



Boards of Commissioners Meeting

March 27, 2018

BOARDS OF COMMISSIONERS WORKSHOP

4:00 PM

BOARD MEMO

O (559) 443-8400

F (559) 445-8981

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

www.fresnohousing.org

TO: Boards of Commissioners
Fresno Housing Authority

FROM: Preston Prince
CEO/Executive Director

DATE: March 20, 2018

BOARD MEETING: March 27, 2018

AGENDA ITEM: Workshop

AUTHOR: Angie Nguyen

SUBJECT: Fresno Housing's Role in the Community Solutions to
Homelessness -Workshop

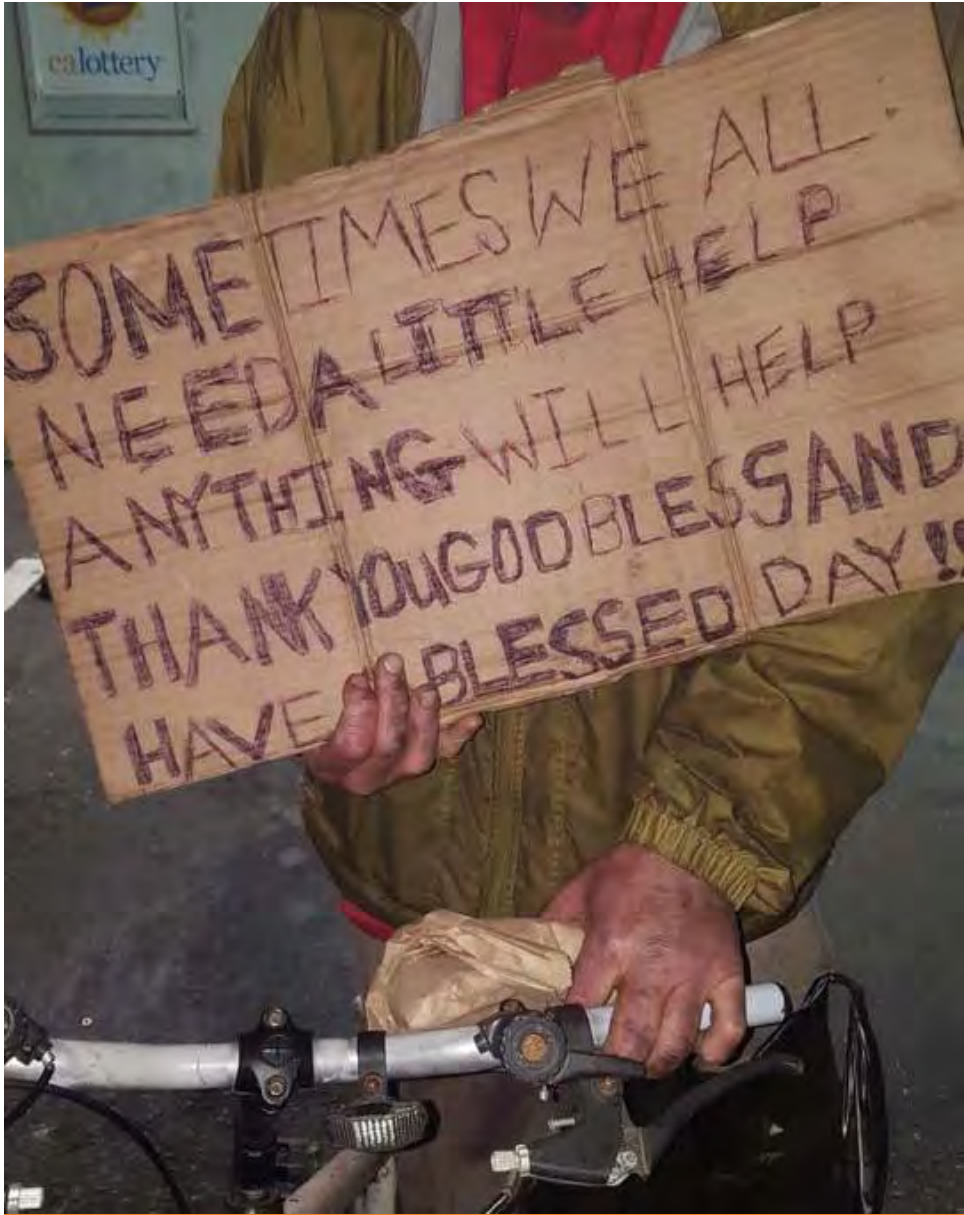
Executive Summary

Fresno Housing has played a significant role in community solutions to homelessness; named both HMIS Lead and Collaborative Applicant for the Fresno Madera Continuum of Care; partnering with the City of Fresno and Fresno First Steps Home in advancing housing solutions to de-encampment efforts and assisting community in garnering expert technical assistance around homeless issues such as involvement in national initiatives and consultant Barbara Poppe's visit to Fresno.

In this workshop, FH staff will outline some of the strategies being advanced with collaboration of the City of Fresno, County of Fresno and Fresno Madera Continuum of Care based on recommendations advanced from Barbara Poppe's November 2017 visit to Fresno. Ms. Poppe advanced four (4) points of focus – Leadership, Alignment and Community Engagement, Reduce Inflow to Homelessness, Improve Crisis Response and Expand Permanent Housing Options with fourteen (14) strategies for accomplishment. This workshop will further speak to those strategies where Fresno Housing can be most effective in attaining the goal of ending homelessness in Fresno.

Recommendation

No action is necessary. This item is informational only.



Fresno Housing's Role in the Community Solutions to Homelessness

*Board of Commissioners
Board Workshop
March 27, 2018*

Leadership Progression: 2007-Present

What we did

Initiative:

- 100K Homes (2009) to Built for Zero (present)
- Fresno First Steps Home

Policy:

- Alignment of Investment
- Housing First
- VI-SPDAT
- Coordinated Entry System

Action:

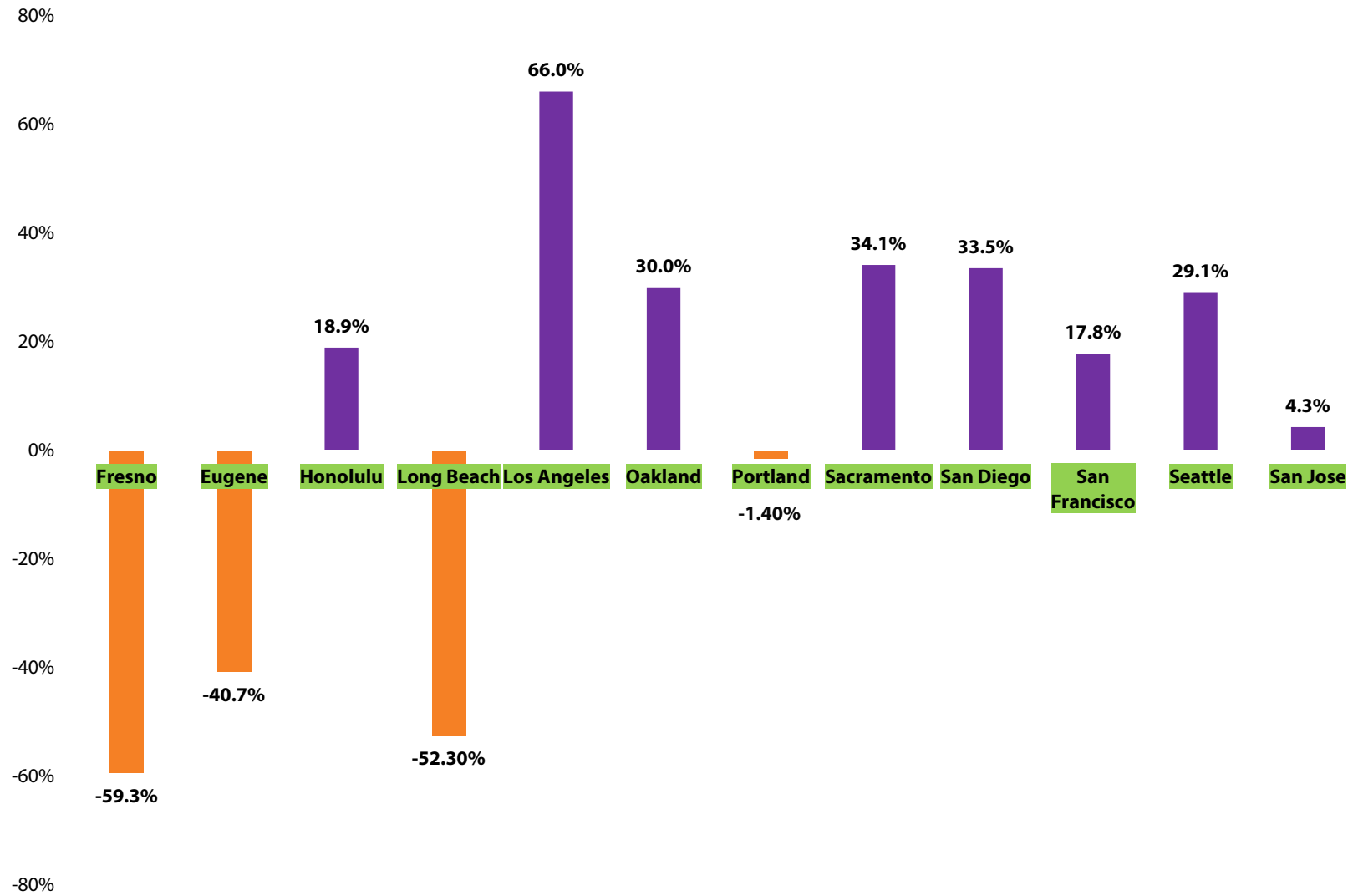
- Lead Agency
- Lead HMIS
- De-Encampment
- PSH Housing
- MAP Point

Barbara Poppe Visit – November 2017

Resultant report with 4 Areas of Focus; 14 strategies through a process of:

- Community Interviews
- Review of Data
- Fresno Visit
- Recommendations

Percent Change in Total Homelessness, 2010-2017





Community Priorities

Focus Area: Governance

- Adopt Collective Impact Approach

Focus Area: Reduce Inflow to Homelessness

- Enhance MAP Point
- Consistent Diversion strategy across community

Community Priorities

Focus Area: Improve Crisis Response

- Create low barrier crisis housing options

Focus Area: Increase Permanent Housing Exits

- Increase permanent supportive housing
- Design demonstration project

Community Priorities

Why it matters...

- Homelessness not an issue to be solved by one sector, but a community approach
- Diversion assists individuals to resolve on their own, with support – never hitting the system
- Low barrier crisis housing with support is needed to further engage those on the street
- Existing PSH is near capacity; new resources must be introduced



Governance Strategies

- Mayor Brand & Sal Quintero hold a convening of cross sector stakeholders
- Alignment of public resources
- Community engagement in solutions

What this will do...

- Definition as a community issue
- Garner additional resources and supports



Reduce Inflow Strategies

- “Front Door”
 - Diversion strategies at MAP Point

What this will do...

- Individuals/families can receive support to resolve on their own; never entering the homeless system
- Community data on sources of inflow to homelessness (eviction, economic downturn, family support)



Crisis Response Strategies

- Navigation Center
 - 24/7 low barrier shelter; short term stay with housing solution support

What this will do...

- Provide short term crisis center
- Focused on permanent housing solution



PH Exit Strategies

- 600 Vouchers with Supportive Services
- Bridge Housing Demonstration Project
 - Short term stay; lead to permanent housing exit
 - FH as owner, not operator

What this will do...

- Provide additional support to permanent housing exit
- Provide supportive services



FH Role

- Demonstration Project
- Bridge Housing
- Navigation Center
- Community Engagement

BOARDS OF COMMISSIONERS MEETING

5:30 PM

AGENDA

O (559) 443-8400

F (559) 445-8981

1331 Fulton Mall

Fresno, California 93721

TTY (800) 735-2929

www.fresnohousing.org

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

5pm - March 27, 2018

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.

4pm Board Workshop – Agency Goal Setting (cont'd)

4:30 pm Homelessness: Strategies for our Future Success

5:30 pm Board Meeting

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 identify the item and recuse themselves from discussing and voting on the 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.

- | | |
|------------------------------------------------------------------------|----|
| a. Consideration of the Minutes of February 27, 2018 | 20 |
| b. Consideration to Extend Workers Compensation Coverage to Volunteers | 28 |

6. **Informational**

- | | |
|---------------------------------------------------------------------|----|
| a. Resident Services Presentation – California Health Collaborative | 34 |
| b. Procurement and Vendor Metrics | 35 |
| c. Interest List Update (Housing Choice Vouchers) | 51 |
| d. Real Estate Development Update | 52 |

7. **Action**

- | | |
|-----------------------------------------------------------------------------------------------------------|----|
| a. Consideration to Accept the 2017 Operating and HAP Financial Results | 53 |
| b. Consideration of the MOU with Habitat for Humanity to develop a single family home at 844 S Chance Ave | 59 |
| c. Consideration of Authorization to Sell 4283 W. Princeton Ave Property (HOP Home) | 65 |

8. **Commissioners' Report**9. **Executive Director's Report** 68

10. Closed Session

- a. CONFERENCE WITH REAL PROPERTY
NEGOTIATORS
(Pursuant to Government Code § 54954.5(b))
Property: APNs: 561-020-51S
Agency negotiator: Preston Prince
Negotiating parties: Jack Messina, Colliers International
Under negotiation: Price and Terms of Sale
- b. CONFERENCE WITH REAL PROPERTY
NEGOTIATORS
(Pursuant to Government Code § 54954.5(b))
Property: APN: 396-020-17
Agency negotiator: Preston Prince
Negotiating parties: The Kingsburg RDA Successor
Agency
Under negotiation: Price and Terms of Sale
- c. CONFERENCE WITH REAL PROPERTY
NEGOTIATORS
(Pursuant to Government Code § 54954.5(b))
Property: APN: 433-220-39T
Agency negotiator: Preston Prince
Negotiating parties: Ernest M. Reyes, Lincoln Consulting
Group, LLC
Under negotiation: Price and Terms of Sale
- d. CONFERENCE WITH REAL PROPERTY
NEGOTIATORS
(Pursuant to Government Code § 54954.5(b))
Property: APN: 075-091-25
Agency negotiator: Preston Prince
Negotiating parties: Ernest M. Reyes, Lincoln Consulting
Group, LLC
Under negotiation: Price and Terms of Sale

11. Report on Closed Session Items**12.. Adjournment**

Next Board Meeting – April 17, 2018

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

Tuesday, February 27, 2018

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, February 27, 2018 at the offices of HACCF, located at 1331 Fulton Street, Fresno, California.

The special workshop meeting was called to order at 4:04 p.m. by Board Chair, Commissioner Petty of the Board of Commissioners of the Housing Authority of Fresno County.

The Boards reviewed the History and Agency Goals.

The workshop conversation will continue at the next Board meeting on March 27, 2018. The workshop concluded at approximately 5:30 p.m.

1. The regular meeting was called to order at 5:40 p.m. by Board Chair, Commissioner 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
 Rueben Scott
 Steven Bedrosian
 Karl Johnson
 Stacy Vaillancourt

ABSENT: Virna Santos

The meeting was called to order at 5:40 p.m. by Board Chair, Commissioner Petty 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: Jim Petty, Chair
 Stacy Sablan, Vice Chair
 Venilde Miller
 Joey Fuentes
 Nikki Henry
 Cary Catalano

ABSENT: Mary G. Castro

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 Scott moved, seconded by Commissioner Johnson to approve the agenda as posted.*

MOTION PASSED: 6-0

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

MOTION PASSED: 6-0.

3. PUBLIC COMMENT

Mr. Preston Prince, resident of 1331 Fulton Street, Fresno, California 93721, acknowledged Commissioner Jim Petty for his 25 years as a Commissioner for the Fresno Housing Authority.

In addition, Mr. Prince, congratulated Officer Steve Hunt for his recognition as Officer of the Year. Mr. Prince, thanked him for his service as one of the officers of the Fresno Housing Authority. An appreciation video was presented at the Board Meeting.

4. POTENTIAL CONFLICTS OF INTEREST

There was no conflict of interest at this time.

5. 2017 AGENCY HIGHLIGHT- VIDEO PRESENTATION

The Communications Department presented a 2017 Agency Highlight video. The Boards of Commissioner's stood up to applaud the Fresno Housing Authority staff for the work and achievements accomplished during the year.

Commissioner Petty suggested the video be presented to the City Council or the Board of Supervisors, at the next opportunity the Housing Authority has to present to these entities.

6. COMMISSIONERS' REPORT

Commissioner Jones, informed the Commissioners that the NAHRO event is approaching and if they are interested in attending, to contact the Executive Office.

Commissioner Caine Christensen and other professionals, including Ms. Tammy Townsend, met with families and children that live in a Motel close to Addams Elementary School.

Commissioner Christensen shared that he is impressed with the coping skills of these children. He spoke about a child who lost his father a year ago. His strength is amazing, and he suggested the need for counseling services for these children.

The suggestion was for the Fresno Housing Authority to focus on these families and how to better assist them. In addition, these professionals will continue to meet with the families when another opportunity arises.

7. 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 Adoption of the Minutes of January 23, 2018
- b. Consideration of the Contract Renewal – Security Services
- c. Consideration of the Amended Information Technology Policy
- d. Consideration for Application Submission – Lead-Based Paint Hazard Control Program
- e. Consideration of HOME Tenant-Based Rental Assistance (TBRA) Contract - City of Fresno

CITY MOTION: Commissioner Scott moved, seconded by Commissioner Johnson to approve the Consent Agenda Items A-E.

MOTION PASSED: 6-0

COUNTY MOTION: Commissioner Sablan moved, seconded by Commissioner Fuentes to approve the Consent Agenda Items A-E.

MOTION PASSED: 6-0

8. INFORMATIONAL

- a. Resident Services Presentation – Digital Literacy

Mr. Bobby Coulter, Senior Manager-Information Technology and Systems presented on his topic.

b. Introduction to the Audit Process

Ms. Emily De La Guerra presented on this topic.

c. 2017 HAP and Leasing Activities Update

Ms. Aurora Ibarra presented on this topic.

d. Real Estate Development Update

Mr. Michael Duarte presented the Real Estate Development Update.

9. ACTION

a. Consideration of Omnibus Resolutions and Funding Commitments – Oak Grove Apartments (Parlier)

Mr. Michael Duarte presented on this topic.

CITY MOTION: Commissioner Christensen moved, seconded by Commissioner Scott to approve the Omnibus Resolutions and Funding Commitments – Oak Grove Apartments (Parlier).

MOTION PASSED: 6-0

COUNTY MOTION: Commissioner Sablan moved, seconded by Commissioner Fuentes to approve the Omnibus Resolutions and Funding Commitments – Oak Grove Apartments (Parlier).

MOTION PASSED: 6-0

b. Consideration of Architect Contract Award – Chinatown

Mr. Michael Duarte presented on this topic.

CITY MOTION: Commissioner Johnson moved, seconded by Commissioner Vaillancourt to approve the Architect Contract Award – Chinatown.

MOTION PASSED: 6-0

COUNTY MOTION: Commissioner Fuentes moved, seconded by Commissioner Miller to approve the Architect Contract Award – Chinatown.

MOTION PASSED: 6-0

c. Consideration of Submission of AHP Application – Orchard Apartments (Parlier)

Mr. Michael Duarte presented on this topic.

CITY MOTION: *Commissioner Johnson moved, seconded by Commissioner Vaillancourt to approve the Submission of the AHP Application – Orchard Apartments (Parlier).*

MOTION PASSED: 6-0

COUNTY MOTION: *Commissioner Catalano moved, seconded by Commissioner Henry to approve the Submission of the AHP Application – Orchard Apartments (Parlier).*

MOTION PASSED: 6-0

- d. Consideration of Submission of AHP Application – Highway City

Ms. Tracewell Hanrahan presented on this topic.

CITY MOTION: *Commissioner Scott moved, seconded by Commissioner Vaillancourt to approve the Submission of the AHP Application – Highway City.*

MOTION PASSED: 6-0

COUNTY MOTION: *Commissioner Catalano moved, seconded by Commissioner Miller to approve the Submission of the AHP Application – Highway City.*

MOTION PASSED: 6-0

- e. Consideration of the Amended Agreement for the Family Reunification Program – County of Fresno

Ms. Tracewell Hanrahan presented on this topic.

CITY MOTION: *Commissioner Christensen moved, seconded by Commissioner Johnson to approve the Amended Agreement for the Family Reunification Program – County of Fresno.*

COUNTY MOTION: *Commissioner Fuentes moved, seconded by Commissioner Henry to approve the Amended Agreement for the Family Reunification Program – County of Fresno.*

MOTION PASSED: 6-0

Commissioner Miller left the Board meeting around 8:16pm.

- f. Consideration of Standard Lease Agreement – Public Housing (continued from January 23, 2018)

Mr. Michael Duarte presented on this topic.

