

Legal Contracts Analysis

*Fresno Housing Authority
Boards of Commissioners Meeting
December 15, 2015*



CELEBRATING
75
YEARS
FRESNO HOUSING

Legal Expenses Analysis

	2012	2013	2014	2015	2016 Budget	2016 Contracts
Campagne	\$363	\$277	\$72	\$10	\$0	NA
Baker Manock			\$147	\$171	\$175	\$250
AALRR			\$64	\$75	\$100	\$125
Ballard Spahr			\$51	\$54	\$100	\$150
Total Legal	\$363	\$277	\$334	\$310	\$375	



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Recommendations for FY2016 Legal Services Contracts

- General Legal Services
 - Extend the Baker, Manock and Jensen contract with a NTE amount of \$250K
 - Extend the Ballard Spahr contract and combine with HUD Matters contract with a total NTE amount of \$150K
 - Eliminate the separate Contract for HUD Matters with Ballard Spahr
- Human Resources Legal Services
 - Extend AALRR contract with a NTE amount of \$125K
- Affordable Housing Development
 - Extend the Ballard Spahr contract with the NTE amount of \$600K





BOARD MEMO

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TO: Boards of Commissioners
Fresno Housing Authority
FROM: Preston Prince *P. Prince*
CEO/Executive Director
DATE: 12/14/2015
BOARD MEETING: 12/15/2015
AUTHOR: Jim Barker
Chief Financial Officer
AGENDA ITEM: 8b
RE: Extension of General Legal Services Contracts

Summary

The purpose of this memo is to seek the Boards' approval to extend the Agency's General Legal Services contracts from 1/1/16 to 12/31/16. The Agency currently has contracts with two different firms to provide General Legal Services: Baker, Manock, and Jensen PC of Fresno, CA and Ballard Spahr LLP of Baltimore, MD. The Agency feels it is advantageous to have contracts with both a local and a national legal firm, given the combination of both local and national issues with which the Agency commonly encounters.

Fiscal Impact

Though the requirements of future legal services are difficult to anticipate, based on historical use, the Agency would like to extend its contract with Baker, Manock, and Jensen PC for an annual amount not to exceed \$250,000 and extend its contract with Ballard Spahr LLP for an annual amount not to exceed \$100,000. The 2016 Operations Budget includes funding for legal services expenditures.

Recommendation

It is recommended that the Boards of Commissioners authorize the CEO/Executive Director to extend the contracts of Baker, Manock, and Jensen PC, and Ballard Spahr LLP from 1/1/16 to 12/31/16 in the amounts of \$250,000 and \$100,000, respectively.

Background

In August of 2013, the Agency published an RFP to solicit for a variety of legal services. As a result of the RFP, the Agency received proposals from 15 legal firms (both local and national). Firms had the option to submit a proposal to provide various legal services including general legal, human resources legal services, affordable housing development legal services, matters related to HUD, and other legal services as needed. After all proposals were evaluated, the Agency entered into General Legal Services contracts with Baker, Manock, and Jensen PC and Ballard Spahr LLP in February 2014. The first extension was approved by the Boards of Commissioners on 11/19/14 for the period of 1/1/15 to 12/31/15. This is the second extension covering the period noted above. Following this extension, there are two optional extension periods remaining.

RESOLUTION NO. _____

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF THE CITY OF FRESNO

**RESOLUTION AUTHORIZING THE EXTENSION OF GENERAL LEGAL SERVICES
CONTRACTS**

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

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

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

WHEREAS, the Agency desires to exercise its option to extend the contracts with Baker, Manock, & Jensen PC and Ballard Spahr LLP for general legal services for one year, beginning January 1, 2016, for an annual amount not to exceed \$250,000 and \$100,000, respectively; and

WHEREAS, the term of said contracts will expire December 31, 2016, and will be renewable for up to two additional one-year terms at the discretion of the Boards, and pursuant to HUD procurement guidelines;

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

PASSED AND ADOPTED THIS 15th DAY OF DECEMBER, 2015. I, the undersigned,
herby certify that the foregoing Resolution was duly adopted by the governing body with the
following vote, to-wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Preston Prince, Secretary of the Boards of Commissioners

RESOLUTION NO. _____

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF FRESNO COUNTY

RESOLUTION AUTHORIZING THE EXTENSION OF GENERAL LEGAL SERVICES
CONTRACTS

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

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

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

WHEREAS, the Agency desires to exercise its option to extend the contracts with Baker, Manock, & Jensen PC and Ballard Spahr LLP for general legal services for one year, beginning January 1, 2016, for an annual amount not to exceed \$250,000 and \$100,000, respectively; and

WHEREAS, the term of said contracts will expire December 31, 2016, and will be renewable for up to two additional one-year terms at the discretion of the Boards, and pursuant to HUD procurement guidelines;

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

PASSED AND ADOPTED THIS 15th DAY OF DECEMBER, 2015. I, the undersigned,
herby certify that the foregoing Resolution was duly adopted by the governing body with the
following vote, to-wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Preston Prince, Secretary of the Boards of Commissioners



BOARD MEMO

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TO: Boards of Commissioners
Fresno Housing Authority
FROM: Preston Prince *P. Prince*
CEO/Executive Director
DATE: 12/14/2015
BOARD MEETING: 12/15/2015
AUTHOR: Jim Barker
Chief Financial Officer
AGENDA ITEM: 8c
RE: Extension of Human Resources Legal Services Contract

Summary

The purpose of this memo is to seek the Boards' approval to extend the Agency's Legal Services contract for Human Resources from 1/1/16 to 12/31/16. The Agency currently has a contract with Atkinson, Andelson, Loya, Ruud & Romo to perform these services.

