

# **Boards of Commissioners Meeting**

March 23, 2021



# **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 Fresno Housing

5:00pm - March 23, 2021 - Per Executive Order N-25-20, which allows local and state legislative bodies to hold meetings via teleconference and to make meetings accessible electronically," this Board Meeting will be held via conference call and can be accessed as follows:

To join via Zoom: http://bit.ly/03232021JBM

To join via teleconference, call: (669) 900-6833. Meeting ID: 984 4584 7612

Passcode: 692972

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. Please email your request to speak to executiveoffice@fresnohousing.org.

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 and Presentations

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 <u>not</u> 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. Ceremonial Presentations

housing site.

a. Recognition of Preston Prince for 14 years of service as Fresno Housing CEO and Executive Director Honoring Preston Prince for his years of service and leadership.

#### 6. Consent Agenda

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

a. Governance: Consideration of the Minutes of January 26, 6 2021 These minutes were tabled during the February 23, 2021 Meeting. b. Governance: Consideration of the Minutes of February 12 Official minutes of the February 23, 2021 Board Meeting for approval. c. Procurement: Consideration of Contract – Wells Fargo 22 **Bank Services** Contract approval for banking services. d. Consideration of Joe Serna Grant Application – Citrus 28 Gardens (Orange Cove) Funding application and land/building contribution for the rehabilitation of the housing site. e. Consideration of Joe Serna Grant Application - La Joya 36 Commons (Firebaugh)

Funding application and land/building contribution for the rehabilitation of the

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7.	7. Staff Presentations and Discussion Items		
	a.	2020 Agency Highlights	44
		Tabled from the February 23, 2021 Board Meeting.	
	b.	Resident Safety and Survey Update	46
		Overview of Resident Safety process and survey.	
	c.	Real Estate Development: Homekey Update	48
		Tabled from the February 23, 2021 Board Meeting.	

#### 8. Closed Session

a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Pursuant to Government Code § 54954.5(b))

Property: 959 N. Parkway Drive, Fresno, CA (APN: 449-324-11)

Agency negotiator: Housing Authority of the City of Fresno (HACF)

Negotiating parties: HACF, Singh Daljit, Surinker Kaur Under negotiation: Price and Terms

b. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Pursuant to Government Code § 54954.5(b))

Property: 933 N. Parkway Drive, Fresno, CA (APN: 449-335-32)

Agency negotiator: Housing Authority of the City of Fresno (HACF)

Negotiating parties: HACF, Naresh Patel, Ragini Patel Under negotiation: Price and Terms

c. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

(Pursuant to Government Code § 54954.5(b))

Property: 1949 Broadway Street, Fresno, CA (APN: 466-182-39)

Agency negotiator: Housing Authority of the City of Fresno (HACF)

Negotiating parties: HACF, Mahant Krupa, Inc.

Under negotiation: Price and Terms

d. PUBLIC EMPLOYMENT

Title: CEO

e. PUBLIC EMPLOYMENT

Title: Interim CEO

#### 9. Report on Closed Session Item(s)

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10.	Action		
	a.	Authorization for Board Chairs to Execute an Amendment	49
		to Employment Agreement for Interim CEO Angie	
		Nguyen	
		Amended Employment Agreement for the Interim CEO.	
	b.	Authorization for Interim CEO Angie Nguyen to Execute	52
		All Necessary Agreements and Documents on Behalf of	
		Agency	
		Action being requested authorizing the Interim CEO to execute agreements and conduct other business on behalf of the Agency.	
	c.	Consideration of Acceptance of the 2020 Year-End	
		Financial and HAP Results	57
		Request for the Boards to formally accept the 2020 results.	
	d.	Consideration of an Amended Contract Agreement – EJP	
		Planning Consulting Group	66
		Request for approval of the amended contract for the Planning Coordinator	
		Services and an overview of the planning process and timeline.	
11.	Govern	ance	
	a.	Commissioners' Report	
	b.	Executive Director's Report	71

## 12. Adjournment

#### **Minutes of the Joint Meeting**

#### Of the Boards of Commissioners of the

#### HOUSING AUTHORITIES OF THE CITY AND COUNTY OF FRESNO

#### Tuesday, January 26, 2021

#### 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, January 26, 2021, via teleconference.

1. The regular meeting was called to order at 5:04 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

Stacy Vaillancourt Terra Brusseau Sharon Williams Ruby Yanez Sabrina Kelley

ABSENT: None.

The regular meeting was called to order at 5:04 p.m. by Board Chair, Commissioner Catalano, 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: Cary Catalano Chair

Nikki Henry, Vice Chair

Valori Gallaher Joey Fuentes Edugiben Ortiz Sophia Ramos

ABSENT: Stacy Sablan

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

#### 2. APPROVAL OF AGENDA AS POSTED (OR AMENDED)

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

MOTION PASSED: 6-0

Commissioner Kelley was absent from the vote.

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

**MOTION PASSED:** 6-0

#### 3. PUBLIC COMMENT

There were no public comments at this time.

#### 4. POTENTIAL CONFLICTS OF INTEREST

There were no potential conflicts of interest at this time.

#### 5. CONSENT AGENDA

- a. Consideration of the Minutes of December 15, 2020
- b. City: Consideration of Acceptance and Acknowledgement of the Verified 2019 Section Eight Management Assessment Program (SEMAP) Score for 2020
- c. County: Consideration of Acceptance and Acknowledgement of the Verified 2019
   Section Eight Management Assessment Program (SEMAP) Score for 2020
- d. Consideration of the Amended Time Away From Work Policy
- e. Consideration of the 2021 Proposed Utility Allowance Schedule All Housing Programs
- f. Consideration of the Contract Award Maldonado Plaza
- g. Consideration of the Grant Agreement Choice Neighborhood (HUD)
- h. Consideration of the Loan Agreement California Endowment

#### **Public Comment:**

Eric Payne, Executive Director at Central Valley Urban Institute, had some clarify questions regarding agenda item 5h. He sought clarifying language around neighborhoods of opportunity and the expenditure plan for the funding. The agenda item does not have clarity on the intent and use of the funds provided. He congratulated staff and provided an affirmation to the board on their work on the Choice Neighborhood grant. This will provide transformative change to a community that has been ignored.

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Commissioner Henry pulled agenda item 5h from the consent agenda for discussion.

Commissioner Kelley pulled agenda item 5g from the consent agenda for discussion.

CITY MOTION: Commissioner Brusseau moved, seconded by Commissioner Yanez to approve the consent agenda items 5a-f.

MOTION PASSED: 7-0

**COUNTY MOTION**: Commissioner Fuentes moved, seconded by Commissioner Gallaher to approve the consent agenda items 5a-f.

MOTION PASSED: 6-0

A discussion ensued on agenda item 5g.

**CITY MOTION**: Commissioner Kelley moved, seconded by Commissioner Christensen to approve the consent agenda item 5g.

MOTION PASSED: 7-0

**COUNTY MOTION**: Commissioner Henry moved, seconded by Commissioner Gallaher to approve the consent agenda item 5g.

MOTION PASSED: 6-0

A discussion ensued on agenda item 5h.

**Public Comment:** 

Eric Payne, Executive Director at Central Valley Urban Institute, stated he will be watchful on how these funds will be implemented by the agency.

CITY MOTION: Commissioner Brusseau moved, seconded by Commissioner Kelley to approve the consent agenda item 5h.

**MOTION PASSED:** 7-0

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**COUNTY MOTION**: Commissioner Gallaher moved, seconded by Commissioner Fuentes to approve the consent agenda item 5h.

**MOTION PASSED**: 6-0

#### 6. <u>INFORMATIONAL</u>

a. 2021 Mixed Finance Budgets

Juan Lopez, Finance Manager, presented on this item.

b. Real Estate Development Update

Michael Duarte, Director in Planning and Community Development, presented on this item.

Commissioner Henry left the meeting at 6:25 pm.

#### 7. ACTION

a. Consideration of the Fresno Housing Diversity, Equity and Inclusion Strategic Plan

**Public Comment:** 

Eric Payne, Executive Director at Central Valley Urban Institute, reminded the boards on the letter that was sent regarding problematic issues. One of the issues being the institutional culture that may be rooted in systemic racism. He thanked Commissioner Jones and Commissioner Sablan for their action to bring these conversations to the boards. He also thanked the board members that have rooted themselves in this conversation. He stated that he believes the agency will commit itself to reforming a broken system.

CITY MOTION: Commissioner Brusseau moved, seconded by Commissioner Christensen to approve the Fresno Housing Diversity, Equity and Inclusion Strategic Plan.

**MOTION PASSED:** 7-0

**COUNTY MOTION**: Commissioner Gallaher moved, seconded by Commissioner Ramos to approve the Fresno Housing Diversity, Equity and Inclusion Strategic Plan.

MOTION PASSED: 5-0

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b. Consideration Loan and Funding Application Submission – Corazon del Valle Commons (Huron RAD)

Michael Duarte, Director of Planning and Community Development, presented on this item.

CITY MOTION: Commissioner Vaillancourt moved, seconded by Commissioner Yanez to approve the loan and funding application submission — Corazon del Valle Commons (Huron RAD).

MOTION PASSED: 7-0

**COUNTY MOTION**: Commissioner Gallaher moved, seconded by Commissioner Ramos to approve the loan and funding application submission – Corazon del Valle Commons (Huron RAD).

MOTION PASSED: 5-0

#### 8. GOVERNENCE REPORT

a. Ad-Hoc Committees

A discussion ensued on this item.

b. Board Retreat

A discussion ensued on this item.

#### 9. COMMISSIONERS' REPORT

Commissioner Kelley:

- Asked for more information regarding agenda item 5e.

#### **Commissioner Williams**

- Discussed her concerns about last month's (December 2020) meeting.
- Resident Commissioners are not being treated the same as non-resident Commissioners.
- After the board retreat with Ivy Planning, there was progress for 2 months but regressed to past behaviors.
- She suggested that the board be mindful, respectful and courteous on every Commissioners' lived experience.
- Going forward with Diversity, Equity and Inclusion, it needs to start with the board room.

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- There should not be any belittling, dismissive comments, or interrupting someone while they are speaking.
- Every Commissioner on the board needs to be treated as an equal.

#### **Public Comment:**

Eric Payne, Executive Director at Central Valley Urban Institute, affirmed Commissioner Williams' comments. He hoped the board will stand in support of the voice and opinion of residents in the community.

#### 10. EXECUTIVE DIRECTOR'S REPORT

- Participating in an 8 week "Conflict Resolution Organizational Development" course from Center of Justice. Currently in week 4.
- Stay at Home Order has been lifted agency operations will remain closed to the public at this time.
- Tomorrow is the launch of the new resident focused website.
- Resident Services Conference was held virtually last week.
- Beautify Fresno will hold an event that will feature the Parkway Corridor on February 20, 2021.
- NAHRO Online Washington Conference is on March 2-4, 2021.
- New Hires:
  - o Marcella Lopez, HMIS Coordinator
  - o Kiana Quiocho, Resident Empowerment Intern
- Promotions:
  - o Gracie Bachicha, Area Manager
  - o Gary Shipman, Maintence Supervisor
  - o Samuel Ramos, Maintence Supervisor

#### 11. 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 8:22 p.m.

Preston Prince, Secretary to the Boards of Commissioners

Joint Meeting Action Minutes: 01.26.2021 Adopted:

#### **Minutes of the Joint Meeting**

#### Of the Boards of Commissioners of the

### HOUSING AUTHORITIES OF THE CITY AND COUNTY OF FRESNO

#### Tuesday, February 23, 2021

#### 5:00 P.M.

The Boards of Commissioners of the Housing Authorities of the City and County of Fresno met in a regular session on Tuesday, February 23, 2021, via teleconference.

1. The regular meeting was called to order at 5:02 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

Stacy Vaillancourt Terra Brusseau Sharon Williams Ruby Yanez Sabrina Kelley

ABSENT: None.

The regular meeting was called to order at 5:02 p.m. by Board Chair, Commissioner Catalano, 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: Cary Catalano Chair

Nikki Henry, Vice Chair

Stacy Sablan Joey Fuentes Valori Gallaher Edugiben Ortiz Sophia Ramos

ABSENT: None.

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

#### 2. <u>APPROVAL OF AGENDA AS POSTED (OR AMENDED)</u>

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

MOTION PASSED: 6-0

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

MOTION PASSED: 7-0

#### 3. PUBLIC COMMENT

Eric Payne, Executive Director at Central Valley Urban Institute, reminded the board of the letter that was sent to them on February 4, 2021. He stated in the letter that he hopes the search process in selecting the Fresno Housing next Chief Executive Officer will be transparent and inclusive. He also requested the board retain an outside search firm for selection of an Interim CEO and a national search firm for the permanent CEO position. The new CEO must continue to be proactive and assertive in the pursuit of meeting the state's mandate for more affordable housing units in the region by 2030. The new CEO must also have a deep understanding of poverty and its impacts. Fresno Housing has been a national leader in developing such standards and plans. He also stated that Preston Prince has been a symbol of consistency and he has had a strong voice for justice. Future policies must continue to address the pronounced resource disparities across the county.

Latisha Harris, representing California Black Women of Wellness, stated that Fresno Housing prides itself in diversity and inclusion. The only way that can be achieved is by protecting staff and residents from toxic environments. She asked the boards to lead with shared values and address the injustices in the work environment where people work and live. Everyone should be able to work and live in communities with safety and unity. She stated that the current Deputy Executive Director, Tracewell Hanrahan, has not been a leader or present in the community.

Briana Zweifler, Youth Law and Policy Manager at Fresno Barrios Unidos, demanded the board convenes an open search process, with resident engagement, for the new Chief Executive Officer. Inviting an external search firm for the recruitment of a new CEO would be damaging

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to Fresno Housing and Fresno residents. She highly recommended a diverse search committee of people, who are native to Fresno and understand poverty and its impacts.

Commissioner Ortiz joined the meeting at 5:15 pm.

#### 4. POTENTIAL CONFLICTS OF INTEREST

There were no potential conflicts of interest at this time.

#### 5. CEREMONIAL PRESENTATIONS

a. Recognition of Paul Marquez for 30 years of Dedicated Service to Fresno Housing and the Fresno Community

Preston Prince, Executive Director, presented on this item.

#### 6. CONSENT AGENDA

- a. Consideration of the Minutes of January 26, 2021
- b. Human Resources: Consideration of the 2021 Agency Salary Schedule
- c. Finance: Consideration of Loan Agreement Kresge Foundation

Commissioner Brusseau requested to pull Agenda item 6a for discussion.

**COUNTY MOTION**: Commissioner Sablan moved, seconded by Commissioner Ramos to approve the consent agenda items 6b-c.

MOTION PASSED: 6-0

Commissioner Ortiz was absent from the vote.

CITY MOTION: Commissioner Kelley moved, seconded by Commissioner Vaillancourt to approve the consent agenda items 6b-c.

