



Boards of Commissioners Meeting

October 25, 2022

AGENDA

Regular Joint Meeting of the Boards of Commissioners of Fresno Housing

5:00 PM • OCTOBER 25, 2022

Per the Boards of Commissioners' adoption of a resolution pursuant to AB 361, this Board Meeting will be held via video and audio conferencing, and in-person. The meeting can be accessed by members of the public as follows:

Meeting Location: 1260 Fulton Street (2nd Floor), Fresno, CA 93721

Via Zoom: <https://us06web.zoom.us/j/86995761295?pwd=MGNvNkFrOFhGOXJlUWkhDd1VPVnNwUT09>

To join via teleconference, call: (669) 900-6833. Meeting ID: 869 9576 1295.

Passcode: 570483.

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) 443-8493 or ExecutiveOffice@fresnohousing.org, TTY 800-735-2929.

PAGE #

1. Call to Order and Roll Call

2. Approval of agenda as posted

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 not listed on the Agenda. At the start of your presentation, please state your name and 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. Governance Matters

- a. CEO's Report – Presented by Tyrone Roderick Williams
- b. Commissioners' Report
- c. Call for Nominations for County Chair and Vice Chair

6

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

	PAGE #
<i>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.</i>	
a. Governance: Consideration of the Executive Committee Meeting Minutes of September 13, 2022; Special Joint Board Meeting Minutes of August 9, 2022; and Joint Regular Board Meeting Minutes of August 23, 2022 and September 27, 2022. <i>Approval of the minutes of the Board Meetings.</i>	12
b. Consideration of the Amended Travel and Expense Reimbursement Policy <i>Approval of the revised Travel and Expense Reimbursement Policy.</i>	31
c. Consideration of the Policy and Procedures Against Harassment and Discrimination <i>Approval of the revised Policy and Procedures Against Harassment and Discrimination.</i>	38
d. Consideration for Approval to Apply to HUD for Rental Assistance Demonstration for Del Rey Apartments <i>Approval to submit RAD applications to HUD for Del Rey Apartments.</i>	47
e. Consideration for Approval to Designate Tyrone Roderick Williams as the Authorized Signer for HCD Homekey Resolutions <i>Approval to authorize Tyrone Roderick Williams to sign for HCD Homekey resolutions.</i>	51
f. Consideration of Acceptance of California Department of Housing and Community Development No Place Like Home (NPLH) Funds for Avalon Commons – Phase I <i>Authorization to accept NPLH funds for Avalon Commons – Phase I.</i>	67
g. Authorization to Enter Into an Architectural Agreement for Avalon Commons – Phase I <i>Approval of Architectural Agreement for Avalon Commons – Phase I.</i>	73
h. Authorization of Pre-Development Funding for Avalon Commons – Phase I	81
7. Staff Presentations and Discussion Items	
a. 2023 Federal and Agency Budget Update <i>Staff will present an update on the Agency and Federal 2023 Budgets</i>	83
b. Update on Strategic Initiatives <i>An overview of the Agency's strategic initiatives and partnerships, including Diversity, Equity, and Inclusion.</i>	84
▪ Overview of the Choice Neighborhood Initiative—CAN	
▪ Parkway Drive Overview—Homeless Initiatives	
c. Housing Choice Voucher Update <i>An overview of activities and deliverables for the Housing Choice department to date.</i>	85
d. Real Estate Development Update <i>An overview of activities and deliverables to date.</i>	86
e. Joint Organizational Structure Options Workshop <i>A workshop for the Boards facilitated by Ken Price, General Counsel.</i>	87

8. Closed Session

- a. CONFERENCE WITH LABOR NEGOTIATORS
Pursuant to Government Code Section 54957.6
Agency designated representatives: Tyrone R. Williams and Jeff Cardell
Employee organization: SEIU Local 521
- b. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
(Pursuant to Government Code § 54954.5(b))
Property: APN: 449-321-18
Agency negotiator: Tyrone Roderick Williams
Negotiating parties: Housing Authority of the City of Fresno; Mill Valley Motel Investments, Inc.
Under negotiation: Price and Terms
- c. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
(Pursuant to Government Code § 54954.5(b))
Property: APN: 449-342-06
Agency negotiator: Tyrone Roderick Williams
Negotiating parties: Housing Authority of the City of Fresno; JCH Family Limited Partnership/DBH Family Limited Partnership
Under negotiation: Price and Terms
- d. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
(Pursuant to Government Code § 54954.5(b))
Property: APNs: 449-342-03, 449-342-04, and 449-342-05
Agency negotiator: Tyrone Roderick Williams
Negotiating parties: Housing Authority of the City of Fresno; Narinder Singh, Surviving Trustee of the Narinder Singh and Kanta Singh Family Trust
Under negotiation: Price and Terms
- e. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
(Pursuant to Government Code § 54954.5(b))
Property: APN: 449-342-02
Agency negotiator: Tyrone Roderick Williams
Negotiating parties: Housing Authority of the City of Fresno; Jose Villa; Edwin Lozano
Under negotiation: Price and Terms
- f. PUBLIC EMPLOYEE EVALUATION
Title: CEO/Executive Officer

9. Report on Closed Session Items

10. Adjournment

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

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

www.fresnohousing.org

EXECUTIVE DIRECTOR'S REPORT

TO: Boards of Commissioners

Fresno Housing Authority

FROM: Tyrone Roderick Williams

Chief Executive Officer

DATE: October 20, 2022

BOARD MEETING: October 25, 2022

AGENDA ITEM: 5a

AUTHOR: Various Staff

SUBJECT: October 2022 – Chief Executive Officer's Monthly Report

Executive Summary

The Boards of the Fresno Housing Authority have established the four strategic goals as: Place, People, Public, and Partnership. In addition, the following have been outlined as the management goals: Sustainability, Structure, and Strategic Outreach. The following report demonstrates the efforts of the Executive Leadership and Staff to progress towards the realization of these goals.

PLACE

Overview

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

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

Development Project Overview

Please see the chart below for the list of detailed information:

Name of Property	Status/Type	Address	Total Units	Percent Complete
Alegre Commons	Stabilization	130 W Barstow Avenue Fresno, CA	42	100%
The Monarch @ Chinatown	Under Construction	1101 F Street Fresno, CA	57	85%
Esperanza Commons (<i>fka Mendota Farm Labor</i>)	Under Construction	241 Tuft Street Mendota, CA	60	27%
Corazón del Valle Commons (<i>fka Huron RAD</i>)	Under Construction Pending HCD HOME Application	Fresno and 12 th Street Huron, CA	61	35%
The Arthur @ Blackstone (<i>fka Blackstone/Simpson</i>)	Under Construction	3039 N Blackstone Avenue Fresno, CA	41	7%
Sun Lodge (<i>fka Day's Inn</i>)	Under Construction	1101 N. Parkway Drive Fresno, CA	64	7%
Citrus Gardens	Pre-Development 2021 Joe Serna, Jr. Awarded 1 st Round 2022 TCAC Award December 2022 Closing	201 Citrus & 451 10 th St. Orange Cove, CA	30	N/A
Avalon Commons Phase I (<i>fka Chestnut/Alluvial</i>)	Pre-Development NPLH Awarded 2 nd Round 2022 TCAC Award Pending City of Fresno Award Pending SuperNOFA MHP Application;	7521 N. Chestnut Ave. Fresno, CA	60	N/A
La Joya Commons (<i>fka Firebaugh Family</i>)	Pre-Development 2021 Joe Serna, Jr. Awarded	1501 Clyde Fannon Road Firebaugh, CA	68	N/A
Step Up on 99 (<i>fka Motel 99</i>)	Pre-Development Homekey Awarded Pending HCD HHC Application Pending City of Fresno Award Pending SuperNOFA MHP Application	1240 & 1280 Crystal Ave Fresno, CA	63	N/A

Name of Property	Status/Type	Address	Total Units	Percent Complete
------------------	-------------	---------	-------------	------------------

Heritage Estates (<i>fka Florence & Plumas</i>)	Pre-development Pending City of Fresno PLHA Award; HOME Funds Award	Southwest Fresno-TBD	33	N/A
San Joaquin Commons-Phase I	Pre-Development	Corner of West Colorado Avenue & 5th Street, San Joaquin, CA 93660	51	N/A
California Avenue Neighborhood	Pre-Development Planning CNI Awarded	Southwest Fresno - TBD	TBD	N/A
Heritage Estates (<i>fka Florence & Plumas</i>)	Pre-development Pending City of Fresno PLHA Award; HOME Funds Award	Southwest Fresno-TBD	33	N/A

Project Highlights

As of September 30, 2022 our project known as Alegre Commons is fully leased-up. As of October 5, 2022 additional highlights for our Sun Lodge project are as follows; for Building 1 there was a replacement of an existing sewer line from Unit 101 to the Laundry Room and an Abatement and Exterior Demolition of B1-w and N1-M. For Building 2 Concrete Footings were placed, Building 2 Pad was constructed, and Under slab waste lines were installed. Lastly, Site Work installations of Fire Riser and Electrical Feeder Conduits.

Property Management

FRESNO HOUSING PORTFOLIO - MANAGED ASSETS, 8/1/2022 – 8/31/2022			
	Total No. of Units	Total Vacant	Current Occupancy
CITY OF FRESNO			
City of Fresno	1164	31	96.90%
COUNTY OF FRESNO			
County of Fresno	1177	33	96.94%%
COUNTY OF FRESNO - SEASONAL			
Seasonal Properties	193	59	69.43%
Hold/In Construction	163	23	85.88%

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.

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

Project	Organization	Role
The Villages at Paragon	Fresno County Department of Behavioral Health	Partner in application to the No Place Like Home program to provide housing and services to homeless populations
The Villages at Broadway	Fresno County Department of Behavioral Health	Partner in application to the No Place Like Home program to provide housing and services to homeless populations
Project	Organization	Role
Alegre Commons (<i>fka Barstow Commons/The Villages at Barstow</i>)	Fresno County Department of Behavioral Health	Partner in application to the No Place Like Home program to provide housing and services to homeless populations
The Arthur @ Blackstone (<i>fka Blackstone/Simpson</i>)	Fresno County Department of Behavioral Health	Partner in application to the No Place Like Home program to provide housing and services to homeless populations
Avalon Commons Phase I (<i>fka Chestnut/Alluvial</i>)	Fresno County Department of Behavioral Health	Partner in application to the No Place Like Home program to provide housing and services to homeless populations
Project Homekey	City of Fresno Turning Point Fresno County	Partner in application to the Homekey program and operational funding to provide housing to populations most vulnerable to COVID-19

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

As we approach the holiday season, we have focused our monthly safety topic on keeping safety a priority in the conduct of our day to day work as well as how to decorate and celebrate safely in our respective work spaces. We have encouraged all employees to keep the holidays festive and safe by continuing to follow basic safety rules, including but not limited to use of extension cords, ladders and continuing to practice good hygiene to prevent the spread of transmissible viruses etc.

Our final Supervisor Academy module, Recognition, Coaching, and Progressive Discipline, was conducted this month. During this workshop participants discussed best practices for recognition and coaching as well as the progressive discipline process, with a focus on employee development. We will be updating the Academy and presenting again next year along with an academy for employees who aspire to become a supervisor.

The Human Resources department is in varying stages of 14 different recruitments for the job titles and departments noted below. Over the last month, 48 interviews have been conducted.

Working Title	Internal/External?	Vacancies	Department
Administrative Coordinator	Both	1	Housing Choice
Chief of Housing Choice Program and Initiatives	Both	1	Housing Choice
Program Coordinator	Internal	1	Resident Empowerment
Senior Policy Analyst	Both	1	Administrative Services
Communications Project Manager	Both	1	Administrative Services
Deputy Executive Director	Both	1	Administrative Services
Executive Office Administrative Coordinator	Both	1	Administrative Services
HMIS Training Coordinator	Both	1	Resident Empowerment
Maintenance Tech	Both	3	Property Management
Property Specialist I	Both	1	Property Management
Maintenance Assistant	Both	1	Property Management
Senior Housing Quality Standard Inspector	Both	1	Housing Choice
Supervisor – Intake, Leasing & Case Management	Both	1	Housing Choice
Senior Manager Real Estate Development	Both	1	Real Estate Development

The Human Resources department is proud to announce the following **new hires**:

Type	Date of Hire	Name	Title	Department
New Hire	09/26/2022	Lucia Yanez	Administrative Assistant	Real Estate Development
New Hire	09/26/2022	Graciela Sierra	Property Specialist II	Property Management
New Hire	09/26/2022	Gloria Morales	Property Specialist II	Property Management
New Hire	10/10/2022	Jorge Sanchez	Maintenance Tech	Property Management
New Hire	10/10/2022	Alberto Moreira	Maintenance Tech	Property Management

Human Resources

The Innovation and Technology (IT) department, along with key stakeholders from the HCV department is currently testing a new phone system for the Agency. Procurement has drafted the contract and will be finalized after testing is completed. Stass estimated that implementation, training and porting of our numbers will be completed by the middle of December. New phone system improvements include scalability, full teams' integration and connection from anywhere on any device.

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.

**Minutes of the Meeting
Of the Fresno Housing Authority**

EXECUTIVE COMMITTEE

Tuesday, September 13, 2022

5:00 PM

There was a duly noticed meeting of the Executive Committee of the Boards of Commissioners of the Housing Authority of the City and County of Fresno which met on September 13, 2022 at Fresno Housing Board Room located at 1260 Fulton Street Fresno, CA 93721.

1. The meeting was called to order by Commissioner Jones at approximately 5:34 p.m., and members present and absent were as follows:

PRESENT: Cary Catalano
Adrian Jones
Nikki Henry
Valori Gallaher
Stacy Vaillancourt
Sabrina Kelley

ABSENT: None.

Also in attendance: Tyrone Roderick Williams, CEO; Michael Duarte, Chief Real Estate Officer; Marc' Bady, Chief Inclusion and Empowerment Officer; Ken Price, General Counsel; and Steve Nolan, IFH Solutions Consultant.

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

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

MOTION PASSED: 6 – 0

There were no public comments.

3. **PUBLIC COMMENT**

There were no public comments.

4. **POTENTIAL CONFLICTS OF INTEREST**

There were no conflicts of interest announced at this time.

5. **ACTION ITEMS**

- a. **Action Item:** Consideration of the minutes of the meeting for August 9, 2022.

MOTION: *Commissioner Gallaher moved, seconded by Commissioner Vaillancourt, to approve the minutes of August 9, 2022.*

MOTION PASSED: 6 – 0

6. DISCUSSION MATTERS

- a. Governance Matters

Tyrone Roderick Williams, CEO, presented on this item.

There were no public comments.

- b. Executive Director Update

Tyrone Roderick Williams, CEO, presented on this item.

There were no public comments.

- c. Administrative Matters

Tyrone Roderick Williams, CEO; Jeff Cardell, Director Human Resources; Steve Nolan, IFH Solutions Consultant; and Nicole Diaz, Director of Finance, presented on this item.

There were no public comments.

- d. Real Estate Development Update

Michael Duarte, Chief Real Estate Development Officer, presented on this item.

There were no public comments.

- e. Strategic Initiatives Update

Marc' Bady, Chief Inclusion and Empowerment Officer, presented on this item.

There were no public comments.

- f. Review Draft Board Meeting Agenda

Tyrone Roderick Williams, CEO, presented on this item.

There were no public comments.

7. ADJOURNMENT

There being no further business to be considered by the Executive Committee, the meeting was adjourned at approximately 6:38 p.m.

Tyrone Roderick Williams, Secretary

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

Tuesday, August 9, 2022

5:00 P.M.

The Boards of Commissioners of the Housing Authorities of the City and County of Fresno met in a special joint session on Tuesday, August 9, 2022, at 1260 Fulton Street, Fresno, CA. The public was able to join in-person and via teleconference.

1. The special joint meeting was called to order at 5:17 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
 Stacy Vaillancourt, Vice Chair
 Caine Christensen
 Sharon Williams

ABSENT: Sabrina Kelley
 Ruby Yanez

The special joint meeting was called to order at 5:17 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
 Valori Gallaher
 Sophia Ramos

ABSENT: Joey Fuentes

Also, in attendance were the following: Tyrone Roderick Williams, CEO, and Ken Price, Baker Manock and Jensen - General Counsel.

2. APPROVAL OF AGENDA AS POSTED (OR AMENDED)

There was no public comment.

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

MOTION PASSED: 5 – 0

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

MOTION PASSED: 4 – 0

3. PUBLIC COMMENT AND PRESENTATIONS

There was no public comment.

4. POTENTIAL CONFLICTS OF INTEREST

There were no conflicts of interest announced at this time.

5. ACTION

- a. Approval of Submission of Proposal to State Center Community College District for Student Housing and Entering into an MOU with DAD Enterprises, LLC

Michael Duarte, Chief Real Estate Officer, presented on this item.

There was no public comment.

COUNTY MOTION: *Commissioner Henry moved, seconded by Commissioner Gallaher to approve the resolution.*

MOTION PASSED: 5 – 0

CITY MOTION: *Commissioner Vaillancourt moved, seconded by Commissioner Christensen to approve the resolution.*

MOTION PASSED: 4 – 0

6. ADJOURNMENT

Joint Special Board Meeting
Action Minutes: 08.09.22 Minutes
Adopted:

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 5:35 p.m.

Tyrone Roderick Williams, Secretary to the Boards of Commissioners

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

Tuesday, August 23, 2022

5:00 P.M.

The Boards of Commissioners of the Housing Authorities of the City and County of Fresno met in a special joint session on Tuesday, August 23, 2022, at 1260 Fulton Street, Fresno, CA. The public was able to join in-person and via teleconference.

1. The regular joint 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
 Sharon Williams

ABSENT: Stacy Vaillancourt, Vice Chair
 Sabrina Kelley
 Caine Christensen
 Ruby Yanez

The regular joint meeting was called to order at 5:04 p.m. by Vice Chair, Commissioner Henry, 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: Nikki Henry, Vice Chair
 Valori Gallaher
 Sophia Ramos

ABSENT: Cary Catalano, Chair
 Stacy Sablan
 Joey Fuentes

Also, in attendance were the following: Tyrone Roderick Williams, CEO, and Ken Price, Baker Manock and Jensen - General Counsel.

Due to lack of a quorum for both the City and County Boards of Commissioners, Ken Price, General Counsel, advised that no action could be taken on behalf of the Boards for any of the

agenda items; however, the Boards could open up for general public comment as well as for the Public Hearing on the 2023 Agency Plans.

2. APPROVAL OF AGENDA AS POSTED (OR AMENDED)

Due to lack of a quorum for both the City and County Boards of Commissioners, no action was taken on this item.

There was no public comment.

3. PUBLIC COMMENT AND PRESENTATIONS

Dez Martinez with the organization, “We Are Not Invisible”, a homeless advocacy news column for Fresno, California provided some comments to the Boards. Ms. Martinez stated there were 22 vacant rooms at a family shelter and wanted to know why they cannot be filled. She also explained that residents observed lack of security presence and attention at the Step Up on 99 family shelter which makes it less safe for residents and children. Ms. Martinez asked if Fresno Housing staff could find out what the exact date of the shelters being closed is scheduled for.

A public member by the screen name of “Seen Ramirez-Martinez” joined the meeting virtually and provided comments. Ms. Ramirez stated that families do not have enough food stamps and assistance and that housing assistance vouchers will be expiring soon. Ms. Ramirez also stated that the security at the Step Up on 99 family shelter did not provide adequate supervision of the shelter’s children and her young daughters got out of the gated area. Ms. Ramirez asked for better, more attentive security to be provided at the Step Up on 99 shelter.

Brandi, a member of the public, provided comments. Brandi explained that many residents have mentioned there is a lack of resources in case management for the shelters. She also requested for Fresno Housing board meetings to be held in locations where the families most in need are living so that they will have a chance to participate in the meetings. Brandi explained that many people do not have WiFi, phones or computers and cannot join the meetings virtually in addition to not being able to secure rides to the physical meeting locations at Fresno Housing offices.

Cindy Piombino, a member of the public, agreed with Brandi’s previous comments as well as Ms. Ramirez’s and Ms. Ramirez-Martinez’s. She agreed better, more attentive Security presence is required at the Step Up on 99 family shelter.

Commissioners Jones and Henry asked staff to follow up on the concerns expressed in this public comment period and to report back.

4. PUBLIC HEARING 2023 PUBLIC HOUSING AGENCY PLANS (ANNUAL PLAN, ADMISSIONS AND CONTINUED OCCUPANCY PLAN, ADMINISTRATIVE PLAN)

Brandi, a member of the public, provided comments. Brandi mentioned that for the Housing Choice Voucher program participants and those looking to submit applications to the program, the Agency Plans are not easy to understand. Brandi requested the Agency to, in the future, find other ways of presenting the Plans in a more understandable format for the people who will be most impacted by the Plan changes. In addition, Brandi stated she was pleased to see there are efforts outlined in regards to making the HCV program application process more accessible to the elderly and disabled.

5. POTENTIAL CONFLICTS OF INTEREST

There were no conflicts of interest announced at this time.

6. GOVERNANCE MATTERS

a. CEO's Report – Presented by Tyrone Roderick Williams

In addition to the written report:

- Groundbreaking for Promesa Commons (formerly “Sun Lodge”) scheduled for August 25, 2022 at 10:00 a.m. Everyone is welcome to attend.
- Farewell and congratulations to Bobby Coulter, Assistant Director of Innovation Technology, who will be leaving the Agency at the end of the month.

Commissioners complimented Mr. Coulter on his years of service and work and wished Mr. Coulter well in his next ventures.

There was no public comment.

b. Commissioners' report

There was no Commissioners' report provided.

There was no public comment.

7. CONSENT AGENDA

- a. Governance: Consideration of the Minutes of June 28, 2022 and July 26, 2022
- b. Consideration of Amendment to El Puente Agreement with Fresno County Department of Social Services
- c. Consideration of Extension to Lease Agreement with the Veterans Administration for the use of the Parc Grove Commons Parking Lot

- d. Consideration of Repair Services Agreement with the City of Fresno – Valley Inn Motel
- e. Consideration for Approval to Apply for Environmental Protection Agency Technical Assistance Funding for Hyde Park Area Approval to apply for Technical Assistance Funds
- f. Consideration for Approval to Execute Joe Serna Farmworker Grant Loan Authorization Resolution for Citrus Gardens
- g. Consideration for Approval to Enter Into a License Agreement for Mobile Showers with the City of Fresno for 1411 W. Thomas Avenue (Parkway Drive)
- h. Consideration for Approval to Enter Into a Purchase and Sale Agreement and Entity Formation with Silvercrest, Inc. for Parkside Inn (Golden State Triage)

Due to lack of a quorum for both the City and County Boards of Commissioners, no action was taken on the above items. The above items were tabled for the next meeting.

There was no public comment.

8. STAFF PRESENTATIONS AND DISCUSSION ITEMS

- a. Update on 2023 Agency Plans
- b. 2022 Mid-Year Financial Results
- c. Update on Strategic Initiatives
- d. Real Estate Development Update
- e. Joint Organizational Structure Options Workshop

Due to lack of a quorum for both the City and County Boards of Commissioners, no action was taken on the above items. The above items were tabled for the next meeting.

There was no public comment.

9. 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 5:34 p.m.

Tyrone Roderick Williams, Secretary to the Boards of Commissioners

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

Tuesday, September 27, 2022

5:00 P.M.

The Boards of Commissioners of the Housing Authorities of the City and County of Fresno met in a regular joint session on Tuesday, September 27, 2022, at 1260 Fulton Street, Fresno, CA. The public was able to join in-person and via teleconference.

1. The regular joint meeting was called to order at 5:03 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
 Stacy Vaillancourt, Vice Chair
 Sabrina Kelley
 Ruby Yanez
 Sharon Williams

ABSENT: Caine Christensen

The regular joint meeting was called to order at 5:03 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
 Sophia Ramos
 Joey Fuentes

ABSENT: Stacy Sablan

Also, in attendance were the following: Tyrone Roderick Williams, CEO, and Ken Price, Baker Manock and Jensen - General Counsel.

2. APPROVAL OF AGENDA AS POSTED (OR AMENDED)

There was no public comment.

