

Boards of Commissioners Meeting

June 26, 2018

AGENDA

O (559) 443-8400

F (559) 445-8981

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

www.fresnohousing.org

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

5pm - June 26, 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.

5pm

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.

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10. Closed Session

- a. CONFERENCE WITH REAL PROPERTY
NEGOTIATORS
(Pursuant to Government Code § 54954.5(b))
Property: APN: 433-220-39T
Agency Negotiator: Preston Prince
Negotiating Parties: Fresno Housing Authority; Ernest
M. Reyes, Lincoln Consulting Group, LLC; Abu
Majumder, Coldwell Banker Commercial
Under negotiation: Price and Terms of Sale
- b. CONFERENCE WITH REAL PROPERTY
NEGOTIATORS
(Pursuant to Government Code § 54954.5(b))
Property: APN: 075-091-25
Agency Negotiator: Preston Prince
Negotiating Parties: Fresno Housing Authority; Ernest
M. Reyes, Lincoln Consulting Group, LLC; Abu
Majumder, Coldwell Banker Commercial
Under negotiation: Price and Terms of Sale
- c. CONFERENCE WITH REAL PROPERTY
NEGOTIATORS
(Pursuant to Government Code § 54954.5(b))
Property: 449-200-08
Agency Negotiator: Preston Prince
Negotiating Parties: Fresno Housing Authority; Rod
DeLuca, RJK Enterprises, L.P.
Under negotiation: Price and Terms
- d. CONFERENCE WITH REAL PROPERTY
NEGOTIATORS
(Pursuant to Government Code § 54954.5(b))
Property: 428-222-29
Agency Negotiator: Preston Prince
Negotiating Parties: Fresno Housing Authority; Brandan
Kane, The Mogharebi Group
Under negotiation: Price and Terms

11. Adjournment

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

Tuesday, May 29, 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, May 29, 2018 at the offices of HACCF, located at 1331 Fulton Street, Fresno, California.

The special workshop meeting was called to order at 4:37 p.m. by Board Chair, Commissioner Sablan of the Board of Commissioners of the Housing Authority of Fresno County.

A presentation on the General Plan update was presented by Dan Zack, Assistant Director of Planning, with the City of Fresno.

Mr. Jeff Foster from GGLO presented on the project for the north end of Fulton Street.

1. The regular meeting was called to order at 5:36 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
Karl Johnson
Stacy Vaillancourt
Terra Brusseau

ABSENT: Rueben Scott

The meeting was called to order at 5:36 p.m. by Board Chair, Commissioner Sablan, of the Board of Commissioners of the Housing Authority of Fresno County. Roll call was taken and the Commissioners present and absent were as follows:

PRESENT: Stacy Sablan, Chair
Mary G. Castro, Vice Chair
Venilde Miller
Joey Fuentes
Nikki Henry
Cary Catalano

ABSENT: None

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)

The agenda was amended, the order changed from Item *6b-Resident Services Presentation-Highway City* being the first item under informational. Followed by Item *6a-Fresno Housing Intern Presentations*.

Commissioner Jones introduced our newest City Commissioner Terra Brusseau.

There were no public comments.

CITY MOTION: *Commissioner Johnson moved, seconded by Commissioner Christensen, to approve the agenda as amended.*

MOTION PASSED: 5-0

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

MOTION PASSED: 6-0.

3. PUBLIC COMMENT

Mr. Yonas Paulos resident of 211 S. Inyo Street, Apt #206, veterans advocate, gave a public comment. He talked about the insecurity he feels and experiences at City View apartments.

Mr. Eric Payne resident of 1444 Fulton Street, Fresno, CA 93721, presented a general comment. First, he welcomed Commissioner Terra Brusseau to the City Commission of the Fresno Housing Authority. In addition, he presented on the importance of a budget conversation with residents.

Ms. Dianisha Vinson, homeless citizen, presented on her homeless living conditions. She shared that she has three children, but was separated from them because of her living situation. FHA staff stated they would follow up with Ms. Vinson.

4. POTENTIAL CONFLICTS OF INTEREST

Commissioner Brusseau announced that she had a conflict of interest with *item 10(e) on the closed session agenda.*

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 from the Consent Agenda and considered following approval of the Consent Agenda.

- a. Consideration of the Minutes of April 17, 2018
- b. Consideration of the Bond Issuance Policy
- c. Consideration of the Contract Renewal – Fresno Police Department

CITY MOTION: *Commissioner Johnson moved, seconded by Commissioner Vaillancourt, to approve the Consent Agenda Items A-C.*

MOTION PASSED: 5-0

COUNTY MOTION: *Commissioner Henry moved, seconded by Commissioner Catalano, to approve the Consent Agenda Items A-C.*

MOTION PASSED: 6-0

6. INFORMATIONAL

- a. Resident Services Presentation – Highway City

April Henry, Executive Director of Highway City Community Development, presented on this topic.

- b. Fresno Housing Intern Presentations

Aysha Hills introduced our Fresno Housing Spring semester Interns to the Boards: Sarah Alkobadi, Bianca Garcia and Sandra Torres.

Sarah Alkobadi presented on her learning and experience from her Internship with the Accounting Department.

Bianca Garcia presented on her learning experience with the IT Department.

Sandra Torres presented on her experience as a CCRH Intern with the Asset Management team.

c. 2018 Point in Time Overview

Ms. Melissa Mikel presented on this topic.

d. Housing Relinquished Fund Corp Reserves Update

Ms. Emily De La Guerra presented on this topic.

e. Real Estate Development Update

Mr. Michael Duarte presented on this topic.

7. ACTION

a. Consideration of the Application Submission and Funding Commitment – Choice Neighborhoods Initiative

Ms. Tracewell Hanrahan presented on this topic.

CITY MOTION: Commissioner Johnson moved, seconded by Commissioner Vaillancourt, to approve the application submission and funding commitment – Choice Neighborhoods Initiative.

MOTION PASSED: 5-0

COUNTY MOTION: Commissioner Fuentes moved, seconded by Commissioner Castro, to approve the application submission and funding commitment – Choice Neighborhoods Initiative.

MOTION PASSED: 6-0

8. COMMISSIONERS' REPORT

Commissioner Henry congratulated the Fresno Housing Authority staff for the grand opening of the Veterans development Renaissance at Parc Grove. Commissioner Castro stated the experience presented at the ceremony by the residents was meaningful. Mr. Prince shared the Communications Department is working on the footage of the experience of residents moving into Renaissance at Parc Grove.

Commissioner Castro thanked the Fresno Housing Authority staff for the experience and opportunity given to enjoy lunch with Fresno Housing Authority Staff and the Fresno State Interns.

Commissioner Sablan congratulated the Fresno Housing Authority staff for the opening of Renaissance at Parc Grove.

Commissioner Vaillancourt thanked the Fresno Housing Authority, for sponsoring the travel of Ivonee Der Terosian, an employee from Saint Angeles to participate on Washington, DC Conference “Housing IS Summit 2018.”

9. EXECUTIVE DIRECTOR’S REPORT

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

- Mr. Prince provided an update on the waiting list for the Housing Choice Voucher that was opened from May 1, 2018 through May 15, 2018; there were 38,000 applications. A 5% increase compared to last year. Unfortunately, a small percentage will be contacted and be issued a voucher.
- Mr. Prince communicated about the upcoming Family Carnival/Block party at Maud Avenue on June 22 from 11am to 3pm, organized by Officer Steven Hunt.
- Mr. Prince shared about his vacation from June 29 to July 29, 2018. He stated that the Agency will be managed by Tracewell Hanrahan and Tammy Townsend.

10. CLOSED SESSION

The Boards went into closed session at approximately 7:15 pm.

- a. PUBLIC EMPLOYMENT
Pursuant to Government Code §54597
- b. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Pursuant to Government Code section 54956.9(d)(2)
- c. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
(Pursuant to Government Code § 54954.5(b))
Property: APNs: 510-030-25, 530-030-17
Agency negotiator: Preston Prince
Negotiating parties: Fresno Housing Authority; Central Community Church
Under negotiation: Price and Terms
- d. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
(Pursuant to Government Code § 54954.5(b))
Property: APN: 510-030-23
Agency negotiator: Preston Prince
Negotiating parties: Fresno Housing Authority; Highway City Community Development, Inc.
Under negotiation: Price and Terms
- e. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
(Pursuant to Government Code § 54954.5(b))

Property: APN 561-020-51S

Agency negotiator: Preston Prince

Negotiating parties: Fresno Housing Authority; Jack Messina, Colliers International

Under negotiation: Price and Terms of Sale

f. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

(Pursuant to Government Code § 54954.5(b))

Property: APN 075-033-02T

Agency negotiator: Preston Prince

Negotiating parties: Fresno Housing Authority; City of Huron

Under negotiation: Price and Terms of Sale

g. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

(Pursuant to Government Code § 54954.5(b))

Property: APN: 433-220-39T

Agency negotiator: Preston Prince

Negotiating parties: Fresno Housing Authority; Ernest M. Reyes, Lincoln Consulting Group, LLC; Abu Majumder, Coldwell Banker Commercial

Under negotiation: Price and Terms of Sale

h. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

(Pursuant to Government Code § 54954.5(b))

Property: APN: 075-091-25

Agency negotiator: Preston Prince

Negotiating parties: Fresno Housing Authority; Ernest M. Reyes, Lincoln Consulting Group, LLC; Abu Majumder, Coldwell Banker Commercial

Under negotiation: Price and Terms of Sale

i. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: APN: 396-020-19

Agency Negotiator: Preston Prince

Negotiating Parties: Fresno Housing Authority; Gurbir and Shelly Sapraj

Under negotiation: Price and Terms of Sale

j. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

(Pursuant to Government Code § 54954.5(b))

Property: APN: 396-020-17

Agency Negotiator: Preston Prince

Negotiating parties: Fresno Housing Authority; Kingsburg RDA Successor Agency

Under negotiation: Price and Terms of Sale

The Boards returned to open session at approximately 8:43 p.m.

11. REPORT ON CLOSED SESSION

Joint Meeting

Action Minutes: 5-29-2018

Adopted:

There was no action to report at this time.

12. Action Items

- a. Consideration to Accept the Grant Deed – City of Huron

CITY MOTION: Commissioner Vaillancourt moved, seconded by Commissioner Johnson, to approve to accept the Grant Deed – City of Huron.

MOTION PASSED: 5-0

COUNTY MOTION: Commissioner Catalano moved, seconded by Commissioner Miller, to approve to accept the Grant Deed – City of Huron.

MOTION PASSED: 6-0

13. ADJOURNMENT

There being no further business to be considered by the Boards of Commissioners for the Housing Authorities of the City and County of Fresno, the meeting was adjourned at approximately 8:44 p.m.

Preston Prince, Secretary to the Boards of Commissioners

BOARD MEMO

O (559) 443-8400


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1331 Fulton Mall
Fresno, California 93721
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www.fresnohousing.org

TO: Boards of Commissioners

Fresno Housing Authority

FROM: Preston Prince 
CEO / Executive Director

DATE: May 23, 2018

BOARD MEETING: May 29, 2018

AGENDA ITEM: 5b

AUTHOR: Scott Fetterhoff

Director of Human Resources

SUBJECT: Resolution to approve the Vehicle Use Policy

Executive Summary

The purpose of this memo is to provide the Boards of Commissioners with an overview of the Fresno Housing Authority's Vehicle Use Policy. Fresno Housing ("the Agency") employs people in positions that require operating a motor vehicle as an essential function of the job, and a condition of employment. As such, the Agency participates in the California Department of Motor Vehicles (the "DMV") Employer Pull Notice ("EPN") program which pulls employee driver records annually, and as needed, then submits the reports to the participating employer for review. As a participant in the EPN program, it is the Agency's responsibility to respond to violations on employees' driving records and to ensure that employees remain insurable under the Agency's automobile insurance carrier at the standard plan rate.

The Vehicle Use Policy is a revised policy that has been developed based on industry best practices, in partnership with our Human Resources legal counsel, as part of our ongoing review, development and update of Agency policies. This revision replaces the Agency's Statement of Insurability & Vehicle Usage (Personnel Policies, Appendix B). Staff has met with our labor partners regarding this update and are in agreement with the revisions to the policy.

Recommendation

It is recommended that the Boards of Commissioners approve and adopt the attached Vehicle Use Policy.

Fiscal Impact

None at this time.

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

RESOLUTION APPROVING THE VEHICLE USE POLICY

WHEREAS, the Fresno Housing Authority (the “Agency”) employs people in positions that require operating a motor vehicle as an essential function of their job, and a condition of employment;

WHEREAS, employees are also permitted to use their personal vehicles for Agency-related business;

WHEREAS, the Agency is committed to a supportive program that encourages safe, legal, and responsible driving habits for all employees; and

WHEREAS, the Agency is proposing an update to the Vehicle Use Policy to provide guidelines to help promote the lawful, responsible and appropriate use of vehicles driven for business-related purposes;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno does hereby adopt and incorporate the proposed policy.

PASSED AND ADOPTED THIS 26th day of June, 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 APPROVING THE VEHICLE USE POLICY

WHEREAS, the Fresno Housing Authority (the “Agency”) employs people in positions that require operating a motor vehicle as an essential function of their job, and a condition of employment;

WHEREAS, employees are also permitted to use their personal vehicles for Agency-related business;

WHEREAS, the Agency is committed to a supportive program that encourages safe, legal, and responsible driving habits for all employees; and

WHEREAS, the Agency is proposing an update to the Vehicle Use Policy to provide guidelines to help promote the lawful, responsible and appropriate use of vehicles driven for business-related purposes;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County does hereby adopt and incorporate the proposed policy.

PASSED AND ADOPTED THIS 26th day of June, 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

Vehicle Use Policy

Introduction

The Fresno Housing Authority ("Agency") employs people in positions that require operating a motor vehicle as an essential function of the job, and a condition of employment. The Agency provides both vehicles employees may use for business purposes, and appropriate reimbursement to employees for the business-related use of personal vehicles.

Purpose

This policy provides standards and guidelines related to the operation of motor vehicles in the course and scope of employment with the Agency. The Agency is committed to a supportive program to encourage safe, legal, and responsible driving habits for all employees. Further, the Agency is committed to minimizing liability related to unsafe, illegal or inappropriate use of motor vehicles. This policy is supported and supplemented by a variety of existing Agency policies and procedures that provide a framework to support compliance with this policy.

Policy

This policy applies to the assignment, use and care of, and insurability while using Agency-owned or personal vehicles in the course and scope of employment.

Insurability

Any employee who is required to drive a vehicle as a condition of employment must possess a valid California Driver's License, and must be insurable under the Agency's automobile liability carrier. Fresno Housing is also a participant in the California DMV Employer Pull Notice (EPN) Program, which was established to provide employers and agencies with a means of promoting driver safety through the ongoing review of driver records. As a participant in the program, employees are expected to meet the insurability criteria set forth in this policy. Uninsurable driver criteria are determined by the Agency's insurance carrier and are subject to change. Employees meeting any of the criteria listed below are considered insurable. Unless otherwise specified, the criteria relates to both on and off-duty conduct:

- 1) *Operating any motor vehicle under the influence of alcohol or an illegal or controlled substance within the last thirty-six months.*

- 2) *Possessing alcohol or an illegal or controlled substance in an authority vehicle within the last thirty-six months.*
- 3) *Conviction of any moving violation resulting in a fatal accident.*
- 4) *Conviction of a felony involving the use of a motor vehicle.*
- 5) *Conviction of three or more moving violations within the last thirty-six months.*
- 6) *Two or more "at-fault" accidents within the last thirty-six months. An "at-fault" accident is one in which the employee was fined, received an adverse judgment or settlement in a civil lawsuit or in which the employee's insurer settled prior to commencement of a lawsuit.*
- 7) *Any combination of two or more license suspensions, restrictions or revocations within the last thirty-six months.*
- 8) *Driving without a valid Driver's License.*
- 9) *Being declared a "negligent driver" by the state motor vehicle department (or any equivalent designation for the state in question) within the last thirty-six months.*

Situations wherein any employee who is deemed uninsurable by the Agency's insurance carrier will be evaluated on a case-by-case basis, and a decision will be made based on the business needs of the Agency.

In the event the Fresno Housing Authority is unable to establish an alternative arrangement with an employee who is required to drive but is not insurable, the employee may be subject to either an unpaid leave of absence until such time that they once again become insurable, or termination from employment with the Agency. Prior to termination, an employee may request to transfer to a position that does not require driving as a condition of employment. Consideration will be given if an opening exists and the employee meets the qualifications for the position.

Use of Agency Vehicles

Employees shall only use Agency vehicles when authorized by their supervisor. The use of Agency vehicles is subject to the following rules:

- 1) *Employees must possess a valid California Driver's License.*
- 2) *Agency vehicles may be used for Agency business only, and are subject to availability.*

- 3) *Employees driving on Agency business shall observe all traffic laws, rules and regulations, and act in a courteous manner at all times.*
- 4) *Any legal violations that occur while operating an Agency vehicle must be immediately reported to the employee's supervisor, and said violations will be reviewed on a case by case basis. In situations where the employee is found to be responsible for the violation, payment of related fines or penalties is the sole responsibility of the employee.*
- 5) *Employees are prohibited from transporting any unauthorized persons in Agency vehicles. Authorized persons are employees of the Agency and those involved in Agency business including, but not limited to, Boards of Commissioners, members of community partner organizations, and Agency clients. Transporting non-Agency employees must be approved in advance by the department Director, and proper insurance coverage must be secured.*
- 6) *Unless specifically approved by the department Director, all Agency vehicles shall be returned to a secure Agency lot at the end of daily usage. Non-assigned vehicles shall be returned clean and free from damage. Any damage to an Agency vehicle must be reported to the Administrative Services Department within twenty-four (24) hours.*
- 7) *Assigned vehicles shall remain fueled by the user as necessary to perform Agency duties using the Agency-issued fuel card.*
- 8) *Employees who are authorized to take an Agency vehicle home shall not park the vehicle on a public street overnight. Employees are responsible for ensuring the vehicle will be parked in a safe and secure area.*
- 9) *Agency vehicles, other than those specified for such purposes, shall not be used to push or pull stalled vehicles and not be used for other activities which may result in damage to the vehicle.*
- 10) *Employees who are assigned to a specific Agency vehicle are responsible for ensuring that said vehicle is regularly inspected, properly maintained, and that all required maintenance is kept up to date.*
- 11) *Employees are responsible for maintaining both the exterior and interior cleanliness of Agency vehicles.*
- 12) *Smoking any substance, including the use of e-cigarettes and/or vapor-producing devices, is prohibited in Agency vehicles.*
- 13) *Employees have no expectation of privacy regarding the use of Agency vehicles, and said vehicles are subject to search at any time.*

Failure to comply with these rules may result in disciplinary action, up to and including termination, and/or revocation of the privilege to use Agency vehicles.

Reimbursement for Use of Personal Vehicle

An employee who is required or authorized to travel on business for the Agency and utilizes his/her personal or Agency vehicle must adhere to the requirements listed in the Fresno Housing Authority's Travel & Expense Reimbursement Policy. He/she must also have a valid Driver's License and be insurable under this policy. Reimbursement for mileage will also be issued in accordance with the Fresno Housing Authority's Travel & Expense Reimbursement Policy, which also states that requests for reimbursement must be submitted within fifteen (15) work days of return from a trip. This reimbursement is to compensate for the fixed and variable costs of operating an automobile, including but not limited to gasoline, depreciation, registration and insurance.

Use of Personal Vehicles

Employees shall only use personal vehicles for performing Agency business when authorized by their supervisor and subject to the following rules:

- 1) *Employees must possess a valid California Driver's License.*
- 2) *Employees driving on Agency business shall observe all traffic laws, rules and regulations, and act in a courteous manner at all times.*
- 3) *Any legal violations that occur while operating a personal vehicle in the course and scope of Agency business must be immediately reported to the employee's supervisor, and said violations will be reviewed on a case by case basis. In situations where the employee is found to be responsible for the violation, payment of related fines or penalties is the sole responsibility of the employee.*
- 4) *Employees operating personal vehicles while performing Agency business shall maintain a valid automobile insurance policy as required by law. Employees who drive their personal vehicles for business purposes understand that the Agency's automobile liability coverage does not provide coverage for damages to or caused by a non-Agency owned vehicles. Employees using their personal vehicles for business purposes should request a special endorsement for business use, as determined by the employee's personal insurance company.*

Failure to comply with these rules may result in disciplinary action, up to and including, termination of employment.

Use of Utility (“Golf”) Carts

Some Agency positions may be required to operate a utility (“golf”) cart as a condition of employment. All employees using a utility cart must acknowledge, understand and adhere to all procedures for the safe and responsible operation of the cart. All utility carts owned or leased by the Agency and/or which are operated on Agency property are governed by this policy. The use of Agency utility carts are subject to the following rules:

- 1) *Agency utility carts may be used for Agency business purposes only, and are subject to availability.*
- 2) *Employees operating utility carts may not use them on public roads, as utility carts are not approved for use on public roads.*
- 3) *While operating utility carts, employees must observe all operational and safety rules and regulations, and act in a courteous manner at all times.*
- 4) *Any legal violations that occur while operating Agency utility carts must be immediately reported to the employee’s supervisor, and said violations will be reviewed on a case by case basis. In situations where the employee is found to be responsible for the violation, payment of related fines or penalties is the sole responsibility of the employee.*
- 5) *Employees are prohibited from transporting any unauthorized persons in Agency carts. Authorized persons are employees of the Agency and those involved in Agency business including, but not limited to, Boards of Commissioners, community partners, vendors, Agency residents, or prospective residents.*
- 6) *Unless specifically approved by the department Director, all Agency carts shall be returned to a secure Agency lot at the end of daily usage. Employees are responsible for ensuring the vehicle will be parked in a safe and secure area.*
- 7) *Any damage to the carts must be reported to the immediate supervisor and Administrative Services within forty-eight (48) hours.*
- 8) *Employees who are assigned to a specific Agency vehicle are responsible for ensuring that said vehicle is regularly inspected, properly maintained, and that all required maintenance is kept up to date.*
- 9) *Employees are responsible for maintaining both the exterior and interior cleanliness of Agency carts.*
- 10) *Smoking any substance, including the use of e-cigarettes and/or vapor-producing devices, and tobacco use is prohibited in Agency carts.*
- 11) *Employees have no expectation of privacy regarding the use of Agency carts, and said carts are subject to search at any time.*

Failure to comply with these rules may result in disciplinary action, up to and including, termination of employment.

Responsibility

Each and every employee, officer, and commissioner is required to abide by the provisions set forth in this Policy. The Executive Director or his/her designee is responsible for the administration, interpretation, and application of this Policy. The Boards of Commissioners are responsible for policy adoptions and revisions.

BOARD MEMO

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Fresno, California 93721
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www.fresnohousing.org

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

DATE: June 20, 2018
BOARD MEETING: June 26, 2018
AGENDA ITEM: 5c
AUTHOR: Dave Brenner

SUBJECT: Maldonado Migrant Center – Acceptance of USDA Grant Award

Executive Summary

The Maldonado Migrant Center (Maldonado) is owned by the Fresno Housing Authority (FH) and was built in 1984 with funding from the United States Department of Agriculture (USDA). Each year the property houses migrant farm laborers for nine to twelve months. The property operations are supported strictly from rents collected and have not received rental subsidies from USDA for a number of years. Further, the property does not have a viable capital improvement plan and replacement reserves are not funded regularly.

Maldonado has a substantial list of rehabilitation needs and staff has been working closely with USDA to address the needed repairs. In December 2008, FH was successful in securing a grant from USDA in the amount of \$181,370 to address some necessary improvements. In April 2017, Staff engaged a consultant to conduct a Physical Needs Analysis (PNA) to evaluate capital needs in the immediate term and estimate the repair costs. Subsequently, a funding request to USDA outlining the most critical needs was submitted and discussed directly with USDA representatives. Staff has continued the conversation with USDA and in May 2018 received the initial paperwork for the acceptance of a \$1,873,070 rehabilitation grant. The proposed rehabilitation scope may include an HVAC conversion, new roofs, new windows, site foundation repairs, the replacement of exterior stairs, and a variety of interior finishes.

Recommendation

It is recommended that the Boards of commissioners adopt the attached resolution approving the necessary actions:

1. Authorize Preston Prince, CEO/Executive Director, Tracewell Hanrahan, Deputy Executive Director, and/or their designee, to accept \$1,873,070 in grant funding from the USDA and execute all ancillary documents.

Fiscal Impact

There is no anticipated fiscal impact to the agency. Staff will bid out the desired scope of work and adjust as needed to budget with the awarded grant amount of \$1,873,070.

Background Information

Located at 1779 Thomas Conboy Avenue in Firebaugh, California, the Maldonado Migrant Center has 64 two- and three-bedroom units. A two-story complex, the property has received minimal rehabilitation since its construction. The property has severe roof damage, badly broken cement staircases, and outdated mechanical features including evaporative coolers and dated wall mounted heaters.

RESOLUTION NO. _____

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF FRESNO COUNTY, CALIFORNIA

**RESOLUTION AUTHORIZING THE ACCEPTANCE OF GRANT FUNDS FROM THE UNITED STATES
DEPARTMENT OF AGRICULTURE TO BENEFIT THE MALDONADO MIGRANT CENTER, AND
OTHER MATTERS RELATED THERETO**

WHEREAS, the Housing Authority of Fresno County ("the Authority") seeks to improve the safety and quality of housing for low and moderate income households residing in Fresno County, California; and,

WHEREAS, the United States Department of Agriculture ("USDA") has funding available for the rehabilitation of farm labor housing and has committed grant funding to Maldonado Migrant Center ("Maldonado"); and,

WHEREAS, Maldonado has substantial rehabilitation needs and property reserves insufficient to meet those needs; and,

WHEREAS, Maldonado was developed with financial support from the United States Department of Agriculture and carries various restrictions applied consistent with USDA regulations; and,

WHEREAS, the Authority desires to accept \$1,873,070 in grant funding from the United States Department of Agriculture for the rehabilitation of Maldonado;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County, CA hereby authorizes Preston Prince, CEO/Executive Director, Tracewell Hanrahan, Deputy Executive Director, and/or their designee, to accept grant funds and execute all documents related thereto.