MOTION PASSED: 7-0

A discussion ensued on agenda item 6a.

**COUNTY MOTION**: Commissioner Ramos moved, seconded by Commissioner Sablan to table agenda item 6a until next month's meeting.

MOTION PASSED: 6-0

Commissioner Ortiz was absent from the vote.

CITY MOTION: Commissioner Yanez moved, seconded by Commissioner Kelley to table agenda item 6a until next month's meeting.

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#### **MOTION PASSED:** 6-1

Commissioner Williams voted no.

#### 7. CLOSED SESSION

**Public Comment:** 

Doni Truax, Housing Specialist at Fresno Housing, requested the board make Tracewell Hanrahan, Deputy Executive Director, the new Interim Chief Executive Officer. This would allow continuity in all of our housing programs. She stated that Tracewell is the right person to lead this team. She does not believe that there is an issue with Tracewell not being here all the time. She requested the agency have a role in selecting a permanent CEO. She stated that she and Fresno Housing need the consistency that Tracewell will bring as the Interim CEO.

Monique Thomas, resident of Fresno, stated that there are a lot of people making decisions based on what they think is best for residents instead of considering and understanding the residents' perspective. She does not agree with Tracewell Hanrahan being a good choice of Interim Chief Executive Officer.

Keshia Thomas, Trustee on the Fresno Unified School District Board, stated that we are trying to create a new city of equity in Fresno. She requested the board have a search firm for the Interim Chief Executive Officer position that is equitable and with community engagement. It is her belief that Tracewell Hanrahan, Deputy Executive Director, is not the person for the job of interim CEO.

The Board of Commissioners entered closed session at 5:37 pm.

#### a. PUBLIC EMPLOYMENT APPOINTEMENT

Title: Interim CEO/Executive Director

#### 8. REPORT ON CLOSED SESSION MATTER

The Board returned from closed session at 8:25 pm.

Ken Price, General Counsel, stated there was nothing to report from closed session.

#### 9. STAFF PRESENTATIONS AND DISCUSSION ITEMS

a. 2020 Agency Highlights

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The presentation was tabled until next month's meeting.

b. Real Estate Development: Project HomeKey

The presentation was tabled until next month's meeting.

#### 10. ACTION

Michael Duarte, Director of Real Estate Department, presented on this item.

Consideration of the Funding Application Submission – Esperanza Commons (Mendota Farm Labor)

**COUNTY MOTION**: Commissioner Fuentes moved, seconded by Commissioner Sablan to approve the funding application submission – Esperanza Commons.

**MOTION PASSED**: 6-0

Commissioner Ortiz was absent from the vote.

CITY MOTION: Commissioner Yanez moved, seconded by Commissioner Williams to approve the funding application submission – Esperanza Commons.

**MOTION PASSED:** 6-1

Commissioner Brusseau voted no.

Commissioner Brusseau stated that she would continue to vote no on all future development projects until resident engagement and services items are presented to her.

b. Consideration of Funding Application Submission – The Arthur @ Blackstone

**COUNTY MOTION**: Commissioner Henry moved, seconded by Commissioner Gallaher to approve the funding application submission – The Arthur @ Blackstone.

MOTION PASSED: 6-0

Commissioner Ortiz was absent from the vote.

CITY MOTION: Commissioner Christensen moved, seconded by Commissioner Vaillancourt to approve the funding application submission – The Arthur @ Blackstone.

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#### **MOTION PASSED:** 6-1

Commissioner Brusseau voted no.

#### 11. GOVERNENCE

a. Commissioners' Report

#### Commissioner Catalano

- Thanked Michael Duarte, Angelina Nguyen, and the team that has been working on Project Homekey.

#### **Commissioner Jones**

- Thanked Michael Duarte and the Real Estate Department for their endless effort in rebuilding the Project Homekey hotels.
- There has been sever discussions with residents regarding safety concerns around the properties. An overwhelming amount of residents have expressed wanting to see some form of safety in the community. The board has decided to temporarily postpone a determination on the Agency contracts with the Fresno Police Department while discussions are still ongoing with residents. The contracts are set to expire on June 2021.

#### Commissioner Yanez

- Attended the District 3 Press Event at Journey Home (Welcome Inn) on February 17, 2021.
- Attended the HUD call regarding Choice Neighborhood on February 2, 2021 that featured all grant recipients.

#### Commissioner Kelley

- Thanked Commissioner Yanez for her leadership in working with a neighborhood that needs resident voice and leadership.
- There was a utility cost discussion with Michael Duarte, Director of Real Estate Department, for a better understanding of the strategy and methodology of collecting data for utility allowance.
- She recommended that Fresno Housing include resident interviews to have a different layer of data and to have residents engaged while collecting data.

#### b. Executive Director's Report

There was nothing to report for this item.

#### 12. 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 8:55 p.m.

Joint Meeting Action Minutes: 02.23.2021 Adopted:

Preston Prince, Secretary to the Boards of Commissioners

Joint Meeting Action Minutes: 02.23.2021 Adopted:



February 4, 2021

(Electronic Transmission)

Cary Catalano, Chair Board of Commissioners Fresno Housing Authority 1331 Fulton Street Fresno, CA 93721

### **RE: Priorities for New Chief Executive Officer**

Dear Commissioner Cary Catalano,

The Central Valley Urban Institute is a policy and advocacy organization representing the voices of hundreds of thousands of low income residents and the voice of disadvantaged communities throughout the Central Valley.

We write to you today to ask you to consider, in selecting the Fresno Housing Authority's next Chief Executive Officer, the vital role the Fresno Housing Authority plays in overseeing new affordable housing developments, family self-sufficiency programs, education, and small business contracting opportunities and in supporting policies that help the sector thrive. The quality of leadership of the Fresno Housing Authority's next Chief Executive Officer matters deeply to residents and the nonprofit community.

We greatly appreciate the opportunities we have had to work with Chief Executive Officer Preston Prince during his tenure, as well as with his staff in the Planning and Real Estate Division. His commitment to the Housing sector is clear. Based on the close and productive work with him and his staff, we offer you some recommendations relative to the search process and for priorities we hope the new Chief Executive Officer will have.

#### The Search Process:

1. We hope the search process will be transparent and inclusive of the public if trust in the search process erodes, we believe it can be damaging to the agency and its leadership. Retaining an outside search firm for an Acting CEO and a National search firm for the permanent CEO position that should include a diverse 16 member search committee appointed by the Board of Commissioners comprised of 2 County Commissioners, 2 City Commissioners, residents, agency executives, union representatives, community leaders, housing experts, and a public member.

#### The new Chief Executive Officer must:

- 1. Continue to be proactive and assertive in the pursuit of meeting the State's mandate for more affordable housing units in the region by 2030, We work hard to serve our community and engage residents We know and recognize the deep importance of securing State and Federal dollars to continue this work and a CEO with a proven track record.
- 2. Have a deep understanding of poverty and its impacts. Someone who Supports the development of new regulations to respond to the now-prevalent social determinants of health in disadvantaged communities and continue to champion diversity, equity, and inclusion. Fresno Housing Authority has been a national leader in developing such standards and plans, and we hope a new Chief Executive Officer will continue to prioritize this work.
- 3. Lead BOLDLY during these uncertain times in a Housing and Homelessness Crisis that our community faces amid an unprecedented global pandemic as families face eviction, loss of learning for children, and utility delinquency it is clear that in order to meet the scale and scope of this crisis, swift action must be taken.
- 4. Continue to recognize the inequities in our community and seek opportunities to remedy those inequities. Preston Prince has been a symbol of consistency and a strong voice for justice; he and his staff have taken those ideals and put them into practice in their work—in ways that have benefitted residents and the communities we serve. Future policies must continue to address the pronounced resource disparities in housing across the County.

We thank you for your consideration of these recommendations, and we look forward to working with the new Acting Chief Executive Officer and the future Chief Executive Officer to keep Fresno County's community strong as we continue to step up to serve residents and support economic recovery.

In Community,

Eric Payne
Executive Director
The Central Valley Urban Institute

CC:

Commissioner Adrian Jones Commissioner Caine Christensen Commissioner Terra Brusseau Commissioner Sabrina Kelley Commissioner Stacy Kaillaucourt Commissioner Sharon Williams Commissioner Nikki Henry Commissioner Joey Fuentes Commissioner Valarie Gallaber Commissioner Edugiben Ortiz Commissioner Sophia Ramos Commissioner Stacy Sablan



# 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:** March 18, 2021

Fresno Housing **BOARD MEETING:** March 23, 2021

FROM: Preston Prince AGENDA ITEM: 6c

CEO/Executive Director AUTHOR: Lyric Aguigam

**SUBJECT:** Consideration of Contract with Wells Fargo Bank for Treasury

Management and Banking Services

#### **Executive Summary**

The purpose of this memo is to request approval from the Boards of Commissioners to award Wells Fargo Bank a contract for treasury management and banking services. The contract between Fresno Housing and Wells Fargo Bank would begin April 1, 2021. The initial term would be for three years with an option for two additional one-year extensions, for a total potential contract period of five years. The Agency currently has a contract with Wells Fargo Bank to provide treasury management and banking services such as Lockbox, Electronic Fund Transfer transmission, BAI, Positive Pay, and other investment services.

Wells Fargo Bank was originally procured by Fresno Housing in 2014 using an Request for Proposal (RFP) process, during which it was determined that Wells Fargo Bank provided the most comprehensive services in the industry. Since that procurement, Wells Fargo's banking software has been modified to meet the needs of the Agency. The Agency has invested many staff hours in training, configuration, and customizations to ensure that Wells Fargo Bank provides optimal support for the Agency and our residents who use Wells Fargo to pay their rent online. To procure another bank to support the Agency's robust and complex programs would require another configuration, another significant capital outlay and hours of staff and resident time, diverting resources from current initiatives. Therefore, continuing to contract with Wells Fargo Bank would provide the greatest economy and efficiency, and would result in a long-term cost savings for the Agency. Furthermore, Wells Fargo Bank has dedicated a governmental relationship team that is highly knowledgable in Fresno Housing operations and provides extensive and prompt services.

For all of these reasons, Fresno Housing believes that utilizing a Non-Competitive Justification method for this contract is the most efficient and effective method of procurement, as allowed by the U.S. Department of Housing and Urban Development (HUD) and the Agency's Procurement Policy Section 3.3.7.1.

#### Recommendation

Staff recommends the Boards of Commissioners adopt a resolution authorizing Preston Prince, CEO/Executive Director, and/or Angelina Nguyen, Chief Program Officer, to negotiate a contract with Wells Fargo Bank and to execute a three (3) year contract for banking services for an amount of \$690,000.

#### **Fiscal Impact**

The Agency is requesting to execute a three (3) year contract with Wells Fargo Bank starting April 1, 2021 and ending on March 31, 2024, for a total not-to-exceed amount of \$690,000. During the previous contract period (2020-2021), the Agency spent \$216,000 on banking services. The 2021 fee amount is included in the 2021 Agency and Mixed Finance operating budgets.

#### **Background Information**

The Request for Proposals (RFP) for banking services was solicited in June of 2014. The RFP method considers both technical factors and price when evaluating a proposal, and allows for discussions with offerors concerning the proposal submitted and the negotiation of contract price. Awards are made on the basis of the proposal that represents the best overall value to the Agency, considering price and other factors (technical expertise, past experience, quality of proposed staffing, etc.) set forth in the solicitation and not solely the lowest price. As a result of the RFP, the Agency received proposals from **three** banking institutions. An evaluation committee with relevant experience was selected to evaluate each proposal. The committee did an initial round of scored evaluations, and each bank was then interviewed in person. Each bank was given the opportunity to amend their proposal and/or pricing, and a second round of evaluations then took place. By the end of the process, Wells Fargo Bank received the highest score. The evaluation committee made their final recommendation of Wells Fargo Bank on November 19, 2014, and the Boards of Commissioners approved Wells Fargo Bank as contract awardee.

The contract was approved by the Boards of Commissioners on November 19, 2014 for a term of one year, with the option to renew for four successive, one year terms. The final term of the aforementioned contract ends March 31, 2021 with no option to extend for another term. For many reasons, staff is recommending a Non-Competitive Justification procurement will allow Wells Fargo Bank to continue to provide banking and treasury management services, as allowed by the U.S. Department of Housing and Urban Development (HUD) and the Agency Procurement Policy Section 3.3.7.1, including:

- The Agency has invested critical resources into its Wells Fargo treasury management system to ensure it provides optimal support for the Agency and our residents,
- The Agency's Wells Fargo software is completely and totally unique, and as such, it would not be economical or efficient to procure another system, and
- The Agency has been generally satisfied with the services it has received under the contract with Wells Fargo.

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

#### BEFORE THE BOARD OF COMMISSIONERS OF THE

#### HOUSING AUTHORITY OF THE CITY OF FRESNO

# RESOLUTION APPROVING THE CONTRACT FOR WELLS FARGO BANKING AND TREASURY MANAGEMENT SERVICES

WHEREAS, the Housing Authority of the City of Fresno (the "Agency") has a current contract with Wells Fargo Bank ("Wells Fargo") to provide banking and treasury management services; and

WHEREAS, the final term of the current contract ends March 31, 2021 with no option to extend for another term; and

WHEREAS, the Agency has been generally satisfied with the services it has received under the contract with Wells Fargo; and

WHEREAS, the Agency has invested critical resources into its Wells Fargo treasury management system to ensure it provides optimal support for the Agency and our residents; and

WHEREAS, the Wells Fargo system, as configured by the Agency, is completely and totally unique, and as such, it would not be economical or efficient to procure another system; and

WHEREAS, the Agency Procurement Policy Section 3.3.7.1 permits sole-source contracts only when the award of a contract is not feasible using other procurement methods and, among other things, when the item is available from a single source, based upon a good faith review of available sources; and

WHEREAS, the Agency desires to procure Wells Fargo using the Non-Competitive Justification (NCJ) process, and to execute the contract for banking services for three years, beginning April 1, 2021 and ending March 31, 2024 for an amount not to exceed \$690,000, with an option to extend for two additional, one-year periods;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno does hereby authorize Preston Prince, the CEO/Executive Director, and/or Angelina Nguyen, Chief Program Officer, to negotiate and execute a contract for banking and treasury management services with Wells Fargo Bank and ancillary documents in connection therewith.

certify that the foregoing Resolution was dul following vote, to-wit:	ly adopted by the governing body with the
AYES:	
NOES:	
ABSENT:	
ABSTAIN:	
	Preston Prince, Secretary of the Boards of Commissioners
	restorring of the boards of Commissioners

PASSED AND ADOPTED THIS  $23^{rd}$  DAY OF MARCH, 2021. I, the undersigned, hereby

#### RESOLUTION NO.

#### BEFORE THE BOARD OF COMMISSIONERS OF THE

#### HOUSING AUTHORITY OF FRESNO COUNTY

# RESOLUTION APPROVING THE CONTRACT FOR WELLS FARGO BANKING AND TREASURY MANAGEMENT SERVICES

WHEREAS, the Housing Authority of Fresno County (the "Agency") has a current contract with Wells Fargo Bank ("Wells Fargo") to provide banking and treasury management services; and

WHEREAS, the final term of the current contract ends March 31, 2021 with no option to extend for another term; and

WHEREAS, the Agency has been generally satisfied with the services it has received under the contract with Wells Fargo; and

WHEREAS, the Agency has invested critical resources into its Wells Fargo treasury management system to ensure it provides optimal support for the Agency and our residents; and

WHEREAS, the Wells Fargo system, as configured by the Agency, is completely and totally unique, and as such, it would not be economical or efficient to procure another system; and

WHEREAS, the Agency Procurement Policy Section 3.3.7.1 permits sole-source contracts only when the award of a contract is not feasible using other procurement methods and, among other things, when the item is available from a single source, based upon a good faith review of available sources; and

WHEREAS, the Agency desires to procure Wells Fargo using the Non-Competitive Justification (NCJ) process, and to execute the contract for banking services for three years, beginning April 1, 2021 and ending March 31, 2024 for an amount not to exceed \$690,000, with an option to extend for two additional, one-year periods;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County does hereby authorize Preston Prince, the CEO/Executive Director, and/or Angelina Nguyen, Chief Program Officer, to negotiate and execute a contract for banking and treasury management services with Wells Fargo Bank and ancillary documents in connection therewith.