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

MOTION PASSED: 5 – 0

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

MOTION PASSED: 5 – 0

3. PUBLIC COMMENT AND PRESENTATIONS

RoseAnn Dominguez, Fresno Housing Property Specialist II, provided comments. Ms. Dominguez explained that she was in attendance at the meeting to introduce herself and some of her other team members from her department as well as others. Ms. Dominguez stated that she and her team members were present for the meeting because they wanted to remind the Boards of who is in the field performing work for the community and residents.

Chairs Jones and Catalano thanked Ms. Dominguez for her comments and introductions, greeted the other team members and reassured Ms. Dominguez and all staff present that they are always keeping them in mind.

Dez Martinez with the organization, “We Are Not Invisible”, a homeless advocacy news column for Fresno, California provided some comments to the Boards. Ms. Martinez wanted to know if Fresno Housing had any plans for the future to invest in Tiny Home villages. Also, Ms. Martinez asked if there are any plans for the Agency to ensure HCV participants are able to pursue 90-day substance abused rehabilitation programs without fear of losing their Housing Choice Vouchers. Lastly, Ms. Martinez wanted to know if Fresno Housing planned to get involved with any other family shelters in Fresno.

Chair Jones thanked Ms. Martinez for her comments and advocacy. Chair Jones requested Fresno Housing staff to follow up with Ms. Martinez in regards to her questions.

Brandi, a member of the public, provided comments. Brandi asked for Fresno Housing to consider expanding to more shelters and also to consider other ways of bringing more resources like schools to the shelter areas.

4. POTENTIAL CONFLICTS OF INTEREST

There were no conflicts of interest announced at this time.

5. GOVERNANCE MATTERS

a. CEO's Report – Presented by Tyrone Roderick Williams

In addition to the written report:

- Mr. Williams explained the efforts the Agency is taking in connecting with Federal and State representatives to establish more collaboration efforts in bringing affordable housing to rural communities.
- Staff met with Dr. Christine Johnson McPhail, President of Saint Augustine's University in North Carolina, to discuss options for residents and HCV program participants to explore educational options through their campus as well as ideas for establishing a satellite campus in Fresno.
- Broadband activities: Staff met with Marina MacLatchie, Federal Program Officer, Broadband Equity, Access, and Deployment Program (BEAD), and Angela Bennet, Digital Equity Director at the National Telecommunications and Information Administration (NTIA) within the U.S. Department of Commerce. Mr. Williams explained the Agency understands making meaningful connections and partnerships is key to furthering the Agency's outreach and expanding the opportunities available to the people the Agency serves.
- The "Back Together Again" Community Block Party held on Saturday, September 17th was a success and had a great turnout. This event was made possible in partnership with the Fresno Police Department and faith-based organizations.
- Mr. Williams and other Commissioners returned from attending the National Association of Housing and Redevelopment Officials (NAHRO) where multiple informational sessions for Executives and Commissioners of public housing authorities were offered. Mr. Williams also commended Tiffany Mangum, Senior Manager – Strategic Initiatives & Partnerships, for being a speaker at the conference as well.
- Mr. Williams has been called to testify by the Federal Home Loans Bank's Affordable Housing Advisory Committee in San Francisco—a board he serves on. The Bank is looking at how it will chart its future and invited Mr. Williams to speak at an event this coming Friday, September 30th.
- Mr. Williams announced the new titles of Fresno Housing staff members: Nicole Diaz, Director of Finance; Tiffany Mangum, Senior Manager – Strategic Initiatives & Partnerships; and Mary Helen Caggianelli, Resident Services Manager. Mr. Williams asked Ms. Diaz, Ms. Mangum, and Ms. Caggianelli to stand and be recognized for their hard work and dedication to the Agency.

There was no public comment.

b. Commissioners' report

Chair Jones gave a report as follows:

Chair Jones expressed appreciation for the NAHRO conference and stated that the sessions offered were informative and worthwhile.

Commissioner Ramos gave a report as follows:

Commissioner Ramos expressed appreciation for being able to attend a NAHRO conference for the first time and to be able to make key connections with other public housing authority representatives. Commissioner Ramos also commended Fresno Housing staff for all the hard work they continue to provide for the Agency.

Commissioner Williams gave a report as follows:

Commissioner Williams commended Fresno Housing staff for the amazing work performed and that the NAHRO conference information was enlightening. Commissioner Williams enjoyed attending the conference and found it extremely worthwhile. Commissioner Williams stated she did not know that the U.S. Department of Housing and Urban Development could take over a Housing Authority. She explained that she was impressed even more with Fresno Housing for the great work it accomplishes every day.

Vice Chair Henry gave a report as follows:

Vice Chair Henry also commended the great work being accomplished by Fresno Housing staff and congratulated the promotions announced. Also, Vice Chair Henry requested for a Housing Choice Voucher Update to be added to the agenda as a regular item for future board meetings.

Chair Catalano gave a report as follows:

Chair Catalano expressed gratitude for the work performed by the Commissioners, the Executive Director, and every one of the Fresno Housing staff. Chair Catalano invited Fresno Housing staff to bring their ideas and thoughts to Mr. Williams and reassured them he is a very open-minded and welcoming person who would appreciate hearing directly from staff.

6. CONSENT AGENDA

- a. Governance: Consideration of the Minutes of June 28, 2022 and July 26, 2022
- b. Consideration of Amendment to El Puente Agreement with Fresno County Department of Social Services

- c. Consideration of Extension to Lease Agreement with the Veterans Administration for the use of the Parc Grove Commons Parking Lot.
- d. Consideration of Repair Services Agreement with the City of Fresno – Valley Inn Motel
- e. Consideration for Approval to Apply for Environmental Protection Agency Technical Assistance Funding for Hyde Park Area Approval to apply for Technical Assistance Funds
- f. Consideration for Approval to Execute Joe Serna Farmworker Grant Loan Authorization Resolution for Citrus Gardens
- g. Consideration for Approval to Enter Into a License Agreement for Mobile Showers with the City of Fresno for 1411 W. Thomas Avenue (Parkway Drive)
- h. Consideration for Approval to Enter Into a Purchase and Sale Agreement and Entity Formation with Silvercrest, Inc. for Parkside Inn (Golden State Triage)
- i. Consideration for Approval to Enter into MOU's with the County of Fresno for Service Provision at (3) of our NPLH Properties
- j. Consideration for Approval to Enter into MOU with Fresno County for Service Provisions at Parc Grove Commons
- k. Consideration for Approval to Execute a Loan Authorization for Joe Serna Funds for La Joya Commons
- l. Consideration for Approval of the Revised Conflict of Interest Code
- m. Consideration for Authorization to Allocate Funds to the Pre-development of Citrus Gardens
- n. Consideration for Approval for Step Up on 99 GCCM Contract
- o. Consideration for Approval for Valley Inn GCCM Contract
- p. Consideration of Application to the U.S. Department of Housing and Urban Development for 2022 Continuum of Care Funding
- q. Consideration for Approval to Accept PLHA Funds from the County of Fresno for Wedgewood Commons and Esperanza Commons

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

MOTION PASSED: 5 – 0

CITY MOTION: *Commissioner Kelley moved, seconded by Commissioner Vaillancourt to approve the consent agenda.*

MOTION PASSED: 5 – 0

There was no public comment.

7. STAFF PRESENTATIONS AND DISCUSSION ITEMS

- a. Announcement Regarding the Resident Safety Program

Tyrone Roderick Williams, Chief Executive Officer, presented on this item.

Joint Board Meeting

Action Minutes: 07.26.22 Minutes

Adopted:

Public comment was provided as follows:

Brandi N, a member of the public, spoke in favor of the use of community resources that are focused on holistic and preventative safety measures.

Connie Batiz and her daughter, Ivana, spoke in favor of the partnership with the Fresno Police Department and requested Fresno Housing to work even more closely with Fresno Police in support of the safety of Fresno Housing residents.

Roseann Dominguez, Property Specialist II, provided comments supporting the Fresno Police department partnership and proposed that the Agency work on finding similar safety resources for the County properties such as the Selma LIPH properties.

Deputy Chief Burke Farrah, Fresno Police Department, addressed Ms. Dominguez's comments about making connections between the County properties and Fresno Police services and stated that Fresno Police can assist with gang-related activity. Deputy Chief Farrah explained he could connect with Ms. Dominguez on the side to provide the resources she needed to get in contact with these services.

Commissioner Kelley explained that she looks forward to seeing the activity reports and analysis the Fresno Police Department will be consistently doing for the Agency throughout this partnership.

Vice Chair Henry also expressed appreciation for the comments and Mr. Williams's presentation as well as the partnership with the Fresno Police Department.

b. Mid-Year Financial Results and 2023 Agency Budget

Crystal Cox, Finance Manager, and Nicole Diaz, Director of Finance, presented on this item.

There was no public comment.

c. Update on Strategic Initiatives

Marc' Bady, Chief Inclusion and Empowerment Officer; Mary Helen Caggianelli, Resident Services Manager; Lucinda Walls, Assistant Manager – Resident Empowerment; and Tiffany Mangum, Senior Manager – Strategic Initiatives & Partnerships, presented on this item.

There was no public comment.

d. Real Estate Development Update

Michael Duarte, Chief Real Estate Officer, and Christina Husbands, Director of Real Estate Development, presented on this item.

There was no public comment.

8. ACTION

- a. Consideration of Transfer of Real Estate Proceeds to HRFC

Nicole Diaz, Director of Finance, presented on this item.

COUNTY MOTION: *Commissioner Fuentes moved, seconded by Commissioner Ramos to approve the resolution.*

MOTION PASSED: 5 – 0

CITY MOTION: *Commissioner Vaillancourt moved, seconded by Commissioner Yanez to approve the resolution.*

MOTION PASSED: 5 – 0

- b. Consideration of Request for Additional Funding for Monarch @ Chinatown

Michael Duarte, Chief Real Estate Officer, presented on this item.

COUNTY MOTION: *Commissioner Henry moved, seconded by Commissioner Gallaher to approve the resolution.*

MOTION PASSED: 5 – 0

CITY MOTION: *Commissioner Yanez moved, seconded by Commissioner Williams to approve the resolution.*

MOTION PASSED: 5 – 0

- c. Consideration to Receive and File the 2021 Comprehensive Agency Audit for the Housing Authority of the City of Fresno

Nicole Diaz, Director of Finance, and Ahamadou Alainchar Bocar and Jacky Tangk, consultants from CohnReznick, presented on this item.

CITY MOTION: *Commissioner Vaillancourt moved, seconded by Commissioner Yanez to approve the resolution.*

MOTION PASSED: 5 – 0

- d. Consideration to Receive and File the 2021 Comprehensive Agency Audit for the Housing Authority of Fresno County

Nicole Diaz, Director of Finance, and Ahamadou Alainchar Bocar and Jacky Tangk, consultants from CohnReznick, presented on this item.

COUNTY MOTION: *Commissioner Gallaher moved, seconded by Commissioner Ramos to approve the resolution.*

MOTION PASSED: 5 – 0

- e. Update on and Consideration of Approval of 2023 Agency Plans

Aurora Ibarra, Assistant Director – Housing Choice Voucher, presented on this item.

Chair Jones asked about the 10-business days versus 10-calendar days allowance for Housing Choice Voucher program participants' responses to requests for information from Fresno Housing staff. Ms. Ibarra explained that the first and second requests sent to program participants have a 10-business days response requirement and that the third requests have a 10-calendar day response requirement to ensure more efficient processing of the case.

Commissioner Williams asked how the waitlists work and what happens if an applicant wasn't selected. Ms. Ibarra explained the applicant will have another opportunity to apply when the lists are reopened.

COUNTY MOTION: *Commissioner Henry moved, seconded by Commissioner Gallaher to approve the resolution.*

MOTION PASSED: 5 – 0

CITY MOTION: *Commissioner Kelley moved, seconded by Commissioner Williams to approve the resolution.*

MOTION PASSED: 5 – 0

9. 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 7:45 p.m.

Tyrone Roderick Williams, Secretary to the Boards of Commissioners

BOARD MEMO

TO:	Boards of Commissioners	AUTHOR:	Nicole Diaz
FROM:	Tyrone Roderick Williams, CEO		Director of Finance & Accounting
MEETING DATE:	10/25/2022	DEPARTMENT:	Finance & Accounting
AGENDA ITEM:	6b	MEMO DATE:	10/18/2022
SUBJECT:	Amended Travel and Expense Reimbursement Policy		

Executive Summary

The purpose of this memo is to request approval from the Boards of Commissioners to amend the Agency's Travel and Expense Reimbursement Policy.

The Boards of Commissioners originally adopted the current version of the Travel and Expense Reimbursement Policy on 2/26/2019. Staff has reviewed and made recommended changes (attached herein) to the policy.

Below is a summary of major policy changes:

- Provided the United States General Services Administration (GSA) website that publishes current per diem rates in effect at the time the expense is incurred at the locality where incurred instead of a fixed rate.
- Clarification on reimbursement for room accommodation.

Included with the memo is red-line version of the Travel and Expense Reimbursement Policy.

Fiscal Impact

Dependent upon the volume of travel in a given year and the locality where the expenses are incurred, it is likely that the impact of the policy changes is less than \$10,000 annually.

Recommendation

It is recommended that the Boards of Commissioners approve and adopt the attached amended Travel and Expense Reimbursement Policy.

Travel & Expense Reimbursement Policy

Introduction

The Fresno Housing Authority ("the Agency") recognizes the need for commissioners, employees, and others to conduct business on behalf of the Agency that will require business-related travel and expense costs. The Agency will reimburse its commissioners and employees for travel expenses which are ~~deemed~~ necessary to the ~~economic and efficient~~ operation of the Agency. The current lodging, as well as, per diem rates for meals and incidentals can be found at www.gsa.gov/perdiem. It is the responsibility of commissioners and employees to submit an expense report for such reimbursement.

Purpose

The purpose of this policy is to ~~provide outline~~ the Agency's guidelines for commissioners and employees who incur travel expenses while conducting Agency business. Agency business-related travel must be authorized for reimbursement in advance through the appropriate approval channel(s), as being essential for the operation of Agency programs.

Policy

Common reimbursable business-related expenses include airfare, rental car, bus, taxi or rideshare fares, parking, hotel (lodging), meals, mileage, conference or training registration and/or membership fees, and other types of incidental costs incurred while travelling for business purposes (e.g. baggage handling fee). Requests for approval of travel and training expenses must be submitted on a Travel and Training Request Form no later than 15 days prior to an event. Requests for reimbursement for business-related travel expenses must be submitted within fifteen (15) working days of return from a trip, ~~absent extenuating circumstances~~.

Reviews and audits of approved travel and expense reimbursements will be done on a quarterly basis to ensure ongoing compliance with this policy, and the responsible management and stewardship of Agency funds.

With respect to rates for lodging, airfare and rental cars, business-related travel should be planned as far ahead of time as is feasible, to ensure the lowest possible rates. Reimbursement for travel expenses may be approved only for the cost of the most direct travel route and least cost plan available under normal conditions, and for actual time spent conducting Agency business. Exceptions will be reviewed on a case by case basis.

Revised ~~2/26/2019~~10/25/2022

Lodging / Hotel

Reimbursement for room accommodations may be approved only for actual and necessary expenses. Every effort should be made to acquire reasonable lodging facilities. Excessive rates that are not justified may be reduced by the expense approver.

If the room accommodation is associated with a conference and the commissioner or employee is staying at the hotel designated as the conference headquarters hotel, the reimbursement rate shall be based on the single room rate charged at the headquarters hotel for the conference.

If the room accommodation is associated with a conference and is obtained at a hotel other than the conference hotel, the commissioner or employee shall be entitled to reimbursement at a rate no higher than the current per diem rate in effect at the time the expense is incurred at the locality where incurred, as established by the United States General Services Administration (GSA).

If the room accommodation is not associated with a conference, but is associated with Agency business, then the commissioner or employee shall be entitled to a reimbursement rate equal to the current per diem rate in effect at the time the expense is incurred, at the locality where incurred, as established by the GSA. If lodging cannot be found at a rate equal to or lower than the GSA per diem rate, then the commissioner or employee will need to attest to why they were unable to find lodging at the established rate. Once such an attestation is made with the Travel and Training Request Form or the Travel Reimbursement Form, the commissioner or employee will be reimbursed at the single room rate for the accommodation.

This policy does not preclude the commissioner or employee from securing accommodations that are more expensive; rather it establishes the maximum reimbursement that will be afforded by the Agency.

Mileage Reimbursement for use of Personal Vehicle

The Agency will reimburse commissioners and employees for the use of their personal vehicle when it is used to conduct business on behalf of the Agency. Requests for mileage reimbursement should be accompanied by a route map showing the route(s) driven and business-related mileage totals minus the employee's normal daily commute to and from work. The mileage reimbursement rate published by the Internal Revenue Service (IRS) will be checked annually and the Agency's reimbursement rate will be adjusted accordingly.

Per Diem for Meals and Incidental Expenses

The allowance for business-related meals will be calculated on a per diem basis. as established by the United States General Services Administration (GSA). The current per diem rates can be found at www.gsa.gov/perdiem. When you submit your Travel and Training Request or Travel Reimbursement a copy of the GSA per diem schedule is to be attached. The daily reimbursement rate for meals is \$71.00 per day, and the expense allowance guideline for individual meals during business-related travel, will be as follows:

Formatted: Font: 10 pt

Formatted: Font: 10 pt

Formatted: Font: 10 pt

Revised 2/26/201910/25/2022

- a. ~~Breakfast: \$18.00~~
- b. ~~Lunch: \$19.00~~
- c. ~~Dinner: \$34.00~~

Formatted: No bullets or numbering

Meal allowances include tax and gratuities for meals. No reimbursements shall be made for meals included within conference or training registration fees paid by the Housing Authority. In claiming reimbursement, employees are expected to reasonably account for the beginning and end times of the trip. For example, breakfast is not allowed on the day of departure unless the trip starts prior to 7:00 a.m. Dinner is not allowed on the day of return unless the trip ends ~~after~~ later than 7:00 p.m.

Individual reimbursement for meals may exceed the maximum allowable amount (indicated above) if one of the following conditions exists: (i) A meal is a scheduled event at a conference or training and a receipt and appropriate approval are submitted to document the amount above the standard allowance. (ii) There are unique circumstances which require meal expenses not covered in this policy.

No reimbursements will be made for ~~personal items, personal services or~~ alcoholic beverages.

Formatted: Font: 10 pt, Font color: Auto

Professional Development

Conference and training registration and/or membership fees are allowed when attendance is in the direct interest of performing Agency work. When attending, commissioners and employees are expected to attend and participate to the fullest extent possible.

All claims for reimbursement of travel expenses except business-related meals ~~and incidentals~~ shall be supported by receipts and/or other documentation of actual expenses. Other expenses shall be documented by a listing of each item which includes a description of the item, the date and place the expense was incurred, and the cost of the item. Requests for reimbursement shall be submitted within fifteen (15) work days of return from trip ~~absent extenuating circumstances.~~

Formatted: Font: 10 pt, Font color: Auto

Travel advances (i.e., monies received by an employee or commissioner "in advance" of a trip) may be directly prepaid by the Agency and may be granted for approved travel to cover reasonable travel related expenses, following approval of travel plan by the Executive or ~~D~~department Director.

Upon return from a trip when a travel advance has been provided, the employee or commissioner shall complete and submit an expense report form within fifteen (15) days of return from the trip. In the event an advance exceeds actual expenses, a remittance must accompany the completed Expense Reimbursement Voucher. Failure to comply with these expense reimbursement policies and procedures may result in ineligibility for future advances and/or for reimbursement of expenses.

Expense Reimbursement Vouchers may be obtained and/or completed on the Agency's Intranet site. Completed expense reports shall be reviewed and signed by the employee's department head, sent to the Accounting Department for verification, signed by the Executive Director or designee, then processed for reimbursement.

Revised ~~2/26/2019~~10/25/2022

Responsibility

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

Revised ~~2/26/2019~~ 10/25/2022

RESOLUTION NO. _____

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

RESOLUTION TO APPROVE THE AMENDED TRAVEL AND EXPENSE
REIMBURSEMENT POLICY

WHEREAS, the Housing Authority of the City of Fresno adopted the current Travel and Expense Reimbursement Policy on 2/26/2019; and

WHEREAS, the aforementioned Travel and Expense Reimbursement Policy is revised to include the United State General Services Administration (GSA) website that provides the current per diem rate.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno does hereby approve the amended Travel and Expense Reimbursement Policy.

PASSED AND ADOPTED THIS 25th DAY OF OCTOBER 2022. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

Tyrone Roderick Williams, Secretary of the Boards of Commissioners

RESOLUTION NO. _____

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF FRESNO COUNTY

**RESOLUTION TO APPROVE AMENDED TRAVEL AND EXPENSE REIMBURSEMENT
POLICY**

WHEREAS, the Housing Authority of the County of Fresno adopted the current Travel and Expense Reimbursement Policy on 2/26/2019; and

WHEREAS, the aforementioned Travel and Expense Reimbursement Policy is revised to include the United State General Services Administration (GSA) website that provides the current per diem rate.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County does hereby approve the amended Travel and Expense Reimbursement Policy.

PASSED AND ADOPTED THIS 25th DAY OF OCTOBER 2022. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

Tyrone Roderick Williams, Secretary of the Boards of Commissioners

BOARD MEMO

TO: Boards of Commissioners
FROM: Tyrone Roderick Williams, CEO
MEETING DATE: 10/25/2022
AGENDA ITEM: 6c
SUBJECT: Consideration of the Policy Against Harassment and Discrimination

AUTHOR: Jeff Cardell
Director of Human Resources
DEPARTMENT: Human Resources
MEMO DATE: 10/13/2022

Executive Summary

The purpose of this memo is to ask the Boards of Commissioners to approve the Policy Against Harassment and Discrimination Policy.

In summary, the Policy Against Harassment and Discrimination is being revised to update the listing of protected characteristics and provide additional examples of harassment.

Recommendation

It is recommended that the Boards of Commissioners approve and adopt the revised Policy Against Harassment and Discrimination.

Fiscal Impact

There is no fiscal impact associated with adoption of the Policy Against Harassment and Discrimination.

Background Information

Harassment, discrimination and retaliation, in employment are prohibited by state and federal laws. Consistent with these legal requirements the Agency maintains a Policy Against Harassment and Discrimination. Periodically the policy is reviewed to ensure it remains current and provides relevant guidance to all Agency employee and supervisors. The policy was reviewed by the Agency's employment law counsel before it was provided to the Senior Leaders as well as the Union.

By approving the revised Policy Against Harassment and Discrimination, the Agency is recognizing dress or grooming practices as protected characteristics as well as clarifying that religious creed includes religious belief, observance and practice. The policy further clarifies that the protected characteristic of sex includes pregnancy, childbirth, breast feed or any medical

FRESNO HOUSING

conditions related thereto and that the protected characteristic of age applies to those that are forty years of age or older.

In addition, the revised policy clarifies that quid pro quo harassment may occur when submission to such harassment is either implicit or explicit, an assault or inappropriate physical contact are examples of physical harassment and that harassment may occur as a result of posting on a variety of social media platforms.

Policy Against Harassment and Discrimination

Introduction

The Fresno Housing Authority (the "Agency") strives to create and maintain a work environment in which people are treated with dignity, decency and respect. The environment of the Agency should be characterized by mutual trust and the absence of intimidation, oppression and exploitation. Employees should be able to work and learn in a safe, yet stimulating atmosphere. Therefore, the Agency expects that all relationships among persons in the office be professional and free of bias, prejudice and harassment. The accomplishment of this goal is essential to the mission of the Agency. For that reason, the Agency will not tolerate harassment or discrimination of any kind. Through enforcement of this policy and procedure and by education of its employees, the Agency will seek to prevent, correct and discipline any behavior that violates this policy.

This policy applies to all applicants and employees, whether related to conduct engaged in by fellow employees or by someone not directly connected to the Agency (e.g., an outside vendor, independent contractor, consultant, or customer). Conduct prohibited by this policy is unacceptable in the workplace and in any work-related setting outside the workplace, such as during business trips, business meetings and business-related social events.

Purpose

The Agency has developed this policy to ensure that all its employees can work in an environment free from harassment, discrimination and retaliation. The Agency will make every reasonable effort to ensure that all concerned are familiar with this policy and are aware that any complaint in violation of this policy will be investigated and resolved appropriately, as outlined in the Harassment and Discrimination Complaint Procedure.

