

**CITY OF FONTANA  
REGULAR HOUSING AUTHORITY MEETING  
October 23, 2018  
Grover W. Taylor Council Chambers  
8353 Sierra Avenue  
Fontana, CA 92335  
7:00 PM**

**Welcome to a meeting of the Fontana Housing Authority.** A complete agenda packet is located in the binder on the table in the lobby of the Grover W. Taylor Council Chambers 8353 Sierra Avenue Fontana, CA 92335. To address the Authority, please fill out a card located at the entrance to the left indicating your desire to speak on either a specific agenda item or under Public Communications and give it to the Authority Secretary. Your name will be called when it is your turn to speak. In compliance with Americans with Disabilities Act, the Grover W. Taylor Council Chambers 8353 Sierra Avenue Fontana, CA 92335 is wheel chair accessible and a portable microphone is available.

Traducción en Español disponible a petición. Favor de notificar al Departamento "City Clerk". Para mayor información, favor de marcar el número 350-7602.

**CALL TO ORDER/ROLL CALL:**

- A.** 7:00 P.M. Call the Meeting to Order

**PUBLIC COMMUNICATIONS:**

**This is an opportunity** for citizens to speak to the Authority for up to 5 minutes on items **not** on the Agenda, but within the Authority's jurisdiction. The Authority is prohibited by law from discussing or taking immediate action on non-agendized items.

- A.** Public Communications

**CONSENT CALENDAR:**

All matters listed under CONSENT CALENDAR will be enacted by one motion in the form listed below - there will be no separate discussion on these items prior to the time Authority votes on them, unless a member of the Authority requests a specific item be removed from the Consent Calendar for discussion. **Does any member of**

**the public wish to address the Authority regarding any item on the Consent Calendar before the vote is taken?**

**A. Approval of Minutes**

Approve the Minutes of the June 26, 2018, Regular Housing Authority Meeting.

**B. Fiscal Year 2018/19 First Quarter Budget Status Report**

Approve the recommended Fiscal Year 2018/19 First Quarter Budget adjustments.

**Approve Consent Calendar Item(s).**

**ELECTED OFFICIALS COMMUNICATIONS/COMMITTEE REPORTS:**

**A. Elected Officials Communications/Committee Reports**

**EXECUTIVE DIRECTOR'S COMMUNICATIONS:**

**A. Executive Director Communications**

**ADJOURNMENT:**

**A. Adjournment**

**MINUTES OF THE CITY OF FONTANA  
REGULAR HOUSING AUTHORITY MEETING  
June 26, 2018  
Grover W. Taylor Council Chambers**

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**CALL TO ORDER/ROLL CALL:**

**A. 7:00 P.M. Call the Meeting to Order**

The Regular Meeting of the Fontana Housing Authority was held on Tuesday, June 26, 2018, in the Grover W. Taylor Council Chambers, 8353 Sierra Avenue, Fontana, California. Chairperson Armendarez called the meeting to order at 8:23 p.m.

**ROLL CALL:**

Present: Chairperson Armendarez, and Authority Members Warren, Tahan, Roberts and Sandoval.

Absent: None

**PUBLIC COMMUNICATIONS:**

**A. Public Communications**

There were no public communications received.

**CONSENT CALENDAR:**

**ACTION:** Motion was made by Authority Member Roberts, and seconded by Authority Member Tahan, and passed by a vote of 5-0 to approve Consent Calendar Item "A" (AYES: Warren, Roberts, Tahan, Sandoval and Armendarez; NOES: None) as follows:

**A. Approval of Minutes**

Approve the Minutes of the May 8, 2018, Regular Housing Authority Meeting.

**NEW BUSINESS:**

**A. Proposed Operating Budget for Fiscal Year 2018/2019**

No one spoke in favor or opposition.

**ACTION:** Motion was made by Authority Member Roberts, and seconded by Authority

Member Warren, and passed by a vote of 5-0 to approve New Business Item "A" (AYES: Warren, Roberts, Tahan, Sandoval and Armendarez; NOES: None) as follows:

Adopt **Resolution No. FHA 2018-001** of the Fontana Housing Authority adopting the Authority's Annual Operating Budget for Fiscal Year 2018/2019.

## **ELECTED OFFICIALS COMMUNICATIONS/COMMITTEE REPORTS:**

### **A. Elected Officials Communications/Reports**

There were no Elected Official communications received.

## **EXECUTIVE DIRECTOR'S COMMUNICATIONS:**

### **A. Executive Director Communications**

There were no Executive Director communications received.

## **ADJOURNMENT:**

The Fontana Housing Authority Meeting adjourned, by consensus, at 8:24 p.m.

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Tonia Lewis  
Authority Clerk

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Jesse Armendarez  
Chairperson

**ACTION REPORT**  
**October 23, 2018**

**FROM:** Department of Management Services

**SUBJECT:** Fiscal Year 2018/19 First Quarter Budget Status Report

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**RECOMMENDATION:**

Approve the recommended Fiscal Year 2018/19 First Quarter Budget adjustments.