PASSED AND ADOPTED THIS 23rd DAY OF MAI	•
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



1331 Fulton Street Fresno, California 93721 (559) 443-8400 TTY (800) 735-2929

www.fresnohousing.org

**TO:** Board of Commissioners **DATE:** March 18, 2021

Fresno Housing Authority **BOARD MEETING:** March 23, 2021

FROM: Preston Prince AGENDA ITEM: 6d

CEO/Executive Director AUTHOR: Daniel Guerra

**SUBJECT:** Request for Approval to Submit Joe Serna, Jr. Farmworker Housing Grant Program Funding Applications & Authorization of Land/Building Contribution for Citrus Gardens Apartments (APN: 375-030-37 & 375-142-15)

#### **Executive Summary**

The purpose of this Board memo is to request certain approvals from the Boards of Commissioners related to the rehabilitation of an existing affordable housing property known as Citrus Gardens Apartments "The Property". The subject Property is located at 201 Citrus Ave and 452 10th Street, Orange Cove, California. Staff is requesting authorization to apply for various potential funding sources including Joe Serna, Jr. Farmworker Housing Grant Program ("FWHG") to finance the rehabilitation project. The application is proposed in partnership with Silvercrest, Inc., as the managing general partner of the to-be-formed limited partnership. In addition, staff is requesting that the Board approve a contribution of land and building value in an amount up to the fully appraised value for the proposed rehabilitation.

The proposed rehabilitation of Citrus Gardens I & II is a 30 unit apartment complex located at two separate sites in Orange Cove, California. Site I's street address is 201 Citrus Avenue on a 1.73-acre parcel APN:375-030-37, and Site II's street address is 452 10th Street 93646 (APN: 375-142-15) on a 0.74-acre parcel. The unit mix between both sites is nine (9) 2-Bedroom, thirteen (13) 3-bedroom, and eight (8) 4-bedroom units among nine buildings.

As Staff continues to explore pre-development opportunities, they have been evaluating potential sources of gap financing that would increase the competitiveness of a Low-Income Housing Tax Credit ("LIHTC") application, which is considered the final piece of financing needed to start construction. An opportunity for gap financing has become available as part of the FWHG Program. Funding applications are being accepted beginning April 5, 2021. Staff intend to submit a financing application for an amount of up to \$3,738,989 for the Citrus Gardens project.

In order to secure potential financing to facilitate the development, it is necessary for the Boards of Commissioners of Fresno Housing to adopt the attached resolution that will allow for the approvals required to submit a FWHG funding application. Staff will continue to present the Board with updates; neither the submission of funding

applications nor the award of project applications obligates Fresno Housing to implement the development.

#### Recommendation

It is recommended that the Boards of Commissioners of Fresno Housing adopt the attached resolution approving the necessary actions needed to move forward with the submission of a Joe Serna, Jr. Farmworker Housing Grant application to the California Department of Housing and Community Development, and authorize the undertaking of all actions necessary to assemble additional financing sources, and further authorize Angelina Nguyen, Interim CEO/Chief Programs Officer, Tracewell Hanrahan, Deputy Executive Director or their designee to negotiate and execute documents in connection with the approved actions.

- Authorize approval of a land/building contribution for an amount up to the fully appraised value from the Housing Authority of Fresno County to Silvercrest, Inc. as Managing General Partner of the "to be formed," LP for the benefit of Citrus Gardens Apartments.
- 2. Authorize Angelina Nguyen, the Interim CEO/Chief Programs Officer, 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
- 3. Provide for other matters related thereto.

#### **Fiscal Impact**

No fiscal impact at this time.

#### **Background Information**

Originally built in 1981 and 1983, Citrus Gardens is the proposed re-financing and rehabilitation of a 30-unit affordable housing project serving farmworker households located at two separate sites in Orange Cove, California; the first site is located at 201 Citrus Avenue and the second site is located on 452 10<sup>th</sup> Street, Orange Cove, Fresno County, California, 93646 (Census Tract 65.02). The project targets farmworker households with incomes at 30, 50, and 60 percent of Area Median Income. Per the last appraisal conducted in July, 2020 the current condition such as exteriors, interiors, overall appeal, etc. is noted to be in average condition.

The property was initially developed by Fresno Housing (FH) with financial assistance from the United States Department of Agriculture (USDA). In 2013, the USDA Farm Labor restrictions were lifted from the property. Fresno Housing continues to manage the property to low, very-low, and moderate-income families under a Restrictive Use Agreement with USDA Rural Development. This allows Fresno Housing to serve families beyond the farmworker restrictions. The project sponsor for the application is Fresno Housing. The project architect is Paul Halajian Architects. Potential funding sources for the project include 9 percent tax credits and a Joe Serna Jr. Farmworker Housing Grant.

#### **Past Board Actions**

- No past Board actions have occurred.

## RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF FRESNO COUNTY, CA FOR CITRUS GARDENS APARTMENTS IN ITS ROLE AS SOLE MEMBER OF A "TO BE FORMED" AGP, LLC, ADMINISTRATIVE GENERAL PARTNER OF A "TO BE FORMED", LP

All of the commissioners of the Housing Authority of Fresno County, CA, a California public benefit agency (the "Authority"), as sole member of a to-be-formed Limited Liability Company, administrative general partner of a to-be-formed Limited Partnership, do hereby consent to, adopt and ratify the following resolutions:

### Joe Serna Jr., Farmworker Housing Grant Program

WHEREAS, the State of California Department of Housing and Community Development (the "Department") has issued a Notice of Funding Availability under its Joe Serna Jr., Farmworker Housing Grant Program ("FWHG") dated February 25, 2021; and

WHEREAS, the to-be formed Limited Liability Company is authorized to do business in the State of California, and it is in the best interests of the to-be formed Limited Liability Company for the to-be formed Limited Liability Company to act as the **administrative** General Partner of a "to be formed", LP, a California limited partnership (the "Borrower"); and

WHEREAS, the Borrower has either received, or been assigned, a conditional commitment of funds under the above-described Notice of Funding Availability.

NOW, THEREFORE, IT IS RESOLVED: That the to-be-formed Limited Liability Company is hereby authorized to act as the **administrative** General Partner of the Borrower in connection with the Department's loan of funds to the Borrower pursuant to the above-described Notice of Funding Availability in an amount not to exceed \$3,738,989 (the "FWHG Loan).

RESOLVED FURTHER: That in connection with the Borrower's FHWG Loan, the to-be formed Limited Liability Company is authorized and directed to enter into, execute, and deliver, as the **administrative** General Partner of the Borrower, 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 FWHG Loan, the Borrower's obligations related thereto, and the

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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 FWHG Loan, and all amendments thereto (collectively, the "FWHG Loan Documents").

RESOLVED FURTHER: That Interim CEO/Chief Programs Officer, Angelina Nguyen, or the Deputy Executive Director, Tracewell Hanrahan, or their designee are hereby authorized to execute the FWHG Loan Documents, and any amendment or modifications thereto, on behalf of the to-be-formed Limited Liability Company as the administrative General Partner of the Borrower.

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

Passed and adopted, effective as of <u>March 23, 2021</u>, by the consent of the Board of Commissioners by the following vote:

AYES	NAYS
ABSTAIN	ABSENT
Signature of Attesting Officer: _	
Printed Name and Title of Attes	ting Officer: <u>Cary Catalano, Chair</u>

#### CERTIFICATE OF THE SECRETARY

The undersigned, Secretary of the Authority, the sole member of the to-be-formed Limited Liability Company, administrative general partner, does hereby attest and certify that the attached Resolution is a true, full and correct copy of a resolution duly adopted at a meeting of the Limited Liability Company which was duly convened and held on the date stated thereon, and that said document has not been amended, modified, repealed or rescinded since its date of adoption and is in full force and effect as of the date hereof.

DATE: March 23, 2021		
	Preston Prince	Secretary

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

#### BEFORE THE BOARD OF COMMISSIONERS OF THE

#### HOUSING AUTHORITY OF FRESNO COUNTY, CALIFORNIA

RESOLUTION AUTHORIZING THE SUBMISSION OF JOE SERNA, JR. FARMWORKER HOUSING GRANT PROGRAM APPLICATION AND A LAND/BUILDING CONTRIBUTION FOR CITRUS GARDENS APARTMENTS (APN: 375-030-37 & 375-142-15)

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

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

WHEREAS, the Authority desires to facilitate the rehabilitation of real property located at two separate sites in Orange Cove, California. Site I's street address is 201 Citrus Avenue on a 1.73-acre parcel APN 375-030-37, and Site II's street address is 452 10th Street 93646 (APN 375-142-15) and the improvements located thereon into a 30-unit apartment complex (collectively, the Property); and,

WHEREAS, the project's financing structure calls for the submission of a 9% LIHTC application & Joe Serna 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 Angelina Nguyen, the Interim CEO/Chief Programs Officer, Tracewell Hanrahan, Deputy Executive Director, and/or their designee, to undertake the following actions needed to move forward with funding application submissions for the Citrus Gardens project:

- 1. Authorize approval of a land/building contribution for an amount up to the fully appraised value from the Housing Authority of Fresno County to Silvercrest, Inc., as the managing general partner of a "to be formed," LP for the benefit of the rehabilitation of the Citrus Gardens property.
- 2. 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, (d) ) submission of an application for Joe

- Serna, Jr. Farmworker Housing Grant funds, and (e) grants, operating subsidies and/or private loans and such other sources identified by the Interim CEO/Chief Programs Officer.
- 3. Authorize Angelina Nguyen, the Interim CEO/Chief Programs Officer, Tracewell Hanrahan, Deputy Executive Director, and/or 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
- 4. Provide for other matters related thereto.

PASSED AND ADOPTED THIS 23th DAY OF MARCH, 2021. I, the undersigned, herby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:

AYES:	
NOES:	
ABSENT:	
ABSTAIN:	
	Preston Prince, Secretary of the Boards of Commissioners



1331 Fulton Street Fresno, California 93721 (559) 443-8400 TTY (800) 735-2929

www.fresnohousing.org

**TO:** Board of Commissioners **DATE:** March 18, 2021

Fresno Housing Authority **BOARD MEETING:** March 23, 2021

FROM: Preston Prince AGENDA ITEM: 6e

CEO/Executive Director AUTHOR: Brandon Gonzalez

**SUBJECT:** Request for Approval to Submit Joe Serna, Jr. Farmworker Housing Grant Program Funding Applications & Authorization of Land/Building Contribution for La Joya Commons (APN: 007-140-04-S & 007-140-07-S) and

#### **Executive Summary**

The purpose of this Board memo is to request certain approvals from the Boards of Commissioners related to the demolition/new construction of an existing affordable housing property known as Firebaugh Family "The Property". The subject Property is located at 1501 Clyde Fannon Road, Firebaugh, California. Staff is requesting authorization to apply for various potential funding sources including Joe Serna, Jr. Farmworker Housing Grant Program ("FWHG") to finance the new construction project. The application is proposed in partnership with Silvercrest, Inc., as the managing general partner of the Firebaugh La Joya Commons, LP. In addition, staff is requesting that the Board approve a contribution of land and building value in an amount up to the fully appraised value for the proposed development.

Firebaugh Family is an existing 34-unit multifamily low-income property on approximately 6 acres in Firebaugh, CA. The property was initially developed by Fresno Housing (FH) with financial assistance from the United States Department of Agriculture (USDA). In 2008, the USDA Farm Labor restrictions were lifted from the property. Fresno Housing continues to manage the property to low, very-low, and moderate-income families under a Restrictive Use Agreement with USDA Rural Development. This allows Fresno Housing to serve families beyond the farmworker restrictions.

As Staff continues to explore pre-development opportunities, they have been evaluating potential sources of gap financing that would increase the competitiveness of a Low-Income Housing Tax Credit ("LIHTC") application, which is considered the final piece of financing needed to start construction. An opportunity for gap financing has become available as part of the FWHG Program. Funding applications are being accepted beginning on April 5, 2021. Staff intend to submit a financing application for an amount up to \$5,000,000 for the La Joya Commons project.

In order to secure potential financing to facilitate the development, it is necessary for the Boards of Commissioners of Fresno Housing to adopt the attached resolution that will allow for the approvals required to submit a FWHG funding application. Staff will

continue to present the Board with updates; neither the submission of funding applications nor the award of project applications obligates Fresno Housing to implement the development.

#### Recommendation

It is recommended that the Boards of Commissioners of Fresno Housing adopt the attached resolutions approving the necessary actions needed to move forward with the submission of a Joe Serna, Jr. Farmworker Housing Grant application to the California Department of Housing and Community Development and authorize the undertaking of all actions necessary to assemble additional financing sources, and further authorize Angelina Nguyen, Interim CEO/Chief Programs Officer, Tracewell Hanrahan, Deputy Executive Director or their designee to negotiate and execute documents in connection with the approved actions.

- Authorize approval of a land/building contribution for an amount up to the fully appraised value from the Housing Authority of Fresno County to Silvercrest, Inc. as Managing General Partner of the Firebaugh La Joya Commons, LP for the benefit of redeveloping Firebaugh Family.
- 2. Authorize Angelina Nguyen, the Interim CEO/Chief Programs Officer, 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
- 3. Provide for other matters related thereto.

### **Fiscal Impact**

No fiscal impact at this time.