This policy applies to all Agency employees, officers, and commissioners, as well as to persons not directly connected to the Agency (e.g., an outside vendor, independent contractor, consultant, or customer). An employee's failure to comply with this policy may result in disciplinary action up to and including termination. Persons who violate this policy may also be subject to civil damages or criminal penalties. Individual commissioners who violate this policy may be sanctioned by the Board or, depending upon the violation, may be subject to penalty by federal, state, or local regulatory bodies.

Anyone who has questions or concerns about this policy should speak with the Human Resources Manager or a member of management.

Policy

The Agency shall not engage in or tolerate discrimination or harassment against employees or applicants

Revised October 25, 2022

for employment on the basis of actual or perceived race, religious creed (including religious belief, observance, and practice; and dress or grooming practices), color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex (including pregnancy, childbirth, breast feeding, or medical condition related to pregnancy, childbirth, or breastfeeding), gender, gender identity, gender expression, age (40 or older), sexual orientation, or military and veteran status (including past, current, or prospective service in the uniformed services) or any other basis protected by federal, state, and local law (these characteristics shall hereinafter be referred to collectively as "Protected Characteristics"). All employees or applicants for employment are to be treated with respect and dignity. It is the responsibility of all employees to adhere to and implement this policy. The Agency has zero tolerance for any conduct that violates this policy. Conduct need not rise to the level of a violation of the law to violate this policy. Instead, an employee's failure to follow the policy provides grounds for disciplinary action up to and including termination of employment or vendor contracts.

Persons who believe they have experienced any form of discrimination or harassment are encouraged to report this conduct to the Human Resources Manager or a member of management immediately.

Objective

The objective of the Agency in implementing and enforcing this policy is to define workplace harassment and discrimination, prohibit inappropriate conduct in all forms, carry out appropriate disciplinary measures in the case of violations of this policy, and provide procedures for the lodging and investigation of complaints regarding conduct that violates this policy.

The Agency, in compliance with all applicable federal, state and local anti-discrimination and harassment laws and regulations, enforces this policy in accordance with the following definitions and guidelines:

Discrimination

It is a violation of this policy to discriminate in the provision of employment opportunities, benefits or privileges; to create discriminatory work conditions; or to use discriminatory evaluative standards in employment if the basis of that discriminatory treatment is, in whole or in part, based on the person's Protected Characteristics.

Discrimination is prohibited by a variety of federal, state and local laws including, but not limited to, the Fair Employment and Housing Act, Title VII of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and the Americans with Disabilities Act Amendments Act of 2008. This policy is intended to comply with the prohibitions stated in these anti-discrimination laws.

Harassment

The Agency prohibits harassment, including sexual harassment, of any kind, and will take appropriate and immediate action in response to complaints or knowledge of violations of this policy. For purposes of this policy, harassment is any verbal or physical conduct designed to threaten, intimidate or coerce an employee, co-worker or any person working for or on behalf of the Agency.

Revised October 25, 2022

The following examples of harassment are intended to be guidelines and are not exclusive when determining whether there has been a violation of this policy:

- Verbal harassment includes comments that are offensive or unwelcome regarding a person’s actual or perceived Protected Characteristics, including epithets, slurs and negative stereotyping.
- Nonverbal harassment includes distribution, display or discussion of any written or graphic material that ridicules, denigrates, insults, belittles or shows hostility, aversion or disrespect toward an individual or group because of actual or perceived Protected Characteristics, .
- Physical harassment includes assault or inappropriate physical contact.

Sexual Harassment

Sexual harassment is a form of unlawful employment discrimination and is prohibited under this policy. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when submission to or rejection of such conduct is used as the basis for employment decisions or such conduct has the purpose or effect of creating an intimidating, hostile or offensive working environment.

There are two types of sexual harassment:

- “Quid pro quo” harassment, where submission to harassment is implicitly or explicitly used as the basis for employment decisions (e.g., employee benefits such as raises, promotions and better working hours, etc.). Only someone in a supervisory capacity (with the authority to grant such benefits) can engage in quid pro quo harassment.
- “Hostile work environment” occurs where harassment creates an offensive and unpleasant working environment. A hostile work environment can be created by anyone in the work environment, whether it be supervisors, other employees, customers, or vendors. A hostile work environment can occur where an employee is subjected to verbiage of a sexual nature, unwelcome sexual materials, unwelcome physical contact, etc., as a regular part of the work environment.

Sexual harassment may take different forms. The following examples of sexual harassment are intended to be guidelines and are not exclusive when determining whether there has been a violation of this policy:

- Verbal sexual harassment includes innuendoes, suggestive comments, jokes of a sexual nature, sexual propositions, lewd remarks and threats; requests for any type of sexual favor (this includes repeated, unwelcome requests for dates); and verbal abuse or “kidding” that is sexual in nature and unwelcome.
- Nonverbal sexual harassment includes the distribution, display or discussion of any written or graphic material, including calendars, posters and cartoons that are sexually suggestive or show hostility toward an individual or group because of sex; suggestive or insulting sounds; leering; staring; whistling; obscene gestures; content in letters and notes, facsimiles, e-mail, photos, text messages, tweets and internet postings (for example, derogatory statements or sexually suggestive

Revised October 25, 2022

postings made in any social media platform including Facebook Twitter, Instagram, Snapchat, TikTok, etc.); or other form of communication that is sexual in nature and offensive.

- Physical sexual harassment includes unwelcome physical contact, including touching, tickling, pinching, patting, brushing up against, hugging, massaging, cornering, kissing, fondling, etc.

Retaliation

The Agency encourages all employees to utilize this policy and the complaint procedure and prohibits any form of retaliation in this regard. Specifically, no reprisals, intimidation, forms of discipline, or any other form of retaliation may be imposed on an employee in response to:

- Filing or responding to a bona fide complaint of harassment or discrimination;
- Appearing as a witness in the investigation of a complaint of harassment or discrimination; and/or,
- Serving as an investigator of a complaint of harassment or discrimination.

The examples above are intended to be guidelines and are not exclusive when determining whether there has been a violation of this policy. Any person who engages in retaliation will be subject to disciplinary action up to and including termination of employment.

Consensual Romantic or Intimate Relationships

The Agency strongly discourages romantic or intimate relationships between a manager or other supervisory employee and his or her staff (an employee who reports directly or indirectly to that person) because such relationships tend to create compromising conflicts of interest or the appearance of such conflicts. In addition, such a relationship may give rise to the perception by others that there is favoritism or bias in employment decisions affecting the employee. The atmosphere created by such appearances of bias, favoritism, intimidation, coercion or exploitation undermines the spirit of trust and mutual respect that is essential to a healthy work environment.

If any employee of the Agency enters into a consensual relationship that is romantic or intimate in nature with a member of his or her staff (an employee who reports directly or indirectly to him or her), or if one of the parties is in a supervisory capacity in the same department in which the other party works, the parties must notify the Human Resources Manager or other appropriate director/officer. Because of potential issues regarding quid pro quo harassment, the Agency has made reporting of these types of consensual relationships mandatory. This requirement does not apply to employees who do not work in the same department or to parties who do not supervise or otherwise manage responsibilities over the other.

Once the relationship is made known to the Agency, the Agency will review the situation with Human Resources in light of all the facts (reporting relationship between the parties, effect on co-workers, job titles of the parties, etc.) and will determine whether one or both parties should be moved to another job or department. This determination will be based on which move will be least disruptive to the Agency as a whole. If it is determined that one or both parties must be moved, but no other jobs are available for either party, the parties will be given the option of terminating their relationship or resigning.

Revised October 25, 2022

Responsibility

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

RESOLUTION No. _____

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF THE CITY OF FRESNO

**RESOLUTION TO APPROVE THE AMENDED POLICY AGAINST HARASSMENT
AND DISCRIMINATION**

WHEREAS, the Board of Commissioners approved the Policy Against Harassment and Discrimination on August 27, 2014; and

WHEREAS, the Policy Against Harassment and Discrimination is being amended to ensure consistency with applicable laws and regulations.

NOW, THEREFORE, BE IT RESOLVED THAT the governing body of the above agency does hereby approve the amended Policy Against Harassment and Discrimination.

PASSED AND ADOPTED THIS 25th day of October, 2022, by the following vote,
to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tyrone Roderick Williams, Secretary of the Board of Commissioners

RESOLUTION No. _____

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

**RESOLUTION TO APPROVE THE AMENDED POLICY AGAINST HARASSMENT
AND DISCRIMINATION**

WHEREAS, the Board of Commissioners approved the Policy Against Harassment and Discrimination on August 27, 2014; and

WHEREAS, the Policy Against Harassment and Discrimination is being amended to ensure consistency applicable laws and regulations.

NOW, THEREFORE, BE IT RESOLVED THAT the governing body of the above agency does hereby approve the amended Policy Against Harassment and Discrimination.

PASSED AND ADOPTED THIS 25th day of October, 2022, by the following vote,
to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tyrone Roderick Williams, Secretary of the Board of Commissioners

BOARD MEMO

TO:	Boards of Commissioners	AUTHOR:	Harkiran Kaur
FROM:	Tyrone Roderick Williams, CEO		Assistant Project Manager
MEETING DATE:	10/25/2022	DEPARTMENT:	Real Estate Development
AGENDA ITEM:	6d	MEMO DATE:	10/18/2022
SUBJECT:	Approval to Submit Rental Assistance Demonstration (RAD) Application for Low-Income Public Housing (LIPH) Units located in Del Rey, CA		

Executive Summary

The purpose of this Board memo is to request approval to submit a Rental Assistance Demonstration (RAD) application to the Department of Housing and Urban Development (HUD) for the conversion of existing Low-Income Public Housing (LIPH) units in Del Rey, CA. The RAD application will allow a future transfer of assistance from federally subsidized public housing to project-based voucher assistance or project-based rental assistance. The transfer of assistance may involve relocation from existing LIPH units to new units to be constructed in Del Rey, CA, a project that is currently in the pre-development stage. This application may lead to HUD providing a Commitment to Enter into a Housing Assistance Payments (CHAP) which reserves the ability to convert via RAD. However, the CHAP does not obligate Fresno Housing to pursue a redevelopment project.

Recommendations

It is recommended that the Board of Commissioners of Fresno Housing adopt the attached resolution authorizing staff to submit a RAD application to HUD for 30 units at the Del Rey Apartments located at 5662 S. Oaklane Avenue, Del Rey, CA (Conversion of 30 units in County AMP CA028000002P) and authorize Tyrone Roderick Williams, the Chief Executive Officer, Michael Duarte, the Chief Real Estate Officer, or their designee to execute any and all ancillary documents connected herewith.

Fiscal Impact

No fiscal impact is associated with submission of the RAD application.

Background Information

There is a plan in progress for the development of new affordable housing units in Del Rey, to which current residents of the existing public housing may have the option to relocate. The Del Rey Apartments, constructed in 1966, is comprised of 30 Low-Income Public Housing units, consisting of 8- two bedroom units, 12-three bedroom units, 8- four bedroom units, and 2- five bedroom units.

FRESNO HOUSING

FH Staff is working on potentially rezoning a vacant land property it owns in Del Rey which could be a site to redevelop the LIPH utilizing RAD. The subject property is an 18.8-acre parcel (APN 350-080-68) on Jefferson Ave, a few blocks northwest of the existing LIPH units. Two meetings took place in mid-2021 to inform residents of the intention to submit a RAD application. Due to lack of attendance, Staff has plans in place to conduct additional resident engagement meetings in late 2022 and early 2023.

Site Name	County AMP #	Location	Unit Count
Del Rey Apartments	CA028000002P	Del Rey	30

RESOLUTION NO. _____

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF FRESNO COUNTY, CALIFORNIA

**RESOLUTION APPROVING THE HOUSING AUTHORITY OF FRESNO COUNTY TO
SUBMIT A RENTAL ASSISTANCE DEMONSTRATION (RAD) APPLICATION TO THE
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR THE DEL REY
APARTMENTS (COUNTY AMP CA028000002P)**

WHEREAS, the Housing Authority of Fresno County, California (“the Agency”) seeks to develop, deliver, and expand access to affordable housing opportunities to low income individuals within Fresno County; and

WHEREAS, the U.S. Department of Housing and Urban Development has an established Rental Assistance Demonstration (RAD) program that allows the conversion of public housing subsidy, which the Agency has been utilizing since 2014; and

WHEREAS, the Del Rey Apartments, constructed in 1966, provides 30 Low-Income Public Housing units, consisting of 8-two bedroom units, 12-three bedroom units, 8-four bedroom units, and 2-five bedroom units; and

WHEREAS, the conversion of the public housing federal assistance to Section 8 project-based vouchers or project-based rental assistance via the RAD program will allow the redevelopment of the Del Rey Apartments units, potentially in a new location with the intention of better serving its residents; and

WHEREAS, staff anticipates the completion of informational sessions with Del Rey residents who may be affected by the submission of a RAD application and redevelopment plans; and

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County, California, hereby authorize the submission of a Rental Assistance Demonstration (RAD) application to the U.S. Department of Housing and Urban Development for the Del Rey Apartments (County AMP CA028000002P), and authorizes Tyrone Roderick Williams, Chief Executive Officer, Michael Duarte, Chief Real Estate Officer, or their designee to execute all contracts and ancillary documents in connection therewith.

PASSED AND ADOPTED THIS 25TH DAY OF OCTOBER 2022. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tyrone Roderick Williams, Secretary of the Boards of Commissioners

BOARD MEMO

TO: Boards of Commissioners
FROM: Tyrone Roderick Williams, CEO
MEETING DATE: 10/25/2022
AGENDA ITEM: 6e
SUBJECT: Authorize Tyrone Roderick Williams as Authorized Signer for HCD Homekey projects – Promesa Commons (fka Sun Lodge), Step Up on 99, Golden State Triage Center, Journey Home

AUTHOR: Dave Brenner
DEPARTMENT: Real Estate Development
MEMO DATE: 10/18/2022

Executive Summary

The purpose of this Board memo is to request that Tyrone Roderick Williams be recognized as the authorized signer of the four (4) Homekey grants received in December 2020, as listed below:

- Day's Inn, aka Sun Lodge, aka Promesa Commons – 1101 N Parkway Drive, Fresno, 93728
- Motel 99, aka Step Up on 99 – 1240 N Crystal Avenue, Fresno, 93728
- Parkside Inn, aka Golden State Triage Center – 1415 W Olive Avenue, Fresno, 93728
- Welcome Inn, aka Journey Home – 777 N Parkway Drive, Fresno, 93728

The Agency utilized funding from the California Department of Housing and Community Development (HCD) to acquire and transform the 4 properties into interim shelter housing. In total, the Agency signed Standard Agreements accepting \$20,183,191 from the Department. HCD now intends to update the Standard Agreements executed at the time of acquisition to account for new authorized signatories and changes to the projects, most notably the ongoing conversion of Sun Lodge, formerly Day's Inn, into permanent affordable housing (Promesa Commons).

This Board action will authorize Tyrone Roderick Williams as the signer on behalf of the Housing Authority of the City of Fresno, California and any single purpose limited partnerships that have, or may be formed, to operate these four properties.

Recommendation

It is recommended that the Boards of Commissioners of Fresno Housing adopt the attached resolution authorizing Tyrone Roderick Williams, Chief Executive Officer, Michael Duarte, Chief Real Estate Officer, or their designee to negotiate and execute documents in connection with the following approved actions:

1. Authorize Tyrone Roderick Williams, the Chief Executive Officer, Michael Duarte, the Chief Real Estate Officer, or their designees to execute documents on behalf of the Housing Authority of the City of Fresno, California, directly and within the role of aforementioned limited partnerships; and
2. Provide for other matters related thereto.

FRESNO HOUSING

Fiscal Impact

There is no fiscal impact associated with this action.

Background Information

Sun Lodge, formerly Day's Inn, was acquired and rehabilitated in December 2020, with a \$5,858,799 Homekey grant. In June, 2022, the property started conversion and reconstruction to permanent affordable housing. The property, now known as Promesa Commons, will feature 64 units and a mixed income population ranging from 30% AMI (including former Homekey families) up to 60% AMI.

Step Up on 99, formerly Motel 99, was acquired and rehabilitated in December 2020, with a \$5,259,125 Homekey grant. A conversion plan featuring a mix of new construction and rehabilitation for a total of 63 permanent affordable housing units has received approval from the City of Fresno. The project was submitted to the California Tax Credit Allocation Committee in June, 2022, but was not within the funding range.

Golden State Triage Center, formerly Parkside Inn, was acquired and rehabilitated in December 2020, with a \$3,759,124 Homekey grant. A conversion plan featuring a mix of new construction and rehabilitation for a total of 39 permanent affordable housing units is currently under review from the City of Fresno.

Journey Home, formerly Welcome Inn, was acquired and rehabilitated in December 2020, with a \$5,306,163 Homekey grant. Transformation planning for Welcome Inn is pending the outcome of the Parkway Drive Master Plan, which is currently being crafted by PlaceWorks.

Past Board Action

- August 2020 –Resolutions of the Governing Body of the Housing Authority of the City of Fresno, California, Authorizing Application to the Homekey Program – Day's Inn, Motel 99, Parkside Inn, Welcome Inn
- September 2020 –Updated Resolutions of the Governing Body of the Housing Authority of the City of Fresno, California, Authorizing Application to the Homekey Program – Day's Inn, Motel 99, Parkside Inn, Welcome Inn
- November 2021 – Resolution Approving the Assignment to and Authorization by Silvercrest, Inc. for the Acquisition of Real Property and Execution of Documents from the California Department of Housing and Community Development – Day's Inn, Motel 99, Parkside Inn, Welcome Inn

RESOLUTION NO. _____

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF THE CITY OF FRESNO, CALIFORNIA

RESOLUTION TO RECOGNIZE AUTHORIZED SIGNATORY OF 2020 HOMEKEY GRANTS FROM THE BOARD OF COMMISSIONERS FOR PROMESA COMMONS/SUN LODGE/DAY'S INN, 1101 N PARKWAY DRIVE, FRESNO (APN: 449-270-41), STEP UP ON 99/MOTEL 99, 1240 N CRYSTAL AVENUE, FRESNO (APN: 449-232-02, 449-232-01), GOLDEN STATE TRIAGE CENTER/PARKSIDE INN, 1415 W OLIVE AVENUE, FRESNO (APN: 449-270-56), JOURNEY HOME/WELCOME INN, 777 N PARKWAY DRIVE, FRESNO (APN: 449-335-19, 449-342-01)

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

WHEREAS, in December 2020, the Agency executed Standard Agreement with the California Department of Housing and Community Development ("HCD") for the acquisition of four motels under the Homekey program; and

WHEREAS, the Sun Lodge/Promesa Commons/Day's Inn is located at 1101 N Parkway Drive, Fresno, California, on approximately 2.60 acres, and received \$5,259,125 in Homekey grant funds; and

WHEREAS, the Step Up on 99/Motel 99 is located at 1240 N Crystal Avenue, Fresno, California, on approximately 1.61 acres, and received \$5,858,779 in Homekey grant funds; and

WHEREAS, the Golden State Triage Center/Parkside Inn is located at 1415 W Olive Avenue, Fresno, California, on approximately 1.94 acres, and received \$3,759,124 in Homekey grant funds; and

WHEREAS, the Journey Home/Welcome Inn is located at 777 N Parkway Drive, Fresno, California, on approximately 0.95 acres, and received \$5,306,163 in Homekey grant funds; and

WHEREAS, the redevelopment of these properties envisions their conversion into permanent affordable housing with some Homekey units remaining onsite and some being provided at additional off-site locations; and

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County, California hereby authorizes Tyrone Roderick Williams, Chief

Executive Officer, Michael Duarte, Chief Real Estate Officer, or their designee, to negotiate and execute documents in connection with the approved actions.

1. To Recognize and Authorize Tyrone Roderick Williams as signer for the Housing Authority of the City of Fresno, California on behalf of Sun Lodge/Promesa Commons/Day's Inn, Golden State Triage Center/Parkside Inn, Step Up on 99/Motel 99, Journey Home/Welcome Inn
2. Authorize Tyrone Roderick Williams, the Chief Executive Office, Michael Duarte, Chief Real Estate Officer, or their designees to execute documents on behalf of the Housing Authority of City of Fresno, California; and in the name of the Administrative General Partners, on its own behalf; or as administrative general partner of the Partnership; and
3. Provide for other matters related thereto.

PASSED AND ADOPTED THIS 25TH DAY OF OCTOBER 2022. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tyrone Roderick Williams, Secretary of the Boards of Commissioners

AUTHORIZING RESOLUTION

Resolution No.: HK00008 – Motel 99

A RESOLUTION OF THE GOVERNING BODY OF HOUSING AUTHORITY OF THE CITY OF FRESNO, CALIFORNIA AUTHORIZING APPLICATION TO THE HOMEKEY PROGRAM

WHEREAS:

- A. The Department of Housing and Community Development (Department) issued a Notice of Funding Availability (“**NOFA**”), dated July 16, 2020, for the Homekey Program (“**Homekey**” or “**Homekey Program**”). The Department has issued the NOFA for Homekey grant funds pursuant to Health and Safety Code section 50675.1.1 (Assem. Bill No. 83 (2019-2020 Reg. Sess.), § 21.)
- B. Housing Authority of the City of Fresno, California (“**Applicant**”) applied for and was awarded Homekey grant funds.
- C. The Department is authorized to administer Homekey pursuant to the Multifamily Housing Program (Chapter 6.7 (commencing with Section 50675) of Part 2 of Division 31 of the Health and Safety Code). Homekey funding allocations are subject to the terms and conditions of the NOFA, the Application, the Department-approved STD 213, Standard Agreement (“**Standard Agreement**”), and all other legal requirements of the Homekey Program.

THEREFORE, IT IS RESOLVED THAT:

1. Applicant is hereby authorized and directed to execute documentation in regards to an Application previously submitted to the Department in response to the NOFA, dated July 16, 2020, and to utilize Homekey grant funds in a total amount not to exceed \$5,259,125. That amount includes \$5,259,125 for capital expenditures (as allowed under Health and Saf. Code, § 50675.1.1, subd. (a)(1)-(6)) and \$ 0 for a capitalized operating subsidy (as allowed under Health and Saf. Code, § 50675.1.1, subd. (a)(7)).
2. Applicant is hereby authorized and directed to enter into, execute, modify, and deliver a Standard Agreement in a total amount not to exceed \$5,259,125, any and all other documents required or deemed necessary or appropriate to secure the Homekey funds from the Department and to participate in the Homekey Program, and all amendments thereto (collectively, the “**Homekey Documents**”).
3. Applicant acknowledges and agrees that it shall be subject to the terms and conditions specified in the Standard Agreement, and that the NOFA and Application will be incorporated in the Standard Agreement by reference and made a part thereof. Any and all activities, expenditures, information, and timelines represented in the Application are enforceable through the Standard Agreement. Funds are to be used for the allowable expenditures and activities identified in the Standard Agreement.
4. Chief Executive Officer, or his designee, is authorized to execute the Standard Agreement and the Homekey Documents on behalf of Applicant for participation in the Homekey Program.

PASSED AND ADOPTED this 25th day of October, 2022, by the following vote:

AYES: _____ NAYES: _____ ABSTAIN: _____ ABSENT: _____

The undersigned, Tyrone Roderick Williams, Chief Executive Officer of Applicant, does hereby attest and certify that the foregoing is a true and full copy of a resolution of the governing body adopted at a duly convened meeting on the date above-mentioned, and that the resolution has not been altered, amended, or repealed.

SIGNATURE:	DATE: October 25, 2022
NAME: Tyrone Roderick Williams	TITLE: Chief Executive Officer

NOTICE AND INSTRUCTIONS

1. **Notice.** The Department is providing this template Authorizing Resolution as informational guidance only. The Department encourages each Applicant to consult with professional legal counsel during the development of its own formal, legally binding statement that it is authorized to apply to and participate in the Homekey Program.
 - a. Please note, however, that any limitations or conditions on the authority of the signatory or signatories to execute the Application or the Homekey Documents may result in the Department rejecting the Authorizing Resolution.
2. **Accuracy, Verification.** The Department will verify that this Authorizing Resolution comports with the legal authority and composition of Applicant's governing body. Applicant must timely notify the Department, in writing, of any factors that limit its ability to provide an Authorizing Resolution which is materially in line with this template.
3. **Dollar Amounts of Grant Awards.** The Department recommends identifying an authorized dollar amount that is at least double the anticipated award (based on current formula calculations). Award amounts are subject to change. If Applicant is ultimately awarded an amount in excess of the amount identified in the Authorizing Resolution, the Department will require a new Authorizing Resolution from Applicant before execution of a Standard Agreement.
4. **Authorized Signatory or Signatories, Designee.** Applicant, as a Local Public Entity, may designate an authorized signatory by title only. In addition, Applicant may authorize multiple signatories, so long as there is clarifying language as to whether the signatories are authorized to execute the Homekey Documents individually or collectively. In addition, Applicant may authorize a designee of the authorized signatory to execute the Homekey Documents. In such case, Applicant must append a supporting document (e.g., memorandum, meeting notes of official action), which indicates the name and title of the designee who is authorized to legally bind the governing body.
5. **Vote Count.** Please fill out the field by every voting category (i.e., Ayes, Nays, Abstain, Absent). If none, please indicate zero (0) for that field. The vote count must comport with the legal authority and membership of the Applicant's governing body.
6. **Certification of Authorizing Resolution.** The individual who certifies the Authorizing Resolution cannot also be authorized to execute the Homekey Documents on behalf of Applicant.