Fiscal Impact

Though the requirements of future legal services are difficult to anticipate, based on historical use, the Agency would like to extend its contract with Atkinson, Andelson, Loya, Ruud & Romo for an annual amount not to exceed \$125,000. The 2016 Operations Budget includes funding for legal services expenditures.

Recommendation

It is recommended that the Boards of Commissioners authorize the CEO/Executive Director to extend the contract of Atkinson, Andelson, Loya, Ruud & Romo from 1/1/16 to 12/31/16 in an amount not to exceed \$125,000.

Background

In August of 2013, the Agency published an RFP to solicit for a variety of legal services. As a result of the RFP, the Agency received proposals from 15 legal firms (both local and national). Firms had the option to submit a proposal to provide various legal services including general legal, human resources legal services, development of affordable housing legal services, matters relating to HUD, and other legal services as needed. After all proposals were evaluated, the Agency entered into a contract for legal counsel services for Human Resources matters with Atkinson, Andelson, Loya, Ruud & Romo in April 2014. The first extension was approved by the Boards of Commissioners on 11/19/14 for the period of 1/1/15 to 12/31/15. This is the second extension covering the period noted above. Following this extension, there are two optional extension periods remaining.

RESOLUTION NO. _____

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

RESOLUTION AUTHORIZING THE EXTENSION OF LEGAL SERVICES FOR HUMAN
RESOURCES CONTRACTS

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

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

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

WHEREAS, the Agency desires to exercise its option to extend the contract with Atkinson, Andelson, Loya, Ruud & Romo for human resources legal services for one year, beginning January 1, 2016, for an annual amount not to exceed \$125,000; and

WHEREAS, the term of said contract will expire December 31, 2016, and will be renewable for up to two additional one-year terms at the discretion of the Boards, and pursuant to HUD procurement guidelines;

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

PASSED AND ADOPTED THIS 15th DAY OF DECEMBER, 2015. I, the undersigned,
herby certify that the foregoing Resolution was duly adopted by the governing body with the
following vote, to-wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Preston Prince, Secretary of the Boards of Commissioners

RESOLUTION NO. _____

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF FRESNO COUNTY

**RESOLUTION AUTHORIZING THE EXTENSION OF LEGAL SERVICES FOR HUMAN
RESOURCES CONTRACTS**

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

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

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

WHEREAS, the Agency desires to exercise its second option to extend the contract with Atkinson, Andelson, Loya, Ruud & Romo for human resources legal services for one year, beginning January 1, 2016, for an annual amount not to exceed \$125,000; and

WHEREAS, the term of said contract will expire December 31, 2016, and will be renewable for up to two additional one-year terms at the discretion of the Boards, and pursuant to HUD procurement guidelines;

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

PASSED AND ADOPTED THIS 15th DAY OF DECEMBER, 2015. I, the undersigned,
herby certify that the foregoing Resolution was duly adopted by the governing body with the
following vote, to-wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Preston Prince, Secretary of the Boards of Commissioners



2016 Budget Adoption Final Draft

*Fresno Housing Authority
Boards of Commissioners Meeting
December 15, 2015*



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FRESNO HOUSING

Overview

- Federal Budget Status
- 2016 HAP Budget
- 2016 Operating Budget
- Budget Draft Comparisons



Federal Budget Status

- The Senate on Thursday December 10th passed a stopgap bill that would give negotiators until tomorrow Wednesday December 16th to reach a deal on a year-end spending bill. (Washington Post)
- If Congress cannot pass the funding bill by Wednesday, it will either have to approve another stop-gap funding measure or risk pushing Washington into its second shutdown since 2013. (Reuters)
- We conservatively are budgeting the following proration levels for our federally subsidized programs based on our sources from NAHRO:
 - 100 % Housing Assistance Payments (HAP)
 - 83% Low Income Public Housing (LIPH)
 - 69.5% Housing Choice Voucher (HCV) Admin



2016 HAP Budget

HAP	2015 Approved Budget	2016 Proposed Budget	Budget to Budget Fav./(Unfav.) Variance
HAP Rental Assistance	80.85	80.29	(0.56)
HAP Payments	79.63	79.49	0.14
+/-	1.22	0.79	(0.43)

- Under these funding levels, the Agency will be able to provide assistance to almost 13,000 families in Fresno County, utilizing 99% of our vouchers.
- The unused portion of our eligible amount, \$795 thousand, will be held by HUD and only given to us upon request in the event of a funding shortfall.



