to carry out the transactions contemplated by the HUD Documents.

6. **Approval of the Making of the HAFC Loan.** The Authority has been presented with drafts of the documents listed in Exhibit A under the heading "HAFC Loan Documents" (the "**HAFC Loan Documents**") to be executed by the Partnership and the Authority to effectuate the HAFC Loan, which Loan Documents are on file with the Authority's Secretary, and pursuant to which the Partnership will borrow the HAFC Loan from the Authority. The making of the HAFC

Loan in the approximate amount of \$4,250,000 in lieu of receiving proceeds from the sale of the Property, and also funded by the proceeds from the sale of the Pinedale Complex is hereby authorized and the Authorized Officers, and each of them acting alone, are authorized and directed to execute and deliver, on behalf of the Authority, the HAFC Loan Documents substantially in the form on file with the Authority; provided however, any Authorized Officer may approve on the Authority's behalf, any further changes to the draft HAFC Loan Documents, including material changes, and the final amount to be loaned, and such Authorized Officer's signature on the final HAFC Loan Documents shall be construed as the Authority's approval of such changes and final loan amount. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Authority, any other documents reasonably required to be executed by the Authority, to carry out the transactions contemplated by the HAFC Loan Documents. Each Authorized Officer, and each of them acting alone, is authorized to decrease the principal amount of the HAFC Loan by any amount, or to increase the principal amount of the HAFC Loan by an amount up to 10% more than the principal amount stated in this resolution. The source of funds for any such increase shall be any funds available to the Authority.

7. **Approval of Loan Assembly Activities.** The Authorized Officers, and each of them acting alone, are authorized on behalf of the Authority acting on its own behalf or as manager of the Administrative General Partner to execute, deliver and/or file (or cause to be delivered and/or filed) all documents deemed necessary or appropriate to assemble the Project Financing, including without limitation, construction, permanent and third party loan applications, tax credit applications, and any and all other documents reasonably required to (i) cause the Investor Limited Partner to make capital contribution(s) to the Partnership, and (ii) borrow sufficient funds to support the Project.

8. **Loan of Funds.** The Authorized Officers, and each of them acting alone, on behalf of the Authority in its capacity as the manager of the Administrative General Partner, are authorized to take such actions and execute such documents as necessary to cause the Partnership to borrow funds from Wells Fargo, CVCB, the Authority, and HRFC in an aggregate approximate amount of up to \$30,000,000. Each Authorized Officer, and each of them acting alone, is authorized to decrease the principal amount of any loan by any amount, or to increase the principal amount of any loan by an amount up to 10% more than the maximum aggregate principal amount for the loans stated in this resolution. The source of funds for any such increase shall be funds available to the Authority and/or the Partnership or such other funds that may become available to the Authority and/or the Partnership for the Project. The Board directs the Executive Director to report to the Board if the total amount borrowed by the Partnership for the Project exceeds the aggregate maximum principal amount stated in this resolution for all loans to the Partnership.

9. **Approval of Guarantees.** The Authorized Officers, and each of them acting alone, are authorized on behalf of the Authority acting on its own behalf, to execute and perform under such guarantees as are deemed necessary or appropriate to the Project Financing, including without limitation, with respect to the Partnership Documents (described below) and the Wells Fargo Guaranty Documents.

10. **Approval of Wells Fargo Construction Loan Documents.** The Authority has been presented with drafts of the documents listed in Exhibit A under the heading "Wells Fargo Construction Loan Documents" (the "**Wells Fargo Construction Loan Documents**") in

connection with the Partnership and the Project, which documents are on file with the Authority's Secretary, and pursuant to which the Partnership will borrow a construction loan in the approximate amount not to exceed \$21,400,000. The Authorized Officers, and each of them acting alone, are authorized on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner to enter into the transactions described in the Wells Fargo Construction Loan Documents and to incur indebtedness and grant liens and security interests and guarantees in connection with such transactions. The Authorized Officers, and each of them acting alone, are authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, the Wells Fargo Construction Loan Documents substantially in the form on file with the Authority; *provided however*, any Authorized Officer may approve on the Authority's behalf or as the manager of the Administrative General Partner, any further changes to the draft Wells Fargo Construction Loan Documents, including material changes, and the final amount to be borrowed, and such Authorized Officer's signature on the final Wells Fargo Construction Loan Documents shall be construed as the Authority's approval of such changes and final loan amount. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, any other documents reasonably required to be executed by the Authority, the Administrative General Partner, or the Partnership to carry out the transactions contemplated by the Wells Fargo Construction Loan Documents.

11. **Approval of Wells Fargo Resolutions.** The Authority has been presented with draft resolutions attached hereto in Exhibit B (the "**Wells Fargo Resolutions**"), which resolutions are required by Wells Fargo in connection with the Wells Fargo Construction Loan and Wells Fargo Guaranty Documents. The Authority hereby duly passes and adopts the Wells Fargo Resolutions in substantially the form as attached hereto in Exhibit B and authorizes Preston Prince to certify the Wells Fargo Resolutions as duly passed and adopted; *provided however*, any Authorized Officer may approve on the Authority's behalf, any further changes to the draft Wells Fargo Resolutions, including the final amount to be borrowed subject to the limitations stated herein, and Preston Prince's certification of the final Wells Fargo Resolutions shall be construed as the Authority's approval of such completion.

12. **Approval of Central Valley Community Bank Permanent Loan Documents.** The Authority has been presented with drafts of the documents listed in Exhibit A under the heading "Central Valley Community Bank Permanent Loan Documents" (the "**CVCB Permanent Loan Documents**") in connection with the Partnership and the Project, which documents are on file with the Authority's Secretary, and pursuant to which the Partnership will borrow a permanent loan in the approximate amount not to exceed \$2,018,000. The Authorized Officers, and each of them acting alone, are authorized on behalf of the Authority or as the Managing General Partner to enter into the transactions described in the CVCB Permanent Loan Documents and to incur indebtedness and grant liens and security interests and guarantees in connection with such transactions and any additional documents required to effectuate the conversion to permanent loan contemplated thereby. The Authorized Officers, and each of them acting alone, are authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the Managing General Partner, the CVCB Permanent Loan Documents substantially in the form on file with the Authority; *provided however*, any Authorized Officer may approve on the Authority's behalf or as the Managing General Partner any further changes to the draft CVCB Permanent Loan Documents,



including material changes, and the final amount to be borrowed, and such Authorized Officer's signature on the final CVCB Permanent Loan Documents shall be construed as the Authority's approval of such changes and final loan amount. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the Managing General Partner, any other documents reasonably required to be executed by the Authority or the Partnership to carry out the transactions contemplated by the CVCB Permanent Loan Documents.

13. **Approval of HRFC Loan Documents.** The Authority has been presented with drafts of the documents listed in Exhibit A under the heading "HRFC Loan Documents" (the "**HRFC Loan Documents**") in connection with the Partnership and the Project, which documents are on file with the Authority's Secretary, and pursuant to which the Partnership will borrow an approximate aggregate total amount of \$745,000 from HRFC for construction and permanent financing. The Authorized Officers, and each of them acting alone, are authorized on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner to enter into the transactions described in the HRFC Loan Documents and to incur indebtedness and grant liens and security interests and guarantees in connection with such transactions. The Authorized Officers, and each of them acting alone, are authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, the HRFC Loan Documents substantially in the form on file with the Authority; *provided however*, any Authorized Officer may approve on the Authority's behalf or as the manager of the Administrative General Partner any further changes to the draft HRFC Loan Documents, including material changes, and the final amount to be borrowed and such Authorized Officer's signature on the final HRFC Loan Documents shall be construed as the Authority's approval of such changes and final loan amount. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, any other documents reasonably required to be executed by the Authority, the Administrative General Partner, or the Partnership to carry out the transactions contemplated by the HRFC Loan Documents.

14. **Approval of HAFC Loan Documents.** The Authority has been presented with drafts of the documents listed in Exhibit A under the heading "HAFC Loan Documents" (the "**HAFC Loan Documents**") in connection with the Partnership and the Project, which documents are on file with the Authority's Secretary, and pursuant to which the Partnership will borrow an approximate aggregate total amount of \$4,250,000 from the Authority for construction and permanent financing. The Authorized Officers, and each of them acting alone, are authorized on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner to enter into the transactions described in the HAFC Loan Documents and to incur indebtedness and grant liens and security interests and guarantees in connection with such transactions. The Authorized Officers, and each of them acting alone, are authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, the HAFC Loan Documents substantially in the form on file with the Authority; *provided however*, any Authorized Officer may approve on the Authority's behalf or as the manager of the Administrative General Partner any further changes to the draft HAFC Loan Documents, including material changes, and the final amount to be borrowed, and such Authorized Officer's signature on the final HAFC Loan Documents shall be construed as the Authority's approval of such changes and final loan amounts. The Authorized Officers, and each of them acting alone, are further

authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, any other documents reasonably required to be executed by the Authority, the Administrative General Partner, or the Partnership to carry out the transactions contemplated by the HAFC Loan Documents.

15. **Approval of the Supportive Services Agreement.** The Authority has been presented with the Amended and Restated Supportive Services Contract dated as of October 2, 2019, between the Authority and the Partnership (the “**Supportive Services Contract**”) in connection with the Authority providing supportive services to residents of the Project, which Supportive Service Contract is on file with the Authority’s Secretary. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, any future amendment to the Supportive Services Contract, if any; *provided however*, any Authorized Officer may approve on the Authority’s behalf or as the Managing General Partner any future amendments to the Supportive Services Contract, including amendments making material changes, and such Authorized Officer’s signature on a future amendment to the Supportive Services Contract shall be construed as the Authority’s approval of such changes. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the Managing General Partner, any other documents reasonably required to be executed by the Authority or the Partnership to carry out the transactions contemplated by the Supportive Services Contract.

16. **Approval of the Project Transfer and Acquisition Documents.** The Authority has been presented with drafts of the documents listed in Exhibit A under the heading “Acquisition Documents” (the “**Acquisition Documents**”) in connection with the purchase and development of certain land owned by the Authority which will be conveyed to the Partnership on which the Project is to be built, which documents are on file with the Authority’s Secretary, and pursuant to which the Partnership will acquire the Property for a purchase price not to exceed \$1,650,000 at closing (less any previous deposits into escrow), payable in the form of the HAFC Loan. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, the Acquisition Documents and to purchase and take such other actions as they deem necessary or desirable for the Partnership to acquire and develop the Property; *provided however*, any Authorized Officer may approve on the Authority’s behalf or as the manager of the Administrative General Partner any further changes to the draft Acquisition Documents, including material changes, and such Authorized Officer’s signature on the final Acquisition Documents shall be construed as the Authority’s approval of such changes. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, any other documents reasonably required to be executed by the Authority, the Administrative General Partner, or the Partnership to carry out the transactions contemplated by the Acquisition Documents.

17. **Approval of the Management Agent and Management Agent Documents.** GSF Properties, Inc., as the management agent is approved to manage the Project. The Authority has been presented with drafts of the documents listed in Exhibit A under the heading “Management Agent Documents” (the “**Management Agent Documents**”) in connection with the management

of the Project. The Authorized Officers, and each of them acting alone, are authorized and directed to approve and to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, the Management Agent Documents substantially in the form on file with the Authority; *provided however*, any Authorized Officer may approve on the Authority's behalf or as the manager of the Administrative General Partner, any further changes to the draft Management Agent Documents, including material changes, and such Authorized Officer's signature on the final Management Agent Documents shall be construed as the Authority's approval of such changes. The Authorized Officers, and each of them acting alone, are further authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, any other documents reasonably required to be executed by the Authority, the Administrative General Partner, or the Partnership to carry out the transactions contemplated by the Management Agent Documents.

18. **Approval of Accepting the Impact Fee Waiver.** The Authority has been presented by the City with draft a resolution authorizing the Deed Restricted Affordable Housing Development Impact Fee Credit Program, which resolution will authorize the City to make Impact Fee Waiver, which will be transferred to the Partnership through the Authority. The Authorized Officers, and each of them acting alone, are authorized and directed to execute and deliver, on behalf of the Authority acting on its own behalf or as the Managing General Partner, any other documents reasonably required to be executed by the Authority or the Partnership to carry out the transactions contemplated by the Impact Fee Waiver.

19. **Assignments.** The Authorized Officers, and each of them acting alone, are authorized on behalf of the Authority acting on its own behalf or as the manager of the Administrative General Partner, to execute and deliver one or more instruments (i) causing the Partnership to assume the Authority's rights under the construction contract, the architects' contracts, and other consultant and development contracts, as such rights pertain to the acquisition and construction of the Project, to the extent required by the Investor Limited Partner, and (ii) assigning to lenders and others the Partnership's interests in such contracts as may be required as a condition of the Project Financing, and (iii) to effectuate the assignment and assumption of any existing Acquisition Documents, Wells Fargo Construction Loan Documents, CVCB Permanent Loan Documents, HRFC Loan Documents, and HAFC Loan Documents.

20. **Execution of Documents.** The Authorized Officers, and each of them acting alone, are authorized on behalf of the Authority acting on its own behalf or as manager of the Administrative General Partner, 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; (iii) to further the acquisition, rehabilitation, development, financing, construction, and leasing of the Project; and/or (iv) to further the sale and management of the Pinedale Complex. Without limiting the scope of such authorization, such documents include declarations of restrictive covenants, regulatory agreements, various deeds, leases, notes, loan agreements, deeds of trust, guaranties and indemnities and collateral assignments related to the Project Financing. Such documents may also include, without limitation, lease-up and marketing agreements, partnership management services agreements, development agreements, construction guaranty agreements, repayment guarantees, cash pledge agreements, environmental indemnity agreements, property management agreements,



architect agreements, contractor agreements, housing assistance payment contracts, irrevocable consents, confessions of judgment and appointments of attorneys for service of process.

21. **Expenditures.** The Authority is authorized to expend such funds (and to cause the Partnership and the Administrative General Partner to expend such funds) as are necessary to pay for all filing fees, application fees, registration fees and other costs relating to the Project or actions authorized by this resolution.

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

23. **Execution of Obligations.** The Board directs the Authority's Executive Director to cause the Authority to fulfill the Authority's duties and obligations under the various agreements authorized.

24. **Ratification and Confirmation.** All actions of the Authority and its officers prior to the date hereof and consistent with the terms of this resolution are ratified and confirmed, including, but not limited to, the formation of the Partnership and the Administrative General Partner, and the filing of finance applications related to the Project Financing and the prior execution of any Project documents listed on Exhibit A or otherwise required herein.

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

PASSED AND ADOPTED THIS 19TH DAY OF NOVEMBER, 2019. 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:

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Preston Prince, Secretary of the Board of Commissioners

## **CERTIFICATE**

I, the undersigned, the duly appointed CEO/Executive Director of the Housing Authority of Fresno County, California (the “**Authority**”), as keeper of the records of the Authority, CERTIFY:

1. That the attached Resolution No. \_\_\_\_ (the “**Resolution**”) is a true and correct copy of the resolution of the Board of Commissioners of the Authority, as adopted at a meeting of the Authority held on the 19th day of November, 2019, and duly recorded in the minute books of the Authority.

2. That such meeting was duly convened and held in all respects in accordance with law, and, to the extent required by law, due and proper notice of such meeting was given; that a quorum was present throughout the meeting and a majority of the members of the Board of Commissioners of the Authority present at the meeting voted in the proper manner for the adoption of the Resolution; that all other requirements and proceedings incident to the proper adoption of the Resolution have been duly fulfilled, carried out and otherwise observed, and that I am authorized to execute this Certificate.

IN WITNESS WHEREOF, I have hereunto set my hand this 19th day of November, 2019.