AUTHORIZING RESOLUTION

Resolution No.: HK00006 – Day's Inn

A RESOLUTION OF THE GOVERNING BODY OF HOUSING AUTHORITY OF THE CITY OF FRESNO, CALIFORNIA AUTHORIZING APPLICATION TO THE HOMEKEY PROGRAM

WHEREAS:

- A. The Department of Housing and Community Development (Department) issued a Notice of Funding Availability ("**NOFA**"), dated July 16, 2020, for the Homekey Program ("**Homekey**" or "**Homekey Program**"). The Department has issued the NOFA for Homekey grant funds pursuant to Health and Safety Code section 50675.1.1 (Assem. Bill No. 83 (2019-2020 Reg. Sess.), § 21.)
- B. Housing Authority of the City of Fresno, California ("**Applicant**") applied for and was awarded Homekey grant funds.
- C. The Department is authorized to administer Homekey pursuant to the Multifamily Housing Program (Chapter 6.7 (commencing with Section 50675) of Part 2 of Division 31 of the Health and Safety Code). Homekey funding allocations are subject to the terms and conditions of the NOFA, the Application, the Department-approved STD 213, Standard Agreement ("**Standard Agreement**"), and all other legal requirements of the Homekey Program.

THEREFORE, IT IS RESOLVED THAT:

1. Applicant is hereby authorized and directed to execute documentation in regards to an Application previously submitted to the Department in response to the NOFA, dated July 16, 2020, and to utilize Homekey grant funds in a total amount not to exceed \$5,858,779. That amount includes \$5,858,779 for capital expenditures (as allowed under Health and Saf. Code, § 50675.1.1, subd. (a)(1)-(6)) and \$ 0 for a capitalized operating subsidy (as allowed under Health and Saf. Code, § 50675.1.1, subd. (a)(7)).
2. Applicant is hereby authorized and directed to enter into, execute, modify, and deliver a Standard Agreement in a total amount not to exceed \$5,858,779, any and all other documents required or deemed necessary or appropriate to secure the Homekey funds from the Department and to participate in the Homekey Program, and all amendments thereto (collectively, the "**Homekey Documents**").
3. Applicant acknowledges and agrees that it shall be subject to the terms and conditions specified in the Standard Agreement, and that the NOFA and Application will be incorporated in the Standard Agreement by reference and made a part thereof. Any and all activities, expenditures, information, and timelines represented in the Application are enforceable through the Standard Agreement. Funds are to be used for the allowable expenditures and activities identified in the Standard Agreement.
4. Chief Executive Officer, or his designee, is authorized to execute the Standard Agreement and the Homekey Documents on behalf of Applicant for participation in the Homekey Program.

PASSED AND ADOPTED this 25th day of October, 2022, by the following vote:

AYES: _____ NAYES: _____ ABSTAIN: _____ ABSENT: _____

The undersigned, Tyrone Roderick Williams, Chief Executive Officer of Applicant, does hereby attest and certify that the foregoing is a true and full copy of a resolution of the governing body adopted at a duly convened meeting on the date above-mentioned, and that the resolution has not been altered, amended, or repealed.

SIGNATURE:	DATE: October 25, 2022
NAME: Tyrone Roderick Williams	TITLE: Chief Executive Officer

NOTICE AND INSTRUCTIONS

1. **Notice.** The Department is providing this template Authorizing Resolution as informational guidance only. The Department encourages each Applicant to consult with professional legal counsel during the development of its own formal, legally binding statement that it is authorized to apply to and participate in the Homekey Program.
 - a. Please note, however, that any limitations or conditions on the authority of the signatory or signatories to execute the Application or the Homekey Documents may result in the Department rejecting the Authorizing Resolution.
2. **Accuracy, Verification.** The Department will verify that this Authorizing Resolution comports with the legal authority and composition of Applicant's governing body. Applicant must timely notify the Department, in writing, of any factors that limit its ability to provide an Authorizing Resolution which is materially in line with this template.
3. **Dollar Amounts of Grant Awards.** The Department recommends identifying an authorized dollar amount that is at least double the anticipated award (based on current formula calculations). Award amounts are subject to change. If Applicant is ultimately awarded an amount in excess of the amount identified in the Authorizing Resolution, the Department will require a new Authorizing Resolution from Applicant before execution of a Standard Agreement.
4. **Authorized Signatory or Signatories, Designee.** Applicant, as a Local Public Entity, may designate an authorized signatory by title only. In addition, Applicant may authorize multiple signatories, so long as there is clarifying language as to whether the signatories are authorized to execute the Homekey Documents individually or collectively. In addition, Applicant may authorize a designee of the authorized signatory to execute the Homekey Documents. In such case, Applicant must append a supporting document (e.g., memorandum, meeting notes of official action), which indicates the name and title of the designee who is authorized to legally bind the governing body.
5. **Vote Count.** Please fill out the field by every voting category (i.e., Ayes, Nays, Abstain, Absent). If none, please indicate zero (0) for that field. The vote count must comport with the legal authority and membership of the Applicant's governing body.
6. **Certification of Authorizing Resolution.** The individual who certifies the Authorizing Resolution cannot also be authorized to execute the Homekey Documents on behalf of Applicant.

AUTHORIZING RESOLUTION

Resolution No.: HK00010 – Parkside Inn

A RESOLUTION OF THE GOVERNING BODY OF HOUSING AUTHORITY OF THE CITY OF FRESNO, CALIFORNIA AUTHORIZING APPLICATION TO THE HOMEKEY PROGRAM

WHEREAS:

- A. The Department of Housing and Community Development (Department) issued a Notice of Funding Availability (“**NOFA**”), dated July 16, 2020, for the Homekey Program (“**Homekey**” or “**Homekey Program**”). The Department has issued the NOFA for Homekey grant funds pursuant to Health and Safety Code section 50675.1.1 (Assem. Bill No. 83 (2019-2020 Reg. Sess.), § 21.)
- B. Housing Authority of the City of Fresno, California (“**Applicant**”) applied for and was awarded Homekey grant funds.
- C. The Department is authorized to administer Homekey pursuant to the Multifamily Housing Program (Chapter 6.7 (commencing with Section 50675) of Part 2 of Division 31 of the Health and Safety Code). Homekey funding allocations are subject to the terms and conditions of the NOFA, the Application, the Department-approved STD 213, Standard Agreement (“**Standard Agreement**”), and all other legal requirements of the Homekey Program.

THEREFORE, IT IS RESOLVED THAT:

1. Applicant is hereby authorized and directed to execute documentation in regards to an Application previously submitted to the Department in response to the NOFA, dated July 16, 2020, and to utilize Homekey grant funds in a total amount not to exceed \$-3,759,124. That amount includes \$3,759,124 for capital expenditures (as allowed under Health and Saf. Code, § 50675.1.1, subd. (a)(1)-(6)) and \$ 0 for a capitalized operating subsidy (as allowed under Health and Saf. Code, § 50675.1.1, subd. (a)(7)).
2. Applicant is hereby authorized and directed to enter into, execute, modify, and deliver a Standard Agreement in a total amount not to exceed \$3,759,124, any and all other documents required or deemed necessary or appropriate to secure the Homekey funds from the Department and to participate in the Homekey Program, and all amendments thereto (collectively, the “**Homekey Documents**”).
3. Applicant acknowledges and agrees that it shall be subject to the terms and conditions specified in the Standard Agreement, and that the NOFA and Application will be incorporated in the Standard Agreement by reference and made a part thereof. Any and all activities, expenditures, information, and timelines represented in the Application are enforceable through the Standard Agreement. Funds are to be used for the allowable expenditures and activities identified in the Standard Agreement.
4. Chief Executive Officer, or his designee, is authorized to execute the Standard Agreement and the Homekey Documents on behalf of Applicant for participation in the Homekey Program.

PASSED AND ADOPTED this 25th day of October, 2022, by the following vote:

AYES: _____ NAYES: _____ ABSTAIN: _____ ABSENT: _____

The undersigned, Tyrone Roderick Williams, Chief Executive Officer of Applicant, does hereby attest and certify that the foregoing is a true and full copy of a resolution of the governing body

adopted at a duly convened meeting on the date above-mentioned, and that the resolution has not been altered, amended, or repealed.

SIGNATURE:

DATE: October 25, 2022

NAME: Tyrone Roderick Williams

TITLE: Chief Executive Officer

NOTICE AND INSTRUCTIONS

1. **Notice.** The Department is providing this template Authorizing Resolution as informational guidance only. The Department encourages each Applicant to consult with professional legal counsel during the development of its own formal, legally binding statement that it is authorized to apply to and participate in the Homekey Program.
 - a. Please note, however, that any limitations or conditions on the authority of the signatory or signatories to execute the Application or the Homekey Documents may result in the Department rejecting the Authorizing Resolution.
2. **Accuracy, Verification.** The Department will verify that this Authorizing Resolution comports with the legal authority and composition of Applicant's governing body. Applicant must timely notify the Department, in writing, of any factors that limit its ability to provide an Authorizing Resolution which is materially in line with this template.
3. **Dollar Amounts of Grant Awards.** The Department recommends identifying an authorized dollar amount that is at least double the anticipated award (based on current formula calculations). Award amounts are subject to change. If Applicant is ultimately awarded an amount in excess of the amount identified in the Authorizing Resolution, the Department will require a new Authorizing Resolution from Applicant before execution of a Standard Agreement.
4. **Authorized Signatory or Signatories, Designee.** Applicant, as a Local Public Entity, may designate an authorized signatory by title only. In addition, Applicant may authorize multiple signatories, so long as there is clarifying language as to whether the signatories are authorized to execute the Homekey Documents individually or collectively. In addition, Applicant may authorize a designee of the authorized signatory to execute the Homekey Documents. In such case, Applicant must append a supporting document (e.g., memorandum, meeting notes of official action), which indicates the name and title of the designee who is authorized to legally bind the governing body.
5. **Vote Count.** Please fill out the field by every voting category (i.e., Ayes, Nays, Abstain, Absent). If none, please indicate zero (0) for that field. The vote count must comport with the legal authority and membership of the Applicant's governing body.
6. **Certification of Authorizing Resolution.** The individual who certifies the Authorizing Resolution cannot also be authorized to execute the Homekey Documents on behalf of Applicant.

AUTHORIZING RESOLUTION

Resolution No.: HK00012 – Welcome Inn

A RESOLUTION OF THE GOVERNING BODY OF HOUSING AUTHORITY OF THE CITY OF FRESNO, CALIFORNIA AUTHORIZING APPLICATION TO THE HOMEKEY PROGRAM

WHEREAS:

A. The Department of Housing and Community Development (Department) issued a Notice of Funding Availability (“**NOFA**”), dated July 16, 2020, for the Homekey Program (“**Homekey**” or “**Homekey Program**”). The Department has issued the NOFA for Homekey grant funds pursuant to Health and Safety Code section 50675.1.1 (Assem. Bill No. 83 (2019-2020 Reg. Sess.), § 21.)

B. Housing Authority of the City of Fresno, California (“**Applicant**”) applied for and was awarded Homekey grant funds.

C. The Department is authorized to administer Homekey pursuant to the Multifamily Housing Program (Chapter 6.7 (commencing with Section 50675) of Part 2 of Division 31 of the Health and Safety Code). Homekey funding allocations are subject to the terms and conditions of the NOFA, the Application, the Department-approved STD 213, Standard Agreement (“**Standard Agreement**”), and all other legal requirements of the Homekey Program.

THEREFORE, IT IS RESOLVED THAT:

1. Applicant is hereby authorized and directed to execute documentation in regards to an Application previously submitted to the Department in response to the NOFA, dated July 16, 2020, and to utilize Homekey grant funds in a total amount not to exceed \$5,306,163. That amount includes \$5,306,163 for capital expenditures (as allowed under Health and Saf. Code, § 50675.1.1, subd. (a)(1)-(6)) and \$ 0 for a capitalized operating subsidy (as allowed under Health and Saf. Code, § 50675.1.1, subd. (a)(7)).
2. Applicant is hereby authorized and directed to enter into, execute, modify, and deliver a Standard Agreement in a total amount not to exceed \$5,306,163, any and all other documents required or deemed necessary or appropriate to secure the Homekey funds from the Department and to participate in the Homekey Program, and all amendments thereto (collectively, the “**Homekey Documents**”).
3. Applicant acknowledges and agrees that it shall be subject to the terms and conditions specified in the Standard Agreement, and that the NOFA and Application will be incorporated in the Standard Agreement by reference and made a part thereof. Any and all activities, expenditures, information, and timelines represented in the Application are enforceable through the Standard Agreement. Funds are to be used for the allowable expenditures and activities identified in the Standard Agreement.
4. Chief Executive Officer, or his designee, is authorized to execute the Standard Agreement and the Homekey Documents on behalf of Applicant for participation in the Homekey Program.

PASSED AND ADOPTED this 25th day of October, 2022, by the following vote:

AYES: _____ NAYES: _____ ABSTAIN: _____ ABSENT: _____

The undersigned, Tyrone Roderick Williams, Chief Executive Officer of Applicant, does hereby attest and certify that the foregoing is a true and full copy of a resolution of the governing body adopted at a duly convened meeting on the date above-mentioned, and that the resolution has not been altered, amended, or repealed.

SIGNATURE:	DATE: October 25, 2022
NAME: Tyrone Roderick Williams	TITLE: Chief Executive Officer

NOTICE AND INSTRUCTIONS

1. **Notice.** The Department is providing this template Authorizing Resolution as informational guidance only. The Department encourages each Applicant to consult with professional legal counsel during the development of its own formal, legally binding statement that it is authorized to apply to and participate in the Homekey Program.
 - a. Please note, however, that any limitations or conditions on the authority of the signatory or signatories to execute the Application or the Homekey Documents may result in the Department rejecting the Authorizing Resolution.
2. **Accuracy, Verification.** The Department will verify that this Authorizing Resolution comports with the legal authority and composition of Applicant's governing body. Applicant must timely notify the Department, in writing, of any factors that limit its ability to provide an Authorizing Resolution which is materially in line with this template.
3. **Dollar Amounts of Grant Awards.** The Department recommends identifying an authorized dollar amount that is at least double the anticipated award (based on current formula calculations). Award amounts are subject to change. If Applicant is ultimately awarded an amount in excess of the amount identified in the Authorizing Resolution, the Department will require a new Authorizing Resolution from Applicant before execution of a Standard Agreement.
4. **Authorized Signatory or Signatories, Designee.** Applicant, as a Local Public Entity, may designate an authorized signatory by title only. In addition, Applicant may authorize multiple signatories, so long as there is clarifying language as to whether the signatories are authorized to execute the Homekey Documents individually or collectively. In addition, Applicant may authorize a designee of the authorized signatory to execute the Homekey Documents. In such case, Applicant must append a supporting document (e.g., memorandum, meeting notes of official action), which indicates the name and title of the designee who is authorized to legally bind the governing body.
5. **Vote Count.** Please fill out the field by every voting category (i.e., Ayes, Nays, Abstain, Absent). If none, please indicate zero (0) for that field. The vote count must comport with the legal authority and membership of the Applicant's governing body.
6. **Certification of Authorizing Resolution.** The individual who certifies the Authorizing Resolution cannot also be authorized to execute the Homekey Documents on behalf of Applicant.

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: October 18, 2022

FROM: Tyrone Roderick Williams
Chief Executive Officer

BOARD MEETING: October 25, 2022

AGENDA ITEM: 6f

AUTHOR: Lela Schwartz

SUBJECT: Authorization to Accept Noncompetitive No Place Like Home Award for Avalon Commons Phase I

Executive Summary

The purpose of this Board memo is to request approvals from the Board of Commissioners related to project financing at the development of an affordable housing property being contemplated at 7521 N. Chestnut Avenue, Fresno, CA (APN: 404-071-50). The requested action includes authorizing the acceptance of the California Department of Housing and Community Development's (HCD) Noncompetitive No Place Like Home (NPLH) funding award. The proposed Avalon Commons – Phase I project will consist of 60 units to be developed on a portion of the site.

At the December 14, 2021 meeting, the Board authorized an application to HCD's noncompetitive NPLH program to support seven (7) Supportive Housing units at the Avalon Commons Phase I development. It is possible that the number of NPLH units increase if more capital funds are awarded. On June 28, 2022, HCD notified Fresno Housing (FH) of the award of \$2,183,000 in funds for the project.

The purpose of this memo is to recommend the acceptance of the noncompetitive NPLH award in the amount of \$2,183,000 and authorize Tyrone Roderick Williams to execute a Standard Agreement with HCD as the CEO of the Housing Authority of the City of Fresno, CA, Administrative General Partner to the Fresno Avalon Commons Phase I, LP.

Recommendation

It is recommended that the Boards of Commissioners of the Fresno Housing Authority approve the award of \$2,183,000 in NPLH funds for the Avalon Commons – Phase I housing development and authorize Tyrone Roderick Williams, Chief Executive Officer, Michael Duarte, Chief Real Estate Officer, and/or their designee to negotiate and execute all agreements and ancillary documents in connection therewith.

Fiscal Impact

None at this time.

Background Information

Chestnut and Alluvial Avenues on approximately 7.1 acres in Fresno, CA. The project site is located in an area of high demand. The property was acquired by the Housing Authority of the City of Fresno, California in December 2020 for \$2,800,000. The current Phase I site plan envisions a 60-unit community with approximately 3,492 square feet of community space. The community would serve both families (one-, two-, and three- bedroom units) and Special Needs population (one-bedroom units) in partnership with the County of Fresno DBH.

Past Board Action

- May 24, 2022 – Approval to Submit Tax Credit Application
- May 24, 2022 – Approval to Submit HCD MHP Application
- December 14, 2021 – Non-Competitive Allocation of No Place Like Home Funds
- August 24, 2021 – Allocation of (15) Project Based Vouchers
- October 27, 2020 – Acquire Real Property at NW Corner of Chestnut & Alluvial Ave. for \$2,800,000

LOAN AUTHORIZATION OF FRESNO AVALON COMMONS PHASE I, LP

NO PLACE LIKE HOME: NON-COMPETITIVE ALLOCATION

Avalon Commons Phase I

The undersigned hereby **certifies** that **Fresno Avalon Commons Phase I, LP**, a **California limited** partnership ("Borrower") makes the following certifications and representations to the State of California Department of Housing and Community Development ("Department"):

1. The State of California, Department of Housing and Community Development ("Department") issued a Notice of Funding Availability, dated August 15, 2018 as amended on October 30, 2018, on October 23, 2020, on October 29, 2021 and as may be further amended from time, (collectively, the "NOFA") under the No Place Like Home Program ("NPLH" or "Program") authorized by Government Code section 15463, Part 3.9 of Division 5 (commencing with Section 5849.1) of the Welfare and Institutions Code, and Welfare and Institutions Code section 5890;

2. The NOFA relates to the availability of approximately \$19 million in Competitive Allocation funds under the NPLH Program.

3. The Borrower is duly formed as a **limited** partnership in the State of California, is authorized to do business in the State of California, and has the power and authority to borrow the funds in an amount not to exceed **\$ 2,183,000** ("NPLH Loan").

4. The Borrower has been formed and is controlled by the Housing Authority of the City of Fresno, California a California **public benefit** corporation ("Sponsor"), in accordance with California Code of Regulations, title 25, section 8313.2.

5. That in connection with the NPLH Loan, the Borrower is authorized to enter into a State of California Standard Agreement, and any and all other documents required or deemed necessary or appropriate to evidence the NPLH 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, a capitalized operating subsidy reserve agreement and certain other documents required by the Department as security for, evidence of or pertaining to the NPLH Loan, and all amendments thereto (collectively, the "NPLH Loan Documents")

6. That **the Housing Authority of the City of Fresno, California**, the **Administrative** General Partner of the Borrower, **is** authorized and directed to execute the NPLH Loan Documents, and any amendments thereto, on behalf of the Borrower.

Dated: October 25, 2022

BORROWER:

Fresno Avalon Commons Phase I, LP, a
California limited partnership

By: Housing Authority of the City of Fresno,
California a public benefit corporation

Its: Administrative General Partner

By: _____
Tyrone Roderick Williams
CEO

RESOLUTION OF THE MEMBERS OF
FRESNO AVALON COMMONS PHASE I AGP, LLC

NO PLACE LIKE HOME: NON-COMPETITIVE ALLOCATION

Avalon Commons Phase I

The Housing Authority of the City of Fresno, California, Sole Member and Manager of Fresno Avalon Commons Phase I AGP, LLC, a California limited liability company (the "Limited Liability Company"), hereby consents to, adopt, and ratify the following resolutions:

WHEREAS, the State of California, Department of Housing and Community Development ("Department") issued a Notice of Funding Availability, dated August 15, 2018 as amended on October 30, 2018, on October 23, 2020, on October 29, 2021 and as may be further amended from time, (collectively, the "NOFA") under the No Place Like Home Program ("NPLH" or "Program") authorized by Government Code section 15463, Part 3.9 of Division 5 (commencing with Section 5849.1) of the Welfare and Institutions Code, and Welfare and Institutions Code section 5890;

WHEREAS, the NOFA relates to the availability of approximately \$19 million in Non-Competitive Allocation funds under the NPLH Program; and

WHEREAS, the Limited Liability Company is authorized to do business in the State of California, and it is in the Limited Liability Company's best interests to act as the **Administrative** General Partner of **Fresno Avalon Commons Phase I, LP**, a California limited partnership (the "Borrower").

NOW, THEREFORE, IT IS RESOLVED, that the Limited Liability Company is hereby authorized and directed to act as the **Administrative** General Partner of the Borrower in connection with the Department's award of the California No Place Like Home Non-Competitive Allocation under the NOFA.

RESOLVED FURTHER: That in connection with the NPLH Program, the Limited Liability Company, as the **Administrative** General Partner of the Borrower, is authorized and directed to enter into, execute, and deliver a Standard Agreement in an amount not to exceed **\$2,183,000**, (the "NPLH Loan") 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 NPLH Loan, the Corporation'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, a capitalized operating subsidy reserve agreement and certain other documents

required by the Department as security for, evidence of or pertaining to the NPLH Loan, and all amendments thereto (collectively, the "NPLH Loan Documents").

RESOLVED FURTHER: That Tyrone Roderick Williams, CEO of the Housing Authority of the City of Fresno, California, the sole Member and Manager of the Limited Liability Company is hereby authorized to execute the NPLH Loan Documents, and any amendments 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 October 25, 2022 by _____ the consent of the **Sole Member** of the Limited Liability Company by the following vote:

___AYES

___NAYS

___ABSTAIN

___ABSENT

CERTIFICATE OF THE MEMBER/SECRETARY

The undersigned, **Secretary** of the Limited Liability Company, does hereby attest and certify that the foregoing 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 above-mentioned, and that the resolution has not been altered, amended, repealed, rescinded, or annulled.

DATE: October 25, 2022

Tyrone Roderick Williams, Secretary

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: October 18, 2022

FROM: Tyrone Roderick Williams
Chief Executive Officer

BOARD MEETING: October 25, 2022

AGENDA ITEM: 6g

AUTHOR: Lela Schwartz

SUBJECT: Authorization to Award an Architectural Contract for Avalon Commons Phase I

Executive Summary

The purpose of this Board memo is to request approval from the Board of Commissioners related to the development of an affordable housing property being contemplated at 7521 N. Chestnut Avenue, Fresno, CA (APN: 404-071-50). The requested action includes authorizing the award of the Architect's contract for the project. The proposed Avalon Commons – Phase I project will consist of 60 units to be developed on a portion of the site. The remaining 45 units will be developed as part of Phase II.

