



Boards of Commissioners Update

September 2017

Boards of Commissioners Update – September 2017

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BOARD UPDATE

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Fresno, California 93721
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www.fresnohousing.org

TO: Boards of Commissioners

DATE: September 15, 2017

Fresno Housing Authority

AUTHOR: Aurora Ibarra

FROM: Preston Prince, CEO/Executive Director



SUBJECT: Update on Leasing and Housing Assistance Payments (HAP) for the Housing Choice Voucher (HCV) Program

Executive Summary

The U.S Department of Housing and Urban Development (HUD) has used historical data as a benchmark to determine future funding, and this method will continue for Calendar Year (CY) 2017. HUD set 2017 HAP proration levels at 97% of 2016 HAP expenses. This level of proration will allow us to continue housing existing program participants while issuing vouchers to new applicants in order to maintain voucher utilization rates.

Currently, the Agency has 371 vouchers designated for the Veterans Affairs Supportive Housing (VASH) program, all of which reside with the City HCV program. These vouchers are referral-based and issued as quickly as families are referred from The United States Department of Veterans Affairs (VA).

As in the past, we will continue to diligently monitor our HAP and voucher utilization rates.

City HCV

HAP expenditures for the month of August totaled \$3,459,455. The Per Unit Cost (PUC) for the month was \$511. HAP expenditures for the year are projected at \$42.7 million, resulting in 95.8% utilization in total HAP funding, and an expected year-end balance of \$4.3 million in total HAP reserves.

The overall projected voucher utilization for CY 2017 is 97.8%, ending the month of December at 95.2%.

County HCV

HAP expenditures for the month of August totaled \$2,790,667. The Per Unit Cost (PUC) for the month was \$507. HAP expenditures for the year are projected at \$33.7 million, resulting in 101% utilization of HAP funding, and an expected year-end balance of \$2.9 million in HAP reserves.

The overall projected voucher utilization for CY 2017 is 97.7%, ending the month of December at 97.5%.

Agency: City HAP Analysis													
Year: 2017													
Enter Data into Green fields	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
HAP													
HAP Budget Authority (97%)	\$3,457,264	\$3,457,264	\$3,457,264	\$3,457,264	\$3,457,264	\$3,457,264	\$3,457,264	\$3,457,264	\$3,457,264	\$3,457,264	\$3,457,264	\$3,457,264	\$41,487,170
HAP Revenue	\$3,607,452	\$3,569,152	\$3,731,785	\$3,731,785	\$3,731,785	\$3,731,785	\$3,741,789	\$3,748,771	\$3,748,771	\$3,748,771	\$3,748,771	\$3,748,771	\$44,589,388
HAP Expenses	\$3,626,303	\$3,709,838	\$3,676,829	\$3,599,902	\$3,600,737	\$3,590,181	\$3,570,631	\$3,459,455	\$3,459,455	\$3,459,455	\$3,459,455	\$3,459,455	\$42,671,696
Net HAP (Variance)	-\$18,851	-\$140,686	\$54,956	\$131,883	\$131,048	\$141,604	\$171,158	\$289,316	\$289,316	\$289,316	\$289,316	\$289,316	\$1,917,692
% Variance Based on HAP Rev	100.52%	103.94%	98.53%	96.47%	96.49%	96.21%	95.43%	92.28%	92.28%	92.28%	92.28%	92.28%	95.75%
PHA-Held Reserve Balance	\$ -	\$ -	\$ -	\$ 36,468	\$ 174,632	\$ 316,236	\$ 487,394	\$ 776,710	\$ 1,066,026	\$ 1,355,342	\$ 1,644,658	\$ 1,933,974	\$1,933,974
HUD-Held Reserve Balance	\$ 5,076,773	\$ 4,747,741	\$ 4,256,075	\$ 3,764,410	\$ 3,272,744	\$ 2,781,079	\$ 2,930,841	\$ 3,073,621	\$ 3,216,400	\$ 2,924,892	\$ 2,633,384	\$ 2,341,876	\$2,341,876
Total HAP Reserve Balance	\$5,076,773	\$4,747,741	\$4,256,075	\$3,800,878	\$3,447,376	\$3,097,315	\$3,418,235	\$3,850,331	\$4,282,426	\$4,280,234	\$4,278,042	\$4,275,850	\$4,275,850
PUC													
Actual HAP PUC	\$501	\$511	\$516	\$509	\$516	\$519	\$521	\$511	\$511	\$511	\$511	\$511	\$512
UNITS - Regular Vouchers													
HUD Baseline Units	6785	6785	6785	6785	6785	6785	6785	6785	6785	6785	6785	6785	81,420
Actual Leased (inc port outs)	6950	6965	6831	6778	6678	6622	6550	6457	6457	6457	6457	6457	79,659
Variance to baseline	165	180	46	-7	-107	-163	-235	-328	-328	-328	-328	-328	-1761
YTD Variance to baseline	165	345	391	384	277	114	-121	-449	-777	-1105	-1433	-1761	-1761
Monthly Utilization	102.43%	102.65%	100.68%	99.90%	98.42%	97.60%	96.54%	95.17%	95.17%	95.17%	95.17%	95.17%	97.84%
UNITS - VASH Vouchers													
HUD Baseline Units	371	371	371	371	371	371	371	371	371	371	371	371	4,452
Actual Leased	293	296	295	297	300	300	304	312	312	312	312	312	3,645
Variance to baseline	-78	-75	-76	-74	-71	-71	-67	-59	-59	-59	-59	-59	-807
YTD Variance to baseline	-78	-153	-229	-303	-374	-445	-512	-571	-630	-689	-748	-807	-807
Monthly Utilization	78.98%	79.78%	79.51%	80.05%	80.86%	80.86%	81.94%	84.10%	84.10%	84.10%	84.10%	84.10%	81.87%
PUC With VASH	\$ 501	\$ 511	\$ 516	\$ 509	\$ 516	\$ 519	\$ 521	\$ 511	\$ 511	\$ 511	\$ 511	\$ 511	\$ 512