Mr. Eric Payne, resident of West Fresno; thanked the Fresno Housing Authority Staff and Baker Manock and Jensen for addressing his concern on the Standard Lease Agreement-Public Housing topic. Mr. Payne showed concern in regards to the topic on the item of curfew, he referred to local ordinance during his presentation. In addition, Mr. Payne was uneasy about the local ordinance and he asked for clarification on the language “any illegal activity.” Mr. Payne proposed the revision of the language and proposed mitigation on the topic with the Fresno Housing Authority staff.

Nikki, another resident who refused to provide her information for the record; also, presented her concerns on the topic.

CITY MOTION: Commissioner Christensen moved, seconded by Commissioner Bedrosian to approve the Standard Lease Agreement– Public Housing.

MOTION PASSED: 5-0

Commissioner Johnson abstained from voting.

COUNTY MOTION: Commissioner Catalano moved, seconded by Commissioner Henry to approve the Standard Lease Agreement– Public Housing.

MOTION PASSED: 5-0

10. EXECUTIVE DIRECTOR’S REPORT

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

- Mr. Prince thanked the staff and Commissioner that volunteered during the Point In time count from January 23-25, 2018. He thanked Commissioner Bedrosian for his participation.
- Just a reminder starting this year the Form 700 need to be completed electronically.
- Ethics Training provided by Baker Manock & Jensen April 3, 2018 from 11:00 am to 1:00 pm, this training is required every two years.
- On February 13, 2018 Jimmy Stracner Regional Administrator from HUD Region IX visited Fresno. Mr. Stracner had a full agenda including a tour of Southwest Fresno sites a meeting with Mayor Brand, Lunch with our Homeless Stakeholders and a meeting with the Small Business Administration and Fresno Metro Ministry.

- On March 2, 2018 the Read Across American Day Celebration will be held from 3:30-5:00pm at Cueva de Oso, Cedar Courts and Mendoza Terrace (Firebaugh). An email will be sent with detailed information on how to participate.
- At next Month's Board Meeting there will be a workshop at 4:00pm. The topic is the homeless. This meeting is to prepare us for the visit of Barbara Poppe, coming to Fresno on April, 2018.

Also, Mr. Prince presented the new hires and promotions.

- Antonio Sanchez, Maintenance Technician (new hire)
- Veronica Ruvalcaba, Maintenance Technician (new hire); she is the first female Maintenance hired.
- Sarah Alkobadi, Fiscal Services Intern (new hire)
- Jorge Valdez, Database Administrator & Report Writer (promotion)

11. CLOSE SESSION

The Boards went into closed session at approximately 8:28 pm.

- CONFERENCE WITH REAL PROPERTY NEGOTIATORS
(Pursuant to Government Code § 54954.5(b))
Property: 555 W. California Ave., Fresno, CA
(APN: 477-040-73)
Agency Negotiator: Preston Prince
Negotiating parties: Fresno Housing Authority and Frank Kozlowski, Capitol Rivers, Inc.
Under negotiation: Price and Terms of Sale
- CONFERENCE WITH REAL PROPERTY NEGOTIATORS
(Pursuant to Government Code § 54954.5(b))
Property: 3726 N. Pleasant Avenue, Fresno, CA
(APN: 433-220-39T)
Agency Negotiator: Preston Prince
Negotiating parties: Fresno Housing Authority and Ernest M. Reyes, Lincoln Consulting Group, LLC
Under negotiation: Price and Terms of Sale
- CONFERENCE WITH REAL PROPERTY NEGOTIATORS
(Pursuant to Government Code § 54954.5(b))
Property: 36200 N. Giffen Drive, Huron, CA
(APN: 075-091-25)
Agency Negotiator: Preston Prince
Negotiating parties: Fresno Housing Authority and Ernest M. Reyes, Lincoln Consulting Group, LLC
Under negotiation: Price and Terms of Sale
- PUBLIC EMPLOYMENT

Title: CEO

The Boards returned to open session at approximately 8:40 p.m.

12. REPORT ON CLOSED SESSION

There was no action to report at this time.

13. ACTION

- a. Consideration to Approve the Compensation Agreement of the CEO/Executive Director

Commissioner Jones presented the CEO/Executive Directors Compensation Agreement; which was reviewed by the Ad-Hoc Committee.

CITY MOTION: Commissioner Scott moved, seconded by Commissioner Vaillancourt to approve the compensation agreement of the CEO/Executive Director.

MOTION PASSED: 6-0

COUNTY MOTION: Commissioner Catalano moved, seconded by Commissioner Henry to approve the compensation agreement of the CEO/Executive Director.

MOTION PASSED: 5-0

14. 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 8:49 p.m.

Preston Prince, Secretary to the Boards of Commissioners

BOARD MEMO

O (559) 443-8400

F (559) 445-8981

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

www.fresnohousing.org

TO: Boards of Commissioners

Fresno Housing Authority

FROM: Preston Prince

CEO / Executive Director

DATE: March 8, 2018

BOARD MEETING: March 27, 2018

AGENDA ITEM: 5b

AUTHOR: Scott Fetterhoff

Director of Human Resources

SUBJECT: Consideration of the Authorization to Extend Workers' Compensation Coverage to Volunteers

Executive Summary

The purpose of this memo is to outline the plan to extend worker's compensation coverage to volunteer workers of the Agency. California Labor Code Section 3363.5 allows for volunteer workers, authorized by the governing board of a general public agency to perform volunteer services for a public entity and to be treated for workers' compensation purposes like employees of the public entity for the purpose of obtaining workers' compensation coverage. In order for volunteers to be entitled to workers' compensation benefits, the Labor Code requires the adoption of a resolution of the governing board of the public entity, declaring that volunteers be deemed employees of the public entity.

Benefits of passing this resolution include:

- Passage of a volunteer resolution would prohibit (in most cases) volunteers from suing Fresno Housing under general liability laws for injuries sustained in the course and scope of their duties as volunteers;
- Workers' Compensation benefits are statutorily determined, with appropriate financial limits;
- As CHWCA has already passed a resolution allowing all members to cover volunteers as employees, if they so desire. Fresno Housing's workers' compensation premiums will be minimally impacted;
- Premiums are determined in arrears based on each members' self-reporting of volunteer "wages" on the members' payroll reports submitted to CHWCA on a quarterly basis, as well as the frequency and severity of injuries sustained for specific coverage years.

Recommendation

It is recommended that the Boards of Commissioners act to approve and adopt the attached resolution to extend workers' compensation coverage to volunteers.

Fiscal Impact

While the workers' compensation premium cost to the Agency is variable based on the number of volunteers the Agency employs at any particular time and the wages they earn, the premium cost to the Agency of extending coverage to its current volunteer staff would be less than \$30.00.

RESOLUTION NO. _____
BEFORE THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF FRESNO

**RESOLUTION DESIGNATING PERSONS PERFORMING VOLUNTARY SERVICES AS
EMPLOYEES FOR THE LIMITED PURPOSE OF QUALIFYING FOR WORKERS' COMPENSATION
INSURANCE COVERAGE UNDER CALIFORNIA LABOR CODE SECTIONS 3200, ET SEQ.**

WHEREAS, Persons who perform volunteer services without pay for the Fresno Housing Authority ("the Agency") are not currently covered by the Agency's Workers' Compensation policy since they do not fall within the definition of "employee" as defined by California Labor Code Sections 3351 and 3351.5, which governs eligibility for Workers' Compensation Insurance coverage, and are in fact specifically excluded from such designation by Labor Code section 3352, subdivision (i); and

WHEREAS, the state legislature has seen fit, by passing Labor Code section 3363.5, to provide that in certain circumstances where persons perform voluntary services without pay for a public agency, such persons may be deemed employees of the public agency while performing such service in order to qualify for Workers' Compensation Insurance coverage, provided the governing body of the public agency has adopted a resolution so declaring; and

WHEREAS, this Agency, a public agency, desires to provide, as authorized by the Labor Code, Workers' Compensation Insurance coverage to persons who perform voluntary services without pay;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno, under the authority of California Labor Code section 3363.5, subdivision (a), adopts and declares the following:

All persons who perform volunteer services for the Agency without pay are, while performing such voluntary services, hereby designated "employees" of the Agency for the limited purpose of qualifying for Workers' Compensation Insurance coverage under the provisions of California Labor Code sections 3200, et seq.

BE IT FURTHER RESOLVED that "voluntary service without pay" is defined for

purposes of this resolution as services performed by any person who receives no remuneration other than remuneration for meals, transportation, lodging or reimbursement of any other incidental expenses associated with such voluntary service.

PASSED AND ADOPTED THIS 27th day of March, 2018. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Preston Prince, Secretary of the Board of Commissioners

RESOLUTION NO. _____
BEFORE THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF FRESNO COUNTY

**RESOLUTION DESIGNATING PERSONS PERFORMING VOLUNTARY SERVICES AS
EMPLOYEES FOR THE LIMITED PURPOSE OF QUALIFYING FOR WORKERS' COMPENSATION
INSURANCE COVERAGE UNDER CALIFORNIA LABOR CODE SECTIONS 3200, ET SEQ.**

WHEREAS, Commissioners and other persons who perform volunteer services without pay for the Fresno Housing Authority ("the Agency") are not currently covered by the Agency's Workers' Compensation policy since they do not fall within the definition of "employee" as defined by California Labor Code Sections 3351 and 3351.5, which governs eligibility for Workers' Compensation Insurance coverage, and are in fact specifically excluded from such designation by Labor Code section 3352, subdivision (i); and

WHEREAS, the state legislature has seen fit, by passing Labor Code section 3363.5, to provide that in certain circumstances where persons perform voluntary services without pay for a public agency, such persons may be deemed employees of the public agency while performing such service in order to qualify for Workers' Compensation Insurance coverage, provided the governing body of the public agency has adopted a resolution so declaring; and

WHEREAS, this Agency, a public agency, desires to provide, as authorized by the Labor Code, Workers' Compensation Insurance coverage to its Commissioners and other persons who perform voluntary services without pay;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County, under the authority of California Labor Code section 3363.5, subdivision (a), adopts and declares the following:

All persons who perform volunteer services for the Agency without pay are, while performing such voluntary services, hereby designated "employees" of the Agency for the limited purpose of qualifying for Workers' Compensation Insurance coverage under the provisions of California Labor Code sections 3200, et seq.

BE IT FURTHER RESOLVED that "voluntary service without pay" is defined for

purposes of this resolution as services performed by any person who receives no remuneration other than remuneration for meals, transportation, lodging or reimbursement of any other incidental expenses associated with such voluntary service.

PASSED AND ADOPTED THIS 27th day of March, 2018. 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

BOARD MEMO

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

DATE: March 16, 2018
BOARD MEETING: March 27, 2018
AGENDA ITEM: 6a
AUTHOR: Doreen Eley, Senior Manager

SUBJECT: Resident Services Presentation: California Health Collaborative
Lock It Up Project

Executive Summary

Marisol Zamora, Program Manager, with California Health Collaborative will present information regarding the Lock It Up Project a community-based substance abuse prevention project designed to increase awareness of illicit use of prescription/over-the counter medication by teens and young adults ages 10-25 in Fresno County. Educational presentations are offered to youth and adults in the community and at several Fresno Housing properties. Additional information will be provided at the Boards of Commissioners meeting.

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: March 20, 2018
BOARD MEETING: March 27, 2018
AGENDA ITEM: 6b
AUTHOR: Emily De La Guerra

SUBJECT: Update on Agency Procurement Activities

Executive Summary

The purpose of this memo is to provide information requested by the Boards of Commissioners regarding procurement activities and the Agency's spending throughout Fresno County. This update includes information about the quantity and quality of procurement actions, and how Agency funds are disbursed to various vendors, subcontractors, and landlords, by location.

Recommendation

No action is necessary. This item is informational only.



Procurement and Vendor Metrics

Boards of Commissioners Meeting

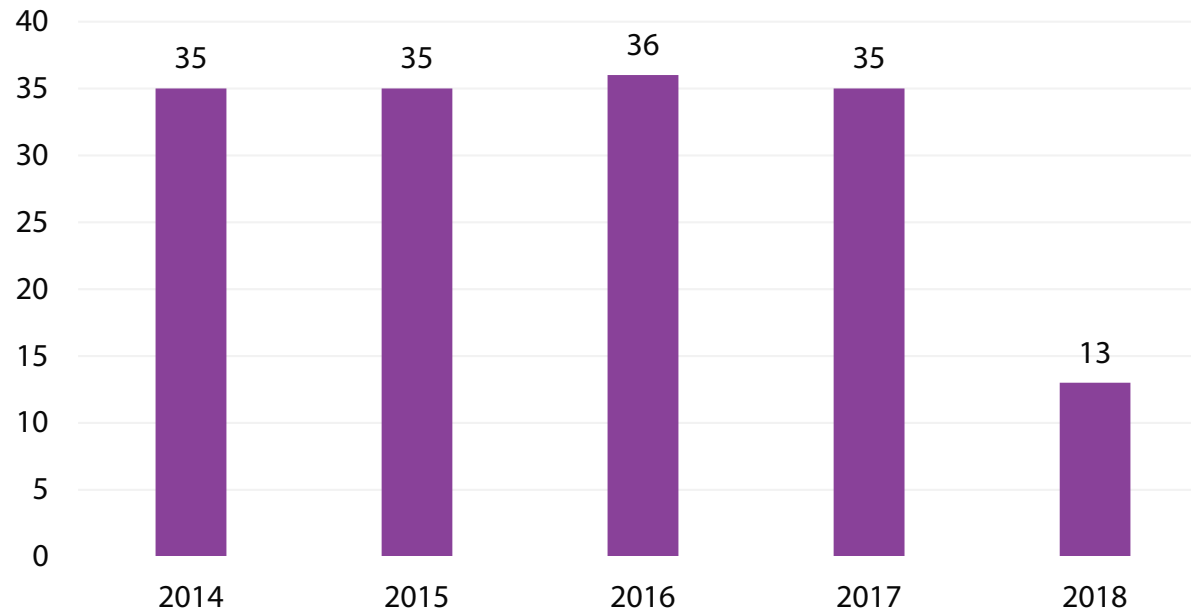
Fresno Housing Authority

March 27, 2018

Overview

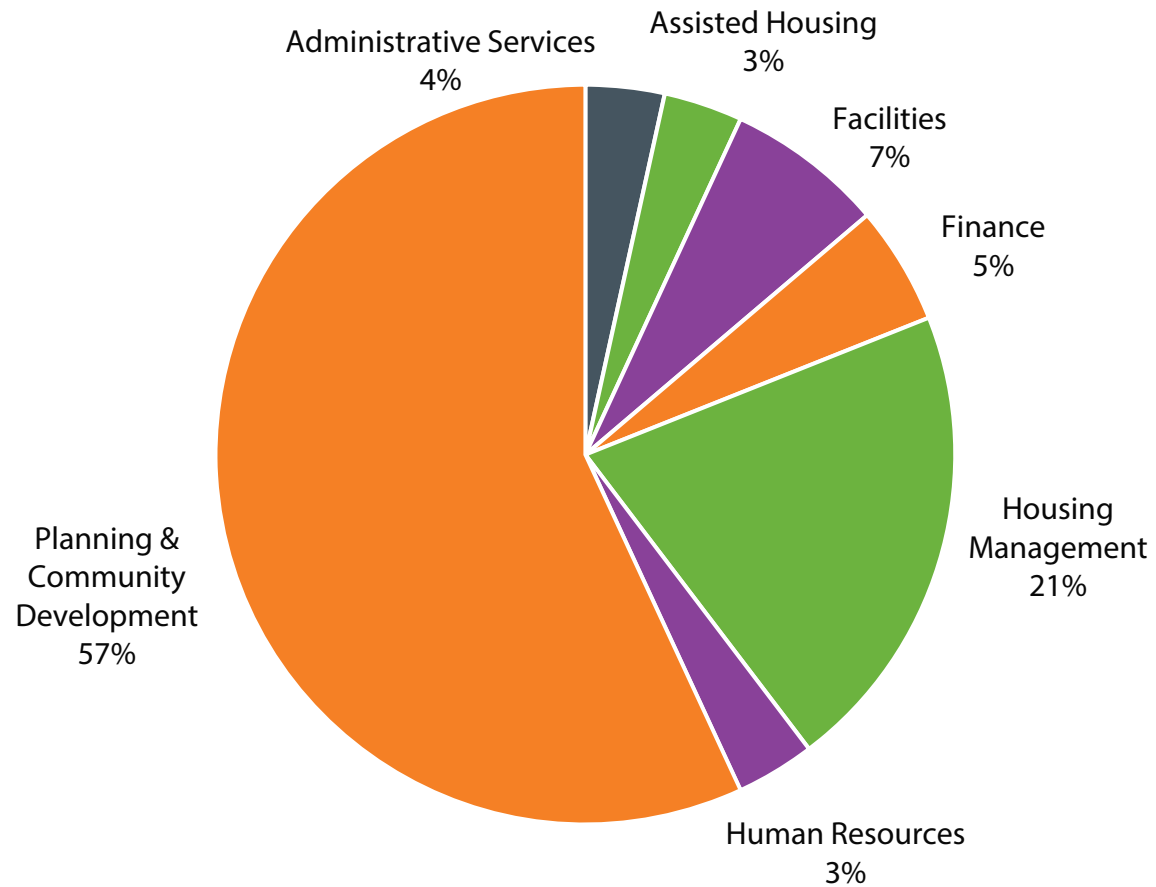
- Procurement is the act of finding, acquiring, and/or buying goods or services from an external source, often via a competitive bidding process.
- The purpose of the Agency's procurement policy is to:
 - Clearly define the authority, responsibility, and guidelines for the Agency's purchasing and contracting functions,
 - Simplify and summarize the myriad of laws and regulations governing procurement,
 - Enable uniform purchasing procedures throughout the organization,
 - Provide fair and equitable treatment for all vendors,
 - Ensure that supplies and services are procured efficiently, effectively and at the most favorable prices,
 - Protect against corruption, waste, fraud, and abuse.

Procurement Metrics: Number of Procurements Per Year

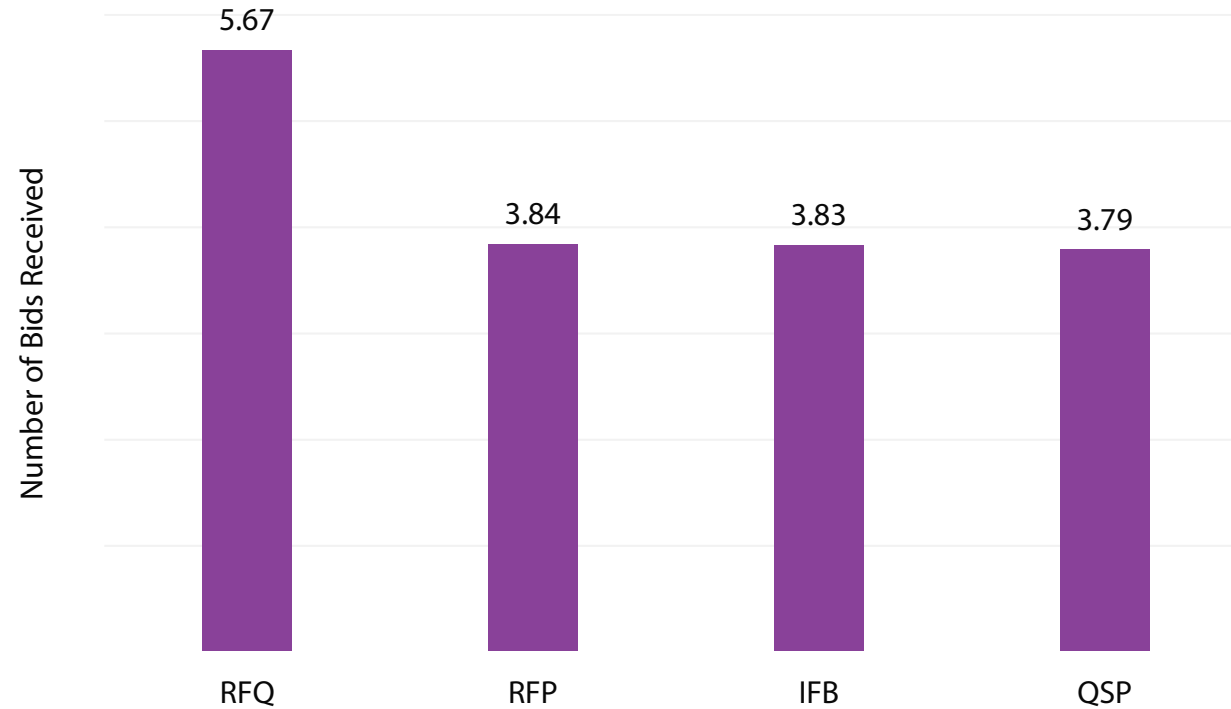


- Average number of formal solicitations completed per year: 35
 - Does not include small or micro-purchases

