

City of Fontana

8353 Sierra Avenue
Fontana, CA 92335



Regular Agenda

Next Reso. No. HA 2025-003

Tuesday, July 22, 2025

2:00 PM

Grover W. Taylor Council Chambers

Housing Authority

*Peter A. Garcia - Chairperson
John B. Roberts - Vice Chairperson
Jesus "Jesse" Sandoval - Authority Member
Phillip Cothran - Authority Member
Acquanetta Warren - Authority Member
Janet Koehler-Brooks - City Treasurer
Germaine Key - Authority Secretary*

Welcome to the Meeting!

Welcome to the City of Fontana meeting. Meetings are held at the Grover W. Taylor Council Chambers 8353 Sierra Avenue Fontana, CA 92335. To address the Council, please fill out a card located at the entrance to the right indicating your desire to speak on either a specific agenda item or under Public Communications and give it to the City Clerk. Your name will be called when it is your turn to speak. In compliance with Americans with Disabilities Act of 1990 (42 USC § 12132), the Council Chambers is wheelchair accessible, and a portable microphone is available. Upon request, this agenda will be made available in appropriate alternative forms to persons with disabilities, as required by Section 12132 of the Americans with Disabilities Act of 1990. Any person with a disability who requires accommodation to participate in a meeting should direct such a request to the City Clerk's Office at (909) 350-7602 at least 48 hours before the meeting, if possible. Any public record, relating to an open session agenda item, that is distributed within 72 hours prior to the meeting is available for public inspection at the City Clerk's Office.

Para traducción en Español, comuníquese con la oficina, "City Clerk" al (909) 350-7602.

The City of Fontana is committed to ensuring a safe and secure environment for its residents to engage with the government. No oversized bags or backpacks (size limit of 14"x14"x6") will be allowed inside the Council Chambers. All bags are subject to search. Face masks are prohibited in the Council Chambers, but clear masks will be provided upon request to accommodate individuals with medical needs, ensuring their safety and well-being. Before entering the Council Chambers, you may be subject to a metal detector screening. The City Manager retains the discretion to grant any exemptions. Fontana aims to provide safe buildings for our community members, employees, and visitors.

CALL TO ORDER/ROLL CALL:

A. Call the Meeting to Order

PUBLIC COMMUNICATIONS:

This is an opportunity for citizens to speak to the members of the meeting 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 they are voted on, unless a member requests a specific item be removed from the Consent Calendar for discussion.

A. Approval of Minutes

[25-0426](#)

Approve the minutes of the June 10, 2025, Regular Housing Authority Meeting.

Attachments: [Attachment No. 1- Housing Authority Meeting Minutes 06-10-2025.pdf](#)

NEW BUSINESS:

- A. **Fiscal Year 2024-25 Fourth Quarter Budget Status Report - [25-0375](#)
Fontana Housing Authority**

Approve the recommended Fontana Housing Authority Fiscal Year 2024-25 Fourth Quarter Budget adjustments.

Attachments: [Attachment No. 1- FY24-25 Fourth Quarter Budget Status Report - Fontana Housing Authority.pdf](#)

EXECUTIVE DIRECTOR'S COMMUNICATIONS:

- A. **Executive Director's Communications**

ELECTED OFFICIALS COMMUNICATIONS/COMMITTEE REPORTS:

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

ADJOURNMENT:

- A. **Adjournment**

Adjourn to the next Regular Housing Authority Meeting at 2:00 p.m. in the Grover W. Taylor Council Chambers located at 8353 Sierra Avenue, Fontana, California.



City of Fontana

8353 Sierra Avenue
Fontana, CA 92335

Action Report

Housing Authority

File #: 25-0426

Agenda #: A.

Agenda Date: 7/22/2025

Category: Consent Calendar

FROM:

City Clerk

SUBJECT:

Approval of Minutes

RECOMMENDATION:

Approve the minutes of the June 10, 2025, Regular Housing Authority Meeting.

COUNCIL GOALS:

- Create and maintain a dynamic team by supporting the decisions of the majority once made.
- Create and maintain a dynamic team by communicating Goals and Objectives to all commissions and employees.

DISCUSSION:

The Housing Authority Board will consider approval of the minutes of the June 10, 2025, Regular Housing Authority meeting. The draft minutes are attached to this report for the Board's review and approval.

FISCAL IMPACT:

None.

MOTION:

Approve staff recommendation.

