

City of Fresno

2600 Fresno Street
Fresno, CA 93721
www.fresno.gov



Meeting Minutes - Final

Wednesday, February 28, 2018

5:00 PM

Regular Meeting

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

Housing and Community Development Commission

Chair Barbara Fiske

Vice Chair

Commissioners:

*Barry Falke, Bob Farrar, Brad Hardie, Marina Harutyunyan, Bob Reyes,
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 5:14 P.M.

B) ROLL CALL

Present 6 - Chairperson Barbara Fiske, Commissioner Marina Harutyunyan, Commissioner Chong Yang, Bob Farrar, Bob Reyes, and Brad Hardie

Absent 1 - Commissioner Barry Falke

C) COMMUNICATIONS

None.

D) APPROVAL OF AGENDA

On motion of Commissioner Reyes, seconded by Commissioner Farrar, that the agenda be approved. The motion carried by a unanimous vote.

E) APPROVAL OF MINUTES

[ID18-0316](#) Approval of HCDC minutes of January 24, 2018

On motion of Commissioner Yang, seconded by Commissioner Farrar, the above Minutes be approved. The motion carried by a unanimous vote.

F) GENERAL ADMINISTRATION

[ID18-0311](#) Workshop on the evaluation and scoring of applications for federal entitlement funds from the U.S. Department of Housing and Urban Development (HUD) related to the 2018 - 2019 Annual Action Plan

Housing and Community Development Division Manager, Thomas Morgan, presented a workshop and distributed a PowerPoint presentation that he then reviewed outlining the evaluation and scoring application process. Mr. Morgan reviewed the upcoming Public Hearing on March 14, 2018, the methodology of the HUD entitlement applications, the public comment

process, and the HCDC multi-part scoring process. He stated that the purpose of the workshop was to brief the HCDC on the scoring methodology of the applications in preparation for the March 14 Public Hearing. Consistent with past practice, the HCDC will score each application following the verbal presentation. After public comments and the closure of the Public Hearing, the HCDC will discuss funding recommendations.

Mr. Morgan explained that the March Public Hearing will be held in Council Chambers due to anticipated attendance. He added that the meeting could go late into the evening, and may require a continuation if not concluded at a reasonable time. He noted that the applications are due to the Housing Division on March 1, 2018, by 4:00 P.M. A bound book of applications will be produced and distributed to the HCDC commissioners within one week, to prepare for the March 14 meeting.

Mr. Morgan provided details regarding the applications, what the commissioners will need to consider in scoring and ranking to recommend where they feel the funds would best be distributed. He stressed that community need is one of the key purposes of the HCDC, and they should weigh all factors when considering how the proposed activity and will best serve the community. He reviewed matching fund requirements, and leveraging considerations. Mr. Morgan described the scoring as a point system, and depicted how staff scoring and HCDC scoring would integrate.

At 5:34 P.M. the Development and Resource Management Department Assistant Director, Kelli Furtado acknowledged that the process will build upon the prior year, but may differ slightly. She acknowledged there will be more information than the previous year, as commissioners would be hearing from all applicants not just CDBG related applicants. Ms. Furtado recalled previous year presentations alone lasting until 10:00 P.M. She encouraged discussion among the HCDC on the CDBG and the ESG presentations, how it's handled, and recognized that there will be a significant amount of information for one night. Ms. Furtado distinguished that the Public Hearing portion of the meeting and the scoring and recommendation portion of the meeting are best to be completed at one meeting, but if time becomes an issue, the HCDC could consider a

continuation to another night to finalize their recommendations.

Mr. Morgan continued by highlighting the importance of evaluation, such as the extent to which the proposed activity affects other City priorities; the extent to which the organization has demonstrated capacity to carry out the proposed activity; and the extent to which the agency demonstrates that the proposed activity is unduplicated or underserved by other agencies.

Mr. Morgan spoke about homeless and homelessness prevention applications. He outlined the scoring, ranking and award recommendations, pointing out there will be additional challenges in terms of what the final recommendations are, and that the ranking will be very important.

Discussion among commissioners, City Attorney Raj Badhesha, and staff regarding the timeline of the application scoring process ensued. It was determined that if the March 14 meeting was unable to be concluded at a reasonable hour, that the HCDC would consider a continuation of the meeting at that time.

G) INFORMATIONAL REPORTS

None.

H) COMMISSIONER ITEMS

None.

I) UNSCHEDULED ORAL COMMUNICATION

None.

J) ADJOURNMENT

Chair Fiske adjourned the meeting at 6:27 P.M.

The next scheduled HCDC meeting is March 14, 2018.