Procurement Metrics: Procurements by Department



Procurement Metrics: Average Bids by Procurement Type



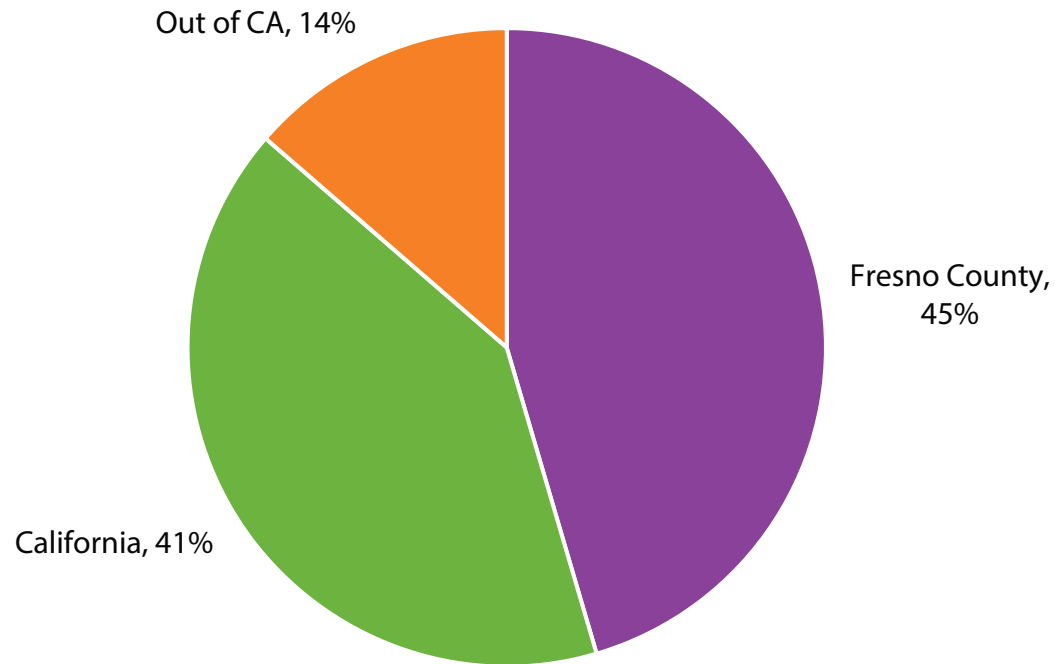
RFQ = Request for Qualifications
IFB = Invitation for Bid

RFP = Request for Proposals
QSP = Quotes for Small Purchase

Restrictions on Geographical Preferences

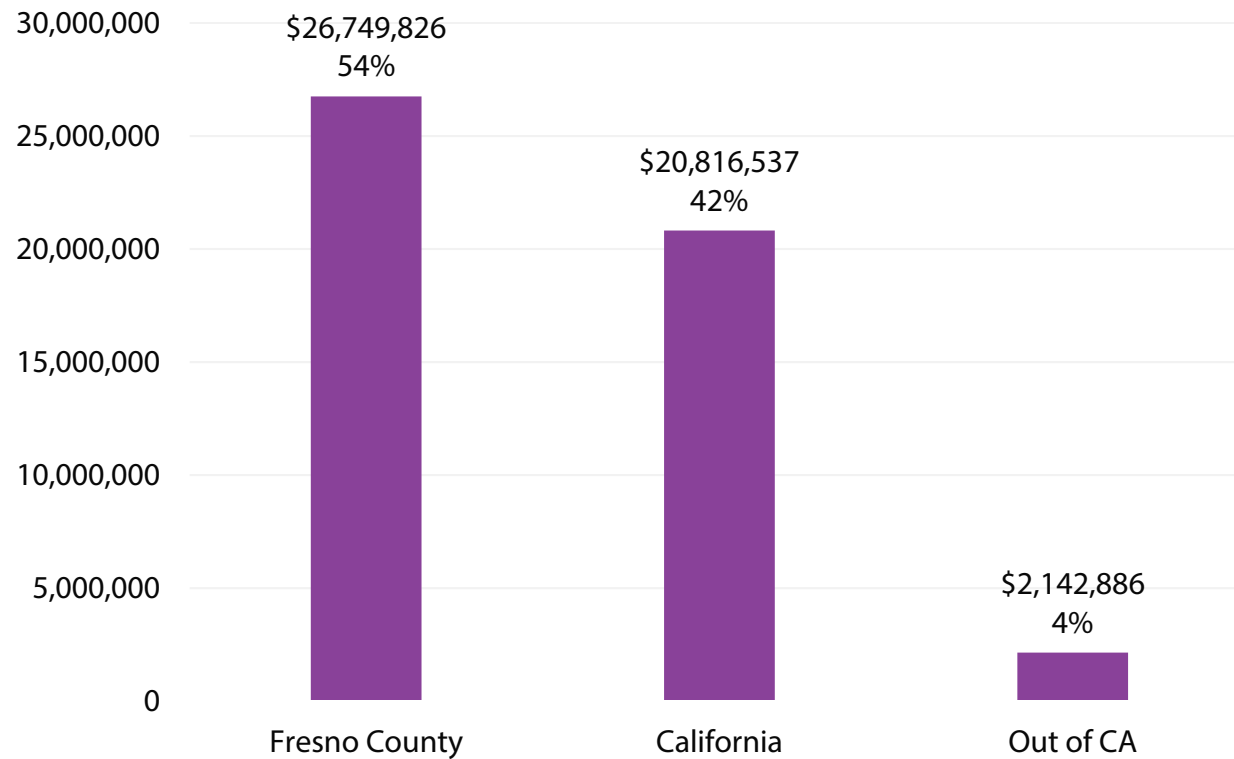
- Any preference given for location is not allowed, per the HUD Procurement guidelines
 - Per 24 CFR 200.319(b) “...must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local, or tribal geographical preferences in the evaluation of bids or proposals,...

Procurement Metrics: Agency Vendors by Location

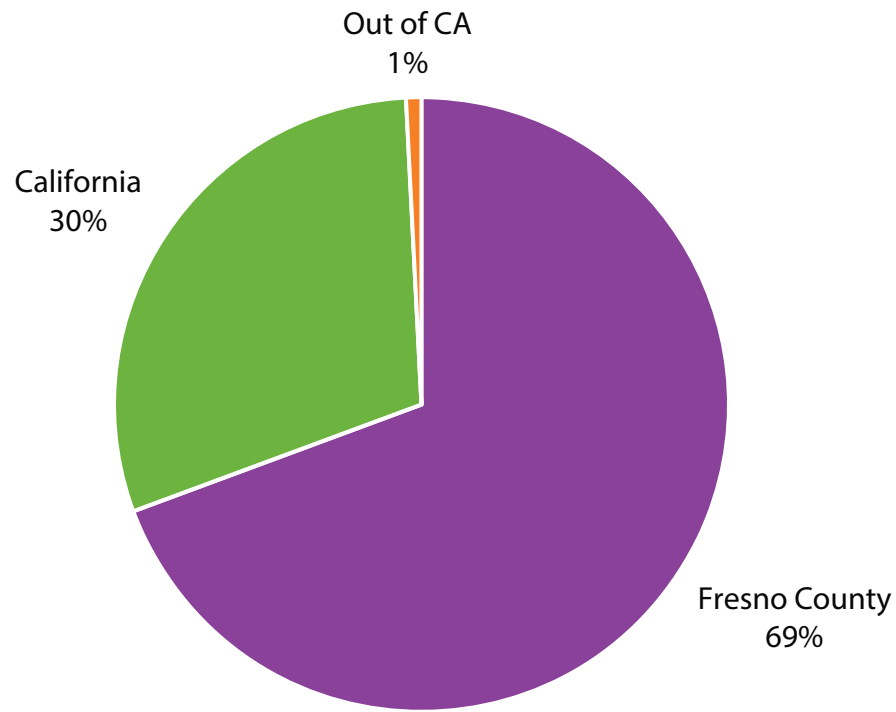


Agency vendors are contractors/companies paid over \$50,000 by the Agency or its affiliated entities. Does not include subcontractors or landlords participating in HCV.

Procurement Metrics: Total Vendor Payments by Location

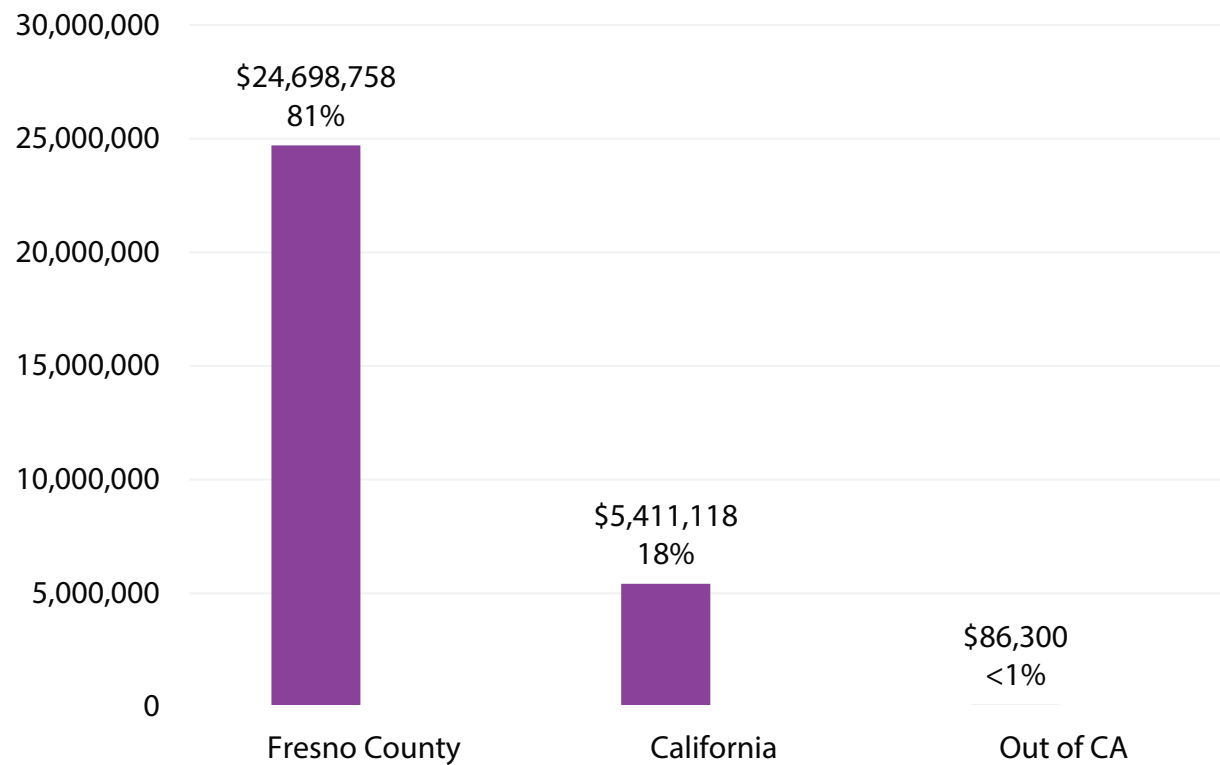


Procurement Metrics: Subcontractors by Location

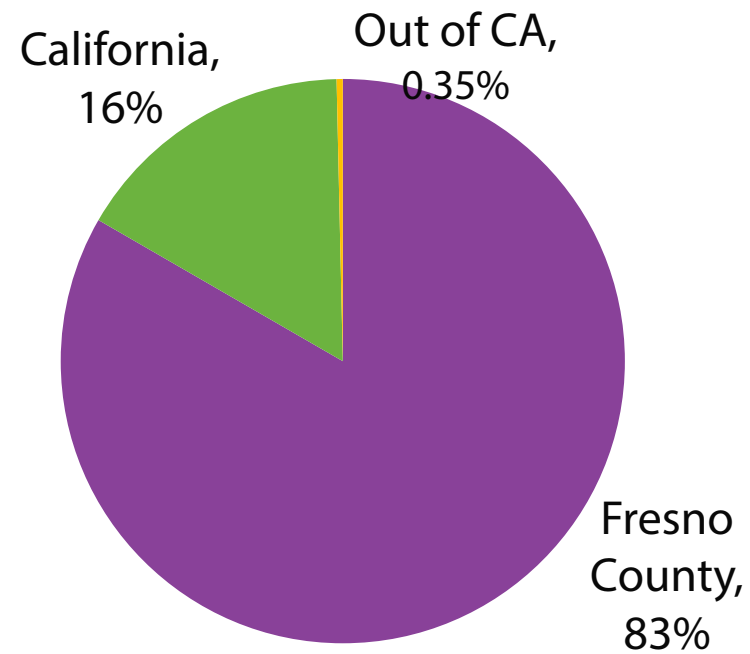


Subcontractors are paid by the General Contractors used for Agency development and construction activities

Procurement Metrics: Total Subcontractor Payments by Location

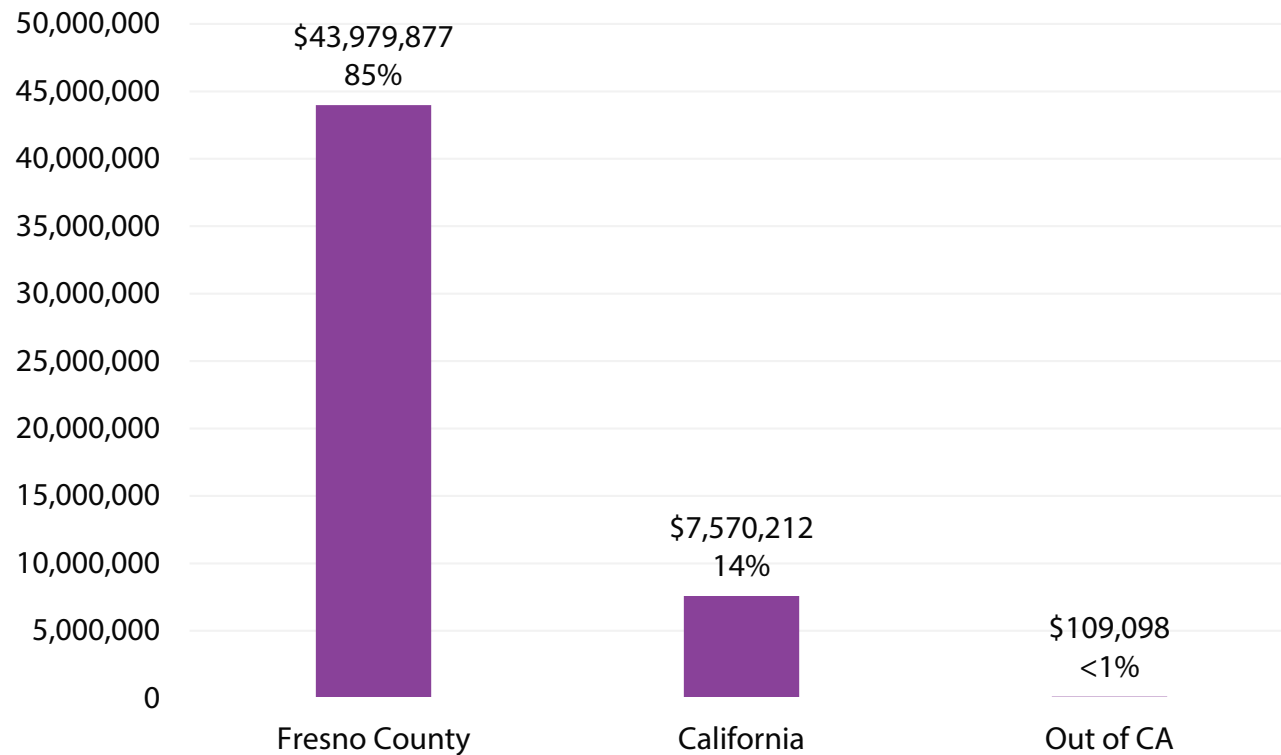


Procurement Metrics: Landlords by Location



Landlords who participate in the HCV program and are paid over \$50,000

Procurement Metrics: Total Landlord Payments by Location



Section 3

The Agency encourages Section 3 participation by:

- Giving preference points in competitive proposals (RFP)
- Bid preference percentage in IFB and QSP
- Vendor Outreach Events
- Section 3 requirements explained in pre-bid conferences
- Contractors self certify w/ Agency provided forms
- Review HUD.gov Section 3 registry

Upcoming Procurements

- Janitorial Services
 - Facilities
 - Property Offices
- Legal Services
 - General Counsel
 - HUD Matters
 - Affordable Development
 - Human Resources
 - Unlawful Detainers

Questions or Comments?

BOARD MEMO

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Fresno, California 93721
TTY (800) 735-2929

www.fresnohousing.org

TO: Boards of Commissioners
Fresno Housing Authority

FROM: Preston Prince
CEO/Executive Director

DATE: February 24, 2017

BOARD MEETING: March 27, 2018

AGENDA ITEM: 6c

AUTHOR: Angie Nguyen

SUBJECT: Interest List Update (Housing Choice Voucher Program)

Executive Summary

The Fresno Housing Authority plans to announce the re-opening of the online registration and pre-application for the Housing Choice Voucher (HCV/Section 8) program interest lists in Spring 2018 (April/May). A Public Notice will officially announce the dates, times, and detailed information regarding the process. Public outreach will be in collaboration with various media outlets and community organizations. Special assistance will be made available for reasonable accommodation requests.

Pre-applications for the HCV interest lists will be accepted only during the specified timeframe (14 days). The pre-applications will be used for all lottery system draws used to create the waiting lists for the 2018 calendar year. A final lottery draw will be made at a specified date (proposed December 2018) followed by the re-opening of waiting list in Spring 2019.

It is important to note that staff is currently working from a wait list created from a final draw performed in December 2017. This wait list must be exhausted before any pre-applications are drawn from the 2018 list.

This process should facilitate management of the waiting list and improve planning and anticipation for both the agency and the public. The proposed process is subject to change given the status and functionality capabilities of the Yardi software system. The lottery system continues to ensure everyone has an equal chance of placement on the official waiting list.

Recommendation

No recommendation at this time. Informational only.

Background Information

The Fresno Housing Authority last opened the registration for the Housing Choice Voucher program preliminary waiting list on June 6, 2017. The preliminary waiting list had remained open to the public until it closed on June 20, 2017.

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

DATE: March 12, 2018
BOARD MEETING: March 27, 2018
AGENDA ITEM: 6d
AUTHOR: Christina Husbands

SUBJECT: Real Estate Development Update

Executive Summary

Staff will present an overview of current real estate activities.

Recommendation

None at this time. Informational only.

BOARD MEMO

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TO: Boards of Commissioners
Fresno Housing Authority

FROM: Preston Prince
CEO/Executive Director

DATE: March 20, 2018

BOARD MEETING: March 27, 2018

AGENDA ITEM: 7a

AUTHOR: Emily De La Guerra

SUBJECT: Financial Results for Agency Operations and Housing Assistance Payments through December 31, 2017

Executive Summary

The purpose of this memo is to present the financial results for Agency Operations and Housing Assistance Payments (HAP) as of December 31, 2017. The attachment provided with this memo shows the consolidation of all Housing Authority programmatic budgets combined into six divisions. Each budget, separately and together as a whole, is intended to ensure that the Fresno Housing Authority remains fiscally sound while investing in the Agency's future, and delivering services in accordance with our mission statement.

Agency Operating Budget

	2017 Budget	2017 Results	\$ Variance	% Variance
OPERATING BUDGET				
TOTAL INCOME	41,693,668	40,117,267	(1,576,401)	-4%
TOTAL EXPENSES	37,882,611	35,321,359	(2,561,253)	-7%
NET OPERATING INCOME	3,811,057	4,795,908	984,851	26%
TOTAL NON-OPERATING EXPENSES	1,761,070	1,880,615	119,545	7%
NET INCOME	2,049,987	2,915,293	865,306	42%
UNRESTRICTED NET INCOME	(321,763)	920,239	1,242,003	386%

The 2017 Operating Budget was approved by the Boards in December 2016 with net operating income of \$3.8 million and unrestricted cash flow utilization of \$322 thousand, and as of December 31st, the Agency is operating better than budget. Total net operating income is \$4.8 million, which is \$985 thousand better than budgeted, and unrestricted net income is \$920 thousand, which is \$1.2 million better than budgeted.