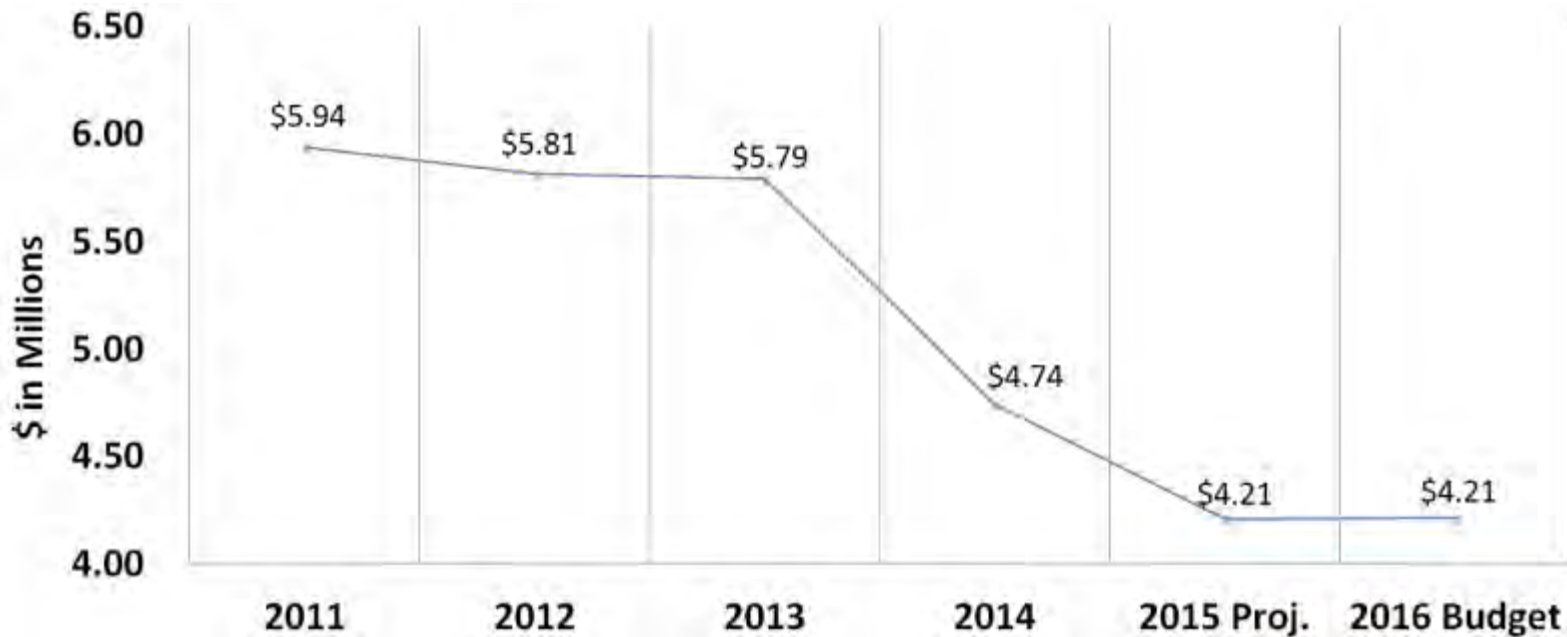
Operating Budget Comparison

	2015 Approved Budget	2016 Proposed Budget	<i>Budget to Budget Fav./(Unfav.) Variance</i>
Income	35.36	36.42	1.06
Expenses	35.09	35.01	0.08
Net Income	0.27	1.41	1.14
Unrestricted Funds	(0.66)	0.36	1.02

- Revenues are set to increase in 2016 due to Developer fees which are partially offset by the anticipated reduction of admin fees in Section 8.
- Expenses in 2016 are relatively flat compared to 2015, representing a slight decrease of \$78 thousand (0.2%) from \$35.09 million in 2015 to \$35.01 million in 2016.



Trends in Annual Rental Income



- The dip from 2013 to 2014 is the removal of the RAD into mixed finance
- The 2014 to 2015 dip was influenced by the impact of the drought with decreased rents.



Budget Draft Comparison

Draft Comparison	Draft Oct. 27	Draft Nov. 17	Final Dec. 15
Income	36.58	37.27	36.42
Expenses	34.76	35.60	35.01
+/-	1.81	1.66	1.41
Unrestricted Funds	0.15	0.35	0.36

- The final draft shows an \$845 thousand decrease in Income compared to the draft presented on Nov. 17th.
- It also shows a \$590 thousand decrease in expenses compared to the draft presented on Nov. 17th.
- The result is Net Operating income of \$1.41 million.