City of Fontana

8353 Sierra Avenue
Fontana, CA 92335



Minutes

Tuesday, June 10, 2025

2:00 PM

Grover W. Taylor Council Chambers

Housing Authority

Peter A. Garcia - Chairperson
John B. Roberts - Vice Chairperson
Jesus "Jesse" Sandoval - Authority Member
Phillip Cothran - Authority Member
Acquanetta Warren - Authority Member
Janet Koehler-Brooks - City Treasurer
Germaine Key - Authority Secretary

CALL TO ORDER/ROLL CALL:

A. Call the Meeting to Order

A Regular Meeting of the Fontana Housing Authority was held in the Grover W. Taylor Council Chambers, 8353 Sierra Avenue, Fontana, CA 92335, on Tuesday, June 10, 2025.

Chairperson Garcia called the meeting to order at 2:08 p.m.

ROLL CALL:

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

City Treasurer Koehler-Brooks was also in attendance.

ABSENT: Authority Secretary Key

PUBLIC COMMUNICATIONS:

A. Public Communications

No public communications were received.

CONSENT CALENDAR:

ACTION: Motion was made by Vice-Chairperson Roberts, seconded by Chairperson Garcia, and passed unanimously by a vote of 5-0 to approve Consent Calendar Items "A-B." The motion carried by the following vote: **AYES:** Warren, Garcia, Cothran, Roberts, and Sandoval; **NOES:** None; **ABSTAIN:** None; **ABSENT:** None

A. Approval of Minutes 25-0302

Approve the minutes of the May 27, 2025, Regular Housing Authority Meeting.

B. Exclusive Negotiation Agreement for the vacant land general 25-0305 located between Nuevo Avenue and Juniper Avenue and between Arrow Boulevard and the Pacific Electric Trail, in the City of Fontana, California.

1. Approve an Exclusive Negotiation Agreement (ENA) between the City of Fontana (City), the Fontana Housing Authority (Authority), National Community Renaissance, a California nonprofit public benefit corporation and Pelican Communities, a California limited liability company (together referred to herein as Developers) to facilitate future development of an

affordable and market rate housing project (Forge District Project); and

2. Authorize the Executive Director to execute the ENA and any other related documents.

NEW BUSINESS:

A. Proposed Operating Budget for the Fontana Housing Authority 25-0286 for Fiscal Years 2025/26 and 2026/27

1. Adopt **Resolution No. FHA 2025-002** of the Fontana Housing Authority adopting the Authority's Annual Operating Budget for Fiscal Years 2025/2026 and 2026/2027.
2. Authorize the carryforward of available one-time funding and capital improvement project budgets at 2024-25 fiscal yearend to the following fiscal year.

Chief Financial Officer Jessica Brown provided the staff report.

ACTION: Motion was made by Vice-Chairperson Roberts, seconded by Chairperson Garcia, and passed unanimously by a vote of 5-0 to approve New Business Item "A." The motion carried by the following vote: **AYES:** Warren, Garcia, Cothran, Roberts, and Sandoval; **NOES:** None; **ABSTAIN:** None; **ABSENT:** None

EXECUTIVE DIRECTOR'S COMMUNICATIONS:

A. Executive Director's Communications

No Executive Director's Communications were received.

ELECTED OFFICIALS COMMUNICATIONS/COMMITTEE REPORTS:

A. Elected Officials Communications/Committee Reports

No Elected Officials Communications were received.

ADJOURNMENT:

A. Adjournment

Chairperson Garcia adjourned the meeting at 3:40 p.m.

Peter Garcia
Chairperson

THE FOREGOING MINUTES WERE ADOPTED AND APPROVED BY THE FONTANA
HOUSING AUTHORITY ON JULY 22, 2025.

Germaine Key
Authority Secretary



City of Fontana

8353 Sierra Avenue
Fontana, CA 92335

Action Report

Housing Authority

File #: 25-0375

Agenda #: A.

Agenda Date: 7/22/2025

Category: New Business

FROM:

Finance

SUBJECT:

Fiscal Year 2024-25 Fourth Quarter Budget Status Report - Fontana Housing Authority

RECOMMENDATION:

Approve the recommended Fontana Housing Authority Fiscal Year 2024-25 Fourth Quarter Budget adjustments.

COUNCIL GOALS:

- Operate in a businesslike manner by ensuring that the public debate is based on accurate information.
- Practice sound fiscal management by producing timely and accurate financial information.
- Practice sound fiscal management by living within our means while investing in the future.
- Practice sound fiscal management by fully funding liabilities and reserves.
- Practice sound fiscal management by producing transparent information in a timely matter.

DISCUSSION:

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

The current 2024-25 operating budget includes total sources (revenues and transfers in) of \$5.0 million and total uses (expenditures and transfers out) of \$11.2 million. The Fourth Quarter Budget adjustment increases total sources by \$518,672 for a total of \$5.5 million and total uses by \$558,672 for a total of \$11.7 million.

Notable Adjustments:

Housing Authority - LMIHG Fund #297:

- Increase appropriations in the amount of \$40,000 for legal and consultant costs.