This variance in operating and unrestricted net income is mainly attributable to reduced expenses Agency-wide, and increased revenue to the Housing Choice Voucher program due to improved proration levels. Further details on major variances in revenues and expenditures are categorized below by Division:

- **Core:** Overall, the Core Division operated better than budgeted due to significant expense savings within the various departments. Revenues in Other Income were slightly lower than anticipated due to the delayed receipt of reimbursements for our specialized maintenance group, some of which will be received in in early 2018. There are also some salary costs attributable to the maintenance group that cannot be charged to the properties, which will not be collected. Admin & Management Fee Income in Core is less than budgeted due to expenses reductions in IT Services and Staff Development expenses. Fees for these two services are allocated to the programs and the revenue is booked in Core. If there are fewer expenses, there will be less revenue and the net effect on the overall budget will be zero. Total operating expenses were about \$750 thousand less than budgeted due to a strategic reduction in Professional & Consulting Expenses. Staff made the decision this year to hire some key individuals to replace the consultants that were regularly being used in the Finance, Information Technology and Human Resources departments.
- **Instrumentalities:** The Instrumentalities Division ended the year with approximately \$562 thousand of restricted net income. This is slightly less than budgeted due to increased Administrative Expenses for costs associated with the sale of the Sierra Pointe mortgage portfolio, legal costs, and HRFC's annual contribution to the Agency's homeless programs.
- **Planning & Community Development:** This division saw a decrease in both revenues and expenses for 2017, both of which are attributable to Developer Fees. The Agency budgeted to receive approximately \$5.2 million dollars in Developer Fees and pay an associated \$1.8 million in Consulting/Co-Developer Fees (as shown on the Administrative Expense line item). Of the \$5.2 million dollars of revenue that was originally budgeted, the Agency received \$3.9 million in 2017 for Mendota RAD, Marion Villas, Sanger Memorial Village, Legacy Commons, City View @ Van Ness, Viking Village RAD and Firebaugh Gateway. The remaining 2017 budgeted amount of \$1.3 million will be received in the 2018 fiscal year. As the remaining Developer Fee revenue is received, the Agency will also pay out the associated Consulting/Co-Developer Fee expense. In total, the division ended the year adding about \$160 thousand over their budgeted unrestricted net income.
- **Assisted Housing:** Overall, the AHD Division performed better than budget, utilizing approximately \$774 thousand less of Agency unrestricted reserves. This is mainly attributable to increased proration for the Housing Choice Voucher (HCV) program, which represents approximately \$330 thousand of the variance. Staff conservatively budgeted the HCV Administrative Fee proration at 75%, and final proration for the year came in close to 80%. The remaining variance in Assisted Housing revenue is in the Other Grant Income line item and is attributable to timing delays for local Homeless programs. These grants are reimbursement-based, so if the Agency spends less on services (as shown on the Tenant Services Expenses line item), the Agency will receive less grant income in the current budget year. However, these funds will not be permanently withdrawn, but will remain available for use in future years.
- **Housing Management:** Revenues and expenses in the Housing Management Division (HSM) were very close to the original budget. Net Tenant Income was higher than anticipated due to increased leasing towards the end of the year and higher tenant incomes. Other Grant Income is less than budgeted due to a delay in the reimbursements received for the Parlier Migrant Center. The outstanding funding through December will be paid in 2018. On the expense side, operating expenses are slightly lower than budgeted and non-operating expenses are slightly higher than budgeted, with a total net variance of only \$10 thousand dollars. Payroll expenses are lower than

budgeted due to some key positions that remained vacant until later in the year. Maintenance expenses were higher than anticipated due to planned improvements and unit-turnaround costs associated with filling vacant units. Non-operating expenses are higher than budgeted due to additional public housing subsidy that was transferred to Yosemite Village to pay for property maintenance and improvements.

- **Unrestricted Properties:** Overall, the Unrestricted Properties operated better than budgeted, adding \$168 thousand to unrestricted net income over the original budget projections. Some of this variance is attributable to an increase in Net Tenant Income, which is a trend that the Agency is also seeing in its restricted/subsidized properties. Operating and non-operating expenses were slightly higher than budgeted due to increased administrative, utility and debt service expenses.

Housing Assistance Payments (HAP) Budget

Housing Assistance Payments (HAP) are the subsidies paid to landlords on behalf of residents participating in the Housing Choice Voucher program (formerly known as “Section 8”) and the Shelter Plus Care program. Revenues and expenses for Housing Assistance Payments were slightly off budget as of December 31, 2017. Revenues were higher than anticipated due to draws from the HUD-held reserve accounts. HUD requires that PHA’s with HAP reserves utilize their own funds by giving them less HAP income. HAP expenditures were approximately \$1.7 million higher than originally budgeted due to increasing Per Unit Costs across the programs. This is attributable to the increased payment standards that were implemented in 2017 to assist clients in finding available housing. Below is a summary of HAP revenues and expenses as of December 31, 2017.

OPERATING BUDGET	2017 Budget	2017 Results	\$	%
			Variance	Variance
HAP REVENUE	74,075,943	77,656,246	3,580,303	5%
HAP EXPENSES	76,270,048	78,000,461	1,730,413	2%
NET HAP INCOME	(2,194,105)	(344,216)	1,849,889	-84%

Recommendation

It is recommended that the Boards of Commissioners accept the financial results for Agency Operations and Housing Assistance Payments as of December 31, 2017.

Background Information

The 2017 Operating Budget was approved with revenues of \$41.7 million and operating and non-operating expenses totaling \$39.7 million, resulting in total net income of approximately \$2.0 million dollars. The Boards of Commissioners approved of the utilization of \$322 thousand from unrestricted reserves in 2017 to continue the Agency’s investment in several strategic priorities, including Resident Services, Asset Management, and Program & Policy Analysis. The budget for Housing Assistance Payments (HAP) was approved with \$74.1 million in revenue and \$76.3 million in expenses, thus utilizing \$2.2 million of restricted HAP reserves.

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

RESOLUTION NO. _____

**RESOLUTION ACCEPTING THE 2017 HOUSING AUTHORITY'S FINANCIAL RESULTS
AND THE 2017 HOUSING ASSISTANCE PAYMENTS**

WHEREAS, the Annual Operating Financial Results and the Housing Assistance Payments Financial Results for the Fresno Housing Authority for the fiscal year beginning January 1, 2017 and ending December 31, 2017 has been presented for acceptance before the Board of Commissioners of the Housing Authority of the City of Fresno at its open public meeting on March 27, 2018; and

WHEREAS, the Annual Operating Financial Results as presented for acceptance reflects total revenues of \$40,117,267 and total operating and non-operating expenses of \$37,201,974; and

WHEREAS, the Housing Assistance Payments Financial Results as presented for acceptance reflects total revenues of \$77,656,246 and total expenses of \$78,000,461; and

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno accept the Annual Operating Financial Results and the Housing Assistance Payments Financial Results beginning on January 1, 2017 and ending on December 31, 2017.

PASSED AND ACCEPTED THIS 27th day of March, 2018. I, the undersigned, hereby certify that the foregoing Resolution was duly accepted by the governing body with the following vote, to-wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

Preston Prince, Secretary of the Boards of Commissioners

**BEFORE THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF FRESNO COUNTY**

RESOLUTION NO. _____

**RESOLUTION ACCEPTING THE 2017 HOUSING AUTHORITY'S FINANCIAL RESULTS
AND THE 2017 HOUSING ASSISTANCE PAYMENTS**

WHEREAS, the Annual Operating Financial Results and the Housing Assistance Payments Financial Results for the Fresno Housing Authority for the fiscal year beginning January 1, 2017 and ending December 31, 2017 has been presented for acceptance before the Board of Commissioners of the Housing Authority of Fresno County at its open public meeting on March 27, 2018; and

WHEREAS, the Annual Operating Financial Results as presented for acceptance reflects total revenues of \$40,117,267 and total expenses of \$37,201,974 and

WHEREAS, the Housing Assistance Payments Financial Results as presented for acceptance reflects total revenues of \$77,656,246 and total expenses of \$78,000,461; and

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County accept the Annual Operating Financial Results and the Housing Assistance Payments Financial Results beginning on January 1, 2017 and ending on December 31, 2017.

PASSED AND ACCEPTED THIS 27th day of March, 2018. I, the undersigned, hereby certify that the foregoing Resolution was duly accepted by the governing body with the following vote, to-wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

Preston Prince, Secretary of the Boards of Commissioners

Fresno Housing Authority
Financial Results as of December 31, 2017

	Core		Inst.		P&CD		AHD		HSM		UP		Total		\$ Variance	% Variance
	Annual Budget	2017 Actuals	Annual Budget	2017 Actuals	Annual Budget	2017 Actuals	Annual Budget	2017 Actuals	Annual Budget	2017 Actuals	Annual Budget	2017 Actuals	2017 Budget	2017 Results		
OPERATING BUDGET																
INCOME																
NET TENANT INCOME	-	-	-	-	-	-	-	-	5,537,820	6,147,860	2,031,872	2,288,674	7,569,692	8,436,534	866,842	11%
INTEREST INCOME	-	5,965	850,800	1,143,763	-	-	(141)	-	77,017	72,659	-	5	927,676	1,222,392	294,716	32%
OTHER INCOME	940,298	609,238	430,400	782,841	25,752	297,191	919,954	985,825	133,866	216,385	27,555	48,671	2,477,825	2,940,152	462,327	19%
ADMIN & MANAGEMENT FEE INCOME	8,225,798	7,904,661	150,000	55,172	-	-	10,961	181,238	78	429	-	-	8,386,837	8,141,501	(245,336)	-3%
DEVELOPER FEE INCOME	-	-	-	-	5,185,792	3,895,047	-	-	-	-	-	-	5,185,792	3,895,047	(1,290,745)	-25%
HUD GRANT INCOME	-	-	-	-	-	-	9,132,822	9,464,566	4,969,291	4,755,346	-	-	14,102,113	14,219,912	117,799	1%
OTHER GRANT INCOME	-	-	-	-	-	-	2,185,668	1,052,062	827,645	192,782	30,420	16,885	3,043,733	1,261,729	(1,782,004)	-59%
TOTAL INCOME	9,166,096	8,519,863	1,431,200	1,981,777	5,211,544	4,192,238	12,249,264	11,683,691	11,545,717	11,385,461	2,089,847	2,354,236	41,693,668	40,117,267	(1,576,401)	-4%
EXPENSES																
PAYROLL EXPENSES	5,941,548	5,988,340	-	-	1,194,986	1,319,024	6,668,740	6,592,934	2,847,970	1,838,830	273,951	279,322	16,927,195	16,018,450	(908,745)	-5%
ADMINISTRATIVE EXPENSES	3,414,896	2,800,536	609,800	1,397,232	1,804,394	440,764	5,408,146	5,462,373	2,387,791	2,417,520	156,774	265,817	13,781,801	12,784,242	(997,560)	-7%
TENANT SERVICES EXPENSES	53,000	18,635	-	-	-	-	1,697,019	419,599	16,880	166,088	4,835	283	1,771,734	604,605	(1,167,130)	-66%
UTILITY EXPENSES	176,850	165,521	-	-	-	294	62,000	2,355	1,870,791	1,885,982	196,355	252,785	2,305,996	2,306,937	941	0%
MAINTENANCE EXPENSES	532,456	385,867	35,000	15,338	6,690	6,470	46,783	64,053	1,495,430	1,949,867	544,350	467,699	2,660,709	2,889,294	228,585	9%
TAXES & INSURANCE EXPENSES	29,890	38,288	18,300	6,993	2,583	18,632	3,493	7,674	353,356	586,787	27,554	59,457	435,176	717,831	282,655	65%
TOTAL EXPENSES	10,148,640	9,397,186	663,100	1,419,563	3,008,653	1,785,184	13,886,181	12,548,988	8,972,218	8,845,075	1,203,819	1,325,362	37,882,611	35,321,359	(2,561,253)	-7%
NET OPERATING INCOME	(982,544)	(877,323)	768,100	562,214	2,202,891	2,407,054	(1,636,917)	(865,296)	2,573,499	2,540,386	886,028	1,028,873	3,811,057	4,795,908	984,851	26%
NON-OPERATING EXPENSES																
TOTAL NON-OPERATING EXPENSES	-	-	-	244	-	-	222,737	220,084	713,913	978,949	43,700	8,921	980,350	1,208,198	227,848	23%
TOTAL FINANCING EXPENSES	175,000	140,000	-	300	-	45,000	-	-	255,936	128,054	329,784	339,063	760,720	652,417	(108,303)	-14%
TOTAL ADJUSTMENTS & OPERATING TRANSFERS	20,000	20,000	-	-	-	-	-	-	-	-	-	-	20,000	20,000	(0)	0%
TOTAL NON-OPERATING EXPENSES	195,000	160,000	-	544	-	45,000	222,737	220,084	969,849	1,107,003	373,484	347,984	1,761,070	1,880,615	119,545	7%
NET INCOME	(1,177,544)	(1,037,323)	768,100	561,670	2,202,891	2,362,054	(1,859,654)	(1,085,380)	1,603,650	1,433,383	512,544	680,889	2,049,987	2,915,293	865,306	42%
UNRESTRICTED NET INCOME	(1,177,544)	(1,037,323)			2,202,891	2,362,054	(1,859,654)	(1,085,380)			512,544	680,889	(321,763)	920,239	1,242,003	386%
HAP REVENUE	-	-	-	-	-	-	74,075,943	77,656,246	-	-	-	-	74,075,943	77,656,246	3,580,303	5%
HAP EXPENSES	-	-	-	-	-	-	76,270,048	78,000,461	-	-	-	-	76,270,048	78,000,461	1,730,413	2%
NET HAP INCOME	-	-	-	-	-	-	(2,194,105)	(344,216)	-	-	-	-	(2,194,105)	(344,216)	1,849,889	-84%

BOARD MEMO

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www.fresnohousing.org

TO: Boards of Commissioners
Fresno Housing Authority

FROM: Preston Prince
CEO/Executive Director

DATE: March 20, 2018

BOARD MEETING: March 27, 2018

AGENDA ITEM: 7b

AUTHOR: Michael Duarte

SUBJECT: Consideration of MOU with Habitat for Humanity Fresno County for Homeownership Opportunity at 844 S. Chance Ave., Fresno, CA

Executive Summary

The purpose of this memo is to request approval from the Fresno Housing Authority (FH) Boards of Commissioners to enter into a Memorandum of Understanding (MOU) with Habitat for Humanity Fresno County (HH) to build a single family home at 844 S. Chance Ave. in Fresno, CA (APN 470-073-10). The ultimate goal is to seek low-income homebuyer(s) through a partnership with Habitat for Humanity Fresno County. In addition, HH proposes to partner with the Fresno City College (FCC) construction department to build out the home and allow students to get hands on experience in the construction process. Timing of this potential MOU is critical in order for FCC to prepare a course for the Fall 2018 semester.

The subject distressed property was initially acquired as part of a partnership with the City of Fresno Neighborhood Stabilization Program (NSP). The initial concept for the home was to rehabilitate it and sell it to a qualified low-income buyer(s). However, after an assessment the home was determined to be structurally unsound and recommended for demolition. It is intended that FH demolish the existing home and deliver a ready-to-build lot to HH. If the MOU is approved with HH, the planned scope of work is still subject to City of Fresno approval.

During construction and in partnership with HH, Fresno Housing staff will communicate this home ownership opportunity to residents participating in other agency housing programs, like HCV and Public Housing.

Fiscal Impact

The property acquisition costs were \$49,656 with additional holding costs of \$26,925. As part of the proposed MOU with HH, FH would demolish the existing structure for an estimated expense of \$15,000, bringing the total project cost of to \$91,581. The City of Fresno has reimbursed the Agency \$44,441 for a portion of the acquisition costs, leaving approximately \$44,170 of cost that have yet to be reimbursed to the Agency. Depending on the final construction costs incurred by HH and final sales proceeds of the completed home, FH and/or the City of Fresno may be repaid some of the outstanding costs.

Recommendation

It is recommended that the Boards of Commissioners approve the CEO/Executive Director to negotiate and execute a Memorandum of Understanding with Habitat for Humanity Fresno County to build a single family home on property owned by the Fresno Housing Authority located at 844 S. Chance Ave., Fresno, CA.

Background

Fresno Housing Authority originally acquired the approx. 5,150 SF lot in 2010 as part of the Neighborhood Stabilization Program (NSP). The NSP program focused on the acquisition and rehabilitation of distressed properties in areas with high foreclosure rates with the purpose of selling them to qualified first-time homebuyers. The NSP program was a partnership with the City of Fresno where the Housing Authority acquired 37 properties. 36 of the properties were successfully completed and sold, consistent with the goals of the NSP program. The subject property being the last remaining property held by the Agency under the NSP program.

RESOLUTION NO. _____

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF THE CITY OF FRESNO

**RESOLUTION AUTHORIZING A MEMORANDUM OF UNDERSTANDING WITH
HABITAT FOR HUMANITY FRESNO COUNTY FOR HOMEOWNERSHIP
OPPORTUNITY AT 844 S. CHANCE AVENUE, FRESNO, CA**

WHEREAS, the Housing Authority of the City of Fresno (the “Agency”) seeks to expand the availability of affordable rental housing and homeownership opportunities to low income persons within Fresno County; and

WHEREAS, the Agency is the owner of distressed real property located at 844 S. Chance Ave., Fresno, CA (APN 470-073-10) (the “Property”); and

WHEREAS, the Agency acquired the Property in 2010 as part of the Neighborhood Stabilization Program (NSP) in partnership with the City of Fresno with the intent to rehabilitate and sell the home to a qualified low income buyer(s); and

WHEREAS, the Property acquisition costs totaled approx. \$50,000 with additional holding costs incurred of approx. \$27,000 and now intends to demolished the existing structure for an estimated cost of \$15,000; and

WHEREAS, the Agency has been reimbursed approx. \$45,000 from the City of Fresno NSP program for part of the acquisition costs; and

WHEREAS, the Agency desires to enter into a Memorandum of Understanding (MOU) with Habitat for Humanity Fresno County (HH) to build a single family home and sell it to a qualified low income buyer(s); and

WHEREAS, depending on the final construction costs incurred by HH and final sales proceeds of the completed home, the Agency and/or the City of Fresno (NSP) may be repaid some of the outstanding costs; and

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno do hereby approve entering into a MOU with Habitat for Humanity Fresno County and authorize Preston Prince, CEO/Executive Director, or his designee to negotiate and execute the MOU and related documents to build a single family home at 844 S. Chance Ave., Fresno, CA.

PASSED AND ADOPTED THIS 27th DAY OF MARCH, 2018. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Preston Prince, Secretary of the Boards of Commissioners

RESOLUTION NO. _____

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF FRESNO COUNTY

**RESOLUTION AUTHORIZING A MEMORANDUM OF UNDERSTANDING WITH
HABITAT FOR HUMANITY FRESNO COUNTY FOR HOMEOWNERSHIP
OPPORTUNITY AT 844 S. CHANCE AVENUE, FRESNO, CA**

WHEREAS, the Housing Authority of Fresno County (the “Agency”) seeks to expand the availability of affordable rental housing and homeownership opportunities to low income persons within Fresno County; and

WHEREAS, the Agency is the owner of distressed real property located at 844 S. Chance Ave., Fresno, CA (APN 470-073-10) (the “Property”); and

WHEREAS, the Agency acquired the Property in 2010 as part of the Neighborhood Stabilization Program (NSP) in partnership with the City of Fresno with the intent to rehabilitate and sell the home to a qualified low income buyer(s); and

WHEREAS, the Property acquisition costs totaled approx. \$50,000 with additional holding costs incurred of approx. \$27,000 and now intends to demolished the existing structure for an estimated cost of \$15,000; and

WHEREAS, the Agency has been reimbursed approx. \$45,000 from the City of Fresno NSP program for part of the acquisition costs; and

WHEREAS, the Agency desires to enter into a Memorandum of Understanding (MOU) with Habitat for Humanity Fresno County (HH) to build a single family home and sell it to a qualified low income buyer(s); and

WHEREAS, depending on the final construction costs incurred by HH and final sales proceeds of the completed home, the Agency and/or the City of Fresno (NSP) may be repaid some of the outstanding costs; and

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County do hereby approve entering into a MOU with Habitat for Humanity Fresno County and authorize Preston Prince, CEO/Executive Director, or his designee to negotiate and execute the MOU and related documents to build a single family home at 844 S. Chance Ave., Fresno, CA.

PASSED AND ADOPTED THIS 27th DAY OF MARCH, 2018. 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 Street
Fresno, California 93721
TTY (800) 735-2929

www.fresnohousing.org

TO: Boards of Commissioners
Fresno Housing Authority

FROM: Preston Prince
CEO/Executive Director

DATE: 3/19/18

BOARD MEETING: 3/27/18

AGENDA ITEM: 7c

AUTHOR: Emily De La Guerra

SUBJECT: Consideration of Authorization to Sell Home Ownership Program
(HOP) Home: 4283 W. Princeton Ave., Fresno, CA

Executive Summary

The purpose of this memo is to request authorization from the Boards of Commissioners to sell one of the four remaining homes owned by the Fresno Housing Authority as part of a discontinued HUD program called the Home Ownership Program (HOP). Throughout 2017, staff provided a series of updates to the Boards of Commissioners on a variety of assets held by the Fresno Housing Authority including the HOP Homes. The Boards of Commissioners directed staff to proceed with the appropriate analysis and sale of the HOP Homes.

Staff has received an offer from a qualified buyer for the property at 4283 W. Princeton Ave., Fresno, CA 93722 and is requesting authorization by the Board of Commissioners to complete the transaction.

Fiscal Impact

The contracted price of the home is \$205,000. The Agency has procured a real estate agent to complete the transaction for a commission of 5%, which is equal to industry standards. Approximately \$185,000 of sales proceeds will be available for the Agency to use for purposes relating to affordable housing.

Recommendation

It is recommended that the Boards of Commissioners authorize Preston Prince, CEO/Executive Director, Tracewell Hanrahan, Deputy Executive Director, Angelina Nguyen, Chief of Staff, and/or their designee to execute sales agreements and any related documents for 4283 W. Princeton Ave.