**COMMITTEE GOALS:**

- \* To operate in a businesslike manner by ensuring that the public debate is based on accurate information.
- \* To practice sound fiscal management by producing timely and accurate financial information.
- \* To practice sound fiscal management by living within our means while investing in the future.
- \* To practice sound fiscal management by fully funding liabilities and reserves.

**DISCUSSION:**

Each year, the Housing Authority adopts a budget committing fiscal and staff resources to the accomplishment of its goals. During the year, actual revenues and expenditures are carefully monitored against the approved budget.

**Summary of Key Points :**

The First Quarter Budget Status Report includes the following requests:

- New contractual increases in the amount of \$7,280, and
- Increase in revenue projections totaling \$20,000.

This report also recommends the reappropriation of \$3,266,342 of prior year project budgets that were not completed as of June 30.

**FISCAL IMPACT:**

The requested actions will impact Housing Authority funds as outlined in the attached schedules.

**MOTION:**

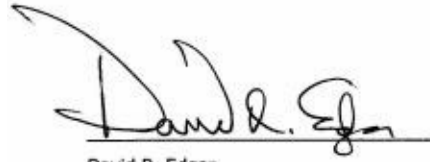
Approve staff recommendation.

**SUBMITTED BY:**

**REVIEWED BY:**



Lisa Strong  
Management Services Director



David R. Edgar  
Deputy City Manager

**APPROVED BY:**



Kenneth R. Hunt  
City Manager

**ATTACHMENTS:**

Description:	Type:
<a href="#">FY18-19 FHA First Quarter Budget Status Report</a>	Backup Material

**ITEM: CC-B**

Fontana Housing Authority  
**Unreserved Fund Balance**  
FY 2018/2019

	Estimated Fund Balance July 1, 2018	Budget					Net Proposed Adjustments	Estimated Fund Balance June 30, 2019
		Revenues	Transfers In	Expenditures	Transfers Out	Available		
<b>Special Revenue Funds:</b>								
290 Low Mod/Income Housing	\$191,821	\$1,200	\$0	\$0	\$0	\$193,021		\$193,021
297 Housing Authority - LMIHF	13,586,881	486,000	0	(359,520)	0	13,713,361	12,583	13,725,944
<b>Total Special Revenue Funds</b>	<b>\$13,778,702</b>	<b>\$487,200</b>	<b>\$0</b>	<b>(\$359,520)</b>	<b>\$0</b>	<b>\$13,906,382</b>	<b>\$12,583</b>	<b>\$13,918,965</b>
<b>Capital Project Funds:</b>								
638 Affordable Housing Trust	\$3,251,250	\$749,000	\$0	(\$500)	\$0	\$3,999,750		\$3,999,750
697 Fontana Housing Authority	2,634,459	241,090	0	(815,550)	0	2,059,999	20,000	2,079,999
<b>Total Capital Project Funds</b>	<b>\$5,885,709</b>	<b>\$990,090</b>	<b>\$0</b>	<b>(\$816,050)</b>	<b>\$0</b>	<b>\$6,059,749</b>	<b>\$20,000</b>	<b>\$6,079,749</b>
<b>TOTAL ALL FUNDS</b>	<b>\$19,664,411</b>	<b>\$1,477,290</b>	<b>\$0</b>	<b>(\$1,175,570)</b>	<b>\$0</b>	<b>\$19,966,131</b>	<b>\$32,583</b>	<b>\$19,998,714</b>

Fontana Housing Authority  
**Recommended Adjustments**  
FY 2018/2019

Budget Unit Project #	Dept	Description	Account	Description	Appropriations	Revenues	Transfers In	Transfers Out	FB Impact	Reason
<b>297</b>	<b>Housing Authority - LMIHF</b>				(12,583)	0	0	0	12,583	
20300297	AS	Housing Administration		Various personnel accounts	7,280				(7,280)	2018 Educational Achievement Pay - CH & MC
9386200297	AS	Sierra Family Apts	8110		(19,863)				19,863	Return unused project funding to fund balance
<b>697</b>	<b>Fontana Housing Authority</b>				0	20,000	0	0	20,000	
20900638	AS	AFT Administration	5263	Housing fee - Indust mfg		20,000			20,000	Increase anticipated revenue due to the Affordable Housing Trust in FY18/19
<i>Total operating transfers</i>							<u>0</u>	<u>0</u>		



Fontana Housing Authority  
**Carryover Projects**  
FY 2018/2019

Fund	Project #	Description	Amount
<b>297</b>	<b>Housing Authority LMIHF</b>		<b>3,266,342</b>
	9386200297	Sierra Family Apartments	19,863
	9386400297	Ramona Multifamily Apts	3,246,479