

MEETING MINUTES
HOUSING AND COMMUNITY DEVELOPMENT COMMISSION (HCDC)

February 22, 2017
Fresno City Hall, Room 2165-A (2nd Floor)
2600 Fresno Street, Fresno, California 93721

Commission Members Present:

Barbara Fiske, Chairperson
Brad Hardie, Vice Chairperson
Marina Harutyunyan, Commissioner
Debra McKenzie, Commissioner
Bob Reyes, Commissioner
Barry Falke, Commissioner
Bob Farrar, Commissioner

Commission Members Absent:

Staff Members Present:

Jennifer K. Clark, AICP, HDFP, Director
Development and Resource
Management Department
Kelli Furtado, Assistant Director
Development and Resource
Management Department
Talia Kolluri, Supervising Deputy City
Attorney, City Attorney's Office

Staff Members Present:

Thomas Morgan, Housing and Neighborhood
Revitalization Manager
Dan Casey, Project Manager
Susie Williams, Recording Secretary

A. CALL TO ORDER

The meeting was called to order by Chairperson Barbara Fiske at 5:04 p.m.

B. ROLL CALL

Chair Fiske took roll call. All Commissioners were present.

C. COMMUNICATIONS

None.

D. APPROVAL OF AGENDA

MOTION: Commissioner Farrar made a motion to approve the Agenda for February 22.

SECONDED: Commissioner Reyes

AYES: Chair Fiske, Vice Chair Hardie, Commissioners Harutyunyan, McKenzie, Reyes, Farrar, and Falke.

NOES: None

ABSTAIN: None

E) APPROVAL OF MINUTES

None

F) GENERAL ADMINISTRATION

WORKSHOP – Consolidated Notice of Funding Availability (NOFA) Application Scoring Process.
(No action requested)

Mr. Thomas Morgan, Development and Resource Management Department, Housing and Neighborhood Revitalization Manager, provided an overview of the workshop, preparing the HCDC for the upcoming March 22 meeting. Mr. Morgan discussed scoring and methodology and requested HCDC feedback.

Mr. Morgan reviewed the 2017-2018 Annual Action Plan and related timelines. He announced that the Consolidated NOFA was published and made available for public review on February 10, 2017. Community Development Block Grant (CDBG) applications are due on March 3, 2017. Housing Opportunities for People with Aids/HIV (HOPWA) and Emergency Solutions Grant (ESG) applications are due March 6, 2017. HOME Partnership Investment Program applications are due April 3, 2017.

Mr. Morgan continued to present the application and scoring process through a PowerPoint presentation, including the following:

- City of Fresno's methodology for scoring HUD entitlement applications.
- Annual Action Plan timelines.
- Scoring, ranking and award recommendations for CDBG.
- ESG and HOPWA scoring and how it differs from CDBG scoring.
- ESG allocations approved by Continuum of Care.
- HOME program application scoring and recommendation process.

Commissioner Falke and McKenzie discussed criteria and whether or not the HCDC will be able to review applications that do not meet eligibility criteria. Mr. Morgan stated that if eligible, the CDBG applications will be advanced to the HCDC for consideration.

He elaborated to differentiate between the process for CDBG, and ESG/HOPWA in which an evaluation panel rather than the HCDC would review and make recommendations.

Chair Fiske asked if there were any other questions or comments.

Commissioners discussed the process to evaluate potential conflicts of interest and how best to address conflicts. City Attorney Talia Kolluri stated that each situation would be evaluated separately, and the HCDC was encouraged to communicate with her directly to complete a conflict analysis.

Commissioner Falke initiated discussion related to process of scoring and limiting the staff scores so that it does not unintentionally influence the HCDC scoring. It was agreed that the public comments portion should come after all presentations are completed by CDBG funding category. Vice Chair Hardie inquired about current year metrics and accomplishments. Director Clark

indicated that staff would evaluate this request and provide, if possible, but presenters would be asked to be prepared to discuss accomplishments.

Chair Fisk confirmed with Mr. Morgan that applicants will receive information on the Consolidated Plan priorities and scoring criteria at the March 22, 2017 meeting? She also discussed the Public Service Cap and confirmed that the total amount of funds for HCDC consideration is \$1.7 million, significantly more than the previous year. Mr. Morgan listed the priorities.

Chair Fiske reminded that Item F-1 requires no action to be taken by the Commission.

G) INFORMATIONAL REPORTS

None.

H) COMMISSIONER ITEMS

None.

I) UNSCHEDULED ORAL COMMUNICATION

None.

J. ADJOURNMENT

There being no further business to bring before the Housing and Community Development Commission, the meeting adjourned at 6:17 p.m.

The next scheduled Commission meeting is **March 8, 2017.**

Barbara Fiske, HCDC Chairperson

Kelli Furtado, Assistant Director
Development and Resource Management