

# City of Fresno

2600 Fresno Street  
Fresno, CA 93721  
[www.fresno.gov](http://www.fresno.gov)



## Meeting Minutes - Final

Wednesday, September 12, 2018

5:00 PM

Regular Meeting

Fresno City Hall, 2nd Floor  
Room 2165N (Conference Room A)

## Housing and Community Development Commission

*Chair Barbara Fiske*

*Vice Chair - Bob Reyes*

*Commissioners:*

*Barry Falke, Bob Farrar, Marina Harutyunyan, Chong Yang*

*Staff:*

*Jennifer K. Clark, AICP, HDFP, DARM Director*

*Kelli Furtado, Assistant DARM Director*

*Thomas Morgan, Housing Manager*

*Susie Williams, Recording Secretary*

**A) CALL TO ORDER**

*Chair Fiske called the meeting to order at 5:09 P.M.*

**B) ROLL CALL**

*Marina Harutyunyan arrived at 5:36 P.M. after conclusion of General Administration # ID18-1046.*

**Present** 6 - Commissioner Bob Farrar, Chairperson Barbara Fiske, Commissioner Marina Harutyunyan, Vice Chair Bob Reyes, Commissioner Barry Falke, and Commissioner Chong Yang

**C) COMMUNICATIONS**

*None.*

**D) APPROVAL OF AGENDA**

**On motion of Vice Chair Reyes, seconded by Commissioner Falke, that the agenda be approved. The motion carried by unanimous vote.**

**E) APPROVAL OF MINUTES**

*The minutes of March 28, 2018, and April 25, 2018, were presented and made available for review. However, due to an error in linking the minutes to the September 12, 2018, agenda, no action was taken.*

**continued**

**F) GENERAL ADMINISTRATION**

[ID18-1046](#) Recommended actions pertaining to a Neighborhood Stabilization Program 3 (NSP3) Agreement with the Housing Authority of the City of Fresno, CA:

1. Adopt a finding of Categorical Exemption pursuant to Section 15303/Class 3 of the California Environmental Quality Act (CEQA) Guidelines and
2. Approve a \$148,700 development agreement for the new construction of a single-family house located at 844 Chance Avenue.

*Corrina Nunez, Project Manager, recommended approval of a \$148,700*

*NSP3 Agreement with the Housing Authority for the construction of a new affordable single family house located at 844 Chance Avenue. The City is proposing to provide funds in the form of a low interest loan to the Housing Authority which upon transfer of the loan to the home buyer will convert to zero percent interest with a thirty year affordability covenant. The Housing Authority owns the property and was purchased with NSP3 funds in 2010. The property is located on Chance across from the Fairgrounds south of Kings Canyon, in district five. The Housing Authority is partnering with Habitat for Humanity (Habitat) and Fresno City College in the construction of a 1,285 square foot, three bedroom, two bath home. The total project cost is estimated at \$269,617 which equates to the cost of \$209 per square foot. Through this partnership, Habitat will work with Fresno City College construction students to utilize Habitat's sweat equity method of building in an effort to train in construction and prepare students for the construction industry after college. Scott Perry from the Housing Authority was available to speak about the project. Commissioner Farrar asked about the square footage and garage. Chair Fiske noted that the staff report indicates there is a carport. Mr. Perry noted that the property was originally intended for rehabilitation, but due to several factors will be new construction. Chair Fisk inquired about the overall cost of construction. Mr. Perry indicated the total development cost is \$269,617. Chair Fiske asked if all normal requirements and permits are required. Ms. Nunez confirmed they are. Commissioner Yang asked for clarification on the rehabilitation. Ms. Nunez stated the property would be demolished and new construction would be done.*

*Commissioner Yang asked about the results of similar projects. Mr. Perry was familiar with a project about 5 years ago, it came out beautifully. Chair Fiske asked about other rehabilitation projects done in Lowell and on College, they were rehab projects, and whether or not new construction has been done before. Per Mr. Perry, they have done many, but this is the first experience with new construction. Chair Fiske asked if the students are compensated. Mr. Perry indicated that they are not. Commissioner Farrar discussed the qualifications of the future buyers and restrictions that would apply. Chair Fiske discussed the exemption of environmental language in the staff report.*

*Commissioner Yang requested a floor plan. Ms. Nunez stated it could be brought back at a later point; time is of the essence to get the item before City Council so that the students can start work on the project.*

*Commissioner Falke asked Michael Duarte with Fresno Housing Authority to summarize the equity components of the project. Chair Fiske confirmed the item will go before Council.*

*On motion of Chair Falke, seconded by Commissioner Reyes, the item was recommended for approval. The motion carried by the following vote with Commissioner Harutyunyan recusing herself.*

**On motion of Commissioner Falke, seconded by Vice Chair Reyes, that the above Action Item be approved. The motion carried by the following vote:**

**Aye:** 5 - Commissioner Farrar, Chairperson Fiske, Vice Chair Reyes, Commissioner Yang and Commissioner Falke

**Recused:** 1 - Commissioner Harutyunyan

[ID18-1014](#) Workshop pertaining to the Program Year (PY) 2017 Consolidated Annual Performance and Evaluation Report (CAPER)

**Sponsors:** Development and Resource Management Department

*Development and Resource Management Assistant Director, Kelli Furtado, stated that the City released its public review draft of the Consolidated Annual Performance and Evaluation Report (CAPER) on August 31, 2018, and it is available for public review and comment until September 17, 2018. A presentation of the CAPER was provided by the Housing and Community Development Manager, Thomas Morgan. Ms. Furtado reminded the HCDC that staff will take any public comments received and will enter those into the record when the item is taken to City Council on September 20, 2018. Mr. Morgan stated that the CAPER is due to HUD on the last business day of September, and must be approved by Council and entered electronically to HUD. Discussion was held, Chair Fiske called for public comment at 6:38 P.M.*

*No public comments were received.*

[ID18-1051](#) Commission to vote on new Chairperson and new Vice  
Chairperson FY 2019

*On motion made by Commissioner Falke, and seconded by Commissioner Farrar, Chair Fiske was nominated as Chair for another term. The motion carried by unanimous vote. On motion made by Commissioner Farrar, seconded by Commissioner Harutyunyan, Commissioner Reyes was nominated as Vice Chair. The motion carried by unanimous vote.*

#### **G) INFORMATIONAL REPORTS**

*Ms. Furtado stated that the Annual Action Plan (AAP) approved by City Council on May 24, 2018, has been submitted to HUD and is awaiting approval. The City was informed in mid-August that the AAP was approved at the regional level and it is now going through the congressional approval process.*

#### **H) COMMISSIONER ITEMS**

*None.*

#### **I) UNSCHEDULED ORAL COMMUNICATION**

*Chair Fiske called for public comment, none were received.*

#### **J) ADJOURNMENT**

*Chair Fiske adjourned the meeting at 6:48 P.M.*

The next scheduled HCDC meeting is September 26, 2018.