Affordable Housing Trust - Fund #698:

- Increase revenues and appropriations in the amount of \$518,672 for contributions from Funds #672, 676 for developer reimbursement charges.

FISCAL IMPACT:

The fiscal impact associated with the requested actions is an increase in revenues of \$518,672 and appropriations of \$558,672 resulting in a \$40,000 decrease to the net fund balance as outlined in the

attached Housing Authority schedules.

MOTION:

Approve staff recommendation.

Fontana Housing Authority
Unreserved Fund Balances
Fiscal Year 2024/2025

| | Unaudited Fund Balance July 1, 2024 | Budget | | | | | | Net Proposed Adjustments | Estimated Fund Balance June 30, 2025 |
|-------------------------------|---|--------------|--------------|-----------------|---------------|---------------|-------------|--------------------------------|--|
| | | Revenues | Transfers In | Expenditures | Transfers Out | Available | | | |
| | | | | | | | | | |
| Special Revenue Funds: | | | | | | | | | |
| 290 Low Mod/Income Housing | \$ 205,129 | \$ - | \$ - | \$ - | \$ - | \$ 205,129 | \$ - | \$ 205,129 | |
| 291 Housing Authority AB 1486 | 3,543,090 | 0 | 0 | 0 | 0 | 3,543,090 | - | 3,543,090 | |
| 295 Permanent Local Hsg Alloc | (47,316) | 3,562,524 | 0 | (3,515,208) | 0 | 0 | - | 0 | |
| 297 Housing Authority - LMIHF | 14,911,911 | 451,000 | 0 | (3,880,820) | 0 | 11,482,091 | (40,000) | 11,442,091 | |
| Total Special Revenue Funds | \$ 18,612,814 | \$ 4,013,524 | \$ - | \$ (7,396,028) | \$ - | \$ 15,230,310 | \$ (40,000) | \$ 15,190,310 | |
| Capital Project Funds: | | | | | | | | | |
| 697 Fontana Housing Authority | \$ 1,271,049 | \$ 217,350 | \$ - | \$ (189,840) | \$ - | \$ 1,298,559 | \$ - | \$ 1,298,559 | |
| 698 Affordable Housing Trust | 7,604,233 | 810,000 | 0 | (3,601,542) | 0 | 4,812,691 | - | 4,812,691 | |
| Total Capital Project Funds | \$ 8,875,282 | \$ 1,027,350 | \$ - | \$ (3,791,382) | \$ - | \$ 6,111,250 | \$ - | \$ 6,111,250 | |
| TOTAL ALL FUNDS | \$ 27,488,096 | \$ 5,040,874 | \$ - | \$ (11,187,410) | \$ - | \$ 21,341,560 | \$ (40,000) | \$ 21,301,560 | |

Fourth Quarter Budget Status Report - 2024/2025

City of Fontana

July 22, 2025

Fontana Housing Authority

Recommended Adjustments

Fiscal Year 2024/2025

| Fund | Organization Project # | Dept | Organization/Project Description | Object | Object Description | Appropriations | Revenues | Transfers In | Transfers Out | FB Impact | Reason |
|--|---------------------------|------|-------------------------------------|--------|---------------------------|----------------|-----------|-----------------|------------------|-------------|--|
| 295 Permanent Local Hsg Alloc | | | | | | - | - | - | - | - | |
| | 30200008-295-B | DS | PLHA Project TBD | 5328 | CDBG Grant Reimbursement | | 185,255 | | | 185,255 } | |
| | 30200008-295-B | DS | PLHA Project TBD | 8028 | City Programs | 185,255 | | | | (185,255) } | |
| | 30200008-295-C | DS | PLHA Project TBD | 5328 | CDBG Grant Reimbursement | | (185,255) | | | (185,255) } | |
| | 30200008-295-C | DS | PLHA Project TBD | 8028 | City Programs | (185,255) | | | | 185,255 } | Move budget to match grant activity allocations |
| 297 Housing Authority - LMIHF | | | | | | 40,000 | - | - | - | (40,000) | |
| | 29730200 | DS | Housing Administration | 8110 | Legal Services | 20,000 | | | | (20,000) } | |
| | 29730200 | DS | Housing Administration | 8130 | Other Professional Svcs | 20,000 | | | | (20,000) } | Increase appropriations for legal and consultant costs |
| 698 Affordable Housing Trust | | | | | | 518,672 | 518,672 | - | - | - | |
| | 69830200 | DS | AFT Administration | 6830 | Contribution From City | | 518,672 | | | 518,672 } | Contribution from Fund #672, 676 and increase appropriations for |
| | 69830200 | DS | AFT Administration | 8097 | Reimbursements-Developers | 518,672 | | | | (518,672) } | developer reimbursement charges |
| Total Fontana Housing Authority Transfers | | | | | | | | 0 | 0 | | |