PASSED AND ADOPTED THIS 26th DAY OF JUNE, 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

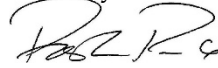
TO: Boards of Commissioners

DATE: June 21, 2018

Fresno Housing Authority

BOARD MEETING: June 26, 2018

FROM: Preston Prince



AGENDA ITEM: 5d

CEO/Executive Director

AUTHOR: Scott Berry

SUBJECT: Acceptance of Neighborhood Stabilization Program (NSP) Funding--
 844 S. Chance Avenue in Fresno, CA

Executive Summary

Fresno Housing Authority ("Agency") currently owns a single family house located at 844 S. Chance Avenue in Fresno, CA (APN: 470-073-10) ("Chance House"). The Agency acquired this property in 2009 as a part of the Neighborhood Stabilization Program ("NSP1") portfolio which was a partnership with the City of Fresno. Through NSP1, the Agency purchased 37 foreclosed or abandoned properties often in much disrepair to rehabilitate and ultimately sell to income qualified families, thus providing homeownership opportunities to low and moderate income families. The Chance House is the only remaining property from the Agency's NSP acquisitions.

In March 2018, the Board authorized the Agency to enter into a Memorandum of Understanding ("MOU") with Habitat for Humanity Fresno County ("HFH") to redevelop and sell the Chance House to a qualified household. The Agency will remain the owner of the property during construction until the project is complete and sold directly to the qualified low-income buyer(s). After the Agency demolishes the current dilapidated structure at the Chance House, HFH will work with Fresno City Community College's construction department to build the new single family home. HFH will help finance and project manage the construction. HFH will also help find a qualified buyer and negotiate the sale price and down payment assistance. Prospective buyer(s) must earn less than 50% of the area's median income.

The City of Fresno currently has available approximately \$148,700 in NSP3 program income funds and intends to enter into an agreement with Fresno Housing to assist with the construction and down payment assistance. Staff is recommending the acceptance of the funding in order to facilitate the proposed project.

Recommendation

It is recommended that the Boards of Commissioners of the Fresno Housing Authority adopt the attached resolution approving the necessary actions needed to approve entering into an NSP3 Agreement with the City of Fresno and accept funding in the amount of \$148,700, and authorize Preston Prince, CEO/Executive

Director, Tracewell Hanrahan, Deputy Executive Director, and/or their designee, to negotiate and execute documents in connection with the approved action.

Fiscal Impact

The Agency and the City of Fresno will enter an NSP3 Agreement with an approximate value of \$148,700 to support the project goals. This action does not create a new fiscal impact on the Agency.

Background Information

The Agency purchased 844 S. Chance Avenue in Fresno, CA for \$39,656 in 2010. The initial concept for the home was to rehabilitate 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 now intended that the Agency will demolish the existing home and deliver a ready-to-build lot to HFH. The planned project is still subject to the City of Fresno's NSP Home Purchase, Rehabilitation and Resale Program Policies and Procedures.

RESOLUTION NO. _____

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF THE CITY OF FRESNO, CA

**RESOLUTION AUTHORIZING ENTERING INTO A NEIGHBORHOOD STABILIZATION PROGRAM
("NSP3") AGREEMENT WITH THE CITY OF FRESNO FOR THE REDEVELOPMENT OF A SINGLE
FAMILY HOME LOCATED AT 844 S. CHANCE AVE, FRESNO, CA (APN 470-073-10)**

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

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

WHEREAS, the Authority acquired the Property in 2010 through 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 Authority has agreed to enter into a Memorandum of Understanding with Habitat for Humanity Fresno County to build a single family home and sell it to a qualified low income buyer(s); and

WHEREAS, the Authority desires to enter into an NSPs Agreement with the City of Fresno and accept approximately \$148,700 of funding to redevelop a single family home on the Property; and,

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno, CA hereby authorizes Preston Prince, CEO/Executive Director, Tracewell Hanrahan, Deputy Executive Director, and/or their designee, to negotiate and execute an NSP3 Agreement with the City of Fresno and the Authority and related documents.

PASSED AND ADOPTED THIS 26th DAY OF JUNE 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

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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: June 21, 2018

BOARD MEETING: June 26, 2018

AGENDA ITEM: 6a

AUTHOR: Doreen Eley, Senior Manager

SUBJECT: Resident Services Presentation: Fresno Economic Opportunities
Commission – “In The Know” Program

Executive Summary

Julio C. Romero, Healthcare Project Coordinator with Fresno Economic Opportunities Commission will present information regarding the “In The Know” program to improve the health of young people ages 13-19 years of age. Through fun activities, conversation, games and technology, youth are learning about Sexual Health, Healthy Relationships, Job Readiness and Career Planning. 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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Fresno, California 93721
TTY (800) 735-2929

www.fresnohousing.org

TO: Boards of Commissioners

DATE: June 21, 2018

Fresno Housing Authority

BOARD MEETING: June 26, 2018

FROM: Preston Prince



AGENDA ITEM: 6b

CEO/Executive Director

AUTHOR: Tammy Townsend

SUBJECT: Update on CalPERS payments for the Agency

Executive Summary

The purpose of this memo is to provide the Boards of Commissioners with an update on pension-related expenses for the Agency.

Fresno Housing is a participating Agency in CalPERS (California Public Employees' Retirement System). In recent years, the Agency's related pension costs have increased by 56% between 2015 (\$935,826) and 2018 (\$1,455,495).

The primary reason for the increase in costs to the Agency is the newly required monthly payments intended to reduce CalPERS' unfunded liability; a disparity between the estimated amount of a pension plan's obligations and the current value of its assets.

Along with bringing the board up to date on general increases in CalPERS pension rates, staff will also provide an update on payments for employees hired in the past and designated as "temporary". This issue was initially brought before the Board in 2016 and an update was provided in July 2017. After two years of working with CalPERS on the issue, the Agency has started to receive invoices for these individuals. While the total cost remains unclear until CalPERS completes their calculations, the Agency's estimate of the total cost is approximately \$150,000.

Recommendation

This item is information only. No action is required.



2018 CalPERS Update

*Fresno Housing Authority
Boards of Commissioners
Meeting
June 26, 2018*

Agenda

- What is CalPERS?
- Rising Cost of Pension Benefits
- Follow up on Former Temporary Employees

The California Public Employees' Retirement System (CalPERS) is an agency that manages retirement benefits for more than 1.6 million California public employees, retirees, and their families

New Approach from the State for the CalPERS Unfunded Liability

Prior to July 2017

- Agency pays approximately 7% of employee salary to CalPERS for Pension plans



After July 2017

- Agency continues to pay the 7%
- Agency receives a new monthly bill from CalPERS to cover an unfunded liability

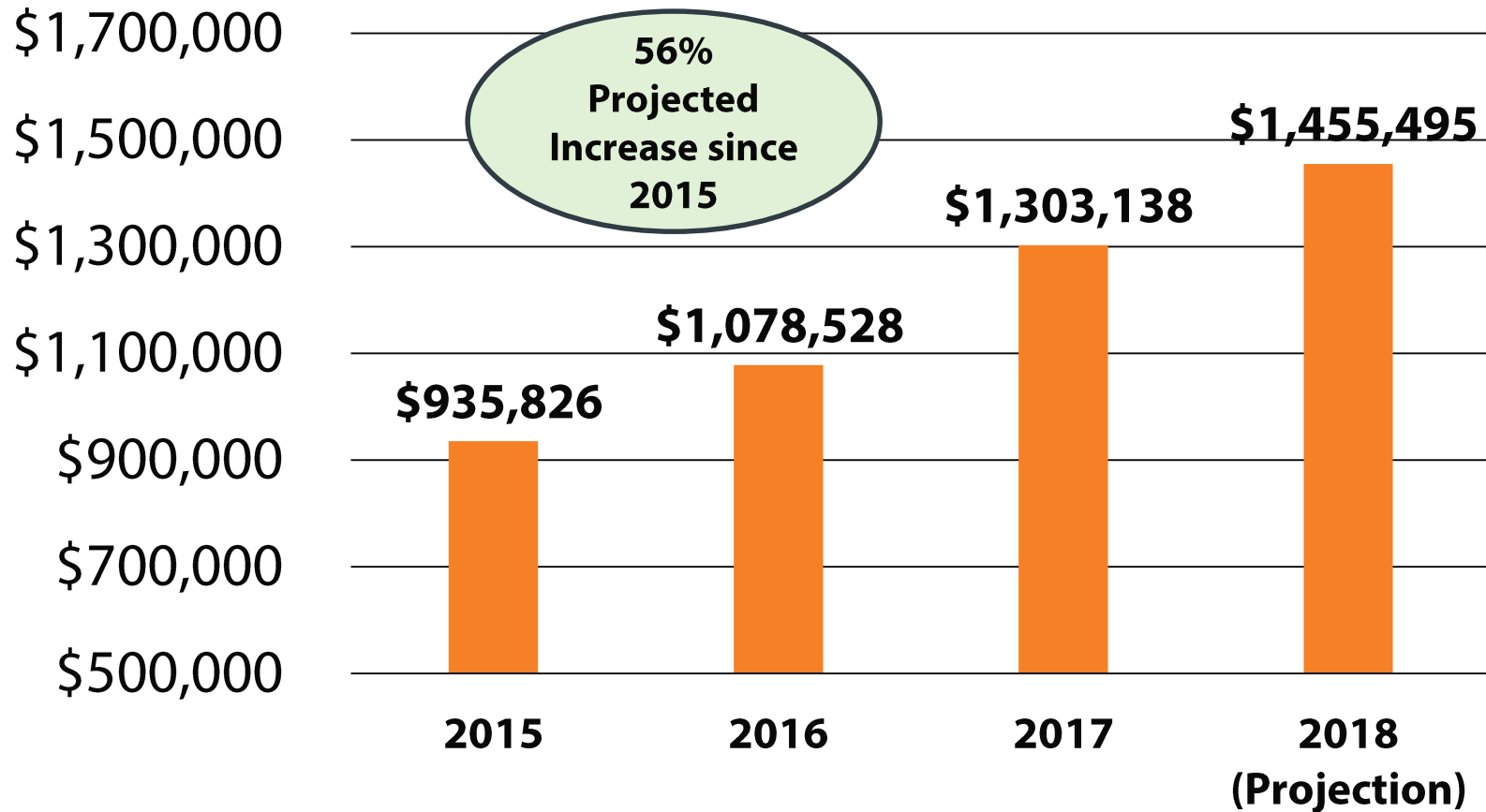
What is the Unfunded Liability

- Unfunded Liability:
 - Liabilities not covered or backed up by assets
 - Impacts all school districts and government agencies who use the CalPERS system
 - If not funded, the pension plan would eventually not be able to fund pension obligations
 - Governor Brown is requiring all employers to make payments towards the unfunded liability

What is the Cost of the Unfunded Liability?

- The plan to fully fund the CalPERS pension system requires Agencies to make additional payments
- Monthly cost to the Agency:
 - 2017/18 - \$38,000 per month
 - 2018/19 - \$56,000 per month

Rising Pension Costs for CalPERS



Retroactive Payment for Temporary Employees

- **Early 2016** – Identified need to fund pensions for 46 employees hired as “temporary”
- **June/July 2016** – As required, Fresno Housing Boards of Commissioners voted to amend contract between CalPERS and the Boards which allowed retroactive pension payments
- **August 2016**- Present – Housing staff worked with CalPERS to identify impacted individuals and calculate retroactive payments
- **July 2017** – Provided the Boards with an update on discussions with CalPERS
- **May 2018-Present** – Fresno Housing received retroactive payment calculations back from CalPERS for 8 employees
- **End of Year, 2018** – Work diligently with CalPERS to understand payments for remaining 38 employees and former employees
- While the exact cost is not known, the Agency’s estimate is approximately \$150,000

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www.fresnohousing.org

TO: Boards of Commissioners

DATE: June 21, 2018

Fresno Housing Authority

BOARD MEETING: June 26, 2018

FROM: Preston Prince

CEO/Executive Direct

AGENDA ITEM: 6c

AUTHOR: Tracewell Hanrahan

SUBJECT: Update on the 2019 Agency Plans

Executive Summary

Staff will be presenting an overview of the 2019 Agency Plan process, as well as an updated timeline.

The Agency Plan consists of the three prevailing policies and administrative documents that govern our major programs, including the Annual Plan, the Administrative Plan and the Admissions & Continued Occupancy Policy (ACOP).

Fiscal Impact

There is no fiscal impact.

Recommendation

This item is information only. No action is required.

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TO: Boards of Commissioners

DATE: June 21, 2018

Fresno Housing Authority

BOARD MEETING: June 26, 2018

FROM: Preston Prince



AGENDA ITEM: 6d

CEO/Executive Director

AUTHOR: Emily De La Guerra

SUBJECT: 2017 Financial Results for Mixed Finance Properties

Executive Summary

The purpose of this memo is to provide the Boards of Commissioners with an overview of the performance of the Mixed Finance portfolio sponsored by Silvercrest, Inc.

As part of the real estate development process, staff routinely asks the Boards of Commissioners to sponsor the development or rehabilitation of affordable housing properties. Over the past ten years, the Boards have approved 28 developments throughout Fresno County. This group of properties are referred to as the “Mixed Finance Properties” because several (“mixed”) financing sources are used to acquire and construct the units.

As part of the “sponsorship” process, the Boards are first asked to approve the formation and creation of a limited partnership that will “own” the affordable housing development, and Silvercrest, Inc. (a subsidiary of the Housing Authority) is generally named as the managing general partner (MGP) of the partnership. The role of the managing general partner is to manage the on-going operations of the partnership. This includes, amongst other things:

- Selecting the property management company
- Monitoring tenant and financial compliance, and
- Preparing reports, including the annual financial audit

Another responsibility of the managing general partner is to review and approve the annual operating budgets and financial performance for the partnerships. However, because the Fresno Housing Authority was the original sponsor of these projects and has a vested interest in the success of the properties, staff will be presenting the 2017 annual financial performance to the Housing Authorities’ Boards of Commissioners, and then later requesting that Silvercrest, Inc. approve the financial results as the managing general partner.

Mixed Finance Results

In 2017, the mixed finance properties operated above budgeted levels, earning 4% higher total income and expending an additional 4% in operating costs. Many factors contributed to the final financial position of the properties.

Overall, revenues were \$513 thousand better than budgeted, of which, \$233 thousand is attributable to additional revenue from Tenant Income. As tenant incomes increase, rent levels increase appropriately based upon the rules of the program. Additionally, three properties (Legacy Commons, Rio Villas, and Cueva de Oso) were leased up sooner than budgeted, and therefore, earned approximately \$280 thousand over the original budget.

Total operating expenses are higher than predicted by approximately \$391 thousand, a majority of which is due to higher maintenance expenses. Overall, the properties spent an additional \$454 thousand dollars on maintenance due to the intentional decision to use our own Agency staff for specific maintenance items, instead of using outside vendors. While this decision has led to an increase in costs, it has also allowed the Agency to respond to maintenance issues faster, and turn units quicker which shortens vacancy times and increases revenues. Staff continues to monitor these expenses, as well as other maintenance costs, in order to ensure the properties can absorb these increases without sacrificing in other areas. Other variances include payroll costs, which were down approximately 7% due to staffing changes and vacancies throughout the year. Administrative contracts were down about 6% as the Agency made the strategic decision to reduce contracted services.

Overall, net operating income was approximately \$122 thousand over the original budget. This increase means that additional funds were available for cash distribution. Overall, non-operating expenses were \$648 thousand over budget, because those additional funds were sent through the waterfall. Staff will be presenting more information on final cash flow distributions at the Boards of Commissioners meeting.

MIXED FINANCE BUDGET	2017	2017	\$	%
	Budget	Results	Variance	Variance
Total Income	11,909,746	12,422,603	512,858	4%
Total Expenses	8,759,924	9,150,645	390,721	4%
Net Operating Income	3,149,822	3,271,958	122,136	4%
Total Non-Operating Expenses	2,027,721	2,676,530	648,809	32%
Net Cash Flow	1,122,101	595,428	(526,672)	-47%

Recommendation

This item is information only. No action is required. However, the Board of Directors for Silvercrest, Inc. will be asked to approve the 2017 Mixed Finance Results.

**Fresno Housing Authority
Mixed Finance Financial Results
as of 12/31/2017**

	# of Units									
	Total City		Total City		Total County		Total County		Total	
	1078	1078	544	544	1622	1622	Actual	Budget	\$ Variance	% Variance
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget		
NET TENANT INCOME	8,490,459	8,173,631	3,788,859	3,542,785	12,279,318	11,716,416			562,902	5%
TOTAL OTHER INCOME	121,651	181,816	21,634	11,522	143,285	193,338			(50,053)	-26%
TOTAL INCOME	8,612,110	8,355,447	3,810,493	3,554,299	12,422,603	11,909,746			512,858	4%
TOTAL PAYROLL EXPENSES	1,641,839	1,741,870	685,183	770,117	2,327,022	2,511,987			(184,964)	-7%
TOTAL ADMINISTRATIVE EXPENSES	1,192,675	1,357,413	668,598	620,527	1,861,273	1,977,940			(116,667)	-6%
TOTAL TENANT SERVICES EXPENSES	383,069	378,579	199,544	202,323	582,613	580,901			1,712	0%
TOTAL UTILITY EXPENSES	1,068,171	973,560	508,458	547,961	1,576,628	1,521,521			55,108	4%
TOTAL MAINTENANCE EXPENSES	1,719,961	1,314,694	529,298	480,138	2,249,259	1,794,832			454,427	25%
TOTAL TAXES & INSURANCE EXPENSES	298,271	242,199	255,579	130,545	553,850	372,744			181,106	49%
TOTAL EXPENSES	6,303,985	6,008,315	2,846,660	2,751,609	9,150,645	8,759,924			390,721	4%
NET OPERATING INCOME	2,308,125	2,347,132	963,833	802,690	3,271,958	3,149,822			122,136	4%
TOTAL NON-OPERATING EXPENSES	2,121,661	1,362,156	554,869	665,565	2,676,530	2,027,721			648,809	32%
CASH FLOW	186,465	984,976	408,964	137,125	595,428	1,122,101			(526,672)	-47%



Mixed Finance Properties – 2017 Financial Results

*Fresno Housing Authority
Boards of Commissioners Meeting
June 26, 2018*

'Mixed Finance' Properties

What are they?

- Properties owned by a limited partnership.
- Originally sponsored and developed by the Housing Authority.
- Mixed finance means that several funding sources were used to develop the properties (examples: Tax Credits, HRFC, private mortgage, HOME funds, etc...).

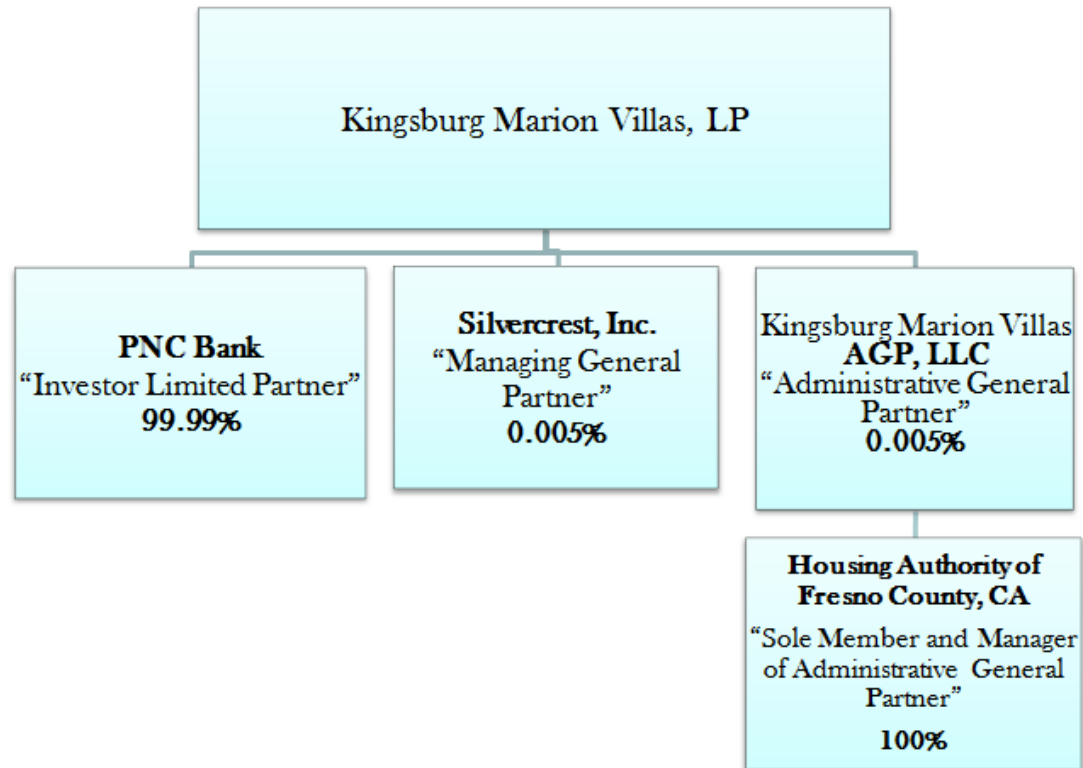
Why are we involved?

- Silvercrest, Inc. (an instrumentality of the HA) is the Managing General Partner of the limited partnerships, and is responsible for on-going operations of the partnership.
- The Agency and its subsidiaries (Silvercrest, HRFC) have a vested interest in the properties.
- Properties fulfill Agency's mission to create affordable housing.

Summary of Mixed Finance Properties

- Twenty-three (23) properties were sponsored, developed, and put into operations by Fresno Housing since 2008 (over 1,600 units).
-
- Villa Del Mar (2002)
 - Yosemite Village (2008)
 - Parc Grove Commons II (2010)
 - Pacific Gardens (2011)
 - Renaissance at Trinity (2011)
 - Renaissance at Santa Clara (2011)
 - Renaissance at Alta Monte (2011)
 - Bridges at Florence (2012)
 - Parc Grove Commons NW (2012)
 - SE Fresno RAD (2013)
 - City View @ Van Ness (2014)
 - Viking Village RAD (2014)
 - 541 @ South Tower/Cedar Heights (2016)
 - Legacy Commons (2017)
 - Elderberry (2004)
 - Granada Commons (2010)
 - Mendota RAD (2013)
 - Orange Cove RAD (2013)
 - Kings River Commons (2014)
 - Marion Villas (2015)
 - Paseo 55 (2017)
 - Rio Villas (2017)
 - Cueva de Oso (2017)

Sample Ownership Structure – Marion Villas



2017 Budget Goals

- The major goals of the 2017 budgets were to:
 - Achieve positive **net operating income** on all properties.
 - Leverage the well-performing assets in order to provide maximum benefits to lenders, partners, and stakeholders.
 - Meet stabilization requirements for newer properties (2015-2017 deals).
 - Maintain and modernize properties, as needed.
 - Provide ample services at the permanent supportive housing sites.