Agency: County HAP Analysis													
Year: 2017													
Enter Data into Green fields	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
HAP													
HAP Budget Authority (97%)	\$2,720,297	\$2,720,297	\$2,720,297	\$2,720,297	\$2,720,297	\$2,720,297	\$2,720,297	\$2,720,297	\$2,720,297	\$2,720,297	\$2,720,297	\$2,720,297	\$32,643,561
HAP Revenue	\$2,649,445	\$2,649,445	\$2,790,148	\$2,790,148	\$2,790,148	\$2,790,148	\$2,635,157	\$2,897,562	\$2,897,562	\$2,897,562	\$2,897,562	\$2,897,562	\$33,582,449
HAP Expenses	\$2,688,853	\$2,810,818	\$2,881,088	\$2,847,970	\$2,821,991	\$2,911,487	\$2,797,625	\$2,790,667	\$2,790,667	\$2,790,667	\$2,790,667	\$2,790,667	\$33,713,167
Net HAP (Variance)	-\$39,408	-\$161,373	-\$90,940	-\$57,822	-\$31,843	-\$121,339	-\$162,468	\$106,895	\$106,895	\$106,895	\$106,895	\$106,895	-\$130,718
% Variance Based of HAP Rev	101.49%	106.09%	103.26%	102.07%	101.14%	104.35%	106.17%	96.31%	96.31%	96.31%	96.31%	96.31%	100.51%
PHA-Held Reserve Balance	\$625,997	\$464,076	\$373,136	\$320,759	\$290,577	\$169,238	\$6,770	\$113,665	\$220,560	\$327,455	\$434,350	\$541,245	\$541,245
HUD-Held Reserve Balance	\$2,804,485	\$2,760,202	\$2,575,216	\$2,390,230	\$2,205,244	\$2,020,258	\$2,335,668	\$2,388,673	\$2,388,673	\$2,388,673	\$2,388,673	\$2,388,673	\$2,388,673
Total HAP Reserve Balance	\$3,430,482	\$3,224,278	\$2,948,352	\$2,710,989	\$2,495,821	\$2,189,496	\$2,342,438	\$2,502,338	\$2,609,233	\$2,716,128	\$2,823,023	\$2,929,918	\$2,929,918
PUC													
Actual HAP PUC (Exp/Leased)	\$498	\$516	\$515	\$510	\$507	\$524	\$506	\$507	\$507	\$507	\$507	\$507	\$509
UNITS													
HUD Baseline Units	5652	5652	5652	5652	5652	5652	5652	5652	5652	5652	5652	5652	67,824
Actual Leased (inc port outs)	5404	5452	5592	5583	5570	5561	5525	5509	5509	5509	5509	5509	66,232
Variance to baseline	-248	-200	-60	-69	-82	-91	-127	-143	-143	-143	-143	-143	-1592
YTD Variance to baseline	-248	-448	-508	-577	-659	-750	-877	-1020	-1163	-1306	-1449	-1592	-1592
Monthly Utilization	95.61%	96.46%	98.94%	98.78%	98.55%	98.39%	97.75%	97.47%	97.47%	97.47%	97.47%	97.47%	97.65%

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TO: Boards of Commissioners

DATE: September 14, 2017

Fresno Housing Authority

AUTHOR: Emily De La Guerra

FROM: Preston Prince, CEO/Executive Director



SUBJECT: Fresno Housing Operating Budget as of July 31, 2017

Executive Summary

The purpose of this update is to present an overview of the financial operating results for the Fresno Housing Authority as of July 31, 2017. Please see the attached financial report for a summary of revenues and expenses by Agency division.

