



NOTICE OF MEETING

Board of Directors

Foundation Uniting Needs and Dollars (FUND) Inc.

Wednesday, December 10, 2014 - 6:00 p.m.

7th and H Street Housing Community

720 7th Street, 2nd Floor meeting room

Sacramento CA

ROLL CALL

CITIZENS COMMENTS

1. While the Board welcomes and encourages participation in the Board meetings, it would be appreciated if you would limit your comments to three minutes so that everyone may be heard. Public testimony will be permitted on each agenda item as it is called. Matters under the jurisdiction of the Board, and not on the posted agenda, may be addressed by the general public at this time. Please silence any cell phones or pages in your possession.

CONSENT

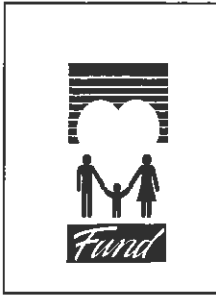
2. Approval of synopsis of December 4, 2013 meeting

BUSINESS

3. 2014 Foundation Uniting Needs and Dollars, Inc. Annual Report and authorization to award funds

ADJOURN FUND INC. MEETING

Staff reports are available for public review on the Agency's website www.shra.org and include all attachments and exhibits. Hard copies are available at the Agency Clerk's office (801 12th Street) for 10 cents per page. A copy of materials for this agenda will be available at the meeting for public review. **Assistance for the Disabled:** Meeting facilities are accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify the Agency Clerk at (916) 440-1363 at least 48 hours prior to the meeting.



MEETING SYNOPSIS

**Board of Directors
Foundation Uniting Needs and Dollars (FUND) Inc.**

Wednesday, December 4, 2013

6:00 p.m.

**The Arbors at Oak Park
Community Room
3820 Broadway
Sacramento, CA 95817**

ROLL CALL

The Board of Directors of Foundation Uniting Needs and Dollars (FUND) Inc. meeting was called to order at 6:00 p.m. by Chair Morgan

MEMBERS PRESENT: Alcalay, Chan, Griffin, Johnson, Le Duc, Morgan, Morton, Shah, Stivers

MEMBERS ABSENT: Gore (one vacancy)

CITIZENS COMMENTS

1. none

BUSINESS

2. 2013 Foundation Uniting Needs and Dollars, Inc. Annual Report

Mark Stevenson reviewed the status of FUND Inc. and requested authority to allocate funds as outlined in the staff report.

The Board of Directors recommended approval of the staff recommendation for the item listed above. The votes were as follows:

AYES: Alcalay, Chan, Griffin, Johnson, Le Duc, Morgan, Morton, Shah, Stivers

NOES: none

ABSENT: Gore

As there was no further business to be conducted, Chair Alcalay adjourned the meeting at 6:05 p.m.

CLERK



December 10, 2014

FUND Inc., Board of Directors
Sacramento, California

Honorable Members in Session:

SUBJECT 2014 Foundation Uniting Needs and Dollars (FUND) Inc. Annual Report
and authorization to award funds

RECOMMENDATION

This report provides the required annual update on the activities and funding of FUND Inc. and requests that the FUND, Inc. Board of Directors approve the Employee Committee Recommendation to award \$6,750 to five proposals received in response to a Request for Proposals (RFP) issued August 15, 2014. It also proposes transferring remaining (unexpended) balances from 2013 to the current undesignated FUND, Inc. account, and authorizes staff to issue a Request for Proposals in 2015.

CONTACT PERSONS

Mark Stephenson, Management Analyst	440-1309
Sarah Thomas, Assistant Director, Housing Choice Voucher	440-1397

SUMMARY

The Foundation Uniting Needs and Dollars (FUND, Inc) is currently supported by Sacramento Housing and Redevelopment Agency (SHRA) employee payroll deductions and other outside donations. This report recommends spending a portion of the undesignated fund balance on charitable proposals received from proposals received in response to a Request for Proposals issued August 15, 2014. In addition, this report recommends awarding non-expended (leftover) funds from 2013 to similar programs/activities in 2014.