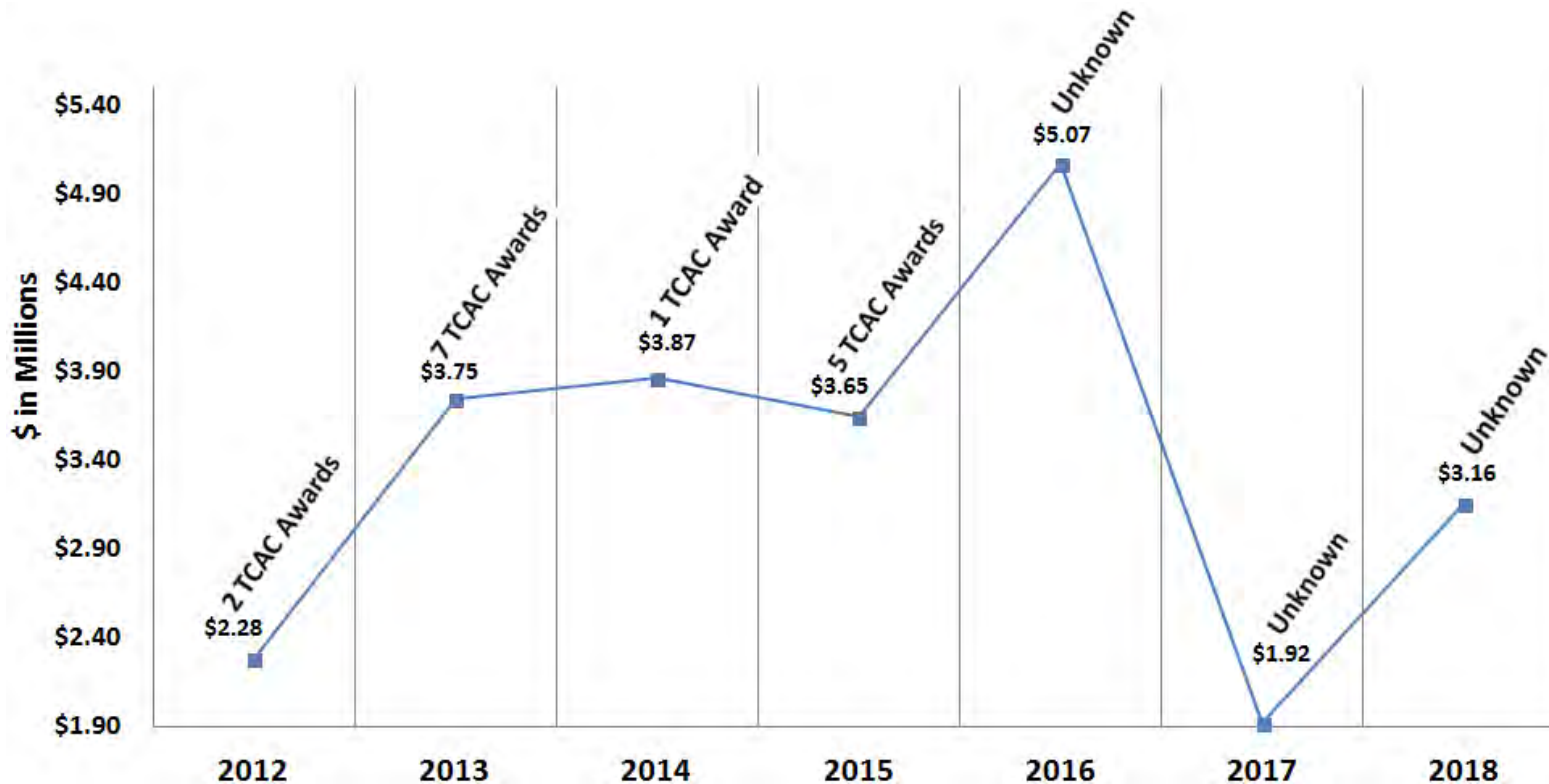


Questions or Comments?



CELEBRATING
75
YEARS
FRESNO HOUSING

Developer Fees



- Developer Fees are variable based on PCD pipeline.
- Developer Fee distributions occur throughout the life of the project.
- Projected applications are uncertain 2016 - 2018



2015 v 2016 Budget

OPERATING BUDGET
INCOME
ADMIN & MANAGEMENT FEES
RENTAL INCOME
HUD GRANTS
MISCELLANEOUS
GRANT FUNDING (Non-HUD)
SOFTWARE, EQUIP & OCCUPANCY
SALES OF INVESTMENTS/ASSETS
INTERNAL EQUITY TRANSFER
Total Income:
EXPENSES
SALARIES (inc temps)
BENEFITS & TAXES
Salaries & Benefits
ADMIN, ACCTG, MANAGEMENT, PILOT FEES
PROFESSIONAL/ADMINISTRATIVE FEES
SOFTWARE, EQUIPMENT & OCCUPANCY
OTHER
OFFICE SUPPLIES, ADVERT., SUBSCRIPTIONS
INSURANCE
PAYMENTS TO EXTERNAL PROP MGRS
Administrative Overhead
LANDSCAPING, REPAIRS, SECURITY, ETC.
UTILITIES, GARBAGE, SEWER, ETC.
AUTO COSTS
Fleet & Facilities
TRAVEL, TRAINING, STAFF DEVELOPMENT
DEBT RELATED COSTS
Other
Total Expenses:
Net Operating Income:
Unrestricted Funds

2015 Budget						
Core	Inst	P&CD	AHD	HSM	Aff	Total
5,053,326	-	-	8,402,808	470,917	-	13,927,050
-	-	-	-	4,486,003	1,710,335	6,196,338
-	-	-	364,608	4,950,915	-	5,315,523
155,100	1,490,852	3,698,475	795,788	135,412	27,300	6,302,927
-	-	-	154,534	1,884,724	-	2,039,258
1,573,147	-	-	-	-	-	1,573,147
5,000	-	-	-	-	-	5,000
-	-	-	-	-	-	-
6,786,572	1,490,852	3,698,475	9,717,737	11,927,971	1,737,635	35,359,243
2,833,479	104,827	1,036,229	4,160,199	2,273,466	29,825	10,438,024
1,024,412	45,827	385,812	1,721,299	1,157,839	16,679	4,351,868
3,857,891	150,654	1,422,040	5,881,498	3,431,305	46,504	14,789,893
-	411,000	-	2,895,012	1,987,176	4,760	5,297,948
1,630,800	76,098	1,117,295	443,273	511,669	5,362	3,784,497
860,534	-	155,311	1,129,716	184,556	4,161	2,334,277
542,000	547,152	-	152,500	887,661	4,235	2,133,549
160,050	-	19,100	145,500	104,977	2,930	432,557
20,969	50,111	4,101	22,959	152,390	18,173	268,704
-	-	-	-	-	218,991	218,991
3,214,354	1,084,361	1,295,807	4,788,960	3,828,428	258,611	14,470,522
178,900	-	-	-	1,464,632	512,250	2,155,782
161,411	-	-	-	2,103,610	145,315	2,410,335
30,300	-	22,800	61,750	121,627	1,230	237,707
370,611	-	22,800	61,750	3,689,868	658,795	4,803,824
291,838	-	30,310	52,347	55,118	334	429,947
-	-	-	20,000	245,689	329,772	595,461
-	-	-	20,000	245,689	329,772	595,461
7,734,694	1,235,014	2,770,957	10,804,556	11,250,408	1,294,016	35,089,646
(948,122)	255,838	927,518	(1,086,819)	677,563	443,619	269,596
(948,122)	-	927,518	(1,086,819)	-	443,619	(663,804)