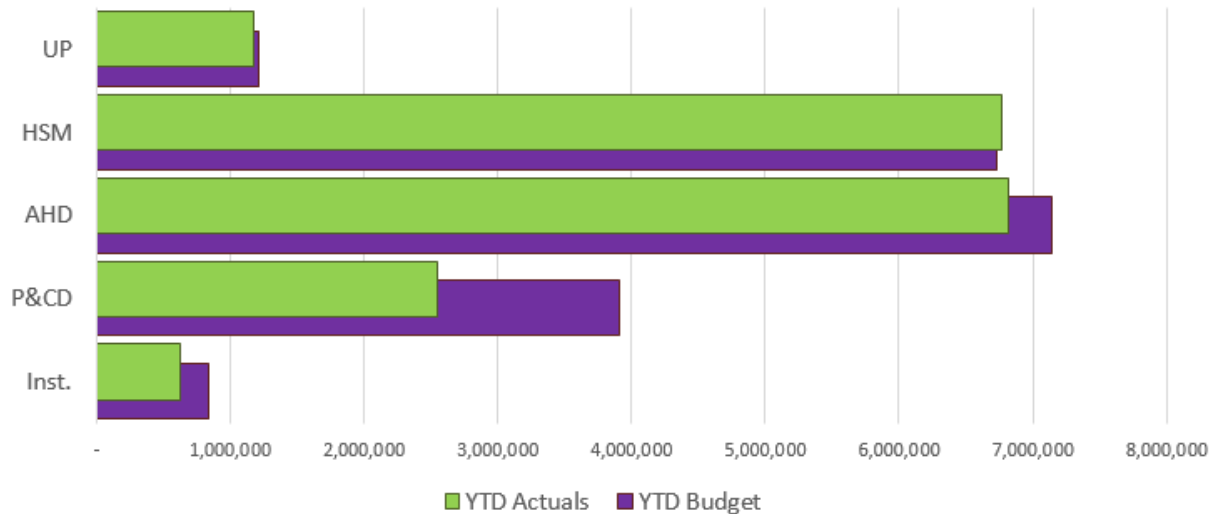
The Agency Operations Budget attachment provided with this update shows the consolidation of all Agency programmatic budgets combined into six divisions. Projections have been incorporated into the year-to-date budget to account for the timing of cash flows and known variable expenses. These adjustments were based on historical trends and the most current information available.

The 2017 Operating Budget was approved by the Boards in December 2016 with net operating income of \$3.8 million and unrestricted cash flow utilization of \$322 thousand, and as of July 31, the Agency is operating slightly behind budget. Total net income is \$584 thousand less than the year-to-date (YTD) budget, and unrestricted net income is \$91 thousand lower than budgeted.

Fresno Housing Authority			
	Annual Budget	YTD Budget	YTD Actuals
OPERATING BUDGET			
TOTAL INCOME	41,693,668	25,188,364	22,594,140
TOTAL EXPENSES	37,882,611	21,363,254	19,586,235
NET OPERATING INCOME	3,811,057	3,825,110	3,007,905
TOTAL NON-OPERATING EXPENSES	1,761,070	1,027,291	794,094
NET CASH FLOW	2,049,987	2,797,819	2,213,811
UNRESTRICTED CASH FLOW	(321,763)	1,414,298	1,323,037