**HOUSING AUTHORITY OF FRESNO  
COUNTY, CALIFORNIA**

\_\_\_\_\_  
Preston Prince, CEO/Executive Director

## **EXHIBIT A PROJECT DOCUMENTS**

### **Pinedale Complex Documents**

- (a) Grant Deed by the Authority in favor of Silvercrest, Inc.;
- (b) Pinedale Complex Purchase and Sale Agreement between the Authority and Silvercrest, Inc.; and

### **Partnership Documents**

- (c) Amended and Restated Agreement of Limited Partnership of Clovis Solivita, LP and all exhibits attached thereto which require execution;
- (d) Guaranty by the Authority in favor of Investor Limited Partner and the Partnership;
- (e) LP Asset Management Fee Agreement between Investor Limited Partner and the Partnership;
- (f) GP Asset Management Fee Agreement between the Managing General Partner, the Administrative General Partner and the Partnership;
- (g) Incentive Management Fee Agreement between the Partnership, Silvercrest, Inc., and the Administrative General Partner;
- (h) Right of First Refusal, Purchase Option and Put Right Agreement by and among the Partnership, Silvercrest, Inc. and the Investor Limited Partner;
- (i) Subordination Agreement (ROFR/PO) by the Partnership and Silvercrest, Inc. for the benefit of Wells Fargo, HAFC, HRFC, and CVCB;
- (j) Development Agreement between the Authority and the Partnership;
- (k) Security Agreement by Investor Limited Partner in favor of the Partnership;
- (l) Reimbursement and Assignment Agreement by and among the Partnership, the Managing General Partner, the Administrative General Partner, and the Authority;
- (m) Rider to Construction Contract by and among the Partnership, Brown Construction, Inc., the Managing General Partner and the Administrative General Partner; and

### **HUD Documents**

- (n) RAD Conversion Commitment by the Authority and the Partnership;
- (o) RAD Use Agreement by the Partnership;
- (p) Housing Assistance Payments Contract – RAD for the Conversion of Public

Housing to Project-Based Section 8 by the Partnership;

- (q) HUD-required certifications and forms by the Authority and the Partnership; and

**Wells Fargo Construction Loan Documents**

- (r) Promissory Note executed by the Partnership in favor of Wells Fargo;
- (s) Construction and Permanent Deed of Trust with Absolute Assignment of Leases and Rents, Security Agreement and Fixture Filing, executed by the Partnership as trustor, to Trste, Inc. for the benefit of Wells Fargo;
- (t) Construction/Permanent Loan Agreement executed by the Partnership and Wells Fargo;
- (u) Completion Guaranty (Secured Loan) executed by the Authority, in its capacity as guarantor, in favor of Wells Fargo;
- (v) Repayment Guaranty (Secured Loan) executed by the Authority, in its capacity as guarantor, in favor of Wells Fargo;
- (w) Pledge and Security Agreement executed by the Partnership, the Administrative General Partner, the Managing General Partner in favor of Wells Fargo;
- (x) Copartnership, Joint Venture or Association Borrowing Certificate executed by the Managing Partner and Administrative General Partner;
- (y) Hazardous Materials Indemnity Agreement (Unsecured-Guarantor) executed by the Authority, in its capacity as guarantor, and Wells Fargo;
- (z) Hazardous Materials Indemnity Agreement (Unsecured-Borrower) executed by the Partnership and Wells Fargo;
- (aa) Disbursement Instruction Agreement by the Partnership for the benefit of Wells Fargo;
- (bb) Assignment of Housing Assistance Payments Contract and Housing Assistance Payments executed by the Partnership, Wells Fargo and the Authority;
- (cc) Assignment of Architectural Agreements and Plans and Specifications executed by the Partnership in favor of Wells Fargo;
- (dd) Assignment of Construction Contracts executed by the Partnership in favor of Wells Fargo;
- (ee) Assignment of Management Agreement executed by the Partnership and the Authority;
- (ff) Agreement to Subordinate to Rental Assistance Demonstration Use Agreement

executed by Wells Fargo and the Partnership;

- (gg) Subordination and Standstill Agreement (HAFC Loan) executed by Wells Fargo, the Authority and the Partnership;
- (hh) Subordination and Standstill Agreement (HRFC Loan) executed by Wells Fargo, HRFC and the Partnership; and

#### **HRFC Loan Documents**

- (ii) HRFC Loan Mortgage Note (Solivita Commons) by the Partnership in favor of HRFC;
- (jj) HRFC Construction Deed of Trust, Security Agreement and Financing Statement (Solivita Commons - HRFC Loan) by the Partnership in favor of HRFC;
- (kk) Solivita Commons HRFC Loan-Assignment of Leases and Rents by the Partnership in favor of HRFC;
- (ll) Solivita Commons HRFC Loan Agreement the Partnership and HRFC;
- (mm) Agreement to Subordinate to Rental Assistance Demonstration Use Agreement (Solivita Commons - HRFC Loan) between HRFC and the Partnership;
- (nn) Subordination and Intercreditor Agreement (HRFC Loan and HAFC Loan) executed by the Partnership, the Authority, and HRFC; and

#### **HAFC Loan Documents**

- (oo) HAFC Construction Deed of Trust, Security Agreement and Financing Statement (Solivita Commons - HAFC Loan) by the Partnership in favor of the Authority;
- (pp) Solivita Commons HAFC Loan Agreement between the Partnership and the Authority;
- (qq) Solivita Commons HAFC Loan-Assignment of Leases and Rents by the Partnership in favor of the Authority;
- (rr) HAFC Loan Mortgage Note (Solivita Commons) by the Partnership in favor of the Authority;
- (ss) Agreement to Subordinate to Rental Assistance Demonstration Use Agreement (Solivita Commons - HAFC Loan) between HAFC and the Partnership; and

#### **Central Valley Community Bank Permanent Loan Documents**

- (tt) Loan Purchase Agreement between CVCB and Wells Fargo;
- (uu) Replacement Reserve Agreement between the Partnership and CVCB;

- (vv) Agreement to Subordinate to Rental Assistance Demonstration Use Agreement between the Partnership and CVCB; and

**Acquisition Documents**

- (ww) Assignment and Notice to Exercise Option by the Partnership;
- (xx) Grant Deed by the Authority in favor of Partnership; and

**Management Agent Documents**

- (yy) Solivita Commons Property Management Agreement between the Partnership and GSF Properties, Inc.

**EXHIBIT B**  
**FORM OF WELLS FARGO REQUIRED RESOLUTIONS**

**CORPORATE RESOLUTION AUTHORIZING EXECUTION OF LOAN DOCUMENTS, GUARANTY AND  
INDEMNITY AND ENDORSEMENT AND HYPOTHECATION OF PROPERTY**

**(HOUSING AUTHORITY OF FRESNO COUNTY, CALIFORNIA)**

**TO: Wells Fargo Bank, National Association, it successors and/or assigns ("Lender")  
Wells Fargo Affordable Housing Community Development Corporation ("Investor")**

WHEREAS, the HOUSING AUTHORITY OF FRESNO COUNTY, CALIFORNIA, a public body, corporate and politic (the "**Housing Authority**"), is the sole member and manager of CLOVIS SOLIVITA AGP, LLC a California limited liability company ("**Administrative General Partner**"), which is the administrative general partner of CLOVIS SOLIVITA, LP, a California limited partnership ("**Borrower**").

WHEREAS, the Housing Authority will benefit by any credit now or hereafter extended by Lender (as hereinafter defined) to Borrower.

WHEREAS, pursuant to that certain Construction/Permanent Loan Agreement executed between Lender and Borrower dated as of December \_\_, 2019 (the "**Loan Agreement**"), Lender has agreed to make a Loan to Borrower in the original principal amount of \$\_\_\_\_\_.00 (the "**Loan**"). The obligations of Borrower to repay the Loan are evidenced by that certain Promissory Note dated as of even date with the Loan Agreement (the "**Note**"), executed by Borrower in favor of Lender in the face principal amount of the Loan. The obligations of Borrower under the Loan Agreement and the Note are secured by that certain Construction and Permanent Deed of Trust With Absolute Assignment of Leases and Rents, Security Agreement and Fixture Filing dated as of even date with the Loan Agreement (the "**Deed of Trust**"), executed by Borrower in favor of TRSTE, Inc., for the benefit of Lender, covering certain real property described on Exhibit A thereto and certain personal property, each, as described in the Deed of Trust (all collectively, the "**Property**"). The obligations of Borrower under the Loan Agreement and the Note are also secured by other collateral, as more fully explained in the Loan Agreement.

NOW, THEREFORE, BE IT RESOLVED, that Preston Prince, as CEO/Executive Director of the Housing Authority (an "**Authorized Officer**"), acting alone, be and is hereby authorized and empowered for and on behalf of and in the name of Housing Authority and as its corporate act and deed in his discretion:

26. to guaranty the performance by Borrower, under the Loan Agreement, the Note and the other Loan Documents;
27. to guaranty the repayment of any indebtedness of Borrower to Lender in an amount or amounts not to exceed at any one time the sum of \$\_\_\_\_\_.00 for principal, plus all interest accrued thereon, and costs and expenses pertaining thereto; and
28. to execute and deliver to Lender such guaranties, continuing guaranties (including that certain Completion Guaranty and that certain Repayment Guaranty (Secured Loan), both to be executed by the Housing Authority in favor of Lender), indemnities (including that certain Hazardous Materials Indemnity Agreement (Unsecured - Guarantor), to be executed by the Housing Authority for the benefit of Lender), endorsements, consents to future modifications of Borrower's obligations and/or other related documents, all in form and substance satisfactory to Lender, as Lender may request, together with such other contracts or instruments as Lender deems necessary or convenient to accomplish the purposes of this resolution.

BE IT FURTHER RESOLVED, that any Authorized Officer, any one of them acting alone, is hereby authorized and empowered to (a) act for and on behalf of and in the name of the Housing Authority, in its capacity as the sole member and manager of Administrative General Partner, on its own behalf and in its capacity as the administrative general partner of Borrower, (b) execute any and all documents or instruments evidencing the formation, qualification to do business, or conducting of the business of Borrower; (c) enter into the transactions described above and to incur indebtedness and grant liens and security interests in connection



with such transactions on behalf of Administrative General Partner, on its own behalf and in its capacity as the administrative general partner of Borrower; and (d) execute and deliver to the Lender, and Lender is requested to accept, any and all documents or instruments evidencing any transaction between Lender, on the one hand, and Borrower and/or Administrative General Partner, on the other hand, including, but not limited to the Loan Agreement, the Note, the Deed of Trust, the other Loan Documents (as defined in the Loan Agreement) and any modifications, renewals or extensions thereof.

BE IT FURTHER RESOLVED, that the authority hereby conferred is in addition to the authority conferred by any other resolution heretofore or hereafter delivered to Lender. This resolution shall continue in full force and effect until Lender shall have received notice in writing, certified by the Secretary of the Housing Authority, of the revocation hereof by a resolution duly adopted by the Board of Commissioners of the Housing Authority, and such revocation shall be effective only as to credit which was not extended or committed by Lender to Borrower prior to Lender's receipt of such notice. The authority hereby conferred shall be deemed to be retroactive and any and all acts authorized herein which were performed prior to the passage of this resolution are hereby approved and ratified.

*[Remainder of Page Intentionally Blank]*

**CERTIFICATION**

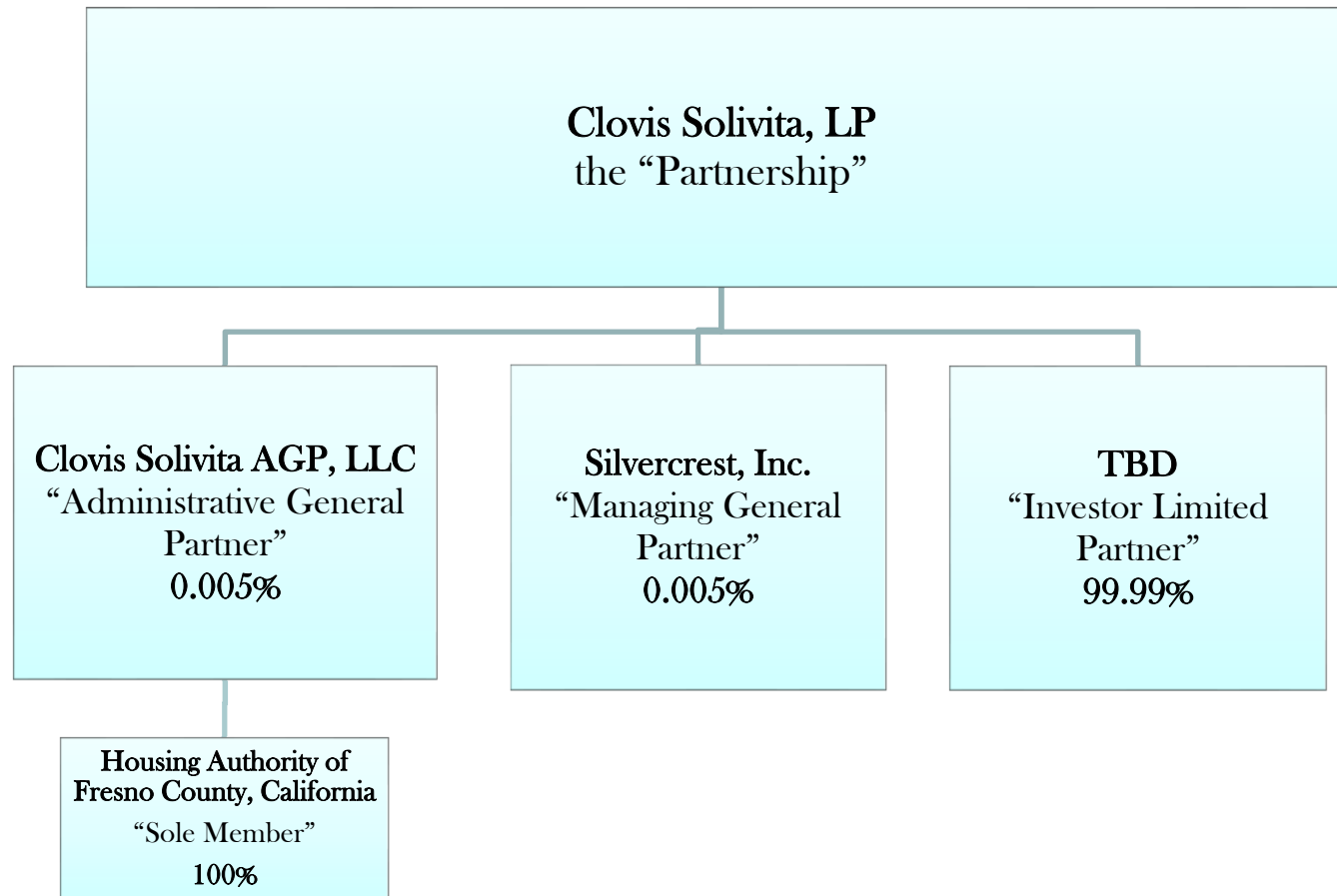
I, Preston Prince, the CEO/Executive Director of the HOUSING AUTHORITY OF FRESNO COUNTY, CALIFORNIA, a public body, corporate and politic, do hereby certify and declare (a) that the foregoing is a full, true and correct copy of the resolutions duly passed and adopted by the Board of Commissioners of the Housing Authority held on \_\_\_\_\_, 2019, (b) that said resolutions are now in full force and effect; (c) that there is no provision in the Bylaws of the Housing Authority limiting the power of the of the Housing Authority to pass the foregoing resolutions; and (d) that such resolutions are in conformity with the provisions of said Bylaws.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said Housing Authority this December \_\_\_\_, 2019.