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BACKGROUND

FUND, Inc. was created in 1983 as a 501(c) (3) non-profit entity at which time the Sacramento Housing and Redevelopment Agency (SHRA) Commission was designated as the Board of Directors of FUND, Inc. Per Internal Revenue Service regulations, voluntary employee payroll deductions and donated contributions to FUND, Inc. are considered charitable contributions that may be offset against income taxes.

An Employee Committee, consisting of FUND, Inc. contributors, is responsible for making recommendations to the FUND, Inc. Board regarding which proposals should receive awards. The Employee Committee's first recommendation is to award \$6,750 from the undesignated fund to the following:

<u>Program/Property/Activity</u>	<u>New Award</u>
<u>Family Self Sufficiency (FSS) – Housing Choice Voucher</u> \$15 gasoline cards, \$6 daily bus passes, supporting school needs, celebrating FSS graduates.	\$1,500
<u>Family Self Sufficiency (FSS) - Public Housing</u> Light refreshments for 15 workshops sponsored by FSS throughout the year. SMUD is donating lunches.	\$ 750
<u>Resident Service Department – Public Housing Scholarships</u> Ten scholarships for \$150 each; paying for courses, books, testing and class fees, and other costs. Students must show enrollment in school and write a page that describes themselves, their goals, and how the scholarship will help them achieve their goals.	\$1,500
<u>Shasta Hotel (SRO) Community Room</u> Folding tables/chairs, large storage cabinet, chest freezer, board games to enhance comfort, quality of life and allow residents to purchase quantities of food.	\$1,500
<u>Project Voice - Marina Vista/Alder Grove (CNI)</u> Digital cameras, printing, frames, matting, mounting materials helps 7-12 graders in 16 week youth development program. Photos will be presented at Crocker Art Museum. Goal is to help create community change-agents.	<u>\$1,500</u>
Sub-Total New Award	\$6,750

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The Employee Committee's second recommendation is the reprogramming of \$2,076 in unexpended balances from 2013 projects to the same or similar programs or activities for 2015. In the past, unexpended funds were placed in the 'undesignated' fund until the next round of solicitations. This year, the unused 2013 funds are being directly allocated to projects that can utilize the money.

<u>Program/Property/Activity</u>	<u>Allocation</u>
<u>3 x 8 is Great!</u> Reading Program, administrative supplies, book shipping.	\$ 776
<u>Resident Opportunity & Self Sufficiency</u> \$6.00 daily bus passes, \$15.00 gas cards.	\$ 300
<u>River Walk Community Room</u> Flat screen TV, Digital Video Recorder, VHS player.	<u>\$1,000</u>
Sub-Total Unexpended	\$2,076

FINANCIAL CONSIDERATIONS

As of September 30, 2014, FUND, Inc. had an undesignated fund balance of \$13,467.72.

With the award of \$6,750 in new awards for 2015 and reprogramming \$2,076 from unexpended 2013 money, a total of \$8,826 will be expended in 2015. The new FUND, Inc. undesignated fund balance will be \$4,642 before 2015 employee contributions and other donations.

Staff also requests board approval to issue a RFP in 2015 to allocate funds towards 2016 FUND, Inc. awards.

POLICY CONSIDERATIONS

The proposed actions are consistent with the FUND, Inc. bylaws. No policy changes are recommended.

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ENVIRONMENTAL REVIEW

This report does not constitute a project under California Environmental Quality Act (CEQA) per Guidelines Section 15378(b) (2), or federal undertaking under the National Environmental Policy Act (NEPA). No environmental review is required at this time.

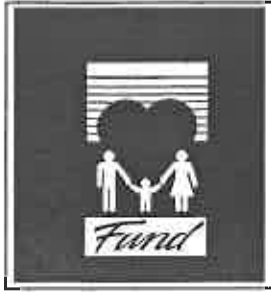
M/WBE CONSIDERATIONS

The items discussed in this report have no M/WBE impact; therefore, M/WBE considerations do not apply.