Background

In 1982, the Housing Authority of the City of Fresno created a homeownership program for residents residing in public housing called the Home Ownership Program (HOP). This program is authorized under section 5(h) of the United States Housing Act (USHA) of 1937. Section 6(c) 4(d) of the USHA authorizes the Secretary to prescribe requirements for development by the Agency of viable homeownership opportunities for lower income families capable of assuming the responsibilities of homeownership. The Agency entered into a 5(h) Implementation Agreement with HUD in 1993, and subsequent HOP agreements

and sales contracts were created with homebuyers. In September of 1999, HUD promulgated a new rule in 24 CFR Part 906 that offers a replacement for the prior HOP programs allowing for the sale of the homes.

There are currently four remaining HOP homes in the City of Fresno. Three of the homes are occupied and one is vacant. Residents in the occupied units continue to work towards obtaining enough down payment and proof of income to qualify to purchase the home. The one vacant home, 4283 W. Princeton Ave., was marketed to low-income families and will be sold to a buyer who meets minimum eligibility requirements, which include income eligibility requirements of no more than 80% of area median income.

RESOLUTION NO. _____

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF THE CITY OF FRESNO

**RESOLUTION AUTHORIZING THE SALE OF A HOMEOWNERSHIP PROGRAM (HOP) HOME
AT 4283 W. PRINCETON AVENUE**

WHEREAS, the Housing Authority of the City of Fresno (the “Agency”) administered a Homeownership Program (HOP) to make public housing dwelling units available for purchase by low-income families, and

WHEREAS, the Agency owns and has listed for sale 4283 W. Princeton Ave., Fresno, CA 93722 (the “Home”); and

WHEREAS, the Agency will sell the Home to buyers who meet minimum eligibility requirements, which include income eligibility requirements of no more than 80% of area median income; and

WHEREAS, the Agency has accepted an offer for \$205,000.00 from eligible buyers;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno do hereby approve the Agency to execute sales agreements and any related documents to sale the Home to eligible buyers and authorize Preston Prince, CEO/Executive Director, Tracewell Hanrahan, Deputy Executive Director, Angelina Nguyen, Chief of Staff, and/or their designee to execute all documents in connection therewith.

PASSED AND ADOPTED THIS 27th DAY OF MARCH, 2018. 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

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

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

www.fresnohousing.org

EXECUTIVE DIRECTOR'S REPORT

TO: Boards of Commissioners
Fresno Housing Authority
DATE: March 21, 2018
BOARD MEETING: March 27, 2018
FROM: Preston Prince
CEO/Executive Director
AGENDA ITEM: 9
AUTHOR: Staff
SUBJECT: Directors Report- March 2018

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	Description/Type	Total Units	Percent Complete
Legacy Commons Phase II	Under Construction	2255 S Plumas Street, Fresno, CA	64	91%

Memorial Village	Under Construction	302 K Street, Sanger, CA	48	65%
Magill Terrace	Under Construction	401 Nelson Avenue, Fowler, CA	60	10%
Oak Grove	Pre-Development March 2018 Closing	595 Bigger Street, Parlier, CA	56	N/A
Blackstone/Simpson Project	Pre- Development February 2018 HOME Application March 2018 AHP Application March 2018 SJVAPCD Application	3039 N Blackstone Avenue, Fresno, CA	45	N/A
Highway City Project	Pre-Development February 2018 HOME Application March 2018 AHP Application	4658 N Polk Avenue, Fresno, CA	44	N/A

Project Highlights

The Oak Grove project is anticipated to close on or around March 22, 2018. The new construction of 56 affordable housing units will commence immediately after closing. The Oak Grove project will entail the demolition of fifty (50) Low Income Public Housing (LIPH) units in Parlier, CA which will convert to Project Based Rental Assistance units through the Rental Assistance Demonstration program upon closing.

HMD OPERATIONS

FRESNO HOUSING PORTFOLIO- MANAGED ASSETS						
	Total # of Units	Total Vacant	Current Occupancy	Notice to Vacate	Approved Apps	Net Occupancy
CITY OF FRESNO						
City of Fresno	848	11	98.70%	8	2	98.93%
COUNTY OF FRESNO						
County of Fresno	1323	5	99.18%	5	0	98.63%

The Housing management team is currently in the initial leasing phase of three brand new developments:

Renaissance at Parc Grove (Fresno)-Staff has interviewed and are processing over 30 potential applicants for the new complex planned to open May 2018.

Legacy Phase II, (Fresno)-Staff are in the process of interviewing applicants for the second phase of Legacy Commons scheduled to begin occupancy in April 2018.

Blossom Trail Commons, (Sanger)- Staff will soon begin the lease up process for the complex formerly known as Memorial Village. Construction is expected to be completed summer 2018.

Parlier Migrant Center (Parlier) - Staff are preparing units for the season opening April 4th and 5th. Staff will move in 130 families within a 2 day period.

Maldonado Center (Firebaugh) is now leasing, families will be returning through the beginning of May 2018.

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 February, the following leasing activities took place for the HCV City and County programs.

HCV City

In the month of February, 500 City applicants were selected and scheduled to attend criminal background checks on February 26th, March 2nd, 5th and the 6th. As of February 26, 2018, 53 or 42% applicants attended out of the 125 scheduled.

- 198 applicants attended initial eligibility interviews from the draws done in February.
- 214 families attended briefings to receive their vouchers.
- There were 113 City participants who leased up in February.
- There are 476 city applicants currently searching for housing.

HCV County

Draws from the County waitlist will begin in March 2018. February leasing activities for the County are as follows:

- 11 families attended briefings to receive their vouchers.
- There were 67 County participants who leased up in February.
- There are currently 109 county applicants searching for housing.

Leasing Strategies

In our efforts to maintain County leasing rates, all families porting in from other jurisdictions are being issued HCV County vouchers. In addition, when a PBV resident requests HCV assistance after one year of PBV assistance, they are also issued an HCV County voucher.

Furthermore, in our efforts to increase our no-show rate of applicants scheduled to attend the first step in the screening process (the criminal background check), HCV will be evaluating the effectiveness of sending out second appointment letters. We are tentatively scheduling 256 applicants that did not show in January for a second opportunity on Friday, March 16, 2018.

Staff continue to hold regular meetings to review both HAP and voucher utilization.

Resident Services

Mini Resource Fair

Site(s): Cazares Terrace, Huron Apartments, and Parkside Apartments

On February 22nd, a mini resource fair was held in Huron for Fresno Housing residents to gain information of the valuable services that are being offered in the Huron/Coalinga community. Residents had the opportunity to visit booths, enroll in programs, and connect with representatives of the following agencies;

Fresno Economic Opportunities Commission (EOC) Headstart, EOC Denti-Cal, Centro La Familia, Westcare California, and Mid-Valley Disposal. Over 25 Fresno Housing residents attended.

Mike's Books with Officer David

Site(s): Cedar Courts, Fresno, CA

On February 22nd, Police Officer David Villaseñor hosted a Pizza Party for 20 youth at Cedar Courts. The pizza party was a celebration for the youth that consistently participated in activities at the Mike's Books afterschool literacy program. The youth residents played games and watched a movie with Officer Villaseñor. Additionally, Officer Villaseñor provided the kids with teddy bears that were donated.



Sexual Health and Adolescent Risk Prevention (SHARP)

Site(s): Cedar Courts, Viking Village, and Villa Del Mar in Fresno, CA

Fresno Economic Opportunities Commission (EOC) representatives presented the Sexual Health & Adolescent Risk Prevention (SHARP) to the youth residents ages 13 to 19 years old. The youth received education regarding HIV/STD, teen pregnancy, contraceptives and increased the community development of healthy youth to reduce risky behaviors.

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.

Effort in this area are ongoing and will be reported as outcomes are achieved.

PARTNERSHIP

Overview

Fresno Housing seeks to collaborate to strengthen its ability to address the challenges facing Fresno communities.

Fresno Housing is exploring several partnerships in the course of pre-development activities.

Fresno Madera Continuum of Care Built for Zero goals

Last month, representatives from Fresno Housing and the Fresno Madera Continuum of Care (FMCoC) attended a Learning Session for the national Built for Zero (BFZ) initiative. At the Learning Session, several communities came together to strategize goals for the next three (3) months in an effort to reduce homelessness. The FMCoC will work on the following aim statements:

Fresno/Madera will reduce our actively homeless Veterans from 139 to 90 and our actively chronic homeless from 146 to 127 by June 2018. We will accomplish this by increasing the current housing placement of Veterans from 7 to 16 per month and chronic housing placements from 5 to 7 per month. All partners have agreed to this challenge and increased effort.

Strategies to achieve include landlord engagement, identification of housing resources other than Continuum of Care funded, interface with Department of Veteran Affairs (VA) senior leadership and increased use of the community outreach team by the VA.

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.

Human Resources

On Wednesday, March 7, 2018 Aysha Hills, Senior Analyst – Human Resources attended the Fresno State Recruit Down the 99 Career & Internship Fair and shared information about current career and internship opportunities in the Agency. The job fair was well attended by students and alumni with many great candidates identified for current openings in the Agency.

Damian Rivera, Training & Development Analyst facilitated seven sessions of training on Concur. Concur is the new expense reconciliation system used by all Calcard users. Besides the training being geared toward submissions *and* approvals, time was also allotted for ensuring all users were set up correctly and ready to use the system as they left the class. He also conducted three sessions of REAC interior inspections workshops for Maintenance Technicians and Assistants. These workshops are intended to leverage employee knowledge and standardize the inspection process. In addition, three sessions of Yardi training for Administrative Assistants were conducted in partnership with Database Administrator Jorge Valdez. These trainings covered reporting, workflows, and invoices.

On Wednesday, March 14, 2018 Kayla Giosa, Human Resources Assistant attended the Central Valley 2018 Workplace Conference where she participated in informative sessions on Maximizing Emotional Intelligence, Inspiring Teamwork and Collaboration, and Legislative Updates. Human Resources leadership will review the learnings from the conference and apply applicable topics to 2018 goals and priority-setting plans.

New Hire/Promotions:

- Miguel Ramos, Maintenance Technician (new hire)
- Samuel Speight, Maintenance Assistant (new hire)
- Jabbari Cumbry, Maintenance Assistant (new hire)
- Maria Garcia, Receptionist (new hire)

Administrative Services & Procurement

The Procurement department is currently in the evaluation stage of an RFP (Request for Proposal) for Janitorial Services. The deadline to receive proposals was Thursday, March 1st, 2018. Procurement staff is happy to report it received 5 proposals from service providers. A committee is currently reviewing each proposal to determine the highest rated proposer.

The Facilities department has partnered with Human Resources and the Housing Management Departments to conduct site safety inspections. During the inspections, facilities staff checks each office area for trip hazards, proper lighting, fire extinguishers, and other safety related items. These site inspections have promoted teamwork between the departments and emphasized the importance of safety in the workplace.

Information Technology

The IT department has been hard at work migrating our e-mail services to a cloud-based system. Using the Cloud has many benefits such as; enhanced security, additional disaster recovery capabilities and increased capabilities for mobile users.

Finance & Accounting

Over the past month, Finance and Accounting staff have been working to close the books on 2017 and submit necessary financial reports. Staff is pleased to report that all deadlines have been made regarding limited partnership tax returns and audits, as well as the Agency's Financial Data Submission to HUD, which was due on March 15th. Staff continues to prepare for the Agency audit. DavisFarr, the Agency auditor, will be returning on April 16th to complete financial and internal control testing for fiscal year 2017.

Structure

Maintain a committed, active, community-based Boards of Commissioners.

Effort in this area are ongoing and will be reported as outcomes are achieved.

Strategic Outreach

Heighten agency visibility, facilitate community dialogue about housing solutions; and build support for the agency and quality affordable housing.

Effort in this area are ongoing and will be reported as outcomes are achieved.

Addendums

March 27, 2018



Board Workshop Continuation: Agency Goals and Objectives

March 27, 2018

Remembering February Discussions:

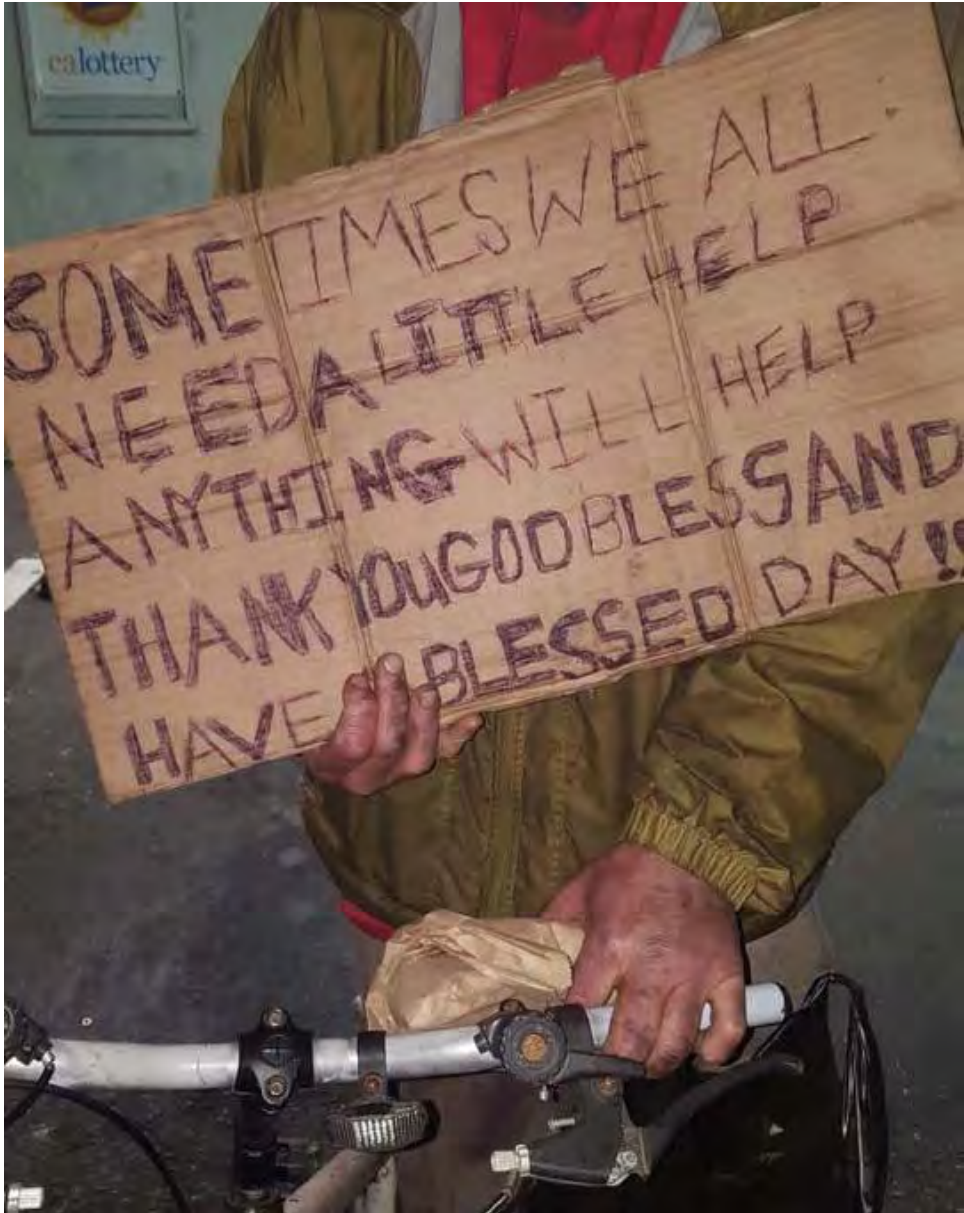
- Create economic mobility for residents
 - Eliminate barriers and create tools to promote and measure
 - Explore support systems for residents that reach income limits to obtain economic independence
 - Measure residents moving from subsidized housing to economic independence
- Consider expanding efforts to targeted, high-need populations
 - Motel drive kids
 - Homeless Individuals

Remembering February Discussions

- Resident Services
 - Creating circumstances to measure outcomes versus outputs
 - Expand partnerships to capitalize on opportunities for place-based services
 - Seek opportunities to create systems of social-emotional supports for residents
- Evaluate decisions based on the impact to residents

Remembering February Discussions:

- Rehabilitation of properties
 - Explore opportunities for rehabilitation
 - Consider new financing options
- Expand the use of social media to inform and learn from residents



Fresno Housing's Role in the Community Solutions to Homelessness

*Board of Commissioners
Board Workshop
March 27, 2018*

Leadership Progression: 2007-Present

What we did

Initiative:

- 100K Homes (2009) to Built for Zero (present)
- Fresno First Steps Home

Policy:

- Alignment of Investment
- Housing First
- VI-SPDAT
- Coordinated Entry System

Action:

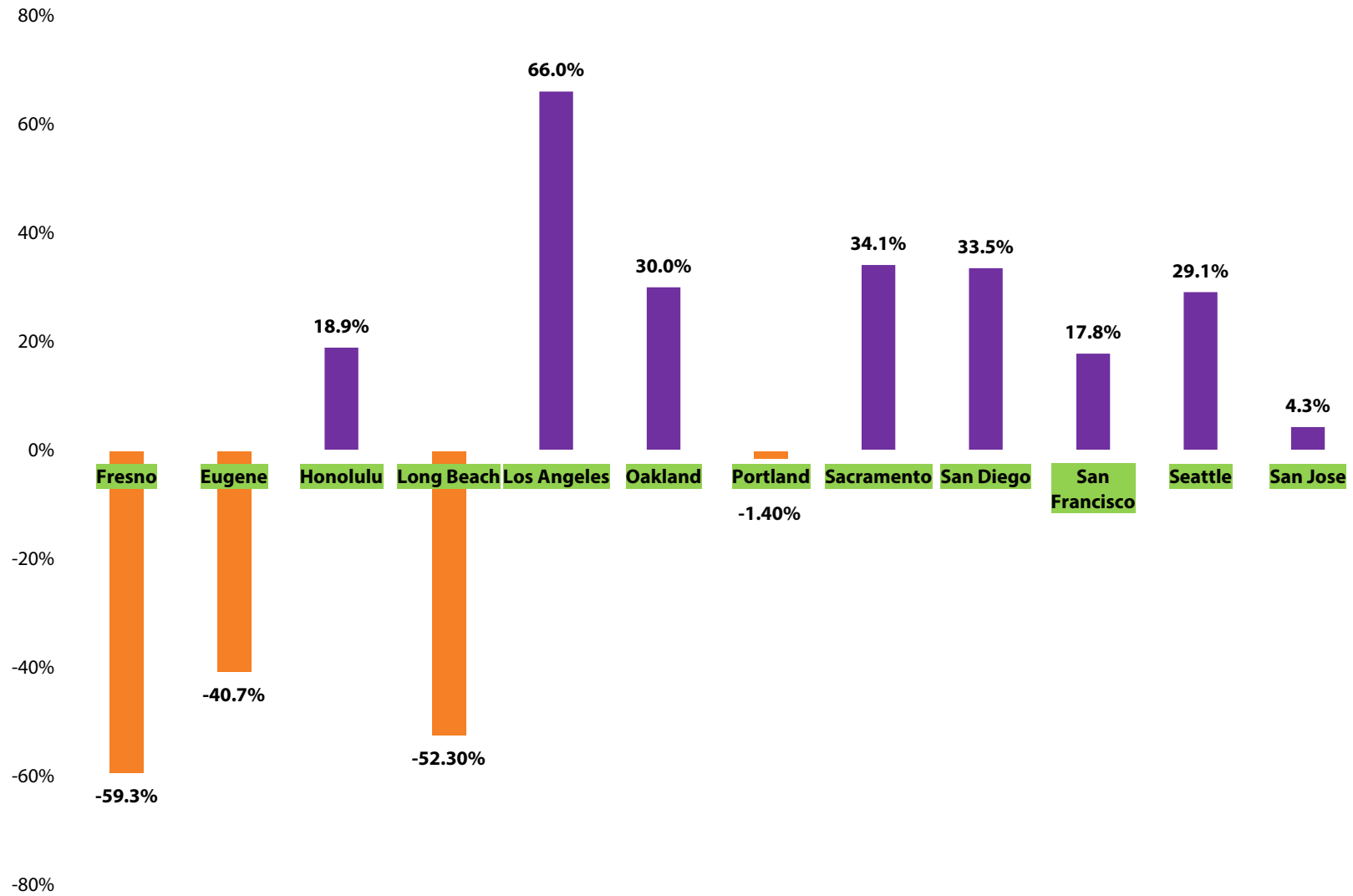
- Lead Agency
- Lead HMIS
- De-Encampment
- PSH Housing
- MAP Point

Barbara Poppe Visit – November 2017

Resultant report with 4 Areas of Focus; 14 strategies through a process of:

- Community Interviews
- Review of Data
- Fresno Visit
- Recommendations

Percent Change in Total Homelessness, 2010-2017





Community Priorities

Focus Area 1: Governance

- Adopt Collective Impact Approach

Focus Area 2: Reduce Inflow to Homelessness

- Enhance MAP Point
- Consistent Diversion strategy across community

Community Priorities

Focus Area 3: Improve Crisis Response

- Create low barrier crisis housing options

Focus Area 4: Increase Permanent Housing Exits

- Increase permanent supportive housing
- Design demonstration project

Community Priorities

Why it matters...