By: \_\_\_\_\_  
Preston Prince  
CEO/Executive Director

[Certification of Corporate Resolution Authorizing Execution of Loan Documents, Guaranty and Indemnity and Endorsement and Hypothecation of Property (Housing Authority of Fresno County, California)]

## Ownership Structure WILLOW & ALLUVIAL aka Solivita Commons





**EXHIBIT C**  
**Solivita Commons Pro Forma**

<b>Development Sources and Uses</b>	
<b>Sources of Funds</b>	<i>Amount 10/10/2019</i>
Central Valley Community Bank (perm loan)	\$ 2,018,000
Fresno Housing Loan (Capital Funds & Sales Proceeds)	\$ 4,250,000
GP Contribution	\$ 100
LIHTC Equity (Wells Fargo limited partner)	\$ 22,903,003
<b>Total Sources of Funds</b>	<b>\$ 29,171,103</b>
<b>Uses of Funds</b>	<i>Amount</i>
Construction Costs	\$ 17,012,897
Contingencies	\$ 850,645
Permits/Impact Fees/etc.	\$ 1,732,619
Professional Fees	\$ 1,013,467
Relocation	\$ 150,000
Loan Fees and other Soft Costs	\$ 6,059,788
Reserves	\$ 314,981
Developer Fee	\$ 2,036,706
<b>Total Uses of Funds</b>	<b>\$ 29,171,103</b>

# EXHIBIT D – OPERATING BUDGET

## Exhibit D

### Solivita Commons Pro Forma Projected Stabilized Operating Budget

Unit Type	# Units	% AMI	SF/Unit	Net Rent Per Unit	Ann. Rent Total
1 Bedroom (RAD PBV)	5	30%	1128	320	\$ 19,200
2 Bedrooms (RAD PBV)	8	30%	791	378	\$ 36,288
3 Bedrooms (RAD PBV)	8	30%	924	426	\$ 40,896
2 Bedrooms	4	40%	1281	524	\$ 25,152
3 Bedrooms	1	40%	1128	596	\$ 7,152
1 Bedroom (RAD PBV)	1	50%	791	564	\$ 6,768
2 Bedrooms (RAD PBV)	1	50%	924	670	\$ 8,040
2 Bedrooms	5	50%	1128	670	\$ 40,200
3 Bedrooms	4	50%	1281	763	\$ 36,624
2 Bedrooms	4	60%	791	816	\$ 39,168
3 Bedrooms	2	60%	128	931	\$ 22,344
1 Bedroom	2	70%	791	807	\$ 19,368
2 Bedrooms	6	70%	924	962	\$ 69,264
2 Bedrooms	6	80%	1128	1108	\$ 79,776
3 Bedrooms	2	80%	791	1268	\$ 30,432
3Bd/1Bath**Managers Unit	1				\$ -
RAD PBV Rent subsidy					\$ 89,808
<b>TOTAL REVENUE</b>	<b>60</b>				<b>\$ 570,019</b>

RESIDENTIAL OPERATING EXPENSES	Per Unit	TOTAL
Management Fee	649	\$ 38,940
Advertising/Marketing	30	\$ 1,800
Legal and Accounting	242	\$ 14,500
Utilities (water, trash, electricity, gas, etc.)	1,006	\$ 60,350
Payroll: Onsite Manager(s)/Staff	883	\$ 53,000
Maintenance/Repairs	1,530	\$ 91,800
Real Estate Property Tax	42	\$ 2,500
Insurance	285	\$ 17,096
Services Amenities	393	\$ 23,600
Office Expense/Misc. Admin.	579	\$ 34,724
Maintenance District	183	\$ 10,980
<b>Total Operating Expenses</b>	<b>5,822</b>	<b>349,290</b>
<b>Replacement Reserves</b>	<b>300</b>	<b>18,000</b>
<b>Total Operating and Reserve Budget</b>	<b>6,122</b>	<b>367,290</b>

EXHIBIT E - 15 YEAR PROFORMA

Exhibit E

Solivita Commons Pro Forma  
**RESIDENTIAL COMPONENT - 15 YEAR CASH FLOW ANALYSIS**

INCOME FROM HOUSING UNITS	Inflation	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15
Schedule Rental Income	2.0%	\$ 480,211	\$ 489,815	\$ 499,612	\$ 509,604	\$ 519,796	\$ 530,192	\$ 540,796	\$ 551,611	\$ 562,644	\$ 573,897	\$ 585,375	\$ 597,082	\$ 609,024	\$ 621,204	\$ 633,628
HUD RAD PBV Rental Subsidy		\$ 89,808	\$ 91,604	\$ 93,436	\$ 95,305	\$ 97,211	\$ 99,155	\$ 101,138	\$ 103,161	\$ 105,224	\$ 107,329	\$ 109,475	\$ 111,665	\$ 113,898	\$ 116,176	\$ 118,500
Misc. Income		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GROSS POTENTIAL INCOME - HOUSING		\$ 570,019	\$ 581,419	\$ 593,048	\$ 604,909	\$ 617,007	\$ 629,347	\$ 641,934	\$ 654,773	\$ 667,868	\$ 681,225	\$ 694,850	\$ 708,747	\$ 722,922	\$ 737,380	\$ 752,128
VACANCY ASSUMPTIONS																
Vacancy Loss	6.5%	\$ (31,214)	\$ (31,838)	\$ (32,475)	\$ (33,124)	\$ (33,787)	\$ (34,462)	\$ (35,152)	\$ (35,855)	\$ (36,572)	\$ (37,303)	\$ (38,049)	\$ (38,810)	\$ (39,587)	\$ (40,378)	\$ (41,186)
HUD RAD PBV Vacancy	6.5%	\$ (5,838)	\$ (5,954)	\$ (6,073)	\$ (6,195)	\$ (6,319)	\$ (6,445)	\$ (6,574)	\$ (6,705)	\$ (6,840)	\$ (6,976)	\$ (7,116)	\$ (7,258)	\$ (7,403)	\$ (7,551)	\$ (7,702)
TOTAL VACANCY LOSS		\$ (37,051)	\$ (37,792)	\$ (38,548)	\$ (39,319)	\$ (40,105)	\$ (40,908)	\$ (41,726)	\$ (42,560)	\$ (43,411)	\$ (44,280)	\$ (45,165)	\$ (46,069)	\$ (46,990)	\$ (47,930)	\$ (48,888)
EFFECTIVE GROSS INCOME		\$ 532,968	\$ 543,627	\$ 554,500	\$ 565,590	\$ 576,901	\$ 588,439	\$ 600,208	\$ 612,212	\$ 624,457	\$ 636,946	\$ 649,685	\$ 662,678	\$ 675,932	\$ 689,451	\$ 703,240
OPERATING EXPENSES & RESERVE DEPOSITS																
Operating Expenses	3.0%	\$ 349,290	\$ 359,769	\$ 370,562	\$ 381,679	\$ 393,129	\$ 404,923	\$ 417,071	\$ 429,583	\$ 442,470	\$ 455,744	\$ 469,417	\$ 483,499	\$ 498,004	\$ 512,944	\$ 528,332
Replacement Reserve	3.0%	\$ 18,000	\$ 18,540	\$ 19,096	\$ 19,669	\$ 20,259	\$ 20,867	\$ 21,493	\$ 22,138	\$ 22,802	\$ 23,486	\$ 24,190	\$ 24,916	\$ 25,664	\$ 26,434	\$ 27,227
TOTAL EXPENSES & RESERVES		\$ 367,290	\$ 378,309	\$ 389,658	\$ 401,348	\$ 413,388	\$ 425,790	\$ 438,563	\$ 451,720	\$ 465,272	\$ 479,230	\$ 493,607	\$ 508,415	\$ 523,668	\$ 539,378	\$ 555,559
NET OPERATING INCOME		\$ 165,678	\$ 165,318	\$ 164,842	\$ 164,242	\$ 163,513	\$ 162,650	\$ 161,645	\$ 160,492	\$ 159,185	\$ 157,716	\$ 156,078	\$ 154,263	\$ 152,264	\$ 150,073	\$ 147,681
DEBT SERVICE																
Bank Loan		\$ 125,593	\$ 125,593	\$ 125,593	\$ 125,593	\$ 125,593	\$ 125,593	\$ 125,593	\$ 125,593	\$ 125,593	\$ 125,593	\$ 125,593	\$ 125,593	\$ 125,593	\$ 125,593	\$ 125,593
Total Required Debt Service		\$ 125,593	\$ 125,593	\$ 125,593	\$ 125,593	\$ 125,593	\$ 125,593	\$ 125,593	\$ 125,593	\$ 125,593	\$ 125,593	\$ 125,593	\$ 125,593	\$ 125,593	\$ 125,593	\$ 125,593
Net Cash Flow		\$ 40,085	\$ 39,725	\$ 39,249	\$ 38,649	\$ 37,920	\$ 37,057	\$ 36,052	\$ 34,899	\$ 33,592	\$ 32,123	\$ 30,485	\$ 28,670	\$ 26,671	\$ 24,480	\$ 22,088
DEBT SERVICE COVERAGE RATIO		1.32	1.32	1.31	1.31	1.30	1.30	1.29	1.28	1.27	1.26	1.24	1.23	1.21	1.19	1.18



# EXHIBIT F - PINEDALE PROPERTIES

## Pinedale Properties



Address	APN	Type	Acreage
481-485 W. Alluvial	303-031-29T	Duplex	0.12
465 W. Alluvial	303-031-30T	SFR	0.12
467 W. Alluvial	303-031-32T	SFR	0.12
251-261 W. Beechwood	303-152-06T and 303-152-07T	Six-plex	0.32
321 W. Birch	303-074-36T	SFR	0.14
256 W. Fir	303-122-45T	SFR	0.14
237 W. Minarets	303-081-11T	SFR	0.12
440 W. Minarets, Apt. 101-109	303 - 032- 33T	Complex	0.84
144 W. Minarets	303-052-16T	SFR	0.12



O (559) 443-8400  
F (559) 445-8981

1331 Fulton Mall  
Fresno, California 93721  
TTY (800) 735-2929

[www.fresnohousing.org](http://www.fresnohousing.org)

## EXECUTIVE DIRECTOR'S REPORT

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**TO:** Boards of Commissioners  
Fresno Housing Authority  
**FROM:** Preston Prince  
CEO/Executive Director  
**SUBJECT:** November 2019 Executive Director's Report

**DATE:** 11/14/2019  
**BOARD MEETING:** 11/19/2019  
**AGENDA ITEM:**  
**AUTHOR:** Staff

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### 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

Name of Property	Status/Type	Address	Total Units	Percent Complete
Magnolia Commons (fka Magill Terrace)	Stabilization	325 E Vine, Fowler, CA	60	100%

Oak Grove Commons	Stabilization	595 Bigger Street, Parlier, CA	56	100%
Mariposa Meadows	Under Construction	1011 W Atchison Avenue, Fresno, CA	40	72%
Orchard Apartments	Under Construction	295 S Newmark Avenue, Parlier, CA	41	55%
Linnaea Villas ( <i>fka Kingsburg Seniors</i> )	Pre-Development TCAC allocation received AHP funds awarded HOME funds awarded Dec. 2019 closing	Southwest Corner of Sierra St and Madsen Ave., Kingsburg, CA	47	N/A
Solivita Commons ( <i>fka Willow/Alluvial</i> )	Pre-Development TCAC allocation received Dec. 2019 closing	Northeast Corner of Willow and Alluvial Avenues, Clovis, CA	60	N/A
The Villages at Paragon ( <i>fka Plaza Terrace</i> )	Pre-Development TCAC allocation received NPLH funds awarded Dec. 2019 closing	4041 Plaza Drive West, Fresno, CA	28	N/A
The Villages at Broadway ( <i>fka Econo Inn</i> )	Pre-Development TCAC allocation received NPLH funds awarded Mar. 2020 closing	1828 Broadway Street, Fresno, CA	26	N/A
The Villages at Barstow ( <i>fka Barstow Commons</i> )	Pre-Development NPLH funds awarded Proposed 1 <sup>st</sup> Round 2020 TCAC	130 W Barstow Avenue, Fresno, CA	42	N/A
Doragon @ Chinatown	Pre-Development Proposed November 2019 TCAC	1101 F Street, Fresno, CA	57	N/A
Blackstone/Simpson	Pre- Development	3039 N Blackstone Avenue, Fresno, CA	41	N/A
Renaissance at Parc Grove IV	Pre-Development VHHP funds awarded	2620 E Clinton Avenue, Fresno, CA	40	N/A
California Avenue Neighborhood	Pre-Development	Southwest Fresno - TBD	TBD	N/A

## HMD OPERATIONS

FRESNO HOUSING PORTFOLIO - MANAGED ASSETS, 10/1 – 10/31/19			
	Total No. of Units	Total Vacant	Current Occupancy
CITY OF FRESNO			
City of Fresno	957	9	99.05%
COUNTY OF FRESNO			
County of Fresno	1246	16	98.71%
COUNTY OF FRESNO - SEASONAL			
Seasonal Properties	191	85	55.49%

## HMD OPERATIONS

Oak Grove Commons, formerly known as Parlier Oak Grove, is 100% leased, meeting our deadline of October 31, 2019. Returning and new families alike are happy to be home.

Staff at Orange Cove RAD made Halloween candy bags for all the children on the property and, rather than having the kids come to them, staff walked around the property handing out the treats.

Paseo 55 had a Trunk or Treat for residents on October 31, 2019; a local church joined in and barbequed hotdogs and hamburgers for the residents. Cars were decorated and parked throughout the property where staff and church volunteers handed out candy. We had a great turnout.

County West continues to engage residents in our Neighborhood Watch meetings; the number of residents participating has increased at each meeting. The Sheriff's Department collaborated with staff and participated in both the San Joaquin and Huron meetings.

## 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.*

### Housing Choice Voucher (HCV) Leasing Update

During the month of October staff continued to hold regular meetings to review both HAP and voucher utilization. Data reports are reviewed in an effort to maintain the leasing rates and monitor program progress and performance.

Below is a breakdown of leasing activities that took place for the HCV City and County programs in October.

### HCV City

- 14 new applicants attended briefings to receive their vouchers for the Mainstream program. This is a special program with specified eligibility criteria.
- 86 HAP contracts were completed for families who were in the move process or had received extensions and successfully leased up.

- 193 applicants and participants are searching for housing. Most of these are participants in the move process or households that have been accommodated with extensions. Any new applicants searching are those eligible through special programs.

## **HCV County**

- 63 HAP contracts were completed for families who were in the move process or had received extensions and successfully leased up.
- 119 applicants and participants are searching for housing. Most of these are participants in the move process or households that have been accommodated with extensions. Any new applicants searching are those eligible through special programs.

## **PUBLIC**

### **Overview**

*Fresno Housing seeks to build support for housing as a key component of vibrant, sustainable communities through public information, engagement, and advocacy that promotes affordable housing and supports the advancement of Fresno's low-income residents.*

Efforts are ongoing and we will report on those items 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.

<b>Project</b>	<b>Organization</b>	<b>Role</b>
844 S. Chance Avenue	Habitat for Humanity Fresno City College	Partner in the rehabilitation of a former Neighborhood Stabilization Program (NSP) property to provide a homeownership opportunity for a low-income family
The Villages at Paragon	Fresno County Department of Behavioral Health	Partner in application to the No Place Like Home program to provide housing and services to homeless populations
The Villages at Broadway	Fresno County Department of Behavioral Health	Partner in application to the No Place Like Home program to provide housing and services to homeless populations
The Villages at Barstow	Fresno County Department of Behavioral Health	Partner in application to the No Place Like Home program to provide housing and services to homeless populations

## 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.*

### Fiscal Services

Accounting staff have been working to implement a new system to outsource the processing of utility bill payments across the Agency. This system, integrated into the Agency's Yardi enterprise management software, will reduce administrative costs and burden for the Agency.

Finance staff continue to meet with management to review 2019 year-to-date financial results and discuss 2020 budgetary needs and expectations. Budget refinements are being made to develop the second draft of the 2020 budget, which will be presented to the Boards of Commissioners in November. Additionally, staff will be kicking off their participatory budgeting process with resident engagement meetings at public housing sites in Sanger, Laton and Southwest Fresno

### Information Technology and Information Systems

Bobby Coulter, Sr. Manager of ITS, joined twenty five Housing Authorities at the annual Council of Large Public Housing Authorities (CLPHA) CIO Convening. The CLPHA membership collectively owns and manages nearly 40 percent of the nation's public housing stock, administers more than a quarter of the Housing Choice Voucher program, and provides a wide array of other rental assistance. Bobby Coulter worked with Akron Housing Authority to share best practices for installing and operating resident Wi-Fi networks. Fresno has connected over 1,300 residents to the Internet since starting the GetConnected Fresno initiative in 2015.

In addition, Bobby Coulter also shared Fresno Housing Digital Inclusion strategies at HUD's 2019 ConnectHome Stakeholder Summit. The summit has representatives from eighty nine Housing Authorities. Fresno is recognized as a leader in Digital Inclusion and was invited to share our strategy on topics such as; Installing and operating resident wifi, Hosting your own Summer Tech Camp, and Including your IT department in Digital Inclusion initiatives.

### Human Resources

On October 9, 2019 Aysha Hills, Senior Analyst – Human Resources, and Kayla Giosa, Human Resources Coordinator II, attended the Fresno State Career Expo to promote the Agency's career opportunities.

Through the month of October Aysha Hills, Senior Analyst – Human Resources, worked closely with Tiffany Mangum and the entire Executive Management team, in preparing and planning for the Agency's all-staff meeting held on October 16, 2019. This meeting was one of an ongoing series of events the Agency is holding which will focus on diversity, equity and inclusion in the workplace, and how Fresno Housing supports the success and well-being of its residents and the broader community through a DEI (Diversity, Equity and Inclusion) lens beyond its housing needs, so that Fresno Housing can be better partners and participants in this dialogue alongside community partners. At the end of the month as a part of Fresno Housing's DEI initiative, focus groups and individual meetings were conducted with staff, residents and community members to get their perspectives on the agency has performed and is performing with this important work.

Human Resources' Training & Development also recently offered a Defensive Driving course for impacted staff. 76 participants reviewed safe driving techniques as well as best practices. The course was led by Sheriff Sergeant Mike Harris who has over 20 years in the force demonstrated by his ability to make the training relatable and engaging.

There are no new hires or promotions to report at this time.

The Human Resources Department is currently recruiting for positions within the Real Estate Development, Housing Management and Housing Choice Departments.

## **Structure**

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

Efforts are ongoing and we will report on those items 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.*

Efforts are ongoing and we will report on those items as outcomes are achieved.

# Office of Community and Economic Development (OCED)



**Eduardo González, Interim Executive Director**

**550 E. Shaw Ave Suite #230      559-278-0542**

**FRESNO STATE**  
Community and Economic Development

# Providing Educational Services to Parents Throughout the San Joaquin Valley

Fresno State Parent University is one of ten Initiatives that the Office of Community and Economic Development at Fresno State administer. **Fresno State Parent University** has provided classes in **Digital Literacy, Parenting Skills, and English Language Comprehension** since 2013.

