

**CITY OF FONTANA
REGULAR HOUSING AUTHORITY MEETING
June 22, 2021
AVAILABLE REMOTELY / GROVER W. TAYLOR CHAMBERS
7:00 PM**

Due to the evolving situation with the COVID-19 Novel Coronavirus and the health recommendations for social distancing from the Centers for Disease Control (CDC) THE CITY OF FONTANA HOUSING AUTHORITY MEETING SHALL BE AVAILABLE TO THE PUBLIC REMOTELY.

The 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: live.fontana.org

To speak during the meeting, you must register at 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.

To speak on items only listed under Closed Session, members of the public must call in at 6:00 p.m.

To speak during the City Council meeting, members of the public must call in at 7:00 p.m.

Welcome to the meeting of the Fontana Housing Authority. To speak during the meeting, you must register at 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. 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.

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 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 June 8, 2021, Regular Housing Authority Meeting.

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

Approve the recommended Fiscal Year 2020/21 Fourth 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
June 8, 2021
AVAILABLE REMOTELY**

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, June 8, 2021. Chairperson Sandoval called the meeting to order at 7:04 p.m.

ROLL CALL:

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

Absent: None

PUBLIC COMMUNICATIONS:

A. Public Communications

There were no public communications received.

CONSENT CALENDAR:

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

A. Approval of Minutes

Approve the Minutes of the February 23, 2021, Regular Housing Authority Meeting.

NEW BUSINESS:

A. Proposed Operating Budget for Fiscal Years 2021/22 and 2022/23

ACTION: Motion was made by Authority Member Roberts, seconded by Vice Chairperson Garcia and passed by a vote of 5-0 to approve New Business Item "A" (AYES: Warren, Roberts, Sandoval, Cothran and Garcia; NOES: None) as follows:

Adopt **Resolution No. FHA 2021-002** of the Fontana Housing Authority adopting the

Authority's Annual Operating Budget for Fiscal Years 2021/2022 and 2022/2023.

ELECTED OFFICIALS COMMUNICATIONS/COMMITTEE REPORTS:

A. Elected Officials Communications/Committee 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 10:46 p.m.

Tonia Lewis
Authority Clerk

Jesse Sandoval
Chairperson

ACTION REPORT
June 22, 2021

FROM: Department of Management Services

SUBJECT: Fiscal Year 2020/21 Fourth Quarter Budget Status Report

RECOMMENDATION:

Approve the recommended Fiscal Year 2020/21 Fourth 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 Fourth Quarter Budget Status Report increases expenditures in the Permanent Local Housing Allocation Fund #295 in the amount of \$180,000 to roll over FY19/20 homeless outreach program funding; and increases revenues in the Fontana Housing Authority Fund #697 in the amount of \$1,500 and in the Affordable Housing Trust Fund #698 in the amount of \$275,000 based on actual receipts to date.

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:
Fourth Quarter Budget Status Report	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		
Special Revenue Funds:								
290 Low Mod/Income Housing	\$200,131	\$5,600	\$0	\$0	\$0	\$205,731		\$205,731
291 Housing Authority AB 1486	0	3,464,480	0	0	0	3,464,480		3,464,480
295 Permanent Local Hsg Alloc	0	49,056	0	(49,056)	0	0	(180,000)	(180,000)
297 Housing Authority - LMIHF	11,517,808	956,000	0	(773,750)	0	11,700,058		11,700,058
Total Special Revenue Funds	\$11,717,939	\$4,475,136	\$0	(\$822,806)	\$0	\$15,370,269	(\$180,000)	\$15,190,269
Capital Project Funds:								
697 Fontana Housing Authority	\$3,530,686	\$275,060	\$0	(\$956,273)	\$0	\$2,849,473	\$1,500	\$2,850,973
698 Affordable Housing Trust	3,752,381	1,229,644	0	(500)	0	4,981,525	275,000	5,256,525
Total Capital Project Funds	\$7,283,067	\$1,504,704	\$0	(\$956,773)	\$0	\$7,830,998	\$276,500	\$8,107,498
TOTAL ALL FUNDS	\$19,001,006	\$5,979,840	\$0	(\$1,779,579)	\$0	\$23,201,267	\$96,500	\$23,297,767

Fontana Housing Authority
Recommended Adjustments
FY 2020/2021

Budget Unit Project #	Dept	Description	Account	Description	Appropriations	Revenues	Transfers In	Transfers Out	FB Impact	Reason
295	Permanent Local Hsg Alloc				180,000	0	0	0	(180,000)	
29540300	POL	PLHA Homeless Outreach	8028	CDBG grant reimb	51,360				(51,360)	} Reappropriate funds for expenditures and contractual services for homeless outreach program from FY19/20
29540300	POL	PLHA Homeless Outreach	8130	Other professional services	128,640				(128,640)	
697	Fontana Housing Authority				0	1,500	0	0	1,500	
69720200	AS	Housing Authority Admin	6450	Misc income		1,500			1,500	Increase revenue projections based on receipts to date
698	Affordable Housing Trust				0	275,000	0	0	275,000	
69820200		AFT Administration	5257	Husing fee - resident SFD		200,000			200,000	} Increase revenue projections based on receipts to date
69820200		AFT Administration	5258	Housing fee - resident MFD		75,000			75,000	
<i>Total operating transfers</i>							<u>0</u>	<u>0</u>		