Budgeting for Property Success

	2017 Budget	2017 Results
High Performers (NOI > \$500/Unit)	18	20
Standard Performers (NOI \$50-\$500/Unit)	5	3
Low Performers (NOI < \$50/Unit)	0	0
Total	23	23

- Each property is managed as a separate and independent financial entity.
- At the very least, each property should break even each year (Net Operating Income or NOI should be > 0).
 - NOI vs Cash Flow

2017 Results – NOI Per Unit

Property Name	# of Units	NOI Per Unit
City Properties		
Parc Grove Northwest	148	4,047
Parc Grove Commons II	215	3,592
City View @ Van Ness	45	2,770
Viking Village	40	2,492
Yosemite Village	69	1,920
Southeast Fresno RAD	193	1,545
Pacific Gardens	56	1,468
Fulton/Cedar Heights	45	1,119
Trinity	21	1,052
Santa Clara	70	786
Villa Del Mar	48	565
Bridges at Florence	34	545
Legacy Commons I	64	306
Alta Monte	30	228
Total City	1078	2,141

Property Name	# of Units	NOI Per Unit
County Properties		
Rio Villas	30	3,244
Paseo 55	55	2,042
Elderberry	75	2,039
Orange Cove RAD	90	1,999
Granada Commons	16	1,832
Cueva de Oso	48	1,695
Kings River Commons	60	1,666
Mendota RAD	124	1,483
Marion Villas	46	583
Total County	544	1,772

Total Mixed Finance	1622	2,017
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- Green = “High Performer”
- Yellow = “Standard Performer”

2017 Financial Results

	2017 Budget	2017 Results	\$ Variance	% Variance
MIXED FINANCE BUDGET				
Total Income	11,909,746	12,422,603	512,858	4%
Total Expenses	8,759,924	9,150,645	390,721	4%
Net Operating Income	3,149,822	3,271,958	122,136	4%
Total Non-Operating Expenses	2,027,721	2,676,530	648,809	32%
Net Cash Flow	1,122,101	595,428	(526,672)	-47%

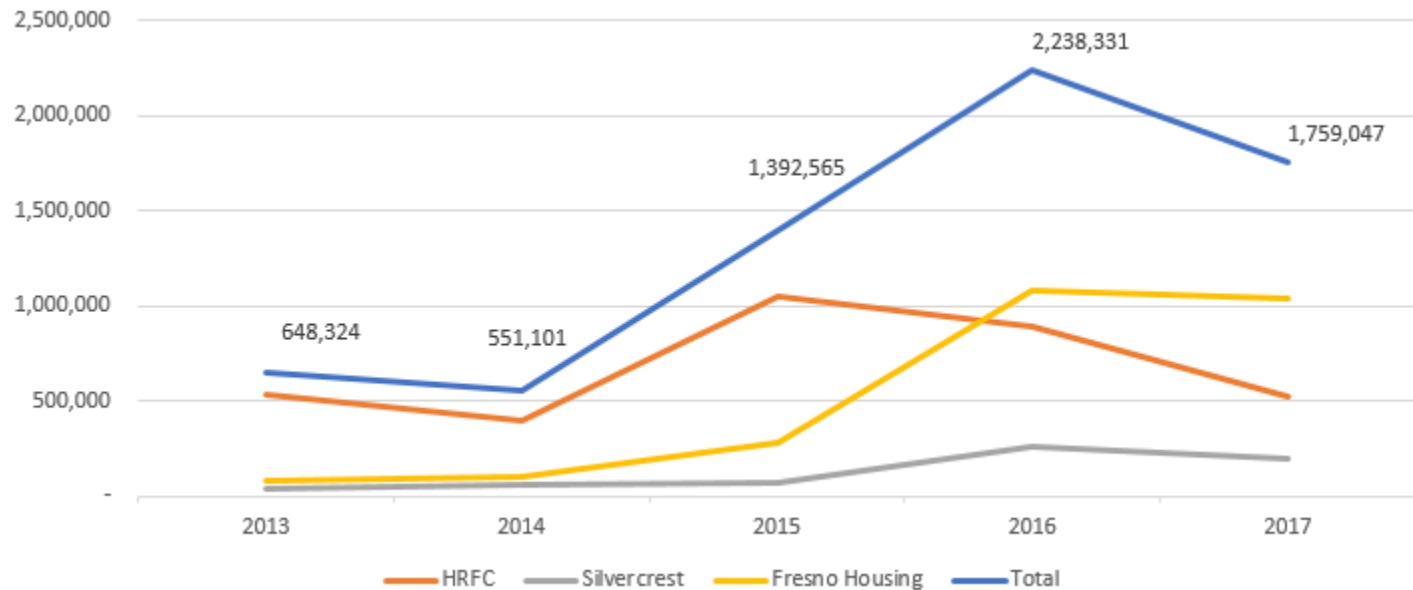
- Overall, 2017 operating net income was better than projected.
- Net cash flow is lower than budgeted due to additional cash flow distributions.

2017 Cash Flow Distributions

Entity	Amount	Type of Payment
HRFC	521,840	Loan Payments
Silvercrest, Inc.	194,577	Management Fees
Fresno Housing	1,042,630	Developer Fee, Loan Payments
Total	1,759,047	

- A total of \$1.76 million was distributed to the Agency and its affiliated entities from various properties as part of the annual cash flow distributions.

Cash Distributions 2013-2017



- Cash distributions have significantly increased over the past five years as the Agency has sponsored and developed additional properties.
- 2018 mixed finance budget included up to \$2.1 million in cash distributions .

This items is informational for Fresno Housing Authority
Boards of Commissioners.

As the Managing General Partner, Silvercrest, Inc,. will be
asked to accept the 2018 Mixed Finance Results.

Questions or Comments?

BOARD MEMO

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www.fresnohousing.org

TO: Boards of Commissioners

Fresno Housing Authority

FROM: Preston Prince

CEO/Executive Director

DATE: June 21, 2018

BOARD MEETING: June 26, 2018

AGENDA ITEM: 6e

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: June 18, 2018

BOARD MEETING: June 26, 2018

AGENDA ITEM: 7a

AUTHOR: Scott Berry

SUBJECT: Parlier Orchard Apartments – Approvals Needed to Apply for Funding

Executive Summary

The Parlier Orchard Apartments development is being prepared for a 2018 2nd Round Low-Income Housing Tax Credit (“LIHTC”) application to the California Tax Credit Allocation Committee (“CTCAC”) in July 2018. The LIHTC financing will enable the property to be repositioned and preserve the affordability. Parlier Orchard Apartments is an existing 40 unit farmworker, multifamily low-income property on approximately 3.29 acres in Parlier, CA. The property was initially developed by Fresno Housing Authority (FH) with financial assistance from the United States Department of Agriculture (USDA). USDA provided a loan and rental assistance that is nearing the end of the commitment term and staff is working with USDA to secure new financing commitments and preserve the affordability of the property. Concurrently, staff is proposing to complete substantial rehabilitation of the existing 40 unit complex and build a new 1,956 SF (approx.) community building along with a new apartment unit to be designated for the onsite management staff.

As part of the next phase in the Parlier Orchard Apartments development process, it is necessary for the Boards of Commissioners of the Housing Authority to adopt several board resolutions that will allow for a list of significant actions to take place in order to facilitate the development.

Recommendation

It is recommended that the Boards of Commissioners of the Fresno Housing Authority adopt the attached resolutions approving the necessary actions needed to move forward with a LIHTC application submission, and authorize Preston Prince, CEO/Executive Director, Tracewell Hanrahan, Deputy Executive Director, and/or their designee, to negotiate and execute documents in connection with the approved actions.

1. Authorize approval of a donation of the land, buildings and/or available project reserves from the Housing Authority of Fresno County to Silvercrest, Inc. as Managing General Partner of the to-be-formed—

— limited Partnership for the benefit of redeveloping the Orchard Apartments property for a net value of up to \$2,450,000.

2. Authorize Deferral of approximately \$150,000 of Developer Fee payable to the Housing Authority of Fresno County.
3. Authorize the Housing Authority of Fresno County to enter into a Memorandum of Understanding with Silvercrest, Inc. to co-develop the project.
4. Authorize the Housing Authority of Fresno County to enter into a Partnership Agreement with Silvercrest, Inc., wherein the Authority would act as the Administrative General Partner (AGP) and Silvercrest, Inc. would act as the Managing General Partner (MGP); and to execute such documents as are necessary for such purpose
5. Authorize the undertaking of all actions necessary to develop the Project, and assemble various financing sources, which may include, but are not limited to: (a) submission of an application for 9% LIHTC equity, (b) submission of an Affordable Housing Program (AHP) application to the Federal Home Loan Bank of San Francisco, (c) submission of an application for County of Fresno HOME funds, and (d) grants, operating subsidies and/or private loans and such other sources identified by the CEO/Executive Director.
6. Authorize Preston Prince, the CEO/Executive Director, Tracewell Hanrahan, Deputy Executive Director, and their designees to execute documents on behalf of the Housing Authority of Fresno County, CA; and in the name of the Administrative General Partner, on its own behalf; and as administrative general partner of the Partnership; and
7. Provide for other matters related thereto.

Fiscal Impact

The fee for submission of the LIHTC application is \$2,000. Professional fees for performing pre-development activities and reports will be allocated to the approved pre-development budget. Staff is not requesting a contribution from the Housing Relinquished Fund Corporation for this project.

Background Information

Parlier Orchard Apartments is an existing farm worker, multi-family residential development consisting of 40 affordable housing units on 3.29 acres at 295 S. Newmark Ave in Parlier, California. The Fresno Housing Authority proposes to fully rehabilitate the existing 40 units and construct a new building to include a manager's unit and community space. The development would include a mix of two-to-four bedroom units and would have affordability levels ranging from 30% to 80%. Parlier Orchard Apartments' location presents opportunities for easy access to community amenities such as public parks, schools, medical care, and grocery shopping. All of the units will be built to include amenities that are comparable to high quality units in the community. Unit amenities will include Energy Star appliances, dishwashers, and central heating and cooling. On-site parking and unit amenities will bring new life to the complex and tenant population.

Attachments: Exhibit A - Organizational Chart
Exhibit B – Development Pro Forma
Exhibit C – Operating Budget
Exhibit D – 15-Year Projections
Exhibit E - Site Plan

RESOLUTION NO. _____

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

**RESOLUTION AUTHORIZING THE SUBMISSION OF A 9% LOW INCOME HOUSING
TAX CREDIT (“LIHTC”) APPLICATION AND OTHER VARIOUS FINANCING SOURCES
FOR THE DEVELOPMENT OF PARLIER ORCHARD APARTMENTS, 41 UNITS OF
AFFORDABLE MULTIFAMILY HOUSING LOCATED AT 295 NEWMARK
AVENUE, PARLIER, CA 93648 (APN’s 355-041-18T)**

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

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

WHEREAS, the Authority has agreed to facilitate the development of real property located at 295 S. Newmark Avenue, Parlier CA, 93648 (APN 355-041-18T), and the improvements located thereon into a 41-unit apartment complex (collectively, the Property); and,

WHEREAS, the project’s financing structure calls for the submission of a 9% LIHTC application to facilitate the development;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County, CA hereby authorizes Preston Prince, the CEO/Executive Director, Tracewell Hanrahan, Deputy Executive Director, and/or their designee, to adopt the attached resolutions:

1. Authorize approval of a donation of the land, buildings and/or available project reserves from the Housing Authority of Fresno County to Silvercrest, Inc. as Managing General Partner of the to-be-formed Limited Partnership for the benefit of redeveloping the Mariposa Meadows property for a net value of up to \$2,450,000.
2. Authorize Deferral of approximately \$150,000 of Developer Fee payable to the Housing Authority of Fresno County.

3. Authorize the Housing Authority of Fresno County to enter into a Memorandum of Understanding with Silvercrest, Inc. to co-develop the project.
4. Authorize the Housing Authority of Fresno County to enter into a Partnership Agreement with Silvercrest, Inc., wherein the Authority would act as the Administrative General Partner (AGP) and Silvercrest, Inc. would act as the Managing General Partner (MGP); and to execute such documents as are necessary for such purpose
5. Authorize the undertaking of all actions necessary to develop the Project, and assemble various financing sources, which may include, but are not limited to: (a) submission of an application for 9% LIHTC equity, (b) submission of an Affordable Housing Program (AHP) application to the Federal Home Loan Bank of San Francisco, (c) submission of an application for County of Fresno HOME funds, and (d) grants, operating subsidies and/or private loans and such other sources identified by the CEO/Executive Director.
6. Authorize Preston Prince, the CEO/Executive Director, Tracewell Hanrahan, Deputy Executive Director, and their designees to execute documents on behalf of the Housing Authority of Fresno County, CA; and in the name of the Administrative General Partner, on its own behalf; and as administrative general partner of the Partnership; and
7. Provide for other matters related thereto.

PASSED AND ADOPTED THIS 26th DAY OF JUNE 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

Ownership Structure

Parlier Orchard Apartments, LP

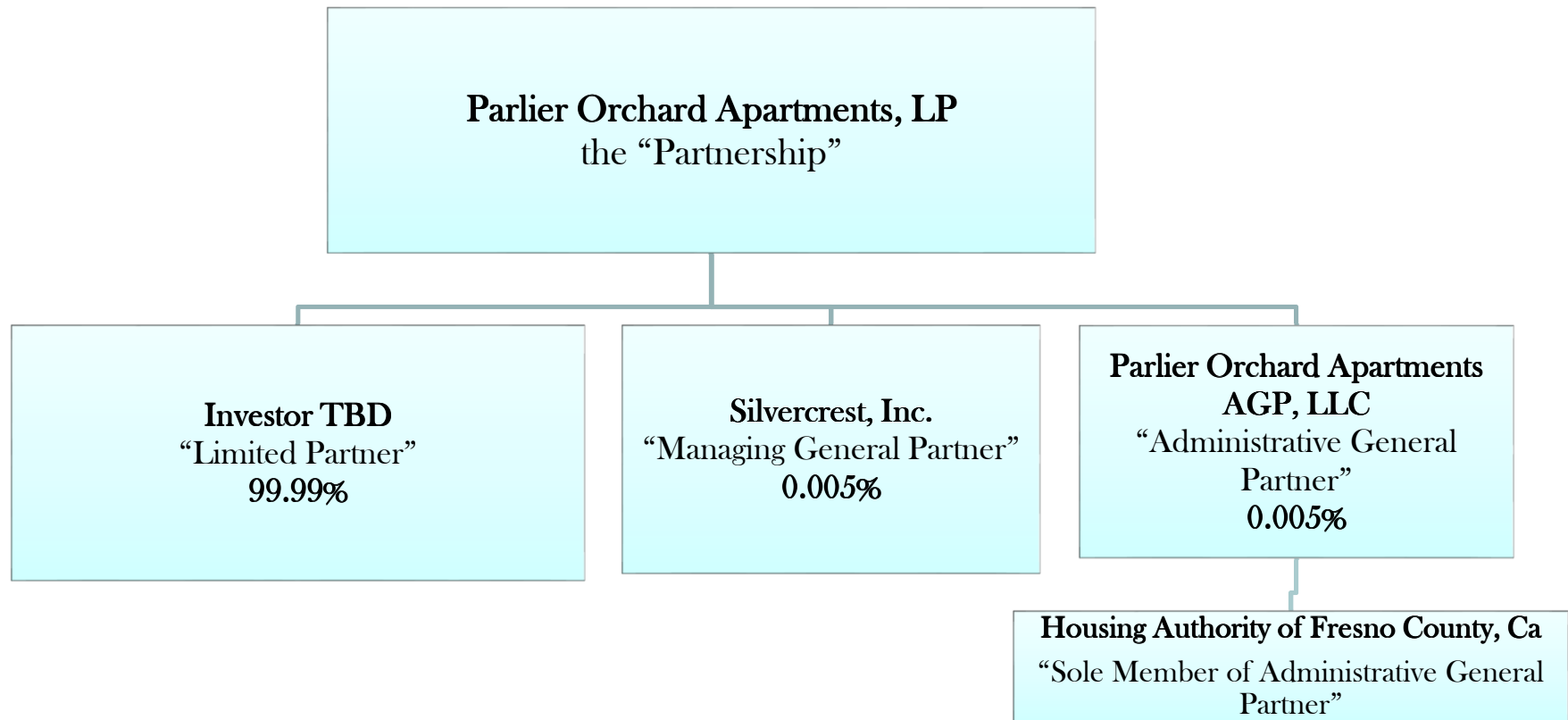


EXHIBIT B

Orchard Apartments Pro Forma

Development Sources and Uses	
Sources of Funds	Amount 6/21/2018
Perm Loan	\$ 1,134,000
Deferred Developer Fee	\$ 144,717
LIHTC Equity	\$ 7,161,084
GP Contribution	\$ 100
Total Sources of Funds	\$ 8,439,901
Uses of Funds	Amount
Construction Costs	\$ 3,280,000
Contingencies	\$ 517,538
Permits/Impact Fees/etc.	\$ 65,000
Professional Fees	\$ 989,100
Relocation	\$ 800,000
Loan Fees and other Soft Costs	\$ 1,731,455
Reserves	\$ 87,809
Developer Fee	\$ 968,999
Total Uses of Funds	\$ 8,439,901

Acquisition Sources and Uses	
Sources of Funds	Amount
LIHTC Equity	\$ 750,000
Fresno HA Land & Building Donation	\$2,450,000
Total Uses of Funds	\$ 3,200,000
Uses of Funds	Amount
Land & Building Acquisition Costs	\$3,200,000
Total Uses of Funds	\$ 3,200,000

**Draft as of 6/21/2018*

Exhibit C

Parlier Orchard Apartments Residential Component Projected Stabilized Operating Budget

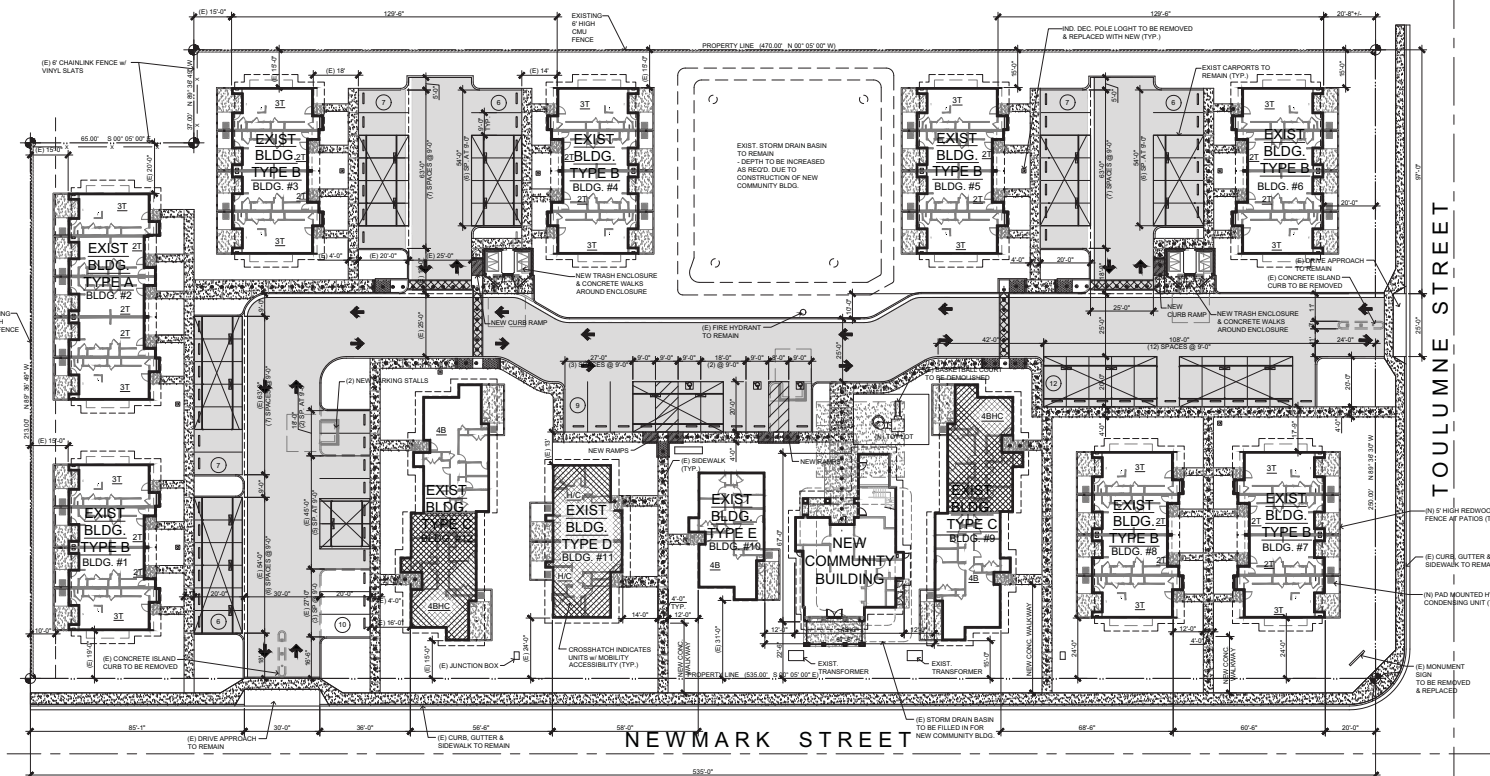
Unit Type	# Units	% AMI	SF/Unit	Net Rent Per Unit	Ann. Rent Total
2 Bedroom - Rental Assistance	1	30%	781-902	\$ 337	\$ 4,044
2 Bedroom - Rental Assistance	4	40%	781-902	\$ 472	\$ 22,656
2 Bedroom - Rental Assistance	7	50%	781-902	\$ 606	\$ 50,904
2 Bedroom - Rental Assistance	5	60%	781-902	\$ 740	\$ 44,400
3 Bedroom - Rental Assistance	1	30%	1075	\$ 384	\$ 4,608
3 Bedroom - Rental Assistance	6	40%	1075	\$ 539	\$ 38,808
3 Bedroom - Rental Assistance	3	50%	1075	\$ 694	\$ 24,984
3 Bedroom - Rental Assistance	3	60%	1075	\$ 849	\$ 30,564
4 Bedroom - Rental Assistance	2	30%	1233	\$ 429	\$ 10,296
4 Bedroom - Rental Assistance	2	40%	1233	\$ 602	\$ 14,448
2 Bedroom**No Subsidy	1	60%	781-902	\$ 740	\$ 8,880
3 Bedroom**No Subsidy	1	60%	1075	\$ 849	\$ 10,188
4 Bedroom**No Subsidy	1	60%	1233	\$ 948	\$ 11,376
2 Bedroom**No Subsidy	1	70%	781-902	\$ 740	\$ 8,880
3 Bedroom**No Subsidy	1	70%	1075	\$ 849	\$ 10,188
3 Bedroom**No Subsidy	1	80%	1075	\$ 849	\$ 10,188
3 Bed**Managers Unit	1	N/A	1354	\$ -	\$ -
Rental Assistance Subsidy					\$ 83,318
TOTAL REVENUE	41				\$ 388,730

RESIDENTIAL OPERATING EXPENSES	Per Unit	TOTAL
Management Fee	761	31,200
Advertising/Marketing	12	500
Legal and Accounting	366	15,000
Utilities (water, trash, electricity, gas, etc.)	488	20,000
Payroll: Onsite Manager(s)/Staff	1,439	59,000
Maintenance/Repairs	2,000	82,000
Real Estate Property Tax	122	5,000
Insurance	366	15,000
Services Amenities	468	19,200
Security Alarm	37	1,500
Office Expense/Misc. Admin.	0	0
Total Operating Expenses	6,059	248,400
Replacement Reserves	300	12,300
Total Operating and Reserve Budget	6,359	260,700

Exhibit D

Parlier Orchard Apartments RESIDENTIAL COMPONENT - 15 YEAR CASH FLOW ANALYSIS

INCOME FROM HOUSING UNITS	Inflation	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15
Schedule Rental Income	2.5%	\$ 305,412	\$ 313,047	\$ 320,873	\$ 328,895	\$ 337,118	\$ 345,546	\$ 354,184	\$ 363,039	\$ 372,115	\$ 381,418	\$ 390,953	\$ 400,727	\$ 410,745	\$ 421,014	\$ 431,539
PBRA Rental Subsidy		\$ 83,318	\$ 85,401	\$ 87,536	\$ 89,724	\$ 91,967	\$ 94,267	\$ 96,623	\$ 99,039	\$ 101,515	\$ 104,053	\$ 106,654	\$ 109,320	\$ 112,053	\$ 114,855	\$ 117,726
GROSS POTENTIAL INCOME - HOUSING		\$ 388,730	\$ 398,448	\$ 408,409	\$ 418,620	\$ 429,085	\$ 439,812	\$ 450,808	\$ 462,078	\$ 473,630	\$ 485,471	\$ 497,607	\$ 510,047	\$ 522,799	\$ 535,869	\$ 549,265
VACANCY ASSUMPTIONS																
Vacancy Loss	-5.0%	\$ (19,437)	\$ (19,922)	\$ (20,420)	\$ (20,931)	\$ (21,454)	\$ (21,991)	\$ (22,540)	\$ (23,104)	\$ (23,681)	\$ (24,274)	\$ (24,880)	\$ (25,502)	\$ (26,140)	\$ (26,793)	\$ (27,463)
TOTAL VACANCY LOSS		\$ (19,437)	\$ (19,922)	\$ (20,420)	\$ (20,931)	\$ (21,454)	\$ (21,991)	\$ (22,540)	\$ (23,104)	\$ (23,681)	\$ (24,274)	\$ (24,880)	\$ (25,502)	\$ (26,140)	\$ (26,793)	\$ (27,463)
EFFECTIVE GROSS INCOME		\$ 369,294	\$ 378,526	\$ 387,989	\$ 397,689	\$ 407,631	\$ 417,822	\$ 428,267	\$ 438,974	\$ 449,948	\$ 461,197	\$ 472,727	\$ 484,545	\$ 496,659	\$ 509,075	\$ 521,802
OPERATING EXPENSES & RESERVE DEPOSITS																
Operating Expenses	3.5%	\$ 243,400	\$ 251,919	\$ 260,736	\$ 269,862	\$ 279,307	\$ 289,083	\$ 299,201	\$ 309,673	\$ 320,511	\$ 331,729	\$ 343,340	\$ 355,357	\$ 367,794	\$ 380,667	\$ 393,990
Real Estate Taxes	2.5%	\$ 5,000	\$ 5,125	\$ 5,253	\$ 5,384	\$ 5,519	\$ 5,657	\$ 5,798	\$ 5,943	\$ 6,092	\$ 6,244	\$ 6,400	\$ 6,560	\$ 6,724	\$ 6,893	\$ 7,065
Replacement Reserve		\$ 12,300	\$ 12,300	\$ 12,300	\$ 12,300	\$ 12,300	\$ 12,300	\$ 12,300	\$ 12,300	\$ 12,300	\$ 12,300	\$ 12,300	\$ 12,300	\$ 12,300	\$ 12,300	\$ 12,300
TOTAL EXPENSES & RESERVES		\$ 260,700	\$ 269,344	\$ 278,289	\$ 287,546	\$ 297,126	\$ 307,040	\$ 317,299	\$ 327,916	\$ 338,903	\$ 350,274	\$ 362,040	\$ 374,217	\$ 386,819	\$ 399,859	\$ 413,355
NET OPERATING INCOME		\$ 108,594	\$ 109,182	\$ 109,700	\$ 110,142	\$ 110,505	\$ 110,782	\$ 110,968	\$ 111,058	\$ 111,045	\$ 110,923	\$ 110,687	\$ 110,328	\$ 109,840	\$ 109,216	\$ 108,447
DEBT SERVICE																
Total Required Debt Service		\$ 90,534	\$ 90,534	\$ 90,534	\$ 90,534	\$ 90,534	\$ 90,534	\$ 90,534	\$ 90,534	\$ 90,534	\$ 90,534	\$ 90,534	\$ 90,534	\$ 90,534	\$ 90,534	\$ 90,534
Net Cash Flow		\$ 18,060	\$ 18,648	\$ 19,166	\$ 19,608	\$ 19,971	\$ 20,248	\$ 20,434	\$ 20,524	\$ 20,511	\$ 20,389	\$ 20,153	\$ 19,794	\$ 19,306	\$ 18,682	\$ 17,913
DEBT SERVICE COVERAGE RATIO		1.20	1.21	1.21	1.22	1.22	1.22	1.23	1.23	1.23	1.23	1.22	1.22	1.21	1.21	1.20



SITE PLAN
SCALE: 1" = 20'-0"

"ORCHARD APARTMENTS"

FAMILY APARTMENT COMMUNITY
PARLIER, CA
DEVELOPED BY:
HOUSING AUTHORITY OF FRESNO COUNTY

PROJECT INFORMATION:

APPLICANT / DEVELOPER: HOUSING AUTHORITY OF FRESNO COUNTY
1331 PATTON MALL
FRESNO, CA 93715
P.O. NO. 25-45-502

SITE ADDRESS: 295 S. NEWMARK AVE., PARLIER, CA

A.P.N.: 25-041-18

TOTAL SITE AREA: 131,345 S.F. + 3.05 ACRES

LAND USE (GENERAL PLAN): RESIDENTIAL-MEDIUM LOW DENSITY

EXISTING ZONING: R2

PROPOSED ZONING: R2

TOTAL UNITS EXIST/PROPOSED: 40 RENTABLE

EXIST./PROPOSED DENSITY: 1 UNIT/3,285 S.F.
+ 13.11 UNITS/ACRE

OCCUPANCY GROUPS: R2 & B

CONSTRUCTION TYPE: V-B

FIRE SPRINKLERS: YES - NFPA-13

EXISTING APARTMENTS: 2 STORES

NEW COMMUNITY BUILDING: 1 STORY

UNIT TYPE BREAKDOWN:

27 UNITS - 2 BDRM, 1.5 BATH TOWNHOUSE	= 17
37 UNITS - 3 BDRM, 1.5 BATH TOWNHOUSE	= 16
48 UNITS - 4 BDRM, 2 BATH SINGLE LEVEL	= 5
16 UNITS - 2 BDRM, 1 BATH SINGLE LEVEL	= 2
TOTAL UNITS	= 40

(INCL. 4 MODIFIED FOR MOBILITY ACCESSIBILITY)

BUILDING TYPE BREAKDOWN:

BUILDING TYPE 'A'	= (1) BUILDING
27 UNITS	= (1)
SUBTOTAL	= 1 UNITS
TOTAL	= 1 UNITS
BUILDING TYPE 'B'	= (2) BUILDINGS
27 UNITS	= (2) PER BUILDING
SUBTOTAL	= 4 UNITS
TOTAL	= 4 UNITS
BUILDING TYPE 'C'	= (1) BUILDING
27 UNITS	= (1)
SUBTOTAL	= 1 UNITS
TOTAL	= 1 UNITS
BUILDING TYPE 'D'	= (1) BUILDING
27 UNITS	= (1)
SUBTOTAL	= 1 UNITS
TOTAL	= 1 UNITS

NEW COMMUNITY BUILDINGS:

FIRST FLOOR	= 1,985 S.F.
MOR UNIT SECOND FLOOR	= 185 S.F.
TOTAL	= 3,170 S.F.