### **Background Information**

The La Joya Commons project (APNs: 007 140 07 ST & 007 140 04 ST) is a proposed 68-unit new construction development located in Firebaugh, CA. The current site, formerly known as Firebaugh Labor Housing, was constructed in 1974 and is now operating as Firebaugh Family. A final loan payment was made to the United States Department of Agriculture Rural Development (USDA) in December 2008, making it the first in the department's recent history to be paid off. Fresno Housing has continued managing the property as a low, very-low, and moderate-income family development under a Restrictive Use Agreement with USDA Rural Development, allowing Fresno Housing to serve families beyond the farmworker restriction. Fresno Housing has maintained the property; however, the property has remained in use beyond its expected lifetime, and the necessary improvements go beyond regular maintenance.

The existing site is adjacent to Cardella Courts (32 units), Mendoza Terrace (50 units), Mendoza Terrace II (40 units), Firebaugh Elderly (30 units), and Maldonado Migrant Center (64 units). The proposed unit mix will continue to serve the existing population with one-, two-, three-, and four-bedroom units. Firebaugh Family is within the city limit of the City of Firebaugh. In the next coming years, West Hill Community College District will be building a new two-story \$40 million campus, which will include state-of-the-art laboratories.

### **Past Board Actions**

- February, 2020 Authorization to Apply for Affordable Housing Program (AHP) to the Federal Home Loan Bank of San Francisco
- August, 2020 Approval to Apply for Various Funding Sources

### RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF FRESNO COUNTY, CA IN ITS ROLE AS SOLE MEMBER OF FIREBAUGH LA JOYA COMMONS AGP, LLC, ADMINISTRATIVE GENERAL PARTNER OF FIREBAUGH LA JOYA COMMONS, LP

All of the members of the Firebaugh La Joya Common AGP, LLC, a California Limited Liability Company (the "Limited Liability Company"), hereby consent to, adopt and ratify the following resolutions:

### Joe Serna Jr., Farmworker Housing Grant Program

WHEREAS, the State of California Department of Housing and Community Development (the "Department") has issued a Notice of Funding Availability under its Joe Serna Jr., Farmworker Housing Grant Program ("FWHG") dated February 25, 2021; and

WHEREAS, the Limited Liability Company is authorized to do business in the State of California, and it is in the best interests of the Limited Liability Company, for the Limited Liability Company to act as the **administrative** General Partner of Firebaugh La Joya Commons, LP, a California limited partnership (the "Borrower"); and

WHEREAS, the Borrower has either received, or been assigned, a conditional commitment of funds under the above-described Notice of Funding Availability.

NOW, THEREFORE, IT IS RESOLVED: That the Limited Liability Company is hereby authorized to act as the **administrative** General Partner of the Borrower in connection with the Department's loan of funds to the Borrower pursuant to the above-described Notice of Funding Availability in an amount not to exceed \$5,000,000 (the "FWHG Loan).

RESOLVED FURTHER: That in connection with the Borrower's FHWG Loan, the Limited Liability Company is authorized and directed to enter into, execute, and deliver, as the **administrative** General Partner of the Borrower, 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 FWHG Loan, the Borrower'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 FWHG Loan, and all amendments thereto (collectively, the "FWHG Loan Documents").

RESOLVED FURTHER: That Interim CEO/Chief Programs Officer, Angelina Nguyen, or the Deputy Executive Director, Tracewell Hanrahan, or their designee are hereby authorized to execute the FWHG Loan Documents, and any amendment or modifications thereto, on behalf of the Limited Liability Company as the **administrative** General Partner of the Borrower.

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

Passed and adopted, effective as of <u>March 23, 2021</u>, by the consent of the Board of Commissioners by the following vote:

AYES	NAYS
ABSTAIN	ABSENT
Signature of Attesting Officer: _	

Printed Name and Title of Attesting Officer: Cary Catalano, Chair

### CERTIFICATE OF THE SECRETARY

The undersigned, Secretary of the Housing Authority of Fresno County Board of Commissioners acting on behalf of the Limited Liability Company does hereby attest and certify that the attached Resolution is a true, full and correct copy of a resolution duly adopted at a meeting of the Limited Liability Company which was duly convened and held on the date stated thereon, and that said document has not been amended, modified, repealed or rescinded since its date of adoption and is in full force and effect as of the date hereof.

DATE: March 23, 2021		
	Preston Prince	Secretary

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

### BEFORE THE BOARD OF COMMISSIONERS OF THE

### HOUSING AUTHORITY OF FRESNO COUNTY, CALIFORNIA

RESOLUTION AUTHORIZING THE SUBMISSION OF A JOE SERNA, JR. FARMWORKER HOUSING GRANT PROGRAM APPLICATION AND A LAND/BUILDING CONTRIBUTION FOR LA JOYA COMMONS (APN: 007-140-04-S & 007-140-07-S)

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

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

WHEREAS, the Authority desires to facilitate the redevelopment of real property located at 1501 Clyde Fannon Road, Firebaugh, California (APN 007-140-04-S & 007-140-07-S), and the improvements located thereon into a 68-unit apartment complex (collectively, the Property); and,

WHEREAS, the project's financing structure calls for the submission of a Joe Serna, Jr. Farmworker Housing Grant 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 Angelina Nguyen, the Interim CEO/Chief Programs Officer, Tracewell Hanrahan, Deputy Executive Director, and/or their designee, to undertake the following actions needed to move forward with funding application submissions for the La Joya Commons project:

- 1. Authorize approval of a land/building contribution for an amount up to the fully appraised value from the Housing Authority of Fresno County to Firebaugh La Joya Commons, LP for the benefit of redeveloping the Firebaugh Family property.
- 2. 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, (d) ) submission of an application for Joe Serna, Jr. Farmworker Housing Grant funds, and (e) grants, operating subsidies and/or

- private loans and such other sources identified by the Interim CEO/Chief Programs Officer.
- 3. Authorize Angelina Nguyen, the Interim CEO/Chief Programs Officer, Tracewell Hanrahan, Deputy Executive Director, and/or 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
- 4. Provide for other matters related thereto.

PASSED AND ADOPTED THIS 23<sup>rd</sup> DAY OF March, 2021. I, the undersigned, herby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:

_	Preston, Secretary of the Boards of Commissioners
ADSTAIN.	
ABSTAIN:	
ABSENT:	
NOES:	
AYES:	



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:** March 18, 2021

Fresno Housing **BOARD MEETING:** March 23, 2021

FROM: Preston Prince AGENDA ITEM: 7a

CEO/Executive Director AUTHOR: Kelli Furtado

**SUBJECT: 2020 Agency Highlights** 

### **Executive Summary**

The purpose of this Board Memo is to provide the Boards with an update on the attached 2020 agency highlights. The CEO/Executive Director will present an overview of highlighted activities. This item was tabled from the February 23, 2021 Board Meeting.

### Recommendation

This item is informational and no further action is requested by the Boards of Commissioners.

# 2020 HIGHLIGHTS

## **JANUARY**

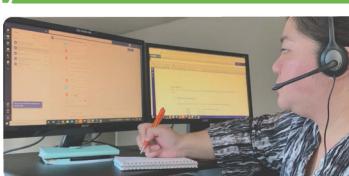


 Groundbreaking of Linnaea Villas in Kingsburg and Solivita Commons in Clovis

# **FEBRUARY**

- HUD Director of Public Housing Gerard Windt recognized Fresno Housing as the 2020 Public Housing Program of the Year
- Hosted Distinguished Fellow of the Economic Policy Institute and author of The Color of Law, Richard Rothstein

# **MARCH**



 Fresno Housing offices closed to the public, and staff was mobilized to provide services in safe and remote locations

# **APRIL**

- Dedicated staff worked to move-in nearly 100 families to our Parlier Migrant Center
  - Our inspections team started virtual inspections

# **MAY/JUNE**

 Resources shared with residents, including workforce development, scholarships, mental health services, testing sites, food distribution and much more

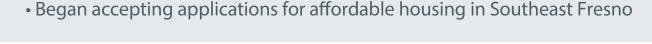


# **JULY**

- Opened Education Advancement Scholarship application for residents with the new virtual process, receiving highest application rate to date
- Awarded over \$26 million for two affordable housing developments along Blackstone Corridor in Fresno 5th Annual Fresno Housing Summer Tech Camp (virtual)
  - Call to local artists for mural designs at The Villages at Broadway in
    - **Downtown Fresno**

# • Back to School Supply Drive-Thru for Housing Choice Voucher residents

**AUGUST** 



# • The Monarch @ Chinatown

**SEPTEMBER** 



our veteran residents

along the Parkway Corridor

 Fresno Housing awarded more than \$7.6 million through Homekey

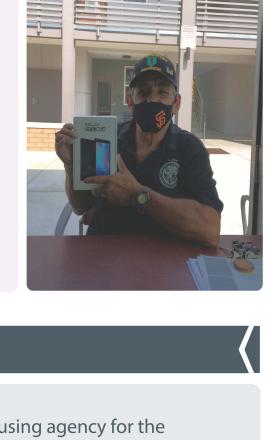
Virtual Groundbreaking

housing to the most vulnerable at underutilized motels located along Parkway Corridor

Program to provide high-quality

## distributed tablets to improve the digital divide for

- Workforce development partner, HOPE Builds, hosted a pop-up booth near Edison High School to assist with career path and business start-up goals Began enrolling HCV families in the Family Self
- **Sufficiency Program**  Awarded additional \$16.5 million as part of the Homekey efforts to provide safe and affordable housing options
- Conducted Resident Safety Survey



### • Fresno Housing selected as the only public housing agency for the 2021 HUD Innovation in Affordable Housing Student Design

**NOVEMBER** 

- Chosen by the National Association of Housing and Redevelopment Officials as a 2020 Award of Excellence winner for the work at Renaissance at Parc Grove, serving veterans
- **DECEMBER**

# • Expanded broadband efforts to improve Digital Equity



and Girls Clubs of Fresno County Awarded \$450,000 through Choice Neighborhoods Planning Grant for the California Avenue Neighborhood

through the Lift Zones program with Comcast and Boys

- Alegre Commons started construction near Blackstone/Barstow in Fresno
- Awarded over \$11.3 million for Corazón de Valle Commons in Huron

• Began repairs at four motels along Parkway Corridor

45



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

www.fresnohousing.org

**TO:** Boards of Commissioners **DATE:** March 18, 2021

Fresno Housing **BOARD MEETING:** March 23, 2021

FROM: Preston Prince AGENDA ITEM: 7b

CEO/Executive Director AUTHOR: Phil Skei

**SUBJECT:** Resident Safety and Survey Update

### **Executive Summary**

The purpose of this memo is to provide information to the Boards of Commissioners on Fresno Housing's efforts to identify opportunities to enhance the safety and wellbeing of our residents.

The safety of residents and employees remains one of our highest priorities. As part of the Strategic Initiatives & Community Engagement work, FH staff led a collaborative resident outreach and engagement effort focused on FH residents, regardless of the program. In effort to address priority topics identified by residents, questions were developed as part of a multi-phase effort to directly and equitably engage Fresno Housing residents on topics such as safety, neighborhood involvement, and much more. Below is summary of each phase of outreach.

- Phase one of the outreach efforts focused on approximately twenty Fresno Housing owned and/or managed properties, resulting in 225 survey responses. The Boards were provided with a presentation in July 2020, which summarized the results of these efforts.
- Phase two included the distribution of a safety survey to all residents throughout Fresno County, including Housing Choice Voucher residents residing in properties managed by third parties. The survey was deployed on October 9, 2020 and was available in several languages. Outreach included a dedicated phone line, emails, voicemails, postcards, text messages and hard copies were also made available. Survey results were collected through Sunday, November 1, 2020, for the purpose of summarizing and reporting. FH received over 2,000 survey responses, which included many open-ended comments as well as numerically ranked responses. These responses were used to inform provisional decisions surrounding the contracted services with the Fresno Police Department and the next phase of continued engagement with residents, key community partners, and staff.

- Phase three began with phone calls to various community partners updating them on outreach efforts. Following these updates, twelve resident conversations were scheduled between February 22, 2021, and March 13, 2021. The focus of these conversations was three safety enhancement strategies that were distilled from the themes of resident feedback in the first two phases: security personnel, safety features, and resident services. Phase three will also include additional meetings with youth at FH properties and in the broader community.

As a result of three phases of resident engagement, staff are in the process of developing an initial set of recommendations to be presented to the Boards for consideration at a meeting in the near future. These recommendations will potentially inform future budgeting and contractual priorities. Staff will provide additional information at the Boards of Commissioners meetings.

### Recommendation

This is an informational item, no action is required.



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**TO:** Boards of Commissioners **DATE:** March 18, 2021

Fresno Housing **BOARD MEETING:** March 23, 2021

FROM: Preston Prince AGENDA ITEM: 7c

CEO/Executive Director AUTHOR: Michael Duarte

**SUBJECT:** Real Estate Development Update: Project Homekey

### **Executive Summary**

Staff will make a presentation on all the renovation and lease up of Project Homekey Motels. This item was tabled from the February 23, 2021 Board Meeting.

### Recommendation

None at this time. Informational only.



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**TO:** Boards of Commissioners **DATE:** March 18, 2021

Fresno Housing **BOARD MEETING:** March 23, 2021

FROM: Preston Prince AGENDA ITEM: 10a

CEO/Executive Director AUTHOR: Emily De La Guerra

**SUBJECT:** Consideration of Amendment to the Employment Agreement for

Interim Chief Executive Officer

### **Executive Summary**

The purpose of this memo is to ask the Boards of Commissioners to approve an amendment to the employment agreement for the Interim Chief Executive Officer (CEO). General Counsel will be presenting a term sheet relating to the contract at the Boards of Commissioners meeting.



### **MEMORANDUM**

Kenneth J. Price
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Fourth Floor

Fresno, California 93704

Tel: 559.432.5400

Fax: 559.432.5620

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

**FROM:** Kenneth J. Price

**DATE:** March 16, 2021

**RE:** Term Sheet for Interim CEO Angelina Nguyen

On February 23, 2021, the Fresno Housing Boards of Commissioner reported out of closed session that it had voted to appoint Angelina Nguyen as its Interim CEO commencing April 1, 2021. The Boards charged the Chairs and Agency general counsel to negotiate a temporary amendment to Ms. Nguyen's employment agreement in order to compensate her for this Interim status.

Below are the primary financial terms that the Chairs have recommended and Ms. Nguyen has agreed to commencing on April 1, 2021:

- 1. During the period in which Ms. Nguyen serves in the capacity as Interim CEO, her salary will be \$18,750 per month.
- 2. Ms. Nguyen will receive a \$700 monthly healthcare stipend.
- 3. She will be eligible to receive up to a \$15,000 performance-based bonus, to be awarded at the end of the calendar year with Board of Commissioners' input, even if Ms. Nguyen returns to her previous position as Chief Programs Officer.
- 4. Within 60 days of her commencement date, Ms. Nguyen will receive a one-time contribution of \$10,000 into her deferred compensation account.

We estimate that this compensation increase, as compared to Ms. Nguyen's current employment agreement, will result in a total cost to the Agency of approximately \$48,000.00 assuming the process to hire a permanent CEO concludes within 6 months.

