

**MINUTES OF THE CITY OF FONTANA  
REGULAR HOUSING AUTHORITY MEETING  
December 10, 2019  
Grover W. Taylor Council Chambers**

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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 on Tuesday, December 10, 2019, in the Grover W. Taylor Council Chambers, 8353 Sierra Avenue, Fontana, California. Vice-Chairperson Cothran called the meeting to order at 9:27 p.m.

**ROLL CALL:**

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

Absent: Chair Armendarez.

**PUBLIC COMMUNICATIONS:**

**A. Public Communications**

There were no public communications received.

**CONSENT CALENDAR:**

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

**A. Approval of Minutes**

Approve the Minutes of the November 12, 2019, Regular Housing Authority Meeting.

**B. First Amendment to Lease Agreement Between the Fontana Housing Authority and Laurel Woods Affordable Housing, LLC**

Approve a first amendment to the lease agreement between the Housing Authority and Laurel Woods Affordable Housing, LLC, and authorize the Executive Director to execute any documents necessary to effectuate said approval.

**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 9:28 p.m.

DocuSigned by:  
  
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\_\_\_\_\_  
Tonia Lewis  
Authority Clerk

DocuSigned by:  
  
57308158417D43E...  
\_\_\_\_\_  
Philip Cothran  
Vice-Chairperson

## Certificate Of Completion

Envelope Id: 886F126B316D48349F7B972F1004FF5F	Status: Completed
Subject: Please DocuSign: 12-10-19 HA Minutes - Draft.pdf	
Source Envelope:	
Document Pages: 2	Signatures: 2
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	City Clerk
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	8353 Sierra Avenue
	Fontana, CA 92335
	clerks@fontana.org
	IP Address: 192.146.186.96


## Record Tracking

Status: Original	Holder: City Clerk	Location: DocuSign
1/29/2020 1:09:38 PM	clerks@fontana.org	

## Signer Events

Phillip Cothran  
 pwothran@fontana.org  
 Security Level: Email, Account Authentication (None)

## Signature

DocuSigned by:  
  
 57308158417D43E...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 47.152.50.133  
 Signed using mobile

## Timestamp

Sent: 1/29/2020 1:09:49 PM  
 Viewed: 1/29/2020 1:19:28 PM  
 Signed: 1/29/2020 1:19:41 PM

**Electronic Record and Signature Disclosure:**  
 Accepted: 1/29/2020 1:19:28 PM  
 ID: d184935e-3919-4cac-9805-8952b8ba3328

Toni Lewis  
 tlewis@fontana.org  
 City Clerk  
 City of Fontana  
 Security Level: Email, Account Authentication (None)

DocuSigned by:  
  
 EBBCDFDA17754F5...  
 Signature Adoption: Drawn on Device  
 Using IP Address: 172.58.27.148  
 Signed using mobile

Sent: 1/29/2020 1:19:41 PM  
 Viewed: 1/29/2020 2:19:59 PM  
 Signed: 1/29/2020 2:20:28 PM

**Electronic Record and Signature Disclosure:**  
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## In Person Signer Events

## Signature

## Timestamp

## Editor Delivery Events

## Status

## Timestamp

## Agent Delivery Events

## Status

## Timestamp

## Intermediary Delivery Events

## Status

## Timestamp

## Certified Delivery Events

## Status

## Timestamp

## Carbon Copy Events

## Status

## Timestamp

Kathy Kasinger  
 kkasinger@fontana.org  
 Security Level: Email, Account Authentication (None)

**COPIED**

Sent: 1/29/2020 2:20:28 PM

**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

Carbon Copy Events	Status	Timestamp
Evelyne Ssenkoloto essenkol@fontana.org Security Level: Email, Account Authentication (None)	COPIED	Sent: 1/29/2020 2:20:29 PM Viewed: 1/29/2020 3:00:32 PM
<b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign		

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	1/29/2020 2:20:29 PM
Certified Delivered	Security Checked	1/29/2020 2:20:29 PM
Signing Complete	Security Checked	1/29/2020 2:20:29 PM
Completed	Security Checked	1/29/2020 2:20:29 PM

Payment Events	Status	Timestamps
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**Electronic Record and Signature Disclosure**

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**Required hardware and software**

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none"> <li>•Allow per session cookies</li> <li>•Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection</li> </ul>

\*\* These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

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