## Program Benefits

- Empower families to be skilled, confident, positive leaders in their homes, their children's schools, and their communities
- Teach family leadership development skills that help develop strong public speaking skills, community mobilizing and enhance leadership qualities
- Increase parent/guardian-child interaction through family involvement
- Assure that families dedicate time in learning about higher education options through Parent University and ultimate help create a college pathway for their children.





## Fresno Housing Authority: Viking Village, Parc Grove, and Firebaugh Computer Learning Center



### Key highlights

- 6** working in office jobs
- 2** working in non profits
- 1** working in gov. agency
- 2** work as Instructors for Fresno State Parent University



## Housing Authority - Resident Empowerment

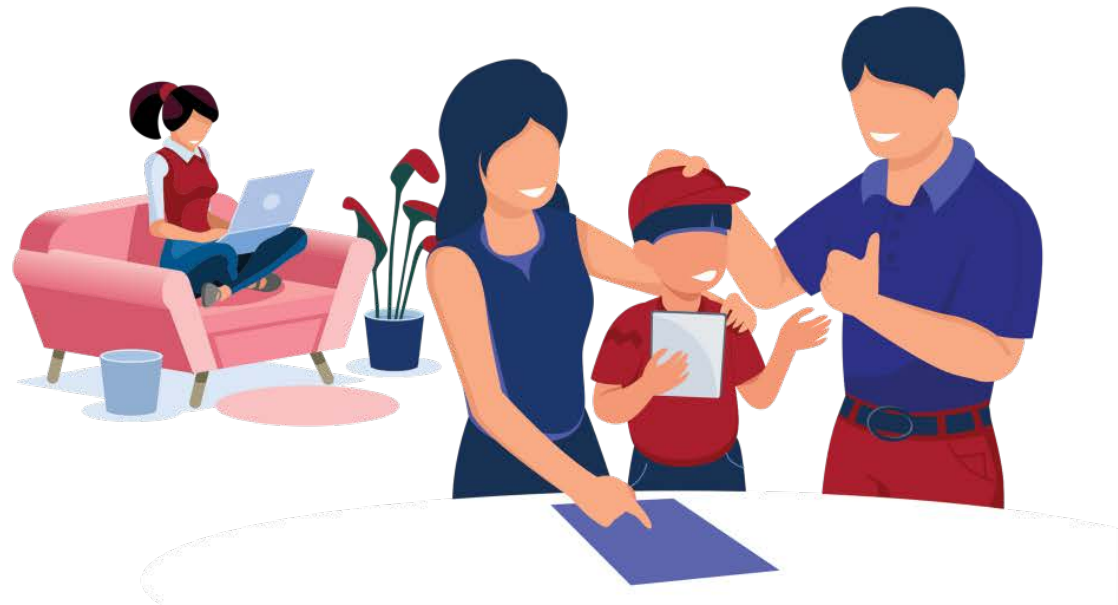
### A tale of two community leaders: Felipe Perez and Elvira Hernandez

#### **Felipe Perez**

12 years - Housing Authority in Firebaugh

#### **Elvira Hernandez**

Several years – Housing Authority in Firebaugh



# QUESTIONS ?



# 2020 Agency Operating Budget

## *2<sup>nd</sup> Draft*

*Boards of Commissioners Meeting*  
*November 19, 2019*



**FRESNO** VIBRANT  
COMMUNITIES  
QUALITY HOUSING **HOUSING** ENGAGED  
RESIDENTS



# Overview

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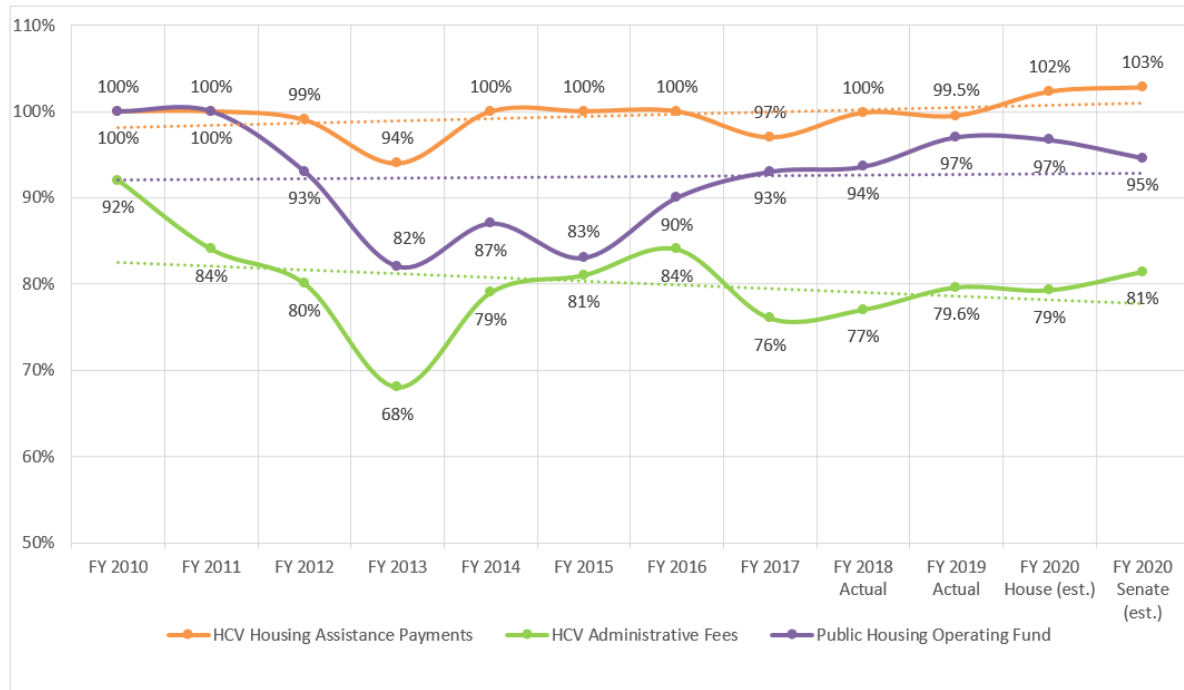
- Federal Budget Update
- 2020 Budget Timeline
- Site-Based Participatory Budgeting Pilot
- Overall Revenue & Expense Assumptions/Highlights
- Agency-Wide Budget Impact
- Next Steps

# Federal Budget Update

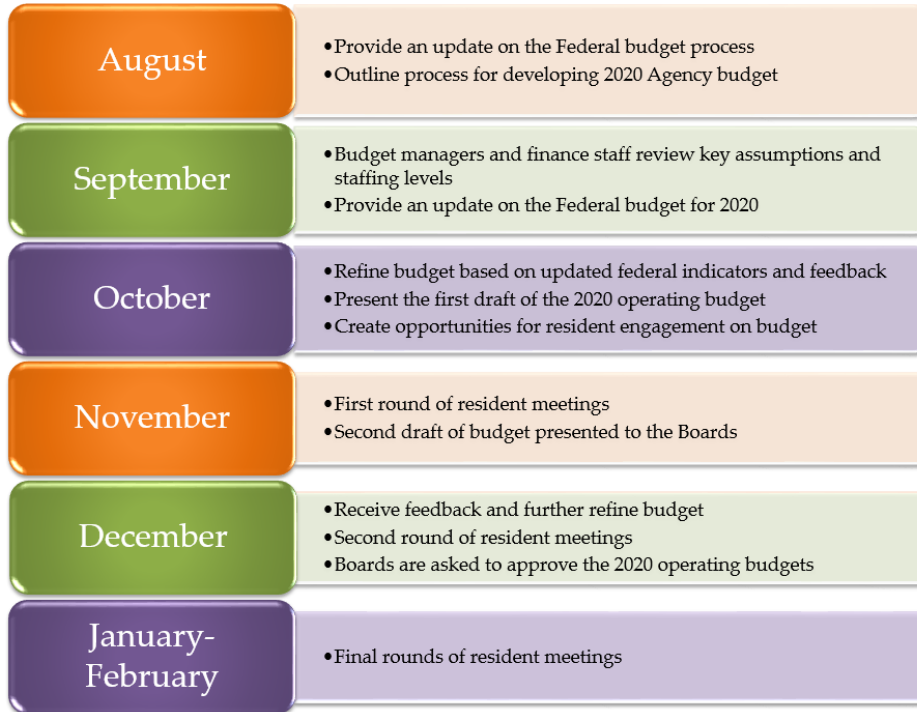
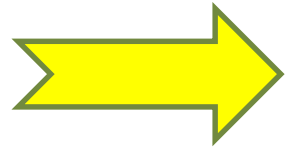
- Federal budget year began on October 1<sup>st</sup>
- 2020 Federal Budget has yet to receive full approval from Congress
  - The House and Senate have both approved separate, but similar, funding bills for Transportation, Housing and Urban Development (T-HUD)
  - Both chambers will need to convene in a budget conference to reconcile the difference in both bills before sending a full 2020 budget to the President for approval
- A Continuing Resolution (CR) was passed to fund the government until November 21<sup>st</sup>
- It is likely that another CR will be passed this week to fund the government for at least another month



# 2019 & 2020 Federal Budget



# Timeline for 2020 Budget Development





# Participatory Budgeting Pilot

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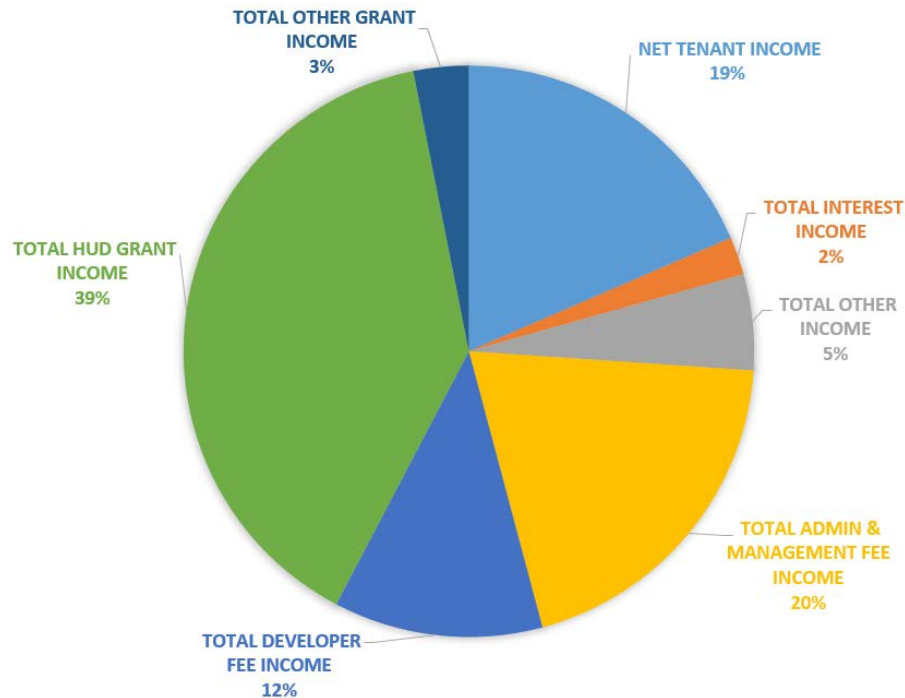
- Pilot program to engage residents at several public housing sites
  - Wedgewood Commons (Sanger)
  - Laton
  - Fairview Heights Terrace, DeSoto Gardens (SW Fresno)
- Each site is allocated discretionary funds and residents at the sites will develop and vote on projects to be implemented with those funds
- Staff held introductory meetings at all three locations in November and will continue to engage residents to develop projects that are equitable, feasible and have the biggest impact to their sites while remaining under budget.



# 2020 Draft Operations Budget

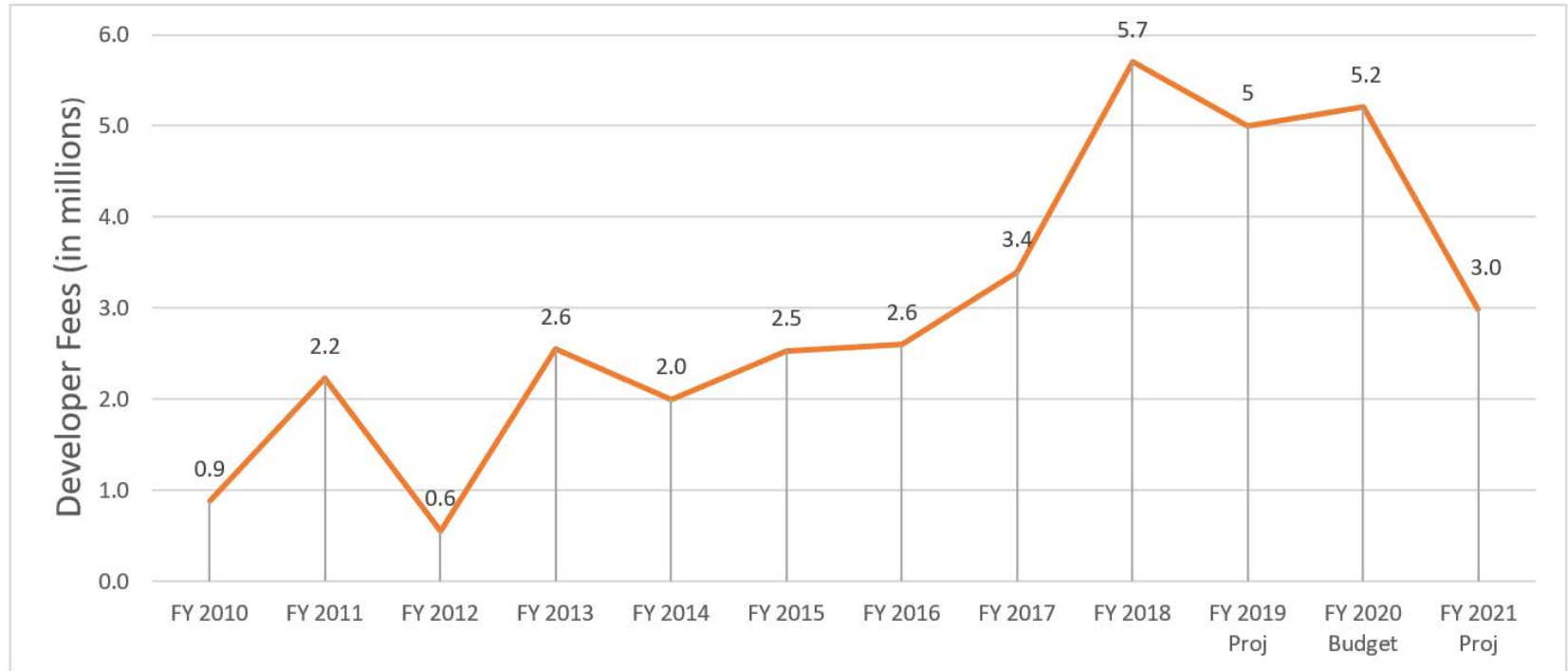
	2020 Draft Budget							
	Core	Instrumentalities	RED	Housing Choice Voucher	RES	Housing Management	UP	2020 Draft Budget
NET TENANT INCOME	-	-	-	-		5,366,476	2,764,271	8,130,747
TOTAL INTEREST INCOME	80,000	863,000	-	-		-	-	943,000
TOTAL OTHER INCOME	950,000	150,000	20,000	800	1,197,361	25,996	38,700	2,382,857
TOTAL ADMIN & MANAGEMENT FEE INCOME	8,608,988	80,000	-	-	-	-	-	8,688,988
TOTAL DEVELOPER FEE INCOME	-	-	5,207,257	-	-	-	-	5,207,257
TOTAL HUD GRANT INCOME	-	-	-	9,909,331	3,022,174	4,282,660	-	17,214,165
TOTAL OTHER GRANT INCOME	-	-	-	50,000	83,025	555,418	685,727	1,374,170
<b>TOTAL INCOME</b>	<b>9,638,988</b>	<b>1,093,000</b>	<b>5,227,257</b>	<b>9,960,131</b>	<b>4,302,560</b>	<b>10,230,550</b>	<b>3,488,698</b>	<b>43,941,184</b>
<b>TOTAL PAYROLL EXPENSES</b>	<b>7,360,560</b>	<b>-</b>	<b>1,668,596</b>	<b>6,239,019</b>	<b>1,908,266</b>	<b>2,386,125</b>	<b>550,678</b>	<b>20,113,243</b>
<b>TOTAL ADMINISTRATIVE EXPENSES</b>	<b>3,697,951</b>	<b>382,150</b>	<b>637,030</b>	<b>4,446,176</b>	<b>786,976</b>	<b>1,875,579</b>	<b>323,268</b>	<b>12,149,130</b>
<b>TOTAL TENANT SERVICES EXPENSES</b>	<b>50,300</b>	<b>-</b>	<b>5,000</b>	<b>-</b>	<b>2,750,198</b>	<b>246,757</b>	<b>5,350</b>	<b>3,057,605</b>
<b>TOTAL UTILITY EXPENSES</b>	<b>172,145</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,737,628</b>	<b>423,763</b>	<b>2,333,536</b>
<b>TOTAL MAINTENANCE EXPENSES</b>	<b>445,818</b>	<b>-</b>	<b>5,000</b>	<b>81,969</b>	<b>10,020</b>	<b>2,024,446</b>	<b>828,428</b>	<b>3,395,681</b>
<b>TOTAL TAXES &amp; INSURANCE EXPENSES</b>	<b>40,364</b>	<b>8,900</b>	<b>6,200</b>	<b>7,353</b>	<b>-</b>	<b>419,546</b>	<b>102,906</b>	<b>585,269</b>
<b>TOTAL EXPENSES</b>	<b>11,767,138</b>	<b>391,050</b>	<b>2,321,826</b>	<b>10,774,517</b>	<b>5,455,460</b>	<b>8,690,081</b>	<b>2,234,393</b>	<b>41,634,465</b>
<b>NET OPERATING INCOME</b>	<b>(2,128,150)</b>	<b>701,950</b>	<b>2,905,431</b>	<b>(814,386)</b>	<b>(1,152,900)</b>	<b>1,540,468</b>	<b>1,254,305</b>	<b>2,306,719</b>
<b>TOTAL NON-OPERATING EXPENSES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,076,169</b>	<b>727,211</b>	<b>1,803,380</b>
<b>NET INCOME</b>	<b>(2,128,150)</b>	<b>701,950</b>	<b>2,905,431</b>	<b>(814,386)</b>	<b>(1,152,900)</b>	<b>464,299</b>	<b>527,094</b>	<b>503,338</b>
<b>UNRESTRICTED NET INCOME</b>	<b>(2,128,150)</b>	<b>-</b>	<b>2,905,431</b>	<b>(814,386)</b>	<b>(1,152,900)</b>	<b>-</b>	<b>527,094</b>	<b>(662,911)</b>