March 16, 2021 Page 2

KJP:tlw



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**TO:** Boards of Commissioners **DATE:** March 18, 2021

Fresno Housing **BOARD MEETING:** March 23, 2021

FROM: Preston Prince AGENDA ITEM: 10b

CEO/Executive Director AUTHOR: Emily De La Guerra

**SUBJECT:** Consideration of General Delegation of Signature Authority

### **Executive Summary**

The purpose of this memo is to request approval from the Boards of Commissioners to grant general signature authority to Angelina Nguyen, as Interim Chief Executive Officer (CEO), on behalf of both the Housing Authority of the City of Fresno and the Housing Authority of Fresno County.

The by-laws for both the Housing Authority of the City of Fresno and Fresno County establishes that the CEO/Executive Director of the Housing Authority "shall have general supervision over the administration of its business and affairs, subject to direction of the Authority, and shall be charged with the management and projects of the Authority". As such, the Board of Commissioners is authorized to empower certain individuals to make, execute, endorse and deliver in the name of and on behalf of the Housing Authority of the County of Fresno, but shall not be limited to, any and all written instruments, agreements, policies, documents, execution of deeds, powers of attorney, transfers, assignments, contracts, obligations, certificates and other instruments of whatever nature entered into by Fresno Housing.

All actions and duties completed by, delegated or assigned by the Interim CEO must conform with the Board-approved Internal Control Policy, Delegation of Authority Policy, Conflict of Interest Policy, and any other applicable federal, state and local laws, rules and/or regulations.

#### Recommendation

It is recommended that the Boards of Commissioners adopt the attached resolutions granting general signature authority to Angelina Nguyen, as Interim Chief Executive Officer.

### **Fiscal Impact**

There is no fiscal impact.

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

### BEFORE THE BOARDS OF COMMISSIONER OF THE

### HOUSING AUTHORITY OF THE CITY OF FRESNO

## GENERAL DELEGATION OF SIGNATURE AUTHORITY TO ANGELINA NGUYEN AS INTERIM CHIEF EXECUTIVE OFFICER

WHEREAS, during a March 4, 2021 special meeting, the Board of Commissioners of the Housing Authority of the City of Fresno reported out of closed session that it had appointed Angelina Nguyen as its Interim Chief Executive Officer effective April 1, 2021; and

WHEREAS, the Board of Commissioners is authorized to empower certain individuals to make, execute, endorse and deliver in the name of and on behalf of the Housing Authority of the City of Fresno, but shall not be limited to, any and all written instruments, agreements, policies, documents, execution of deeds, powers of attorney, transfers, assignments, contracts, obligations, certificates and other instruments of whatever nature entered into by the Housing Authority of the City of Fresno so long as such actions comply with federal, state and local law as well as Authority bylaws, policies and procedures (collectively, the "Agency Signature Authority"); and

WHEREAS, the Board of Commissioners desires to authorize Angelina Nguyen in her capacity as Interim Chief Executive Officer with Agency Signature Authority subject to the limitations provided herein.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno, hereby authorizes Angelina Nguyen in her capacity as Interim Chief Executive Officer with Agency Signature Authority.

PASSED AND ADOPTED THIS 23rd DAY OF March, 2021. I, the undersigned, herby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:

	Secretary of the Boards of Commissioners
ABSTAIN:	
ABSENT:	
NOES:	
AYES:	

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

### BEFORE THE BOARDS OF COMMISSIONER OF THE

### HOUSING AUTHORITY OF THE COUNTY OF FRESNO

## GENERAL DELEGATION OF SIGNATURE AUTHORITY TO ANGELINA NGUYEN AS INTERIM CHIEF EXECUTIVE OFFICER

WHEREAS, during a March 4, 2021 special meeting, the Board of Commissioners of the Housing Authority of the County of Fresno reported out of closed session that it had appointed Angelina Nguyen as its Interim Chief Executive Officer effective April 1, 2021; and

WHEREAS, the Board of Commissioners is authorized to empower certain individuals to make, execute, endorse and deliver in the name of and on behalf of the Housing Authority of the County of Fresno, but shall not be limited to, any and all written instruments, agreements, policies, documents, execution of deeds, powers of attorney, transfers, assignments, contracts, obligations, certificates and other instruments of whatever nature entered into by the Housing Authority of the County of Fresno so long as such actions comply with federal, state and local law as well as Authority bylaws, policies and procedures (collectively, the "Agency Signature Authority"); and

WHEREAS, the Board of Commissioners desires to authorize Angelina Nguyen in her capacity as Interim Chief Executive Officer with Agency Signature Authority subject to the limitations provided herein.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the County of Fresno, hereby authorizes Angelina Nguyen in her capacity as Interim Chief Executive Officer with Agency Signature Authority.

PASSED AND ADOPTED THIS 23rd DAY OF March, 2021. I, the undersigned, herby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:

NOES:
ABSENT:
ABSTAIN:

AYES:

	Secretary of the Boards of Commissioner



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**TO:** Boards of Commissioners **DATE:** March 18, 2021

Fresno Housing Authority **BOARD MEETING:** March 23, 2021

FROM: Preston Prince AGENDA ITEM: 10c

CEO/Executive Director AUTHOR: Emily De La Guerra

**SUBJECT:** Consideration of the 2020 Financial Results for Agency Operations

and Housing Assistance Payments

### **Executive Summary**

The purpose of this memo is to present the financial results for Agency Operations and Housing Assistance Payments (HAP) as of December 31, 2020. The attachment provided with this memo shows the consolidation of all Housing Authority programmatic budgets combined into six divisions. Each budget, separately and together as a whole, is intended to ensure that the Fresno Housing Authority remains fiscally sound while investing in the Agency's future, and delivering services in accordance with our mission statement.

### **Agency Operating Budget**

OPERATING BUDGET	
TOTAL INCOME	
TOTAL EXPENSES	
NET OPERATING INCOME	
TOTAL NON-OPERATING EXPENSES	
NET INCOME	
UNRESTRICTED NET INCOME	

2020 Budget	2020 Results
44,702,882	50,247,618
41,945,895	39,519,875
2,756,987	10,727,743
1,951,123	1,878,079
805,864	8,849,663
(14,874)	1,758,190

\$ Variance	
5,544,735	
(2,426,020)	
7,970,755	
(73,044)	
8,043,799	
1,773,063	

The 2020 Operating Budget was approved by the Boards in December 2019 with net operating income of \$2.8 million and unrestricted cash flow utilization of \$15 thousand. As of December 31, 2020, the Agency operated better than budgeted. Total net operating income is \$10.7 million, which is \$8 million better than budgeted. This variance in restricted net income is mainly attributable to increased CARES Act funding to the Housing Choice Voucher programs. This overall surplus in the HCV programs will be used to fund previous year shortfalls, while adding dollars to restricted HCV reserves to be used in 2021 and beyond. Unrestricted net income is \$1.8 million, which is \$1.8 million better than budgeted, and mainly due to savings from various Agency projects that were delayed due to the COVID-19 pandemic. Further details on major variances in revenues and expenditures are categorized below by Division:

- Core: Overall, the Core Division performed better than budgeted, ending the year with a \$257 thousand dollar positive variance from original projections. Revenues in Other Income were lower than anticipated due to decreased reimbursements for our specialized maintenance group. Admin & Management Fee Income in Core is slightly less than budgeted due to a reduction in allocation revenue earned from Central Office charges. Fees for this service are allocated to the programs and the revenue is booked in Core. Fewer direct expenses were incurred, less revenue has been collected and the net effect on the overall budget is neutral. Total operating expenses were about \$708 thousand less than budgeted, mostly due to payroll savings from staffing vacancies and decreased administrative costs from reductions in travel and training and delays in projects due to the COVID-19 pandemic.
- Real Estate Development: The RED division produced \$501 thousand more in unrestricted reserves than budgeted. The Agency budgeted to receive approximately \$5.9 million in Developer Fees and pay an associated \$325 thousand in Consulting/Professional Fees for co-development services (as shown on the Administrative Expense line item). Ultimately, the Agency received approximately \$6 million in Developer Fees and paid \$160 thousand in co-development services. Most delayed Developer Fees and associated fees for co-development services are expected in 2021 and have been included in the 2021 operating budget. Additionally, \$300 thousand in revenue for Project HomeKey was earned in 2020, however there are also some corresponding expenses for that project will be incurred in 2021 as units are fully rehabilitated and leased up.
- Housing Choice Voucher: Overall, the Housing Choice Voucher Programs (HCV) performed significantly better than budgeted. The original 2020 Budget anticipated FH spending \$642 thousand in unrestricted reserves to cover budgetary shortfalls. However, due to the COVID-19 pandemic and subsequent CARES Act funding that was received throughout 2020, the HCV program received approximately \$4.5 million in restricted HUD Grant Income. This funding was utilized to cover qualified expenses to the program, including additional technology, services for residents and other expenses incurred to keep the program operating and families housed during the pandemic. It is important to note that while the 2020 Financial Results show positive net income of \$4.5 million to the HCV program, this funding is being used to support on-going operations, continued services for clients and replenish restricted HCV Administrative Reserves, which have been negative since 2010 and will be used in 2021 to continue strategic investments and priorities.
- Additionally, staff conservatively budgeted the Administrative Fee proration at 80% and voucher utilization at 98%. Final proration for the year came in close to 81% and voucher utilization at 98%, which represents an additional \$119 thousand of income to HCV. On the expense side, the program experienced approximately \$905 thousand in Payroll and Administrative Expense savings due to delays in hiring due to the COVID-19 pandemic.
- Resident Empowerment Services: The Resident Empowerment Services Division (RES) ended the year utilizing approximately \$258 thousand less of Agency unrestricted reserves than projected, which is attributable to lower-than-budgeted Tenant Services Expenses. The largest variance is within A Family Home, a rapid rehousing grant. This grant was intentionally not renewed and families were seamlessly transitioned to a more appropriate grant, CalWORKs Housing Support Program, which resides in our Homeless Initiatives Division (HI). Unspent dollars for most of these grants will roll over into the next grant period.

- Homeless Initiatives: The Homeless Initiatives Division (HI) ended the year utilizing approximately \$167 thousand less of Agency unrestricted reserves than budgeted. Other Grant Income was higher than budgeted due to the inclusion of the CalWORKS grant that was not initially budgeted. Tenant Services Expenses, which represent tenant rent payments within homeless service and rental assistance grants were lower than budgeted. Unspent dollars for most of these grants will roll over into the next grant period.
- Housing Management: The Housing Management Division (HSM) operated comparably to the original budget, utilizing approximately \$53 thousand of unrestricted net income over the original budget projections. This variance is due to some modest increases in maintenance expenses for vacant rental units. Conversely, CARES Act funding utilized to cover qualified expenses resulted in an increase of approximately \$700 thousand in restricted HUD Grant Income. Most of this variance is attributable to the receipt of CARES Act funding, which was utilized to cover qualified expenses in the public housing programs including technology improvements and equipment, resident services, cleaning supplies and personal protective equipment.

### **Housing Assistance Payments (HAP) Budget**

Housing Assistance Payments (HAP) are the subsidies paid to landlords on behalf of residents participating in the Housing Choice Voucher program (formerly known as "Section 8") program. Revenues were slightly lower than budgeted and expenses for Housing Assistance Payments were higher than budgeted as of December 31, 2020. Revenues were lower than anticipated mostly due to transfers to HUDheld reserve accounts. The 2020 budget was approved using the estimated annual budget authority for the program, which varies from actual revenue received because it includes draws from HUDheld reserves. HAP expenditures in the HCV program were higher than originally budgeted due to increased Per Unit Costs across the programs. This is attributable to the increased payment standards that were implemented in late 2019 to assist clients in finding available housing. Below is a summary of HAP revenues and expenses as of December 31, 2020.

HAP BUDGET
HAP REVENUE
HAP EXPENSES
<b>NET HAP INCOME</b>

2020 Budget	2020 Results
89,777,572	89,517,739
88,079,580	88,955,531
1,697,992	562,208

\$ Variance	% Variance
(259,833)	0%
(875,951)	-1%
(1,135,784)	-67%

Overall, a tight rental market with low vacancy rates, along with the impacts of the COVID-19 pandemic, posed significant challenges to our residents in 2020. Staff adapted to a remote work environment to continue to review applicant files, provide phone and online video briefings, and generally continue leasing activities in a limited manner. These efforts resulted in overall voucher utilization rates of 97.9% and 97.1% for the City and County, respectively. 2020 HAP utilization rates for the City and County were 96.9% and 97.4%, respectively. Based on utilization rates, the City would have earned maximum points for leasing under SEMAP and County would have earned partial points for the SEMAP leasing indicator. HUD informed our agency that we could use 2019 SEMAP scores for the 2020 reporting year (which were both High Performers) due to pandemic-related delays and the Boards of Commissioners approved in January 2021. Staff continues to use the SEMAP scoring factors as a guiding tool to self-monitor program performance.

#### Recommendation

It is recommended that the Boards of Commissioners accept the financial results for Agency Operations and Housing Assistance Payments as of December 31, 2020.

### **Background Information**

The 2020 Operating Budget was approved with revenues of \$44.7 million and operating and non-operating expenses totaling \$43.9 million, resulting in total net income of approximately \$805 thousand. The Boards of Commissioners approved of the utilization of \$14 thousand from unrestricted reserves in 2020 to continue the Agency's investment in several strategic priorities, including Economic Mobility Initiatives, Landlord Outreach, Resident & Community Safety Initiatives, Street 2 Home Initiative, Enhanced Public Relations & Communications, Community Events & Local Participation and Program, Policy & Data Analysis. The budget for Housing Assistance Payments (HAP) was approved with \$89.8 million in revenue and \$88.1 million in expenses, thus increasing \$1.7 million of restricted HAP reserves.