Respectfully submitted,



LASHELLE DOZIER
Executive Director



**RESOLUTION CONSIDERED BY THE FUND INC.
BOARD OF DIRECTORS**

ON DATE OF DECEMBER 10, 2014

GRANT OF 2014 NON-DESIGNATED AND UNEXPENDED FUNDS

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF FUND INC.:

Section 1. Non-designated funds in the amount of \$6,750 are allocated and appropriated to Sacramento Housing and Redevelopment Agency ("SHRA") programs as follows:

<u>Program/Project/Activity</u>	<u>2014 Allocation</u>
• Family Self Sufficiency – Housing Choice Voucher	\$ 1,500
• Family Self Sufficiency – Public Housing	\$ 750
• Scholarships - Public Housing Resident Services Dept.	\$ 1,500
• Community Room - Shasta Hotel	\$ 1,500
• Project Voice – Marina Vista/Alder Grove (CNI)	<u>\$ 1,500</u>
Sub-Total	\$ 6,750

Section 2. Unexpended funds from 2013 are re-allocated and re-appropriated as follows:

<u>Program/Project/Activity</u>	<u>2014 Allocation</u>
• 3 x 8 is GREAT!	\$ 776
• Resident Opportunity & Self Sufficiency	\$ 300
• Community Room – River Walk	<u>\$ 1,000</u>
Sub-Total	\$ 2,076

Section 3. A total of \$8,826 shall be deducted from the \$13,467.72 Undesignated Fund balance, leaving an Undesignated Fund balance, before 2015 employee contributions and other donations, of \$4,642.72.

Section 4. A Request for Proposals may be issued in 2015 to award 2016 FUND, Inc. funds, and to such programs, projects, and/or activities to be recommended by the Employee Committee to the FUND, Inc. Board of Directors.

Section 5. This action does not constitute a project under CEQA per Guidelines Section 15378(b) (2), or federal undertaking under NEPA. No environmental review is required at this time.

CHAIR

CLERK



INVESTING IN COMMUNITIES

NOTICE OF SPECIAL MEETING
**Sacramento Housing and Redevelopment
Commission**

Wednesday, December 10, 2014 – 6:05 pm
7th and H Street Housing Community
720 7th Street, 2nd Floor meeting room
Sacramento CA

ROLL CALL

APPROVAL OF AGENDA

1. APPROVAL OF MINUTES – November 19, 2014

CITIZENS COMMENTS

2. While the Commission welcomes and encourages participation in the Commission meetings, it would be appreciated if you would limit your comments to three minutes so that everyone may be heard. Please fill out a speaker card and present it to the Agency Clerk if you wish to speak under Citizen Comments or on a posted agenda item. Matters under the jurisdiction of the Commission, and not on the posted agenda, may be addressed by the general public at this time. Commission attendees are requested to silence any electronic devices that they have in their possession.

PRESENTATIONS

3. Family Self Sufficiency Participant presentations

EXECUTIVE DIRECTOR REPORT

COMMISSION CHAIR REPORT

ITEMS AND QUESTIONS OF COMMISSION MEMBERS

ADJOURNMENT

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MINUTES

Sacramento Housing and Redevelopment Commission (SHRC)

Regular Meeting

November 19, 2014

Meeting noticed on November 14, 2014

ROLL CALL

The Sacramento Housing and Redevelopment Commission meeting was called to order at 6:00 p.m. by Chair Alcalay. A quorum of members was present.

MEMBERS PRESENT: Alcalay, Chan, Griffin, Macedo, Morgan, Morton, Raab, Stivers

MEMBERS ABSENT: Creswell, Johnson (one vacancy)

STAFF PRESENT: Vickie Smith, LaShelle Dozier, David Levin, Christine Weichert, Susan Perry, Jim Shields, Geoff Ross, MaryLiz Paulson, Tyrone Williams, Kyle Flood, Darrin Samford

APPROVAL OF AGENDA The chair announced that the Fair Housing item would be postponed to a future meeting. He also announced that items 4 and 5 would be approved together.

APPROVAL OF MINUTES

1. November 5, 2014 minutes were approved.

CITIZENS COMMENTS

2. Several residents commented about issues at 600 I Street including: Leoma Lee, Pat Forte, Lenora Ardrey, William Grant, Cheryl Watson, Charles Lingenger. Issues they brought up included:

- 1) Non-residents accessing resident areas (eg. swimming pool and exercise room) creating a sense of vulnerability. This included reports that unwelcome visitors could enter individual locked apartments and items were taken from their apartments.
- 2) Desire to have card access to the building installed
- 3) Need for Neighborhood Watch
- 4) More Security needed at 600 I Street
- 5) Report of tenant not controlling dog

Chair Alcalay requested an analysis of the situation and a plan to address the issues raised. LaShelle Dozier indicated that staff would report back on the issues at a future meeting.