# Revenue Assumptions/Highlights

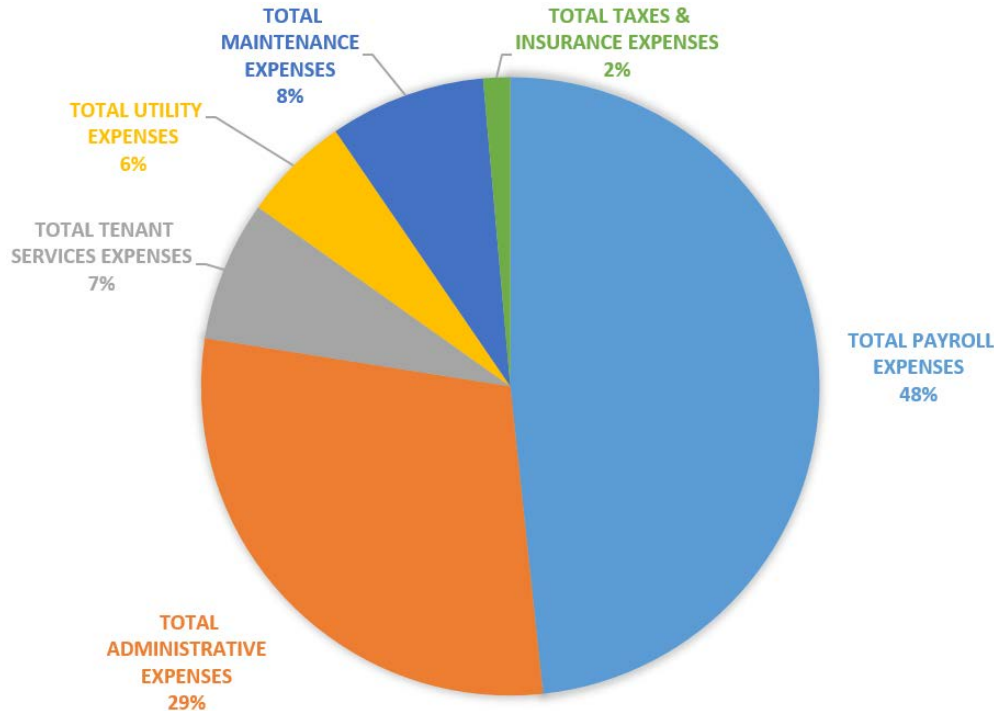


- **HUD Grant Revenue** (39% of total revenue)
  - HCV Admin Fees: 80% proration at a 98% lease-up rate
  - LIPH Operating Subsidy: 96% proration
  - Grant Revenue for various HUD homeless and tenant-based rental assistance grants: varies according to grant requirements
- **Net Tenant Income** (19% of total revenue)
  - Revenue shifting from HSM to Mixed Finance as properties are modernized
  - Mixed Finance budgets are presented in December and approved by Silvercrest
- **Developer Fee Revenue** (12% of total revenue)
  - 12 installment payments projected for 2020
  - Funding is dependent on continued development activity

# Historical Developer Fees

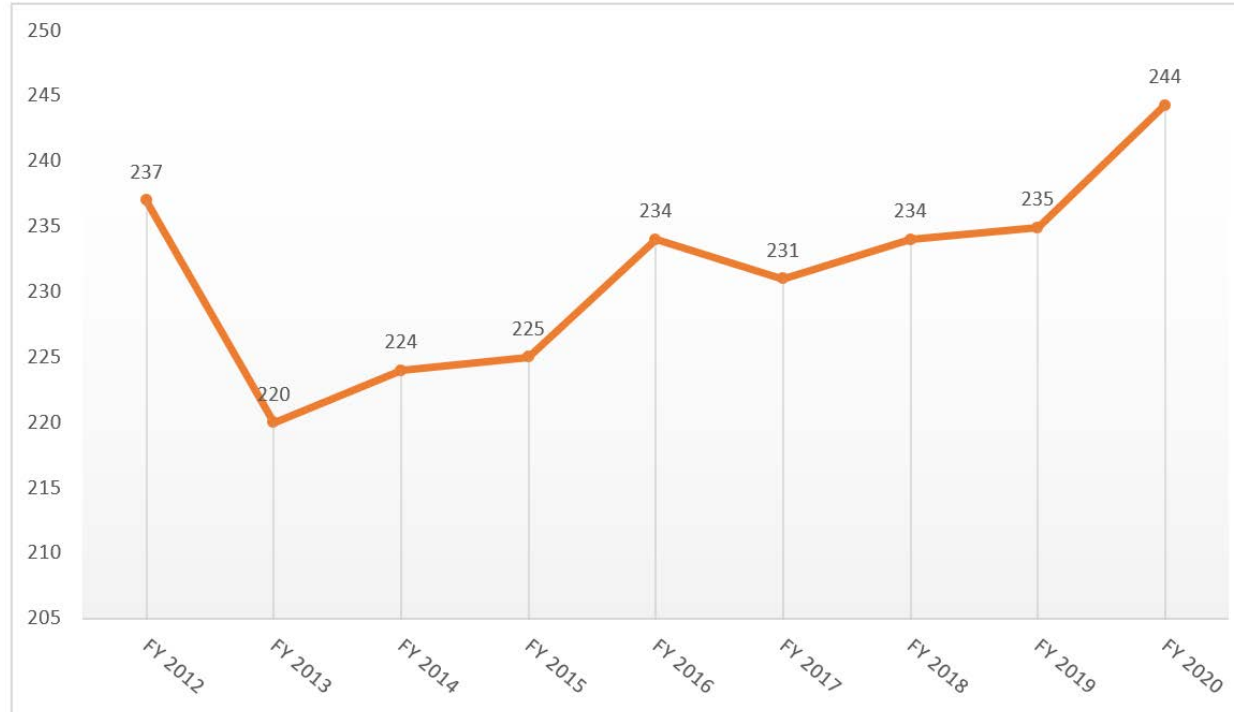


# Expense Assumptions/Highlights

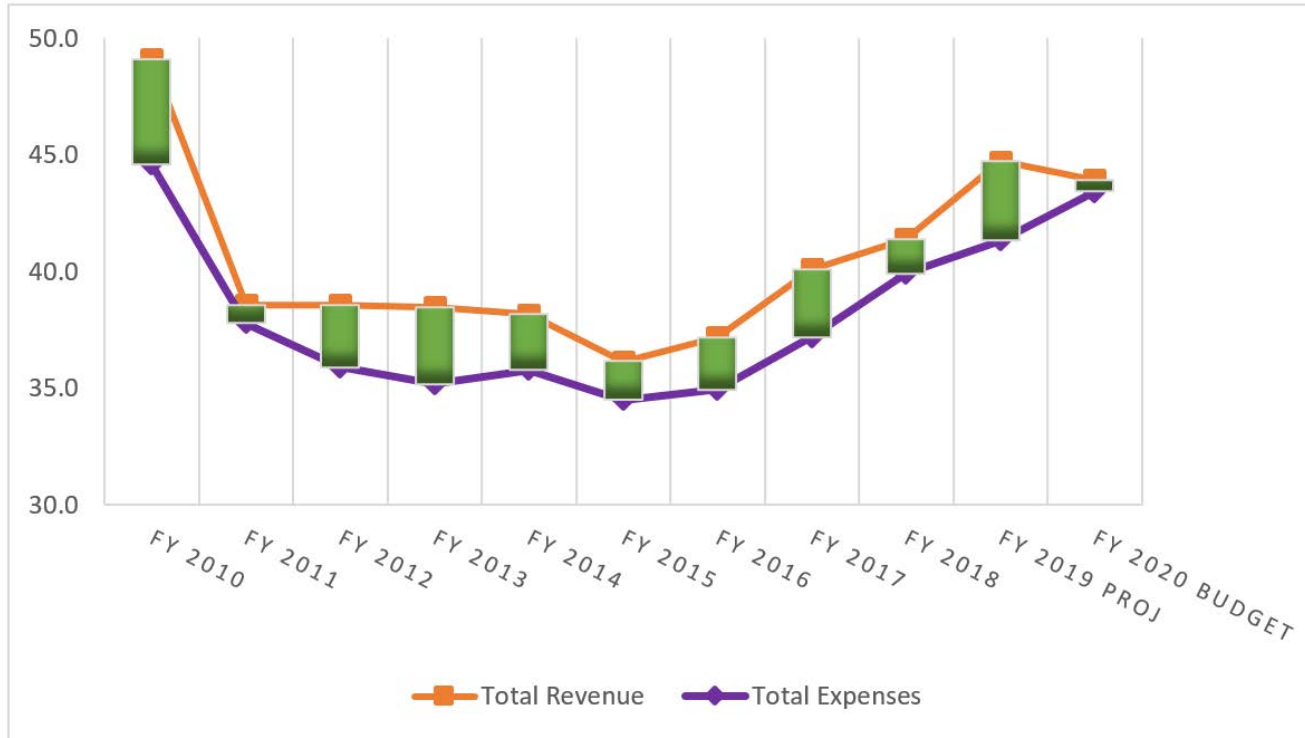


- **Payroll Expenses** (48% of total expenses)
  - 244 FTE's
  - Salary & Benefits subject to change based on ongoing labor negotiations
- **Administrative Expenses** (29% of total expenses)
  - Includes professional contracts, software, supplies, fees paid to Core
- **Tenant Services Expenses** (7% of total expenses)
  - Direct support for residents including dwelling rents, supportive services, relocation expenses and scholarships
  - 2020 Public Housing Participatory/Discretionary funding allocations

# Historical Staffing – Budgeted # of FTE's



# Historical Revenue & Expenses



\*in millions \$

# Detailed Budget Discussion by Division

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- **Fresno Housing Operations**

- Core
- Instrumentalities
- Real Estate Development
- Housing Choice Voucher
- Resident Empowerment Services
- Housing Management
- Unrestricted Properties

- **Other Budgets Not Covered Today**

- Housing Assistance Payments
- Mixed Finance Budgets
- Capital Expenditures
- Constructions Budgets



# Core

	2019 Budget	2019 Projected	2020 Budget
<b>NET TENANT INCOME</b>	-	-	-
<b>TOTAL INTEREST INCOME</b>	8,000	28,639	80,000
<b>TOTAL OTHER INCOME</b>	974,000	788,434	950,000
<b>TOTAL ADMIN &amp; MANAGEMENT FEE INCOME</b>	8,739,908	8,617,093	8,608,988
<b>TOTAL DEVELOPER FEE INCOME</b>	-	-	-
<b>TOTAL HUD GRANT INCOME</b>	-	-	-
<b>TOTAL OTHER GRANT INCOME</b>	-	-	-
<b>TOTAL INCOME</b>	<b>9,721,908</b>	<b>9,434,166</b>	<b>9,638,988</b>
<b>TOTAL PAYROLL EXPENSES</b>	<b>7,023,013</b>	<b>6,804,340</b>	<b>7,360,560</b>
<b>TOTAL ADMINISTRATIVE EXPENSES</b>	<b>3,418,339</b>	<b>3,510,876</b>	<b>3,697,951</b>
<b>TOTAL TENANT SERVICES EXPENSES</b>	<b>51,000</b>	<b>39,174</b>	<b>50,300</b>
<b>TOTAL UTILITY EXPENSES</b>	<b>172,144</b>	<b>168,633</b>	<b>172,145</b>
<b>TOTAL MAINTENANCE EXPENSES</b>	<b>474,662</b>	<b>445,057</b>	<b>445,818</b>
<b>TOTAL TAXES &amp; INSURANCE EXPENSES</b>	<b>44,300</b>	<b>47,555</b>	<b>40,364</b>
<b>TOTAL EXPENSES</b>	<b>11,183,459</b>	<b>11,015,635</b>	<b>11,767,138</b>
<b>NET OPERATING INCOME</b>	<b>(1,461,551)</b>	<b>(1,581,469)</b>	<b>(2,128,150)</b>
<b>TOTAL NON-OPERATING EXPENSES</b>	-	-	-
<b>NET INCOME</b>	<b>(1,461,551)</b>	<b>(1,581,469)</b>	<b>(2,128,150)</b>
<b>UNRESTRICTED NET INCOME</b>	<b>(1,461,551)</b>	<b>(1,581,469)</b>	<b>(2,128,150)</b>

## Core

- Assists and supports all other Agency departments
- Human Resources, Executive, Communications, Property & Asset Management, Quality Assurance, Accounting & Finance, IT/IS, Procurement

## Revenue

- Revenue is generated by fees charged to other departments
- Flat compared to 2019

## Expenses

- Payroll expenses increased from 2019 as a result of augmented public relations & communication efforts, data & program analysis and a resident safety program
- Admin Expenses increased from 2019 due to technology upgrades, and additional community and resident outreach efforts
- Budget augmentations include communications & community outreach, Board tools, data analysis

# Instrumentalities

	2019 Budget	2019 Projected	2020 Budget
NET TENANT INCOME	-	-	-
TOTAL INTEREST INCOME	1,713,000	1,257,989	863,000
TOTAL OTHER INCOME	1,350,000	1,500,000	150,000
TOTAL ADMIN & MANAGEMENT FEE INCOME	80,000	22,320	80,000
TOTAL DEVELOPER FEE INCOME	-	-	-
TOTAL HUD GRANT INCOME	-	-	-
TOTAL OTHER GRANT INCOME	-	-	-
<b>TOTAL INCOME</b>	<b>3,143,000</b>	<b>2,780,309</b>	<b>1,093,000</b>
TOTAL PAYROLL EXPENSES	-	-	-
TOTAL ADMINISTRATIVE EXPENSES	382,150	310,706	382,150
TOTAL TENANT SERVICES EXPENSES	-	-	-
TOTAL UTILITY EXPENSES	-	-	-
TOTAL MAINTENANCE EXPENSES	-	-	-
TOTAL TAXES & INSURANCE EXPENSES	8,900	3,994	8,900
<b>TOTAL EXPENSES</b>	<b>391,050</b>	<b>314,700</b>	<b>391,050</b>
<b>NET OPERATING INCOME</b>	<b>2,751,950</b>	<b>2,465,609</b>	<b>701,950</b>
TOTAL NON-OPERATING EXPENSES	-	42,033	-
<b>NET INCOME</b>	<b>2,751,950</b>	<b>2,423,576</b>	<b>701,950</b>
<b>UNRESTRICTED NET INCOME</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Instrumentalities

- Wholly-owned subsidiaries
- HRFC, HSIC, Silvercrest, HCCI, Villa Del Mar Inc.
- Net Income is restricted to the entity

## Revenue

- Interest income potentially decreasing as HRFC loans are repaid
- Other income excludes one-time 2019 transfer of excess development proceeds to HRFC

## Expenses

- Expenses remain flat as compared to 2019
- No budget augmentations related to 2020 goals

