

**CITY OF FONTANA  
REGULAR HOUSING AUTHORITY MEETING  
October 27, 2020  
AVAILABLE REMOTELY  
7:00 PM**

Due to the evolving situation with the COVID-19 Novel Coronavirus and the health recommendations for social distancing from the Center for Disease Control (CDC)

**THE CITY OF FONTANA HOUSING AUTHORITY MEETING  
SHALL BE AVAILABLE TO THE PUBLIC REMOTELY.**

The general public is encouraged to watch and participate from the safety of their home while practicing social distancing.

**The meeting can be viewed:**

**On Local Cable: KFON Channel 3**

**Streaming Online: <https://LIVE.FONTANA.ORG>**

To speak during the meeting, you must register at [live.fontana.org/RegisterCouncil](https://live.fontana.org/RegisterCouncil).

Once registered, you will be emailed the call-in information. This registration form will be available after the Agenda is posted publicly.

Members of the public must call in at 7:00 p.m. to speak during the meeting, \*\*Except for comments related to Closed Session Items (noted below).\*\*

Alternatively, you can leave your pre-recorded comment by calling (909) 600-5502 and leave your comments in a voice mail message no later than 5:00 P.M. on the day of the meeting, to have it played during the meeting.

**Welcome to the meeting of the Fontana Housing Authority.** To speak during the meeting, you must register at [live.fontana.org/RegisterCouncil](https://live.fontana.org/RegisterCouncil). Once registered, you will be emailed the call-in information. This registration form will be available after the Agenda is posted publicly. Members of the public must call in at 7:00 p.m. to speak during the meeting, except for comments related to Closed Session Items (noted below). Alternatively, you can leave your pre-recorded public comment by calling (909) 600-5502 and leave your comments in a voice mail message no later than 5:00 p.m., on the day of the meeting, to have it played during the meeting. \*Due to technical constraints, public comments for Closed Session Items will only be available via voicemail, please follow the above instructions. In

compliance with Section 202 of the Americans with Disabilities Act of 1990 42 U.S.C Sec. 12132 and the federal rules and regulations adopted in implementation thereof, the Agenda will be made available in appropriate alternative formats to persons with a disability. Should you need special assistance to participate in this meeting, please contact the City Clerks Department by calling (909) 350-7602. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Traduccion en Espanol disponible a peticion. Favor de notificar al Departamento "City Clerk". Para mayor informacion, favor de marcar el numero 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 3 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 July 28, 2020 Regular Housing Authority Meeting.

- B. Fiscal Year 2020/21 First Quarter Budget Status Report**

Approve the recommended Fiscal Year 2020/21 First Quarter Budget adjustments.

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

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

- A. Elected Officials Communications/Reports**

**EXECUTIVE DIRECTOR'S COMMUNICATIONS:**

- A. Executive Director Communications**

**ADJOURNMENT:**

- A. Adjournment**

**MINUTES OF THE CITY OF FONTANA  
REGULAR HOUSING AUTHORITY MEETING  
July 28, 2020  
AVAILABLE REMOTELY**

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**CALL TO ORDER/ROLL CALL:**

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

The Regular Meeting of the City of Fontana Housing Authority was held remotely on Tuesday, July 28, 2020. Vice Chairperson Cothran called the meeting to order at 7:30 p.m.

**ROLL CALL:**

Present: Vice Chairperson Cothran, Authority Members Warren, Roberts and Sandoval.

Absent: Armendarez

**PUBLIC COMMUNICATIONS:**

**A. Public Communications**

There were no public communications received.

**CONSENT CALENDAR:**

**ACTION:** Motion was made by Authority Member Sandoval, seconded by Authority Member Warren and passed by a vote of 4-0-1 to approve Consent Calendar Item "A" (AYES: Warren, Roberts, Sandoval and Cothran; NOES: None; ABSENT: Armendarez) as follows:

**A. Approval of Minutes**

Approve the Minutes of the June 23, 2020 Regular Housing Authority Meeting.

**NEW BUSINESS:**

**A. Regulatory Agreement and Declaration of Restrictive Covenants with New Legacy Development Corporation Regarding the Affordability of Two Apartment Units Located at the Northwest Corner of Arrow Boulevard and Nuevo Avenue and the Accompanying Economic Opportunity Report**

**ACTION:** Motion was made by Authority Member Sandoval, seconded by Authority Member Roberts and passed by a vote of 4-0-1 to approve New Business Item "A"

(AYES: Warren, Roberts, Sandoval and Cothran; NOES: None; ABSENT: Armendarez)  
as follows:

## **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 was adjourned by consensus at 7:34 p.m.

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Tonia Lewis  
Authority Clerk

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Phillip Cothran  
Vice-Chairperson

**ACTION REPORT**  
**October 27, 2020**

**FROM:** Department of Management Services

**SUBJECT:** Fiscal Year 2020/21 First Quarter Budget Status Report

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**RECOMMENDATION:**

Approve the recommended Fiscal Year 2020/21 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 request:

Housing Authority - LMIHF Fund #297:

- \$200,000 Pre-development loan for Southridge detention basin

Carry-over FY19/20 funds in the amount of \$332,389

This report also recommends the reappropriation of \$5,744,249 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

**APPROVED BY:**



Mark Denny  
City Manager

**ATTACHMENTS:**

Description:	Type:
<a href="#">FY20-21 FHA First Quarter Budget Status Report</a>	Backup Material

**ITEM: CC-B**

Fontana Housing Authority  
**Unreserved Fund Balance**  
FY 2020/2021

	Estimated Fund Balance July 1, 2020	Budget					Net Proposed Adjustments	Estimated Fund Balance June 30, 2021
		Revenues	Transfers In	Expenditures	Transfers Out	Available		
<b>Special Revenue Funds:</b>								
290 Low Mod/Income Housing	\$200,131	\$5,600	\$0	\$0	\$0	\$205,731		\$205,731
295 Permanent Local Hsg Alloc	0	0	0	0	0	0	0	0
297 Housing Authority - LMIHF	14,935,307	956,000	0	(450,640)	0	15,440,667	(273,110)	15,167,557
<b>Total Special Revenue Funds</b>	<b>\$15,135,438</b>	<b>\$961,600</b>	<b>\$0</b>	<b>(\$450,640)</b>	<b>\$0</b>	<b>\$15,646,398</b>	<b>(\$273,110)</b>	<b>\$15,373,288</b>
<b>Capital Project Funds:</b>								
697 Fontana Housing Authority	3,530,686	274,060	0	(746,050)	0	3,058,696	(210,223)	2,848,473
698 Affordable Housing Trust	\$3,752,381	\$710,000	\$0	(\$500)	\$0	\$4,461,881		\$4,461,881
<b>Total Capital Project Funds</b>	<b>\$7,283,067</b>	<b>\$984,060</b>	<b>\$0</b>	<b>(\$746,550)</b>	<b>\$0</b>	<b>\$7,520,577</b>	<b>(\$210,223)</b>	<b>\$7,310,354</b>
<b>TOTAL ALL FUNDS</b>	<b>\$22,418,505</b>	<b>\$1,945,660</b>	<b>\$0</b>	<b>(\$1,197,190)</b>	<b>\$0</b>	<b>\$23,166,975</b>	<b>(\$483,333)</b>	<b>\$22,683,642</b>



Fontana Housing Authority  
**Recommended Adjustments**  
FY 2020/2021

Budget Unit Project #	Dept	Description	Account	Description	Appropriations	Revenues	Transfers In	Transfers Out	FB Impact	Reason
<b>295</b>	<b>Permanent Local Hsg Alloc</b>				49,056	49,056	0	0	0	
29520200	AS	PLHA Administration	5328	CDBG grant reimb		49,056			49,056	} Carryover prior year funds for Permanent Local Housing Allocation Administration
29520200	AS	PLHA Administration	8010	Departmental expenses	49,056				(49,056)	
<b>297</b>	<b>Housing Authority - LMIHF</b>				273,110	0	0	0	(273,110)	
29720200	AS	Housing Administration	8130	Other professional services	1,500				(1,500)	Carryover purchase orders from FY 19/20
29720203	AS	Multi-Family Housing	8130	Other professional services	71,610				(71,610)	Carryover FY19/20 funds for monitoring svcs
29720211	AS	Fontana Southridge Loan	8119	Construction non-capital	200,000				(200,000)	Pre-development loan for Southridge detention basin (1/28/20 item CC-B)
<b>697</b>	<b>Fontana Housing Authority</b>				210,223	0	0	0	(210,223)	
69720203	AS	Multi-Family	8041	Operation of acq prop	66,200				(66,200)	} Carryover prior year funds for Reed/Whittram Bldg repairs and operating expenses
69720203	AS	Multi-Family	8119	Construction non-capital	61,390				(61,390)	
69720203	AS	Multi-Family	8119	Construction non-capital	82,633				(82,633)	Carryover purchase orders from FY 19/20

Total operating transfers 0 0

Fontana Housing Authority  
**Carryover Projects**  
FY 2020/2021

Fund	Project #	Description	Amount
<b>TOTAL HOUSING AUTHORITY</b>			<b>5,744,249</b>
<b>295</b>	<b>Permanent Local Hsg Allocation</b>		<b>752,066</b>
	2020002	PLHA Project TBD	752,066
<b>297</b>	<b>Housing Authority LMIHF</b>		<b>3,992,183</b>
	20203864	Ramona Multifamily Apts	3,992,183
<b>698</b>	<b>Affordable Housing Trust</b>		<b>1,000,000</b>
	20203864	Ramona Multifamily Apts	1,000,000