- Homelessness not an issue to be solved by one sector, but a community approach
- Diversion assists individuals to resolve on their own, with support – never hitting the system
- Low barrier crisis housing with support is needed to further engage those on the street
- Existing PSH is near capacity; new resources must be introduced



Governance Strategies

- Mayor Brand & Sal Quintero hold a convening of cross sector stakeholders
- Alignment of public resources
- Community engagement in solutions

What this will do...

- Definition as a community issue
- Garner additional resources and supports



Reduce Inflow Strategies

- “Front Door”
 - Diversion strategies at MAP Point

What this will do...

- Individuals/families can receive support to resolve on their own; never entering the homeless system
- Community data on sources of inflow to homelessness (eviction, economic downturn, family support)



Crisis Response Strategies

- Navigation Center
 - 24/7 low barrier shelter; short term stay with housing solution support

What this will do...

- Provide short term crisis center
- Focused on permanent housing solution



Permanent Housing Exit Strategies

- 600 Vouchers with Supportive Services
- Bridge Housing Demonstration Project
 - Short term stay
 - FH as owner, not operator

What this will do...

- Provide additional supports
- Provide supportive services



FH Role

- Demonstration Project
- Bridge Housing
- Navigation Center
- Community Engagement



California Health Collaborative



Lock It Up Project Program Services

Presented by: Marisol Zamora
Program Manager



California Health Collaborative

The California Health Collaborative is a non-profit organizations dedicated to improving the life and health of Californians, particularly those with limited access to resources. The organization and its various programs service residents through health promotion, disease prevention programs, public health surveillance systems and a variety of capacity-building and networking activities.



TDM Program



Clinical Education, Coordination and Nurse
Navigation (CECaNN)

Registry Services Nurture 2 Nurture



Types of Services

- In-service Trainings for Professional
- Peer Education Program
- Pharmacy Initiative
- Too Good For Drug Curriculum–High School
- “Building Blocks” Presentation– Targeting ages 10–12
- Sub-Contract–California Health Sciences University–College of Pharmacy



Types of Services

Fresno Housing Partnership

- Community Outreach
 - Educational Presentations (*youth, young adults, parents and grandparents*)
 - Town Hall Meetings
 - Youth Coalition
- Programs offered onsite Fresno Housing community centers in 11 different communities in Fresno County



Table 1 | LIU Project Activities & Participants (2016/17)

Project Activities	Total Activities	Total Participants
All Activities Total	369	16,590
Recurring Activities	153	1,065
Peer Education Program Fall Semester CSU Fresno/Fresno City College	4	17
Peer Education Program Spring Semester CSU Fresno/Fresno City College	4	21
Peer Education Program Spring Semester CHSU	3	10
Too Good For Drugs Central West HS	8	240
Too Good For Drugs Kerman HS	21	334
Too Good For Drugs Mendota HS	10	167
Too Good For Drugs Parlier HS	10	210
Youth Coalition Firebaugh HS	34	20
Youth Coalition Sanger Union HS	24	8
Youth Coalition Silas Bartsch MS	32	25
Other Educate Fresno County	3	13
Single Event Activities	216	15,525
Community Event	125	13,006
Educational Presentation	82	2,274
Medical Provider Presentation	1	40
Town Hall Meeting	4	147
Other In-Service Training	4	58

SAFE DROP-OFF SITES IN FRESNO COUNTY

Clovis Police Department
1233 5th Street
Clovis, CA 93612

Fresno Co. Sheriff's Office
2200 Fresno Street
Fresno, CA 93721

Sanger Police Department
1700 7th Street
Sanger, CA 93657

Fresno Police Department
2323 Mariposa Street
Fresno, CA 93721

**Orange Cove
Police Department**
550 Center Street
Orange Cove, CA 93646



**Mendota Police
Department**

1000 Airport Blvd. Ste. A
Mendota, CA 93640

Parlier Police Department
8770 S. Mendocino Ave.
Parlier, CA 93648

Reedley Police Department
843 G Street
Reedley, CA 93654

**Coalinga Police
Department**
270 N 6th St
Coalinga, CA 93210

For more information or
other site locations please
visit
healthcollaborative.org



Procurement and Vendor Metrics

Boards of Commissioners Meeting

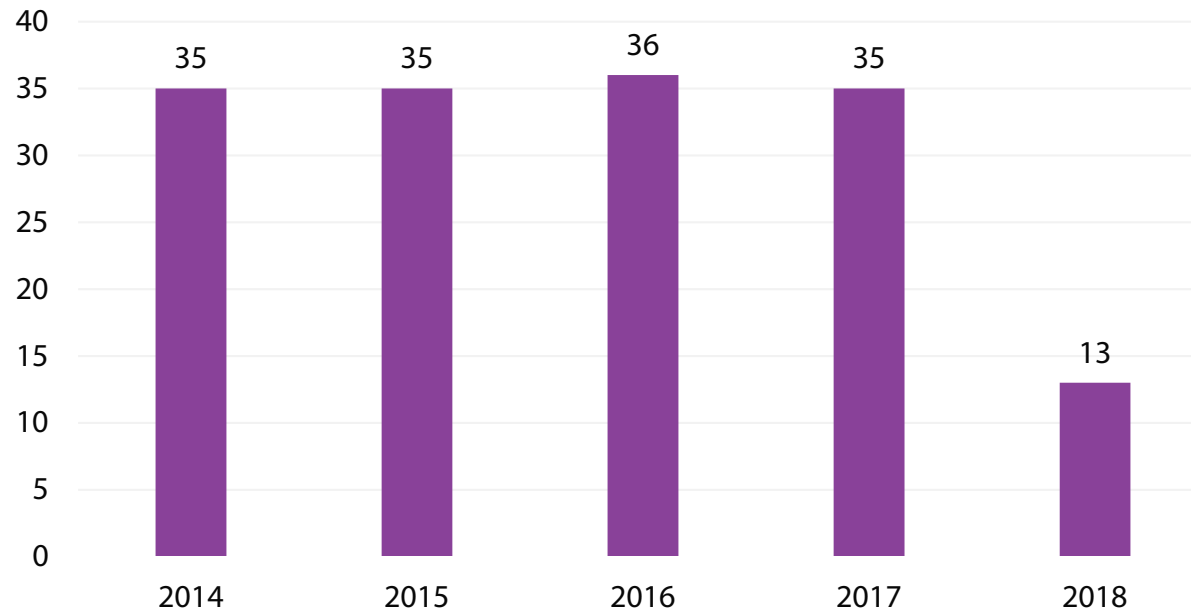
Fresno Housing Authority

March 27, 2018

Overview

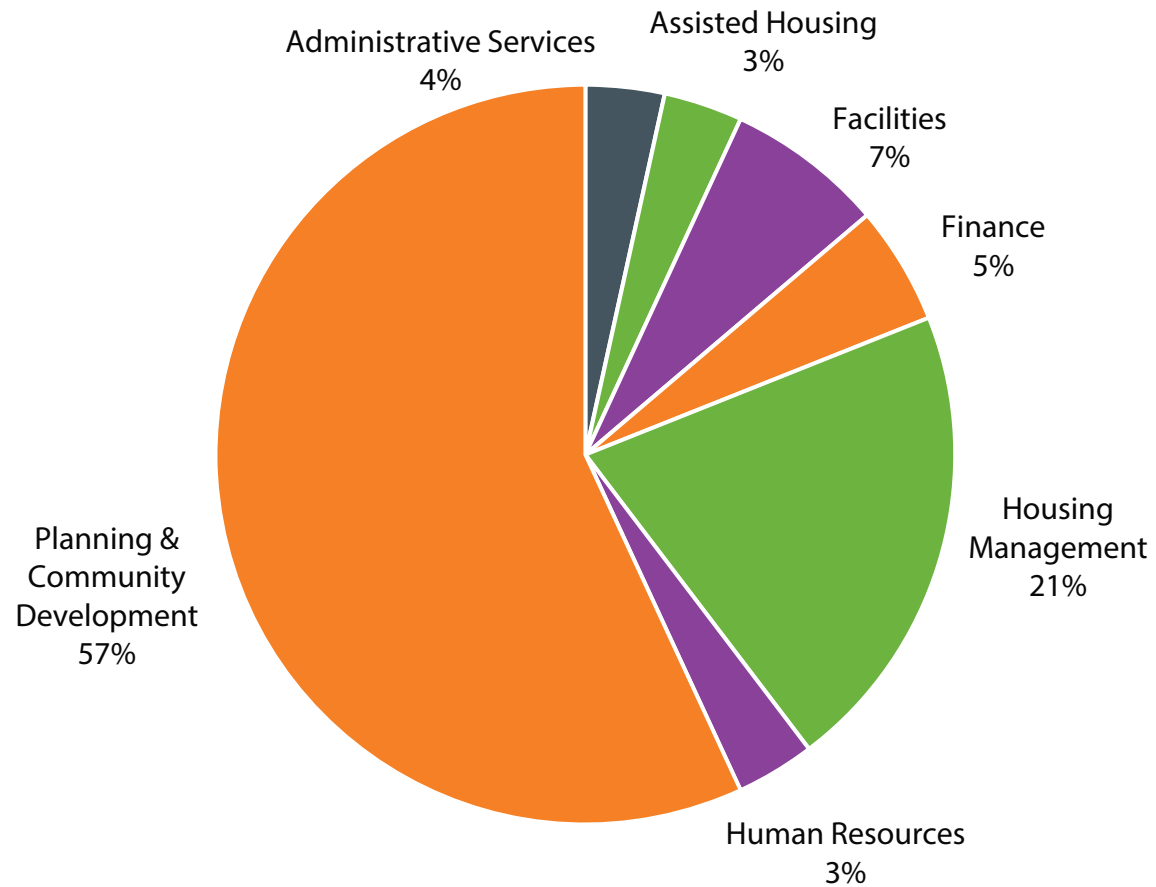
- Procurement is the act of finding, acquiring, and/or buying goods or services from an external source, often via a competitive bidding process.
- The purpose of the Agency's procurement policy is to:
 - Clearly define the authority, responsibility, and guidelines for the Agency's purchasing and contracting functions,
 - Simplify and summarize the myriad of laws and regulations governing procurement,
 - Enable uniform purchasing procedures throughout the organization,
 - Provide fair and equitable treatment for all vendors,
 - Ensure that supplies and services are procured efficiently, effectively and at the most favorable prices,
 - Protect against corruption, waste, fraud, and abuse.

Procurement Metrics: Number of Procurements Per Year



- Average number of formal solicitations completed per year: 35
 - Does not include small or micro-purchases

Procurement Metrics: Procurements by Department



Procurement Metrics: Average Bids by Procurement Type



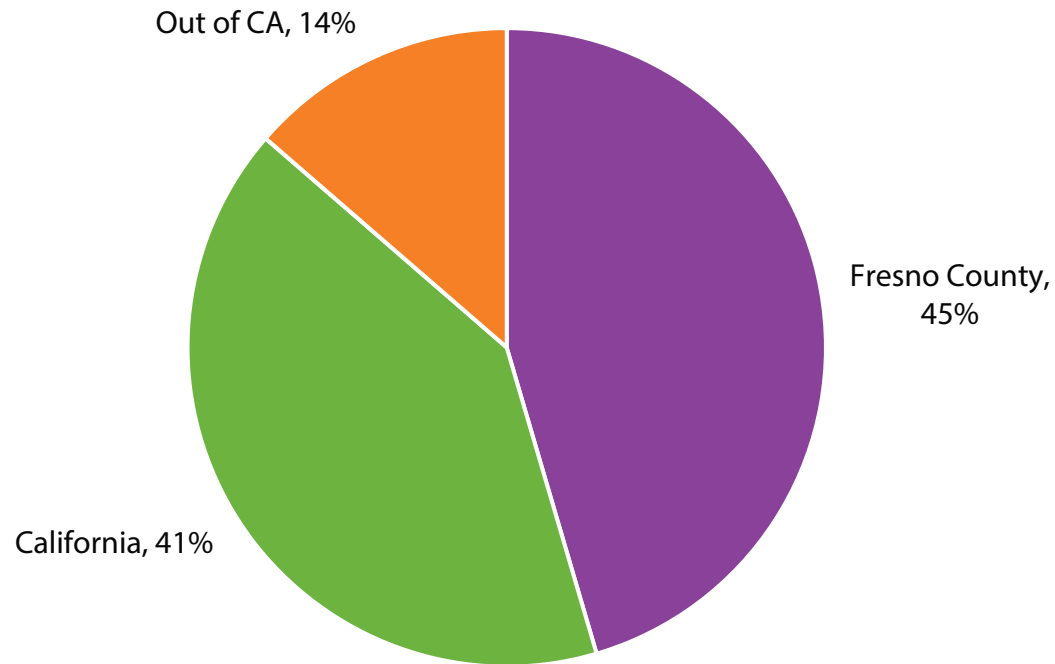
RFQ = Request for Qualifications
IFB = Invitation for Bid

RFP = Request for Proposals
QSP = Quotes for Small Purchase

Restrictions on Geographical Preferences

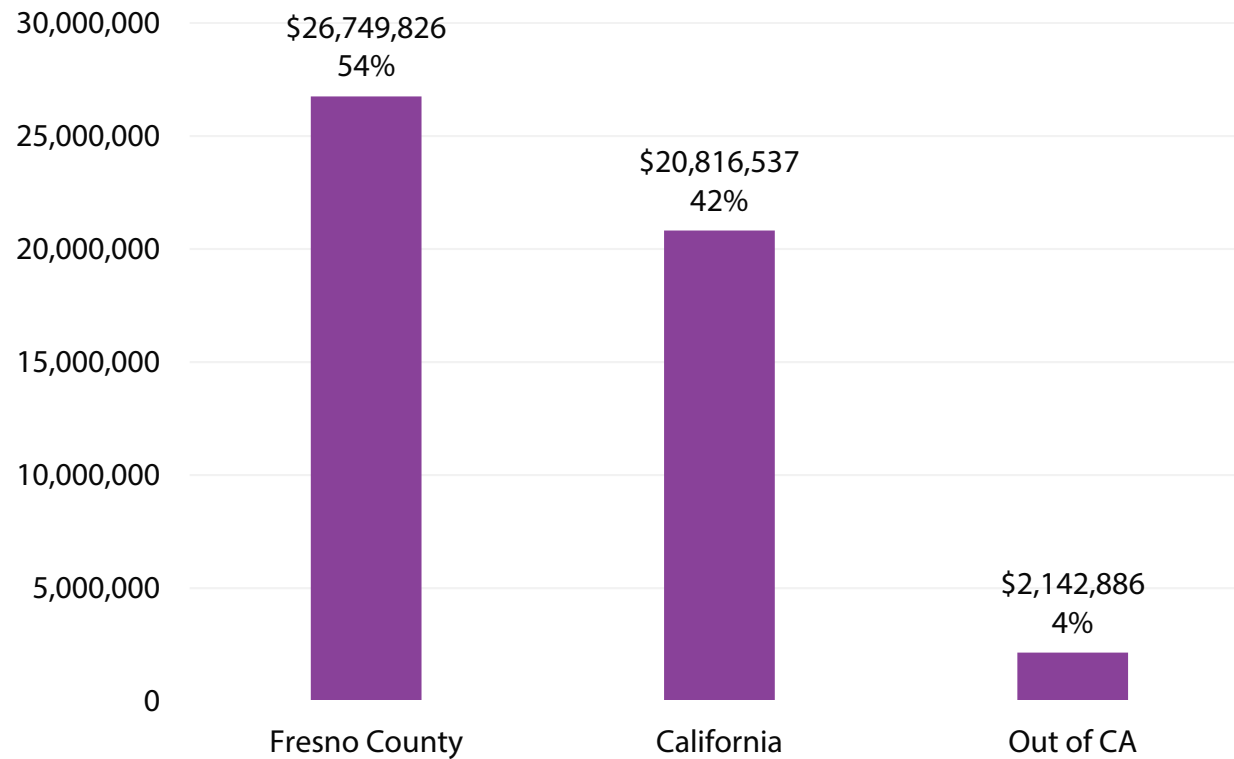
- Any preference given for location is not allowed, per the HUD Procurement guidelines
 - Per 24 CFR 200.319(b) “...must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local, or tribal geographical preferences in the evaluation of bids or proposals...”

Procurement Metrics: Agency Vendors by Location

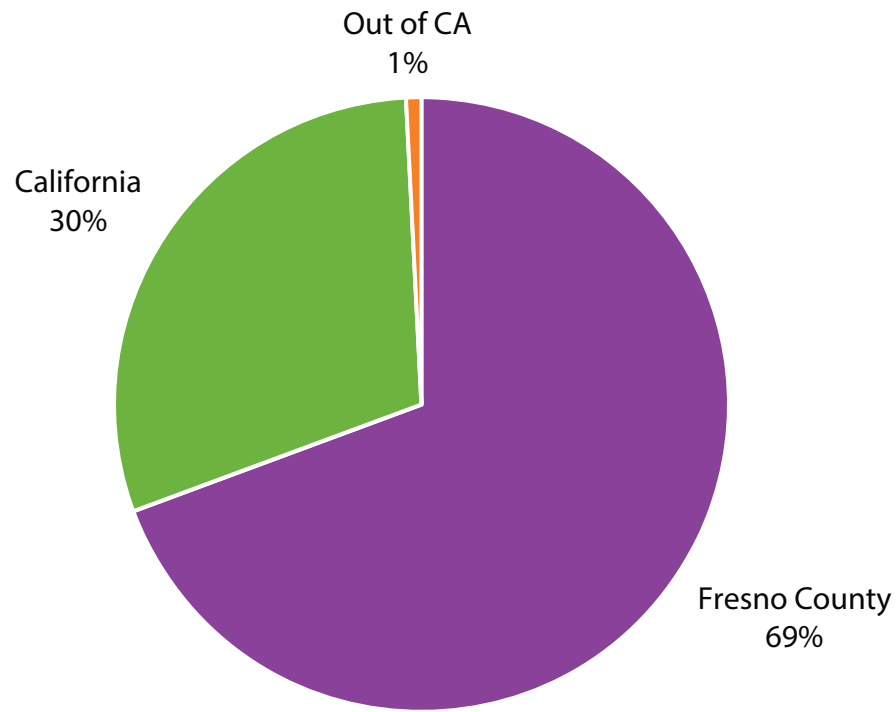


Agency vendors are contractors/companies paid over \$50,000 by the Agency or its affiliated entities. Does not include subcontractors or landlords participating in HCV.