At the May 12, 2022 meeting, the Board authorized submittal of a Low Income Housing Tax Credit application. Fresno Housing (FH) received a reservation from the California Tax Credit Allocation Committee (CTCAC) confirming an award of Tax Credits for the project on September 28, 2022, with a Construction Closing date of April 10, 2023.

R.L. Davidson was selected as a successful proposer as part of a general architectural services vendor pool from RFQ Q22001. The design team must launch on full construction drawings in anticipation of the April 10, 2023 closing deadline. R.L. Davidson has provided a proposal for the completion of construction drawings and construction administration in the amount of \$588,000. Staff are recommending moving forward with R.L. Davidson on the Avalon Commons – Phase I project.

The purpose of this memo is to recommend an architectural contract award to R.L. Davidson, Inc. Architects for the development of detailed construction drawings and the construction administration of the Avalon Commons – Phase I housing development. It also includes the cost of hiring an energy consultant to model the current and proposed energy efficiency of the Avalon Commons building type, a requirement of the California Tax Credit Allocation Committee (CTCAC). The proposed contract totals \$588,000.

Recommendation

It is recommended that the Boards of Commissioners of the Fresno Housing Authority approve the proposed contract totaling \$588,000 with R.L. Davidson,

Inc. Architecture, to perform architectural services for the Avalon Commons – Phase I housing development and authorize Tyrone Roderick Williams, Chief Executive Officer, Michael Duarte, Chief Real Estate Officer, and/or their designee to negotiate and execute all agreements and ancillary document in connection therewith.

Fiscal Impact

Staff is seeking approval for an architectural contract of \$588,000. The work will ultimately be paid for out of the development budget with the sources of funding generated for this project. Until the construction finance close, the design contract work will be funded with the approved pre-development budget.

Background Information

Chestnut and Alluvial Avenues on approximately 7.1 acres in Fresno, CA. The project site is located in an area of high demand. The property was acquired by the Housing Authority of the City of Fresno, California in December 2020 for \$2,800,000. The current Phase I site plan envisions a 60-unit community with approximately 3,492 square feet of community space. The community would serve both families (one-, two-, and three- bedroom units) and Special Needs population (one-bedroom units) in partnership with the County of Fresno DBH.

Past Board Action

- May 24, 2022 – Approval to Submit Tax Credit Application
- May 24, 2022 – Approval to Submit HCD MHP Application
- December 14, 2021 – Non-Competitive Allocation of No Place Like Home Funds
- August 24, 2021 – Allocation of (15) Project Based Vouchers
- October 27, 2020 – Acquire Real Property at NW Corner of Chestnut & Alluvial Ave. for \$2,800,000

RESOLUTION NO. _____

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF THE CITY OF FRESNO, CALIFORNIA

RESOLUTION APPROVING AWARD OF ARCHITECTURAL CONTRACT TO R.L. DAVIDSON, INC. ARCHITECTURE FOR THE AVALON COMMONS PHASE I PROJECT LOCATED AT 7521 N. CHESTNUT AVENUE, FRESNO, CA

WHEREAS, the mission of the Housing Authority of the City of Fresno, California ("HACF") includes the development and provision of affordable housing units within the City of Fresno; and,

WHEREAS, HACF is obligated to provide housing opportunities for low and moderate income households within a variety of neighborhoods; and,

WHEREAS, a reservation of Low Income Housing Tax Credits (LIHTCs) has been allocated to the Avalon Commons Phase I project from the California Tax Credit Allocation Committee; and,

WHEREAS, HACF is the developer of the Avalon Commons Phase I project, an affordable multi-family development located at 7521 N. Chestnut Avenue, Fresno, CA (APN: 404-071-50); and,

WHEREAS, HACF issued a Request for Proposals and R.L. Davidson, Inc. Architecture was one of the successful proposers and was awarded a general architectural services contract; and,

WHEREAS, HACF desires to enter into a project specific Architectural contract with R.L. Davidson, Inc., Architecture for architectural services at said project for a total of \$588,000 to complete construction permit drawings and construction administration; and

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno, California hereby authorize Tyrone Roderick Williams, Chief Executive Officer, Michael Duarte, Chief Real Estate Officer or their designee to negotiate the terms of and execute the aforementioned contract and supporting documents with R. L. Davidson, Inc. Architecture for architectural services at Avalon Commons Phase I in Fresno, California.

PASSED AND ADOPTED THIS 25th DAY OF October 2022. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tyrone Roderick Williams, Secretary of the Boards of Commissioners

RESOLUTION NO. _____

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

RESOLUTION TO APPROVE AN ADDITIONAL PRE-DEVELOPMENT LOAN
COMMITMENT OF \$850,000 FROM THE HOUSING RELINQUISHED FUND
CORPORATION
FOR PRE-DEVELOPMENT EXPENSES RELATED TO THE AVALON COMMONS PHASE I
PROJECT

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

WHEREAS, The Fresno Avalon Commons Phase I, LP, a California limited partnership, was created for the purposes of developing and owning the Avalon Commons Phase I complex; and

WHEREAS, HACF will be the administrative general partner and Silvercrest, Inc. will be the managing general partner of said LP; and

WHEREAS, HACF has received a pre-development loan from HRFC in the amount of \$2,800,000 for the acquisition of the subject development site which is to be built in two phase with a cost allocation of \$1,800,000 for phase I and \$1,000,000 for phase II; and

WHEREAS, HACF is requesting an additional predevelopment loan commitment of up to \$850,000 from the Housing Relinquished Fund Corporation for predevelopment expenses related to the Avalon Commons Phase I project; and

WHEREAS, the predevelopment loan is expected to be fully repaid at permanent conversion and carry 4% simple interest on the outstanding balance; and

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Fresno, CA does hereby authorize an additional Housing Relinquished Fund Corporation loan commitment in the amount of \$850,000, for a total loan of up to \$2,650,000, for predevelopment expenses related to the Avalon Commons Phase I project and authorize Tyrone Roderick Williams, CEO, Michael Duarte, Chief Real Estate Officer, and/or their designee to negotiate and execute the all related documents.

PASSED AND ADOPTED THIS 25th DAY OF October, 2022. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tyrone Roderick Williams, Secretary of the Boards of Commissioners

RESOLUTION NO. _____

BEFORE THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF FRESNO COUNTY, CA

**RESOLUTION TO APPROVE AN ADDITIONAL PREDEVELOPMENT LOAN
COMMITMENT OF \$850,000 FROM THE HOUSING RELINQUISHED FUND
CORPORATION
FOR PRE-DEVELOPMENT EXPENSES RELATED TO THE AVALON COMMONS PHASE I
PROJECT**

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

WHEREAS, The Fresno Avalon Commons Phase I, LP, a California limited partnership, was created for the purposes of developing and owning the Avalon Commons Phase I complex; and

WHEREAS, The Housing Authority of the City of Fresno (HACF), California will be the administrative general partner and Silvercrest, Inc. will be the managing general partner of said LP; and

WHEREAS, HACF has received a predevelopment loan from HRFC in the amount of \$2,800,000 for the acquisition of the subject development site which is to be built in two phases with a cost allocation of \$1,800,000 for phase I and \$1,000,000 for phase II; and

WHEREAS, HACF is requesting an additional predevelopment loan commitment of up to \$850,000 from the Housing Relinquished Fund Corporation for predevelopment expenses related to the Avalon Commons Phase I project; and

WHEREAS, the predevelopment loan is expected to be fully repaid at permanent conversion and carry 4% simple interest on the outstanding balance; and

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Fresno County, CA does hereby authorize an additional Housing Relinquished Fund Corporation loan commitment of \$850,000, for a total loan of up to \$2,650,000, for predevelopment expenses related to the Avalon Commons Phase I project and authorize Tyrone Roderick Williams, CEO, Michael Duarte, Chief Real Estate Officer, and/or their designee to negotiate and execute the all related documents.

PASSED AND ADOPTED THIS 25th DAY OF October, 2022. I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the governing body with the following vote, to-wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tyrone Roderick Williams, Secretary of the Boards of Commissioners

BOARD MEMO

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

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

www.fresnohousing.org

TO: Boards of Commissioners

DATE: October 18, 2022

FROM: Tyrone Roderick Williams
Chief Executive Officer

BOARD MEETING: October 25, 2022

AGENDA ITEM: 6h

AUTHOR: Lela Schwartz

SUBJECT: Authorization to Approve an Additional Pre-Development Loan of \$850,000 for the Avalon Commons Phase I Development

Executive Summary

The purpose of this Board memo is to request approval from the Board of Commissioners related to the predevelopment financing of an affordable housing property being contemplated at 7521 N. Chestnut Avenue, Fresno, CA (APN: 404-071-50). The proposed Avalon Commons – Phase I project will consist of 60 units to be developed on a portion of the site.

At the May 12, 2022 meeting, the Board authorized submittal of a Low Income Housing Tax Credit application. Fresno Housing (FH) received a reservation from the California Tax Credit Allocation Committee (CTCAC) confirming an award of Tax Credits for the project on September 28, 2022, with a Construction Closing date of April 10, 2023.

As part of the next steps in the development process, financing is necessary for costs that will be incurred prior to financial closing. Predevelopment expenses will include a variety of costs related to Avalon Commons Phase I, such as the cost of environmental reports, appraisals, architectural fees, etc. Although we have financing commitments for permanent and construction financing, funds are not made available until all diligence is complete and the close of financing occurs in April 2023. At the financing closing, pre-development expenses will be fully reimbursed.

The Board has previously approved a \$2,800,000 commitment for acquisition of the entire subject site. The site is being proposed to be developed in two phases with phase I being allocated an acquisition cost of approximately \$1,800,000 and phase II cost of \$1,000,000. The purpose of this memo is to request an additional predevelopment loan in an amount up to \$850,000 from the Housing Relinquished Fund Corporation, to be fully repaid at the time of permanent conversion.

Recommendation

It is recommended that the Boards of Commissioners of the Fresno Housing Authority adopt the attached resolutions authorizing an additional predevelopment loan commitment of up to \$850,000 from the Housing

Relinquished Fund Corporation for expenses incurred in the pre-development phase of the Avalon Commons Phase I project and authorize Tyrone Roderick Williams, CEO, Michael Duarte, Chief Real Estate Officer, and/or their designee, to negotiate and execute documents in connection with the approved actions.

Fiscal Impact

Staff is requesting an additional predevelopment loan commitment of up to \$850,000 from the Housing Relinquished Fund Corporation, sufficient to cover predevelopment expenses associated with the new construction of Avalon Commons Phase I. Loan funds disbursed will be repaid upon permanent loan closing. The pre-development loan will carry 4% interest.

Background Information

Chestnut and Alluvial Avenues on approximately 7.1 acres in Fresno, CA. The project site is located in an area of high demand. The property was acquired by the Housing Authority of the City of Fresno, California in December 2020 for \$2,800,000. The current Phase I site plan envisions a 60-unit community with approximately 3,492 square feet of community space. The community would serve both families (one-, two-, and three- bedroom units) and Special Needs population (one-bedroom units) in partnership with the County of Fresno DBH.

Past Board Action

- May 24, 2022 – Approval to Submit Tax Credit Application
- May 24, 2022 – Approval to Submit HCD MHP Application
- December 14, 2021 – Non-Competitive Allocation of No Place Like Home Funds
- August 24, 2021 – Allocation of (15) Project Based Vouchers
- October 27, 2020 – Acquire Real Property at NW Corner of Chestnut & Alluvial Ave. for \$2,800,000

BOARD MEMO

TO:	Boards of Commissioners	AUTHOR:	Nicole Diaz
FROM:	Tyrone Roderick Williams, CEO		Director of Finance & Accounting
MEETING DATE:	10/25/2022	DEPARTMENT:	Finance & Accounting
AGENDA ITEM:	7a	MEMO DATE:	10/20/2022
SUBJECT:	Overview of the Draft 2023 Agency Budget		

Executive Summary

The purpose of this memo is to update the Boards of Commissioners on the Agency's 2023 budget development process.

At the Boards of Commissioners meeting, staff will be presenting information pertaining to the general budgetary context in which the Agency operates, including projected expenditure levels for 2023 and the factors that have influenced budgeting decisions.

Recommendation

This item is informational only. No action is necessary.

BOARD MEMO

TO:	Boards of Commissioners	AUTHOR:	Various Staff
FROM:	Tyrone Roderick Williams, CEO		
MEETING DATE:	10/25/2022	DEPARTMENT:	Equity and Inclusion
AGENDA ITEM:	7b	MEMO DATE:	10/18/2022
SUBJECT:	Update on Strategic Initiatives and Overview of the Choice Neighborhood Initiative – California Avenue Neighborhood and Parkway Drive Overview—Homeless Initiatives		

Executive Summary

Staff will provide an overview of strategic initiatives and diversity, equity and inclusion activities.

Staff will also present an overview and activities associated with our master planning work within the California Avenue Neighborhood of southwest Fresno – our Choice Neighborhood Planning Process as well as an overview of our Homeless Initiatives for Parkway Drive.

Recommendation

None at this time. This is for informational purposes only.

BOARD MEMO

TO: Boards of Commissioners
FROM: Tyrone Roderick Williams, CEO
MEETING DATE: 10/25/2022
AGENDA ITEM: 7c
SUBJECT: Housing Choice Voucher
Program Update

AUTHOR: Aurora Ibarra
Assistant Director - HCV
DEPARTMENT: Housing Choice Department
MEMO DATE: 10/21/2022

Executive Summary

Staff will provide an overview of the housing choice voucher program activities.

Recommendation

None at this time.

BOARD MEMO

TO: Boards of Commissioners
FROM: Tyrone Roderick Williams, CEO
MEETING DATE: 10/25/2022
AGENDA ITEM: 7d
SUBJECT: Real Estate Development Update

AUTHOR: Michael Duarte
Chief Real Estate Officer
DEPARTMENT: Real Estate Development
MEMO DATE: 10/21/2022

Executive Summary

Staff will provide an overview of real estate development activities.

Recommendation

None at this time.

BOARD MEMO

TO:	Boards of Commissioners	AUTHOR:	Kenneth J. Price
FROM:	Tyrone Roderick Williams, CEO		General Counsel
MEETING DATE:	10/25/2022	DEPARTMENT:	General Counsel
AGENDA ITEM:	7e	MEMO DATE:	10/18/2022
SUBJECT:	Joint Organizational Structure Options Workshop		

Executive Summary

General Counsel, Kenneth Price at Baker Manock & Jensen will provide a presentation at the Board of Commissioners meeting regarding various organization structure options for Board discussion.

Recommendation

None at this time. This is for informational purposes only.

FHA: Exploring Joint Governance Structures

Kenneth J. Price

Baker Manock & Jensen

ATTORNEYS AT LAW

Purpose

The purpose of this presentation is to:

- Explain how the Fresno Housing Authority (“FHA”) is currently organized and structured;
- Discuss a joint governance structure permitted under the law that could possibly benefit FHA;
- Discuss the advantages/disadvantages of FHA’s current structure and the potential for FHA to be structured with a SINGLE board of directors; and to
- You provide direction regarding next steps, if any.

FH's Current Organizational Structure

- The Fresno Housing Authority has no legal personality.
It is comprised of:
 - The Housing Authority of the City of Fresno; *and*
 - The County of Fresno Housing Authority
- The two authorities have their own legal personality.
- Each employs approximately ½ of agency employees.
- Each is audited.
- Each has its own Board of Commissioners.
- Each holds title to property.

So, What's the Problem?

Almost everything we do occurs twice!

- Two votes
 - Possibility of Inconsistent outcomes.
 - Difficulty obtaining quorum.
- Complex organizational structure.

Joint Governance Structures Permitted Under State & Federal Law

- Organize as a Consortium
- Or ... continue operating as is, Status Quo

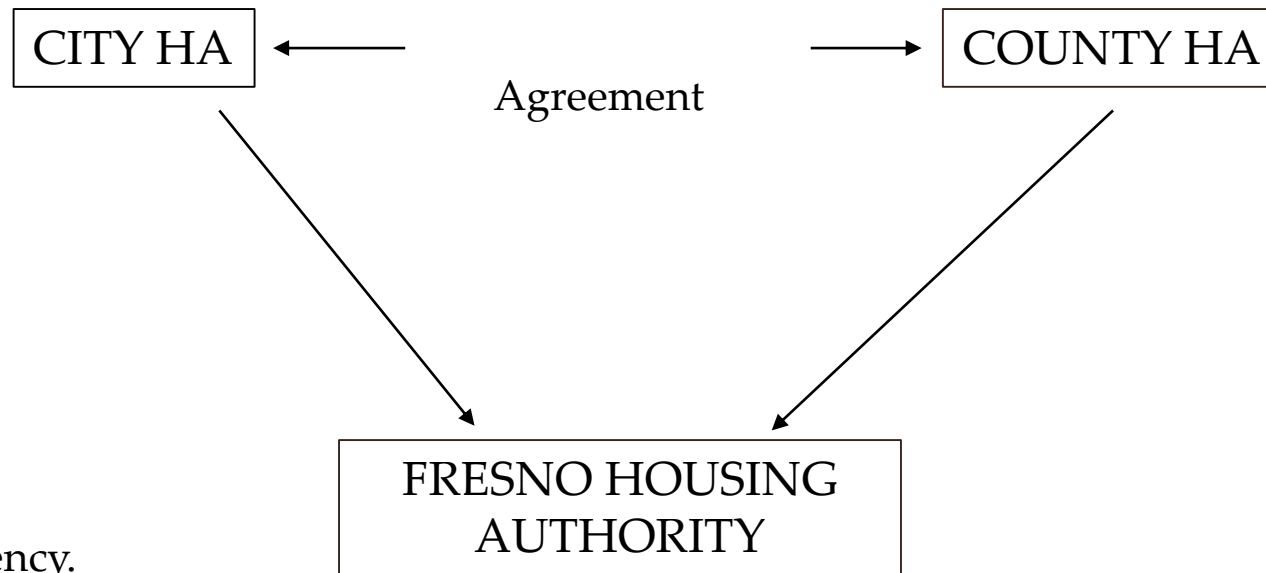
Each of these options are discussed in the following slides

Consortium – Area Housing Authority

Both Federal and State law authorize the creation of a “consortium” or an “Area Housing Authority” – they are very similar.

- The Consortium is authorized by agreement to exercise all the powers and transact all the business exercised by any single housing authority.
- The Consortium’s area of operation is the combined areas for each housing authority as provided under an agreement.
- If a Consortium has previously established a housing authority, its powers and duties are vested in the Consortium upon the appointment of all required commissioners.

Area Housing Authority/Consortium Structure



- Must designate Lead Agency.
- Resulting board comprised of 14-member board (same as now).
- City and County of Fresno are not involved in this process.
- Chairs rotate – City and County

Pros & Cons of Organizing Jointly vs. Maintaining the Status Quo

- Potential Advantages of Organizing Jointly:
 - Expressly Authorized By Law (no confusion regarding entity status)
 - Eliminate duplicative governance structure – ONE Board!
 - Cut costs / Share resources / Efficient
 - Consortium option keeps the process “in house”
- Potential Advantages of Remaining Separate:
 - Fixing What is Not Broken
 - Funding Disparity Issues
 - CHANGE (which can be scary)
- What's Next?
 - City and County do not approve.
 - Housing Boards consider and HUD must approve.

THANK YOU!

Kenneth J. Price

- Email: kprice@bakermanock.com
- Phone: (559) 432-5400

Baker
Manock
& Jensen

ATTORNEYS AT LAW



Addendums

October 25, 2022



Fresno Housing CEO Goals

October 25, 2022

Presented by: Tyrone Roderick Williams



Sustainability Management

Organizational Structure

Internal Strategic Activities/Initiatives

External Strategic Activities/Initiatives

The Boards of Commissioners

- **Goal: Establish a clear understanding of the roles and responsibilities of Board members and implement a Board on-boarding process.**
 - Progress Update: Currently working on the Commissioners' Onboarding Program. Program summary to be presented at the November board meeting. Current plan is that once a new board member is elected in February of 2023, all current and new board members will complete the training.
- **Goal: Continue developing a professional relationship with the Board through regular interaction and communication, including 1 on 1 contact with individual Board members, i.e. two per month.**
 - Progress Update: Efforts have been made to connect with each Commissioner on a monthly basis.

The Boards of Commissioners (cont'd)

- **Goal:** Create a greater sense of teamwork and camaraderie, including expanding teambuilding activities for Board members at the annual retreat and other opportunities as appropriate.
 - Progress Update: On Friday, March 25th a board retreat was conducted by Lisa Spinali. Positive feedback received from all of the Commissioners in attendance. Another retreat planned for 2023.

Agency Vision/Culture

- **Goal: Establish a standard process and procedure for staff at any level or department to recommend process improvements or ways in which we can expand the effectiveness of our customer service to the residents and communities we serve.**
 - Progress Update: A “Culture of Innovation” has been developed to encourage staff to provide recommendations for improving processes and customer service. Staff members can submit suggestions for consideration at any time.
- **Goal: Establish and maintain monthly meetings with senior staff and the executive team.**
 - Progress Update: Weekly meetings with the Executive team, monthly meetings with Senior staff, and monthly meetings with Management staff.

Agency Vision/Culture (cont'd)

- **Goal: Establish and maintain monthly All-Staff meetings for open exchange of information for all staff to interact with senior staff and CEO.**
 - Progress Update: Virtual monthly All-Staff Huddles open to everyone.
- **Goal: Implement Employee Recognition programs including peer-to-peer recognition, to build a culture of excellence, instill a sense of collaboration, and raise awareness across the agency through celebratory events.**
 - The IT leadership team continues to lead the Culture of Innovation Committee. Additionally, the Inclusion and Empowerment Office is working with the Committee for the All Staff Recognition Awards.
 - All-Staff events

Agency Vision/Culture (cont'd)

- **Goal: Initiate and document programs that enhance workplace safety, ranging from Active Shooter training, pandemic protocols, mental health, and other work-related areas of health and safety.**
 - Progress Update: The safety and well-being of our staff remains a priority.
 - Greater numbers of people vaccinated for COVID and pandemic protocols observed daily.
 - We are currently working on training and workshops around mental health resources and bystander intervention approaches.

Agency Vision/Culture (cont'd)

- **Goal: Upgrade agency phone systems and technology in offices and explore and expand access to internet services to residents in 2 apartment communities.**
 - Progress Update: The IT department, along with key stakeholders from the HCV department, is currently testing a new phone system for the Agency.
 - Procurement drafted a contract with vendor, which will be finalized after testing is completed.
 - Implementation, training and porting of our numbers estimated to be completed by middle of December.
 - New phone system improvements include scalability, full teams' integration and connection from anywhere on any device.

Agency Vision/Culture (cont'd)

- Aligned customer service phone numbers, voicemail messages, and personnel extensions. Updated the Agency website.
- Progress Update: Expand access to internet services to 2 apartment communities.
- Current, ongoing participation in Broadband Coalition to identify funding opportunities and partnerships

Agency Vision/Culture (cont'd)

- **Goal: Establish Affinity Groups for staff to connect based on areas of interests outside of standard titles to enhance teamwork, collaboration, work/life balance and build relationships across departments.**
 - Progress Update: Employee Resource Groups have 3-outlined goals– Fellowship, Development, and Measurement. The following is a list of Resource Groups available for our Agency employees:
 - Emerging Leaders
 - Women in Government
 - Health and Wellness
 - LGBTQ+
 - Lived Experiences with Affordable Housing
 - Volunteering
 - Social Justice
 - Travel

Agency Vision/Culture (cont'd)

- **Goal: Make continuous strides toward becoming the best place to work in Fresno, as evidenced by Employee Satisfaction results, 360-degree feedback, monthly one-on-one meetings with the CEO, customer service feedback, and increased staff retention.**
 - Progress Update:
 - Partnered with Brenda Budke, Sierra HR Partners, and initiated the 360 feedback process for the CEO position.
 - Expanded monthly 1-1 meetings between CEO and various staff.
 - Continually looking at ways to increase staff retention in the current work environment.