Agency Revenue

YTD Revenue: Budget to Actual

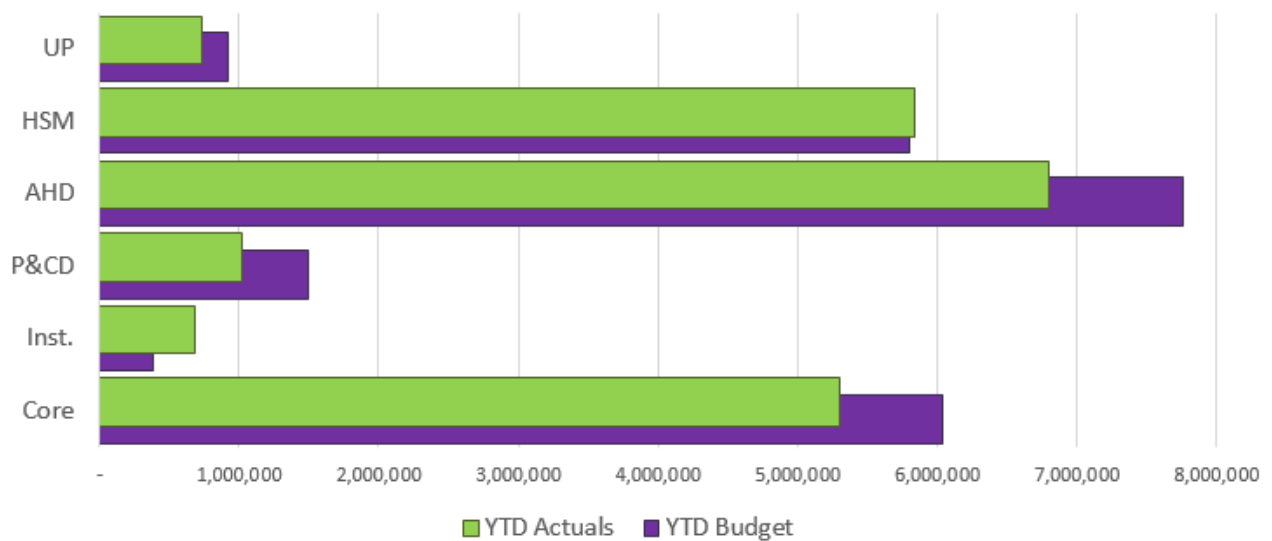


UP - Unrestricted Properties: Agency-owned non-subsidized properties, for example Dayton, Woodside, and San Ramon (formerly known as Affordable Housing)
HSM - Housing Management: Restricted, subsidized properties including all public housing, farm labor and migrant properties
AHD - Assisted Housing Division: Housing Choice Voucher, Resident Services and Homeless programs
P&CD - Planning & Community Development: Real Estate Development and Construction Management departments
Inst. - Instrumentalities: Wholly-owned subsidiaries of the Agency, including HRFC, HSIC, and Silvercrest
Core: Administrative Services departments including Accounting, Executive, Human Resources and Asset Management

- Overall, year-to-date revenue is \$2.6 million less than anticipated at this point in the year.
- Other Grant Income in AHD is less than budgeted due to large grant-funded programs that started later than anticipated. However, due to the late start, there will also be fewer expenses in these programs in 2017; therefore, the net impact on the budget will be zero.
- Developer Fee revenue in P&CD is about \$1.4 million less than budgeted. The developer fees for two projects that were budgeted for second quarter were received in the third quarter. These amounts (totaling \$1 million) will show on the September report.
- Major revenue changes from June to July:
 - o Quarterly Interest Income of \$275 thousand was booked in July.
 - o Housing Self-Insurance Corp (HSIC) released \$500 thousand of prior years' retained earnings back to Agency programs. This revenue was recorded as Other Income in July, and crosses all divisions.
 - o No Developer Fees were received in July.

Agency Expenses

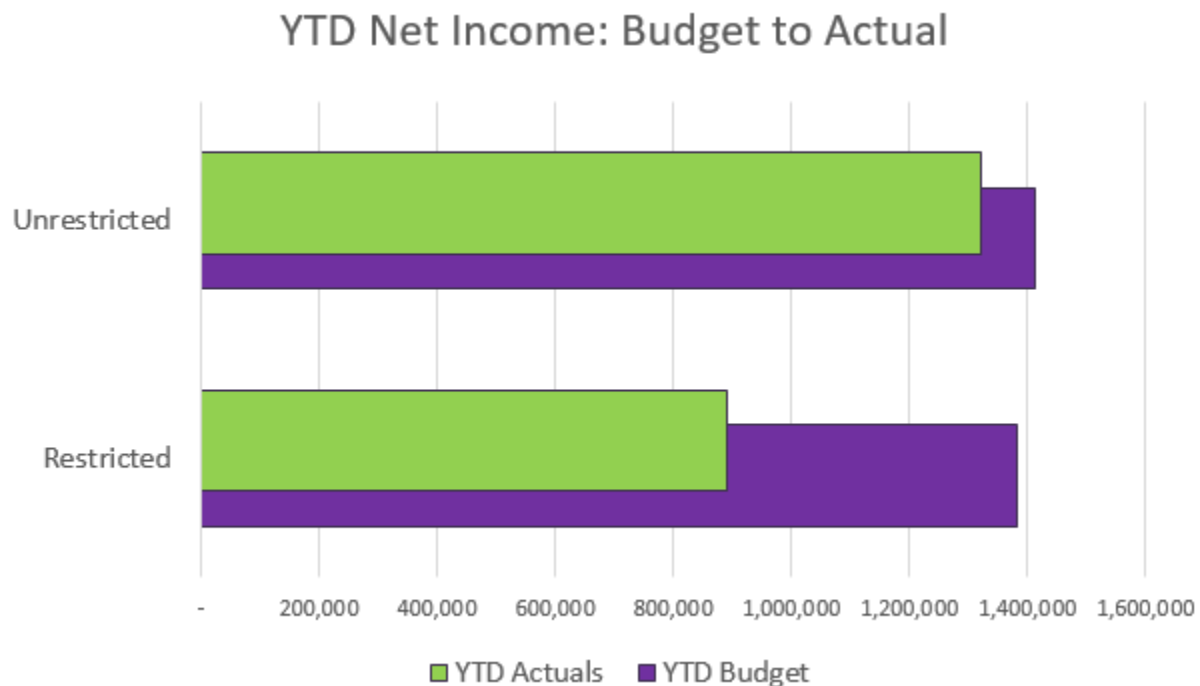
YTD Expenses: Budget to Actual



UP - Unrestricted Properties: Agency-owned non-subsidized properties, for example Dayton, Woodside, and San Ramon (formerly known as Affordable Housing)
HSM - Housing Management: Restricted, subsidized properties including all public housing, farm labor and migrant properties
AHD - Assisted Housing Division: Housing Choice Voucher, Resident Services and Homeless programs
P&CD - Planning & Community Development: Real Estate Development and Construction Management departments
Inst. - Instrumentalities: Wholly-owned subsidiaries of the Agency, including HRFC, HSIC, and Silvercrest
Core: Administrative Services departments including Accounting, Executive, Human Resources and Asset Management