### Fresno Housing Authority Financial Results as of December 31, 2020

	Co	ore	Real Estate I	Development	Housing Cho	ice Voucher	Resident Empov	verment Services	Homeless 1	Initiatives	Housing M	anagement	Fresno Hous	ing Authority	
	Annual Budget	2020 Results	Annual Budget	2020 Results	Annual Budget	2020 Results	Annual Budget	2020 Results	Annual Budget	2020 Results	Annual Budget	2020 Results	Annual Budget	2020 Results	\$ Variance
OPERATING BUDGET															
INCOME				20.000							7.025.201	0.427.262	7.025.201	0.457.262	624 074
NET TENANT INCOME	-	42.202	-	20,000	-	- 1 522	-	-	-	-	7,835,391	8,437,362	7,835,391	8,457,362	621,971
INTEREST INCOME	90,000	42,383	800,000	289,617	-	1,533 6,305	704.246	770.000	105.006	- 257.024	402.067	854	890,000	334,387	(555,613)
OTHER INCOME ADMIN & MANAGEMENT FEE INCOME	950,000	811,194	170,000	964,397	800	6,305	704,346	779,900	195,086	257,824	402,867	662,849	2,423,099	3,482,468	1,059,369
DEVELOPER FEE INCOME	8,539,951	8,274,475		11,117	-	-	-	-	_	-	-	-	8,619,951	8,285,592	(334,359)
	-	-	5,903,245	5,969,204	0.000.331	14 510 046	- 	120.700	2 000 000	1 552 255	4 214 642	- T 252 104	5,903,245	5,969,204	65,959
HUD GRANT INCOME OTHER GRANT INCOME	-	-	-	-	9,909,331 50,000	14,518,946	575,916	138,799 1,972	2,808,090 83,025	1,552,355 827,135		5,253,184	17,607,980	21,463,283	3,855,303
	0.570.051	0.120.052	- 6 053 345	7 254 225	,	9,485	1 200 262		· '		1,290,191	1,416,730	1,423,216	2,255,322	832,106
TOTAL INCOME	9,579,951	9,128,052	6,953,245	7,254,335	9,960,131	14,536,268	1,280,262	920,671	3,086,201	2,637,314	13,843,092	15,770,978	44,702,882	50,247,618	5,544,735
EXPENSES															
PAYROLL EXPENSES	7,457,856	7,121,183	1,669,232	1,875,833	6,145,105	5,538,196	1,217,801	999,502	720,216	629,448	3,079,029	2,857,013	20,289,239	19,021,176	(1,268,063)
ADMINISTRATIVE EXPENSES	3,697,510	3,083,036	1,122,042	989,479	4,367,866	4,069,663	331,834	260,983	419,254	363,392	2,213,899	2,146,314	12,152,405	10,912,867	(1,239,539)
TENANT SERVICES EXPENSES	50,504	67,060	5,000	-	-	-	335,620	-	2,439,578	1,966,556	338,222	232,869	3,168,924	2,266,485	(902,439)
UTILITY EXPENSES	172,145	159,953	-	137	-	-	-	-	-	-	2,120,178	2,292,200	2,292,323	2,452,290	159,967
MAINTENANCE EXPENSES	459,118	697,478	5,000	36,037	81,969	139,887	5,600	10,638	4,420	7,808	2,899,664	3,228,309	3,455,771	4,120,157	664,386
TAXES & INSURANCE EXPENSES	40,364	40,283	15,100	60,109	7,353	5,769	-	1,717	-	-	524,416	639,023	587,233	746,901	159,668
TOTAL EXPENSES	11,877,497	11,168,993	2,816,374	2,961,595	10,602,293	9,753,514	1,890,855	1,272,840	3,583,468	2,967,204	11,175,408	11,395,728	41,945,895	39,519,875	(2,426,020)
NET OPERATING INCOME	(2,297,546)	(2,040,942)	4,136,871	4,292,740	(642,162)	4,782,754	(610,593)	(352,169)	(497,267)	(329,890)	2,667,684	4,375,250	2,756,987	10,727,743	7,970,755
	(=/=57/515)	(=/0.10/0.12)	1,200,012	1,202,710	(0:14101)	.,	(010/000)	(552/253)	(101/201)	(0_0,000)		1,010,200		20/12//10	2722720
NON-OPERATING EXPENSES															
TOTAL NON-OPERATING EXPENSES	-	-	-	-	-	-	-	-	-	-	1,226,026	1,474,193	1,226,026	1,474,193	248,167
TOTAL FINANCING EXPENSES	-	-	-	-	-	-	-	-	-	-	725,097	403,887	725,097	403,887	(321,210)
TOTAL ADJUSTMENTS & OPERATING TRANSFERS	-	-	-	-	-	-	-	-	-	-	-	-	· -	-	-
TOTAL NON-OPERATING EXPENSES	-	-	-	-	-	-	-	-	-	-	1,951,123	1,878,079	1,951,123	1,878,079	(73,044)
												-			
NET INCOME	(2,297,546)	(2,040,942)	4,136,871	4,292,740	(642,162)	4,782,754	(610,593)	(352,169)	(497,267)	(329,890)	716,561	2,497,171	805,864	8,849,663	8,043,799
UNRESTRICTED NET INCOME	(2,297,546)	(2,040,942)	3,497,921	3,999,104	(642,162)		(610,593)	(352,169)	(497,267)	(329,890)	534,774	482,087	(14,874)	1,758,190	1,773,063
OTHER TREE MET ANOTHE	(2,237,340)	(2,040,342)	5/457/521	3,333,104	(072,102)		(010,033)	(332,103)	(437,207)	(323,330)	334,774	102/001	(14,074)	1/1 50/150	1,775,005

### **HCV Leasing and Spending Projection**

### **CA006 Two-Year Voucher Forecasting Summary**

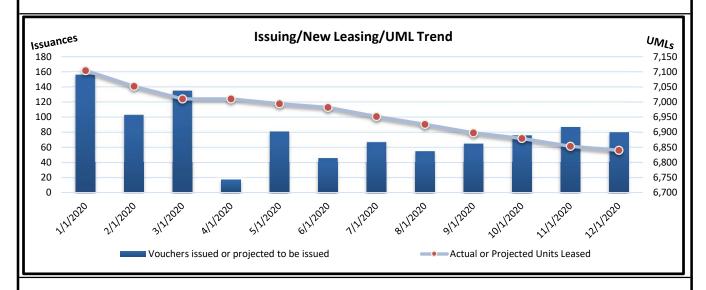
3/17/2021

Prepared for: City Board of Commissioners Prepared by: Housing Choice Department

Using the Housing Choice Voucher (HCV) Two-Year Tool, which allows a user to examine a PHA's voucher program under a variety of leasing, per-unit cost (PUC), and other key program scenarios, the attached tool estimates the program to end the current year with \$1,521,346, or 3% of budget authority. This scenario relies upon the following key variables:

Success Rate	Attrition Rate	Time from Issuance to HAP Effective Date			
(How many issued vouchers will go to HAP)	(What percent of partipants annually leave)	(How fast do successful issuances lease up)			
55%	7.8%	Leased in	Percent		
33 //	7.070	0-30 Days	8%		
2020 PUC		31-60 Days	25%		
(Average monthly cost of a voucher - 2020)		61-90 Days	20%		
\$602		91-120 Days	16%		
φ002		121-150 Days	31%		

Please see the below graph, which shows issued vouchers and total program UMLs:



The City Program had no HAP offset this year. Additionally, the higher of this year's leased units (97.9%) or dollars (96.9%) is 97.9%. This estimate has been adjusted for VASH.

### **CA006 Summary**

HAP Expenditures for 2020 totaled \$50.3 million with a HAP utilization rate of 96.9%. Overall voucher utilization for 2020 was 97.9%. These utilization rates have been adjusted for VASH.

### **HCV Leasing and Spending Projection**

### **CA028 Two-Year Voucher Forecasting Summary**

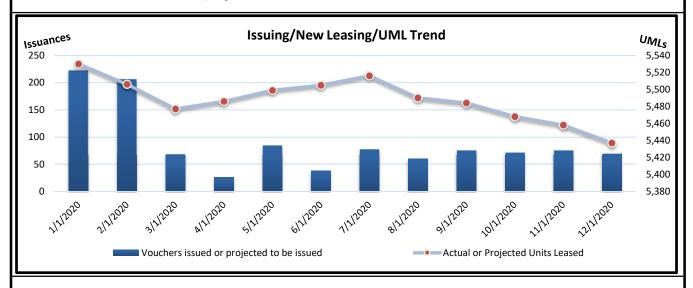
3/17/2021

Prepared for: County Board of Commissioners Prepared by: Housing Choice Department

Using the Housing Choice Voucher (HCV) Two-Year Tool, which allows a user to examine a PHA's voucher program under a variety of leasing, per-unit cost (PUC), and other key program scenarios, the attached tool estimates the program to end the current year with \$1,016,562, or 2.6% of budget authority. This scenario relies upon the following key variables:

Success Rate	Attrition Rate	Time from Issuance to HAP Effective Date			
(How many issued vouchers will go to HAP)	(What percent of partipants annually leave)	(How fast do successful issuances lease up)			
55%	7.3%	Leased in	Percent		
33 /6	7.5%	0-30 Days	8%		
2020 PUC		31-60 Days	25%		
(Average monthly cost of a voucher - 2020)		61-90 Days	20%		
\$588		91-120 Days	16%		
φυοο		121-150 Days	31%		

Please see the below graph, which shows issued vouchers and associated leasing, as well as the total program UMLs, which takes into account program attrition:



The County had no HAP offset this year. Additionally, the higher of this year's least units (97.1%) or dollars (97.4%) is 97.4%.

### **CA028 Summary**

HAP expenditures for 2020 totaled \$38.7 million with a HAP utilization rate of 97.4%. Overall voucher utilization for 2020 was 97.1%.

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

#### **Resolution Number:**

# RESOLUTION ACCEPTING THE HOUSING AUTHORITY'S 2020 FINANCIAL RESULTS AND THE 2020 HOUSING CHOICE VOUCHER PROGRAM LEASING AND HOUSING ASSISTANCE PAYMENTS

WHEREAS, the Annual Operating Financial Results and the Housing Assistance Payments Financial Results for the Fresno Housing Authority for the fiscal year beginning January 1, 2020 and ending December 31, 2020 has been presented for acceptance before the Board of Commissioners of the Housing Authority of the City of Fresno at its open public meeting on March 23, 2021; and

WHEREAS, the Annual Operating Financial Results as presented for acceptance reflects total revenues of \$50,247,618 and total operating and non-operating expenses of \$41,397,954; and

WHEREAS, the Housing Assistance Payments Financial Results as presented for acceptance reflects total revenues of \$50,793,051 and total expenses of \$50,256,241; and

WHEREAS, the Housing Choice Voucher Leasing Results as presented for acceptance reflects total voucher utilization of 96.3% and non-VASH voucher utilization of 97.9%; and

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno accept the Annual Operating Financial Results and the Housing Choice Voucher Program Leasing and Housing Assistance Payments Results beginning on January 1, 2020 and ending on December 31, 2020.

PASSED AND ACCEPTED THIS 23<sup>rd</sup> day of March, 2021. I, the undersigned, hereby certify that the foregoing Resolution was duly accepted by the governing body with the following vote, to-wit:

	Preston Prince, Secretary of the Boards of Commissioners
ABSENT:	
ABSTAIN:	
NOES:	
AYES:	

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

### **Resolution Number:**

# RESOLUTION ACCEPTING THE HOUSING AUTHORITY'S 2020 FINANCIAL RESULTS AND THE 2020 HOUSING CHOICE VOUCHER PROGRAM LEASING AND HOUSING ASSISTANCE PAYMENTS

WHEREAS, the Annual Operating Financial Results and the Housing Assistance Payments Financial Results for the Fresno Housing Authority for the fiscal year beginning January 1, 2020 and ending December 31, 2020 has been presented for acceptance before the Board of Commissioners of the Housing Authority of Fresno County at its open public meeting on March 23, 2021; and

WHEREAS, the Annual Operating Financial Results as presented for acceptance reflects total revenues of \$50,247,618 and total operating and non-operating expenses of \$41,397,954; and

WHEREAS, the Housing Assistance Payments Financial Results as presented for acceptance reflects total revenues of \$38,724,688 and total expenses of \$38,699,290; and

WHEREAS, the Housing Choice Voucher Leasing Results as presented for acceptance reflects total voucher utilization of 97.1%; and

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County accept the Annual Operating Financial Results and the Housing Choice Voucher Program Leasing and Housing Assistance Payments Results beginning on January 1, 2020 and ending on December 31, 2020.

PASSED AND ACCEPTED THIS 23<sup>rd</sup> day of March, 2021. I, the undersigned, hereby certify that the foregoing Resolution was duly accepted by the governing body with the following vote, to-wit:

	Preston Prince, Secretary of the Boards of Commissioner
ABSENT:	
ABSTAIN:	
NOES:	
AYES:	



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

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www.fresnohousing.org

**TO:** Boards of Commissioners **DATE:** March 18, 2021

Fresno Housing **BOARD MEETING:** March 23, 2021

**FROM:** Preston Prince AGENDA ITEM: 10d

CEO/Executive Director AUTHOR: Emily De La Guerra

**SUBJECT:** Consideration of Contract Amendment – Planning Coordination

Services for the Choice Neighborhood Planning Grant

### **Executive Summary**

The purpose of this memo is to seek the Boards of Commissioners' approval to amend the agreement between the Fresno Housing Authority and EJP Consulting Group, Inc. for Planning Coordinator Services related to the Choice Neighborhoods Initiative (CNI) Planning Grant for the California Avenue Neighborhood in Southwest Fresno.

The original contract between FH and EJP Consulting Group was approved by the Boards of Commissioners in August 2020 as FH staff was preparing to submit an application for the CNI Planning Grant. Since that time, FH was awarded the planning grant in the amount of \$450 thousand and has launched on more extensive planning efforts. Working closely with residents, community partners, and stakeholders in the California Avenue Neighborhood, initial plans have been updated to include more community and resident engagement, as well as a Dignity Team made up of Fresno Housing residents who will act as ambassadors for the CNI work and compensated for their work and the value they bring to this effort. Resident-led strategies will be key to creating a transformation plan that honors the values and culture of the people who reside in the California Avenue Neighborhood. Other amendments to the contract include additional architectural services, and meeting and travel expenses in the event COVID restrictions are lifted. These additional activities would add approximately \$265 thousand to the original contract amount of \$525 thousand, bringing the total amended contract amount to \$790 thousand dollars. Utilizing the CNI grant funding and the commitments from Fresno Housing and the Housing Relinquished Fund Corporation that were included in the grant application, FH has enough funding to pay for the increased contract amount without requesting any further commitments at this time.

Staff will be presenting more information at the Boards of Commissioners meeting, including a robust update of the planning activities and resident engagement efforts.

#### Recommendation

It is recommended that the Boards of Commissioners authorize the CEO/Executive Director, Preston Prince, or Chief Programs Officer, Angelina Nguyen, to negotiate and execute an amended agreement with EJP Consultant Group, Inc. for Planning Coordination Services related to the Choice Neighborhoods Initiatives Planning Grant, from January 1, 2021 to December 31, 2022 for an amount not-to-exceed \$790,000.

### **Fiscal Impact**

The original contract with EJP Consulting Group was approved for an amount not-to-exceed \$525 thousand. Changes to the original scope of work, including increased resident and community engagement efforts, architectural services and meeting and travel expenses, represent an additional \$265 thousand, bringing the total amended not-to-exceed amount to \$790 thousand. These costs will be covered utilizing funding committed for CNI Planning efforts, and therefore, no additional funding is necessary at this time. FH will receive \$450 thousand in grant funding from HUD and the remaining \$340 thousand of the EJP contract will be paid utilizing the commitments from Fresno Housing and the Housing Relinquished Fund Corporation (HRFC). Fresno Housing committed \$60 thousand to the planning efforts and HRFC committed a total of \$550 thousand, some of which will be used for early action activities related to the CNI grant.