PARKING DEVELOPMENT DATA:

EXISTING PARKING:	= 43
COVERED	= 23 STALLS
UNCOVERED/UNASSIGNED	= 20 STALLS
PROPOSED PARKING:	= 43
COVERED	= 43
UNASSIGNED/UNCOVERED	= 0
TOTAL PROPOSED	= 75 STALLS
ACCESSIBLE STALLS REQUIRED:	
COVERED ASSIGNED PARKING PER 103A.4	= 1 STALL REQD.
2% OF 43 STALLS	= 1 STALLS REQD.
UNASSIGNED PARKING PER 103A.5	= 2 STALLS REQD.
2% OF 24 STALLS	= 2 STALLS REQD.
TOTAL ACCESSIBLE PARKING STALLS	= 3 STALLS REQD.
3 STALLS PROVIDED	

LEGAL DESCRIPTION:

Real property in the City of Parlier, County of Fresno, State of California, described as follows:
THAT PORTION OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 24, TOWNSHIP 18 SOUTH, RANGE 22 EAST, MOUNT DIABLO RANGE AND MERIDIAN, ACCORDING TO THE UNITED STATES GOVERNMENT TOWNSHIP PLATS AND DESCRIBED AS FOLLOWS:
THE EASTERLY 26.00 FEET OF SAID PORTION OR SECTION 24, EXCEPTING THEREFROM THE SOUTHERLY 175 FEET;
ALSO EXCEPTING THEREFROM ALL OF THAT PORTION OF THE PARCEL AS CEDED TO THE CITY OF PARLIER BY DOCUMENT NO. 480245, DATED MAY 24, 1984.

SHEET SCHEDULE

P1.0	SITE PLAN
P2.0	UNIT TYPE HC FLOOR PLANS
P2.1	UNIT TYPE 4B & 4BHC FLOOR PLANS
P2.2	UNIT TYPES 27 & 37 FLOOR PLANS
P3.0	BUILDING TYPE 'A' COORDINATION PLAN
P3.1	BUILDING TYPE 'B' COORDINATION PLAN
P3.2	BUILDINGS TYPE 'C' COORDINATION PLANS
P3.3	BUILDINGS TYPE 'D' COORDINATION PLANS
P3.4	BUILDING TYPE 'E' COORDINATION PLAN
P4.0	BUILDING TYPE 'A' EXTERIOR ELEVATIONS
P4.1	BUILDING TYPE 'B' EXTERIOR ELEVATIONS
P4.2	BUILDING TYPE 'C' EXTERIOR ELEVATIONS
P4.3	BUILDING TYPE 'D' EXTERIOR ELEVATIONS
P4.4	BUILDING TYPE 'E' EXTERIOR ELEVATIONS
P5.0	COMMUNITY BUILDING FLOOR PLANS
P5.1	COMMUNITY BUILDING EXTERIOR ELEVATIONS



VICINITY MAP: PARLIER, CA
SCALE: N.T.S.



7600 NORTH HANNA, FRESNO
FRESNO, CA 93711
TEL: 438-2020
WWW.RLDASID.COM

ORCHARD APARTMENTS
295 S. Newmark Ave.
Parlier, CA 93648

FOR:
FRESNO HOUSING AUTHORITY

NO. DATE: 02-22-2018 DRAWN: RTAL DESIGN

SHEET TITLE:

SITE PLAN

SCALE: AS NOTED

SHEET NO.

P1.0

PROJECT NO. 1724



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: June 21, 2018

BOARD MEETING: June 26, 2018

AGENDA ITEM: 7b

AUTHOR: Brandon Gonzalez

SUBJECT: Mariposa Meadows – Approvals Needed to Apply for Funding

Executive Summary

The Mariposa Meadows project is being prepared for a 2018 2nd Round Low-Income Housing Tax Credit (“LIHTC”) application to the California Tax Credit Allocation Committee (“CTCAC”) in July, 2018. The LIHTC financing will enable the property to be repositioned and preserve the affordability. Mariposa Meadows is an existing 40 unit Farm Labor Housing development on approximately 5.39 acres in southwest Fresno, CA. The existing site consists of 20 duplex buildings with units ranging from two- to five-bedrooms. The Fresno Housing Authority (FH) originally developed the property in 1991 with financial assistance from the United States Department of Agriculture (USDA). The loan and rental assistance provided by USDA is nearing the end of the commitment term and staff is working with USDA to secure new financing commitments and preserve the affordability of the property. Concurrently, staff is proposing to complete substantial rehabilitation of the existing 40 unit complex and to provide tenants access to the Yosemite Village Community Enrichment Center. The community center, which is located adjacent to the Mariposa Meadows property, has the capacity to provide space for resident services for both Yosemite Village and Mariposa Meadows tenants.

As part of the rehabilitation process, FH envisions upgrades that will include amenities that will be comparable to high quality units in the community. These upgrades include but are not limited to flooring, windows, washers/dryers, dishwashers, heating/cooling, and roofing upgrades. Rehabilitation of existing units will also involve the replacement of mechanical, electrical, and plumbing systems. With improvements made to the building envelopes and systems, FH is anticipating a 20-40% increase in energy efficiencies for all buildings.

As part of the next phase in the Mariposa Meadows development process, it is necessary for the Boards of Commissioners of the Housing Authority to adopt several resolutions that will allow for a list of significant actions to take place in order to facilitate the development.

Recommendation

It is recommended that the Boards of Commissioners of the Fresno Housing Authority adopt the attached resolutions approving the necessary actions needed to move forward with a LIHTC application submission, and authorize Preston Prince, CEO/Executive Director, Tracewell Hanrahan, Deputy Executive Director, and/or their designee, to negotiate and execute documents in connection with the approved actions.

1. Authorize approval for the Housing Authority of the City of Fresno to re-amortize the existing USDA 514 loan in the amount of \$276,130 for a new 33-year maximum term.
2. Authorize approval of a donation of the land, buildings and/or available project reserves from the Housing Authority of the City of Fresno to Silvercrest, Inc. as Managing General Partner of the to-be-formed Limited Partnership for the benefit of redeveloping the Mariposa Meadows property for a net value of up to \$3,850,000.
3. Authorize Deferral of approximately \$40,000 of Developer Fee payable to the Housing Authority of the City of Fresno.
4. Authorize the Housing Authority of the City of Fresno to enter into a Memorandum of Understanding (MOU) with Silvercrest, Inc. to co-develop the project.
5. Authorize the Housing Authority of the City of Fresno to enter into a Partnership Agreement with Silvercrest, Inc., wherein the Authority would act as the Administrative General Partner (AGP) and Silvercrest, Inc. would act as the Managing General Partner (MGP); and to execute such documents as are necessary for such purpose.
6. Authorize the undertaking of all actions necessary to assemble various financing sources, which may include, but are not limited to: (a) submission of an application for 9% LIHTC equity, (b) submission of an Affordable Housing Program (AHP) application to the Federal Home Loan Bank of San Francisco, (c) submission of an application for City of Fresno HOME funds, (d) applying and/or entering into agreements for operating subsidy in the form of USDA Section 521 Rural Rental Assistance (RA) and (e) grants, operating subsidies and/or private loans and such other sources identified by the CEO/Executive Director.
7. Authorize Preston Prince, the CEO/Executive Director, and Tracewell Hanrahan, Deputy Executive Director, and/or their designees to execute documents on behalf of the Housing Authority of the City of Fresno, CA.
8. Provide for other matters related thereto.

Fiscal Impact

The fee for submission of the LIHTC application is \$2,000. Professional fees for performing pre-development activities and reports will be allocated to the approved pre-development budget. Staff is not requesting a contribution from the Housing Relinquished Fund Corporation for this project.

Background Information

Mariposa Meadows is an existing multi-family residential development consisting of 40 affordable Farm Labor housing units on 5.39 acres at 1011 W. Atchison Street in Fresno, California. The Fresno Housing Authority proposes to rehabilitate the existing 40 units. The development includes a mix of two to five bedroom units and would have affordability levels ranging from 30% to 80% of area median income. Mariposa Meadow's location presents opportunities for easy access to community amenities such as public parks, schools, medical care, and grocery shopping. All of the units will be renovated to include amenities

that are comparable to high quality units in the community. Unit amenities will include Energy Star appliances, dishwashers, and central heating and cooling. Unit and on-site amenities will bring new life to the complex and tenant population.

Attachments: Exhibit A - Organizational Chart
 Exhibit B – Development Pro Forma
 Exhibit C – Operating Budget
 Exhibit D – 15-Year Projections
 Exhibit E - Site Plan

RESOLUTION NO. _____

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF THE CITY OF FRESNO, CA

RESOLUTION AUTHORIZING THE SUBMISSION OF A 9% LOW INCOME HOUSING TAX CREDIT ("LIHTC") APPLICATION AND OTHER VARIOUS FINANCING SOURCES FOR THE DEVELOPMENT OF MARIPOSA MEADOWS, 40 UNITS OF FARM LABOR FAMILY HOUSING LOCATED AT 1011 W. ATCHISON STREET, FRESNO, CA 93706 (APN's 477-040-46ST)

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

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

WHEREAS, the Authority has agreed to facilitate the development of real property located at 1011 W. Atchison Street, Fresno, CA 93706 (APN 477-040-46ST), and the improvements located thereon into a 40-unit apartment complex (collectively, the Property); and,

WHEREAS, the project's financing structure calls for the submission of a 9% low income housing tax credit (LIHTC) application to facilitate the development;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno, CA hereby authorizes Preston Prince, the CEO/Executive Director, Tracewell Hanrahan, Deputy Executive Director, and/or their designee, to adopt the attached resolutions:

1. Authorize approval for the Housing Authority of the City of Fresno to re-amortize the existing USDA 514 loan in the amount of \$276,130 for a new 33-year maximum term.
2. Authorize approval of a donation of the land, buildings and/or available project reserves from the Housing Authority of the City of Fresno to Silvercrest, Inc. as Managing General Partner of the to-be-formed Limited Partnership for the benefit of redeveloping the Mariposa Meadows property for a net value of up to \$3,850,000.
3. Authorize Deferral of approximately \$40,000 of Developer Fee.

4. Authorize the Housing Authority of the City of Fresno to enter into a Memorandum of Understanding (MOU) with Silvercrest, Inc. to co-develop the project.
5. Authorize the Housing Authority of the City of Fresno to enter into a Partnership Agreement with Silvercrest, Inc., wherein the Authority would act as the Administrative General Partner (AGP) and Silvercrest, Inc. would act as the Managing General Partner (MGP); and to execute such documents as are necessary for such purpose.
6. Authorize the undertaking of all actions necessary to develop the Project, and assemble various financing sources, which may include, but are not limited to: (a) submission of an application for 9% LIHTC equity, (b) submission of an Affordable Housing Program (AHP) application to the Federal Home Loan Bank of San Francisco, (c) submission of an application for City of Fresno HOME funds, (d) applying and/or entering into agreements for operating subsidy in the form of USDA Section 521 Rural Rental Assistance (RA) and (e) grants, operating subsidies and/or private loans and such other sources identified by the CEO/Executive Director.
7. Authorize Preston Prince, the CEO/Executive Director, and Tracewell Hanrahan, Deputy Executive Director, and/or their designees to execute documents on behalf of the Housing Authority of the City of Fresno, CA; and in the name of the Administrative General Partner, on its own behalf; and as administrative general partner of the Partnership.

PASSED AND ADOPTED THIS 26th DAY OF JUNE 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

Ownership Structure

Fresno Mariposa Meadows Apartments, LP

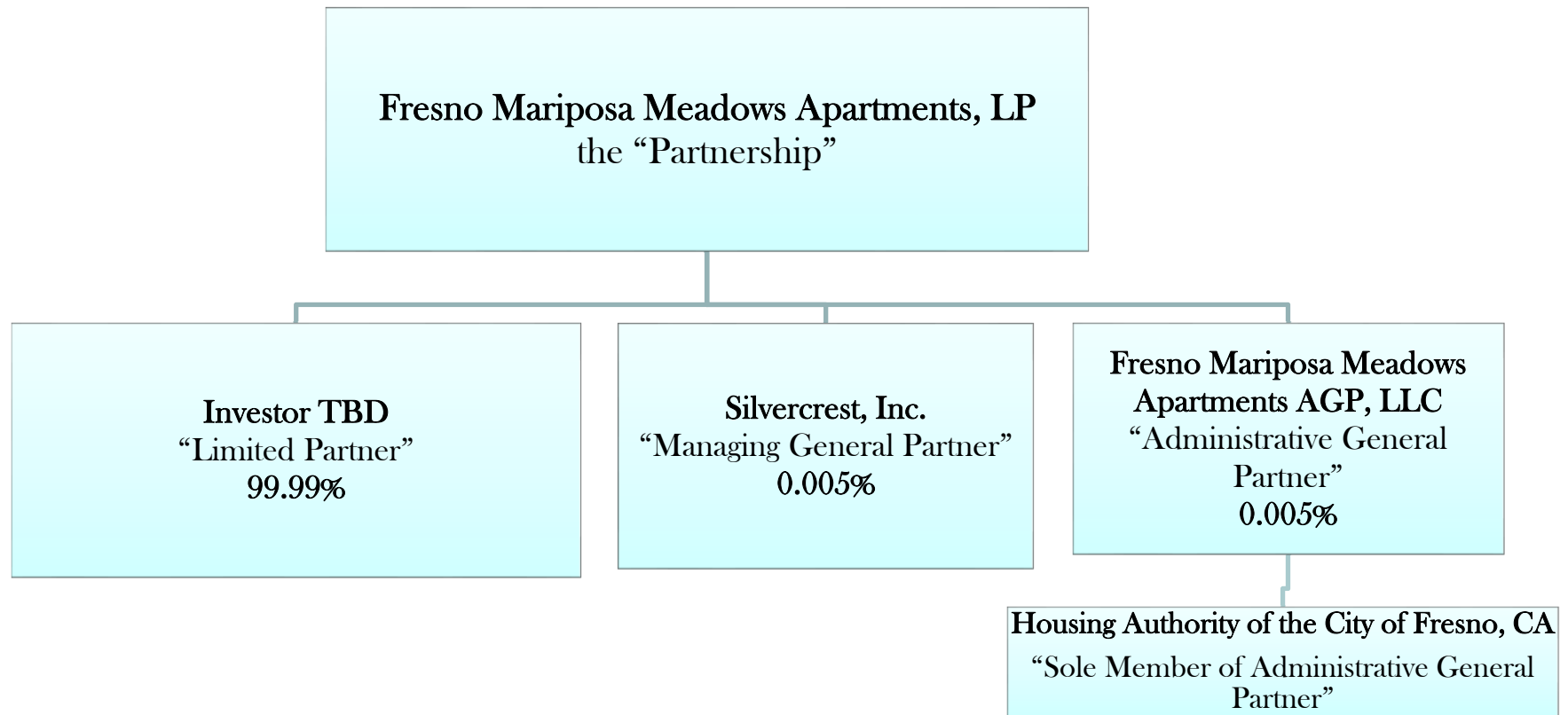


EXHIBIT B
Mariposa Meadows Pro Forma

Development Sources and Uses	
Sources of Funds	<i>Amount</i> <i>6/21/2018</i>
Deferred Developer Fee	\$ 38,851
GP Contribution	\$ 100
LIHTC Equity	\$ 7,955,628
Total Sources of Funds	\$ 7,994,579
Uses of Funds	<i>Amount</i>
Construction Costs	\$ 3,830,000
Contingencies	\$ 563,000
Permits/Impact Fees/etc.	\$ 100,000
Professional Fees	\$ 692,500
Relocation	\$ 800,000
Loan Fees and other Soft Costs	\$ 957,864
Reserves	\$ 127,253
Developer Fee	\$ 923,962
Total Uses of Funds	\$ 7,994,579

Acquisition Sources and Uses	
Sources of Funds	<i>Amount</i>
USDA Perm Loan	\$ 276,130
Fresno HA Land & Building Donation	\$3,350,000
Total Uses of Funds	\$ 3,626,130
Uses of Funds	<i>Amount</i>
Reamortize USDA Perm Loan	\$ 276,130
Land & Building Acquisition Costs	\$3,350,000
Total Uses of Funds	\$ 3,626,130

**Draft as of 6/21/2018*

Exhibit C

Mariposa Meadows Residential Component Projected Stabilized Operating Budget

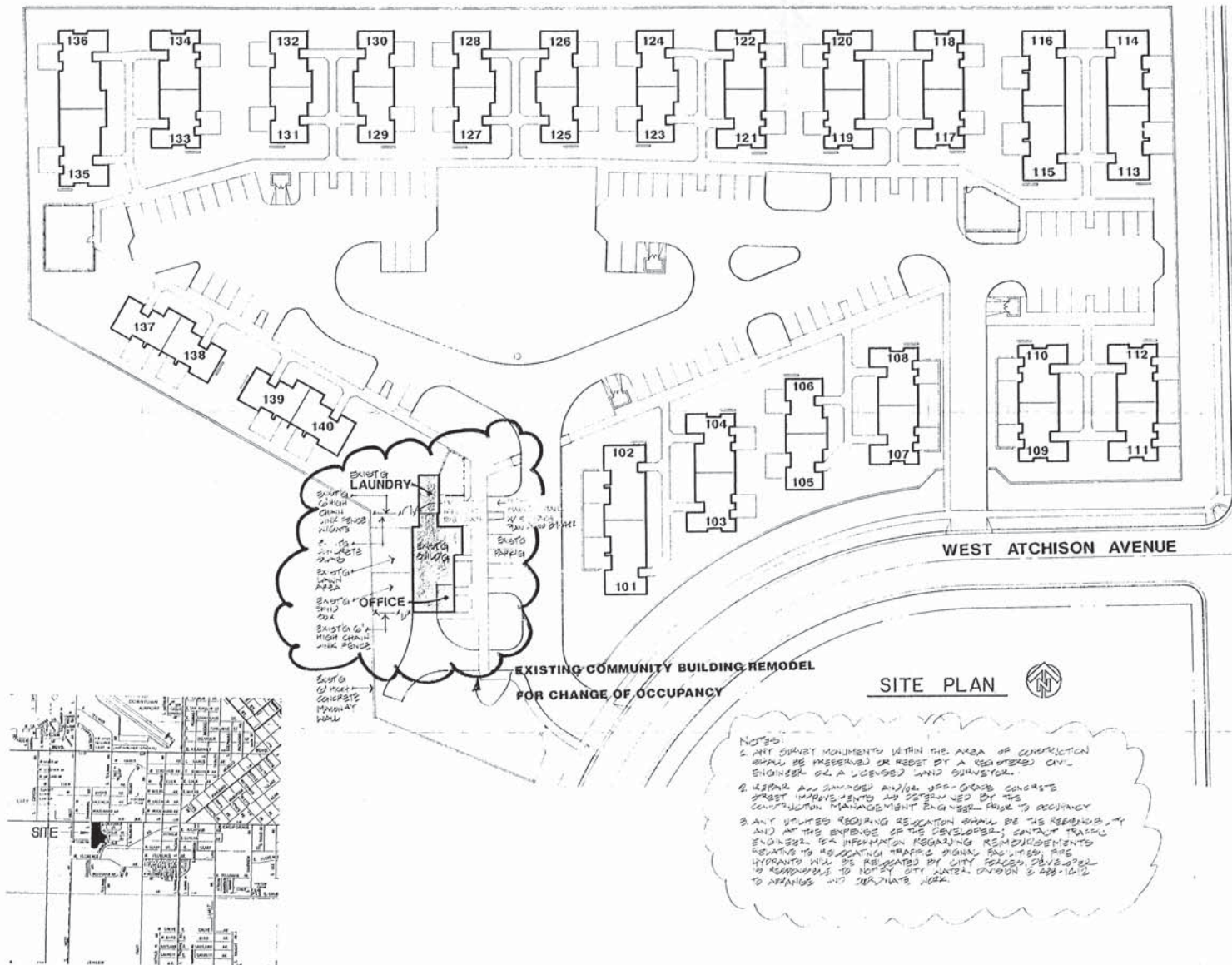
Unit Type	# Units	% AMI	SF/Unit	Net Rent Per Unit	Ann. Rent Total
4Bd./2Bath **Unsubsidized	2	30%	1128	409	\$ 9,816
2Bd./1Bath	1	30%	791	352	\$ 4,224
3Bd./1Bath	3	30%	924	390	\$ 14,040
5Bd./2Bath	1	30%	1281	508	\$ 6,096
4Bd./2Bath **Unsubsidized	1	40%	1128	583	\$ 6,996
2Bd./1Bath	2	40%	791	487	\$ 11,688
3Bd./1Bath	3	40%	924	546	\$ 19,656
4Bd./2Bath	1	40%	1128	583	\$ 6,996
5Bd./2Bath	1	40%	1281	700	\$ 8,400
2Bd./1Bath **Unsubsidized	3	50%	791	525	\$ 18,900
3Bd./1Bath **Unsubsidized	1	50%	924	625	\$ 7,500
4Bd./2Bath **Unsubsidized	1	50%	128	695	\$ 8,340
2Bd./1Bath	1	50%	791	621	\$ 7,452
3Bd./1Bath	2	50%	924	701	\$ 16,824
4Bd./2Bath	1	50%	1128	756	\$ 9,072
2Bd./1Bath **Unsubsidized	4	60%	791	525	\$ 25,200
3Bd./1Bath **Unsubsidized	5	60%	924	625	\$ 37,500
2Bd./1Bath	1	60%	791	525	\$ 6,300
2Bd./1Bath **Unsubsidized	2	70%	791	525	\$ 12,600
3Bd./1Bath **Unsubsidized	1	70%	924	625	\$ 7,500
2Bd./1Bath **Unsubsidized	2	80%	791	525	\$ 12,600
3Bd./1Bath**Managers Unit					\$ -
USDA Rental Subsidy					\$ 65,052
TOTAL REVENUE	39				\$ 322,752