- Overall, year-to-date expenses are \$2 million less than anticipated (operating and non-operating).
- Tenant Services Expenses in AHD are less than budgeted due to grant-funded programs that started later than anticipated. This is also why revenue in AHD is less than budgeted. These programs are reimbursement-based, so if there are fewer expenses, there will also be less revenue.
- Expenses in P&CD are less than budgeted due to the delayed receipt of Developer Fees. As this revenue is received, the Agency must pay out any associated consulting fee to the co-development partner. Because this budgeted revenue was received in quarter three (rather than quarter two as planned), the expenses will not be paid out until September.
- Core expense are less than budgeted in several line items including payroll, administrative and maintenance expenses. These expenses will increase throughout the year as major contracts and improvements are paid for, including maintenance and repairs to the Central Office building.
- Major expenses changes from June to July:
 - o Approximately \$500 thousand of retained earnings in HSIC was distributed to the Agency programs. This expense is shown on the Administrative Expenses line item and was booked in July. The corresponding revenue is shown on the Other Income line item across all divisions.

Agency Net Income



- Overall, restricted and unrestricted net income is less than anticipated at this point in the year.
- Unrestricted net income is slightly less than budgeted. AHD is performing better than projected due to increased proration in administrative fee revenue in the HUD Grant Income line and a reduction in expenses. Net income in P&CD is less than anticipated due to the delayed receipt of Developer Fees. It is projected by the end of the year, net income in AHD will be better than originally budgeted, and net income in P&CD will close or slightly less than budgeted.
- Restricted net income is significantly less than budgeted at this point due to the high expenses in Instrumentalities. This will smooth out during the year as additional revenue is earned, thus ending the year very close to the original budget.

