

City of Fontana

8353 Sierra Avenue
Fontana, CA 92335



Regular Agenda

Next Reso. No. HA 2025-002

Tuesday, May 27, 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

[25-0271](#)

Approve the minutes of the February 25, 2025, Regular Housing Authority

Meeting.

Attachments: [Attachment No. 1 - Housing Authority Meeting Minutes 02-25-2025.pdf](#)

NEW BUSINESS:

- A. **Fiscal Year 2024-25 Third Quarter Budget Status Report - [25-0255](#)
Fontana Housing Authority**

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

Attachments: [FY24-25 Third 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 #: 25-0271

Agenda #: A.

Agenda Date: 5/27/2025

Category: Consent Calendar

FROM:

City Clerk

SUBJECT:

Approval of Minutes

RECOMMENDATION:

Approve the minutes of the February 25, 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 February 25, 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, February 25, 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. 2:00 P.M. 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, February 25, 2025.

Chairperson Garcia called the meeting to order at 2:12 p.m.

ROLL CALL:

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

City Treasurer Koehler-Brooks and Authority Secretary Key were also in attendance.

ABSENT: None

PUBLIC COMMUNICATIONS:

A. Public Communications

No public communications were received.

CONSENT CALENDAR:

Prior to the motion, the following occurred:

- City Council Item B and Fontana Housing Authority Item O:

Mayor Warren announced that corrections were made to certain items after the agenda was posted.

City Attorney Duran clarified that Items B and O were companion items related to a project outlined in the staff report. He noted that redline corrections were made to both items after posting, with copies provided to the Council and the public in advance of the meeting.

Mayor Warren inquired whether both items could be approved at the March 4th Special Meeting.

City Manager Ballantyne confirmed that the Authority could approve both items at the current meeting and provided an overview of the corrections.

ACTION: Motion was made by Authority Member Cothran, seconded by Vice-Chairperson Roberts, 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 25-0070

Approve the minutes of the January 28, 2025, Housing Authority Meeting.

B. Consideration of an amendment to the disposition and development agreement between the City of Fontana, the Fontana Housing Authority and Fontana Courtplace I Housing Partners, L.P., for development of 1.94 acres of unimproved land located on Sierra Avenue, between Santa Ana Avenue to the north and Jurupa Avenue to the south. 25-0091

Acting as the City Council and the Housing Authority Board of Directors, jointly adopt the attached **Resolution No. 2025-016** and **Resolution No. HA 2025-001** entitled: “A JOINT RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FONTANA, CALIFORNIA, AND THE HOUSING AUTHORITY OF THE CITY OF FONTANA, APPROVING, PURSUANT TO A PREVIOUSLY ADOPTED MITIGATED NEGATIVE DECLARATION AND MITIGATION, MONITORING, AND REPORTING PROGRAM, AN AMENDMENT TO THE DISPOSITION AND DEVELOPMENT AGREEMENT BETWEEN THE FONTANA HOUSING AUTHORITY, CITY OF FONTANA, AND FONTANA COURTPPLACE I HOUSING PARTNERS, L.P.; AND DIRECTING STAFF TO FILE A NOTICE OF DETERMINATION”

NEW BUSINESS:

New Business:

A. Fiscal Year 2024-25 Midyear Budget Status Report - Fontana Housing Authority 21-3511

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” as follows:

1. Approve the recommended Fontana Housing Authority Fiscal Year 2024 25 Midyear Budget adjustments.

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 4:01 p.m.

Peter Garcia
Chairperson

THE FOREGOING MINUTES WERE ADOPTED AND APPROVED BY THE FONTANA HOUSING AUTHORITY ON MAY 27, 2025.

Germaine Key
Authority Secretary



City of Fontana

8353 Sierra Avenue
Fontana, CA 92335

Action Report

Housing Authority

File #: 25-0255

Agenda #: A.

Agenda Date: 5/27/2025

Category: New Business

FROM:

Finance

SUBJECT:

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

RECOMMENDATION:

Approve the recommended Fontana Housing Authority Fiscal Year 2024-25 Third 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 \$4.4 million and total uses (expenditures and transfers out) of \$10.5 million.

The Third Quarter Budget adjustment increases total sources by \$644,681 for a total of \$5.0 million and total uses by \$644,681 for a total of \$11.2 million to account for the Year 5 PLHA allocation.

FISCAL IMPACT:

The fiscal impact associated with the requested actions is an increase in revenues and appropriations of \$644,681 resulting in no changes 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)	2,917,843	0	(2,870,527)	0	0	-	0	
297 Housing Authority - LMIHF	14,911,911	451,000	0	(3,880,820)	0	11,482,091	-	11,482,091	
Total Special Revenue Funds	\$ 18,612,814	\$ 3,368,843	\$ -	\$ (6,751,347)	\$ -	\$ 15,230,310	\$ -	\$ 15,230,310	
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	\$ 4,396,193	\$ -	\$ (10,542,729)	\$ -	\$ 21,341,560	\$ -	\$ 21,341,560	

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						644,681	644,681	-	-	-	
	30200008-295-A	DS	PLHA Project TBD	5328	CDBG Grant Reimbursement		61,245			61,245 }	
	30200008-295-A	DS	PLHA Project TBD	8310	Land	61,245				(61,245) }	
	30200008-295-B	DS	PLHA Project TBD	5328	CDBG Grant Reimbursement		551,202			551,202 }	Increase revenues and appropriations for Year 5 PLHA Allocation File #25-0033, CC approved 2/25/25
	30200008-295-B	DS	PLHA Project TBD	8028	City Programs	551,202				(551,202) }	
	30200009-295-A	DS	PLHA Administration	5328	CDBG Grant Reimbursement		32,234			32,234 }	
	30200009-295-A	DS	PLHA Administration	8130	Other Professional Svcs	32,234				(32,234) }	
Total Fontana Housing Authority Transfers								0	0		