RESIDENTIAL OPERATING EXPENSES	Per Unit	TOTAL
Management Fee	810	32,400
Advertising/Marketing	9	500
Legal and Accounting	179	10,000
Utilities (water, trash, electricity, gas, etc.)	393	22,000
Payroll: Onsite Manager(s)/Staff	1,089	61,000
Maintenance/Repairs	1,446	81,000
Real Estate Property Tax	89	5,000
Insurance	268	15,000
Services Amenities	357	20,000
Security Alarm	36	2,000
Office Expense/Misc. Admin.	36	2,000
Total Operating Expenses	6,273	250,900
Replacement Reserves	300	12,000
Total Operating and Reserve Budget	6,573	262,900

Exhibit D

Mariposa Meadows RESIDENTIAL COMPONENT - 15 YEAR CASH FLOW ANALYSIS

INCOME FROM HOUSING UNITS	Inflation	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15
Schedule Rental Income	2.5%	\$ 257,700	\$ 264,143	\$ 270,746	\$ 277,515	\$ 284,453	\$ 291,564	\$ 298,853	\$ 306,324	\$ 313,982	\$ 321,832	\$ 329,878	\$ 338,125	\$ 346,578	\$ 355,242	\$ 364,123
USDA Rental Subsidy		\$ 65,052	\$ 66,678	\$ 68,345	\$ 70,054	\$ 71,805	\$ 73,600	\$ 75,440	\$ 77,326	\$ 79,260	\$ 81,241	\$ 83,272	\$ 85,354	\$ 87,488	\$ 89,675	\$ 91,917
Misc. Income		\$ 3,000	\$ 3,075	\$ 3,152	\$ 3,231	\$ 3,311	\$ 3,394	\$ 3,479	\$ 3,566	\$ 3,655	\$ 3,747	\$ 3,840	\$ 3,936	\$ 4,035	\$ 4,136	\$ 4,239
GROSS POTENTIAL INCOME - HOUSING		\$ 325,752	\$ 333,896	\$ 342,243	\$ 350,799	\$ 359,569	\$ 368,558	\$ 377,772	\$ 387,217	\$ 396,897	\$ 406,820	\$ 416,990	\$ 427,415	\$ 438,100	\$ 449,053	\$ 460,279
VACANCY ASSUMPTIONS																
Vacancy Loss	-5.0%	\$ (16,288)	\$ (16,695)	\$ (17,112)	\$ (17,540)	\$ (17,978)	\$ (18,428)	\$ (18,889)	\$ (19,361)	\$ (19,845)	\$ (20,341)	\$ (20,850)	\$ (21,371)	\$ (21,905)	\$ (22,453)	\$ (23,014)
TOTAL VACANCY LOSS		\$ (16,288)	\$ (16,695)	\$ (17,112)	\$ (17,540)	\$ (17,978)	\$ (18,428)	\$ (18,889)	\$ (19,361)	\$ (19,845)	\$ (20,341)	\$ (20,850)	\$ (21,371)	\$ (21,905)	\$ (22,453)	\$ (23,014)
EFFECTIVE GROSS INCOME		\$ 309,464	\$ 317,201	\$ 325,131	\$ 333,259	\$ 341,591	\$ 350,131	\$ 358,884	\$ 367,856	\$ 377,052	\$ 386,479	\$ 396,141	\$ 406,044	\$ 416,195	\$ 426,600	\$ 437,265
OPERATING EXPENSES & RESERVE DEPOSITS																
Operating Expenses	3.5%	\$ 245,900	\$ 254,507	\$ 263,414	\$ 272,634	\$ 282,176	\$ 292,052	\$ 302,274	\$ 312,853	\$ 323,803	\$ 335,136	\$ 346,866	\$ 359,007	\$ 371,572	\$ 384,577	\$ 398,037
Real Estate Taxes	2.5%	\$ 5,000	\$ 5,125	\$ 5,253	\$ 5,384	\$ 5,519	\$ 5,657	\$ 5,798	\$ 5,943	\$ 6,092	\$ 6,244	\$ 6,400	\$ 6,560	\$ 6,724	\$ 6,893	\$ 7,065
Replacement Reserve		\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
TOTAL EXPENSES & RESERVES		\$ 262,900	\$ 271,632	\$ 280,667	\$ 290,018	\$ 299,695	\$ 309,709	\$ 320,072	\$ 330,797	\$ 341,895	\$ 353,381	\$ 365,267	\$ 377,567	\$ 390,296	\$ 403,469	\$ 417,102
NET OPERATING INCOME		\$ 46,564	\$ 45,570	\$ 44,464	\$ 43,241	\$ 41,896	\$ 40,421	\$ 38,811	\$ 37,059	\$ 35,157	\$ 33,098	\$ 30,874	\$ 28,477	\$ 25,899	\$ 23,131	\$ 20,163
DEBT SERVICE																
Bank Loan		\$ 9,722	\$ 9,722	\$ 9,722	\$ 9,722	\$ 9,722	\$ 9,722	\$ 9,722	\$ 9,722	\$ 9,722	\$ 9,722	\$ 9,722	\$ 9,722	\$ 9,722	\$ 9,722	\$ 9,722
Total Required Debt Service		\$ 9,722	\$ 9,722	\$ 9,722	\$ 9,722	\$ 9,722	\$ 9,722	\$ 9,722	\$ 9,722	\$ 9,722	\$ 9,722	\$ 9,722	\$ 9,722	\$ 9,722	\$ 9,722	\$ 9,722
Net Cash Flow		\$ 36,842	\$ 35,848	\$ 34,742	\$ 33,519	\$ 32,174	\$ 30,699	\$ 29,089	\$ 27,337	\$ 25,435	\$ 23,376	\$ 21,152	\$ 18,755	\$ 16,177	\$ 13,409	\$ 10,441
DEBT SERVICE COVERAGE RATIO		4.79	4.69	4.57	4.45	4.31	4.16	3.99	3.81	3.62	3.40	3.18	2.93	2.66	2.38	2.07



VICINITY MAP

NOTES:
 1. ALL SURVEY MONUMENTS WITHIN THE AREA OF CONSTRUCTION SHALL BE PRESERVED OR RESET BY A REGISTERED CIVIL ENGINEER OR A LICENSED LAND SURVEYOR.
 2. EXISTING AND REMOVED AND/OR NEW CONCRETE STREET IMPROVEMENTS AS SPECIFIED BY THE CONSTRUCTION MANAGEMENT ENGINEER PRIOR TO OCCUPANCY.
 3. ANY UTILITIES REQUIRING RELOCATION SHALL BE THE RESPONSIBILITY AND AT THE EXPENSE OF THE DEVELOPER. CONTACT TRAFFIC ENGINEER FOR INFORMATION REGARDING REIMPOSITIONS RELATIVE TO RELOCATION TRAFFIC SIGNAL FACILITIES. FIRE HYDRANTS WILL BE RELOCATED BY CITY ENGINEER DEVELOPER IS RESPONSIBLE TO NOTIFY CITY ENGINEER PRIOR TO 10:00 AM TO RELOCATE AND RELOCATE WORK.

CORRECTED EXHIBIT

PROJECT ADDRESS:
 1011 W. ATCHISON, FRESNO, CA.
 APN: 477-040-35
 CONSTRUCTION TYPE - II n
 EXISTING OCCUPANCY GROUP: B2
 PROPOSED OCCUPANCY GROUP: B2/B3

* (b) SITE & COMMUNITY BUILD COMPLIANCE WITH DISABILITY ACCESS REQUIREMENT - PLAN CK 16.01-141

OWNER:
 FRESNO HOUSING AUTHORITY
 JIM MANN 269-4764
 1035 E. STREET
 FRESNO, CA 93706

APPL. NO. 6-29-93		DATE 6-29-93	
PROJECT NO. 6-29-93	PAGE 1		
DESIGNER	DATE		
CONS. APPROVED BY: [Signature]	DATE: 6-29-93		
CITY OF FRESNO DEVELOPMENT DEPARTMENT			

TEMPLE-ANDERSEN-MOORE
 ARCHITECTURE/PLANNING/INTERIORS
 6000 N. PALM AVE.
 FRESNO, CALIFORNIA 93705

SHEET NO. 1

OF 4 SHEETS

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: June 21, 2018

BOARD MEETING: June 26, 2018

AGENDA ITEM: 7c

AUTHOR: Quincy Boren

SUBJECT: Parc Grove Commons IV Veterans - Submission of Veterans
Funding Application

Executive Summary

As part of the development of the Parc Grove housing campus, Staff is proposing to submit a funding application to the California Department of Housing and Community Development's (HCD) Veterans Housing and Homeless Prevention (VHHP) Program for the Parc Grove Commons IV Veteran development. The fourth phase of Parc Grove Commons is proposed to be restricted for veterans in need of supportive services and other qualified low income veterans and their families. If successful, the VHHP funds would greatly support the financing of the proposed project and further position the project to compete for low income housing tax credits.

The VHHP funds would represent a significant source of funding for the project but additional funding is necessary in order to fully implement the project. The application and potential award of VHHP funding does not commit the Fresno Housing Authority to move forward with the project. Additional approvals are necessary from the Board and may/will be requested as appropriate in the development process.

Fiscal Impact

No fiscal impact. Staff time will be allocated to the preparation and submission of the application. The current request from the VHHP program totals approximately \$3,326,416 in development programs funds. Additional funding sources will be necessary to implement the project and are yet to be secured.

Recommendation

It is recommended that the Boards of Commissioners of the Fresno Housing Authority adopt the attached resolution approving the submission of the Veterans Housing and Homeless Prevention (VHHP) funding application, and authorize Preston Prince, CEO/Executive Director, Tracewell Hanrahan, Deputy Executive Director, and/or their designee to negotiate and execute documents in connection with the approved action.

Background

The fourth phase of Parc Grove Commons housing complex is proposed as a 40-unit affordable housing development that is proposed to be developed on a portion of the remaining vacant land. The project units will be reserved for veterans in need of supportive services and other low income veterans and their families.

RESOLUTION NO. _____

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF THE CITY OF FRESNO, CALIFORNIA

**RESOLUTION AUTHORIZING THE AGENCY TO APPLY FOR AN AWARD FROM THE
VETERANS HOUSING AND HOMELESSNESS PREVENTION PROGRAM FOR THE
DEVELOPMENT OF PARC GROVE COMMONS PHASE IV, 40 UNITS OF VETERANS
AND VETERANS FAMILY HOUSING LOCATED AT THE CORNER OF ANGUS AND
CLINTON AVE, FRESNO, CA 93703**

**All of the Commissioners of The HOUSING AUTHORITY OF THE CITY OF FRESNO
“HACF”, a California public agency (“The Agency”), hereby consent to, adopt and ratify the
following resolutions:**

WHEREAS, the State of California, Department of Housing and Community Development (the “Department”) has issued a Notice of Funding Availability (“NOFA”) under its Veterans Housing and Homelessness Prevention (“VHHP”) Program dated May 18, 2018 as authorized pursuant to The Veterans Housing and Homeless Prevention Act of 2014 (the “Act”) as codified at Military and Veteran’s Code section 987.001 et seq., and pursuant to the most recently adopted guidelines (the “Guidelines”) promulgated by the Department pursuant to the Act; and,

WHEREAS, the Agency is authorized to do business in the State of California and is empowered to enter into an obligation to receive State funds for the construction and development of affordable multifamily supportive housing, affordable multifamily rental housing, or related facilities for veterans and their families; and,

WHEREAS, the Agency wishes to obtain an award from the Department for a VHHP loan for the acquisition, construction, and development of a Veteran’s-restricted affordable rental housing development (the Project”) for the implementation of Parc Grove Commons IV located in the City of Fresno; and,

WHEREAS, the Agency is eligible to be a Sponsor pursuant to the criteria set forth in the Guidelines and NOFA.

NOW THEREFORE, BE IT RESOLVED that the Agency is hereby authorized to submit an application to borrow approximately \$3,326,416 (the “VHHP Loan”) for the Project pursuant to the NOFA.

RESOLVED FURTHER: If the application is approved, the Agency is hereby authorized to incur an obligation for the VHHP Loan. That in connection with the VHHP Loan, the Agency is authorized and directed to enter into, execute, and deliver, a State of California Standard

Agreement, and any and all other documents required or deemed necessary or appropriate to carry into effect the full intent and purpose of the above resolution, in order to evidence the VHHP Loan, the Agency's obligations related thereto, and the Department's security therefore; including, but not limited to, a promissory note, a deed of trust and security agreement, a regulatory agreement, a development agreement and certain other documents required by the Department as security for, evidence of or pertaining to the VHHP Loan, and all amendments thereto (collectively, the "VHHP Loan Documents").

RESOLVED FURTHER: The Agency is further authorized to request amendments, including increases in amounts up to amounts approved by the Department, and to execute any and all documents required by the Department to govern and secure these amendments.

RESOLVED FURTHER: That Preston Prince, CEO/Executive Director, or his written designee, or Tracewell Hanrahan, Deputy Executive Director, are each separate, individually, and independently hereby authorized to execute: an application for approximately \$3,326,416 in VHHP program loan funds, the VHHP Loan Documents, and any amendment or modifications thereto, on behalf of the Agency.

RESOLVED FURTHER: That this Resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED THIS 26th DAY OF June, 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

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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: June 13, 2018
BOARD MEETING: June 26, 2018
FROM: Preston Prince
CEO/Executive Director
AGENDA ITEM: 9
AUTHOR: Staff
SUBJECT: Directors Report- June 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	Lease-up	2255 S Plumas Street, Fresno, CA	64	100%

Blossom Trail Commons (formerly Memorial Village)	Under Construction	302 K Street, Sanger, CA	48	82%
Magill Terrace	Under Construction	401 Nelson Avenue, Fowler, CA	60	26%
Oak Grove	Under Construction	595 Bigger Street, Parlier, CA	56	10%
Blackstone/Simpson Project	Pre- Development	3039 N Blackstone Avenue, Fresno, CA	45	N/A
Chinatown	Pre-Development	1101 F Street, Fresno, CA	57	N/A
Mariposa Meadows	Pre-Development	1011 W Atchison Avenue, Fresno, CA	40	N/A
Orchard Farm Labor Housing	Pre-Development	295 S Newmark Avenue, Parlier, CA	41	N/A

Project Highlights

Legacy Commons Phase II received its official Notice of Completion on June 13, 2018. Lease up activities have commenced.

Both Parlier Orchard Apartments and Mariposa Meadows are being proposed for second round tax credit applications in July 2018. Each development will primarily consist of full property rehabilitation, though Parlier Orchard Apartments will also include the new construction of a community building and manager's unit. Applications are due in early July, and if awarded, it is anticipated that rehabilitations may begin in March of 2019.

HMD OPERATIONS

FRESNO HOUSING PORTFOLIO- MANAGED ASSETS, 5/1 – 5/31/18						
	Total # of Units	Total Vacant	Current Occupancy	Notice to Vacate	Approved Apps	Net Occupancy
CITY OF FRESNO						
City of Fresno	845	0	100%	8	1	99%
COUNTY OF FRESNO						
County of Fresno	1319	14	99%	10	0	98%

HMD OPERATIONS

Occupancy- The Fresno Housing portfolio, city and county are each above 98% occupancy. The HMD continues to work diligently to maintain high occupancy across the portfolio.

Pre-Application Interest List – The pre-application interest list opened on May 31, 2018 for the following Public Housing complexes: Marcelli Terrace, DeSoto Gardens, Pinedale, Sequoia Courts, Sequoia Courts Terrace, Sierra Plaza and Yosemite Village. The pre-application interest list will remain open until Tuesday, July 31st at 3:00 p.m.

Renaissance @ Parc Grove - We have 29 tentatively approved applications for the brand new community. The new residents are excited and scheduled to move in the week of June 25, 2018.

Legacy Commons - Phase II is currently 92% leased, there are 5 vacant units remaining at the complex with applicants in process.

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

HCV City

The following leasing activities took place in May for the HCV City program.

- There were 409 initial eligibility interviews scheduled in May and 376 applicants attended, 92% show rate.
- 257 families attended briefings to receive their vouchers.
- There were 165 city participants who leased up in May.
- There are 650 city applicants/participants currently searching for housing.

HCV County

The following leasing activities took place in May for the HCV County program.

- There were 78 county participants who leased up in May.
- There are currently 166 county applicant/participants searching for housing.
- 1,000 applicants were selected from the HCV County waiting list, received appointment letters and are moving through the process.

Leasing strategies:

- As of June 15, 2018, there will be 3,000 applicants pulled from the county waiting list.

- Families porting in from other jurisdictions are being issued HCV County vouchers.
- County vouchers are issue to PBV residents who have requested HCV assistance and approved.
- Implementation of the 2nd CBC appointments: We are automatically scheduling a 2nd opportunity to those applicants who missed their first fingerprinting appointment. In addition, and upon request, we will also reschedule applicants who missed their appointment with the Leasing Specialist for the next available date. These applicants have already passed their criminal background check, and are closer to being determined eligible.
- As of May 14, 2018, temporary employees were trained and as of two weeks ago, began working up applicant files. This has allowed the department to increase the number of scheduled interviews with the Leasing Specialists. Appointments have been increased from 9 to 16 per day.
- We continue to extend and grant extensions to families in the searching process. In some cases, we have extended past the 120 days as we work closely with the families in an attempt to successfully lease them up.
- Staff continue to hold regular meetings to review both HAP and voucher utilization.

Resident Services

Mother's Day Activities

Site(s): Kings River Commons Reedley, Cueva de Oso, Selma, Legacy Commons, Sequoia Courts, Yosemite Village, Villa Del Mar, Cedar Courts.

Fresno Housing Authority held workshops for young residents to participate in activites in preparing for Mother's Day. The moms and their children designed their own greeting cards and made flower pens. This was followed by frosting and decorating sugar cookies for all to share.



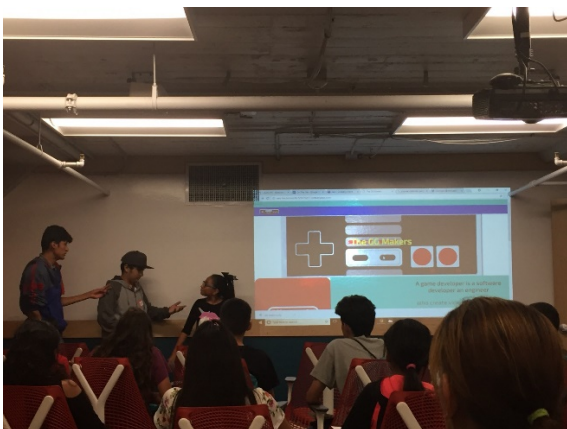


59 Days of Coding & The Builds Expo

Site(s): Cedar Courts

Website Development with 59 Days of Coding: The program provided youth residents at Cedar Courts a 2-hour class that meets one day a week for a total of 14 weeks. The program started on February 6, 2018 and concluded on May 15, 2018. The goal of the workshop was to teach and familiarize students with websites; to include building a single page website using 2 foundational coding languages. At the conclusion of the course, the students learned codes used to develop website and received certificates and participated in a graduation. Additionally, students became eligible to participate in the The Build Expo.

The Build Expo: On Saturday, May 19, 2018, youths at Cedar Courts who completed the 59 Days of Coding classes were invited to showcase what they learned at The Build Expo. The students participated in a Tech Expo and built a one-page website using the tools that they have learned over the past few weeks. There was a raffle drawing for a laptop, tablet, and gift cards for all students who fully participated in the Expo & Pitch project they built together in teams of three during The Build Expo.





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.

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

Through the week of June 4, 2018 to June 8, 2018, Damian Rivera Galarza, Training & Development Analyst; Yolanda Keiser, Training & Special Projects Coordinator; Lorena Betancourt, Training & Special Projects Coordinator; and Kelly Johnson, HCV Training Coordinator, hosted De-escalation training conducted by RightResponse for 77 employees. These 77 employees were specifically chosen because of the frequency of their frequent direct interaction with clients. This important training addresses different stages of

interpersonal interactions with clients and with each other, how to recognize the potential for escalation and prevention, and how to effectively navigate situations that have escalated. Employees were encouraged to share experiences and discuss options and best practices in dealing with escalated situations.

On Thursday, May 24th, 2018 Aysha Hills, Senior Human Resources Analyst, attended a planning meeting for the Central Valley Employment Relations Consortium to select the supervisor training courses for the upcoming year and discuss feedback from the previous training year.

On Thursday, June 14, 2018, Amber Lujano, Human Resources Coordinator, attended a Central Valley Public Agency Risk Management Association (PARMA) Chapter luncheon to assist in selecting sessions for the local conference in the Fall.

The Human Resources Department is currently focused on recruiting for positions within the Administrative Services, Housing Choice, Housing Management, and Information Services departments. There are no new hires or promotions to report at this time.

Administrative Services & Procurement

The procurement department has worked closely with the Planning & Community Development Department (P&CD) to solicit a Request for Proposals (RFP) for General Contractor Construction Management services for Orchard Apartments in Parlier and Mariposa Meadows in the city of Fresno. The RFP is currently in the solicitation stage. Proposals are due on Wednesday, July 18th. The facilities department is also working with P&CD to develop a scope of work to improve the main entrance and doors at the Central Office.

Information Technology

Recently Wayne Vangyi and IT Intern, Bianca Garcia, attended the Ricoh tech fair hosted at Chukchansi Park. Central California Cyber Security Consortium Director, Brian Olson, spoke to the group about new changes coming from the California Governor. In the next couple years, businesses will be required to meet new IT security standards. He, along with his group of cyber security specialists, will meet with the Governor over the next few months to discuss and recommend how to implement these new IT security standards. Brian's focus now is to create a NIST (National Institute of Standards and Technology) for dummies guide to help businesses, like Fresno Housing Authority, implement these new requirements

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

June 26, 2018



In The Know

Julio C. Romero, MPH

Project Manager

Health and Dental Services

Women, Infants & Children (WIC)

Head Start

School of Unlimited Learning (SOUL)

Local Conservation Corps (LCC)

Youth Build Charter School

Low Income Home Energy Assistance
Program (LIHEAP)

Weatherization

Health and Dental Services

Digital Innovation for Youth (DIY)

California Personal Responsibility
Program (CAPREP)

Sanctuary Youth Shelter

Safe Place

Fresno Street Saints

Housing Programs

Central Valley Against Human
Trafficking (CVAHT)

Sanctuary Outreach to the Streets (SOS)

Adolescent Family Life Program (AFLP)

Rural Tobacco Education Program

Foster Grandparent Program

Early Head Start

School Aged Child Care

Rural Food Distributions

Food Services

Fresno Community Development
Financial Institution (CDFI) 2

Transit Systems

What is “In The Know”?