Fresno Housing Authority
Financial Results as of July 31, 2017

	Core			Inst.			P&CD			AHD			HSM			UP			Fresno Housing Authority		
	Annual Budget	YTD Budget	YTD Actuals	Annual Budget	YTD Budget	YTD Actuals	Annual Budget	YTD Budget	YTD Actuals	Annual Budget	YTD Budget	YTD Actuals	Annual Budget	YTD Budget	YTD Actuals	Annual Budget	YTD Budget	YTD Actuals	Annual Budget	YTD Budget	YTD Actuals
OPERATING BUDGET																					
INCOME																					
NET TENANT INCOME	-	-	-	-	-	-	-	-	-	-	-	-	5,537,820	3,230,395	3,478,882	2,031,872	1,185,259	1,136,777	7,569,692	4,415,654	4,615,658
INTEREST INCOME	-	-	3,249	850,800	496,300	522,794	-	-	-	(141)	82	36,031	77,017	44,927	42,453	-	-	3	927,676	541,309	604,530
OTHER INCOME	940,298	548,507	123,432	430,400	251,067	71,901	25,752	15,022	69,515	919,954	536,640	658,018	133,866	78,089	186,181	27,555	16,074	26,185	2,477,825	1,445,398	1,135,231
ADMIN & MANAGEMENT FEE INCOME	8,225,798	4,798,382	4,527,945	150,000	87,500	31,827	-	-	-	10,961	6,394	27,196	78	46	780	-	-	-	8,386,837	4,892,322	4,587,748
DEVELOPER FEE INCOME	-	-	-	-	-	-	5,185,792	3,892,103	2,485,852	-	-	-	-	-	-	-	-	-	5,185,792	3,892,103	2,485,852
HUD GRANT INCOME	-	-	-	-	-	-	-	-	-	9,132,822	5,327,480	5,823,545	4,969,291	2,898,753	2,707,643	-	-	-	14,102,113	8,226,233	8,531,188
OTHER GRANT INCOME	-	-	-	-	-	-	-	-	-	2,185,668	1,274,809	274,214	827,645	482,793	350,510	30,420	17,745	9,210	3,043,733	1,775,346	633,933
TOTAL INCOME	9,166,096	5,346,889	4,654,625	1,431,200	834,867	626,522	5,211,544	3,907,125	2,555,367	12,249,264	7,145,404	6,819,004	11,545,717	6,735,002	6,766,447	2,089,847	1,219,078	1,172,174	41,693,668	25,188,364	22,594,140
EXPENSES																					
PAYROLL EXPENSES	5,941,548	3,465,903	3,173,428	-	-	-	1,194,986	697,075	742,436	6,668,740	3,890,098	3,424,109	2,847,970	1,661,316	1,608,245	273,951	159,805	170,925	16,927,195	9,874,197	9,119,143
ADMINISTRATIVE EXPENSES	3,414,896	1,992,023	1,677,269	609,800	355,717	675,421	1,804,394	787,685	265,644	5,408,146	2,684,694	2,879,047	2,387,791	1,392,878	1,556,820	156,774	91,452	113,154	13,781,801	7,304,448	7,167,355
TENANT SERVICES EXPENSES	53,000	30,917	10	-	-	-	-	-	-	1,697,019	989,928	274,212	16,880	9,847	24,800	4,835	2,821	66	1,771,734	1,033,512	299,087
UTILITY EXPENSES	176,850	103,163	74,608	-	-	-	-	-	-	62,000	36,167	114,460	1,870,791	1,091,295	1,002,924	196,355	114,540	121,457	2,305,996	1,345,164	1,313,449
MAINTENANCE EXPENSES	532,456	310,599	220,439	35,000	20,417	9,916	6,690	3,903	2,177	46,783	27,290	26,380	1,495,430	872,334	1,009,286	544,350	317,538	217,456	2,660,709	1,552,080	1,485,654
TAXES & INSURANCE EXPENSES	29,890	17,436	15,545	18,300	10,675	4,073	2,583	1,507	10,448	3,493	2,038	3,738	353,356	206,124	157,148	27,554	16,073	10,595	435,176	253,852	201,547
TOTAL EXPENSES	10,148,640	5,920,040	5,161,298	663,100	386,808	689,411	3,008,653	1,490,169	1,020,705	13,886,181	7,630,214	6,721,946	8,972,218	5,233,794	5,359,222	1,203,819	702,228	633,653	37,882,611	21,363,254	19,586,235
NET OPERATING INCOME	(982,544)	(573,151)	(506,673)	768,100	448,058	(62,889)	2,202,891	2,416,956	1,534,663	(1,636,917)	(484,810)	97,058	2,573,499	1,501,208	1,407,225	886,028	516,850	538,521	3,811,057	3,825,110	3,007,905
NON-OPERATING EXPENSES																					
TOTAL NON-OPERATING EXPENSES	-	-	-	-	-	-	-	-	46	222,737	129,930	73,424	713,913	416,449	124,427	43,700	25,492	2,392	980,350	571,871	200,289
TOTAL FINANCING EXPENSES	175,000	102,083	140,000	-	-	250	-	-	-	-	-	-	255,936	149,296	352,519	329,784	192,374	101,036	760,720	443,753	593,805
TOTAL ADJUSTMENTS & OPERATING TRANSFER	20,000	11,667	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20,000	11,667	-
TOTAL NON-OPERATING EXPENSES	195,000	113,750	140,000	-	-	250	-	-	46	222,737	129,930	73,424	969,849	565,745	476,946	373,484	217,866	103,428	1,761,070	1,027,291	794,094
NET CASH FLOW	(1,177,544)	(686,901)	(646,673)	768,100	448,058	(63,139)	2,202,891	2,416,956	1,534,617	(1,859,654)	(614,740)	23,635	1,603,650	935,463	930,279	512,544	298,984	435,093	2,049,987	2,797,819	2,213,811
UNRESTRICTED CASH FLOW	(1,177,544)	(686,901)	(646,673)				2,202,891	2,416,956	1,534,617	(1,859,654)	(614,740)	-				512,544	298,984	435,093	(321,763)	1,414,298	1,323,037
HAP REVENUE										74,075,943	41,840,828	45,074,657							74,075,943	41,840,828	45,074,657
HAP EXPENSES										76,270,048	43,572,070	45,795,551							76,270,048	43,572,070	45,795,551
NET HAP INCOME										(2,194,105)	(1,731,242)	(720,894)							(2,194,105)	(1,731,242)	(720,894)

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TO: Boards of Commissioners

DATE: September 14, 2017

Fresno Housing Authority

FROM: Preston Prince



CEO/Executive Director

AUTHOR: Angelina Nguyen

Chief of Staff

SUBJECT: Boys and Girls Club – Mid-Year Outcomes

The purpose of this memo is to update the Boards of Commissioners on the mid-year outcomes from agreements with the Boys and Girls Club of Fresno County.

The 2017 agreements included a Work Plan to align with key agency initiatives and the Resident Services focus areas: Education, Wage Progression, and Health and Wellness. As initial planning began, the goal of the Work Plan was to develop an Outcome Measurement Framework to gather baseline data on measuring the impact B&GC is making on youth. Currently, B&GC Fresno County has 6,398 youth members, 1,239 of which are FH youth.

Below are the services offered and outcomes specific to FH youth under each focus area:

Education

B&GC worked with several education programs to improve academic success for youth. They offered national programs offering age specific curriculum such as Power Hour, Project Learn, STEM, Summer Brain Gain, and Diplomas2Degrees (d2D). This year, B&GC worked locally with Reading and Beyond to offer youth ages 5-8 literacy intervention programs. A total of 106 FH youth completed 2,208 hours of educational services.

Health and Wellness

B&GC Health and Wellness services offered go beyond recreation, sports and fitness. They offer an array of programs that develop youth's capacity to engage in positive behaviors. The youth prevention programs are Passport to Manhood, SMART Girls, SMART Moves, and Safer Choices. These programs focus on drugs, tobacco, alcohol use, teenage pregnancy, and gang prevention. A total of 122 FH youth completed 2,972 hours of Health and Wellness services.