# Real Estate Development

	2019 Budget	2019 Projected	2020 Budget
NET TENANT INCOME	-	-	-
TOTAL INTEREST INCOME	-	-	-
TOTAL OTHER INCOME	170,000	364,717	20,000
TOTAL ADMIN & MANAGEMENT FEE INCOME	-	-	-
TOTAL DEVELOPER FEE INCOME	5,521,860	5,034,614	5,207,257
TOTAL HUD GRANT INCOME	-	-	-
TOTAL OTHER GRANT INCOME	-	-	-
<b>TOTAL INCOME</b>	<b>5,691,860</b>	<b>5,399,331</b>	<b>5,227,257</b>
TOTAL PAYROLL EXPENSES	1,450,179	1,395,797	1,668,596
TOTAL ADMINISTRATIVE EXPENSES	1,645,312	1,471,230	637,030
TOTAL TENANT SERVICES EXPENSES	5,000	1,250	5,000
TOTAL UTILITY EXPENSES	-	-	-
TOTAL MAINTENANCE EXPENSES	9,000	12,418	5,000
TOTAL TAXES & INSURANCE EXPENSES	6,600	(1,840)	6,200
<b>TOTAL EXPENSES</b>	<b>3,116,092</b>	<b>2,878,855</b>	<b>2,321,826</b>
<b>NET OPERATING INCOME</b>	<b>2,575,768</b>	<b>2,520,476</b>	<b>2,905,431</b>
TOTAL NON-OPERATING EXPENSES	-	-	-
<b>NET INCOME</b>	<b>2,575,768</b>	<b>2,520,476</b>	<b>2,905,431</b>
<b>UNRESTRICTED NET INCOME</b>	<b>2,575,768</b>	<b>2,520,476</b>	<b>2,905,431</b>

## RED

- Real Estate Development, formerly “Planning & Community Development”
- Net Income is unrestricted

## Revenue

- 12 installments of Developer Fees totaling \$5.2 million

## Expenses

- Payroll expenses increasing due to increased staffing capacity for development activities
- Administrative expenses decreased due to lower development consulting fees
- Budget augmentations include Neighborhood Programs & Analysis and funds for California Avenue Neighborhood (CAN) planning

# Housing Choice Voucher

	2019 Budget	2019 Projected	2020 Budget
NET TENANT INCOME	-	-	-
TOTAL INTEREST INCOME	-	-	-
TOTAL OTHER INCOME	800	636	800
TOTAL ADMIN & MANAGEMENT FEE INCOME	-	-	-
TOTAL DEVELOPER FEE INCOME	-	-	-
TOTAL HUD GRANT INCOME	9,326,878	9,825,681	9,909,331
TOTAL OTHER GRANT INCOME	38,500	118,814	50,000
<b>TOTAL INCOME</b>	<b>9,366,178</b>	<b>9,945,131</b>	<b>9,960,131</b>
TOTAL PAYROLL EXPENSES	5,997,896	5,707,854	6,239,019
TOTAL ADMINISTRATIVE EXPENSES	4,798,030	4,684,451	4,446,176
TOTAL TENANT SERVICES EXPENSES	-	155	-
TOTAL UTILITY EXPENSES	-	-	-
TOTAL MAINTENANCE EXPENSES	81,969	76,328	81,969
TOTAL TAXES & INSURANCE EXPENSES	7,451	6,774	7,353
<b>TOTAL EXPENSES</b>	<b>10,885,345</b>	<b>10,475,562</b>	<b>10,774,517</b>
<b>NET OPERATING INCOME</b>	<b>(1,519,168)</b>	<b>(530,431)</b>	<b>(814,386)</b>
TOTAL NON-OPERATING EXPENSES	-	-	-
<b>NET INCOME</b>	<b>(1,519,168)</b>	<b>(530,431)</b>	<b>(814,386)</b>
<b>UNRESTRICTED NET INCOME</b>	<b>(1,519,168)</b>	<b>(530,431)</b>	<b>(814,386)</b>

## HCV

- Housing Choice Voucher (Section 8) formerly included in the Assisted Housing Division
- Positive net income is restricted
- Negative net income must come from unrestricted resources

## Revenue

- HUD Grant Income increasing over 2019 based on higher admin fee revenue proration at 80% with a 98% lease-up

## Expenses

- Budget augmentations include landlord outreach program, which is shown as an increase in payroll expenses

# Resident Empowerment Services

	2019 Budget	2019 Projected	2020 Budget
<b>NET TENANT INCOME</b>	-	-	-
<b>TOTAL INTEREST INCOME</b>	-	-	-
<b>TOTAL OTHER INCOME</b>	1,156,905	989,795	1,197,361
<b>TOTAL ADMIN &amp; MANAGEMENT FEE INCOME</b>	-	-	-
<b>TOTAL DEVELOPER FEE INCOME</b>	-	-	-
<b>TOTAL HUD GRANT INCOME</b>	2,792,033	1,817,637	3,022,174
<b>TOTAL OTHER GRANT INCOME</b>	476,032	602,792	83,025
<b>TOTAL INCOME</b>	4,424,970	3,410,223	4,302,560
<b>TOTAL PAYROLL EXPENSES</b>	1,586,997	1,454,384	1,908,266
<b>TOTAL ADMINISTRATIVE EXPENSES</b>	1,004,581	780,020	786,976
<b>TOTAL TENANT SERVICES EXPENSES</b>	2,967,050	2,062,327	2,750,198
<b>TOTAL UTILITY EXPENSES</b>	-	-	-
<b>TOTAL MAINTENANCE EXPENSES</b>	10,930	16,498	10,020
<b>TOTAL TAXES &amp; INSURANCE EXPENSES</b>	-	239	-
<b>TOTAL EXPENSES</b>	5,569,559	4,313,467	5,455,460
<b>NET OPERATING INCOME</b>	(1,144,589)	(903,243)	(1,152,900)
<b>TOTAL NON-OPERATING EXPENSES</b>	-	-	-
<b>NET INCOME</b>	(1,144,589)	(903,243)	(1,152,900)
<b>UNRESTRICTED NET INCOME</b>	(1,144,589)	(903,243)	(1,152,900)

## RES

- Non-HCV Grant-funded housing, homeless and resident services programs
- Formerly included in the Assisted Housing Division
- Positive net income is restricted
- Negative net income must come from unrestricted resources

## Revenue

- HUD Grant and Other Grant Income, when combined, are relatively flat from 2019

## Expenses

- Payroll expenses increasing based on strategic initiatives and budget augmentations
- Administrative expenses are down due to one-time costs associated with 2019 budget augmentations
- Tenant services expenses, specifically rental assistance, are decreasing as tenant incomes are higher than anticipated
- Budget augmentations include workforce development program, Program analysis/evaluation, Street2Home initiative

# Housing Management

	2019 Budget	2019 Projected	2020 Budget
NET TENANT INCOME	5,366,476	5,518,359	5,366,476
TOTAL INTEREST INCOME	-	-	-
TOTAL OTHER INCOME	25,996	72,092	25,996
TOTAL ADMIN & MANAGEMENT FEE INCOME	-	-	-
TOTAL DEVELOPER FEE INCOME	-	-	-
TOTAL HUD GRANT INCOME	4,282,660	4,440,527	4,282,660
TOTAL OTHER GRANT INCOME	555,418	399,326	555,418
<b>TOTAL INCOME</b>	<b>10,230,550</b>	<b>10,430,304</b>	<b>10,230,550</b>
TOTAL PAYROLL EXPENSES	2,422,006	2,287,490	2,386,125
TOTAL ADMINISTRATIVE EXPENSES	1,875,579	1,785,923	1,875,579
TOTAL TENANT SERVICES EXPENSES	246,757	229,478	246,757
TOTAL UTILITY EXPENSES	1,737,628	1,717,930	1,737,628
TOTAL MAINTENANCE EXPENSES	2,024,446	2,014,631	2,024,446
TOTAL TAXES & INSURANCE EXPENSES	419,546	423,739	419,546
<b>TOTAL EXPENSES</b>	<b>8,725,963</b>	<b>8,459,190</b>	<b>8,690,081</b>
<b>NET OPERATING INCOME</b>	<b>1,504,587</b>	<b>1,971,114</b>	<b>1,540,468</b>
TOTAL NON-OPERATING EXPENSES	1,076,169	1,130,486	1,076,169
<b>NET INCOME</b>	<b>428,417</b>	<b>840,628</b>	<b>464,299</b>
<b>UNRESTRICTED NET INCOME</b>	<b>-</b>	<b>-</b>	<b>-</b>

## HSM (\* still in progress)

- FH-owned and/or managed properties
- Public housing, farm labor housing, migrant housing, other specialty housing
- Net income is restricted to the property/program
- Net income is currently similar to last year as staff continue to work with budget managers to refine these budgets

## Revenue

- Overall, revenue is flat compared to prior years

## Expenses

- Expenses are similar compared to 2019
- Budget augmentations include funds allocated for resident participatory budgeting

# Unrestricted Properties

	2019 Budget	2019 Projected	2020 Budget
NET TENANT INCOME	2,550,710	2,605,598	2,764,271
TOTAL INTEREST INCOME	-	-	-
TOTAL OTHER INCOME	712,302	660,956	38,700
TOTAL ADMIN & MANAGEMENT FEE INCOME	-	-	-
TOTAL DEVELOPER FEE INCOME	-	-	-
TOTAL HUD GRANT INCOME	-	-	-
TOTAL OTHER GRANT INCOME	22,199	64,681	685,727
<b>TOTAL INCOME</b>	<b>3,285,211</b>	<b>3,331,236</b>	<b>3,488,698</b>
TOTAL PAYROLL EXPENSES	487,913	482,760	550,678
TOTAL ADMINISTRATIVE EXPENSES	332,471	313,916	323,268
TOTAL TENANT SERVICES EXPENSES	6,450	3,679	5,350
TOTAL UTILITY EXPENSES	458,690	447,785	423,763
TOTAL MAINTENANCE EXPENSES	891,434	830,822	828,428
TOTAL TAXES & INSURANCE EXPENSES	66,025	71,407	102,906
<b>TOTAL EXPENSES</b>	<b>2,242,984</b>	<b>2,150,369</b>	<b>2,234,393</b>
<b>NET OPERATING INCOME</b>	<b>1,042,227</b>	<b>1,180,866</b>	<b>1,254,305</b>
TOTAL NON-OPERATING EXPENSES	617,384	566,022	727,211
<b>NET INCOME</b>	<b>424,843</b>	<b>614,844</b>	<b>527,094</b>
<b>UNRESTRICTED NET INCOME</b>	<b>424,843</b>	<b>614,844</b>	<b>527,094</b>

UP

- Non-subsidized housing and commercial buildings
- Dayton, Woodside, El Cortez, Helm Home, San Ramon, Citrus Gardens, Firebaugh Family, Sunset Terrace, Emergency Housing
- Net income is unrestricted

## Revenue

- Income is expected to increase modestly from 2019

## Expenses

- No budget augmentations related to Agency goals
- Expenses remain flat from 2019

# Agency-Wide

	2020 Draft Budget							
	Core	Instrumentalities	RED	Housing Choice Voucher	RES	Housing Management	UP	2020 Draft Budget
NET TENANT INCOME	-	-	-	-		5,366,476	2,764,271	8,130,747
TOTAL INTEREST INCOME	80,000	863,000	-	-		-	-	943,000
TOTAL OTHER INCOME	950,000	150,000	20,000	800	1,197,361	25,996	38,700	2,382,857
TOTAL ADMIN & MANAGEMENT FEE INCOME	8,608,988	80,000	-	-	-	-	-	8,688,988
TOTAL DEVELOPER FEE INCOME	-	-	5,207,257	-	-	-	-	5,207,257
TOTAL HUD GRANT INCOME	-	-	-	9,909,331	3,022,174	4,282,660	-	17,214,165
TOTAL OTHER GRANT INCOME	-	-	-	50,000	83,025	555,418	685,727	1,374,170
<b>TOTAL INCOME</b>	<b>9,638,988</b>	<b>1,093,000</b>	<b>5,227,257</b>	<b>9,960,131</b>	<b>4,302,560</b>	<b>10,230,550</b>	<b>3,488,698</b>	<b>43,941,184</b>
<b>TOTAL PAYROLL EXPENSES</b>	<b>7,360,560</b>	<b>-</b>	<b>1,668,596</b>	<b>6,239,019</b>	<b>1,908,266</b>	<b>2,386,125</b>	<b>550,678</b>	<b>20,113,243</b>
<b>TOTAL ADMINISTRATIVE EXPENSES</b>	<b>3,697,951</b>	<b>382,150</b>	<b>637,030</b>	<b>4,446,176</b>	<b>786,976</b>	<b>1,875,579</b>	<b>323,268</b>	<b>12,149,130</b>
<b>TOTAL TENANT SERVICES EXPENSES</b>	<b>50,300</b>	<b>-</b>	<b>5,000</b>	<b>-</b>	<b>2,750,198</b>	<b>246,757</b>	<b>5,350</b>	<b>3,057,605</b>
<b>TOTAL UTILITY EXPENSES</b>	<b>172,145</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,737,628</b>	<b>423,763</b>	<b>2,333,536</b>
<b>TOTAL MAINTENANCE EXPENSES</b>	<b>445,818</b>	<b>-</b>	<b>5,000</b>	<b>81,969</b>	<b>10,020</b>	<b>2,024,446</b>	<b>828,428</b>	<b>3,395,681</b>
<b>TOTAL TAXES &amp; INSURANCE EXPENSES</b>	<b>40,364</b>	<b>8,900</b>	<b>6,200</b>	<b>7,353</b>	<b>-</b>	<b>419,546</b>	<b>102,906</b>	<b>585,269</b>
<b>TOTAL EXPENSES</b>	<b>11,767,138</b>	<b>391,050</b>	<b>2,321,826</b>	<b>10,774,517</b>	<b>5,455,460</b>	<b>8,690,081</b>	<b>2,234,393</b>	<b>41,634,465</b>
<b>NET OPERATING INCOME</b>	<b>(2,128,150)</b>	<b>701,950</b>	<b>2,905,431</b>	<b>(814,386)</b>	<b>(1,152,900)</b>	<b>1,540,468</b>	<b>1,254,305</b>	<b>2,306,719</b>
<b>TOTAL NON-OPERATING EXPENSES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,076,169</b>	<b>727,211</b>	<b>1,803,380</b>
<b>NET INCOME</b>	<b>(2,128,150)</b>	<b>701,950</b>	<b>2,905,431</b>	<b>(814,386)</b>	<b>(1,152,900)</b>	<b>464,299</b>	<b>527,094</b>	<b>503,338</b>
<b>UNRESTRICTED NET INCOME</b>	<b>(2,128,150)</b>	<b>-</b>	<b>2,905,431</b>	<b>(814,386)</b>	<b>(1,152,900)</b>	<b>-</b>	<b>527,094</b>	<b>(662,911)</b>



# 2020 Goals-Budget Augmentations

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- Economic Mobility Initiatives
  - HCV Mobility & Navigation Pilot
  - Workforce Development (incl. Section 3) Program
- Landlord Outreach Program
- Resident & Community Safety Initiatives
- Street2Home Initiative
- Enhanced Public Relations & Communication Campaign
- Community Events & Local Participation
- Program, Policy & Data Analysis

# 2020 Strategic Goals & Budget Augmentations

	A	B	A - B	D	B + D
	2019 Board Investment	2019 Expenditures	2019 Budget Remaining	2020 Proposed Budget	Total Investment
<b>Housing Choice Voucher</b>					
Landlord Outreach Program	325,000	47,031	277,969	250,000	297,031
<b>Resident Empowerment Services</b>					
Workforce Development Pilot	350,000	177,411	172,589	210,000	387,411
Mobility Pilot	135,000	104,502	30,498	200,000	304,502
Program Analysis	25,000	16,667	8,333	120,000	136,667
Making It Happen Pilot Program	225,000	89,325	135,675	-	89,325
<b>Homeless Programs</b>					
Street 2 Home Initiative	100,000	-	100,000	100,000	100,000
<b>Planning &amp; Development</b>					
Neighborhood Programs & Analysis	75,000	42,411	32,589	100,000	142,411
SW Fresno Planning/CAN	325,000	155,420	169,580	210,000	365,420
<b>Administrative Services</b>					
Public Relations & Communication Efforts	450,000	274,651	175,349	225,000	499,651
Board Room Refresh	50,000	23,000	27,000	25,000	48,000
Data & Program Analysis	100,000	99,602	398	200,000	299,602
Resident Safety Program	75,000	-	75,000	75,000	75,000
<b>Unrestricted Programs Total</b>	2,235,000	1,030,020	1,204,980	1,715,000	2,745,020

