

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

EXECUTIVE COMMITTEE

Wednesday, July 22, 2015

12:00 p.m.

There was a duly noticed meeting of the Executive Committee of the Boards of Commissioner on July 22, 2015, at the offices of HACCF, located at 1331 Fulton Mall, Fresno, California.

1. The meeting was called to order by Commissioner Scharton at 12:07 p.m., and members present and absent were as follows:

PRESENT: Craig Scharton
 Stacy Sablan
 Adrian Jones
 Rueben Scott
 Jim Petty
 Preston Prince

ABSENT: Reneeta Anthony

Also in attendance were: Tracewell Hanrahan, Deputy Executive Director; Jim Barker, Chief Finance Officer; Ken Price, Baker Manock and Jensen-General Counsel; Michael Duarte, Director of Planning and Community Development; Emily De La Guerra, Senior Manager of Finance and Administration; and Tiffany Mangum, Special Assistant to the CEO/Executive Director.

2. PUBLIC COMMENT

No public comment.

3. DISCUSSION ITEMS

- a. ACTION: Consideration of the minutes of June 17, 2015

Commissioner Scott motioned for the Committee's approval of the June 17, 2015 Executive Committee meeting minutes. This action was seconded by Commissioner Jones, and by unanimous vote of the Executive Committee, the minutes for June 17, 2015 were approved.

- b. Review of the Tentative Agenda for the next regularly scheduled Board Meeting

The Committee discussed the ongoing analysis of the HCV process: abatement analysis and overview. The discussion focused on the language to include in the Administrative Plan that was provided in the June Board Update.

Commissioner Scott expressed concern on the impact abatements and the amended policy will have on residents. Staff will review these items and return to the Boards with recommended direction. Staff will post for public comment on August 1st.

Inspections for 2016 Admin Plan will impact RAD and will be detailed in the Boards' report, that will be posted August 1st; and will be prepared for Board adoption during the September 23rd Board Meeting.

Jim Barker spoke about the 2014 Financial Statements and described the opinion letters have been received which were clean opinions. He further explained that there was one finding on a prior year adjustment that was incurred on the wrong fiscal year on a development and was cured. Several recommendations were issued for increased efficiency for internal controls. Jim announced that the Auditor, Ken Al-Imam from Mayer Hoffman McCann, will also be in the Audit Committee Meeting that will be held on next Tuesday, just prior to the Board Meeting.

Mr. Barker discussed the 2015 Audit - Mayer Hoffman McCann firm has separated their audit arm and is now the Davis Farr agency. Thus, the Agency's 2015 audit will now be with Davis Farr as our auditors. Mr. Barker recommended moving forward with Davis Farr to retain the same auditing staff. Mr. Barker stated that there was no need to do a new RFP for auditing services. He also explained that there would be no loss or liability in moving forward with this firm, and there will be no change in price for audit services. He further explained that RFP's can be done for 2016 and future years, but we currently have 4, one-year options with Davis.

The Committee recommended that the Boards' action on approving the new firm for auditing services be added to the August 2015 Agenda.

Emily De La Guerra discussed the Property Management RFP Award to Winn Residential and GSF for Property Management services and partnership. She explained that the Agency only enters in to the contract for 3 properties, as Silvercrest, Inc. and BoB Boards are the managing general partners for the other LPs.

Commissioner Scharton expressed some concerns about property management issues with our current properties. Tracewell Hanrahan clarified that is why we have the Property Management partnership with both companies, providing an alternative. Owner expectations will be communicated to all parties.

The Committee discussed Asset Management Post Occupancy Evaluation surveys for residents and internal staff to gauge performance on new properties. The Committee requested the surveys also consider the design, management companies, staff, and other items; it was expressed that this discussion and information be shared with Housing Management and Planning & Community Development. The Committee announced that they would like to be privy to the analysis of the results.

Commissioner Jones requested that surveying be done with our HCV residents as well.

Commissioner Scharton asked that the Agency evaluate the building materials, equipment used for an ongoing dialogue of materials, design, and the quality of what we use for our sites.

Committee recommended that there be a Board action, to include, within the contracts an aggregate "not to exceed" amounts for the Property Management companies, and not provisions that are site by site. Staff will invite the Property Management consultants to the July Board Meeting.

c. Development Update

Michael Duarte provided the Committee with an update on the following projects: CityView commercial space, Firebaugh, Trailside, Edison, Fowler sites, Selma, Calaveras, Lowell Neighborhood Project, and the North Fulton Mall planning.

d. Administrative Matters Update

The Committee discussed the Administrative matters that concerned the HCV Analysis work and operational review, an Audit update, and agency goals with sustainability and structure. The announcement of the new Commissioner, Joey Fuentes appointed to replace Rachel Zuloaga on the County's Board. Additionally, Commissioner Lowe will submit his resignation from the City Board.

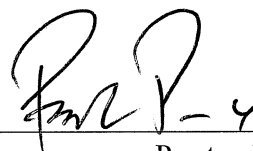
4. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION – *Pursuant to Government Code Section 54956.9(b)*

There was no reportable action taken by the Executive Committee.

5. ADJOURNMENT

There being no further business to be considered by the Executive Committee, the meeting was adjourned at approximately 1:10 p.m.



Preston Prince, Secretary