Procurement Metrics: Total Vendor Payments by Location

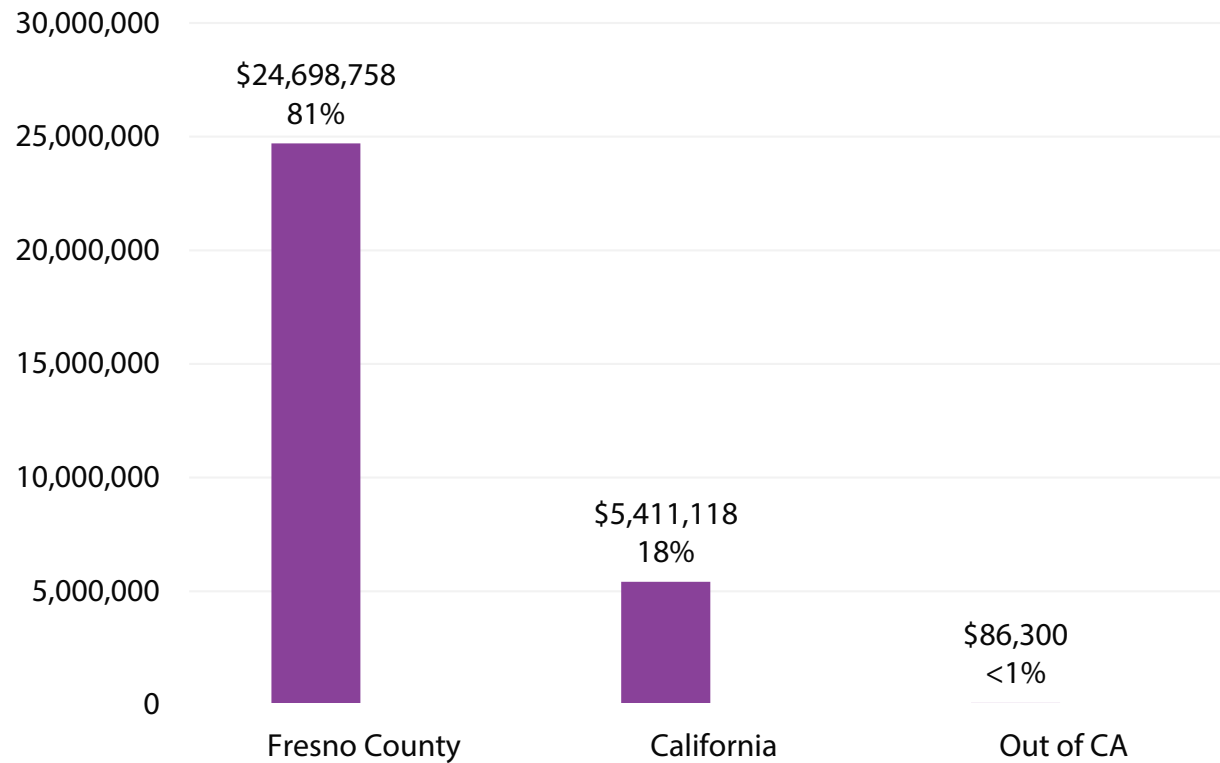


Procurement Metrics: Subcontractors by Location

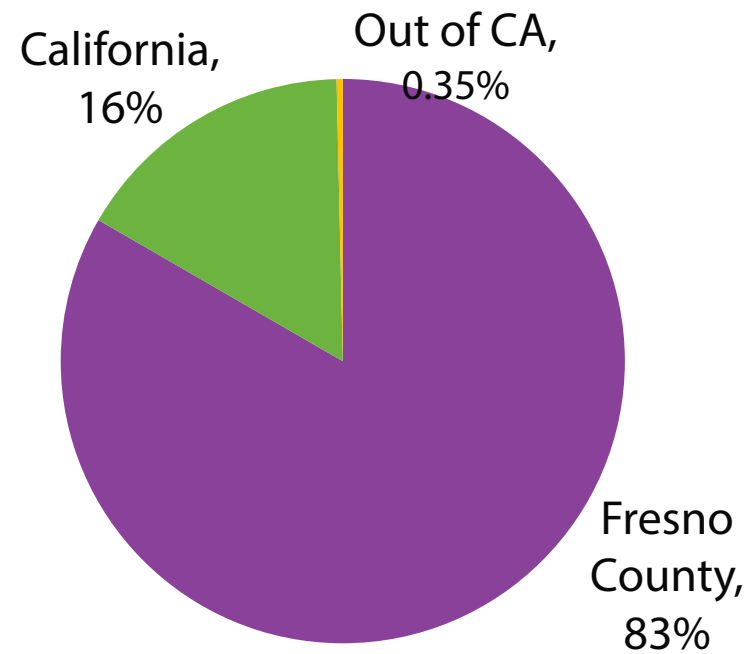


Subcontractors are paid by the General Contractors used for Agency development and construction activities

Procurement Metrics: Total Subcontractor Payments by Location

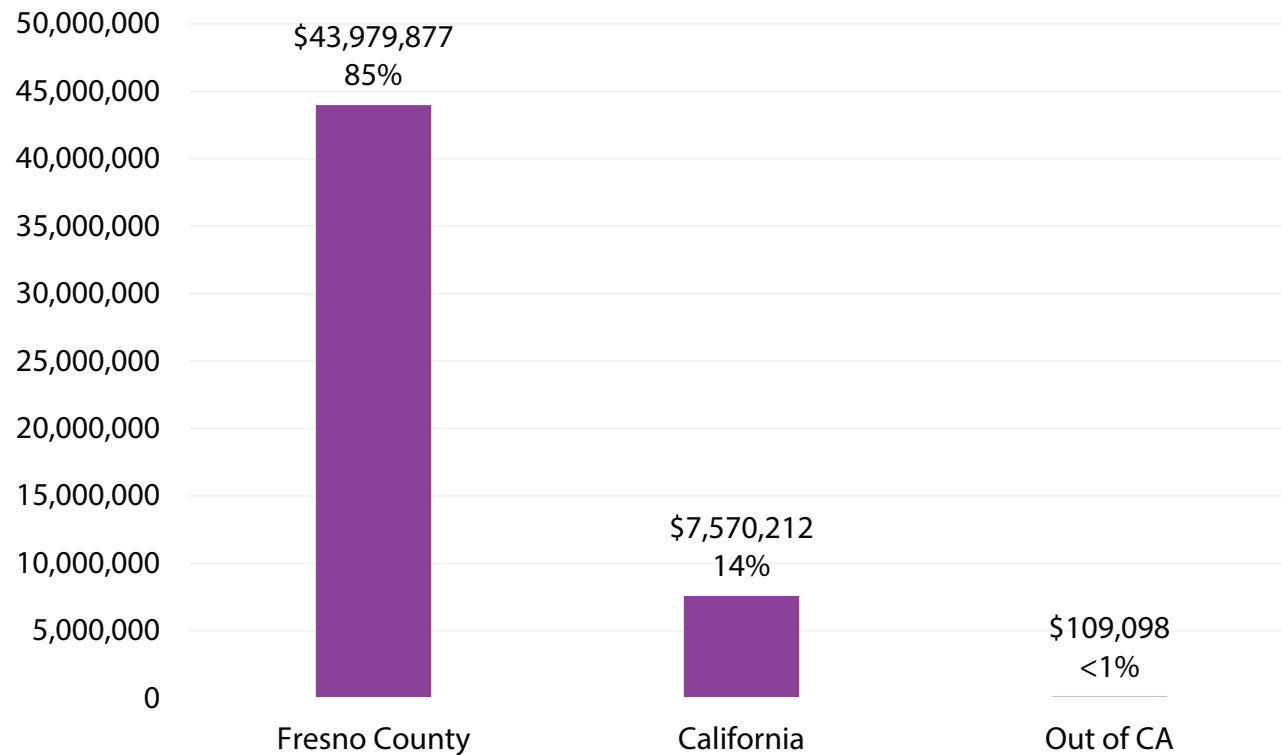


Procurement Metrics: Landlords by Location



Landlords who participate in the HCV program and are paid over \$50,000

Procurement Metrics: Total Landlord Payments by Location



Section 3

The Agency encourages Section 3 participation by:

- Giving preference points in competitive proposals (RFP)
- Bid preference percentage in IFB and QSP
- Vendor Outreach Events
- Section 3 requirements explained in pre-bid conferences
- Contractors self certify w/ Agency provided forms
- Review HUD.gov Section 3 registry

Upcoming Procurements

- Janitorial Services
 - Facilities
 - Property Offices
- Legal Services
 - General Counsel
 - HUD Matters
 - Affordable Development
 - Human Resources
 - Unlawful Detainers



Interest List Housing Choice Voucher Update

*Board of Commissioners Meeting
March 27, 2018*

By Angie Nguyen, Chief of Staff

Background

- HCV waiting list opened on June 6, 2017 and closed on June 20, 2017
- On Day 1 we received 9,105 pre-applications; by closing we had received 36,010
- Drawn & Scheduled by lottery system in 2017
 - City 4,500
 - County 3,000
 - 53% show rate; 70% success rate
- Final draw in December 2017; 5,000 selected for each (City & County) final waiting list.

Interest List Management

- Managing two separate interest lists (City/County) and it's challenges with duplication
- Scheduling
- Analyzing other barriers
 - Testing 2nd appointment letters
 - Sending appointment letters out 15 days in advance vs 10 days

The Plan

- Re-open online registration and pre-application for the HCV program interest lists in Spring 2017 (April/May)
- Remain open for specified timeframe (i.e. 14 days)
- Continue use of lottery system in accordance with Admin Plan
- Final draw by lottery at a specified date (i.e. December)
- Re-open HCV program interest lists in Spring 2019
- A Public Notice will officially announce dates, times, and detailed info regarding process.
- Outreach & seek partners for access points



Development Overview: Pipeline Priorities and Discussion

March 27, 2018

Boards of Commissioners Meeting



Retreat Topics

- Background
- Demand in Fresno County
- Strategic Priorities
- Ten Years of Work
- Impact to Agency
- Resources We Access
- Construction Cost Analysis
- Pipeline and Projects
- Future Priorities Discussion



Goal One: Place

- Develop and expand the availability of 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
- Development also impacts People, Public and Partnership



Strategic Priorities

Strategic Priorities

- Current portfolio conversion using RAD or other tools
- Focus on neighborhoods surrounding existing properties
- Explore acquisition opportunities
 - Neighborhoods with low quality rental stock
- Downtown development including Admin site
- Permanent supportive housing or related projects
 - Must include strong support from partners
- New construction opportunities to increase quality stock and diversify income streams
- Neighborhoods of opportunity

**Priorities from May 2013 Board Retreat*

Strategic Priorities – Top Priorities

- New construction opportunities to increase quality stock and diversify income streams
- Explore acquisition opportunities
 - Neighborhoods with low quality rental stock
- Current portfolio conversion: RAD or other tools
- Focus on neighborhoods surrounding existing properties
- Downtown development including Admin site
- Permanent supportive housing or related projects
 - Must include strong support from partners
- Neighborhoods of opportunity

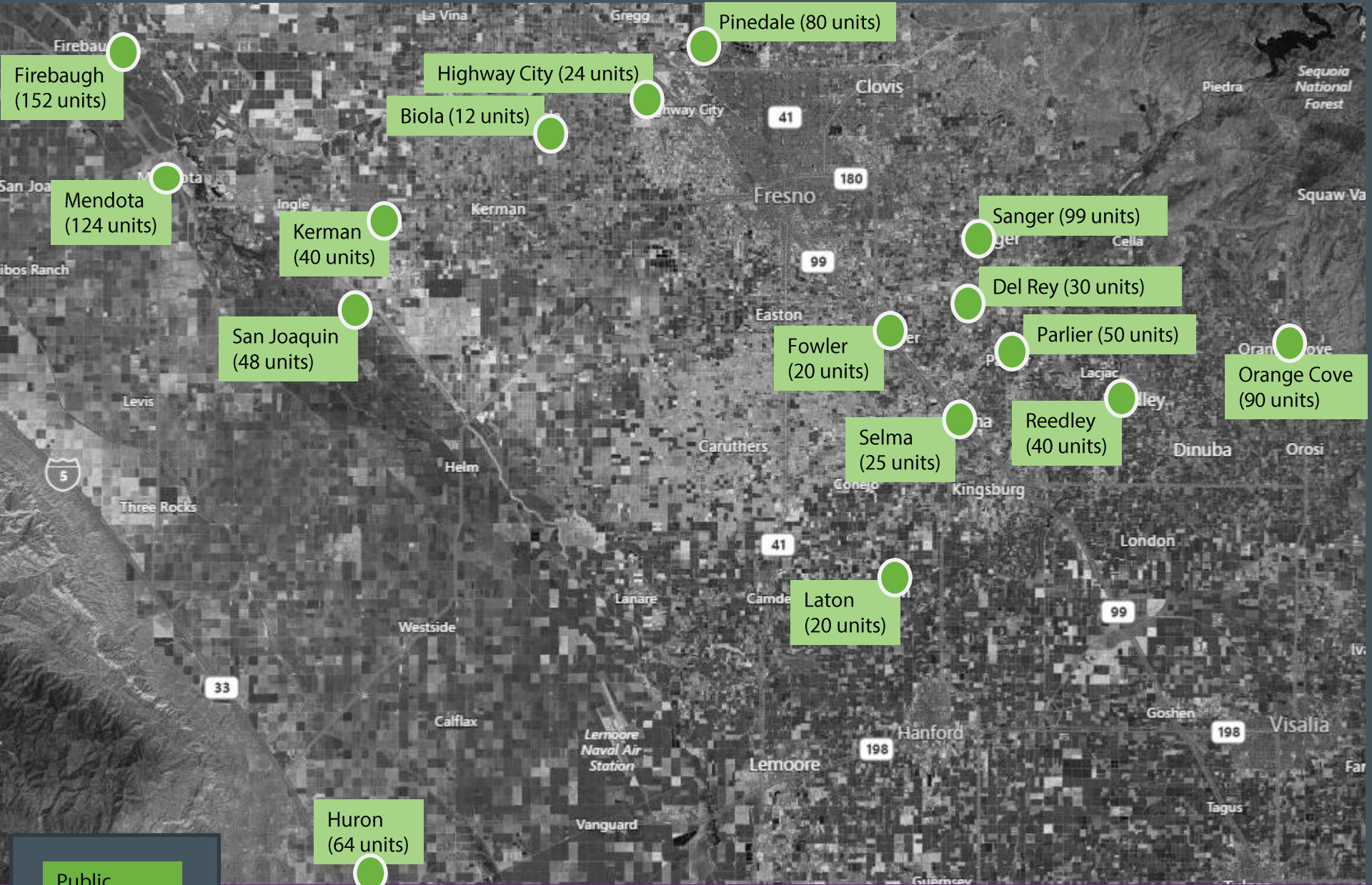
**Priorities from May 2013 Board Retreat*

Commission Comments

- “We should also continue to think about mixed income and mixed use.”
- “We should consider acquiring property for future developments as land value continues to rise.”
- We should focus on some smaller rehabs like single family, duplex and four-plexes.”
- We should continue to think about “campus” approach that brings all services to our residents.”
- “We can and should increase the quality of rental stock in our community.”

Other Strategic Considerations

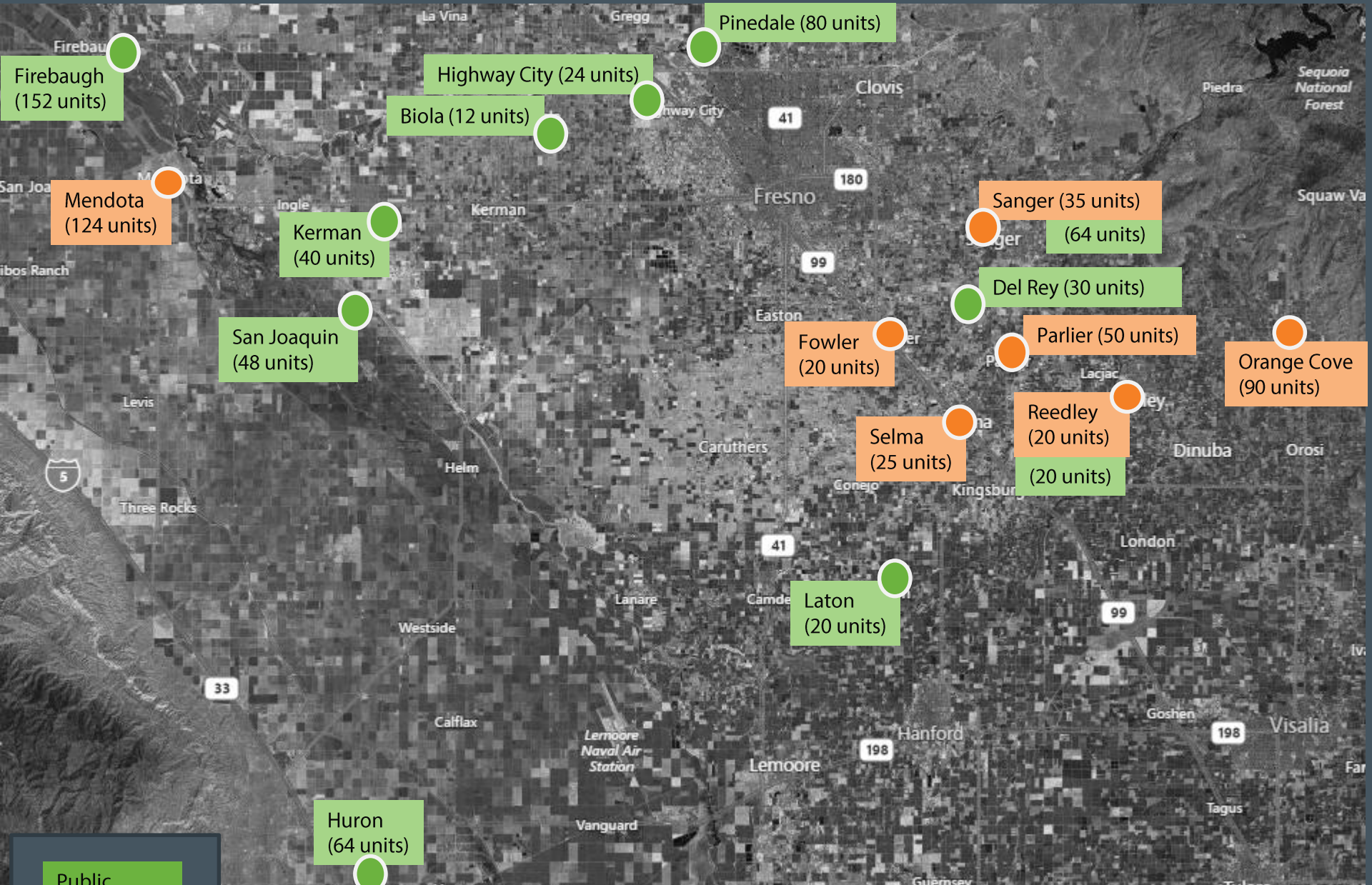
- In addition to the priorities indicated by the Boards, we also try to balance and augment the pipeline with the following considerations:
 - Broaden our commitment to resident services and the support we provide underserved neighborhoods
 - Respond to partner requests and enhance key partnerships
 - Explore and take advantage of new funding opportunities or emerging priorities
 - Balance geographic locations



Public
Housing

RAD
Conversion

County *Public Housing* Portfolio (2012)



Public
Housing

RAD
Conversion

.....Six Years Later

Areas of Opportunity

- Affirmatively Furthering Fair Housing (1968 Fair Housing Act – 2015 AFFH Rule)
- Different ways of measuring priority development areas:
 - HUD's *Areas of Minority Concentration* (Site & Neighborhood Standards review)
 - HCD's *CalEnviroScreen Scoring* (prioritization factor for Cap & Trade funding)
 - TCAC's *Areas of Opportunity* (bonus points on 9% tie-breaker for family projects)
- TCAC's Areas of Opportunity Index evaluates economic health, educational quality, and environmental factors.



20% TCAC Urban
Tie-Breaker Bonus

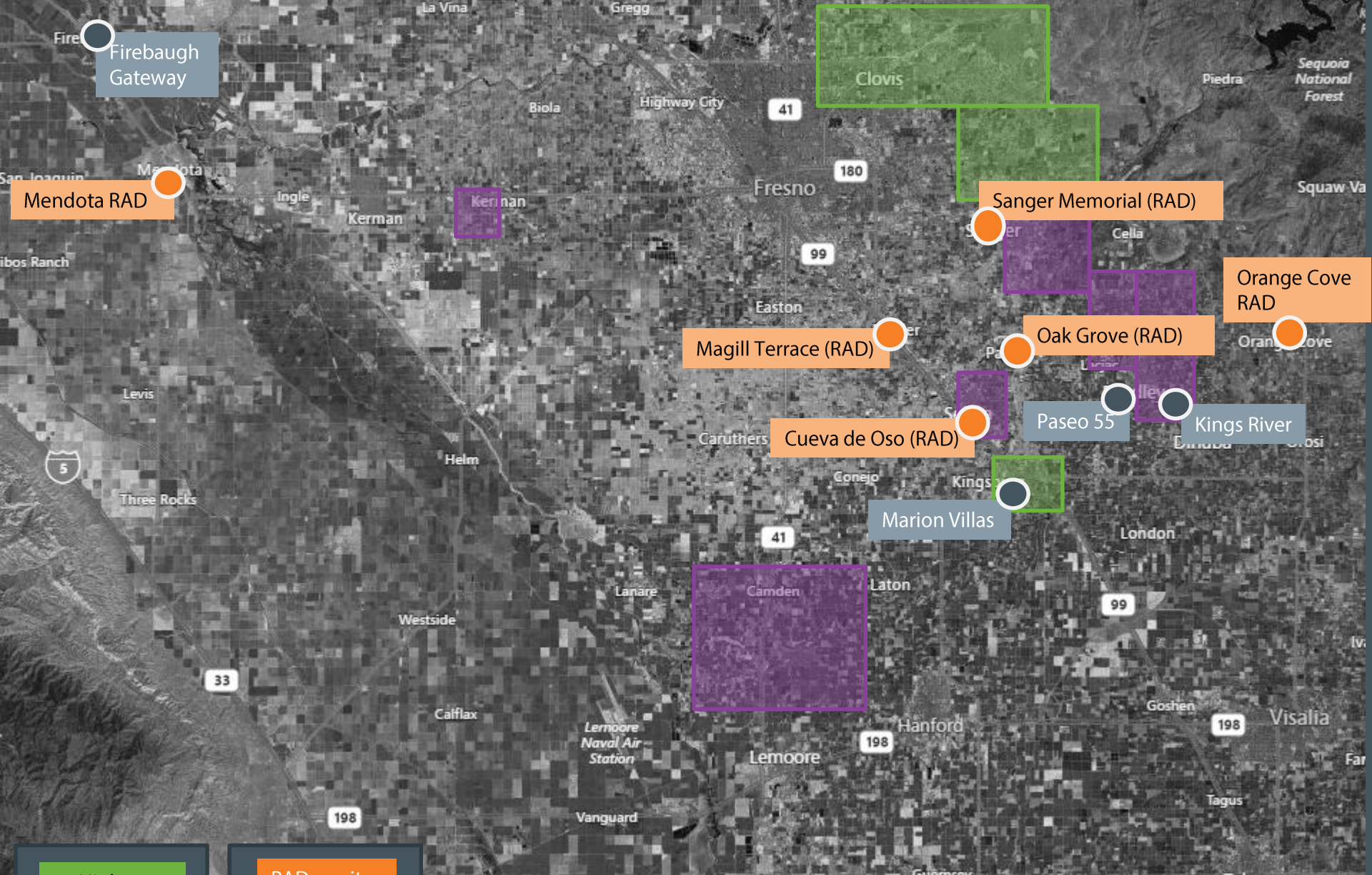
10% TCAC Rural Tie-
Breaker Bonus

5% TCAC Rural Tie-
Breaker Bonus

Highest
Opportunity

High
Opportunity

TCAC Areas of Opportunity (for Family Projects)