# Agency Unrestricted Reserves

Unrestricted Reserves	\$ Change	Balance
2013 Financial Results	1,570,359	1,570,359
2014 Financial Results	1,368,730	2,939,089
2015 Financial Results	153,228	3,092,317
2016 Financial Results	261,439	3,353,756
2017 Financial Results	920,239	4,273,995
2018 Financial Results	1,545,106	5,819,101
2019 <i>Projected</i>	120,176	5,939,277
2020 <i>Budget</i>	(662,911)	5,276,366
<b>Total Unrestricted Reserves</b>	<b>5,276,366</b>	

# Next Steps

August

- Provide an update on the Federal budget process
- Outline process for developing 2020 Agency budget

September

- Budget managers and finance staff review key assumptions and staffing levels
- Provide an update on the Federal budget for 2020

October

- Refine budget based on updated federal indicators and feedback
- Present the first draft of the 2020 operating budget
- Create opportunities for resident engagement on budget

November

- First round of resident meetings
- Second draft of budget presented to the Boards

December

- Receive feedback and further refine budget
- Second round of resident meetings
- Boards are asked to approve the 2020 operating budgets

January-  
February

- Final rounds of resident meetings



FRESNO HOUSING

**Questions?**



# Real Estate Development Update

*November 19, 2019*



**FRESNO** VIBRANT  
COMMUNITIES  
QUALITY HOUSING ENGAGED  
HOUSING RESIDENTS





# Presentation Overview

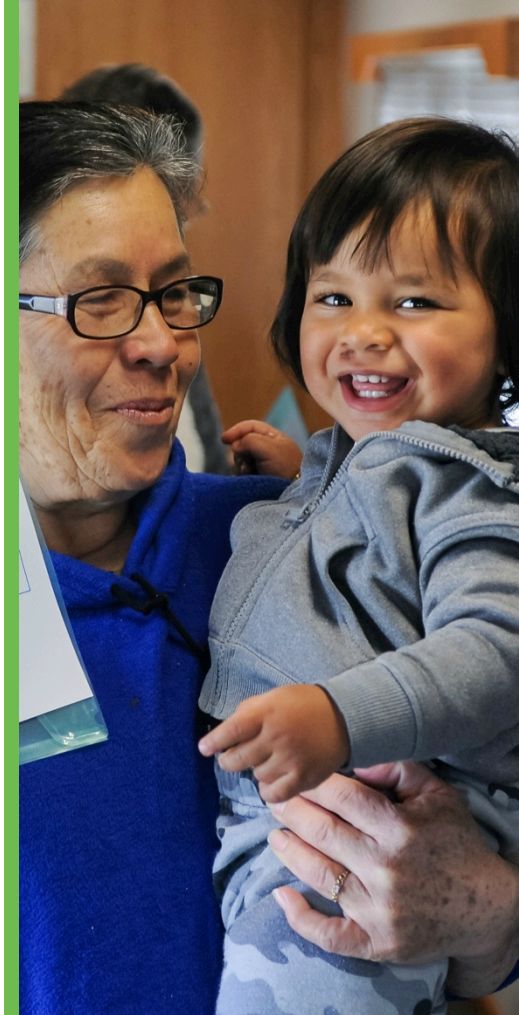
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- Linnaea Villas (Kingsburg)
- Solivita Commons (Clovis)



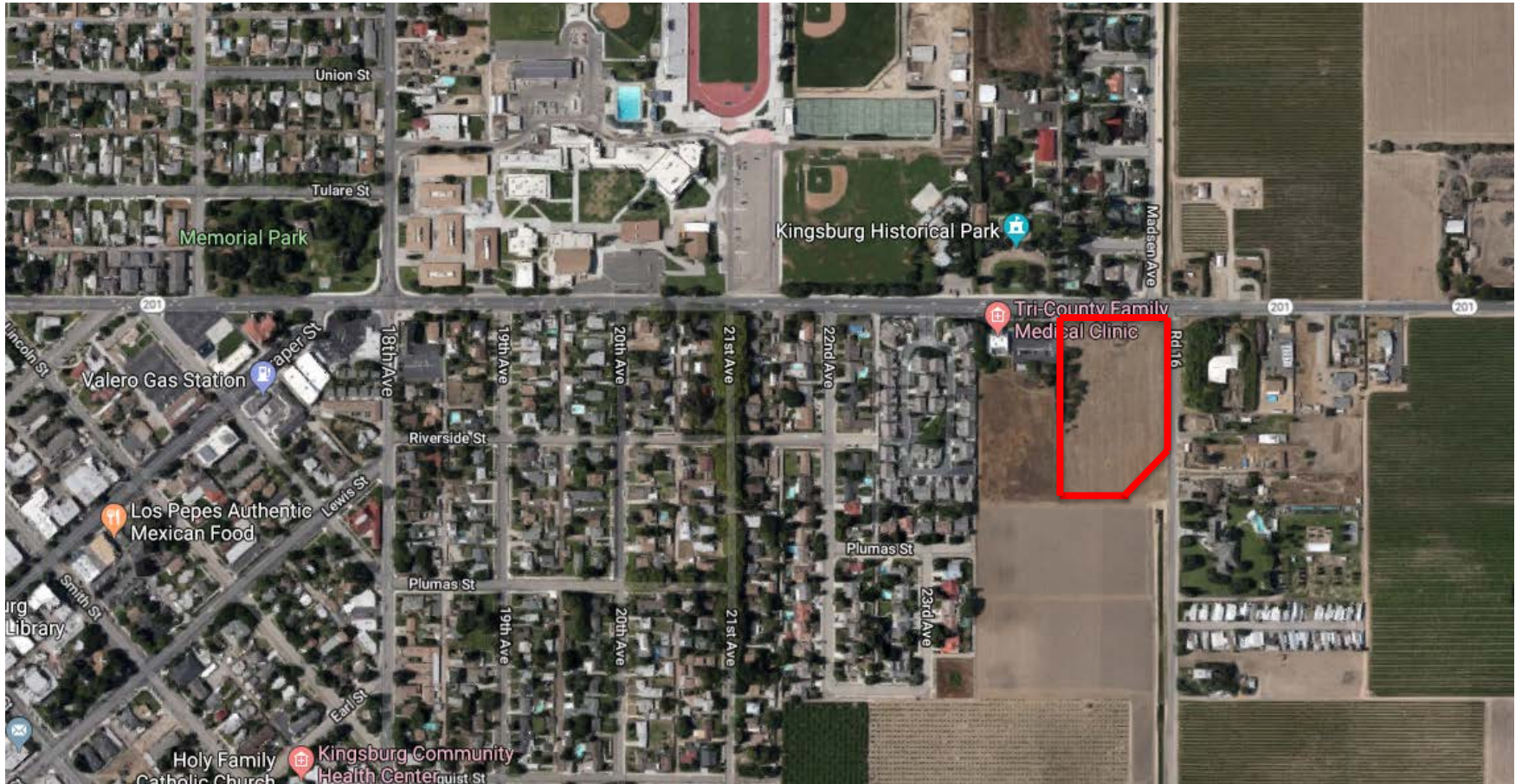
# Linnaea Villas (Kingsburg)

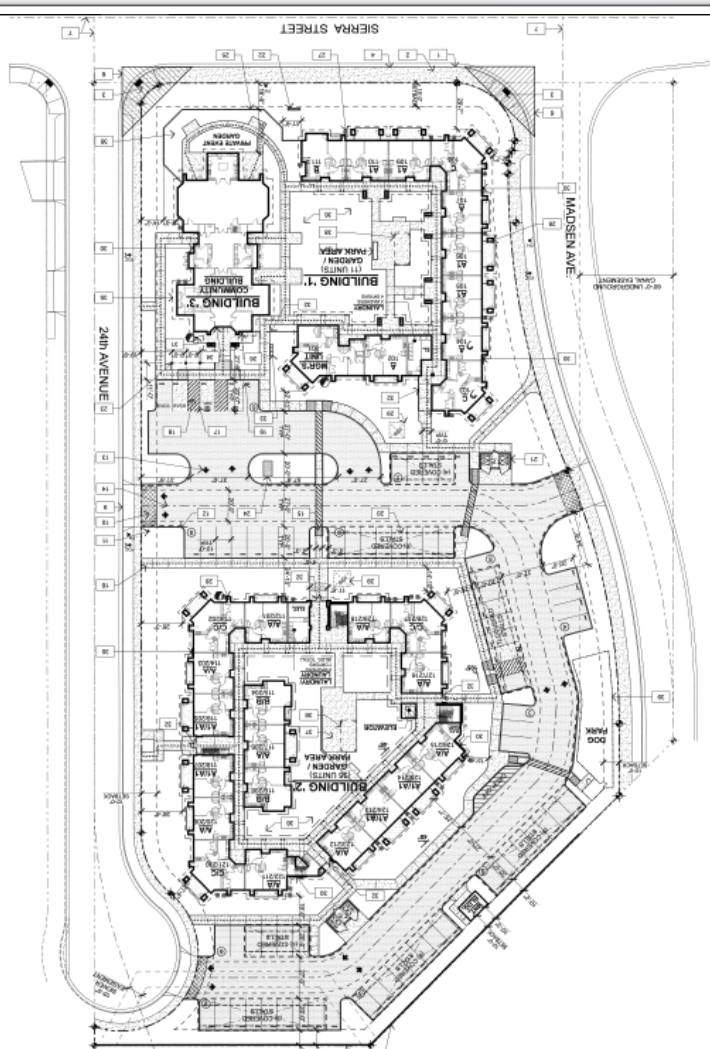
- Project is a proposed 47-unit senior housing development on vacant land at the SW corner of Sierra St. and Madsen Ave. in Kingsburg, CA
- Low Income Housing Tax Credit award accepted at the June Board meeting
- Fresno HOME award accepted August 2019
- AHP funds awarded September 2019
- Closing expected in December 2019
- *Staff is requesting approval to execute loan & partnership documents related to the Project*





# Linnaea Villas Aerial





# Linnaea Villas (Kingsburg)

- Site Plan



# Linnaea Villas Rendering



**FRESNO HOUSING**

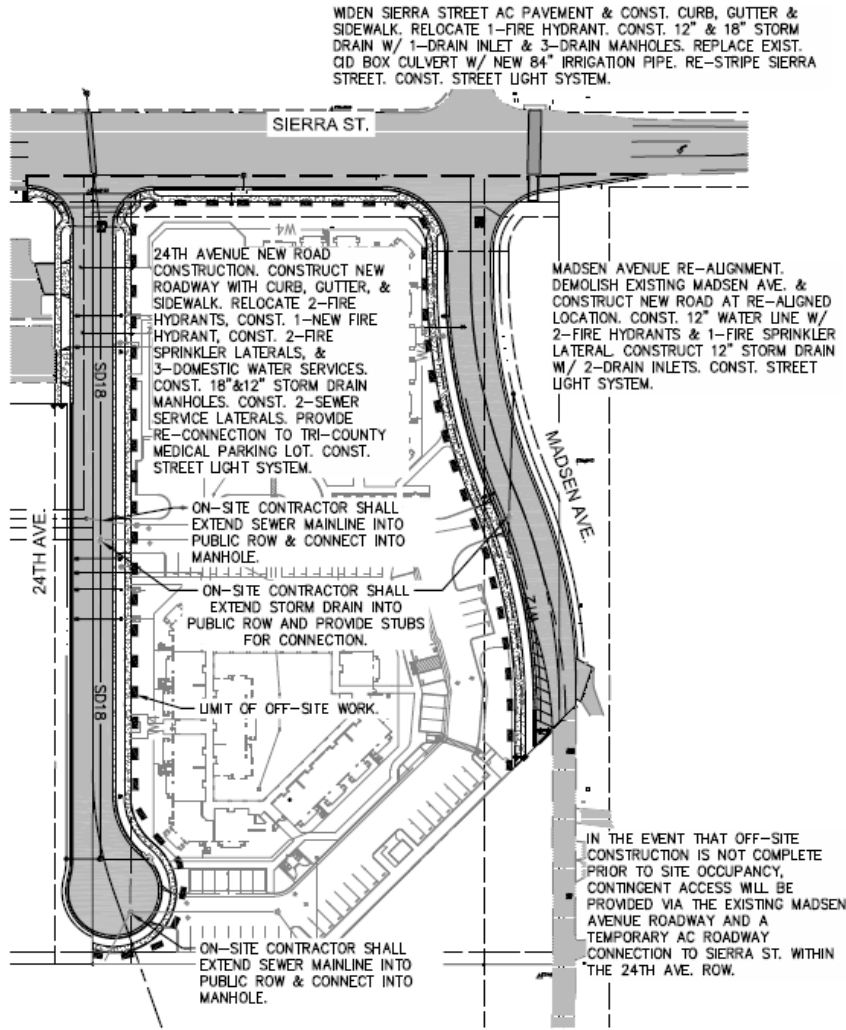
# Linnaea Villas Rendering



FRESNO HOUSING

# Linnaea Villas (Kingsburg)

- Offsite Work Plan





## Linnaea Villas Pro Forma

Development Sources and Uses	
Sources of Funds	Amount 11/19/2019
CalHFA Perm Loan	\$ 1,400,000
City of Kingsburg Deferred Impact Fee Loan	\$ 390,460
Housing Relinquished Fund Corp	\$ 1,200,000
Accrued/Deferred Interest	\$ 80,000
HOME Loan	\$ 1,000,000
CalHFA Loan	\$ 676,615
FHLB AHP	\$ 615,000
Land Donation	\$ 1,001,000
Deferred DeveloperFee	\$ 311,551
GP Capital Contribution	\$ 100
LIHTC Equity (Wells Fargo limited partner)	\$ 15,806,848
<b>Total Sources of Funds</b>	<b>\$ 22,481,574</b>
Uses of Funds	Amount
Land Cost	\$1,001,000
Off-site Improvements	\$1,423,647
Construction Costs	\$12,888,039
Contingencies	\$915,584
Permits/Impact Fees/etc.	\$640,846
Professional Fees	\$1,506,100
Loan Fees and other Soft Costs	\$1,897,199
Reserves	\$220,228
Developer Fee	\$1,988,931
<b>Total Uses of Funds</b>	<b>\$ 22,481,574</b>

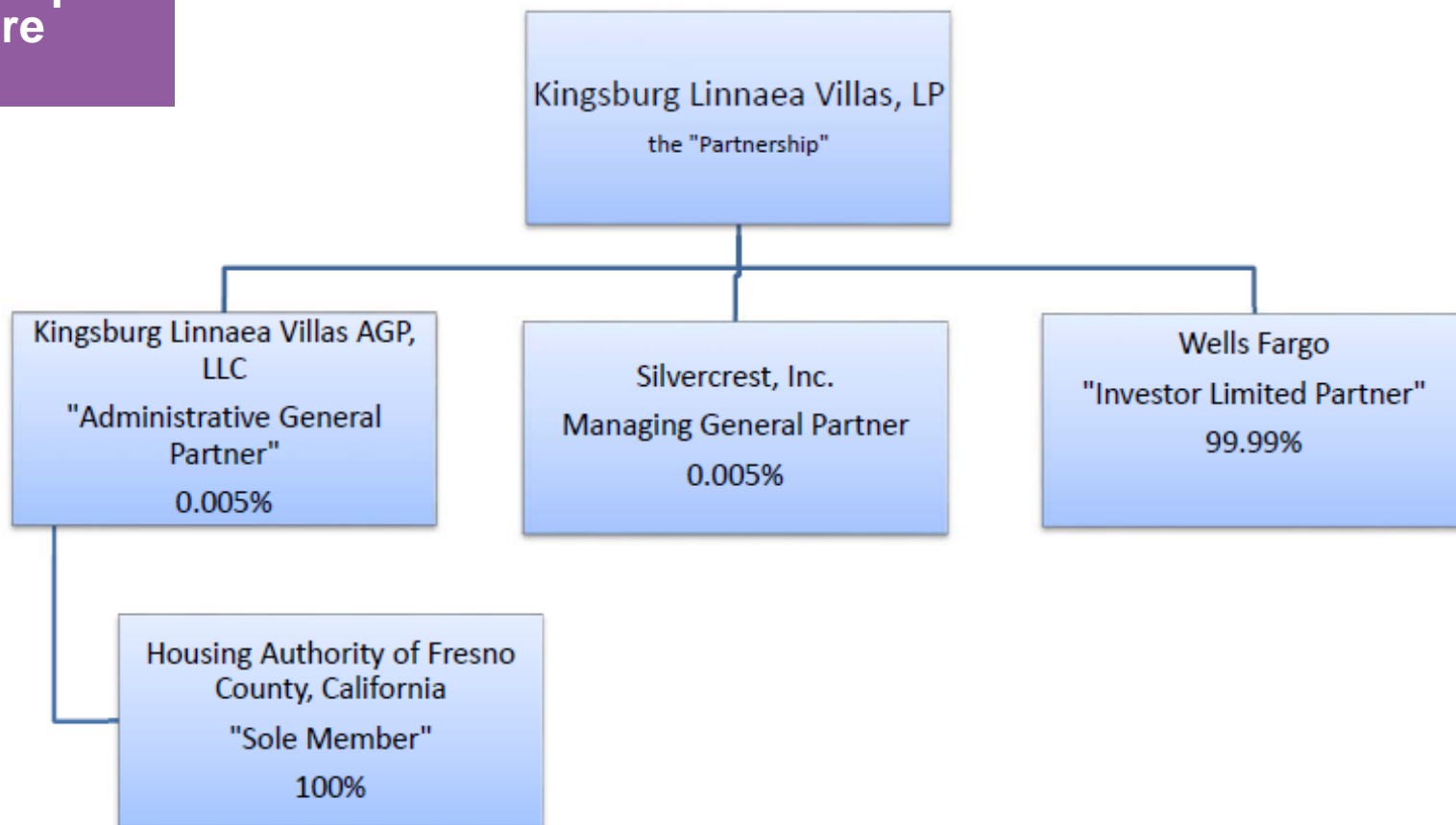
\*Draft as of 11/12/19

# Linnaea Villas

- Sources & Uses

## Ownership Structure

# Kingsburg Linnaea Villas



# Action Item 7(a)

## *Linnaea Villas*

---

*7(a). Omnibus resolutions and funding commitments necessary on behalf of the Kingsburg Linnaea Villas, LP.*