### **Background Information**

Choice Neighborhoods is a competitive grant program from HUD that provides flexible resources for local leaders to help transform high-poverty, distressed neighborhoods into mixed-income communities with high-quality affordable housing, safe streets, and quality educational opportunities.

EJP Consulting Group is a qualified firm with extensive experience in master planning, comprehensive neighborhood planning, and redevelopment of distressed public housing. EJP would serve as Lead Planning Coordinator and assist in developing a Transformation Plan under the HUD Choice Neighborhoods Initiative program for the area of Southwest Fresno – Edison Neighborhood. HUD requires that the planning process produce a "Transformation Plan", which is a comprehensive neighborhood revitalization strategy that will follow the guidelines set forth by HUD in the grant application. This plan becomes the guiding document for the redevelopment of the affordable/public housing units and the revitalization of the surrounding neighborhood. The Agency would work with community members and local partners to develop and implement the Transformation Plan, which could include various housing components (multifamily and single family), offices and retail, schools, parks and other elements. The ultimate goal of Choice Neighborhoods being that the housing redevelopment will catalyze neighborhood change, while reducing levels of poverty, crime, and unemployment.

The Agency procured for the Planning Coordinator Services by piggybacking an existing agreement with The Housing Authority of the City of Los Angeles (HACLA). The HACLA agreement (HA-2017-89) allows the Fresno Housing to enter into an agreement with EJP Consulting Group, Inc. and allow Planning Coordinator services to begin. HACLA performed the procurement process for Planning Coordinator Services by soliciting an RFP, documenting proof of publication, evaluations, and award letters. The Agency will use HACLA's procurement documentation for their files. After many conversations with companies in the industry, the Agency determined that EJP Consulting Group, Inc. provided the most comprehensive services, and has extensive experience with Housing Agencies. In August 2020, staff recommended that yhe Boards of Commissioners approve a contract with EJP Consulting Group for an amount not-to-exceed \$525 thousand, depending on the award of the CNI grant. Final price would depend upon negotiations of the scope of services which may include Project Management, Community Engagement, Market and Real Estate Assessment, Project Financing Research and Planning,

People/Education Surveys, Existing Neighborhood Conditions Analysis, among others. The Boards of Commissioners approved the contract on August 20, 2020 and the planning work for the California Avenue Neighborhood commenced in December 2020.

<b>RESOLUTION NO.</b>	
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### BEFORE THE BOARD OF COMMISSIONERS OF THE

### **HOUSING AUTHORITY OF THE CITY OF FRESNO**

# RESOLUTION AUTHORIZING AN AMENDED AGREEMENT WITH EJP CONSULTING GROUP, INC. FOR PLANNING COORDINATOR SERVICES RELATING TO THE CHOICE NEIGHBORHOODS PLANNING GRANT

WHEREAS, the Housing Authority of the City of Fresno (the "Agency") has executed a contract with EJP Consulting Group, Inc. to provide Planning Coordinator Services for Choice Neighborhoods Planning ("CNI") Grant, offered by the U.S. Department of Housing and Urban Development; and

WHEREAS, the original contract term includes services from January 1, 2021 to December 31, 2022 with a not-to-exceed amount of \$525,000; and

WHEREAS, the negotiated contract is being amended to include additional resident and community engagement, architectural services and meeting and travel costs; and

WHEREAS, the amended contract term will be from January 1, 2021 to December 31, 2022 with a not-to-exceed amount of \$790,000; and

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno does hereby approve the amended contract with EJP Consulting Group, Inc. and authorizes Preston Prince, Executive Director/CEO, or Angelina Nguyen, Chief Programs Officer, to negotiate and execute all documents in connection therewith.

PASSED AND ADOPTED THIS 23<sup>th</sup> DAY OF March 2021. I, the undersigned, herby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:

AYES:	
NOES:	
ABSENT:	
ABSTAIN:	
	Preston Prince Secretary of the Boards of Commissioner

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

### BEFORE THE BOARD OF COMMISSIONERS OF THE

### **HOUSING AUTHORITY OF FRESNO COUNTY**

# RESOLUTION AUTHORIZING AN AMENDED AGREEMENT WITH EJP CONSULTING GROUP, INC. FOR PLANNING COORDINATOR SERVICES RELATING TO THE CHOICE NEIGHBORHOODS PLANNING GRANT

WHEREAS, the Housing Authority of Fresno County (the "Agency") has executed a contract with EJP Consulting Group, Inc. to provide Planning Coordinator Services for Choice Neighborhoods Planning ("CNI") Grant, offered by the U.S. Department of Housing and Urban Development; and

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AYES:	
NOES:	
ABSENT:	
ABSTAIN:	
	Preston Prince, Secretary of the Boards of Commissioners



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www.fresnohousing.org

## **EXECUTIVE DIRECTOR'S REPORT**

**TO:** Boards of Commissioners **DATE:** March 18, 2021

Fresno Housing **BOARD MEETING:** March 23, 2021

**FROM:** Preston Prince **AGENDA ITEM:** 11

CEO/Executive Director AUTHOR: Staff

**SUBJECT:** Directors Report – March 2021

### **PLACE**

### Overview

Fresno Housing seeks to develop and expand the availability of quality affordable housing options throughout the City and County of Fresno by growing and preserving appropriate residential assets and increasing housing opportunities for low-income residents.

The matrix below outlines the Development Pipeline and status of each project.

### **Development Project Overview**

Name of Property	Status/Type	Address	Total	Percent
			Units	Complete

The Villages at Paragon	Under Construction	4041 Plaza Drive West, Fresno, CA	28	70%
Linnaea Villas	Under Construction	2530 Sierra Street, Kingsburg, CA	47	90%
Solivita Commons	Under Construction	725 W Alluvial Avenue, Clovis, Ca	60	93%
The Villages at Broadway	Under Construction	1828 Broadway Street, Fresno, CA	26	60%
The Monarch @ Chinatown	Under Construction	1101 F Street, Fresno, CA	57	12%
Alegre Commons	Under Construction	130 W Barstow Avenue, Fresno, CA	42	7%
The Arthur @ Blackstone (fka Blackstone/Simpson)	Pre-Development 2020 NPLH, IIG Awarded HOME Award Pending 1st Round 2021 TCAC Pending	3039 N Blackstone Avenue, Fresno, CA	41	N/A
Esperanza Commons (fka Mendota Farm Labor)	Pre-Development 1st Round 2021 TCAC Pending	241 Tuft Street, Mendota, CA	60	N/A
Corazón del Valle Commons (fka Huron RAD)	Pre-Development MHP Awarded 1st Round 4% TCAC Pending	Fresno and 12 <sup>th</sup> Street, Huron, CA	61	N/A
La Joya Commons (fka Firebaugh Family)	Pre-Development Potential 2021 Joe Serna, Jr.	1501 Clyde Fannon Road, Firebaugh, CA	68	N/A
Avalon Commons (fka Chestnut/Alluvial)	Pre-Development	Chestnut and Alluvial Avenues, Fresno, CA	105	N/A
Citrus Gardens	Pre-Development Potential 2021 Joe Serna, Jr.	201 Citrus Ave & 451 10 <sup>th</sup> St., Orange Cove	30	N/A
California Avenue Neighborhood	Pre-Development Planning CNI Awarded	Southwest Fresno - TBD	TBD	N/A

### **Project Highlights**

Alegre Commons, formerly known as Barstow and Blackstone, has started its community outreach efforts as of February 11, 2021 as part of their P.L.A.CE. Matters Neighborhood Revitalization Initiative. Three virtual ZOOM meetings have been held on February 11, 2021, February 18, 2021, and February 25, 2021 with Fresno Housing Staff, Community Partners, and property owners/tenants of the Baird Neighborhood.

## **PEOPLE**

#### **Overview**

Fresno Housing works to respect community needs and knowledge – by listening, learning and researching – and responding to issues compassionately, intelligently, intentionally – by developing exceptional programs based on shared expectations.

### **Executive Summary**

FRESNO HOUSING PORTFOLIO - MANAGED ASSETS, 02/01/2021 – 02/28/2021				
	Total No. of Units	Total Vacant	Comment October on the	
	Total No. of Units	Total Vacant	Current Occupancy	
CITY OF FRESNO				
City of Fresno	980	10	98.67%	
COUNTY OF FRESNO				
County of Fresno	1263	12	98.41%	
COUNTY OF FRESNO - SEASONAL				
Seasonal Properties	193	170	11.91%	

#### **Property Management**

Maintenance staff has begun working on their seasonal maintenance plan to service all coolers. They will check pumps, filters, replace cooler pads and any other parts needed. Maintenance Technicians also continue to work diligently on work orders and emergency maintenance needs while strictly adhering to the Agency's COVID protocols.

With the extension of COVID-19 Tenant Relief Act (CTRA) new noticing to all families was required. Site staff ensured form CA 405 was mailed out timely and in accordance with the Tenant Protection Act. Staff continues to accept Declaration of COVID-19 Related Financial Distress forms and are offering payment arrangements and information on resources that can assist with rent, utilities, and food.

In addition to emergency and new move in inspections, staff is now preparing to start routine annual inspections using virtual technologies. Streamlining methods are being discussed as part of the planning process.

Families at Maldonado Plaza have started to arrive for the season and will continue to move in over the next two months. We expect to be 100% occupied by early May 2021.

Families will begin moving into Parlier Migrant Center in early April. COVID-19 procedures for safe moveins implemented by Fresno Housing staff in 2020 were discussed at this year's meeting with the Managers and Contractors for the office of Migrant Services and have been adopted as the standard move-in procedures state wide for 2021.

As part of our continued efforts to supply the tools our kids need for distance learning, Fresno Housing has partnered with Comcast to create "Lift Zones". Lift Zone is a program that upgrades the Wi-Fi in COVID restricted zones. Our site, Blossom Trail Commons in Sanger, was identified as a good fit for this program, and the Wi-Fi in the Community Building was upgraded.

Wells Fargo conducted two annual, investor site inspections this month. One at Oak Grove in Parlier and the other at Magnolia Commons in Fowler. Both resulted in zero findings and the inspector complimented site staff on the condition of the properties.

## **PUBLIC**

#### Overview

Fresno Housing seeks to build support for housing as a key component of vibrant, sustainable communities through public information, engagement, and advocacy that promotes affordable housing and supports the advancement of Fresno's low-income residents.

Efforts are ongoing and we will report on those items as outcomes are achieved.

#### **PARTNERSHIP**

#### **Overview**

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

Efforts are ongoing and we will report on those items as outcomes are achieved.

## **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**

During the month of March, Training and Development created the Power BI online training in coordination with the Agency's initiative to create Citizen Analyst. Power BI is a Microsoft visualization software which allows employees to design detailed reports on desired specific information. This software will enable enhanced reporting techniques to the Agency's analyst. Employees who wish to learn more about the software are welcome to take the self-assigned online training through the Agency's Learning Management System (TargetSolutions).

On March 16, 2021, Kayla Giosa, Human Resources Analyst, attended the Central California Society of Human Resource Management (CCSHRM) Annual HR Conference. This conference provides an opportunity to network among other HR professionals as well as expand existing job knowledge. This conference specifically touched on COVID-19 laws and regulations, Leaves of Absence, Workplace Violence, HR Policy and Procedures, Response Agility, and Maximizing HR Leadership Effectiveness.

There are no new hires or promotions to announce at this time.

The Human Resources Department is currently recruiting for positions within the Housing Choice, Property Management and Administrative Services Departments.

## **Information Technology and Information Systems**

The Research, Evaluation and Analysis Lab (REAL) staff took a very important step in the continued expansion of staff's ability to measure outcomes and the efficacy of our operations with the introduction of the Citizen Analyst program. The program aims to equip operational staff with tools and techniques that will help staff sift through large amounts of data and provide insights quick enough to meet the rapidly changing environment.

Information Technology (IT) staff continues to partner with department stakeholders to implement a Document Management solution. The team reached an important milestone with the completion of the discovery phase of the project. Next, Hyland Software will custom configure Fresno Housing's Onbase software to match the requirements gathered during the discovery phase. Staff's goal is to fully launch the software in the third quarter of 2021.

#### Structure

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

Efforts are ongoing and we will report on those items as outcomes are achieved.

## **Strategic Outreach**

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

Efforts are ongoing and we will report on those items as outcomes are achieved.



# Fresno Housing Resident Safety SUMMARY

Tuesday, March 23, 2021



FRESNO VIBRANT COMMUNITIES QUALITY HOUSING ENGAGED HOUSING RESIDENTS





Law Enforcement Contract Survey



## Phase 2

Property & Neighborhood Safety Survey



## Phase 3

Conversations with Phase 1 Residents & Key Partners



## Phase 4

Conversations with Phase 2 Residents & Key Partners

# Phase 1 Law Enforcement Contract Survey

## 860

**Unique Households Reached** 

2,150

**Residents Reached** 

22

**Properties Included** 

225

**Total Survey Responses** 

26%

**Survey Response Rate** 

470 (x2)

**E-mails Sent** 

**208** (x2)

**Text Messages Sent** 

845 (x2)

**Robo Calls Made** 

49

**Staff Outreach Calls Made** 

# Phase 1 Summary

- The majority of respondents have positive experiences with the officers assigned to their properties.
- The majority of respondents prefer Fresno Housing continue contracting with Fresno PD to provide safety services, but some have ideas about how to improve it.
- The majority of respondents prefer the duties of the assigned officers remain unchanged, but some have ideas about how to modify their duties to improve the services they provide.

# Property & Neighborhood Safety Survey

15,130
Unique Households Reached

37,825
Residents Reached

1,977
Total Survey Responses

13% Survey Response Rate **14,150** E-mails Sent

3,658
Text Messages Sent

13,503
Pre-Recorded Phone Calls
(English/Spanish/Hmong)

8/100+

**Surveys Mailed/Phone Discussions** 

# **Phase 2 Summary**

- Various questions were asked about safety within the property & their neighborhood
- Respondents identified what features and services could enhance their feelings of safety
- While majority indicated positive experiences/opinions, there were differences noted amongst HCV respondents who shared additional concerns

# Phase 3 Resident Conversations



#### Please Join Us... FOR A VIRTUAL RESIDENT MEETING

#### **Attention Pacific Gardens Residents**

You may remember Fresno Housing sending you a safety survey at the end of 2020. If you were able to respond, THANK YOU for your feedback.

The survey responses were very informative and we would like to discuss further what you shared in order to gain a better understanding of your experiences, specifically at the Pacific Gardens property.

Please join Fresno Housing for a Pacific Gardens virtual resident meeting to discuss specific ways to improve your experience as a resident, including your safety.

DATE: Saturday, March 13, 2021

TIME: 2:00 p.m. - 3:00 p.m.