CONSENT

3. 2015 and Subsequent years authorization for Solicitation and Award and approval of Annual Expenditure Caps and Per Contract Caps for Routine Services

The Commission recommended approval for the item listed above. The votes were as follows

AYES: Alcalay, Chan, Griffin, Macedo, Morgan, Morton, Raab, Stivers

NOES: none

ABSENT: Creswell, Johnson

PUBLIC HEARING

4. Authorization of Leases and a Non-Exclusive License Agreement at Housing Authority Owned Properties for the provision of Resident Service Programs – City report
5. Authorization of Leases and a Non-Exclusive License Agreement at Housing Authority Owned Properties for the provision of Resident Service Programs – County report

MaryLiz Paulson presented the item.

The Commission recommended approval for the items listed above. The votes were as follows

AYES: Alcalay, Chan, Griffin, Macedo, Morgan, Morton, Raab, Stivers

NOES: none

ABSENT: Creswell, Johnson

STAFF REPORTS/ACTION ITEMS

6. Approval Of Pre-Development Agreement And Disposition And Development Agreement With Sacramento Habitat for Humanity For Five 43rd Avenue Properties 43rd avenue DDA with Habitat

Darrin Samford presented the item. Monte Morris and Sam Gambino from Habitat for Humanity were introduced.

The Commission recommended approval for the item listed above. The votes were as follows

AYES: Alcalay, Chan, Griffin, Macedo, Morgan, Morton, Raab, Stivers

NOES: none

ABSENT: Creswell, Johnson

7. Allocation of Supplemental Annual Administrative Fees from Multifamily Low-Income Mortgage Revenue Bond Financed Developments to the Housing Authority for Affordability and Supportive Services

Christine Weichert presented the item.

The Commission recommended approval for the item listed above. The votes were as follows

AYES: Alcalay, Chan, Griffin, Macedo, Morgan, Morton, Raab

NOES: none

ABSENT: Creswell, Johnson

ABSTAIN: Stivers

8. Approval Of Tax-Exempt Bonds For Anton Butano Apartments

Christine Weichert presented the item. Steve Eggert and Rachel Green from Anton Development were introduced.

The Commission recommended approval for the item listed above. The votes were as follows

AYES: Alcalay, Chan, Griffin, Macedo, Morgan, Morton, Raab, Stivers

NOES: none

ABSENT: Creswell, Johnson

9. Approval of SHRA Commission Resolution to honor outgoing County Supervisor Jimmie Yee

The Commission recommended approval for the item listed above. The votes were as follows

AYES: Alcalay, Chan, Griffin, Macedo, Morgan, Morton, Raab, Stivers

NOES: none

ABSENT: Creswell, Johnson

PRESENTATIONS

9. SHRA Media Strategy

Angela Jones, SHRA Public Information Officer presented the item.

Commissioners made the following suggestions:

- Creation of a success indicator benchmark and surveys of the database list of email recipients that would receive communications from the Agency.
- Monthly email campaign featuring newsworthy items.
- Use Agency communications to raise the level of significance in the Commission's role.
- Use applications like Twitter and Facebook as measuring tools for effective communications.
- Creation of a newsletter that could be emailed as a "Keep you in the know" messaging tool.
- Quarterly report to the SHRC on progress with the Agency's communications and media strategy.

Commissioner Griffin offered to provide the contact information for the person who does communications for the San Juan Unified School District.

10. Fair Housing Presentation – item postponed to future meeting.

EXECUTIVE DIRECTOR REPORT

LaShelle Dozier reviewed the following:

- SHRA commission holiday party is December 10th.

COMMISSION CHAIR REPORT

none

ITEMS AND QUESTIONS OF COMMISSION MEMBERS

Bill Chan indicated that he would bring a card to the next meeting for Dwain.

Mark Stivers announced that the December 10th meeting would be his last meeting.

ADJOURNMENT

As there was no further business to be conducted, Chair Alcalay adjourned the meeting at 7:40 p.m in memory of Toby Johnson.

AGENCY CLERK