- Authorize revision of the HRFC loan commitment in an amount up to \$1,500,000*
- Authorize a purchase and sale agreement between HAFC and the LP for \$1*
- Authorize the LP to enter into an MOU for off-site improvements with the City of Kingsburg*
- Authorize various actions for the financing, development and operations of the Project*



# Action Item 7(b), 7(c)

## *Linnaea Villas*

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### *7(b). Omnibus Resolutions on behalf of Fresno Housing related to Linnaea Villas*

- Amend the Development Agreement with the City of Kingsburg*
- Authorize a purchase and sale agreement and land acquisition from the City of Kingsburg for \$1*
- Authorize HAFC to dedicate Madsen Avenue and 24<sup>th</sup> Street to the City of Kingsburg*

### *7(c). Authorize a guaranty agreement with the City of Kingsburg related to the MOU for offsite improvements.*

# Solivita Commons Clovis

- Project is a proposed 60-unit family development located near the Northeast corner of Willow and Alluvial Avenues in Clovis, CA
- Low-Income Housing Tax Credit (LIHTC) award was accepted at the June Board meeting
- Transfer of RAD assistance for 23 units from Pinedale
- Closing expected in December 2019
- *Staff is requesting approval to execute loan & partnership documents related to the Project*

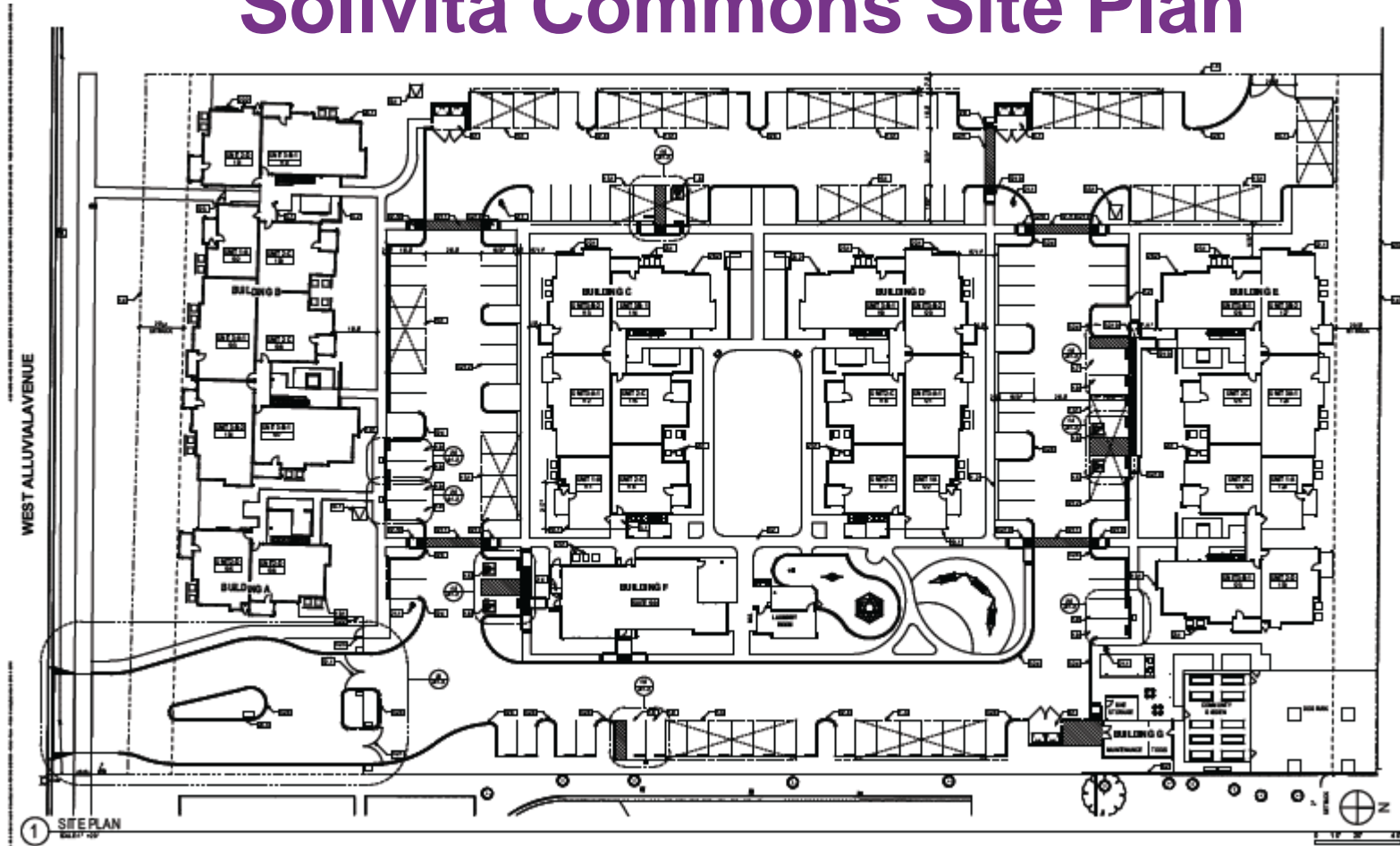


# Solivita Commons Aerial





# Solivita Commons Site Plan



# Solivita Commons Rendering



**FRESNO HOUSING**

# Solivita Commons Rendering



FRESNO HOUSING

## Solivita Commons Pro Forma

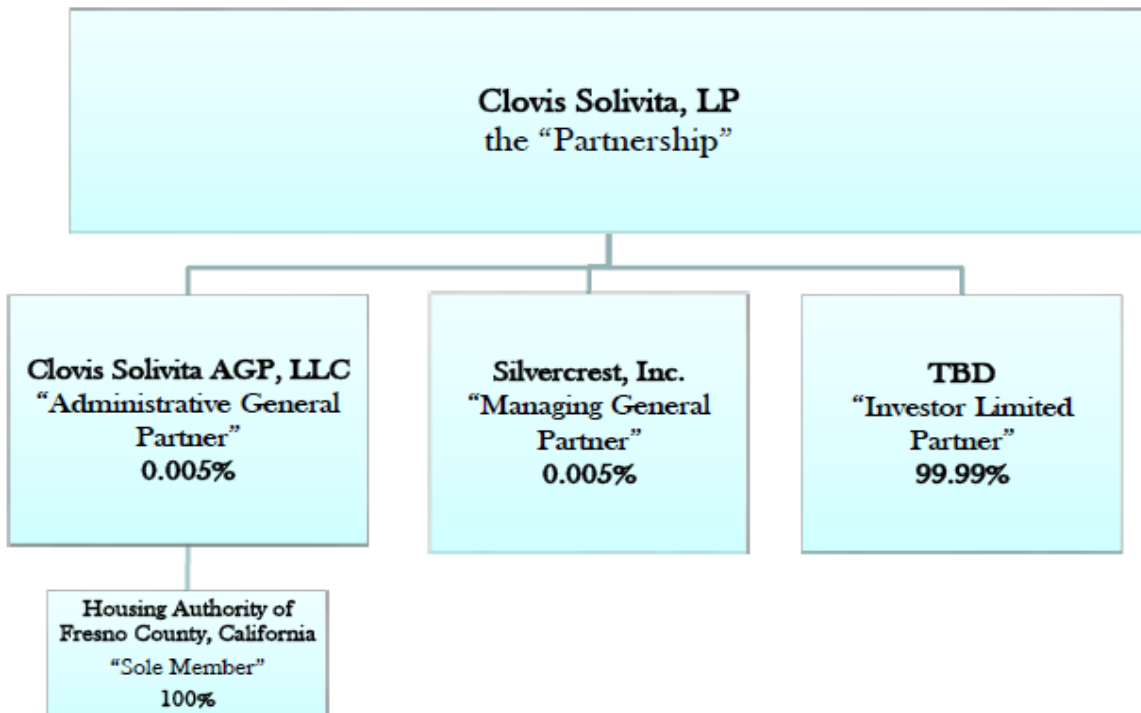
<b>Development Sources and Uses</b>	
<b>Sources of Funds</b>	<i>Amount 10/10/2019</i>
Central Valley Community Bank (perm loan)	\$ 2,018,000
Fresno Housing Sales Proceeds Loan	\$ 2,505,000
Fresno Housing Capital Funds Loan	\$ 1,745,000
GP Contribution	\$ 100
LIHTC Equity (Wells Fargo limited partner)	\$ 22,903,003
<b>Total Sources of Funds</b>	<b>\$ 29,171,103</b>
<b>Uses of Funds</b>	<i>Amount</i>
Construction Costs	\$ 17,012,897
Contingencies	\$ 850,645
Permits/Impact Fees/etc.	\$ 1,732,619
Professional Fees	\$ 1,013,467
Relocation	\$ 150,000
Loan Fees and other Soft Costs	\$ 6,059,788
Reserves	\$ 314,981
Developer Fee	\$ 2,036,706
<b>Total Uses of Funds</b>	<b>\$ 29,171,103</b>

*\*Draft as of 11/19/2019*

# Solivita Commons

- Sources & Uses

# Solivita Commons Ownership Structure





# Traditional Asset Transfers

Solivita  
Commons  
(60 Units)  
LP Owned

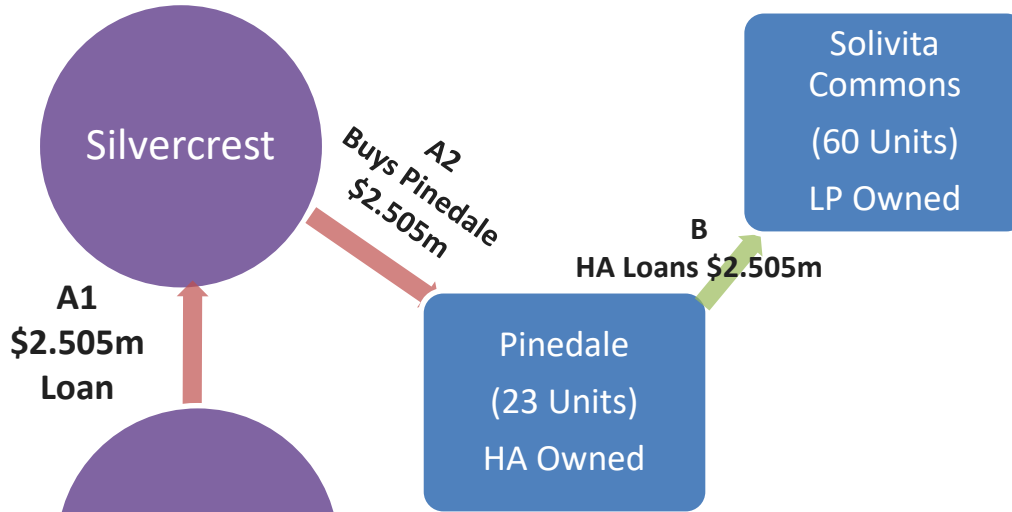
HRFC Loans  
\$2.505m



Pinedale  
Properties  
(23 Units)  
HA Owned

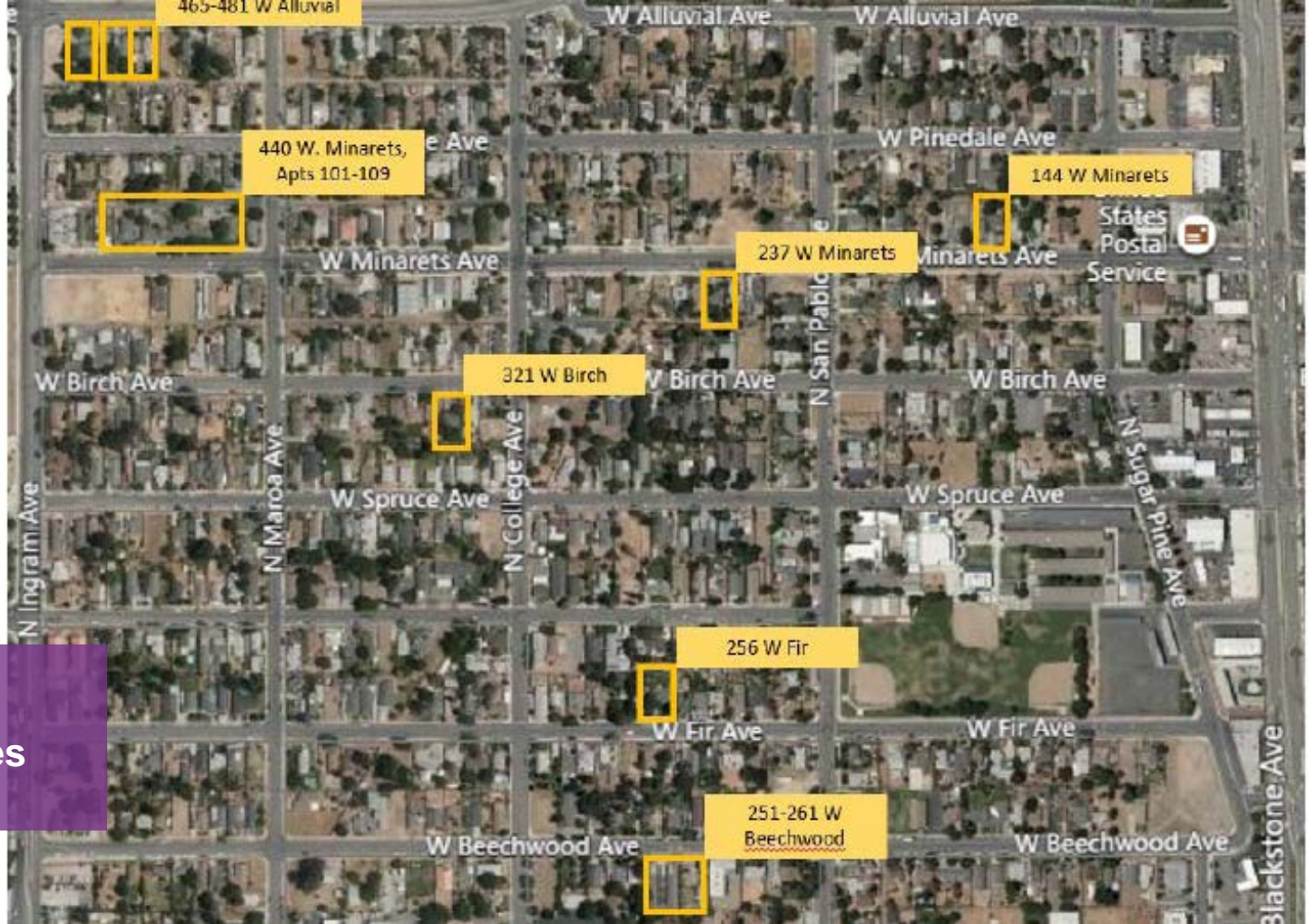
HA will continue to  
own with the HUD  
Declaration of Trust

# Proposed Asset Transfers



1. HA will have \$2.505 Sales Proceeds
2. HUD to release Declaration of Trust
3. HA/Silvercrest may sell the Asset in the Future

## Pinedale Properties



# Action Item 7(d)

## *Solivita Commons*

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*7(a). Omnibus resolutions and funding commitments necessary on behalf of Clovis Solivita, LP.*

- Authorize the sale of 23 RAD units (Pinedale) to Silvercrest, Inc. and subsequently loan the sales proceeds of \$2,505,000 to the Project*
- Authorize HAFC to Loan up to \$1,745,000 of LIPH capital funds to the Project*
- Authorize various actions for the financing, development and operations of the Project*

**Questions?**