2016 Budget							2015 v 2016 Budget	
Core	Inst	P&CD	AHD	HSM	Aff	Total	Fav/(Unfav)	
5,116,353	60,000	-	7,645,319	461,437	-	13,283,110	(643,941)	-4.6%
-	-	-	-	4,211,185	1,962,833	6,174,018	(22,320)	-0.4%
-	-	-	335,144	4,790,115	-	5,125,259	(190,264)	-3.6%
491,636	1,247,750	5,332,917	873,341	115,036	38,575	8,099,255	1,796,328	28.5%
-	-	-	244,317	1,772,001	-	2,016,317	(22,940)	-1.1%
1,722,820	-	-	-	-	-	1,722,820	149,674	9.5%
-	-	-	-	-	-	-	(5,000)	-100.0%
-	-	-	-	-	-	-	-	
7,330,810	1,307,750	5,332,917	9,098,121	11,349,774	2,001,408	36,420,780	1,061,537	3.0%
3,332,533	-	1,058,408	4,274,289	2,428,404	6,077	11,099,711	(661,686)	-6.3%
1,266,647	-	379,155	1,834,875	1,277,875	3,569	4,762,121	(410,252)	-9.4%
4,599,180	-	1,437,563	6,109,163	3,706,279	9,646	15,861,831	(1,071,939)	-7.2%
-	411,000	-	2,911,080	2,026,500	4,760	5,353,341	(55,393)	-1.0%
1,152,800	42,000	1,127,149	324,139	501,825	6,300	3,154,213	630,284	16.7%
970,817	-	150,833	1,023,979	213,735	1,691	2,361,055	(26,778)	-1.1%
546,000	374,885	-	82,000	484,262	10,635	1,497,782	635,767	29.8%
219,779	-	21,800	167,250	92,767	9,191	510,787	(78,230)	-18.1%
21,724	50,000	5,413	19,135	133,253	22,392	251,917	16,787	6.2%
-	-	-	-	-	304,663	304,663	(85,672)	-39.1%
2,911,120	877,885	1,305,195	4,527,584	3,452,341	359,632	13,433,757	1,036,764	7.2%
263,300	-	-	-	1,452,337	562,365	2,278,002	(122,220)	-5.7%
126,050	-	-	-	1,705,287	199,788	2,031,125	379,210	15.7%
45,358	-	18,900	63,220	111,570	2,500	241,548	(3,841)	-1.6%
434,708	-	18,900	63,220	3,269,194	764,653	4,550,675	253,148	5.3%
358,700	-	39,114	134,647	56,851	487	589,799	(159,852)	-37.2%
-	-	-	-	245,500	329,784	575,284	20,177	3.4%
-	-	-	-	245,500	329,784	575,284	20,177	3.4%
8,303,709	877,885	2,800,772	10,834,614	10,730,166	1,464,202	35,011,347	78,299	0.2%
(972,899)	429,865	2,532,145	(1,736,493)	619,608	537,206	1,409,433	1,139,836	
(972,899)	-	2,532,145	(1,736,493)	-	537,206	359,959	1,023,763	

Draft 1 v. Draft 2 v. Draft 3

OPERATING BUDGET
INCOME
ADMIN & MANAGEMENT FEES
RENTAL INCOME
HUD GRANTS
MISCELLANEOUS
GRANT FUNDING (Non-HUD)
SOFTWARE, EQUIP & OCCUPANCY
SALES OF INVESTMENTS/ASSETS
INTERNAL EQUITY TRANSFER
Total Income:
EXPENSES
SALARIES (inc temps)
BENEFITS & TAXES
Salaries & Benefits
ADMIN, ACCTG, MANAGEMENT, PILOT FEES
PROFESSIONAL/ADMINISTRATIVE FEES
SOFTWARE, EQUIPMENT & OCCUPANCY
OTHER
OFFICE SUPPLIES, ADVERT., SUBSCRIPTIONS
INSURANCE
PAYMENTS TO EXTERNAL PROP MGRS
Administrative Overhead
LANDSCAPING, REPAIRS, SECURITY, ETC.
UTILITIES, GARBAGE, SEWER, ETC.
AUTO COSTS
Fleet & Facilities
TRAVEL, TRAINING, STAFF DEVELOPMENT
DEBT RELATED COSTS
Other
Total Expenses:
Net Operating Income:
Unrestricted Funds