WHERE: VIRTUAL ZOOM MEETINGS

fresnohousing.org/pacificgardens

or dial (669) 900-6833

Meeting ID 979 4621 3121 | Passcode 524718

**FRESNO VIBRANT** ALITY HOUSING ENG

For more information, contact Neighborhood Initiatives Manager, Phil Skei at

(559) 443-8483 or pskei@fresnohousing.org

12 **Properties Included** 

24+

**Total Resident** Conversations

600 +

Staff Outreach Calls Made

**TBD Youth Conversations** 



## JUNTA VIRTUAL DE LOS RESIDENTES

#### Atención Residentes de Legacy Commons

Quizás recuerde que Fresno Housing le envió una encuesta sobre la seguridad a fines de 2020. Si pudo responder, GRACIAS por sus

Las respuestas de la encuesta fueron muy informativas y nos gustaría discutir más a fondo lo que compartió para comprender mejor sus experiencias, específicamente en la propiedad de Legacy Commons.

Por favor acompañe a Fresno Housing para una junta virtual de residentes de Legacy Commons para discutir formas específicas de meiorar su experiencia como residente, incluyendo su seguridad.

Lunes, 1 de Marzo del 2021

HORA: 5:00 p.m. - 6:00 p.m.

DONDE:

FECHA:

**FRESNO** VIBRANT

WHOUSING ING

REUNIÓN DE ZOOM VIRTUAL

fresnohousing.org/LegacyCommons

o margue al (669) 900-6833

ID de Junta: 913 1045 6114 | Contraseña 401300

Para obtener más información, comuníquese con el Gerente de Iniciativas del Vecindario, Phil Skei al (559) 443-8483 o pskei@fresnohousing.org

# Three Safety Enhancement Strategies

- **Security Personnel:** Each resident we spoke with expressed value for security personnel but differed in their preference between uniformed police officers and private security. Residents who live in properties in 93706 have a strong preference for the authority of a uniformed police officer, whereas properties in all other zip codes prefer the prospect of greater service hours from private security personnel, or are agnostic in their preference.
- **Safety Features:** Each resident we spoke with agreed that additional safety features would positively impact their sense of safety, however, improvements identified varied by site and were unique to property characteristics.
- **Resident Services:** Each resident we spoke with expressed appreciation for the services Fresno Housing provides. Residents articulated value for every service provided and were able to identify some new potential services including sewing, arts & crafts, and recipe sharing. Residents conveyed their value for activities that build community because of their positive impact upon safety.

# Next Steps



# Real Estate Development Update

March 23, 2021

Boards of Commissioners Meeting



FRESNO VIBRANT COMMUNITIES QUALITY HOUSING ENGAGED HOUSING RESIDENTS



# **Getting Here**

- Vision & Opportunity
- Board Support & Decisions
- Staff Commitment
- Partners
- People Served

# **Homekey Properties**

- Golden State Triage Center (fka Parkside Inn) 48 rooms
- Journey Home (fka Welcome Inn) 80 rooms
- Step Up On 99 (fka Motel 99) 99 rooms
- Sun Lodge (fka Day's Inn) 98 rooms

# Sun Lodge (fka Day's Inn)

 A few before, during, and after pictures to see the transformation through early renovations





FRESNO HOUSING









FRESNO HOUSING

# **Engagement Strategy**

- Low barrier emergency/transitional housing
  - People, Partners, Pets
- On site services
  - Assessment for Diversion services
  - Support services with focus on safe exits to stable housing options; including housing search

# **Engagement Strategy**

- Exit strategies
  - Creating housing opportunities through turnover in existing supportive housing inventory
  - Project Ignite

# **Questions?**



# 2020 Financial and HAP Results

March 23, 2021



FRESNO VIBRANT COMMUNITIES QUALITY HOUSING ENGAGED HOUSING RESIDENTS



## **2020 Financial Results**

## **OPERATING BUDGET**

TOTAL INCOME

TOTAL EXPENSES

## **NET OPERATING INCOME**

TOTAL NON-OPERATING EXPENSES

**NET INCOME** 

**UNRESTRICTED NET INCOME** 

2020 Budget	2020 Results
44,702,882	50,247,618
41,945,895	39,519,875
2,756,987	10,727,743
1,951,123	1,878,079
805,864	8,849,663
(14,874)	1,758,190

\$ Variance
5,544,735
(2,426,020)
7,970,755
(73,044)
8,043,799
1,773,063

## **2020 Financial Results**

OPERATING RESULTS	Core	Real Estate Development	Housing Choice Voucher	Resident Empowerment Services	Homeless Initiatives	Housing Management	Total
TOTAL INCOME	9,128,052	7,254,335	14,536,268	920,671	2,637,314	15,770,978	50,247,618
TOTAL OPERATING EXPENSES	11,168,993	2,961,595	9,753,514	1,272,840	2,967,204	11,395,728	39,519,875
NET OPERATING INCOME	(2,040,942)	4,292,740	4,782,754	(352,169)	(329,890)	4,375,250	10,727,743
TOTAL NON-OPERATING EXPENSES	-	-	-	-	-	1,878,079	1,878,079
NET INCOME	(2,040,942)	4,292,740	4,782,754	(352,169)	(329,890)	2,497,171	8,849,663
UNRESTRICTED NET INCOME	(2,040,942)	3,999,104	-	(352,169)	(329,890)	482,087	1,758,190

• 2020 Results, by division, as included in the board packet

## **Unrestricted Reserves**

Unrestricted Reserves	\$ Change	Balance
2013 Financial Results	1,570,359	1,570,359
2014 Financial Results	1,368,730	2,939,089
2015 Financial Results	153,228	3,092,317
2016 Financial Results	261,439	3,353,756
2017 Financial Results	920,239	4,273,995
2018 Financial Results	1,545,106	5,819,101
2019 Financial Results	197,958	6,017,059
2020 Financial Results	1,758,190	7,775,249
2021 Budget	(728,330)	7,046,919
Total Unrestricted Reserves	7,046,919	

- As of 12/31/20, unrestricted reserves were at ~\$7.8 million
- Including the 2021 budgeted deficit of \$728 thousand, the year-end 2021 projected reserve would be about \$7 million

## FRESNO HOUSING

## **Restricted Reserves - HCV**

<b>HCV Restricted Reserves</b>	Balance
2020 Year-End Reserves	1,502,597
2021 Reserve Usage (Budget)	(1,058,221)
2021 Proj. Year-End Reserves	444,376

- As of 12/31/20, restricted reserves for the HCV programs were ~\$1.5 million
- Including the 2021 budgeted deficit of \$1.06 million, the year-end 2021 projected reserve would be about \$444 thousand

## 2020 HAP Financial Results

HAP BUDGET
HAP REVENUE
HAP EXPENSES
NET HAP INCOME

2020 Budget	2020 Results
89,777,572	89,517,739
88,079,580	88,955,531
1,697,992	562,208

\$ Variance
(259,833)
(875,951)
(1,135,784)

2020 BEGINNING RESERVES
HUD HELD RESERVES
<b>TOTAL HAP RESERVES</b>

220,397
1,609,925
2,392,530

- Expenses are higher due to increased Per Unit Costs (PUC) across both programs
- Revenue is a bit lower due to HUD's cash management procedures whereby funding is withheld on an as-needed basis. This resulted in an increase in HUD Held Reserves.

# **Questions or Comments?**



# California Avenue Neighborhood A Choice Neighborhood



Board Presentation March 23, 2021



FRESNO VIBRANT COMMUNITIES QUALITY HOUSING ENGAGED RESIDENTS



# Welcome to the California Avenue Neighborhood

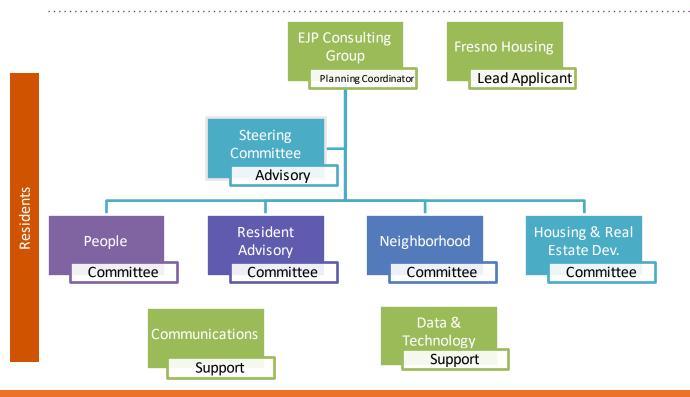
<u>Video</u>



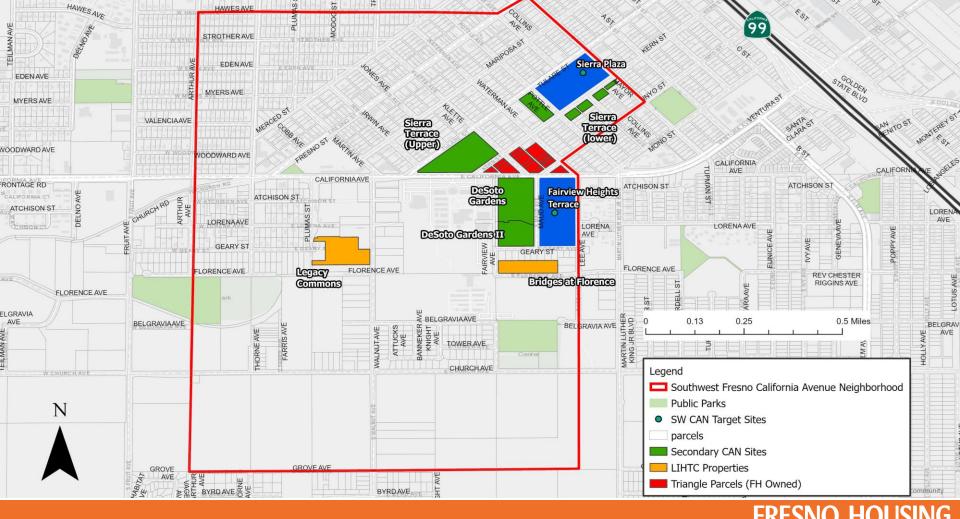
### **Transformation Plan**



# Leadership & Committee Structure







FRESNO HOUSING

## **Housing & Real Estate Strategy**

- Total of 228 LIPH Units; 5 housing sites
- 656 current residents
  - 46% Children Under Age 18

\*Target Housing Sites within the CNI application



# **Current Conditions:** Fairview Terrace



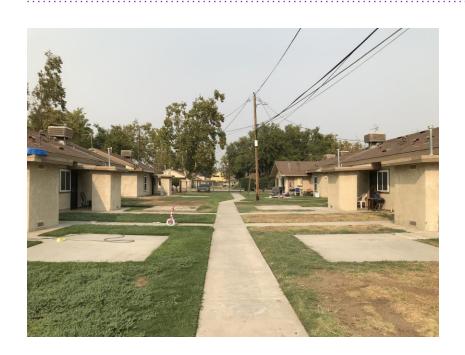


# **Current Conditions:** Fairview Terrace





# **Current Conditions: Sierra Plaza**





# **Current Conditions: Sierra Plaza**







FRESNO HOUSING

## **People Strategy**

- Partner with Residents
- Build upon the existing priorities and Resident Advisory Committee work
- Leverage locally-driven strategies
- Activate existing and potential partnerships
- Revisit our priorities











## **Neighborhood Strategy**

- Invest in existing assets
- Build upon the existing needs and priorities
  - Small business development
  - Mixed-Use development
  - Public Safety
  - Critical community improvements
  - Transit and Mobility
- Align carefully with the Housing & People strategies



**FRESNO HOUSING** 

## **Neighborhood Strategy**

- Early Action Activities
  - Neighborhood Broadband and Digital Access
  - Fresh Food Market (Pop-Up)
  - Innovation Center HUB
  - Transit-Mobility Project



### **CAN Resident Advisory Committee**



#### Welcome to California Avenue

A Comprehensive planning effort on the California Avenue corridor and Fresno Housing's public housing.

1



#### **Southwest Fresno's History**

Introduction to past and present planning efforts in SW.

• General Plan, DNCP, TCC, and others





#### **ABCD Strategies**

Gift, talents, and abilities with Daniel, ENP

3

4

#### **Transit and Mobility**

Discussion of surveying results, Streetmix activity, and mapping out current conditions as we see them.



### **CAN Resident Advisory Committee**



#### **Community Development**

Residents are introduced to Land Use, Zoning, and the development process though the use of examples such as the Better Blackstone project and several activities.

#### **Tactial Urbanism and Creating Community Space**

Workshop with German from ENP





#### **Public Safety**

Group Discussion facilitated by Phil Skei – Neighborhood Initiatives Manager

3

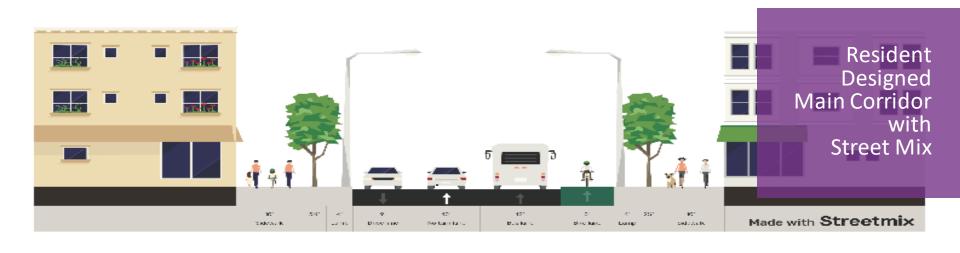
4

#### Eduation, Health, and Environmental Justice

A session on the everday challenges households face interacting with the school system, education providers, and a look at school performance in the neighborhood.







https://streetmix.net/-/1235446



## **THRIVANCE**



#### Community-Based

Building on coalitions and the work of residents in action

#### **Capacity Building**

Scalable and timeless transfer of knowledge and tools

### **Culturally Relevant**

Anchored in history and community context

## **Planning Timeline**

## Overview of the Process Timeline

Launch Resident Engagement Meetings & Assessments (April 2021)

Housing, Market & Early Action Activities

Prepare and **Develop** key elements of the Neighborhood & **Housing Plans** (Fall 2021)

Coordinated Services Strategy & partners (Spring 2022)

Plans; People & **Education Plans** (Summer/Fall 2022)

Final Transformation Plan

(Dec. 2022)

## **Planning Coordinator**

Project Management and Lead Coordinator of all services in the development of the Transformation Plan

- Impactful and feasible Transformation Plan
- Coordinated, collaborative process
- Full service guidance and support throughout the planning process to Staff
- Project management and coordination of all consultants



**FRESNO HOUSING** 

# **Total Budget**

	CNI Grant	Cash	In-Kind	Total
HUD Choice Neighborhood Planning Grant	\$450,000			\$450,000
HRFC Commitment for Planning Activities		\$448,887		\$448,887
Housing Authority		\$60,000	\$763,499	\$823,499
TOTAL				\$1,722,386



### Recommendations

Authorize the CEO or Interim CEO to execute the amended agreement with EJP Consultant Group for Planning Coordination Services for the Choice Neighborhood Initiative Planning Grant



## **Questions?**