- An adolescent development program
- Created by Fresno EOC, UCSF, and Youth-Tech-Health (YTH)
- Youth input was used throughout development.
- Research Project
- Incentives

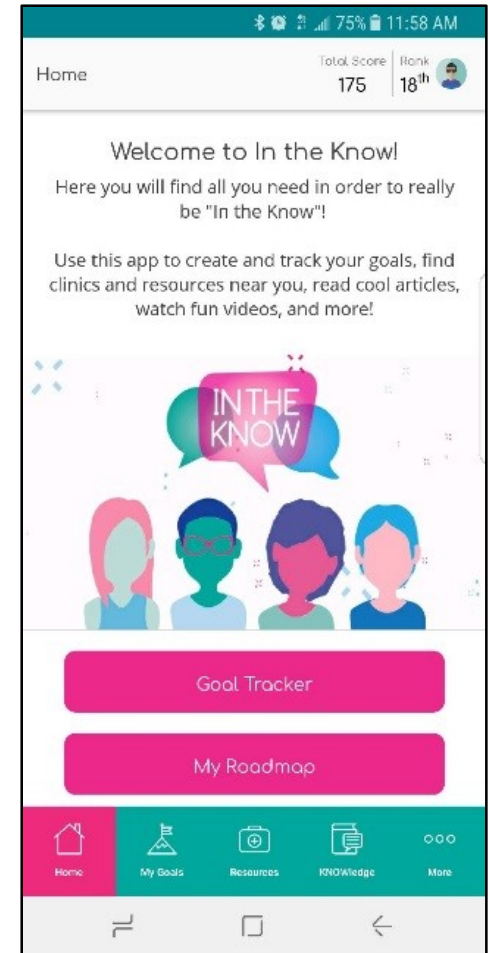


Technology of In The Know

- Technology and web based intervention
 - Youth use a tablet throughout
 - Access links, pdfs, and games through the website
 - <http://intheknowinfo.org/>

In The Know App

- Youth will gain access to an exclusive app that re-enforces the material they learned.
- Youth will create a life plan and goals they wish to accomplish
- Resource locator
- Knowledge Center with articles and videos



Module 1

- Sexual Health
 - Sexual Identity and Gender Expression In the Know about How Pregnancy Happens
 - Contraception
 - Condom Use
 - STI/HIV Prevention
 - Introduce App and Sexual Health Life Planning



Module 2

- Healthy Relationships and Life Skills
 - Risk Reduction
 - Communication Styles
 - Consent
 - Healthy Relationships
 - Intimate Partner Violence (IPV), Harassment, and Assault
 - Stress Management
 - Strengths and Goal Setting
 - Introduce App and Healthy Relationships Life Planning



Module 3

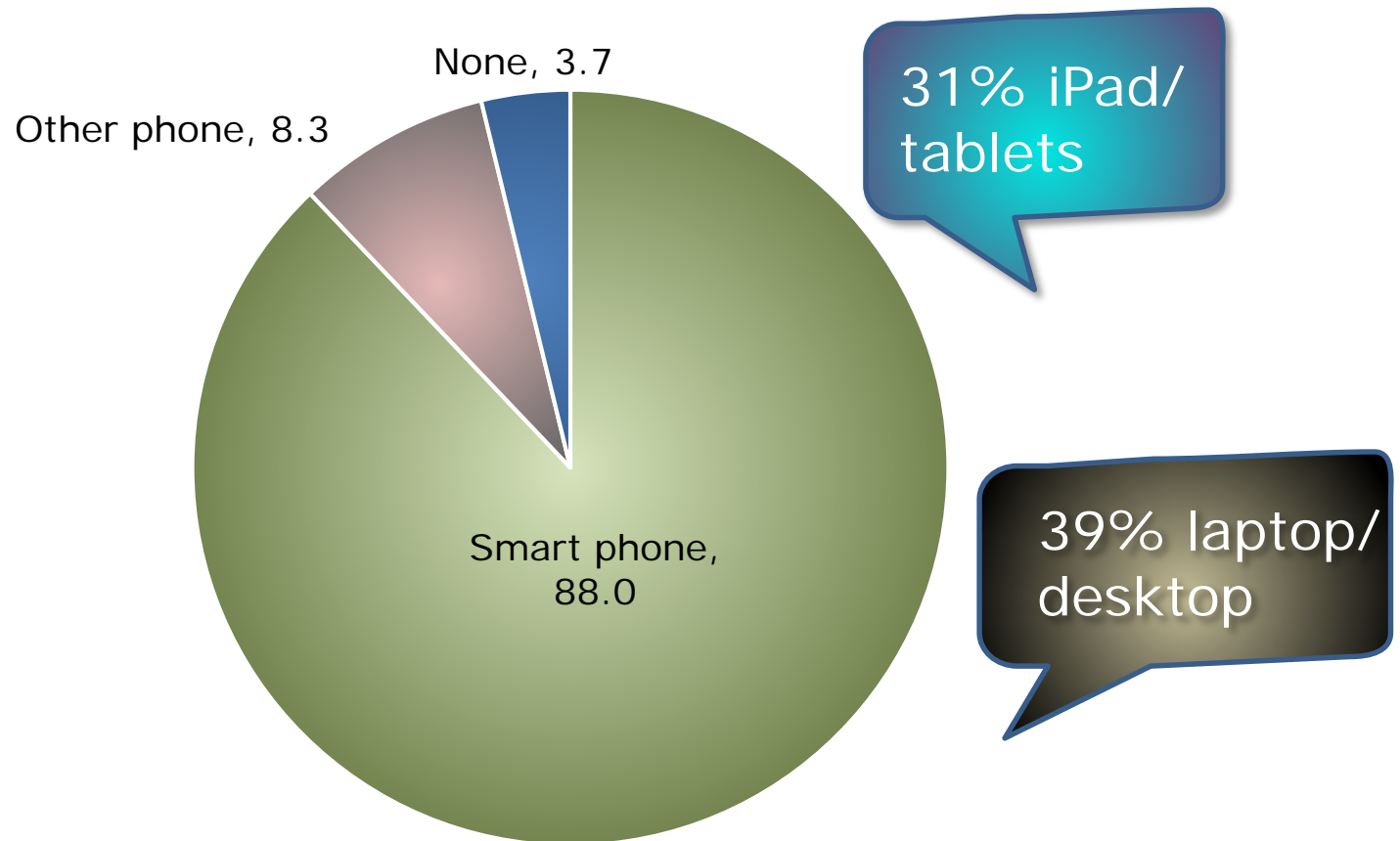
- Education and Career Success
 - Education and Career Options
 - Financial Aid and Scholarships
 - Resume, Cover Letter, and Application Preparation
 - General Tips and Interview Skills
 - Job Readiness
 - Personal Finance
 - App and Education/Work Life Planning



Fresno Housing Authority Implementation Sites

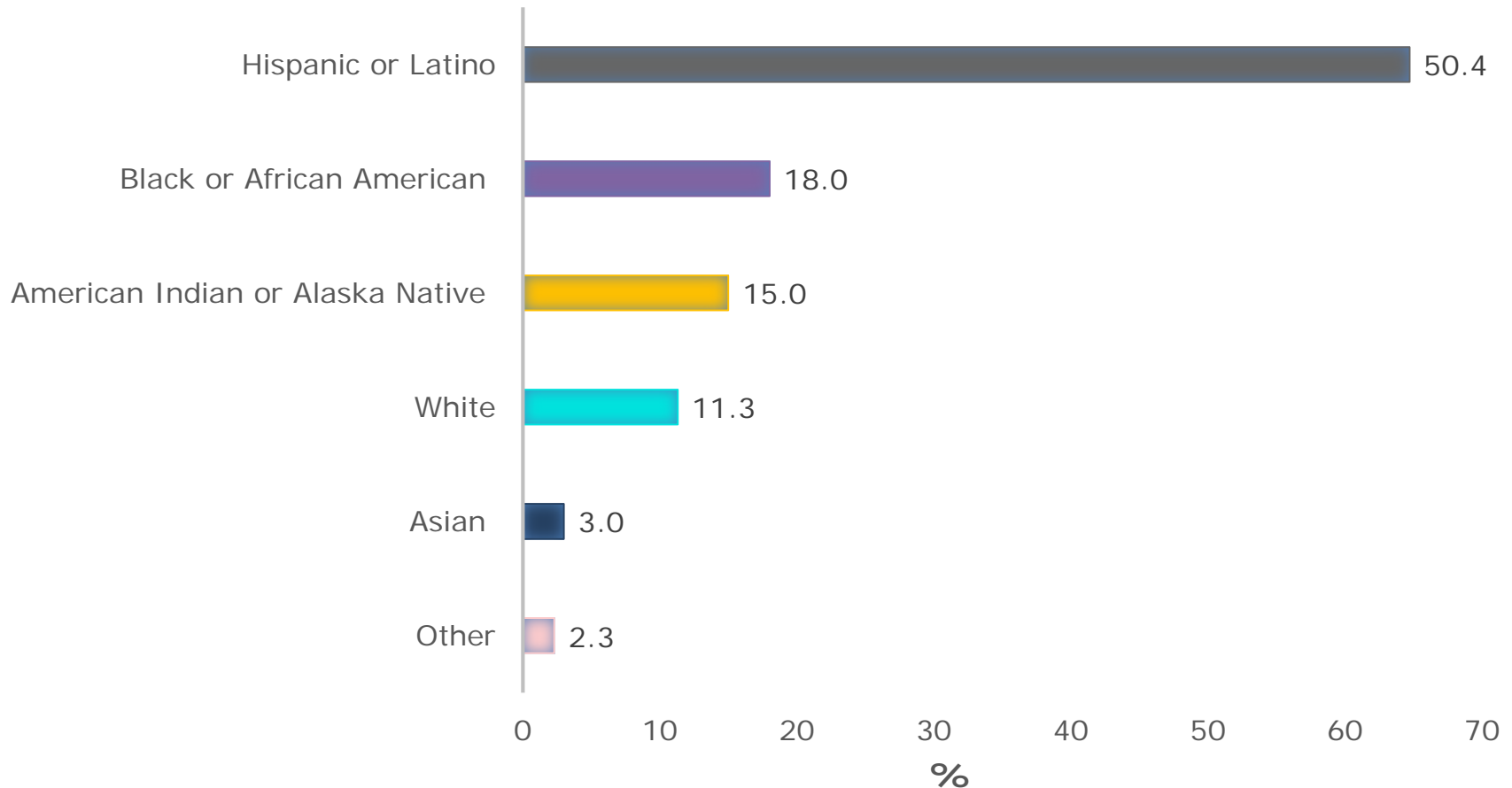
- Del Rey Apartments
- Cedar Courts/Cedar Heights
- Viking Village
- Villa Del Mar
- Legacy Commons
- Yosemite Village
- Fairview Apartments
- Sequoia Courts

Tech ownership (n=133)

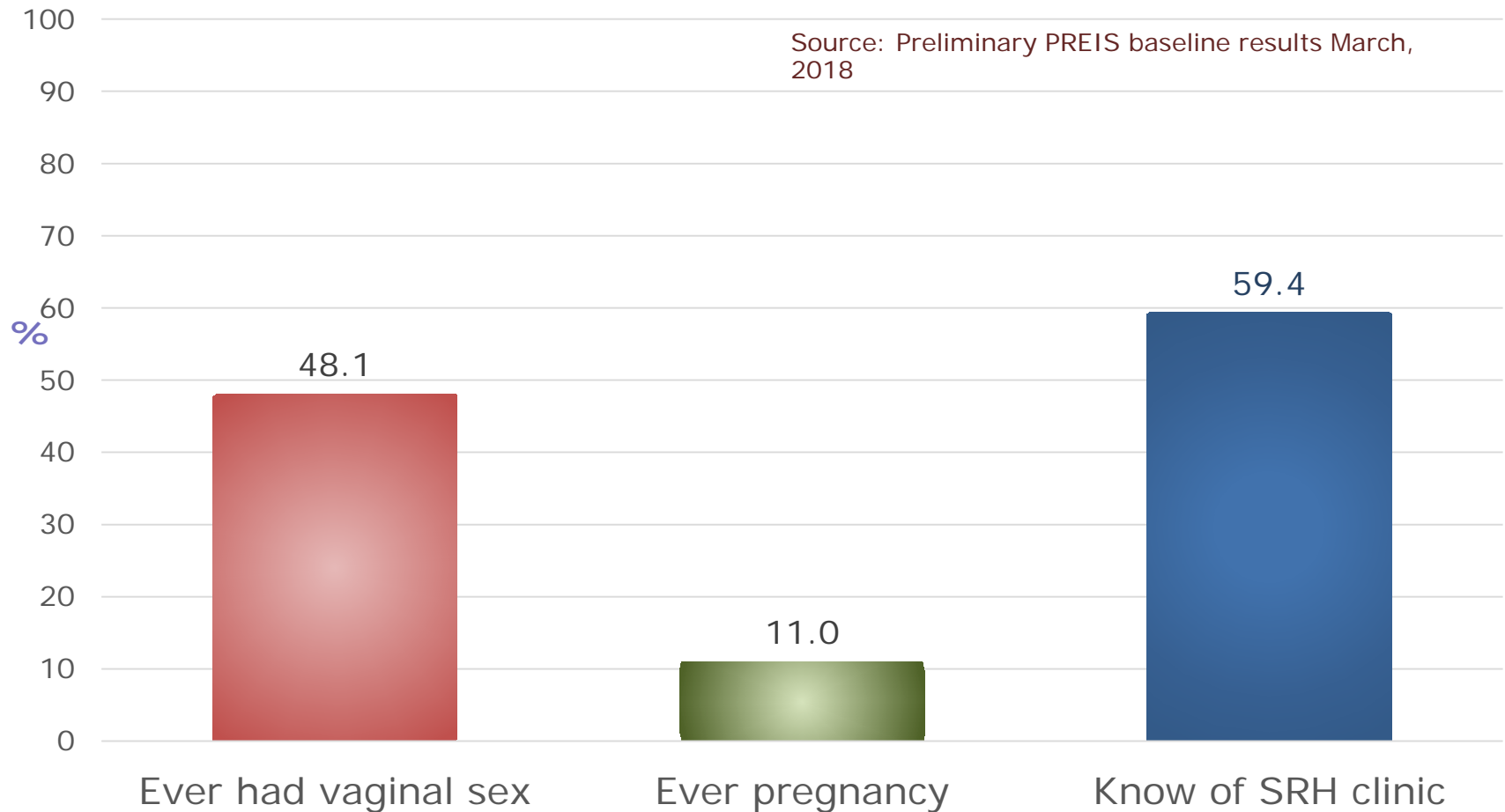


Source: Preliminary PREIS baseline results March, 2018

Race/ethnicity (n=133)



Sexual and Reproductive Health (n=133)



Questions



Julio C. Romero

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(559) 265-5504

925 N. Abby Street, Fresno, CA 93701



2018 CalPERS Update

*Fresno Housing Authority
Boards of Commissioners
Meeting
June 26, 2018*

Agenda

- What is CalPERS?
- Rising Cost of Pension Benefits
- Follow up on Former Temporary Employees

The California Public Employees' Retirement System (CalPERS) is an agency that manages retirement benefits for more than 1.6 million California public employees, retirees, and their families

New Approach from the State for the CalPERS Unfunded Liability

Prior to July 2017

- Agency pays approximately 7% of employee salary to CalPERS for Pension plans



After July 2017

- Agency continues to pay the 7%
- Agency receives a new monthly bill from CalPERS to cover an unfunded liability

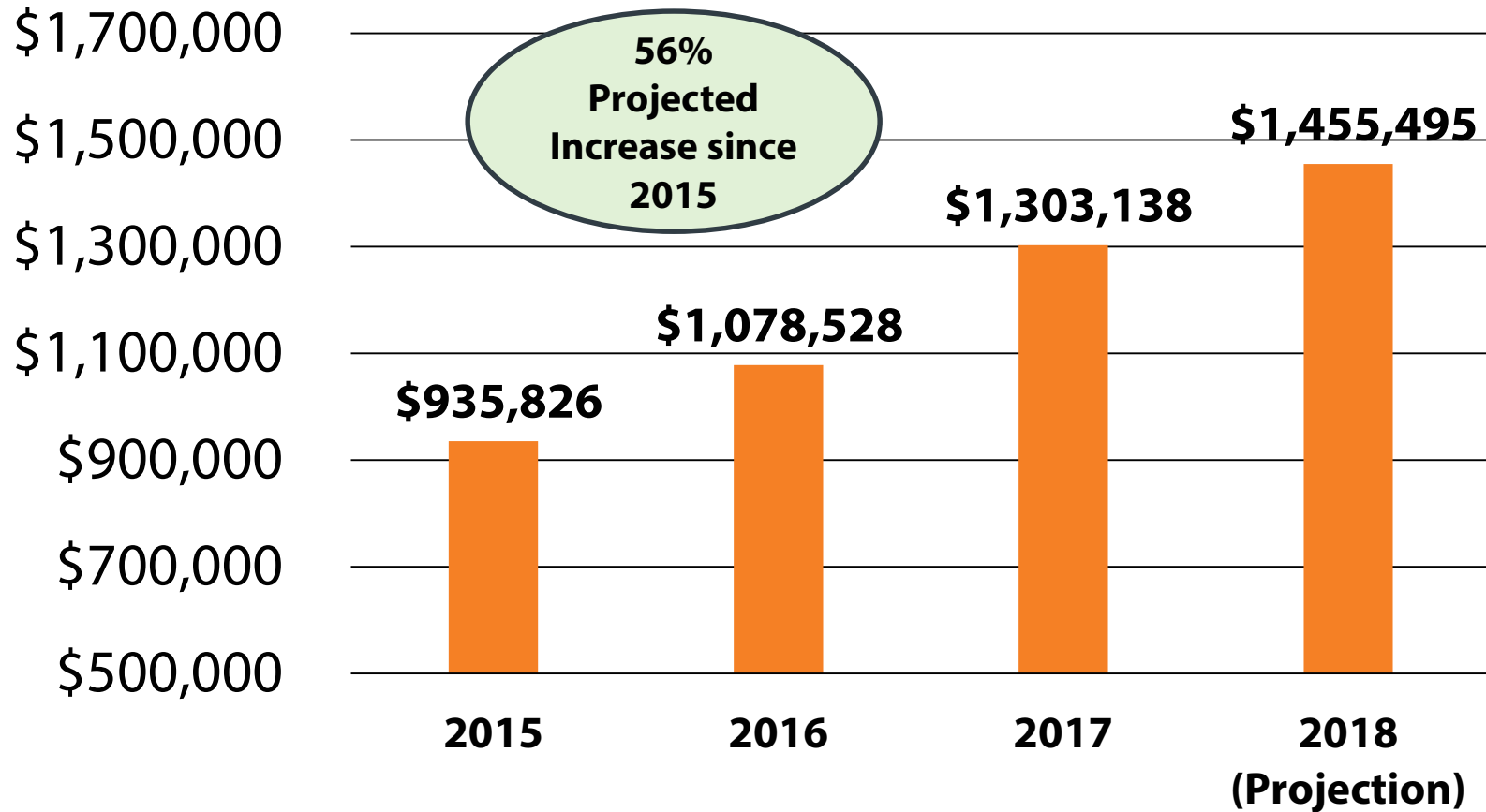
What is the Unfunded Liability

- Unfunded Liability:
 - Liabilities not covered or backed up by assets
 - Impacts all school districts and government agencies who use the CalPERS system
 - If not funded, the pension plan would eventually not be able to fund pension obligations
 - Governor Brown is requiring all employers to make payments towards the unfunded liability

What is the Cost of the Unfunded Liability?

- The plan to fully fund the CalPERS pension system requires Agencies to make additional payments
- Monthly cost to the Agency:
 - 2017/18 - \$38,000 per month
 - 2018/19 - \$56,000 per month

Rising Pension Costs for CalPERS



Retroactive Payment for Temporary Employees

- **Early 2016** – Identified need to fund pensions for 46 employees hired as “temporary”
- **June/July 2016** – As required, Fresno Housing Boards of Commissioners voted to amend contract between CalPERS and the Boards which allowed retroactive pension payments
- **August 2016**- Present – Housing staff worked with CalPERS to identify impacted individuals and calculate retroactive payments
- **July 2017** – Provided the Boards with an update on discussions with CalPERS
- **May 2018-Present** – Fresno Housing received retroactive payment calculations back from CalPERS for 8 employees
- **End of Year, 2018** – Work diligently with CalPERS to understand payments for remaining 38 employees and former employees
- While the exact cost is not known, the Agency’s estimate is approximately \$150,000



Agency Plans Process

Board of Commissioners Meeting

June 26, 2018

By Angie Nguyen, Chief of Staff

Presentation Overview

- Background
- Process
- Timeline
- Resident Engagement

Background

- The Agency Plan informs HUD and the public of PHA policies, operations, funding, asset management, and program activities in place or planned for meeting local housing needs and goals.
 - *Five Year Plan: submitted every 5 years & describes the Agency's mission and long-term plan for achieving the mission over the subsequent 5 years.*
 - *Annual Plan: updates on progress, amendments, or significant changes.*
- Administrative Plan is specific to the discretionary policies governing the administration of the HCV program.
- Admissions & Continued Occupancy Policy (ACOP) is specific to the discretionary policies, governing the administration of the LIPH program

Process

- Annual Plan is due **75 days prior to the commencement of the PHA's fiscal year.**
- Inter-department Collaboration & Resident Engagement
- 45 day public comment period
- Review & Incorporation of public comments, if applicable
- Public Hearing and requested Board adoption
- Incorporation of additional public comments received
- Obtaining Certifications of Consistency with the Consolidated Plan from local government

Timeline

- *February: Internal kickoff review and chapter assignments*
- *April - June: Resident engagement through Resident Advisory Board (RAB) and other Resident Meetings (and as significant amendments/modifications or HUD regulatory changes occur & through frequent roundtable discussions)*
- *June 26: Present Timeline to Board*
- *July 13: Proposed Changes provided in mid-month Board Update*
- *July 24: Present proposed changes and/or accept Board feedback prior to posting for Public Comment*
- *July 26: Post/45-Day Public Comment period begins*
- *Sept 9: Public Comment period closes*
- *Sept 25: Public Hearing/Request Board Adoption*
- *Oct 17: Final Submission to HUD*



Mixed Finance Properties – 2017 Financial Results

*Fresno Housing Authority
Boards of Commissioners Meeting
June 26, 2018*

'Mixed Finance' Properties

What are they?

- Properties owned by a limited partnership.
- Originally sponsored and developed by the Housing Authority.
- Mixed finance means that several funding sources were used to develop the properties (examples: Tax Credits, HRFC, private mortgage, HOME funds, etc...).

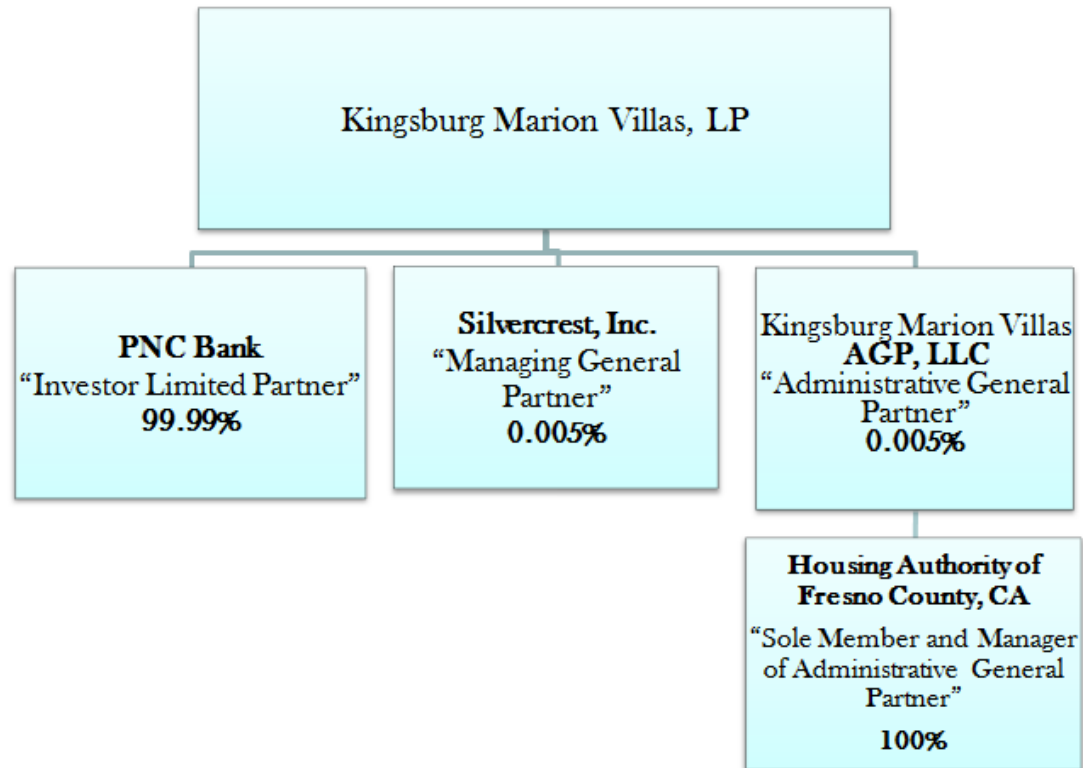
Why are we involved?

- Silvercrest, Inc. (an instrumentality of the HA) is the Managing General Partner of the limited partnerships, and is responsible for on-going operations of the partnership.
- The Agency and its subsidiaries (Silvercrest, HRFC) have a vested interest in the properties.
- Properties fulfill Agency's mission to create affordable housing.

Summary of Mixed Finance Properties

- Twenty-three (23) properties were sponsored, developed, and put into operations by Fresno Housing since 2008 (over 1,600 units).
-
- Villa Del Mar (2002)
 - Yosemite Village (2008)
 - Parc Grove Commons II (2010)
 - Pacific Gardens (2011)
 - Renaissance at Trinity (2011)
 - Renaissance at Santa Clara (2011)
 - Renaissance at Alta Monte (2011)
 - Bridges at Florence (2012)
 - Parc Grove Commons NW (2012)
 - SE Fresno RAD (2013)
 - City View @ Van Ness (2014)
 - Viking Village RAD (2014)
 - 541 @ South Tower/Cedar Heights (2016)
 - Legacy Commons (2017)
 - Elderberry (2004)
 - Granada Commons (2010)
 - Mendota RAD (2013)
 - Orange Cove RAD (2013)
 - Kings River Commons (2014)
 - Marion Villas (2015)
 - Paseo 55 (2017)
 - Rio Villas (2017)
 - Cueva de Oso (2017)

Sample Ownership Structure – Marion Villas



2017 Budget Goals

- The major goals of the 2017 budgets were to:
 - Achieve positive **net operating income** on all properties.
 - Leverage the well-performing assets in order to provide maximum benefits to lenders, partners, and stakeholders.
 - Meet stabilization requirements for newer properties (2015-2017 deals).
 - Maintain and modernize properties, as needed.
 - Provide ample services at the permanent supportive housing sites.