2016 Budget (as of 10/27/2015)							2016 Budget (as of 11/17/2015)							2016 Budget (as of 12/15/2015)							1st Draft 2016 Budget v. 2nd Draft 2016 Budget		1st Draft 2016 Budget v. 3rd Draft 2016 Budget		2nd Draft 2016 Budget v. 3rd Draft 2016 Budget	
Core	Inst	P&CD	AHD	HSM	Aff	Total	Core	Inst	P&CD	AHD	HSM	Aff	Total	Core	Inst	P&CD	AHD	HSM	Aff	Total	Fav/(Unfav)		Fav/(Unfav)		Fav/(Unfav)	
4,862,271	60,000	-	7,645,316	456,070	-	13,023,656	5,520,004	60,000	-	7,645,319	456,077	-	13,681,400	5,116,353	60,000	-	7,645,319	461,437	-	13,283,110	657,744	5.1%	259,454	2.0%	(398,291)	-2.9%
-	-	-	-	5,087,003	1,962,833	7,049,836	-	-	-	-	5,087,003	1,962,833	7,049,836	-	-	-	-	4,211,185	1,962,833	6,174,018	-	0.0%	(875,818)	-12.4%	(875,818)	-12.4%
-	-	-	335,137	4,790,115	-	5,125,252	-	-	-	335,144	4,790,115	-	5,125,259	-	-	-	335,144	4,790,115	-	5,125,259	7	0.0%	7	0.0%	-	0.0%
72,913	1,647,750	5,021,853	751,440	115,096	38,575	7,647,627	72,651	1,247,750	5,332,917	870,569	115,036	38,575	7,677,498	491,636	1,247,750	5,332,917	873,341	115,036	38,575	8,099,255	29,871	0.4%	451,628	5.9%	421,757	5.5%
-	-	-	243,539	1,819,760	-	2,063,300	-	-	-	243,545	1,819,760	-	2,063,305	-	-	-	244,317	1,772,001	-	2,016,317	5	0.0%	(46,982)	-2.3%	(46,988)	-2.3%
1,668,341	-	-	-	-	-	1,668,341	1,668,343	-	-	-	-	-	1,668,343	1,722,820	-	-	-	-	-	-	2	0.0%	54,480	3.3%	54,478	3.3%
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6,603,524	1,707,750	5,021,853	8,975,432	12,268,044	2,001,408	36,578,011	7,260,998	1,307,750	5,332,917	9,094,577	12,267,992	2,001,408	37,265,641	7,330,810	1,307,750	5,332,917	9,098,121	11,349,774	2,001,408	36,420,780	687,630	1.9%	(157,231)	-0.4%	(844,861)	-2.3%
3,283,016	-	1,045,055	4,126,898	2,354,361	5,976	10,815,307	3,256,993	-	1,047,640	4,487,297	2,356,212	5,976	11,154,118	3,332,533	-	1,058,408	4,274,289	2,428,404	6,077	11,099,711	(338,811)	-3.1%	(284,404)	-2.6%	54,407	0.5%
1,253,812	-	376,757	1,789,504	1,244,947	3,544	4,668,564	1,243,273	-	377,201	1,868,700	1,244,956	3,544	4,737,675	1,266,647	-	379,155	1,834,875	1,277,875	3,569	4,762,121	(69,111)	-1.5%	(93,557)	-2.0%	(24,446)	-0.5%
4,536,828	-	1,421,812	5,916,402	3,599,309	9,520	15,483,871	4,500,265	-	1,424,842	6,355,997	3,601,168	9,520	15,891,793	4,599,180	-	1,437,563	6,109,163	3,706,279	9,646	15,861,831	(407,922)	-2.6%	(377,961)	-2.4%	29,961	0.2%
-	411,000	-	2,911,075	2,026,500	4,760	5,353,335	-	411,000	-	2,911,075	2,026,500	4,760	5,353,335	-	411,000	-	2,911,080	2,026,500	4,760	5,353,341	(0)	0.0%	(6)	0.0%	(6)	0.0%
1,230,800	36,000	627,149	224,139	504,875	6,300	2,629,263	1,230,800	42,000	1,127,149	224,139	501,825	6,300	3,132,213	1,152,800	42,000	1,127,149	324,139	501,825	6,300	3,154,213	(502,950)	-19.1%	(524,950)	-20.0%	(22,000)	-0.7%
891,615	-	150,833	1,027,950	210,999	1,691	2,283,088	887,097	-	150,833	1,018,913	211,299	1,691	2,269,832	970,817	-	150,833	1,023,979	213,735	1,691	2,361,055	13,255	0.6%	(77,967)	-3.4%	(91,223)	-4.0%
546,000	493,432	-	82,000	893,262	10,635	2,025,329	546,000	372,113	-	82,000	894,262	10,635	1,905,010	546,000	374,885	-	82,000	484,262	10,635	1,497,782	120,320	5.9%	527,547	26.0%	407,228	21.4%
220,390	-	21,800	155,750	90,117	9,191	497,248	220,390	-	21,800	167,250	92,767	9,191	511,398	219,779	-	21,800	167,250	92,767	9,191	510,787	(14,150)	-2.8%	(13,539)	-2.7%	611	0.1%
21,645	50,000	5,413	19,214	136,134	22,392	254,798	21,556	50,000	5,413	19,035	133,074	22,392	251,470	21,724	50,000	5,413	19,135	133,253	22,392	251,917	3,328	1.3%	2,881	1.1%	(447)	-0.2%
-	-	-	-	-	304,663	304,663	-	-	-	-	-	-	304,663	-	-	-	-	-	-	304,663	-	0.0%	-	0.0%	-	0.0%
2,910,450	990,432	805,195	4,420,128	3,861,887	359,632	13,347,724	2,905,843	875,113	1,305,195	4,422,412	3,859,727	359,632	13,727,921	2,911,120	877,885	1,305,195	4,527,584	3,452,341	359,632	13,433,757	(380,197)	-2.8%	(86,033)	-0.6%	294,164	2.1%
171,700	-	-	-	1,412,707	586,615	2,171,022	171,700	-	-	-	1,452,337	562,365	2,186,402	263,300	-	-	-	1,452,337	562,365	2,278,002	(15,380)	-0.7%	(106,980)	-4.9%	(91,600)	-4.2%
126,050	-	-	-	2,029,972	199,788	2,355,810	126,050	-	-	-	2,062,969	199,788	2,388,807	126,050	-	-	-	1,705,287	199,788	2,031,125	(32,997)	-1.4%	324,685	13.8%	357,682	15.0%
45,358	-	18,900	63,220	111,167	2,500	241,145	45,358	-	18,900	63,220	111,570	2,500	241,548	45,358	-	18,900	63,220	111,570	2,500	241,548	(403)	-0.2%	(403)	-0.2%	-	0.0%
343,108	-	18,900	63,220	3,553,846	788,903	4,767,977	343,108	-	18,900	63,220	3,626,876	764,653	4,816,757	434,708	-	18,900	63,220	3,269,194	764,653	4,550,675	(48,780)	-1.0%	217,302	4.6%	266,082	5.5%
358,455	-	39,114	134,500	56,590	487	589,146	358,455	-	39,114	134,500	56,590	487	589,146	358,700	-	39,114	134,647	56,851	487	589,799	-	0.0%	(653)	-0.1%	(653)	-0.1%
-	-	-	-	245,500	329,784	575,284	-	-	-	-	245,500	329,784	575,284	-	-	-	-	245,500	329,784	575,284	-	0.0%	-	0.0%	-	0.0%
-	-	-	-	245,500	329,784	575,284	-	-	-	-	245,500	329,784	575,284	-	-	-	-	245,500	329,784	575,284	-	0.0%	-	0.0%	-	0.0%
8,148,972	990,432	2,285,021	10,534,511	11,315,132	1,488,326	34,764,002	8,107,671	875,113	2,788,051	10,976,130	11,389,861	1,464,076	35,600,901	8,303,709	877,885	2,800,772	10,834,614	10,730,166	1,464,202	35,011,347	(836,899)	-2.4%	(247,345)	-0.7%	589,553	1.7%
-	-	-	-	(73,030)	24,250	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
(1,545,448)	717,318	2,736,832	(1,559,079)	952,912	513,082	1,814,009	(846,673)	432,637	2,544,866	(1,881,553)	878,130	537,332	1,664,741	(972,899)	429,865	2,532,145	(1,736,493)	619,608	537,206	1,409,433	(149,268)	-	(404,576)	-	(255,308)	-
(1,545,448)	-	2,736,832	(1,559,079)	-	513,082	145,387	(846,673)	-	2,544,866	(1,881,553)	-	537,332	353,973	(972,899)	-	2,532,145	(1,736,493)	-	537,206	359,959	208,586	-	214,572	-	5,987	-