Wage Progression

B&GC actively works with youth in developing a plan to achieve career readiness. Programs such as Career Launch were offered to identify skills and align them with career options. Soft-skills training was also provided to youth in learning interviewing skills, how to fill out an employment application, and dress for an interview. Technology programs were offered through computer classes, and also exploring into digital arts. B&GC also worked with local colleges to provide campus tours and provided programs that lead to fields of employment. Youth also participated in the Money Matters program, a financial education course to teach youth the importance of money management. A total of 51 FH youth completed a wage progression activity.

Parent Engagement

Included in the Work Plan for 2017 was a component in monitoring parent engagement activities. B&GC offered programming to parents for engaging them with their children's success. Programming focused on understanding the academic success of their children. Topics included; Parent Access to Schools, Homework Assistance, Child's Summer Reading, and Parent Engagement in Child's Time Afterschool. B&GC also invited parents to participate in their child's program graduation ceremonies, coordinated family special events and family field trips. A total of 167 FH parents completed 2,578 hours of parent engagement activities.

BOARD UPDATE

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Fresno, California 93721

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TO: Boards of Commissioners

DATE: September 14, 2017

Fresno Housing Authority

AUTHOR: Angelina Nguyen

FROM: Preston Prince, CEO/Executive Director



SUBJECT: Update on the Annual Plan, Administrative Plan and Admissions and Occupancy Policy (ACOP): Public Comments

Executive Summary

The purpose of this Board Update is to provide the Boards of Commissioners information on additional comments received since the last Board meeting through the Public Comment Process for the Annual Plan, Administrative Plan and Admissions and Occupancy Policy (ACOP).

The Boards received a copy of the comments provided by Mr. Eric S. Payne during the August Board Meeting. Additional comments have been submitted as a result of staff discussions and through the Resident Advisory Board (RAB) Meeting.

Copies of these comments and minutes from the RAB meeting are attached.

Staff will be finalizing recommendations for any changes to the language as a result of public comment and comments from the Boards of Commissioners during the next week. Changes will be presented in the materials for the September Boards of Commissioners Meeting.

Public Comment

Date: September 5, 2017

Comment: PBV Internal Discussions

Submitted By: Preston Prince, CEO/Executive Director
Michael Duarte, Director of Planning & Community
Development

Comment Description:

- Allowing the PHA to attach assistance to structures in which the PHA has an ownership interest or control without following a competitive process.
- Allowing PHAs to project-base HUD-VASH and FUP vouchers in accordance with statutory and regulatory requirements of the PBV program without additional requirements for approval by HUD.

Public Comment

Date: September 12, 2017

Comment: Waiting List Internal Discussion

Submitted By: Tracewell Hanrahan, Deputy Executive Director
Aurora Ibarra, Sr. Manager - HCV
Barbara Cavey, Housing Programs Manager
Toni Bustamante, Special Programs & QA Manager

Comment Description:

- Staff held a meeting to discuss the language in the plans that provides for establishing pools of applicants and waiting lists for the Housing Choice Voucher City and County programs, Public Housing and other affordable housing programs.
- Staff discussed language clarification options including the use of words like “interest” list or “pre-application” that will enhance the understanding of the application process and support the process of performing random draws from the pool of interested applicants for the purpose of establishing a waiting list.
- Staff also discussed the addition of language to the Agency’s 2018 Annual plan to allow a Residency Preference for the Rental Assistance Demonstration (RAD) housing programs for Project Based Vouchers and Project Based Rental Assistance. This language will require updating the Annual Plan and the HCV Administrative Plan for Project Based Vouchers. Project Based Rental Assistance would be addressed in each properties Management Plan and Tenant Selection Plan as once conversion occurs the Admissions and Continued Occupancy Policy (ACOP) does apply.

Resident Advisory Board (RAB) Meeting

September 12, 2017

The RAB members for Housing Management Division (HMD) met on September 12, 2017, two (2) HMD RAB meetings were held, one in Fresno County West (Firebaugh) and one in Fresno County East (Sanger). The RAB meeting consisted of public housing residents from the City of Fresno, County East and County West.

RAB Members Present:

Ruby Yanez
Venilde L. Miller
Jose Perez Hernandez

Juanita Jackson
Barbara McBride

Felipe Perez Perez
Fidela Camarillo

Housing Authority Staff Present:

Blanca Navarro, QA Analyst, HMD Julie Woodard, Property Manager
Gracie Bachicha, Property Manager

The meetings were held to discuss the proposed changes to the 2018 Admissions and Continued Occupancy Policy (ACOP). An overview was given of what the PHA and ACOP are and the purpose of the Resident Advisory Board (RAB). The Summary of Additional Proposed changes for the 2018 ACOP was presented to allow each RAB member to provide comments.

Blanca Navarro, Quality Assurance Analyst for the Housing Management Division (HMD) led the RAB meeting. There was a recap of the previous proposed changes to inform the members that were not able to attend the first meeting. The group was engaged and actively voiced their comments, questions, and concerns. Additional topics were noted by FH staff.