Housing Choice Voucher Program

- **Goal: Request HUD-expedited rent waivers**
 - Progress Update:
 - April 7, 2022: Implementation of HUD's expedited waivers...
 - (1) Allowing PHAs to establish payment standards up to 120% of the FMR; and
 - (2) Allowing PHAs to increase the payment standard for the family at any time after the effective date of the increase, rather than waiting for the next regular reexamination.
 - October 17, 2022: HUD approved our extension through December 31, 2023 for continued use of these waivers

Housing Choice Voucher Program (cont'd)

- **Goal: Apply for longer, sustainable waivers**
 - Progress Update:
 - September 28, 2022 email to HUD: “Request for Success Rate Payment Standards using Exception Payment Standards based on SAFMRs by Zip Code.”
- **Goal: Landlord Incentive program**
 - Progress Update:
 - October 21, 2022: Overview of the proposed program was sent to the City to be presented at the next City Council meeting on November 3, 2022.

Housing Choice Voucher Program (cont'd)

- **Goal: HUD Technical Assistance**
 - **Progress Update:**
 - HCV department is working w/HUD on drawing up technical assistance contract to focus on training the new Senior QA Analyst and other HCV leadership. Last report received from Jennifer Estrella is contract is under review w/HUD Headquarters.
- **Goal: HCi, LLC Assessment and Recommendations**
 - **Progress Update:**
 - HCi has been meeting w/HCV staff: Final report expected by the first week of November.

Affordable Housing Development

- Goal: Submit a minimum of 3 City and 4 County tax credit and/or state funding applications for projects.
- Goal: Seek and receive additional funding for projects from City and County resources by year-end.
- Goal: Announce and celebrate funding awards to internal staff and external audience in a timely manner.

Affordable Housing Development (cont'd)

- **Goal: Submit a minimum of 3 City and 4 County tax credit and/or state funding applications for projects.**

Progress Update: City –

- Step Up at 99 HCD HHC Application
- Step Up at 99 HCD Super NOFA Application
- Avalon Commons Phase I Super NOFA Application
- Step Up at 99 Tax Credit Application (Round 2)
- Avalon Commons Phase I Tax Credit Application (Round 2)

Progress Update: County –

- Citrus Gardens Tax Credit Application (Round 1)
- La Joya Commons Tax Credit Application (Round 1)
- Corazon del Valle Commons HCD HOME Application
- La Joya Commons HCD HOME Application
- La Joya Commons Tax Credit Application (Round 2)

Affordable Housing Development (cont'd)

- **Goal: Seek and receive additional funding for projects from City and County resources by year-end.**

--Progress Update:

City of Fresno Funding Commitments

- Promesa Commons (fka Sun Lodge) supplemental funding - \$2.5m, Impact Fee Waiver \$280k
- Econo Inn North - \$1.5m
- Step Up on 99 - \$3.5m
- Avalon Commons Phase I - \$3m
- Heritage Estates - \$2.4m
- The Arthur at Blackstone Impact Fee Waiver – \$264k

Fresno County Funding Commitments

- Esperanza Commons supplemental funding - \$300k
- Wedgewood Villas - \$850k

City of Firebaugh

- La Joya Commons - Impact Fee Waivers – \$322k

City of Huron

- Corazon del Valle Commons - Impact Fee Waivers - \$461k, CDBG Funds pending – \$834k

Affordable Housing Development (cont'd)

- **Goal: Announce and celebrate funding awards to internal staff and external audience in a timely manner.**
 - Progress Update:
 - Linnaea Villas Grand Opening
 - The Villages at Broadway Grand Opening
 - 1260 Fulton Grand Opening
 - The Arthur at Blackstone Groundbreaking
 - Promesa Commons Groundbreaking
 - Corazon del Valle Commons Groundbreaking
 - Alegre Commons Grand Opening – TBD
 - Citrus Gardens Groundbreaking – TBD
 - The Monarch @ Chinatown Grand Opening - TBD

Property Management

- **Goal: Establish and maintain a high quality curb appeal and maintenance of all properties owned and/or managed by Fresno Housing**
 - Progress Update:
 - “Operation Dump Day” implemented throughout the portfolio
 - Large dumpster roll-offs were ordered and kept on site one week at a time for residents to clear out units and patios. Will rotate through the sites to allow for this twice per year.
 - Maintenance Supervisors and Leads are overseeing the preventative maintenance schedules which include pressure washing, painting curbs, bi-annual landscape updates (i.e. bark, flowers at entries), etc.
 - Currently working on upgrading property monument signs.

Property Management (cont'd)

- **Goal: Institute the “compliance with compassion” philosophy and increase the enforcement of the terms and conditions of lease agreements.**
 - **Progress Update: Housekeeping Help**
 - Staff worked w/Resident Services and 3rd party agencies to help residents w/hoarding and housekeeping concerns. Resources for help w/moving items have been offered and one-time cleaners hired for elderly and disabled residents to help get them started.
 - For non-elderly or disabled residents, we have allowed a **one-time**, in-house transfer. Regular move-out charges (cleaning and routine maintenance) waived.
 - **Progress Update: Addressing Criminal Activity**
 - Staff have issued lease violations and conferenced families throughout the portfolio. Families have complied or chosen to leave to avoid eviction. Those who left were conferenced for criminal activity reported by neighbors and/or ongoing concerns reported by local PD.

Property Management

- **Goal: Expand contact and service to our public housing residents through events, programs and activities, empowering our residents toward opportunities that may lead to greater financial independence.**
 - Progress Update: Added job descriptions to our Resident Contractor program (original jobs included Janitorial and Grounds only). See list below:
 - Clerical - **NEW**
 - Event Coordinator - **NEW**
 - Computer Lab Monitor – **NEW**
 - Janitorial
 - Grounds – changed title to “**Porter**” but kept same job description
 - **40 of our 49** budgeted positions for 2022 are currently filled.
 - **23 of the 40** are new contractors who signed on since January 2022.

Staff Development

- **Goal: Launch Supervisor Academy to formalize training standards for supervisors across the agency.**
 - Progress Update: Last module of the initial Supervisor Academy to be facilitated this month. In 2023, we will be conducting 2 Supervisor Academies as well as other academies to prepare our staff aspiring to become supervisors.
- **Goal: Expand DEI training initiatives on a monthly basis based on agency's commitment to provide both professional and life work balance training opportunities.**
 - Progress Update: The Office of Inclusion and Innovation offers monthly training/workshop engagement opportunities centered around staff learning experience and impact for our residents and community members.

Staff Development (cont'd)

- **Goal: Enhance hiring outcomes and embed the DEI philosophy into all departments and activities of the Agency.**
 - Progress Update: Each recruitment has the DEI philosophy applied w/updates to our job descriptions and gender neutral language used in all job announcements. Additionally, we continue to document our human capital processes consistent w/our DEI philosophy.

Next Steps...



Questions?

FRESNO HOUSING



2023 Operating Budget – 1st Draft

Boards of Commissioners Meeting

October 25, 2022



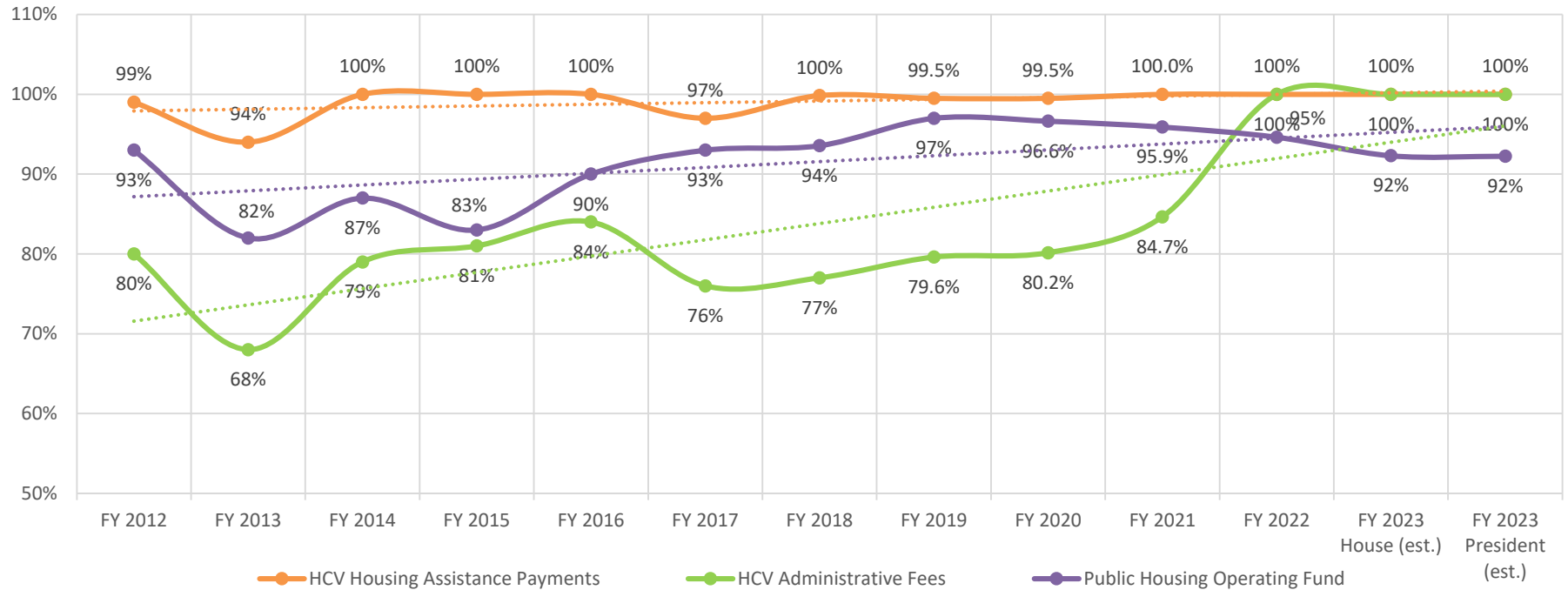
FRESNO VIBRANT
COMMUNITIES
QUALITY HOUSING **HOUSING** ENGAGED
RESIDENTS



Overview

- 2023 Federal Budget
- 2023 Budget Context
- 1st Draft 2023 Operating Budget
- Unrestricted Reserves
- Strategic Investments
- Next Steps

2023 Federal Budget



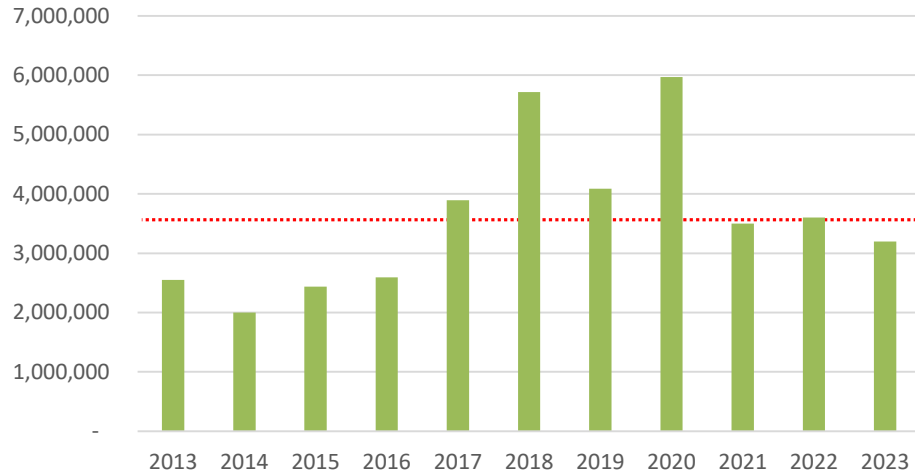
2023 Budget Context

- Staffing
 - 273 FTE's (including 16 new position requests pending approval)
 - 10% Vacancy Rate
 - Changes to fringe benefits split proportionally between employee and employer
 - Pension costs continue to increase
- Developer fees Income



2023 Budget Context

Historical Developer Fees Income



- Slight decrease in Developer Fees as compared to previous years



2023 Operating Budget – 1st Draft

	Core/ Admin	Real Estate Development	Housing Choice Voucher	Resident Empowerment	Homeless Initiatives	Housing Management	Total 2023 Budget
NET TENANT INCOME	-	635,339	-	-	-	8,354,743	8,990,082
TOTAL INTEREST INCOME	24,000	500,000	-	-	-	-	524,000
TOTAL OTHER INCOME	783	549,996	-	777,484	71,665	731,251	2,131,179
TOTAL ADMIN & MANAGEMENT FEE INCOME	9,303,985	100,000	-	-	-	-	9,403,985
TOTAL DEVELOPER FEE INCOME	-	3,237,089	-	-	-	-	3,237,089
TOTAL HUD GRANT INCOME	-	-	10,671,966	66,413	2,425,534	3,708,592	16,872,505
TOTAL OTHER GRANT INCOME	-	3,153,425	533,333	425,000	677,565	1,448,968	6,238,291
TOTAL INCOME	9,328,768	8,175,849	11,205,299	1,268,897	3,174,764	14,243,554	47,397,131
TOTAL PAYROLL EXPENSES	8,166,267	2,600,147	7,429,207	1,285,332	785,072	2,593,903	22,859,930
TOTAL ADMINISTRATIVE EXPENSES	3,155,944	3,685,570	5,354,247	238,647	276,396	2,163,554	14,874,357
TOTAL TENANT SERVICES EXPENSES	50,085	21,996	-	125,000	3,000,340	268,999	3,466,420
TOTAL UTILITY EXPENSES	251,185	506,165	-	-	-	1,975,372	2,732,723
TOTAL MAINTENANCE EXPENSES	613,750	270,794	12,000	247,707	17,315	2,576,202	3,737,769
TOTAL TAXES & INSURANCE EXPENSES	47,171	115,715	-	2,000	-	815,321	980,207
TOTAL EXPENSES	12,284,403	7,200,387	12,795,454	1,898,686	4,079,124	10,393,350	48,651,404
NET OPERATING INCOME	(2,955,635)	975,462	(1,590,155)	(629,789)	(904,360)	3,850,204	(1,254,273)
TOTAL NON-OPERATING EXPENSES	99,898	15,000	-	-	-	1,014,123	1,129,021
NET INCOME	(3,055,533)	960,462	(1,590,155)	(629,789)	(904,360)	2,836,081	(2,383,294)
UNRESTRICTED NET INCOME	(3,055,533)	570,168	-	(629,789)	(904,360)	2,120,756	(1,898,757)

Unrestricted Operating Reserves

Operating reserves accumulate through surplus unrestricted, operational cash flow

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 Financial Results	(958,498)	6,816,751
2022 Budget	(406,701)	6,410,050
2023 Budget - First Draft	(1,898,757)	4,511,293
Total Unrestricted Reserves	4,511,293	



2023 Strategic Investments - DRAFT

2023 Estimation

Resident Empowerment

Workforce Development	62,000
Transformative Climate Initiatives	350,000
Total	412,000

Housing Choice Voucher

Landlord Incentive	535,000
--------------------	---------

Real Estate Development

California Ave. Neighborhood/ CNJ	512,000
-----------------------------------	---------

Total Investment	1,459,000
-------------------------	------------------



Continued Budget Refinement

- Staffing
- Proration
- Developer Fees
- Administrative Expenses
 - IT Costs, Travel & Training, Professional Contracts, etc...

Next Steps

- Receive feedback from the Boards on the first draft of the budget
- Continue the refinement of the budget with program managers
- Present second draft of the budget at the November board meeting

Questions or Comments?



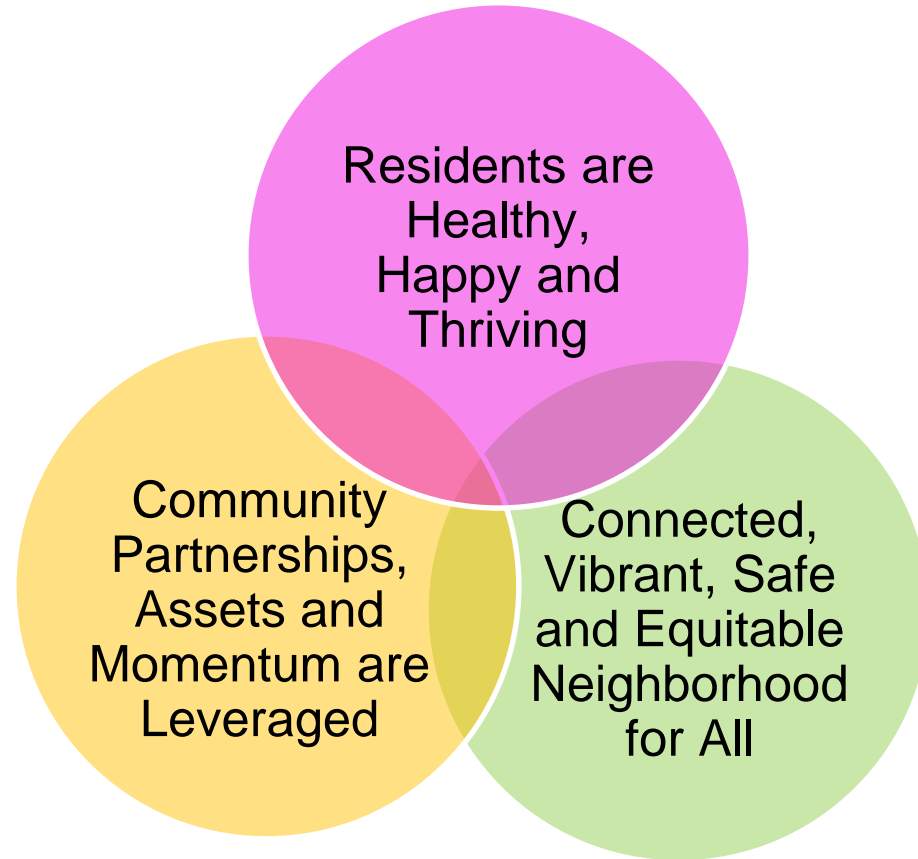
Southwest Fresno

Choice Neighborhood Initiative

Plan Overview

October 25, 2022

3 Overlapping Goals



NEIGHBORHOOD MASTER PLAN

- CAN Boundary
- Target Housing Sites
- Potential Mixed-Use Redevelopment Areas
- Potential Residential Development
- ★ Neighborhood Identity and Public Art
- Existing non-residential commercial

Streets and Infrastructure Improvements

- California Avenue Improvements
- Southwest Fresno Trail (TCC)
- Green Street Improvements (Maud Avenue)
- Complete Street Improvements
- Proposed Signalized Pedestrian Intersection
- Potential Intersection Improvements

Open Space and Recreation Improvements

- New Parks/Open Spaces
- Improvements to Existing Parks and Centers
- ★ Water Features
- ★ Skate Park
- ★ Amphitheater

Homeownership Investments

- New Construction
- Support for Existing Owners

Neighborhood Investments

- ① Fresno City College West Campus (TCC)
- ② New United Health Center
- ③ West Creek Development
- ④ Proposed New Community Clinic and Supportive Services (EOC)
- ⑤ New Neighborhood Serving Retail
- ⑥ Target Housing Site Developments
- ⑦ Transit/Mobility Hub
- ⑧ Hyde Park Environmental Remediation and Clean Up
- ⑨ Farmers Market
- ⑩ Neighborhood Identity Investments
- ⑪ CAN Street Murals
- ⑫ Support for Existing Business Owners
- ⑬ Neighborhood Broadband
- ⑭ Blight Removal and Clean up
- ⑮ Proposed New Commercial Kitchen

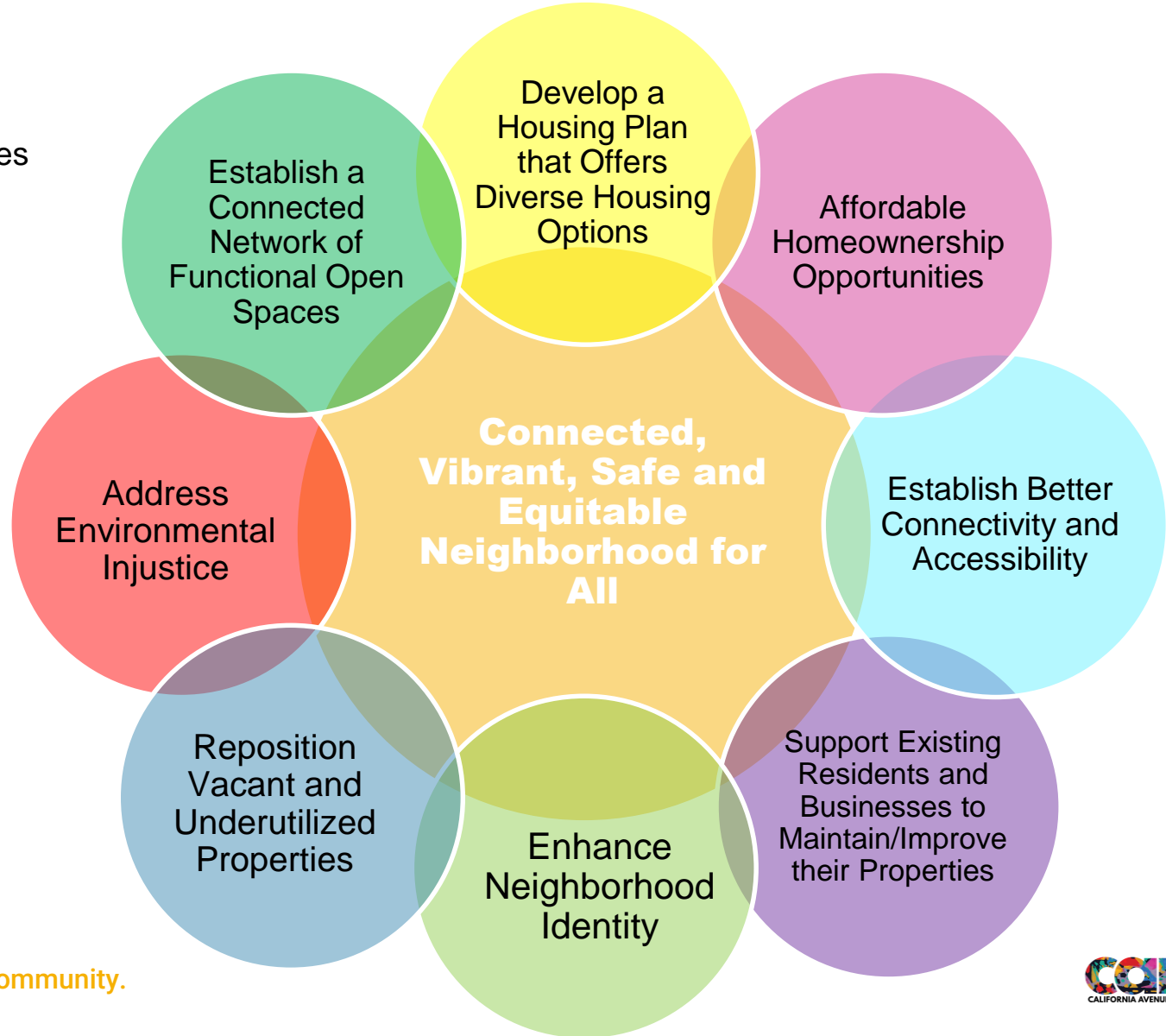




GOAL 1:

**Connected, Vibrant, Safe and
Equitable Neighborhood for All**

Proposed Strategies
+ Improvements



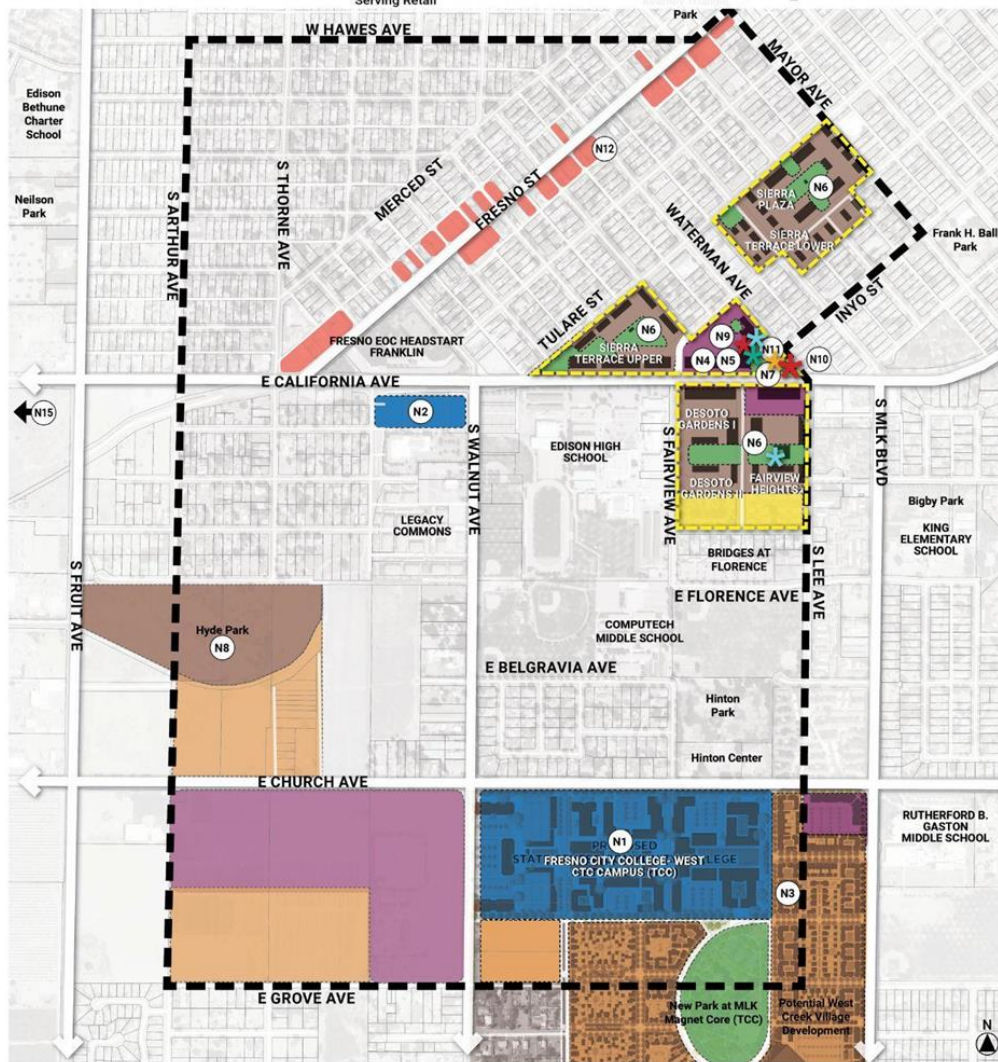


NEIGHBORHOOD MASTER PLAN: NEIGHBORHOOD INVESTMENTS



Neighborhood Investments

- N1 Fresno City College West Campus (TCC)
- N2 New United Health Center
- N3 West Creek Development
- N4 Proposed New Community Clinic and Supportive Services (EOC)
- N5 New Neighborhood Serving Retail
- N6 Target Housing Site Developments
- N7 Transit/Mobility Hub
- N8 Hyde Park Environmental Remediation and Clean Up
- N9 Farmers Market
- N10 Neighborhood Identity Investments
- N11 CAN Street Murals
- N12 Support for Existing Business Owners
- N13 Neighborhood Broadband
- N14 Blight Removal and Clean up
- N15 Proposed New Commercial Kitchen



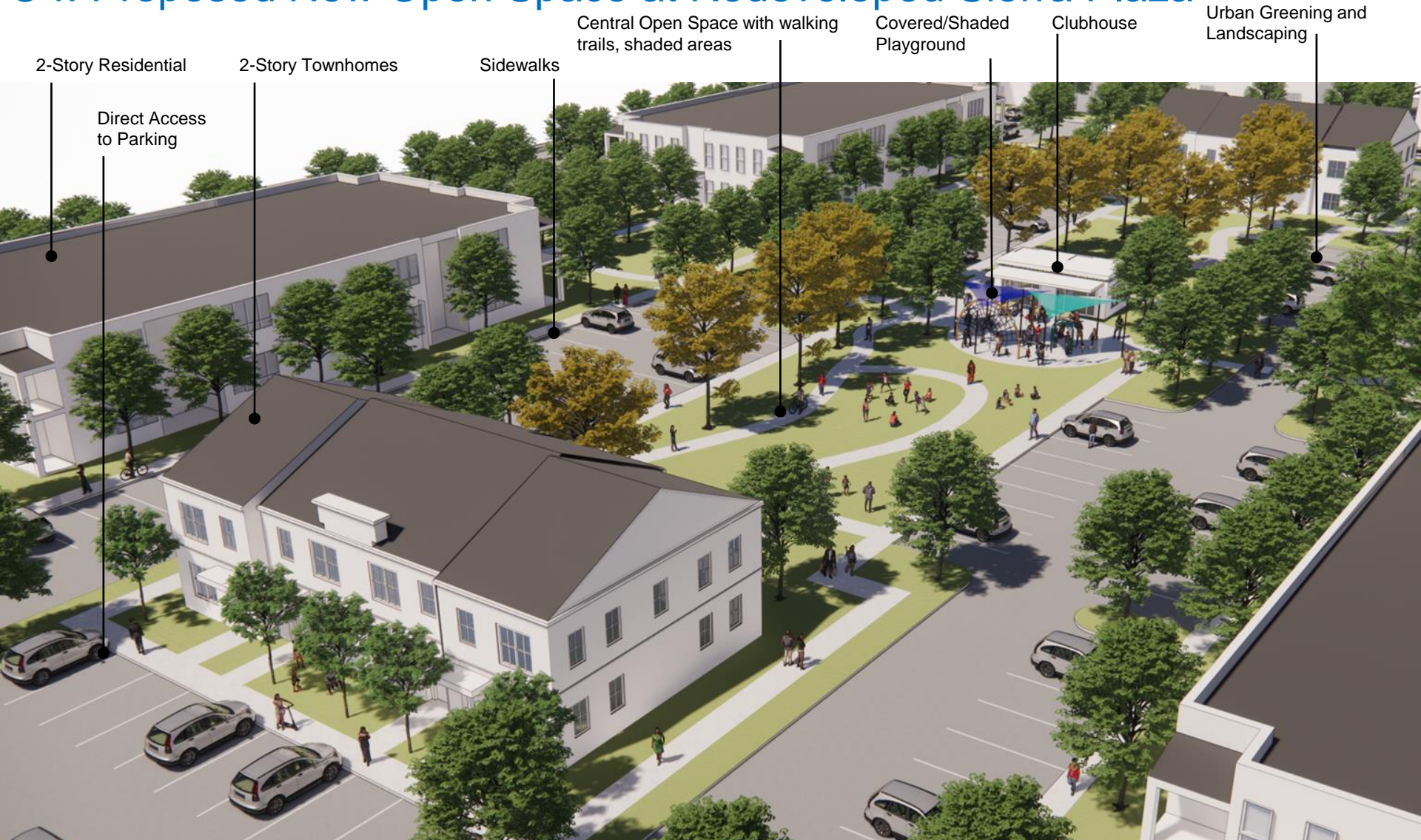
S3: Proposed Improvements at the Intersection of California and Maud Avenue

- Planned Dedicated Bike Lanes
- Bus Stop
- 3-Story Mixed-use Building with Residential Amenities on First Floor
- Signalized Pedestrian Intersection
- Maud Avenue as a Green Street
flexible event space, tree canopy, wider sidewalks/trails for bikes and pedestrians
- Seating areas along the trails/sidewalks

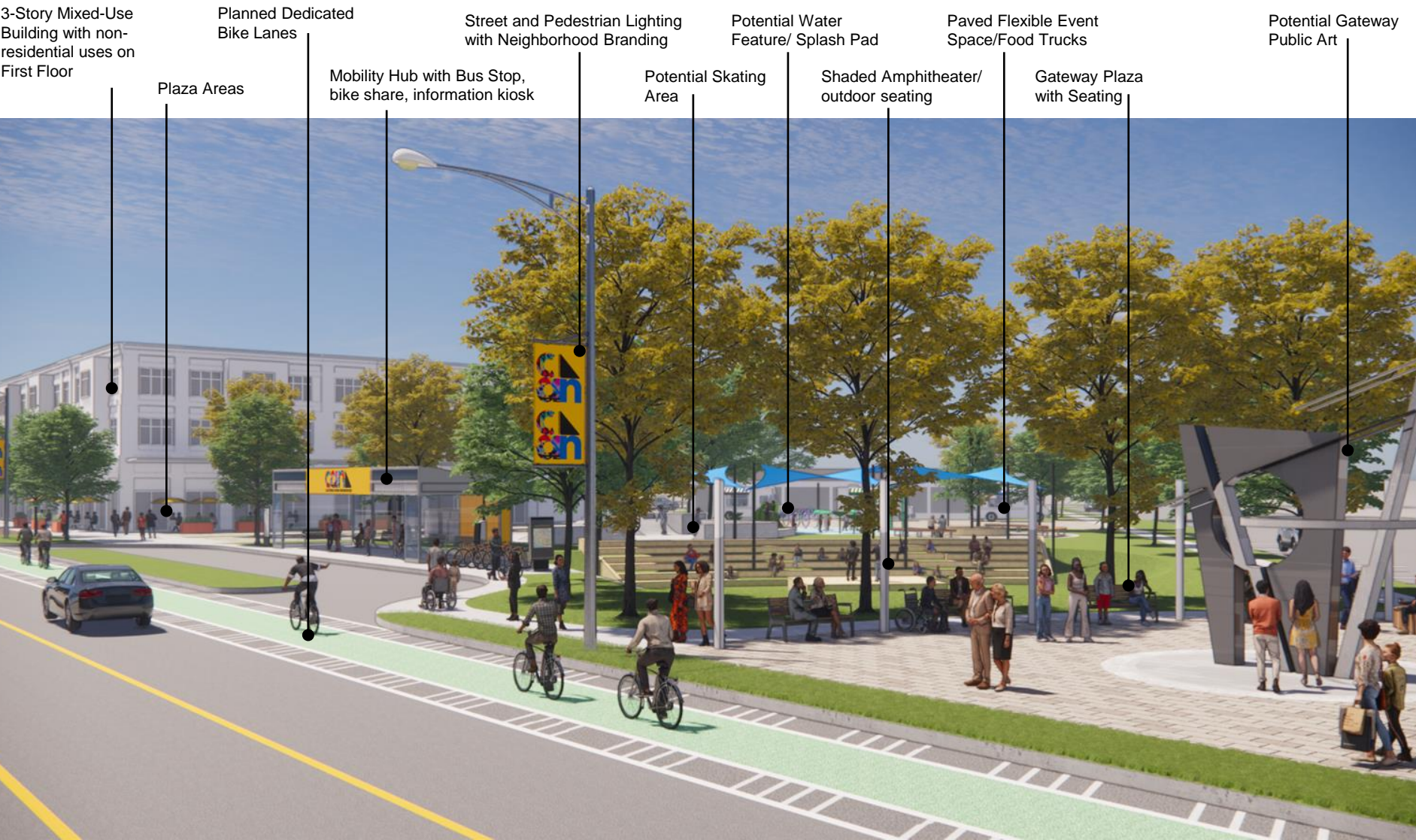


California Ave

O4: Proposed New Open Space at Redeveloped Sierra Plaza



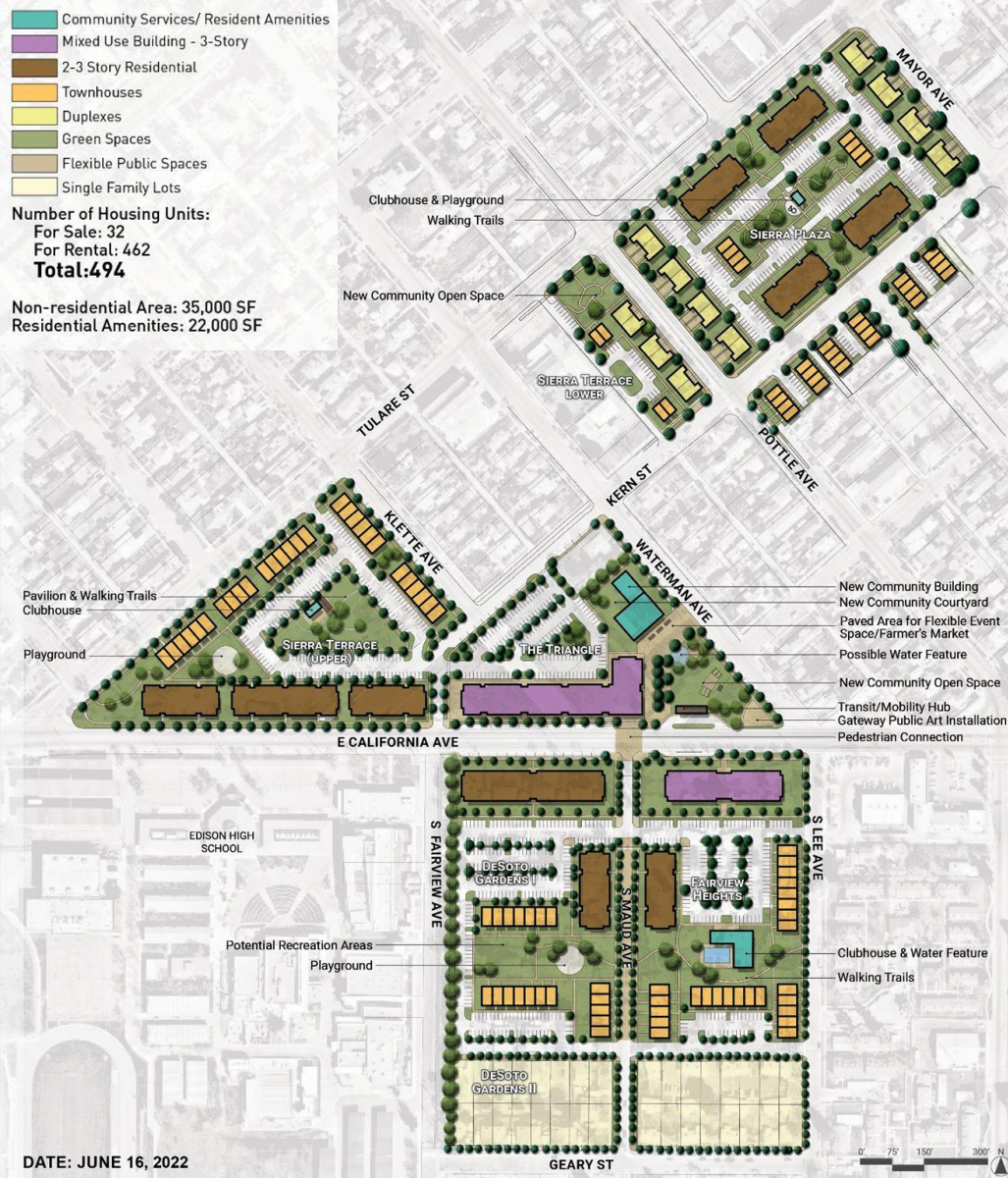
Proposed New Redevelopment at the Triangle



Community Services/ Resident Amenities
Mixed Use Building - 3-Story
2-3 Story Residential
Townhouses
Duplexes
Green Spaces
Flexible Public Spaces
Single Family Lots

Number of Housing Units:
For Sale: 32
For Rental: 462
Total: 494

Non-residential Area: 35,000 SF
Residential Amenities: 22,000 SF

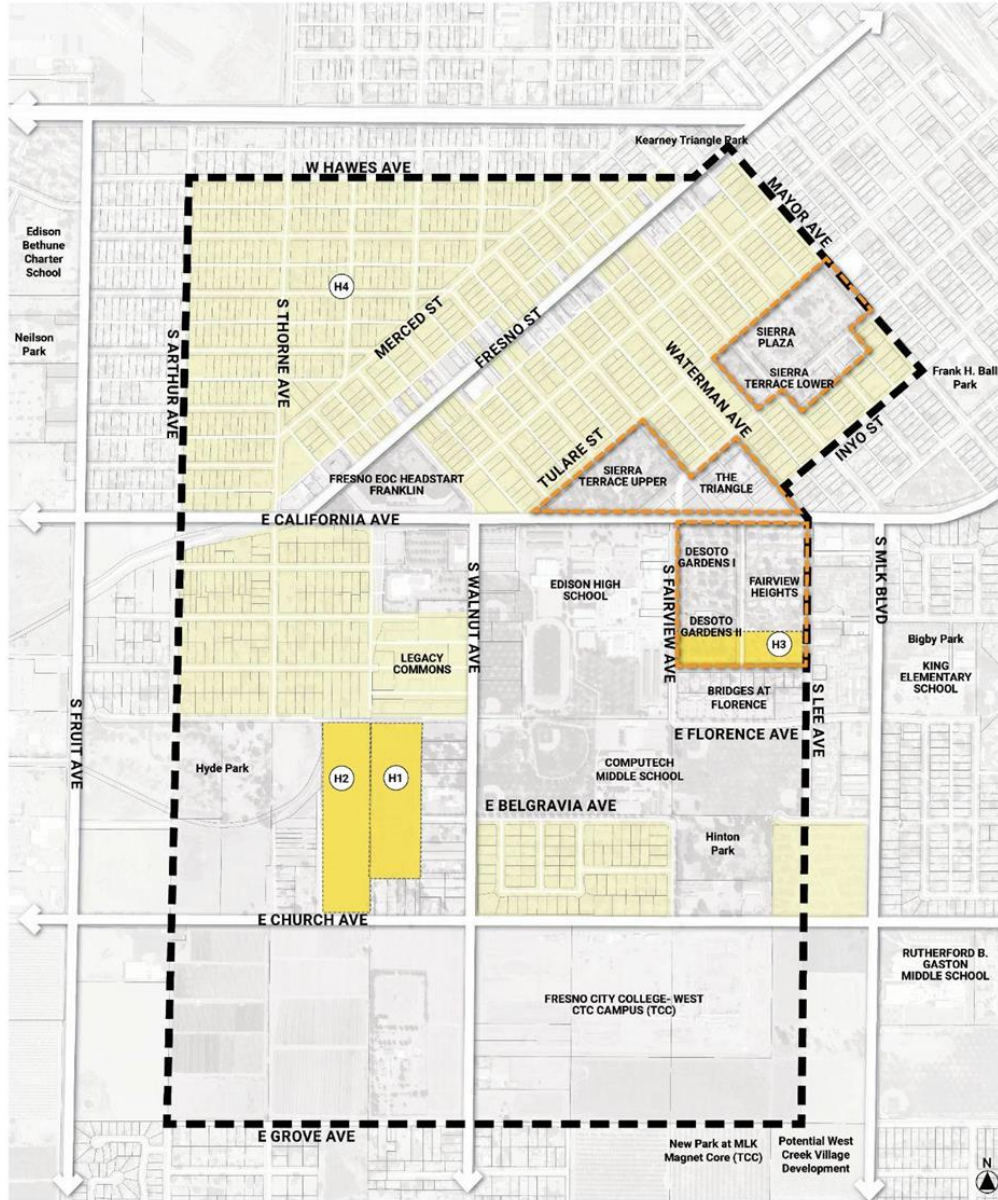


NEIGHBORHOOD MASTER PLAN: HOUSING PLAN (RENTAL)

Housing plan offers housing options for a Range of Incomes and Family Types

- Diverse Housing Options
- Buildings at Various Densities
- Mixed-Use and Mixed-Income
- Integrates Amenities and Open Spaces
- Adequate Parking
- Phased to address Residents' Relocation Needs

NEIGHBORHOOD MASTER PLAN: HOMEOWNERSHIP



Homeownership Investments

- CAN Boundary
- Target Housing Sites
- New Construction
- Support for Existing Owners

- (H1) FHA Led Homeownership Development - 33 units
- (H2) Target site for acquisition and construction of new homeownership units ~ 42 units
- (H3) On-site new homeownership opportunities along Geary Street - 32 units
- (H4) Potential funding opportunities for existing homeowners to maintain and improve their properties



H3 ON-SITE NEW HOMEOWNERSHIP OPPORTUNITIES - 32 LOTS

A Mix of Rental and For Sale Units On-Site

- 462 Rental Units
- 32 Homeownership Units

Proposed Unit Mix (including proposed Homeownership units)		
1 Bedroom	150	34%
2 Bedroom	218	46%
3 Bedroom	93	20%
4 Bedroom	23	5%
5 Bedroom	1	0%
Total	494	100%



PROPOSED MIXED-USE AT THE TRIANGLE



2-3 STORY RESIDENTIAL BUILDINGS ALONG MAUD AVENUE



TOWNHOMES AND 2-STORY RESIDENTIAL BUILDINGS IN REDEVELOPED SIERRA PLAZA

Affordability Mix (Rental Only)

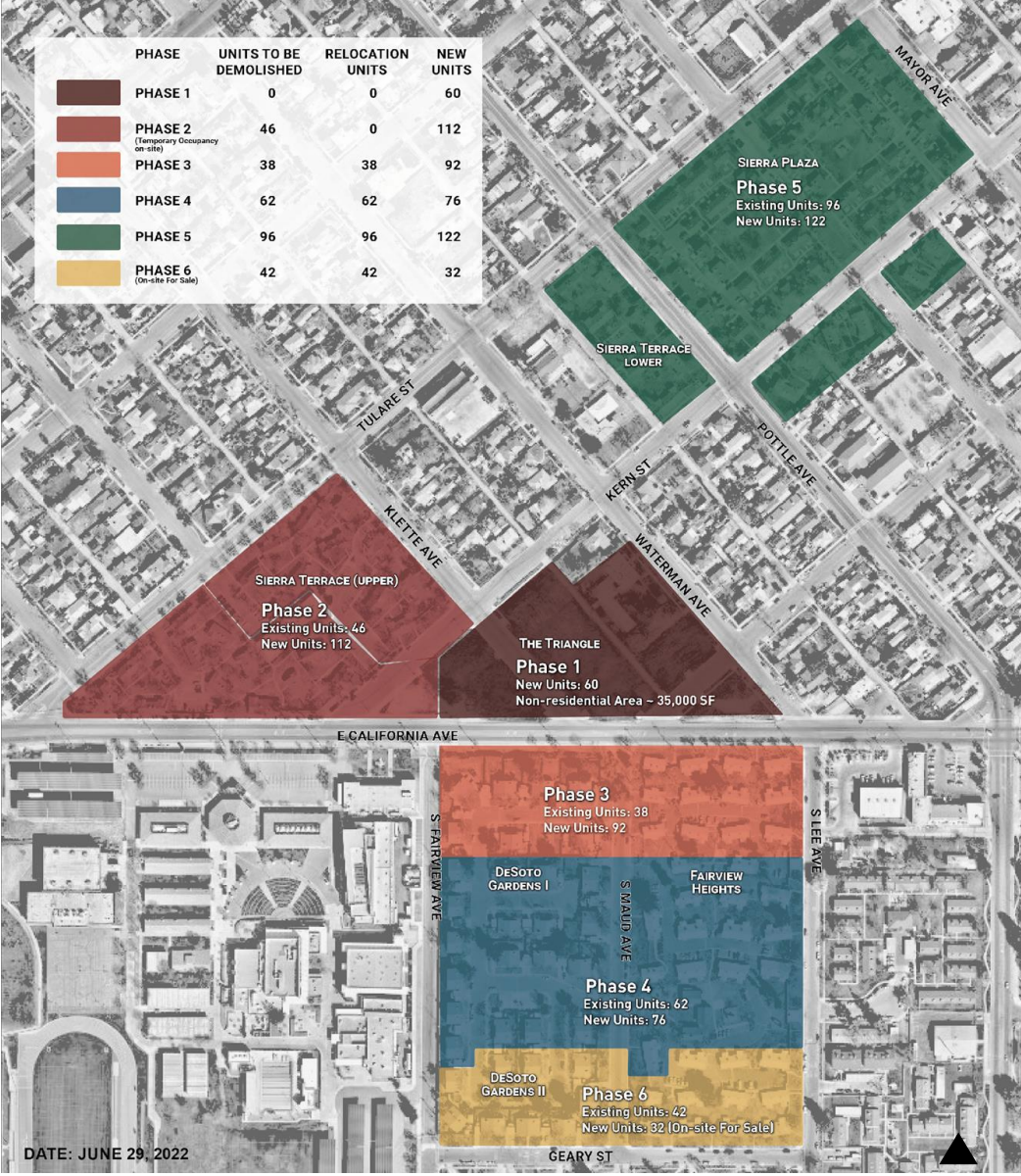
	Replacement	Workforce/Affordable (50-80% AMI)	Market/Unrestricted (81% +)	Total
Phase 1-Triangle	30	18	12	60
Phase 2-Sierra Terrace Upper	55	34	23	112
Phase 3- Desoto/Fairview (a)	45	28	19	92
Phase 4- Desoto/Fairview (b)	38	23	15	76
Phase 5- Sierra Plaza	60	37	25	122
Total	228	141	93	462
	49%	31%	20%	100%

Housing Phasing Plan

All Households living at one of the five target housing sites at the time HUD approves the plan will have a **right to return** with no additional screening criteria imposed, as long as they are lease compliant.