Budgeting for Property Success

	2017 Budget	2017 Results
High Performers (NOI > \$500/Unit)	18	20
Standard Performers (NOI \$50-\$500/Unit)	5	3
Low Performers (NOI < \$50/Unit)	0	0
Total	23	23

- Each property is managed as a separate and independent financial entity.
- At the very least, each property should break even each year (Net Operating Income or NOI should be > 0).
 - NOI vs Cash Flow

2017 Results – NOI Per Unit

Property Name	# of Units	NOI Per Unit
City Properties		
Parc Grove Northwest	148	4,047
Parc Grove Commons II	215	3,592
City View @ Van Ness	45	2,770
Viking Village	40	2,492
Yosemite Village	69	1,920
Southeast Fresno RAD	193	1,545
Pacific Gardens	56	1,468
Fulton/Cedar Heights	45	1,119
Trinity	21	1,052
Santa Clara	70	786
Villa Del Mar	48	565
Bridges at Florence	34	545
Legacy Commons I	64	306
Alta Monte	30	228
Total City	1078	2,141

Property Name	# of Units	NOI Per Unit
County Properties		
Rio Villas	30	3,244
Paseo 55	55	2,042
Elderberry	75	2,039
Orange Cove RAD	90	1,999
Granada Commons	16	1,832
Cueva de Oso	48	1,695
Kings River Commons	60	1,666
Mendota RAD	124	1,483
Marion Villas	46	583
Total County	544	1,772

Total Mixed Finance	1622	2,017
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- Green = “High Performer”
- Yellow = “Standard Performer”

2017 Financial Results

MIXED FINANCE BUDGET	2017	2017	\$	%
	Budget	Results	Variance	Variance
Total Income	11,909,746	12,422,603	512,858	4%
Total Expenses	8,759,924	9,150,645	390,721	4%
Net Operating Income	3,149,822	3,271,958	122,136	4%
Total Non-Operating Expenses	2,027,721	2,676,530	648,809	32%
Net Cash Flow	1,122,101	595,428	(526,672)	-47%

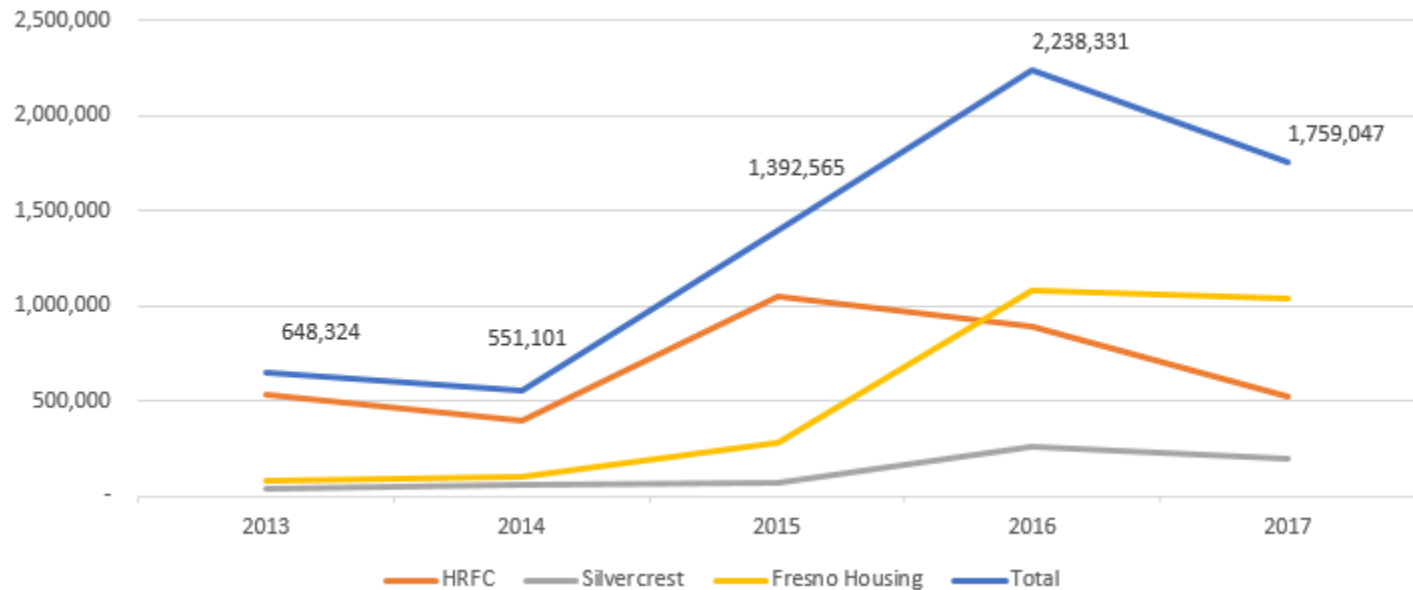
- Overall, 2017 operating net income was better than projected.
- Net cash flow is lower than budgeted due to additional cash flow distributions.

2017 Cash Flow Distributions

Entity	Amount	Type of Payment
HRFC	521,840	Loan Payments
Silvercrest, Inc.	194,577	Management Fees
Fresno Housing	1,042,630	Developer Fee, Loan Payments
Total	1,759,047	

- A total of \$1.76 million was distributed to the Agency and its affiliated entities from various properties as part of the annual cash flow distributions.

Cash Distributions 2013-2017



- Cash distributions have significantly increased over the past five years as the Agency has sponsored and developed additional properties.
- 2018 mixed finance budget included up to \$2.1 million in cash distributions .

This items is informational for Fresno Housing Authority
Boards of Commissioners.

As the Managing General Partner, Silvercrest, Inc,. will be
asked to accept the 2018 Mixed Finance Results.

Questions or Comments?



Development Update

June 26, 2018



Presentation Overview

- Blackstone & Simpson Update
- Chinatown Update
- 7a – Orchard Apartments
- 7b – Mariposa Meadows
- 7c – Veterans Housing and Homelessness Prevention Program

Blackstone & Simpson (Fresno)

- Potential for rehabilitation of existing commercial and new construction of approximately 45 affordable housing units
- Board approved Assignment of Purchase and Sale Agreement March 2017
- Board approved HRFC commitment of \$1.4 million June 2017
- Board approved authorization to proceed with acquisition June 2017
- Application for development permit submitted to City of Fresno October 2017
- Acquisition of site completed November 2017
- January 2018 AHSC/IIG Application –Not Awarded
- February 2018 HOME Application – Pending (Sept 2018)
- February 2018 SJVACD Application – Pending (July/Aug 2018)
- March 2018 AHP Application – Not Awarded
- New Solar Home Partnership for solar energy - \$200K reservation

Blackstone & Simpson Site Aerial (Fresno)



Blackstone & Simpson Rendering (Fresno)



Chinatown (Fresno)

- Concept project is proposed on .60 acres of vacant land in Chinatown Fresno; 4-story mixed-use affordable housing development with 57 units of housing (studios to 3Bd.'s); first floor retail and parking
- Property was acquired in Jan 2018
- GGLO Architects completed preliminary architectural drawings that were submitted to the City of Fresno for site plan approval in September 2017.
- Awarded TCC Funding Jan 2018 – Pending Grant/loan agreement
- Applied for HOME funds Feb 2018 – Pending (Sept 2018)
- Awarded IIG Funding June 2018 – \$1.16 million
- Fire Department training facility – Discussions are ongoing

Chinatown Site Aerial (Fresno)



Chinatown Rendering (Fresno)



7a. Orchard Apartments (Parlier)

- The Orchard Farm Labor Housing development is located at 295 S. Newmark Ave in Parlier, CA
- Serves as farm labor housing and as such receives housing assistance payments from the United States Department of Agriculture (USDA)
- USDA mortgage has an upcoming maturity date of August 2019
- Potential to rehabilitate 40 existing multifamily housing units with a new construction community room, onsite management office, computer lab, and onsite laundry facilities
- Consideration for approval to submit a 2018 Round 2 Tax Credit application



Orchard Farm Labor Housing Aerial (Parlier)



7a. Orchard Apartments (Parlier)

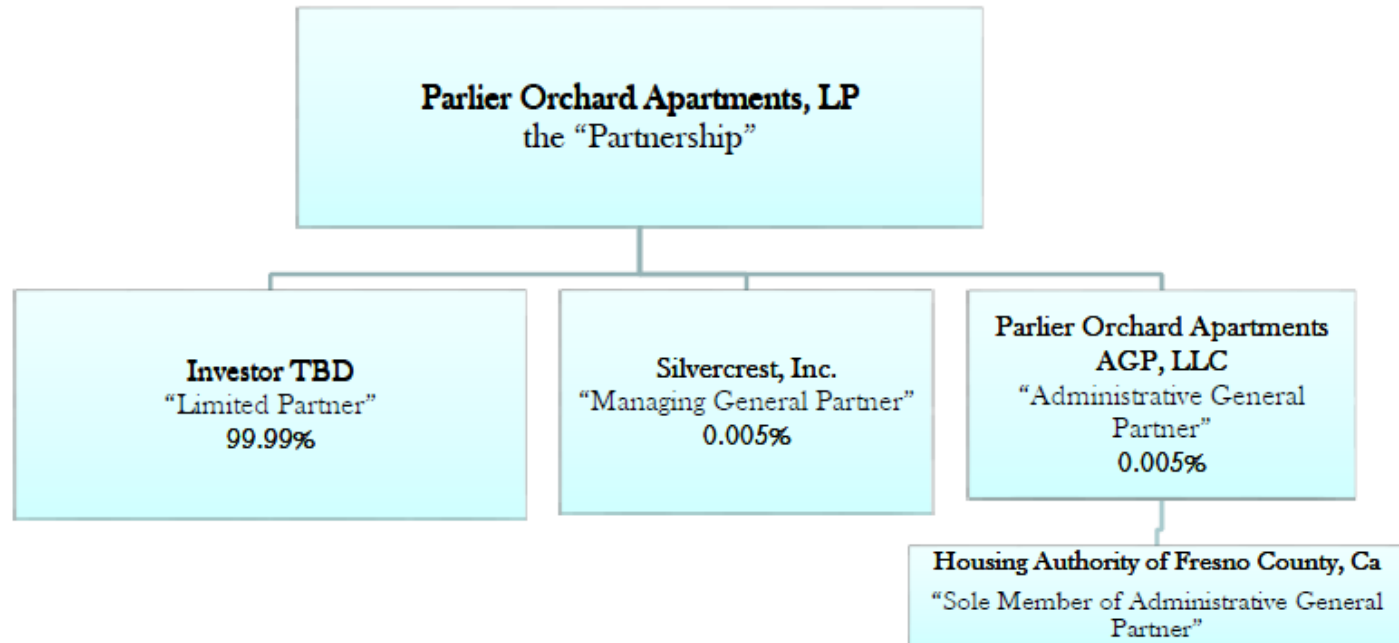
Development Sources and Uses	
Sources of Funds	Amount 6/26/2018
Perm Loan	\$ 1,134,000
USDA Loan	\$ 16,990
Deferred Developer Fee	\$ 358,177
LIHTC Equity	\$ 6,837,258
GP Contribution	\$ 100
Total Sources of Funds	\$ 8,346,525
Uses of Funds	Amount
Construction Costs	\$ 3,866,000
Contingencies	\$ 537,538
Permits/Impact Fees/etc.	\$ 65,000
Professional Fees	\$ 989,100
Relocation	\$ 800,000
Loan Fees and other Soft Costs	\$ 1,029,159
Reserves	\$ 87,809
Developer Fee	\$ 971,919
Total Uses of Funds	\$ 8,346,525

Acquisition Sources and Uses	
Sources of Funds	Amount
LIHTC Equity	\$ 1,500,000
Fresno HA Land & Building Donation	\$1,700,000
Total Sources of Funds	\$ 3,200,000
Uses of Funds	Amount
Land & Building Acquisition Costs	\$3,200,000
Total Uses of Funds	\$ 3,200,000

*Draft as of 6/26/2018

7a. Orchard Apartments (Parlier)

Ownership Structure Parlier Orchard Apartments, LP



7a. Orchard Apartments (Parlier)

- Authorize re-amortization of existing USDA 514 loan in the amount of \$16,990.
- Authorize approval of land/building donation of up to \$1,700,000.
- Authorize Deferral of approximately \$380,000 of Developer Fee.
- Authorize entry into MOU with Silvercrest, Inc.
- Authorize entry into Partnership Agreement with Silvercrest, Inc.
- Authorize submission of funding applications.

7b. Mariposa Meadows (Fresno)

- The Mariposa Meadows Farm Labor Housing development is located at 1011 W. Atchison in Fresno, CA
- Serves as farm labor housing and as such receives housing assistance payments from the United States Department of Agriculture (USDA)
- USDA mortgage has an upcoming maturity date in 2023
- Potential to rehabilitate 40 existing multifamily housing units and upgrade onsite laundry facilities and common areas
- Consideration of approval to submit a 2018 Round 2 Tax Credit application



**Mariposa Meadows Farm
Labor Housing Aerial
(Fresno)**



Mariposa Meadows Farm Labor Housing (Fresno)

Google

7b. Mariposa Meadows (Fresno)

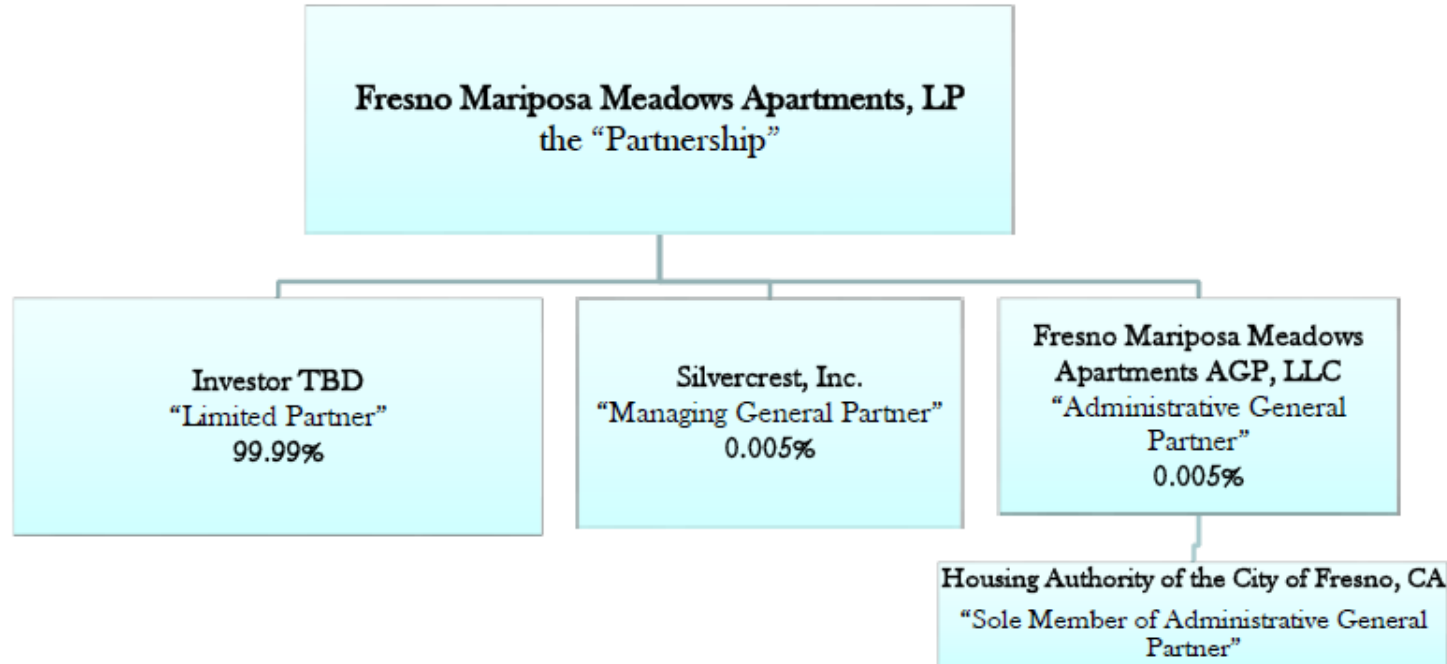
Development Sources and Uses	
Sources of Funds	Amount 6/21/2018
Deferred Developer Fee	\$ 38,851
GP Contribution	\$ 100
LIHTC Equity	\$ 7,955,628
Total Sources of Funds	\$ 7,994,579
Uses of Funds	Amount
Construction Costs	\$ 3,830,000
Contingencies	\$ 563,000
Permits/Impact Fees/etc.	\$ 100,000
Professional Fees	\$ 692,500
Relocation	\$ 800,000
Loan Fees and other Soft Costs	\$ 957,864
Reserves	\$ 127,253
Developer Fee	\$ 923,962
Total Uses of Funds	\$ 7,994,579

Acquisition Sources and Uses	
Sources of Funds	Amount
USDA Perm Loan	\$ 276,130
Fresno HA Land & Building Donation	\$3,350,000
Total Uses of Funds	\$ 3,626,130
Uses of Funds	Amount
Reamortize USDA Perm Loan	\$ 276,130
Land & Building Acquisition Costs	\$3,350,000
Total Uses of Funds	\$ 3,626,130

**Draft as of 6/21/2018*

7b. Mariposa Meadows (Fresno)

Ownership Structure Fresno Mariposa Meadows Apartments, LP

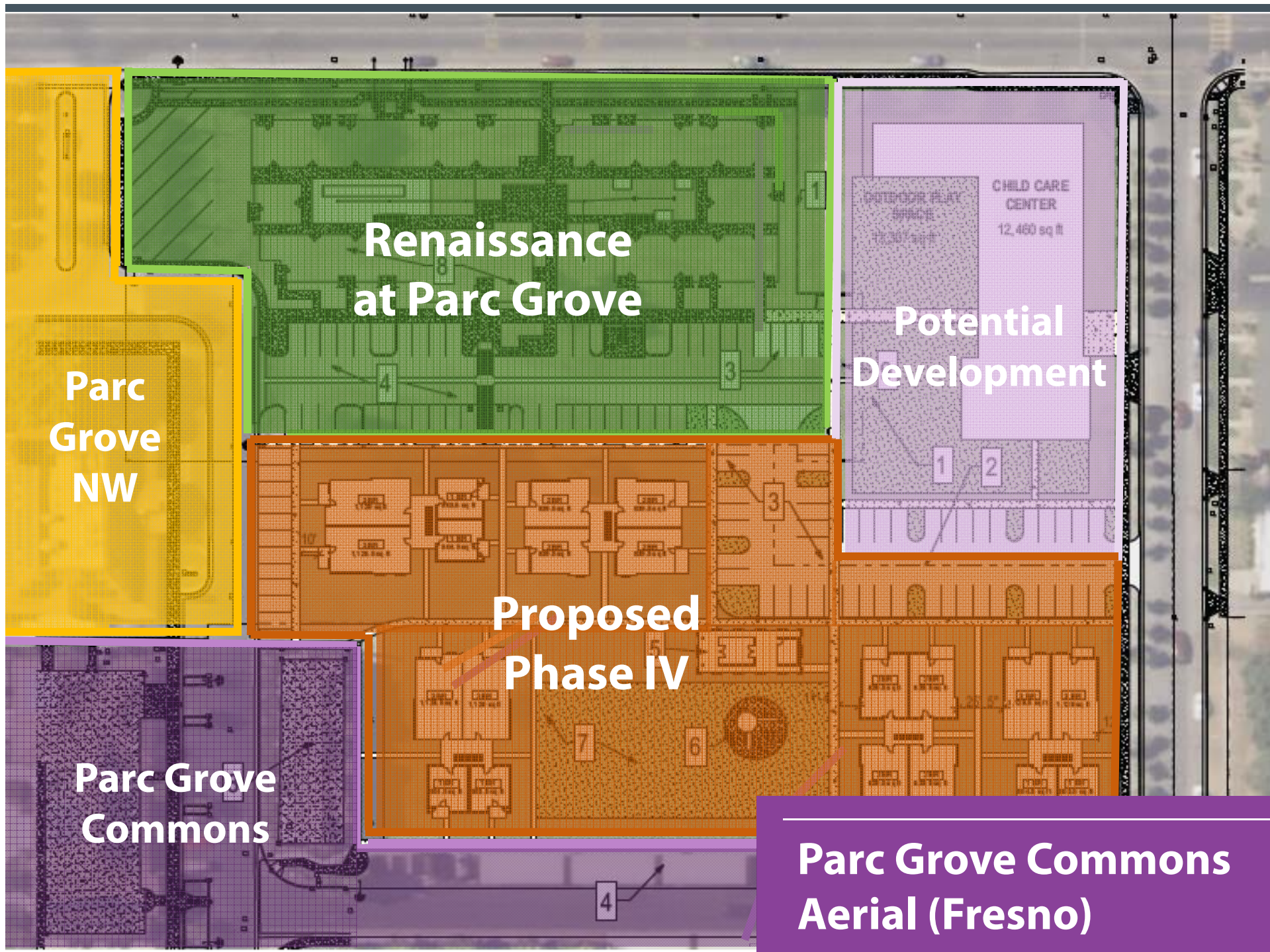


7b. Mariposa Meadows (Fresno)

- Authorize re-amortization of existing USDA 514 loan in the amount of \$276,130.
- Authorize approval of land/building donation of up to \$3,850,000.
- Authorize Deferral of approximately \$40,000 of Developer Fee.
- Authorize entry into MOU with Silvercrest, Inc.
- Authorize entry into Partnership Agreement with Silvercrest, Inc.
- Authorize submission of funding applications.

7c. Veterans Housing and Homelessness Prevention Program

- Veterans Housing and Homelessness Prevention Program (VHHP) is a source of funding for multifamily housing for veterans through the California Department of Housing and Community Development (HCD), the California Housing Finance Agency (CalHFA), and CalVet
- Staff is considering the feasibility of a fourth phase of the Parc Grove Commons housing development on the remaining vacant land
- Parc Grove Commons IV is being proposed as 40 units of restricted housing for veterans in need of supportive services and other qualified low income veterans and their families
- Consideration of approval to apply to the Veterans Housing and Homelessness Prevention Program



7c. Veterans Housing and Homelessness Prevention Program

- Authorize submission of a funding application to the California Department of Housing and Community Development (HCD) for the Veterans Housing and Homelessness Prevention (VHHP) program

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: June 25, 2018
BOARD MEETING: June 26, 2018
AGENDA ITEM:
AUTHOR: Scott Berry

SUBJECT: Parlier Orchard Apartments – Approvals Needed to Apply for Funding

Executive Summary

The Parlier Orchard Apartments development is being prepared for a 2018 2nd Round Low-Income Housing Tax Credit (“LIHTC”) application to the California Tax Credit Allocation Committee (“CTCAC”) in July 2018. The LIHTC financing will enable the property to be repositioned and preserve the affordability. Parlier Orchard Apartments is an existing 40 unit farmworker, multifamily low-income property on approximately 3.29 acres in Parlier, CA. The property was initially developed by Fresno Housing Authority (FH) with financial assistance from the United States Department of Agriculture (USDA). USDA provided a loan and rental assistance that is nearing the end of the commitment term and staff is working with USDA to secure new financing commitments and preserve the affordability of the property. Concurrently, staff is proposing to complete substantial rehabilitation of the existing 40 unit complex and build a new 1,956 SF (approx.) community building along with a new apartment unit to be designated for the onsite management staff.

As part of the next phase in the Parlier Orchard Apartments development process, it is necessary for the Boards of Commissioners of the Housing Authority to adopt several board resolutions that will allow for a list of significant actions to take place in order to facilitate the development.

Recommendation

It is recommended that the Boards of Commissioners of the Fresno Housing Authority adopt the attached resolutions approving the necessary actions needed to move forward with a LIHTC application submission, and authorize Preston Prince, CEO/Executive Director, Tracewell Hanrahan, Deputy Executive Director, and/or their designee, to negotiate and execute documents in connection with the approved actions.

1. Authorize approval for the Housing Authority of Fresno County to re-amortize the existing USDA 514 loan in the amount of \$16,990 for a new 33-year maximum term.

2. Authorize Deferral of approximately \$380,000 of Developer Fee payable to the Housing Authority of Fresno County.
3. Authorize approval of a donation of the land, buildings and/or available project reserves from the Housing Authority of Fresno County to Silvercrest, Inc. as Managing General Partner of the to-be-formed Limited Partnership for the benefit of redeveloping the Orchard Apartments property for a net value of up to \$1,700,000.
4. Authorize the Housing Authority of Fresno County to enter into a Memorandum of Understanding with Silvercrest, Inc. to co-develop the project.
5. Authorize the Housing Authority of Fresno County to enter into a Partnership Agreement with Silvercrest, Inc., wherein the Authority would act as the Administrative General Partner (AGP) and Silvercrest, Inc. would act as the Managing General Partner (MGP); and to execute such documents as are necessary for such purpose
6. Authorize the undertaking of all actions necessary to develop the Project, and assemble various financing sources, which may include, but are not limited to: (a) submission of an application for 9% LIHTC equity, (b) submission of an Affordable Housing Program (AHP) application to the Federal Home Loan Bank of San Francisco, (c) submission of an application for County of Fresno HOME funds, and (d) grants, operating subsidies and/or private loans and such other sources identified by the CEO/Executive Director.
7. Authorize Preston Prince, the CEO/Executive Director, Tracewell Hanrahan, Deputy Executive Director, and their designees to execute documents on behalf of the Housing Authority of Fresno County, CA; and in the name of the Administrative General Partner, on its own behalf; and as administrative general partner of the Partnership; and
8. Provide for other matters related thereto.

Fiscal Impact

The fee for submission of the LIHTC application is \$2,000. Professional fees for performing pre-development activities and reports will be allocated to the approved pre-development budget. Staff is not requesting a contribution from the Housing Relinquished Fund Corporation for this project.

Background Information

Parlier Orchard Apartments is an existing farm worker, multi-family residential development consisting of 40 affordable housing units on 3.29 acres at 295 S. Newmark Ave in Parlier, California. The Fresno Housing Authority proposes to fully rehabilitate the existing 40 units and construct a new building to include a manager's unit and community space. The development would include a mix of two-to-four bedroom units and would have affordability levels ranging from 30% to 80%. Parlier Orchard Apartments' location presents opportunities for easy access to community amenities such as public parks, schools, medical care, and grocery shopping. All of the units will be built to include amenities that are comparable to high quality units in the community. Unit amenities will include Energy Star appliances, dishwashers, and central heating and cooling. On-site parking and unit amenities will bring new life to the complex and tenant population.

Attachments: Exhibit A - Organizational Chart
Exhibit B – Development Pro Forma
Exhibit C – Operating Budget
Exhibit D – 15-Year Projections

Exhibit E - Site Plan

RESOLUTION NO. _____

BEFORE THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF FRESNO COUNTY, CA

RESOLUTION AUTHORIZING THE SUBMISSION OF A 9% LOW INCOME HOUSING
TAX CREDIT (“LIHTC”) APPLICATION AND OTHER VARIOUS FINANCING SOURCES
FOR THE DEVELOPMENT OF PARLIER ORCHARD APARTMENTS, 41 UNITS OF
AFFORDABLE MULTIFAMILY HOUSING LOCATED AT 295 NEWMARK
AVENUE, PARLIER, CA 93648 (APN’s 355-041-18T)

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

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

WHEREAS, the Authority has agreed to facilitate the development of real property located at 295 S. Newmark Avenue, Parlier CA, 93648 (APN 355-041-18T), and the improvements located thereon into a 41-unit apartment complex (collectively, the Property); and,

WHEREAS, the project’s financing structure calls for the submission of a 9% LIHTC application to facilitate the development;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County, CA hereby authorizes Preston Prince, the CEO/Executive Director, Tracewell Hanrahan, Deputy Executive Director, and/or their designee, to adopt the attached resolutions:

1. Authorize approval of a donation of the land, buildings and/or available project reserves from the Housing Authority of Fresno County to Silvercrest, Inc. as Managing General Partner of the to-be-formed Limited Partnership for the benefit of redeveloping the Mariposa Meadows property for a net value of up to \$1,700,000.
2. Authorize Deferral of approximately \$380,000 of Developer Fee payable to the Housing Authority of Fresno County.