Highest
Opportunity

High
Opportunity

RAD on site
Conversion

Non-RAD
site

Developments since 2012 (1 in Highest Resource Area, 2 in High Resource Area, 7 in lower opportunity areas)

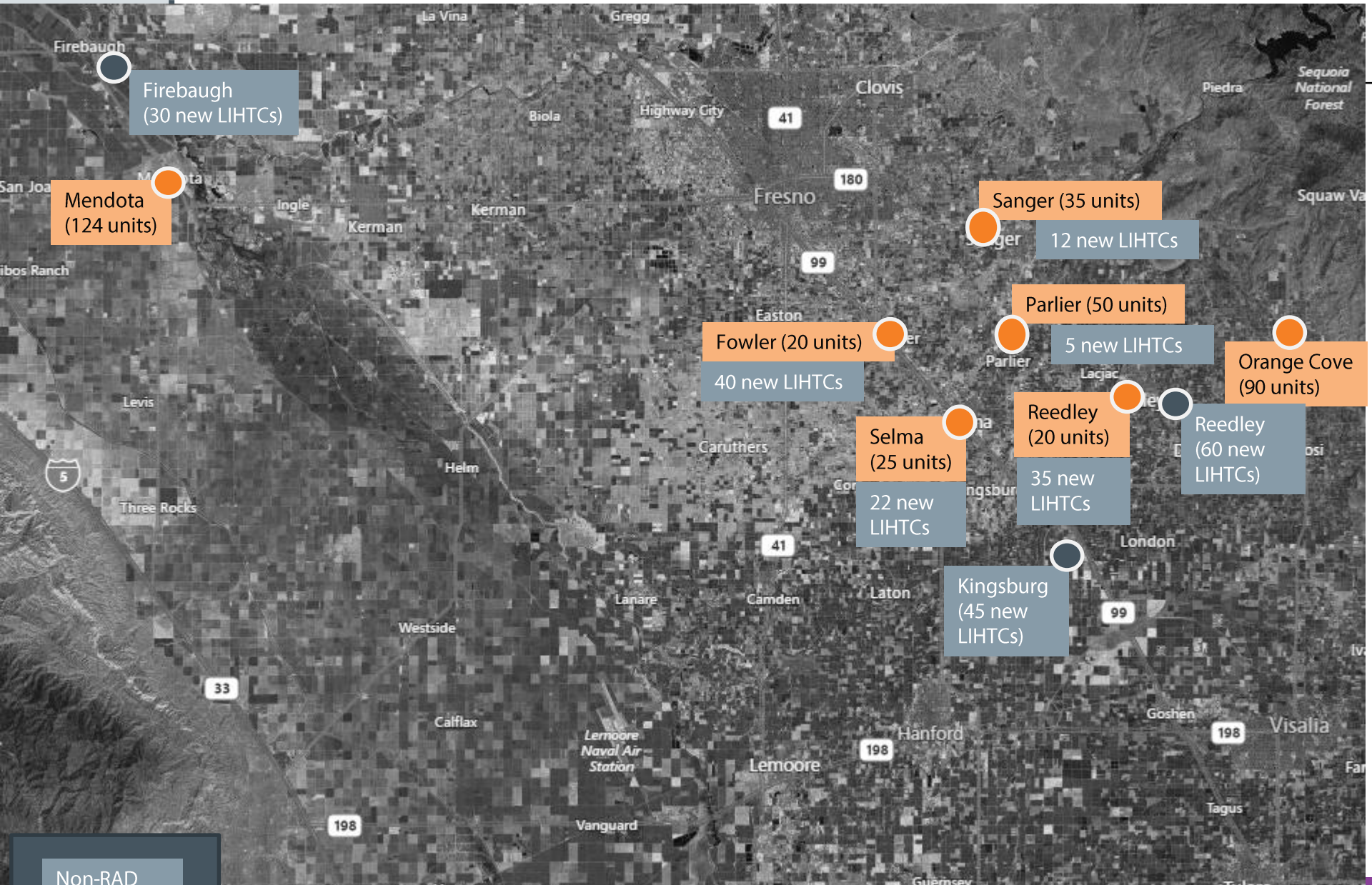
Current Pipeline

- Chinatown
- Blackstone and Simpson
- Highway City
- Southwest Fresno (Planning)
- North of Shaw and Other Opportunity Areas
- Firebaugh
- Fulton
- Bridge Housing or Transitional Shelter
- El Puente Site
- Farm Labor and USDA Funded Housing

Development Summary Highlights

- Since 2007, FH has developed or will develop over 1800 units for a total development cost of over \$427 million in investment.
- Over \$275 million in private equity brought into Fresno County.
- On average, 26 jobs are created for every \$1 million of capital spent on construction.* Over 11,000 jobs.
- \$22m of HRFC funding leveraged an additional \$405m of other sources – an 18:1 ratio
- New development furthers Agency sustainability by providing a variety of revenue streams.

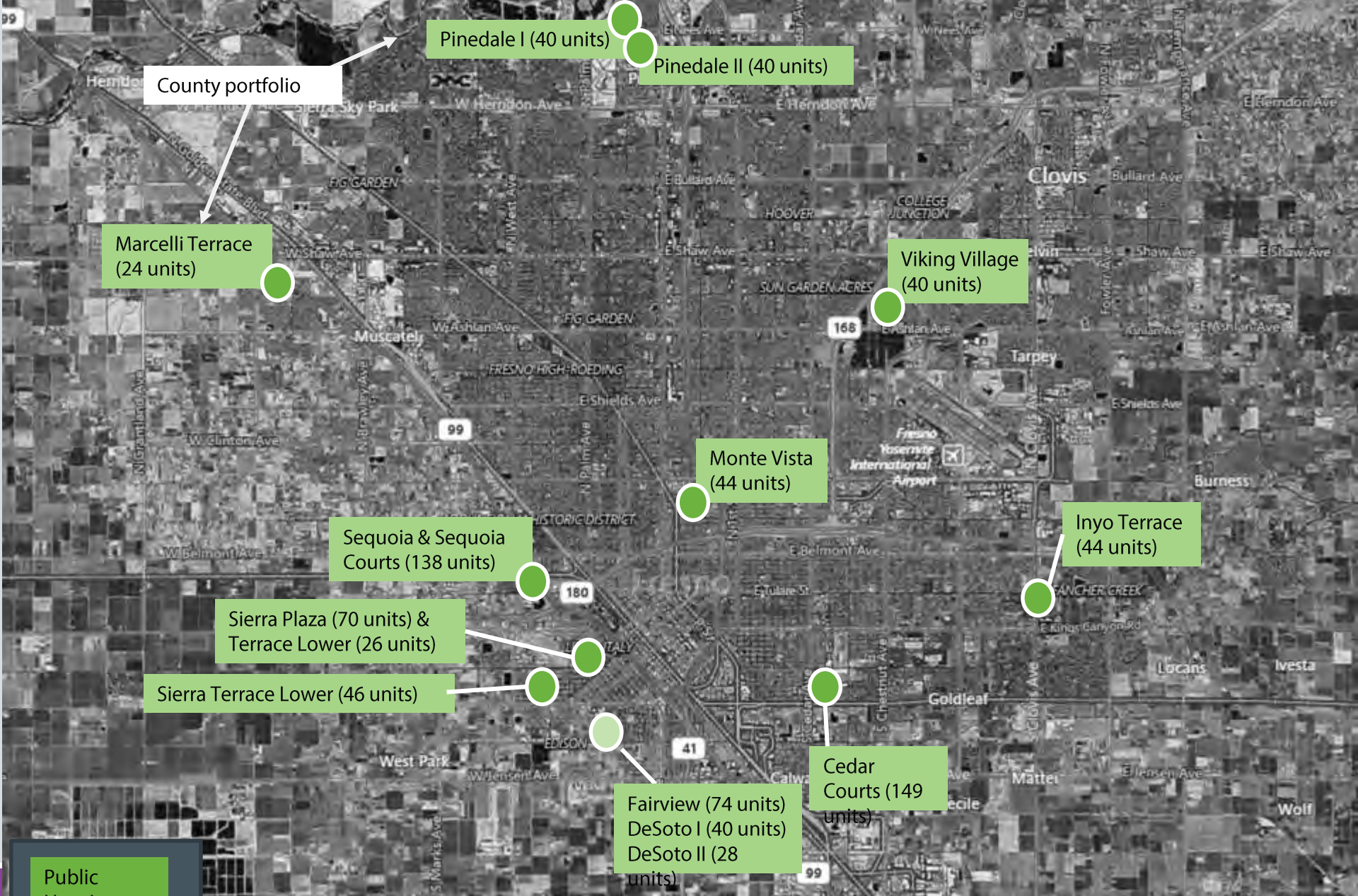
*Research by Econsult Corporation



Non-RAD
new units

RAD
Conversion

And non-RAD units





.....Six Years Later



And non-RAD⁶⁰ units



Real Estate Projects and Pipeline Update



Financial Operating Results as of December 31, 2017

*Fresno Housing Authority
Board of Commissioners Meeting
March 27, 2018*



Overview

- Overall Operating Budget Performance
- Variance Analysis by Division
- Housing Assistance Payments (HAP)
- 2018 Budget Update

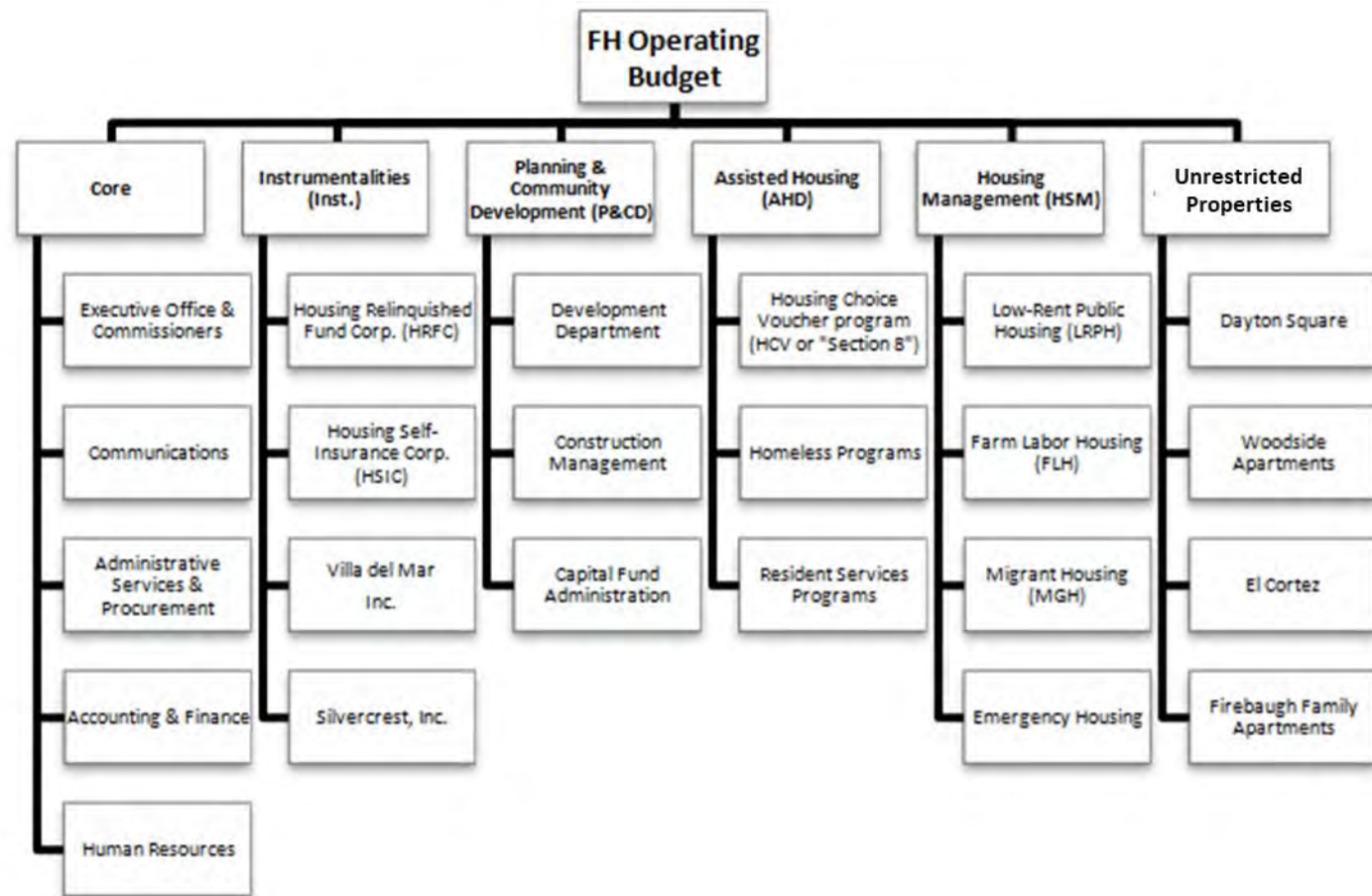
2017 Financial Results

AGENCY OPERATING BUDGET	2017 Budget 2017 Results		\$ %	
			Variance	Variance
TOTAL INCOME	41,693,668	40,117,267	(1,576,401)	-4%
TOTAL EXPENSES	37,882,611	35,321,359	(2,561,253)	-7%
NET OPERATING INCOME	3,811,057	4,795,908	984,851	26%
TOTAL NON-OPERATING EXPENSES	1,761,070	1,880,615	119,545	7%
NET CASHFLOW	2,049,987	2,915,293	865,306	42%
UNRESTRICTED CASH FLOW	(321,763)	920,239	1,242,003	386%

** Unrestricted Funds consist of the Net Operating Income/(Deficit) from Core, Assisted Housing, Planning & Development, and Unrestricted Properties.*

- Overall, the Agency performed better than budgeted in 2017
 - Higher proration in HCV
 - Reduced expenses Agency-wide

Operating Budget Structure



Core

Core	2017 Budget	2017 Results	Variance from 2017 Budget
Total Income	9.17	8.52	(0.65)
Total Expenses	10.34	9.56	(0.78)
Net Income	(1.17)	(1.04)	0.13
Unrestricted Net Income	(1.17)	(1.04)	0.13

- Performed slightly better than budgeted
- Income lower due to:
 - Delayed reimbursements from specialized maintenance team
 - Expense reimbursements to IT
- Expenses were lower due to strategic reductions across all departments, specifically Professional & Consulting Fees

•all figures in millions of dollars and rounded to the nearest ten thousandth

Instrumentalities

Instrumentalities	2017 Budget	2017 Results	<i>Variance from 2017 Budget</i>
Income	1.43	1.98	0.55
Expenses	0.66	1.42	0.76
Net Income	0.77	0.56	(0.21)
Unrestricted Net Income	-	-	-

- Underperformed compared to budget
- Administrative expenses were higher than budgeted due to unplanned costs associated with the Sierra Pointe mortgage portfolio

•all figures in millions of dollars and rounded to the nearest ten thousandth

Planning & Community Development

P&CD	2017 Budget	2017 Results	<i>Variance from 2017 Budget</i>
Income	5.21	4.19	(1.02)
Expenses	3.01	1.83	(1.18)
Net Income	2.20	2.36	0.16
Unrestricted Net Income	2.20	2.36	0.16

- Outperformed budget
- Timing delays in Developer Fees caused lower than anticipated revenue
- Expense savings in Consulting/Co-Developer Fees due to delays in Developer Fee Revenue

•all figures in millions of dollars and rounded to the nearest ten thousandth

Assisted Housing

AHD	2017 Budget	2017 Results	<i>Variance from 2017 Budget</i>
Income	12.25	11.68	(0.57)
Expenses	14.11	12.77	(1.34)
Net Income	(1.86)	(1.09)	0.77
Unrestricted Net Income	(1.86)	(1.09)	0.77

- Operated better than budget
- Admin Fee Income was budgeted at 75% proration
 - Final proration was 80%
- Timing delays for local homeless grants resulted in remaining variance in revenue and expenses

•all figures in millions of dollars and rounded to the nearest ten thousandth

Housing Management

HSM	2017 Budget	2017 Results	<i>Variance from 2017 Budget</i>
Income	11.54	11.39	(0.15)
Expenses	9.94	9.95	0.01
Net Income	1.60	1.44	(0.16)
Unrestricted Net Income	-	-	-

- Performed slightly under budget
- Slight reduction in income due to delayed reimbursements for the Parlier Migrant Center
- Total expenses aligned with budget

•all figures in millions of dollars and rounded to the nearest ten thousandth

Unrestricted Properties

UP	2017 Budget	2017 Results	Variance from 2017 Budget
Income	2.09	2.35	0.26
Expenses	1.58	1.67	0.09
Net Income	0.51	0.68	0.17
Unrestricted Net Income	0.51	0.68	0.17

- Operated better than budget
- Received slightly more tenant rental revenue
- Administrative, utility and debt service expenses were slightly higher than budgeted

•all figures in millions of dollars and rounded to the nearest ten thousandth

Summary of 2017 Results

Fresno Housing Authority 2017 Financial Results

	Core	Instrum.	P&CD	AHD	HSM	UP	Total
Income	8.52	1.98	4.19	11.68	11.39	2.35	40.11
Expenses	9.56	1.42	1.83	12.77	9.95	1.67	37.20
+/-	(1.04)	0.56	2.36	(1.09)	1.44	0.68	2.92
<i>Unrestricted</i>	(1.04)	-	2.36	(1.09)	-	0.68	0.92

- The Agency outperformed the 2017 budget
- Net Income of \$2.92 million, adding \$920 thousand to the Agency's unrestricted reserves.

•all figures in millions of dollars and rounded to the nearest ten thousandth

2017 HAP Financial Results

	2017 Budget	2017 Results
HAP REVENUE	74,075,943	77,656,246
HAP EXPENSES	76,270,048	78,000,461
NET HAP INCOME	(2,194,105)	(344,216)

- Revenue changes are due to the draw down of HUD-held reserves
- Expenses are higher due to increase PUC across the programs due to the increase in payment standards

•all figures in millions of dollars and rounded to the nearest ten thousandth

2018 Budget Update

- 2018 Federal Budget was approved on 3/23/18
- Overall, HUD received a 10% budget increase for FY18
- Final proration levels have yet to be communicated
- Staff will continue to collect and analyze budget information and the impact on the Agency budgets, and report back to the Boards.

	FY 2016 Enacted	% Change from 2015	FY 2017 Enacted	% Change from 2016	FY 2018 Enacted	% Change from 2017
HUD Programs						
HCV Housing Assistance Payments	17,681	1%	18,355	4%	19,600	7%
HCV Administrative Fees	1,640	8%	1,650	1%	1,760	7%
Public Housing Operating Fund	4,400	0%	4,400	0%	4,550	3%
Public Housing Capital Fund	1,900	5%	1,942	2%	2,750	42%

Recommendation: The Boards of Commissioners accept the 2017 Agency Operating and Housing Assistance Payments (HAP) Results.

Questions or Comments?



Real Estate Action Items

March 27, 2018



844 S Chance Ave

(Fresno)



844 S Chance Ave
(Fresno)



Central Learning
Adult/Alternative...

Rite Aid

N Brawley Ave

W Cornell Ave

N Berlin Ave

W Amherst Ave

W Michigan Ave

W Michigan Ave

4283 West

W Princeton Avenue

W Brown Ave

W Princeton Ave

W Brown Ave

W Cornell Ave

W Amherst Ave

N Mitre Ave

N Blythe Ave

N Pima Ave

N Brunswick Ave

N Hanover Ave

N Vernal Ave

W Cornell Ave

W Princeton Ave

W Cornell Ave

W Harvard Ave

W Terrace Ave

N Bendel Ave

W Providence Ave

N Cecelia Ave

Chevron

W Clinton Ave

W Clinton Ave

Burger King

W Clinton Ave

Taco Bell

W Clinton Ave



W Michigan Ave
Reedly

W Michigan Ave

W Michigan Ave

W Princeton Ave

W Princeton Ave

W Princeton Ave

4283 West
Princeton Avenue

W Brown Ave

W Brown Ave

W Brown Ave

Urban Clothing Concept

4283 W Princeton Ave
(Fresno)

W Harvard Ave

W Harvard Ave

W Harvard Ave

80

N Brunswick Ave