BOARD MEMO

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TO:	Board of Commissioners Fresno Housing Authority	DATE:	12/15/2015
FROM:	Preston Prince CEO/Executive Director	BOARD MEETING:	12/15/2015
AUTHOR	Angie Nguyen Director of Strategic Initiatives and Housing Programs	AGENDA ITEM:	
RE:	Approval to administer a Drought Housing Relocation Assistance (DHRA) Program in partnership with County of Fresno Department of Social Services		

Executive Summary

During the November 2015 Board Meeting, the Boards approved the action to 1) partner with the Fresno County Department of Social Services in administering the DHRA Program; 2) authorizing the CEO/Executive Director to execute any resulting contract(s) and associated amendments; and 3) the hiring of the required personnel needed to administer the program(s) in accordance with the funding requirements.

Subsequent to said action, there were some administrative items and language that needed clarity, and the approval of the Boards, in order to execute the final agreement.

Recommendation

It is recommended that the Boards of Commissioners of the Housing Authorities of the City and County of Fresno adopt the attached resolution.

Fiscal Impact

There is no fiscal impact associated with this action. As outlined in the previous memorandum to the Boards, the grant allows 15% of the total grant to be used for administrative costs associated with grant management and operations. Administrative costs are anticipated to be fully covered since 15% (\$37,500) of the \$250,000 grant can be used for administration of the grant. There is no match associated to this grant.