Recap of Initial Proposed Changes:

Eligibility, Selection and Admission Policy

- Update policy on the Violence Against Women's Reauthorization Act (VAWA 2013) in accordance with changes per HUD's final rule including adding VAWA Emergency Transfer plan for all HUD covered programs, including other affordable housing programs.
 - *RAB: Did not receive any comments, recommendations, or questions from RAB members regarding this change.*

Tobacco Free Policy in Public Housing

- Update language for enforcing Smoke-Free in public housing to include language on "prohibited tobacco products." Language to include pipes and water pipes, and electronic nicotine delivery (ENDS), also known as e-cigarettes.
 - *RAB member added that there needs to be more designated smoking areas in some of the complexes. Need to stop the smoking of marijuana.*

- PHA: *We have designated areas and will work with Management staff to access the need of additional designated smoking areas. Public Housing is a federally funded program and the use of marijuana is illegal under federal laws. We will review the policy and HUD guidance to update/clarify language.*

Annual Plan

- Update Annual Plan to include language regarding continuing to apply to covert Fresno Housing Authority public housing portfolio to funding sources such as Project Based Rental Assistance (PBRA).
 - RAB: *Did not receive any comments, recommendations, or questions regarding this change.*

Additional Proposed Item:

Housing Access and Re-entry Pilot Program

- Update policies to include language to consider a Housing Access and Reentry Pilot Program that may allow individuals formerly incarcerated to live with their families in public housing, while receiving supportive services.

Exceptions to the suitability standards would not be extended to the following HUD required denials [24 CFR 960.204] to the following individuals:

Persons convicted of manufacturing or producing methamphetamine on the premises of federally assisted housing;

Any person subject to a life time registration requirement under a state sex offender registration program.

- *RAB members had mixed feelings about the Pilot Program. Concerns about family and neighborhood safety were a big concern throughout the committee. If the re-entry family member/participant is receiving supportive services and will need to follow the program rules, then it would be a good program. Families need to have both parents and this program would be good for the benefit of the family as a whole, but depends on the types of crimes, it should focus on the safety of the community as well. RAB members voiced concerns regarding what kinds of crimes would be considered under this Pilot Program, will local law enforcement be informed that this program exists and that the participants are in the community? How many families/participant would be housed? How soon would this be implemented? Residents wanted to ensure program regulations and lease requirements are followed. They also were concerned about the resources that would be provided that would allow the reintegration into the family and housing programs.*
- PHA: *Comments and concerns will be reviewed.*

With there being no recommendations for other changes from the Resident Advisory Board, the meeting was adjourned at 10:30 AM in Firebaugh and 2:50 PM in Sanger.

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TO: Boards of Commissioners

DATE: September 14, 2017

Fresno Housing Authority

AUTHOR: Michael Duarte

FROM: Preston Prince, CEO/Executive Director



SUBJECT: Update on the Residual Receipts Loan Provided to Canyon Springs Apartments

Executive Summary

The purpose of this Board Update is to provide background information to the Boards of Commissioners on the Canyon Springs apartment complex and the status of the loan made to the Limited Partnership ("Owner") by Fresno Housing.

The Canyon Springs Apartments ("Property") is a mixed-income 80/20 tax credit property located at 6185 N. Fig Garden Drive, Fresno, CA 93722. The Property consists of 138 units total with 28 tax credit affordable and 110 conventional market rate housing units. The tax credit units at the Property are affordable to households with incomes at or below 50 percent of the area median income.

The Property was developed in 2002 by Fresno Canyon Springs, LP, a California limited partnership. The Partnership consists of the Affordable Housing Development Corporation ("General Partner"), a tax credit investor ("Limited Partner") and Better Opportunities Builder ("Managing General Partner"), which is an affiliate of Fresno Housing. Fresno Housing also participated in the development as a residual receipts lender in order to secure and support affordable housing units within the Property.

At the June 26, 2002 meeting, the Boards of Commissioners approved a \$500,000 loan to Fresno Canyon Springs, LP at a 4 percent simple interest rate, payable annually from residual receipts and a term of 30 years for the benefit of the Canyon Springs Apartments. To date, due to the terms of the loan and lack of residual income for the property, Fresno Housing has not received any interest payments. As of 12/31/2016, the \$500,000 note had accrued \$281,151 in interest.

Fresno Canyon Springs, LP is currently in the process of refinancing the existing debt from a variable-rate mortgage that is maturing to a fixed-rate mortgage to position the asset for longterm stability. The General Partner

has approached staff to discuss some options available to Fresno Housing as they work through the refinancing plan.

Staff is analyzing two different options with the General Partner and will be bringing a recommendation to the Boards at the September Boards of Commissioners meeting. The options being discussed with the General Partner include:

- Resubordinate the existing loan with either the same terms or extended terms; or
- Receive a payment for the principal amount of the loan (\$500,000) and negotiate a partial payment of the accrued interest