Lease Compliant Means =
Abide by the Terms of Your
Lease

creative. connected. community.

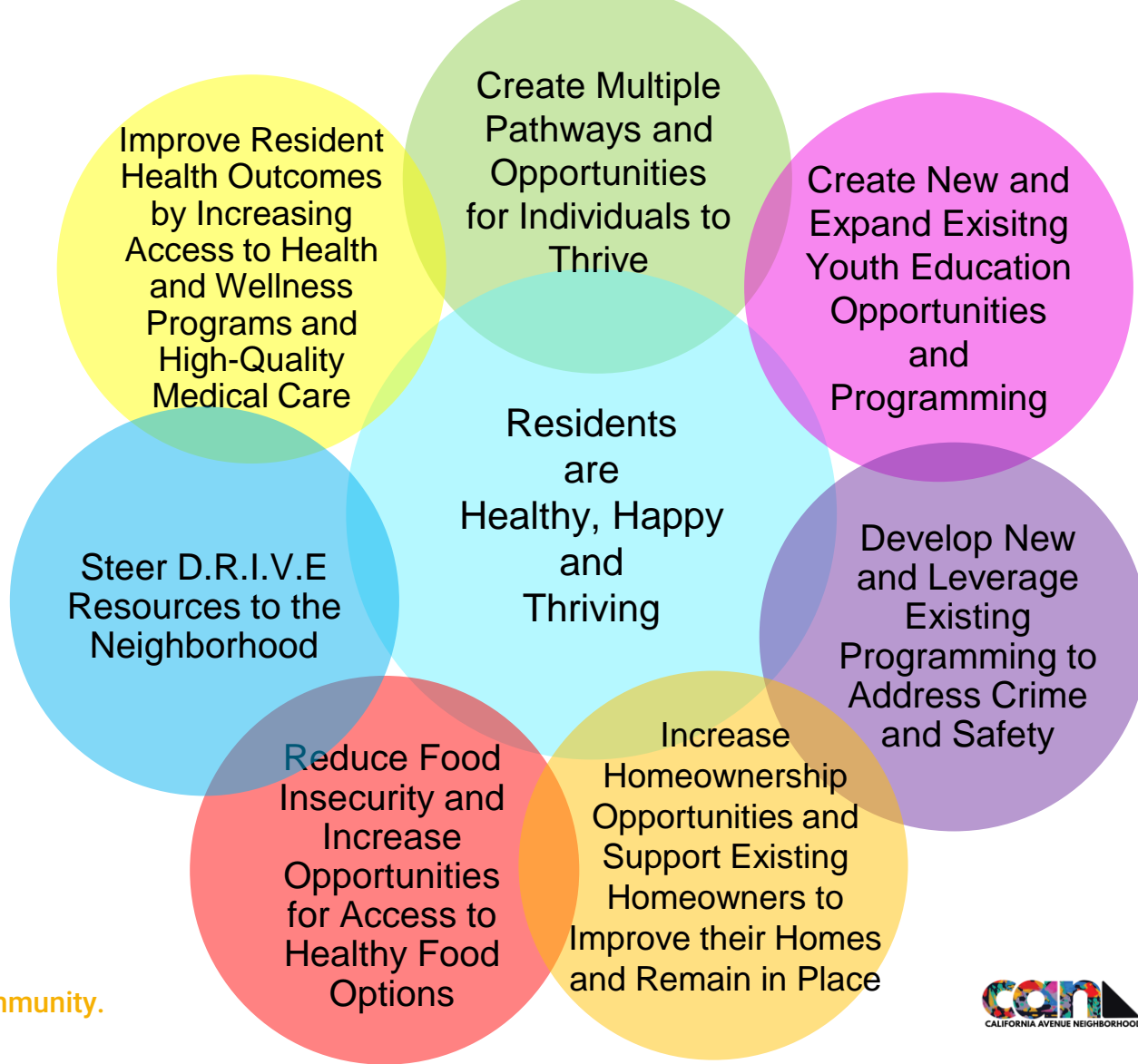




GOAL 2:

**Residents Are Happy Healthy
And Thriving**

People Strategies

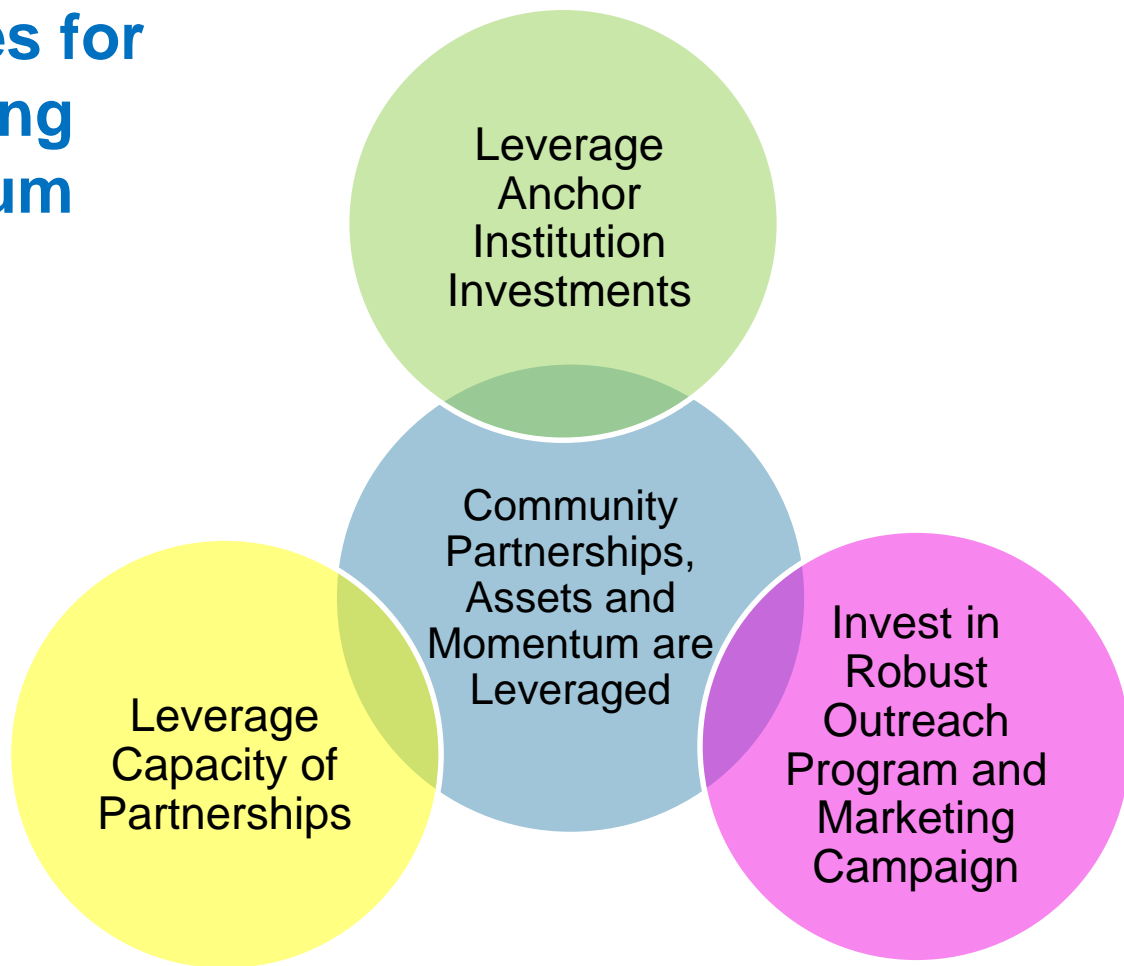


An aerial photograph of a city, likely Los Angeles, showing a mix of urban development, including residential areas, commercial buildings, and a large airport in the upper left. A solid blue horizontal band runs across the center of the image, serving as a background for the text.

GOAL 3:

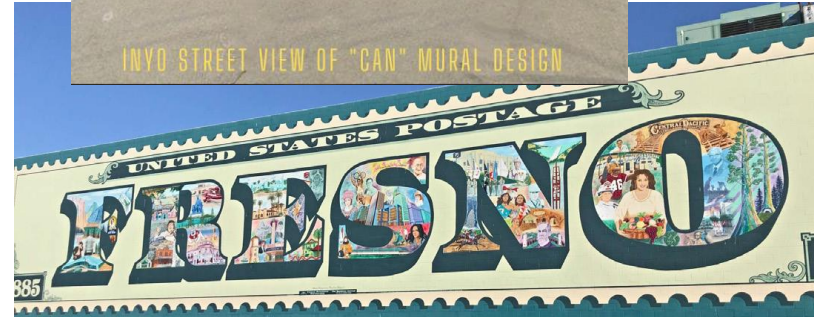
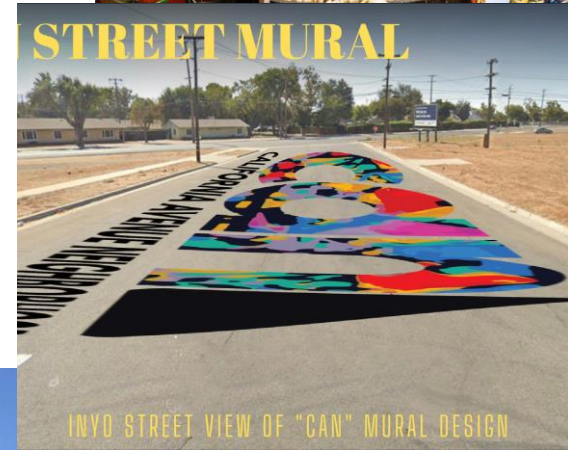
**Community Partnerships, Assets And
Momentum Are Leveraged**

Strategies for Leveraging Momentum



Early Action Activities

- **Farmer's Market-** a true neighborhood collaboration implemented to address the lack of availability of fresh foods and produce in the neighborhood.
- **CAN Street Mural-** A community art project located at the intersections of California Ave and Inyo and California Ave and Klette.
- **Banner Design Challenge-** Residents were asked to create a banner that best represented their neighborhood using prefabricated templates as a foundation.



A background image showing a community engagement event. In the foreground, a woman with long dark hair and sunglasses is looking at a large map or plan spread out on a table. Other people are visible in the background, some sitting at tables and others standing, all engaged in conversation. The event is taking place outdoors under a white canopy tent. The text "COMMUNITY ENGAGEMENT" is overlaid in large, bold, white capital letters on a magenta band across the middle of the image.

COMMUNITY ENGAGEMENT

creative. connected. community.



15

Resident Meetings

22

Community Activations

12

Committee Meetings

36

Resident Advisory Council (Zoom)

07

Public Meetings

450+

Participants

67%

Resident Survey Completion

The 74-question survey was conducted community-wide and asked residents about development, employment, education, services, children, safety, health, and more.

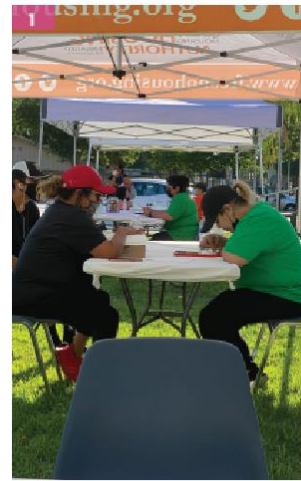


Photo 1: Resident Survey Administration on
Photo 2: Spirit of West Fresno community
activation
Photo 3: Walk and Roll Audit
Photo 4: Gaston Middle School Design
Challenge-Community Activation
Photo 5: Trunk or Treat
Photo 6: Drive by School Supply
Photo 7: Farmers Market Exposure visit

Methods of Engagement



Community Meetings/
Workshops



Resident Meetings



Video Conferences



Surveys



Capacity-Building Workshops



Stakeholder Interviews



Fresno CAN Website



Community Activations



Social Media



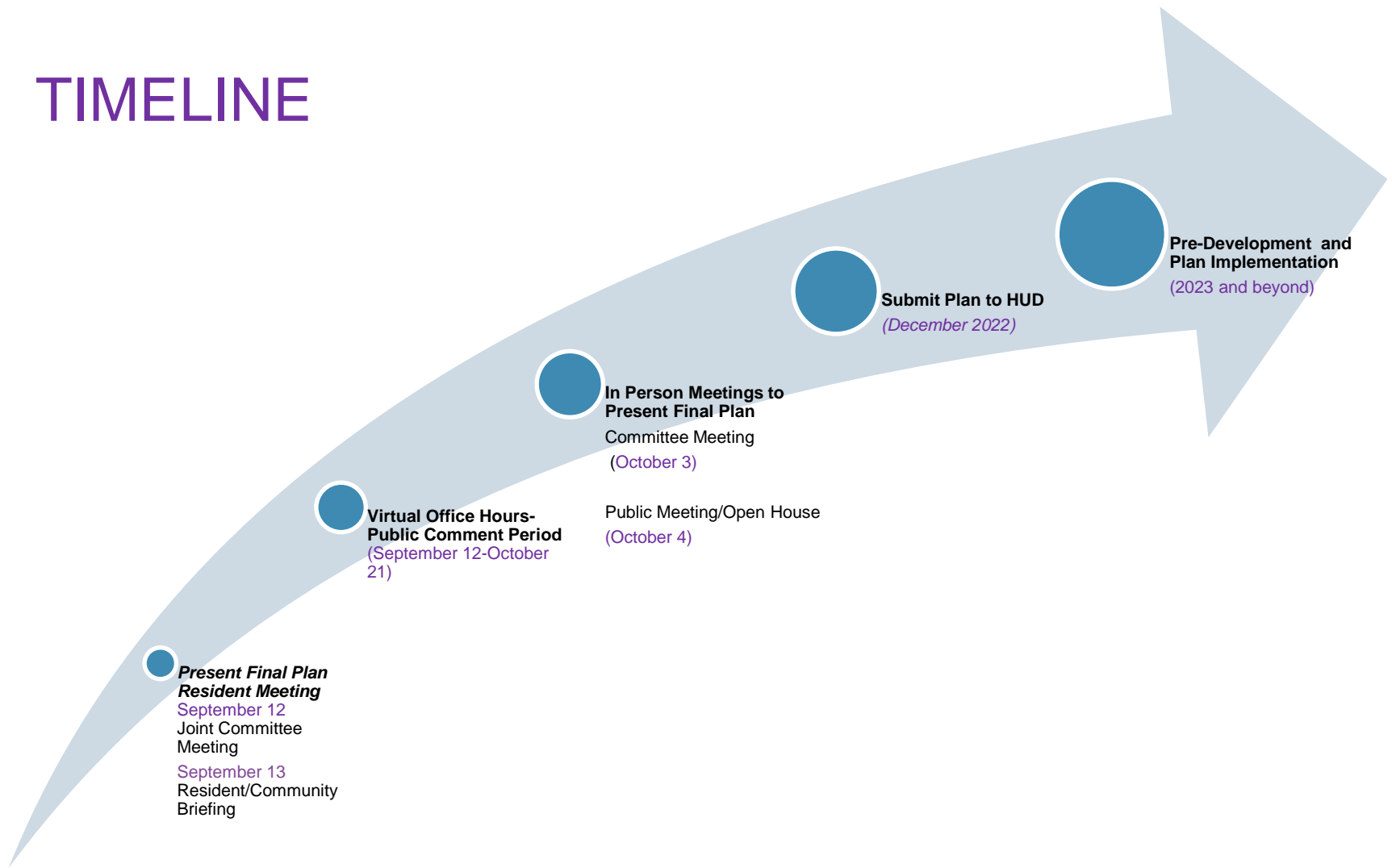
An aerial photograph of a city, likely Los Angeles, showing a mix of urban development, including residential areas, commercial buildings, and a large airport in the upper left. A solid purple horizontal band runs across the middle of the image, serving as a background for the text.

WHAT'S NEXT?

Pathway to IMPLEMENTATION

- Continue to Market Plan to Residents and Stakeholders
- Continue to engage residents and stakeholders during implementation, including as implementation partners
- Collaborate with Residents to Complete Early Action Projects
- Implement Transformative Communities Initiative (TCI) to address Crime and Safety
- Airport Zoning Overlay Approved
- City Adopts Fresno CAN Transformation Plan
- FH, City + Partners Secure Implementation Financing
 - ✓ Fresno Housing + City jointly apply for Choice Neighborhoods Implementation Grant
 - ✓ City Allocates Dedicated Funding
- City secures Brownfields Grant Funding to Remediate Hyde Park
- EOC + FH Partner to Apply for Funding to Expand the 93706 Market

TIMELINE



Q & A

THANK YOU!

Full Plan Presentation is on the Project Website:

<https://www.westfresnocan.org/>



Planning Coordinator Team

EJP Consulting Group, Lead

LAS, Neighborhood Planner

Thrivance Group, Community Engagement

Zimmerman/Volk, Market Study

Dignity Team (Residents), Resident Outreach





HCV UPDATES

October 25, 2022

Presented by: Christine Muro



FRESNO VIBRANT
COMMUNITIES
QUALITY HOUSING **HOUSING** ENGAGED
RESIDENTS



Agenda

- HCV Leasing Update
- Voucher Incentive Program (VIP) Update
- Success Rate Payment Standards/Small Area Fair Market Rent (SAFMR) Update
- HUD Extended Waivers
- HUD Technical Assistance (TA)
- Human Capital Initiatives (HCI)
- Lobby Update

HCV Leasing Update

- Currently operating off of the 2019 City/County Interest List
- YTD – We have drawn 3,250 applicants from both lists
 - Save My Spot
 - Increased our response rate from 50% to 80%
- Appointments/Briefings – Virtual & In-Person
- Voucher Issuances: Average of 100 new vouchers per month
- Voucher Extensions up to 180 days or greater
- Current Leasing Success Rate is 35%
- Approximately 900 families searching for affordable housing



Voucher Incentive Program (VIP)

- The City of Fresno allocated 1 million in ARPA funding towards a proposed Voucher Incentive Program (VIP)
- Aimed to assist voucher holder families to successfully lease up by encouraging landlords to participate in the HCV program AND provide funding resources for the voucher holder families in rental fee assistance



Voucher Incentive Program (VIP)

- New Landlords
- Returning Landlords
- New Units in High Opportunity Areas
- Lease in Place Incentive
- Damage Repair Funds
- Vacancy Loss Payments
- Deposit Assistance
- Rental Fee Assistance



Success Rate Payment Standards

- What are Success Rate Payment Standards?
 - Success Rate Payment Standards allow us to utilize Fair Market Rents at a higher percentile than traditional FMRs.
 - HUD's criteria:
 - *Less than 75% of families are leasing up within 6-months*
 - *Payment Standards are established at 110% of FMRs > 6-months*
 - *Extensions are granted past 90-days*
- Pending HUD approval to implement Success Rate Payment Standards

Small Area Fair Market Rents (SAFMR)

- What are SAFMR's?
 - SAFMRs are rents calculated at the Zip code level in a metropolitan area. These amounts can be useful in setting Payment Standards (PS) that are closer to the rental market in the PHA's jurisdiction
- As of 10/1/22, SAFMRs were implemented for 16 zip code areas.
 - Data analysis revealed 16 SAFMR zip codes with higher average market rents than standard FMR's for the entire Fresno region.



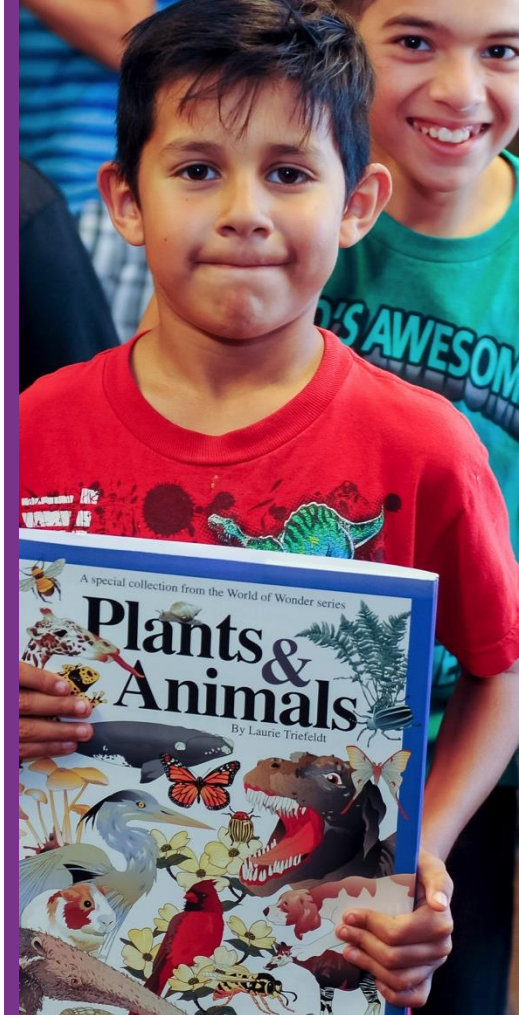
Expedited HUD Waivers

- 4/7/22 – payment standards were increased to 120% of fair market rents through 12/31/22.
- 4/7/22 – payment standards are increased at any time after the effective date of the increase, rather than waiting for the next regular reexamination. Expire 12/31/22.
- 10/17/22, Extensions approved through 12/31/23 for the above two waivers.



HUD Technical Assistance (TA)

- HUD's Two Year Tool; assessing leasing trends, etc.
- Tool of Tools for Payment Standard assessments
- The process of performing a market rent study on a county-wide scale.
- Project Based Vouchers (PBV) and RAD PBV: Program Cap, and Responsibilities/Oversight for non-PHA owned and PHA-owned developments; HUD PBV Checklist
- Voucher Management System (VMS)
- PIC Submissions/Fatal Error Monitoring



Human Capital Initiatives (HCI)

- Review of tracking and data reports
- HCV staff interviews
- Staffing observations & recommendations
- Assessment and Recommendations
- Workflows & efficiency recommendations



Lobby Update

- Fire inspection clearance pending
- Prepared to deliver updated Staff Training
- Client Services Specialists
- Customer Service focused



Questions?

FRESNO HOUSING



Development Update

October 25, 2022



FRESNO VIBRANT
COMMUNITIES
QUALITY HOUSING **HOUSING** ENGAGED
RESIDENTS



Projects Updates

- Alegre Commons – 100% Leased Up
- The Monarch @ Chinatown – Est. completion Nov/ Dec. 2022
- Corazon del Valle Commons – 35% complete
- Esperanza Commons – 27% complete
- The Arthur @ Blackstone - 7% complete
- Promesa Commons (fka Sun Lodge) – 7% complete



2023/2024 Project Pipeline: County

- Citrus Gardens (Orange Cove) - Finance Closing/ Construction Start Dec 2022
 - Substantial rehabilitation of 30 units
- La Joya Commons (Firebaugh)
 - Demolition of Firebaugh Family property and new construction of 68 units, new community center and on-site amenities
- San Joaquin (approx. 8 acres of vacant land)
 - 114 units total new construction with Phase I consisting of 51 units of new construction
- Del Rey (approx. 18 acres of vacant land)
 - Application for Entitlements/Re-Zone to County of Fresno
- Potential pipeline areas: Kerman, Reedley, Selma, Sanger, Fowler, unincorporated areas



2023/2024 Project Pipeline: City

- Avalon Commons Phase I (Fresno) - Finance Closing/ Construction Start April 2023
 - Avalon consist of 105 units of new construction with Phase I consisting of 60 units + Amenities
- Step Up on 99
 - 63 units of rehab/new construction and conversion of Homekey property
- Parkside Inn (Golden State Triage)
 - Entitlement/Design work underway; planning for funding applications; Homekey conversion
- Heritage Estates (33 Single Family Homes)
- Parkway Drive Planning
- California Avenue Neighborhood Planning



2023/2024 Project Pipeline

- Monte Vista Terrace Repositioning
- Pacific Gardens RAD Simple Conversion
- Parc Grove Commons II RAD Simple Conversion
- Sequoia Courts – LBP Abatement + Improvements
- Fresno City College Student Housing
 - Econo Inn/DADA Commons sites
- The Jefferson (Clovis)– AHDC/ BOB Partnership
- Commercial Tenant Improvements
 - Marion Villas, Paseo 55



Questions?