3. Authorize approval for the Housing Authority of Fresno County to re-amortize the existing USDA 514 loan in the amount of \$16,990 for a new 33-year maximum term.
4. Authorize the Housing Authority of Fresno County to enter into a Memorandum of Understanding with Silvercrest, Inc. to co-develop the project.
5. Authorize the Housing Authority of Fresno County to enter into a Partnership Agreement with Silvercrest, Inc., wherein the Authority would act as the Administrative General Partner (AGP) and Silvercrest, Inc. would act as the Managing General Partner (MGP); and to execute such documents as are necessary for such purpose
6. Authorize the undertaking of all actions necessary to develop the Project, and assemble various financing sources, which may include, but are not limited to: (a) submission of an application for 9% LIHTC equity, (b) submission of an Affordable Housing Program (AHP) application to the Federal Home Loan Bank of San Francisco, (c) submission of an application for County of Fresno HOME funds, and (d) grants, operating subsidies and/or private loans and such other sources identified by the CEO/Executive Director.
7. Authorize Preston Prince, the CEO/Executive Director, Tracewell Hanrahan, Deputy Executive Director, and their designees to execute documents on behalf of the Housing Authority of Fresno County, CA; and in the name of the Administrative General Partner, on its own behalf; and as administrative general partner of the Partnership; and
8. Provide for other matters related thereto.

PASSED AND ADOPTED THIS 26th DAY OF JUNE 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

Ownership Structure

Parlier Orchard Apartments, LP

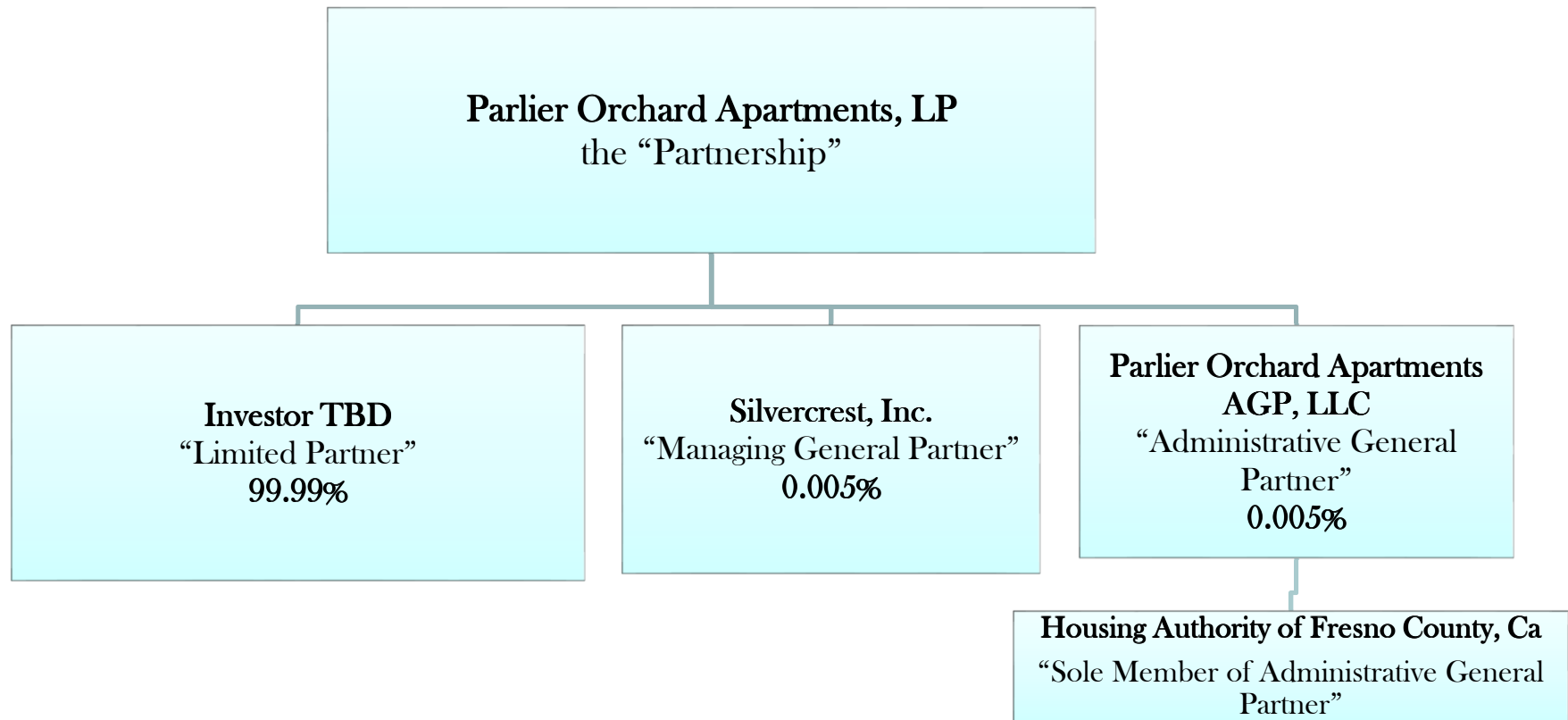


EXHIBIT B

Orchard Apartments Pro Forma

Development Sources and Uses	
Sources of Funds	<i>Amount</i> <i>6/26/2018</i>
Perm Loan	\$ 1,134,000
USDA Loan	\$ 16,990
Deferred Developer Fee	\$ 358,177
LIHTC Equity	\$ 6,837,258
GP Contribution	\$ 100
Total Sources of Funds	\$ 8,346,525
Uses of Funds	<i>Amount</i>
Construction Costs	\$ 3,866,000
Contingencies	\$ 537,538
Permits/Impact Fees/etc.	\$ 65,000
Professional Fees	\$ 989,100
Relocation	\$ 800,000
Loan Fees and other Soft Costs	\$ 1,029,159
Reserves	\$ 87,809
Developer Fee	\$ 971,919
Total Uses of Funds	\$ 8,346,525

Acquisition Sources and Uses	
Sources of Funds	<i>Amount</i>
LIHTC Equity	\$ 1,500,000
Fresno HA Land & Building Donation	\$1,700,000
Total Uses of Funds	\$ 3,200,000
Uses of Funds	<i>Amount</i>
Land & Building Acquisition Costs	\$3,200,000
Total Uses of Funds	\$ 3,200,000

**Draft as of 6/26/2018*

Exhibit C

Parlier Orchard Apartments Residential Component Projected Stabilized Operating Budget

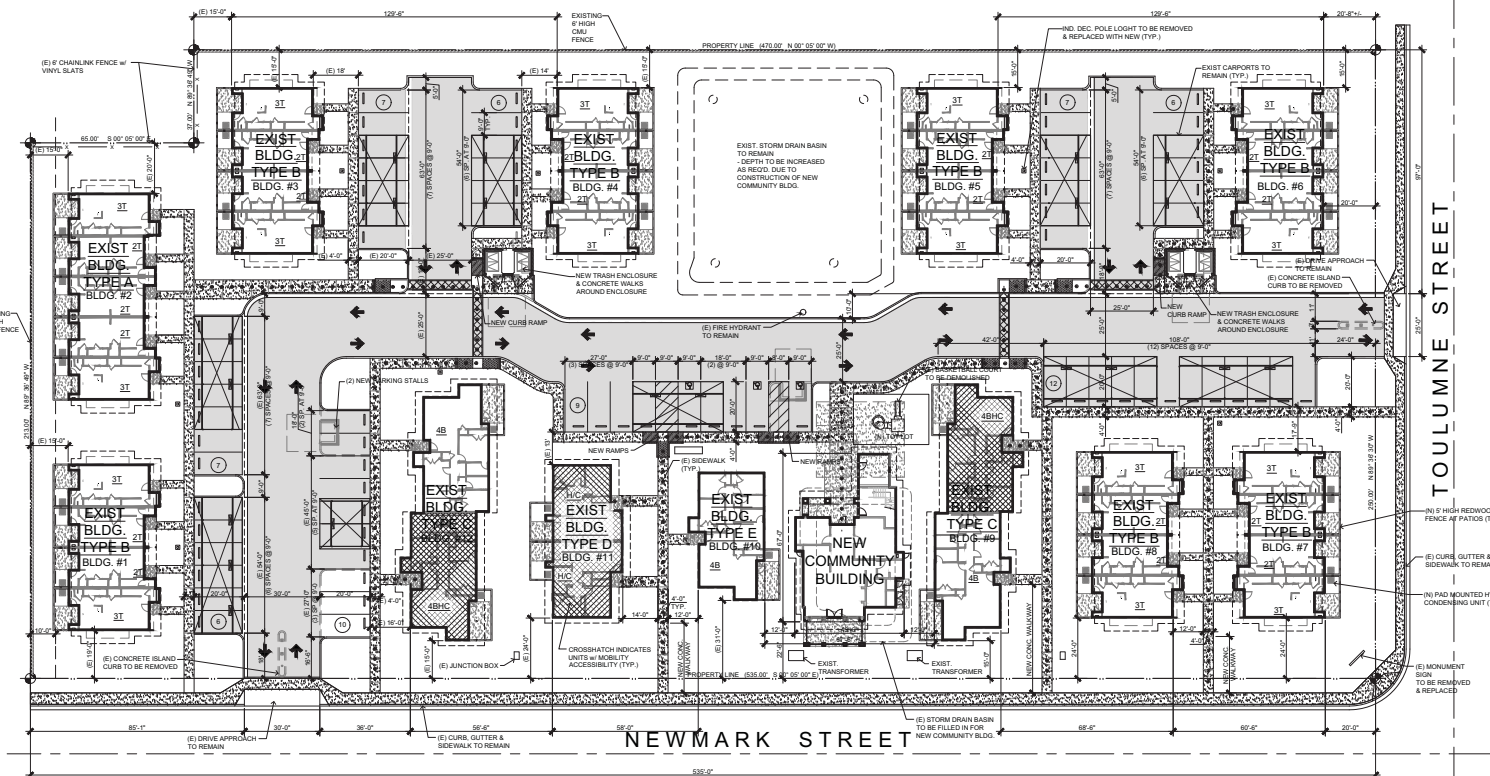
Unit Type	# Units	% AMI	SF/Unit	Net Rent Per Unit	Ann. Rent Total
2 Bedroom - Rental Assistance	1	30%	781-902	\$ 337	\$ 4,044
2 Bedroom - Rental Assistance	4	40%	781-902	\$ 472	\$ 22,656
2 Bedroom - Rental Assistance	7	50%	781-902	\$ 606	\$ 50,904
2 Bedroom - Rental Assistance	6	60%	781-902	\$ 741	\$ 53,352
3 Bedroom - Rental Assistance	1	30%	1075	\$ 384	\$ 4,608
3 Bedroom - Rental Assistance	6	40%	1075	\$ 539	\$ 38,808
3 Bedroom - Rental Assistance	3	50%	1075	\$ 694	\$ 24,984
3 Bedroom - Rental Assistance	4	60%	1075	\$ 849	\$ 40,752
3 Bedroom - Rental Assistance	1	70%	1075	\$ 849	\$ 10,188
4 Bedroom - Rental Assistance	2	30%	1233	\$ 429	\$ 10,296
4 Bedroom - Rental Assistance	2	40%	1233	\$ 602	\$ 14,448
4 Bedroom - Rental Assistance	1	60%	1233	\$ 948	\$ 11,376
2 Bedroom**No Subsidy	1	80%	781-902	\$ 741	\$ 8,892
3 Bedroom**No Subsidy	1	80%	1075	\$ 849	\$ 10,188
3 Bed**Managers Unit	1	N/A	1354	\$ -	\$ -
Rental Assistance Subsidy					\$ 83,299
TOTAL REVENUE	41				\$ 388,795

RESIDENTIAL OPERATING EXPENSES	Per Unit	TOTAL
Management Fee	761	31,200
Advertising/Marketing	12	500
Legal and Accounting	366	15,000
Utilities (water, trash, electricity, gas, etc.)	488	20,000
Payroll: Onsite Manager(s)/Staff	1,439	59,000
Maintenance/Repairs	2,000	82,000
Real Estate Property Tax	122	5,000
Insurance	366	15,000
Services Amenities	468	19,200
Security Alarm	37	1,500
Office Expense/Misc. Admin.	0	0
Total Operating Expenses	6,059	248,400
Replacement Reserves	300	12,300
Total Operating and Reserve Budget	6,359	260,700

Exhibit D

Parlier Orchard Apartments RESIDENTIAL COMPONENT - 15 YEAR CASH FLOW ANALYSIS

INCOME FROM HOUSING UNITS	Inflation	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15
Schedule Rental Income	2.5%	\$ 305,496	\$ 313,133	\$ 320,962	\$ 328,986	\$ 337,210	\$ 345,641	\$ 354,282	\$ 363,139	\$ 372,217	\$ 381,523	\$ 391,061	\$ 400,837	\$ 410,858	\$ 421,130	\$ 431,658
PBRA Rental Subsidy		\$ 83,299	\$ 85,381	\$ 87,516	\$ 89,704	\$ 91,947	\$ 94,245	\$ 96,601	\$ 99,016	\$ 101,492	\$ 104,029	\$ 106,630	\$ 109,296	\$ 112,028	\$ 114,829	\$ 117,699
GROSS POTENTIAL INCOME - HOUSING		\$ 388,795	\$ 398,515	\$ 408,478	\$ 418,690	\$ 429,157	\$ 439,886	\$ 450,883	\$ 462,155	\$ 473,709	\$ 485,552	\$ 497,690	\$ 510,133	\$ 522,886	\$ 535,958	\$ 549,357
VACANCY ASSUMPTIONS																
Vacancy Loss	-5.0%	\$ (19,440)	\$ (19,926)	\$ (20,424)	\$ (20,934)	\$ (21,458)	\$ (21,994)	\$ (22,544)	\$ (23,108)	\$ (23,685)	\$ (24,278)	\$ (24,885)	\$ (25,507)	\$ (26,144)	\$ (26,798)	\$ (27,468)
TOTAL VACANCY LOSS		\$ (19,440)	\$ (19,926)	\$ (20,424)	\$ (20,934)	\$ (21,458)	\$ (21,994)	\$ (22,544)	\$ (23,108)	\$ (23,685)	\$ (24,278)	\$ (24,885)	\$ (25,507)	\$ (26,144)	\$ (26,798)	\$ (27,468)
EFFECTIVE GROSS INCOME		\$ 369,355	\$ 378,589	\$ 388,054	\$ 397,755	\$ 407,699	\$ 417,892	\$ 428,339	\$ 439,047	\$ 450,024	\$ 461,274	\$ 472,806	\$ 484,626	\$ 496,742	\$ 509,160	\$ 521,889
OPERATING EXPENSES & RESERVE DEPOSITS																
Operating Expenses	3.5%	\$ 243,400	\$ 251,919	\$ 260,736	\$ 269,862	\$ 279,307	\$ 289,083	\$ 299,201	\$ 309,673	\$ 320,511	\$ 331,729	\$ 343,340	\$ 355,357	\$ 367,794	\$ 380,667	\$ 393,990
Real Estate Taxes	2.5%	\$ 5,000	\$ 5,125	\$ 5,253	\$ 5,384	\$ 5,519	\$ 5,657	\$ 5,798	\$ 5,943	\$ 6,092	\$ 6,244	\$ 6,400	\$ 6,560	\$ 6,724	\$ 6,893	\$ 7,065
Replacement Reserve		\$ 12,300	\$ 12,300	\$ 12,300	\$ 12,300	\$ 12,300	\$ 12,300	\$ 12,300	\$ 12,300	\$ 12,300	\$ 12,300	\$ 12,300	\$ 12,300	\$ 12,300	\$ 12,300	\$ 12,300
TOTAL EXPENSES & RESERVES		\$ 260,700	\$ 269,344	\$ 278,289	\$ 287,546	\$ 297,126	\$ 307,040	\$ 317,299	\$ 327,916	\$ 338,903	\$ 350,274	\$ 362,040	\$ 374,217	\$ 386,819	\$ 399,859	\$ 413,355
NET OPERATING INCOME		\$ 108,655	\$ 109,245	\$ 109,765	\$ 110,209	\$ 110,573	\$ 110,852	\$ 111,040	\$ 111,131	\$ 111,120	\$ 111,001	\$ 110,766	\$ 110,409	\$ 109,923	\$ 109,301	\$ 108,534
DEBT SERVICE																
Total Required Debt Service		\$ 90,534	\$ 90,534	\$ 90,534	\$ 90,534	\$ 90,534	\$ 90,534	\$ 90,534	\$ 90,534	\$ 90,534	\$ 90,534	\$ 90,534	\$ 90,534	\$ 90,534	\$ 90,534	\$ 90,534
Net Cash Flow		\$ 18,121	\$ 18,711	\$ 19,231	\$ 19,675	\$ 20,039	\$ 20,318	\$ 20,506	\$ 20,597	\$ 20,586	\$ 20,467	\$ 20,232	\$ 19,875	\$ 19,389	\$ 18,767	\$ 18,000
DEBT SERVICE COVERAGE RATIO		1.20	1.21	1.21	1.22	1.22	1.22	1.23	1.23	1.23	1.23	1.22	1.22	1.21	1.21	1.20



SITE PLAN
SCALE: 1" = 20'-0"

"ORCHARD APARTMENTS"

FAMILY APARTMENT COMMUNITY
PARLIER, CA
DEVELOPED BY:
HOUSING AUTHORITY OF FRESNO COUNTY

PROJECT INFORMATION:

APPLICANT / DEVELOPER: HOUSING AUTHORITY OF FRESNO COUNTY
1331 PATTON MALL
FRESNO, CA 93775
P.O. NO. 25-45-502

SITE ADDRESS: 295 S. NEWMARK AVE., PARLIER, CA
355-041-18

TOTAL SITE AREA: 131,345 S.F. ± 3.05 ACRES

LAND USE (GENERAL PLAN): RESIDENTIAL-MEDIUM LOW DENSITY

EXISTING ZONING: R2

PROPOSED ZONING: R2

TOTAL UNITS EXIST/PROPOSED: 40 RENTABLE

EXIST/PROPOSED DENSITY: 1 UNIT/3,285 S.F.
= 13.11 UNITS/ACRE

OCCUPANCY GROUPS: R2 & B

CONSTRUCTION TYPE: V-B

FIRE SPRINKLERS: NO

EXISTING APARTMENTS: YES - NFPA-13

BUILDING HEIGHT: 2 STORIES

EXISTING APARTMENTS: 1 STORY

NEW COMMUNITY BUILDING: 1 STORY

UNIT TYPE BREAKDOWN:

27 UNITS - 2 BDRM, 1.5 BATH TOWNHOUSE	= 17
37 UNITS - 3 BDRM, 1.5 BATH TOWNHOUSE	= 16
48 UNITS - 4 BDRM, 2 BATH SINGLE LEVEL	= 5
16 UNITS - 2 BDRM, 1 BATH SINGLE LEVEL	= 2
TOTAL UNITS	= 40

(INCL. 4 MODIFIED FOR MOBILITY ACCESSIBILITY)

BUILDING TYPE BREAKDOWN:

BUILDING TYPE 'A'	(1) BUILDING
27 UNITS	(1)
SUBTOTAL	1 UNITS
TOTAL	1 UNITS
BUILDING TYPE 'B'	(1) BUILDING
27 UNITS	(1)
SUBTOTAL	1 UNITS
TOTAL	1 UNITS
BUILDING TYPE 'C'	(1) BUILDING
27 UNITS	(1)
SUBTOTAL	1 UNITS
TOTAL	1 UNITS
BUILDING TYPE 'D'	(1) BUILDING
27 UNITS	(1)
SUBTOTAL	1 UNITS
TOTAL	1 UNITS
BUILDING TYPE 'E'	(1) BUILDING
27 UNITS	(1)
SUBTOTAL	1 UNITS
TOTAL	1 UNITS

NEW COMMUNITY BUILDINGS
FIRST FLOOR = 1,985 S.F.
MOR UNIT SECOND FLOOR = 1,985 S.F.
TOTAL = 3,970 S.F.

PARKING DEVELOPMENT DATA:

EXISTING PARKING:	
COVERED	= 43
UNCOVERED/UNASSIGNED	= 23 STALLS
TOTAL EXISTING	= 66
PROPOSED PARKING:	
COVERED	= 43
UNCOVERED/UNASSIGNED	= 23 STALLS
TOTAL PROPOSED	= 70 STALLS
ACCESSIBLE STALLS REQUIRED:	
COVERED ASSIGNED PARKING PER 103A.4	
2% OF 43 STALLS	= 1 STALL REQD.
UNASSIGNED PARKING PER 103A.5	
2% OF 24 STALLS	= 2 STALLS REQD.
TOTAL ACCESSIBLE PARKING STALLS	= 3 STALLS REQD.
	3 STALLS PROVIDED

LEGAL DESCRIPTION:

Real property in the City of Parlier, County of Fresno, State of California, described as follows:
THAT PORTION OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 24, TOWNSHIP 18 SOUTH, RANGE 22 EAST, MOUNT DIABLO RANGE AND MERIDIAN, ACCORDING TO THE UNITED STATES GOVERNMENT TOWNSHIP PLATS AND DESCRIBED AS FOLLOWS:
THE EASTERLY 26.00 FEET OF SAID PORTION OR SECTION 24, EXCEPTING THEREFROM THE SOUTHERLY 175 FEET;
ALSO EXCEPTING THEREFROM ALL OF THAT PORTION OF THE PARCEL AS CEDED TO THE CITY OF PARLIER BY DOCUMENT NO. 480245, DATED MAY 24, 1984.

SHEET SCHEDULE

P1.0	SITE PLAN
P2.0	UNIT TYPE HC FLOOR PLANS
P2.1	UNIT TYPE 4B & 4BHC FLOOR PLANS
P2.2	UNIT TYPES 27 & 37 FLOOR PLANS
P3.0	BUILDING TYPE 'A' COORDINATION PLAN
P3.1	BUILDING TYPE 'B' COORDINATION PLAN
P3.2	BUILDINGS TYPE 'C' COORDINATION PLANS
P3.3	BUILDINGS TYPE 'D' COORDINATION PLANS
P3.4	BUILDING TYPE 'E' COORDINATION PLAN
P4.0	BUILDING TYPE 'A' EXTERIOR ELEVATIONS
P4.1	BUILDING TYPE 'B' EXTERIOR ELEVATIONS
P4.2	BUILDING TYPE 'C' EXTERIOR ELEVATIONS
P4.3	BUILDING TYPE 'D' EXTERIOR ELEVATIONS
P4.4	BUILDING TYPE 'E' EXTERIOR ELEVATIONS
P5.0	COMMUNITY BUILDING FLOOR PLANS
P5.1	COMMUNITY BUILDING EXTERIOR ELEVATIONS



VICINITY MAP: PARLIER, CA
SCALE: N.T.S.



7600 NORTH HANNA, FRESNO
FRESNO, CA 93711
846-484-0000
www.rldavidson.com



ORCHARD APARTMENTS
295 S. Newmark Ave.
Parlier, CA 93648

FOR:
FRESNO HOUSING AUTHORITY

NO. DATE: 02-22-2018 DRAWN: RTAL DESIGN

SHEET TITLE:

SITE PLAN

SCALE: AS NOTED
SHEET NO.

P1.0

PROJECT NO. 1774



Fresno Housing June Participation

Juneteenth Celebration

Southwest Fresno – June 16

















City Council Presentation

City of Firebaugh – June 18







Strengthening Our Partnership
Working together to strengthen our community

- Support funding, construction, and elimination of barriers to affordable housing in your community
- Consider compassionate measures to end chronic homelessness
- Increase support for job training, education and childcare programs that help increase wages and allow adequate income for food, transportation, and healthcare needs
- Understand Section 8 Housing Standards and encourage participation by landlords

FRESNO COUNTY HOUSING AUTHORITY





City Council Presentation & Resident Meet & Greet *City of Huron – June 20*







Summer Family Carnival

Southwest Fresno – June 22













FRESNO HOUSING AUTHORITY
FRESNO
FRESH JUNE
FRESNO HOUSING AUTHORITY
FRESNO HOUSING AUTHORITY
FRESNO POLICE DEPARTMENT
BBNBTL
FRESNO HOUSING AUTHORITY





RULES

- 1. NO RUNNING
- 2. NO CLIMBING
- 3. NO JUMPING
- 4. NO SHOUTING
- 5. NO SMOKING
- 6. NO ALCOHOL
- 7. NO DRUGS
- 8. NO FIRE
- 9. NO WEAPONS
- 10. NO VANDALISM

CAUTION

KEEP CLEAR FROM BATTER

CAUTION

KEEP CLEAR FROM BATTER



c Opportunities Commission
Dental Services
Cal Youth Services
TEEN PREGNANCY PREVENTION TRAINING CENTER
Free (844) 421-3484
HEARTT - Free Teen Transport to Clinic
PREP - Comprehensive Sex Education
DIY - Digital Initiative for Youth
(559) 265-5500
esnoeoc.org/health









Parc Grove Resident Move-in *Fresno – June 26*