RESOLUTION NO. 2479

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF FRESNO COUNTY

RESOLUTION AUTHORIZING ADMINISTRATION OF HOUSING SUPPORT PROGRAM IN
PARTNERSHIP WITH COUNTY OF FRESNO DEPARTMENT OF SOCIAL SERVICES

WHEREAS, The California Department of Housing and Community Development (the "Department") is authorized by Chapter 3, Statutes of 2014 (SB 104) to allocate Drought Housing Relocation Assistance Program ("DHRA") funds; and,

WHEREAS, On July 20, 2015, the Department issued a request for Letters of Interest from Counties designating the DHRA Provider; and

WHEREAS, In response to the 2015 Request, Fresno County Department Social Services, a subdivision of the State of California, (the "Applicant"), designated the Housing Authority of Fresno County as the Provider for the DHRA and,

WHEREAS, The Housing Authority of Fresno County, a public housing authority, wishes to participate as Provider for the DHRA for the initial amount of \$250,000. However, the funding guidelines allows the Provider to request multiple times if each time it can demonstrate that additional funding is needed, and the DHRA funds will be spent on a timely basis. The Provider is hereby authorized to request the initial allocation of \$250,000, and up to two additional allocations, each of up to \$1 Million more (for a total maximum allocation of \$2,250,000).

NOW THEREFORE, BE IT RESOLVED The Housing Authority of Fresno County, a public housing agency wishes to participate as Provider for the DHRA and, if HCD accepts the designation as Provider, then the Provider hereby agrees to use DHRA funds for eligible activities in the manner prescribed by the DHRA Guidelines. The Provider may also execute a standard agreement, any amendments thereto, and any and all other documents or instruments necessary or required by the Department for participation in the DHRA (collectively, the required documents); and,

The Provider authorizes CEO/Executive Director, Preston Prince, or his/her designee(s), Deputy Executive Director, Tracewell Hanrahan and/or; Chief Financial Officer, Jim Barker, to execute, in the name of the applicant, the required documents.

County Reso – Authorization of Partnership with County of Fresno on Drought Housing Relocation Assistance Program

PASSED AND ADOPTED THIS 15th day of December, 2015. 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:

Reneeta Anthony, Vice Chair
Housing Authority of Fresno County Board of Commissioners



Housing Choice Voucher - Housing Assistance Payments (HAP) Report

December 15, 2015



CELEBRATING
75
YEARS
FRESNO HOUSING

Presentation Overview

- November 2015 Voucher Utilization
- November 2015 HAP Utilization
- HAP Reserves
- 2015 HAP Projections

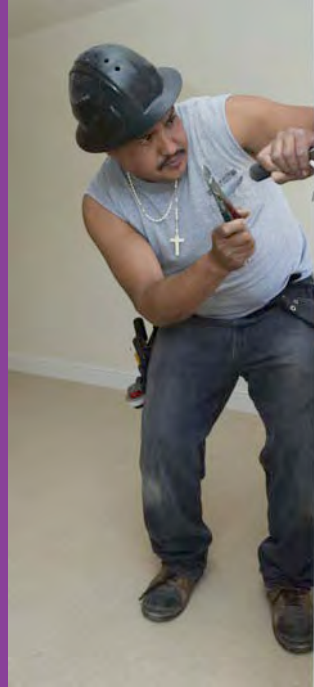


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November Voucher Utilization

- HUD establishes a baseline (maximum) number of vouchers for a Public Housing Agency (PHA)
- One Unit Month Leased (UML) = one voucher (family) leased for one month during the Fiscal Year
- Utilization is calculated by dividing the # of UMLs reported by 12 months and comparing to the baseline
- HUD expects a well-managed PHA to maintain an average voucher utilization rate at, or above, 98 percent at year-end



November Voucher Utilization

2015 Voucher Utilization	City	County
Monthly	98.96%	102.28%
YTD	98.8%	101.05%
<i>Projected Year-End</i>	98.31%	101.34%

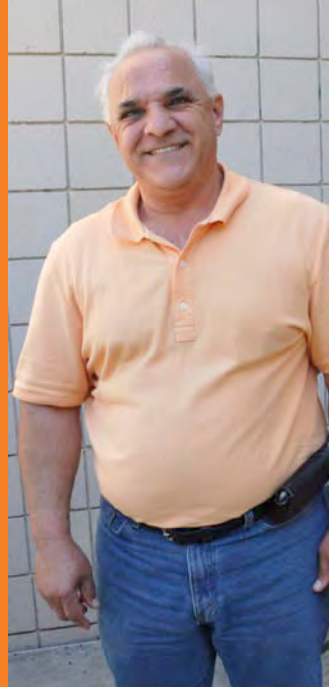
- The City program projects to be at 98.31% year-end voucher utilization with a monthly utilization of 92.9% in December
- The County program projects to be at 101.34% year-end voucher utilization with a monthly utilization of 98.2% in December
- We will remain very close to 99% utilization in the City, allowing us to serve as many families as possible.
- Staff is working diligently to mitigate potential over-leasing in the County HCV Program.



November HAP Utilization

Jan-Nov HAP	City	County
Revenue	41.59	32.64
Expenses	40.36	32.62
Net	1.23	.02

PHA-held Reserves	City	County
Begin Balance	.05	.22
<i>November Net</i>	<i>1.23</i>	<i>.02</i>
Nov Ending Balance	1.28	.24



2015 HAP Reserves

Reserves	City	County
PHA-held	1.71	.35
HUD-held	1.79	.67
2015 Ending Balance	3.5	1.02

- Relatively large PHA-held balance (City) will most likely shrink by year-end as HUD accounts for these reserves and withholds funds



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Questions?



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