

**AGENDA OF THE REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
HOUSING AND OPPORTUNITY FOUNDATION
OF KERN, LOCATED AT THE BAKER
STREET VILLAGE COMMUNITY ROOM: AT
1015 BAKER STREET, BAKERSFEILD,
CALIFORNIA, 93305 TO BE HELD ON
WEDNESDAY, JULY 8, 2026, AT: 3:30 P.M.**

1. **Call to Order**, Roll Call, and Introduction of Guests
2. **Adoption of Agenda**
3. **Public Comment**
4. **Approval of the Minutes** of the Regular Meeting on 11-12-25 held at 1104 South Robinson, Bakersfield AND the Regular Meeting on 04-08-26 held at 3345 Bernard Street, Bakersfield
5. **Reports from the Chair-Woman and/or Directors of the Board**
6. **Bylaw Review**
7. **Financial Report**
8. **Scholarship Committee Update**
9. **Fundraising Committee Update**
10. **SB 707 Brown Act Update**
11. **Next Meeting**

The next regular meeting of the Board of Directors of the Housing and Opportunity Foundation of Kern will be held on **Wednesday, October 15, 2026 at 3:30pm**, at 601 24th Street, Bakersfield.

12. **Adjournment**

If you require **special assistance** to participate in this Meeting, please call: 661-631-8500, ext. 1410, to make reasonable arrangements to ensure accessibility to this Meeting. For the hearing impaired, requests can be made via the California Relay Service at the numbers below:

TTY: 1-800-735-7100
Voice: 1-800-735-7100
Spanish: 1-866-734-7200
Speech to Speech: 1-866-734-7300

Requests for assistance should be made at least two (2) days in advance whenever possible. This is to certify that this Agenda was posted at: the Baker Street Village Community Room,

located at: 1015 Baker Street, Bakersfield, 93308 on July 2, 2026. Board Agendas are also posted on the Housing and Opportunity Foundations website at: www.kernopportunityfoundation.org including any changes to the original posting(s), subject to the staff's ability to post documents prior to the Board Meeting. Documents submitted to a majority of the Foundation Directors fewer than 72 hours prior to a public meeting are available for public inspection at the public counter of the Housing and opportunity Foundation of Kern's office, located at: 601 – 24th Street, Bakersfield, CA 93301, as soon as they are distributed to Foundation Directors.

H. Kimmel

Housing & Opportunity Foundation of Kern

Agenda Item Submission Sheet

Date: July 08, 2026

TITLE: Approval of Minutes

SUBMITTED BY: Heather Kimmel

SUPPORTING DATA: 11-12-25 and 4-8-26 Minutes

NARRATIVE: Approval of the Minutes

Attached are the minutes from the November 2025 Regular Meeting and the April 2026 Regular Meeting for review and approval.

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE HOUSING AND
OPPORTUNITY FOUNDATION OF KERN, TO BE
HELD AT: 3345 BERNARD STREET,
BAKERSFIELD, CALIFORNIA ON WEDNESDAY,
APRIL 8, 2026 AT: 12:30 PM**

1. Call to Order, Roll Call, and Introduction of Guests

Chair Smith initiated the Regular Meeting of the Board of Directors of the Housing and Opportunity Foundation of Kern, held at 3345 Bernard Street., Bakersfield, California on Wednesday April 8, 2026, at 1:20 p.m.

Present Directors: Shontay Smith, Gabriela Mello, Max P. Bacerra, Michael Bowers, Raju Jassar
HA Staff: Heather Kimmel, Mardi Sharples, Angela Brown, Petra Bantum, Tracy Lynch
Absent: Brooke Ary, Jessica Janssen, Samy Abiaou, Dee Slade

2. Adoption of Agenda

A motion was made to Approve the Agenda, Tabling Items 4, 5, 6, and 12 to the next meeting by Director Jassar and seconded by Vice-Chair Mello. It was carried by Chair Smith, Director Bacerra, and Director Bowers. Absent: Treasurer Ary, Director Janssen, Director Abiaou, and Director Slade. There were no abstentions.

3. Public Comment

None.

4. Approval of the Minutes of the Regular Meeting on November 12, 2025 held at 12:30 p.m.

Tabled to next meeting on August 12, 2026.

5. Reports from the Chair-Woman and/or Directors of the Board

Tabled to next meeting on August 12, 2026

6. Election of Officers

Tabled to next meeting on August 12, 2026

7. Recommended Reappointment of Michael Bowers and Samy Abiaoui

A motion was made to Approve the Reappointment of Director Bowers by Director Bacerra and seconded by Director Jassar. It was carried by Chair Smith, Vice-Chair Mello and Director Bowers. Absent: Treasurer Ary, Director Janssen, Director Abiaou, and Director Slade. There were no abstentions.

A motion was made to Approve the Reappointment of Director Abiaoui by Director Jassar and seconded by Director Bowers. It was carried by Chair Smith, Vice-Chair Mello, and Director Bacerra. Absent: Treasurer Ary, Director Janssen, Director Abiaou, and Director Slade. There were no abstentions.

8. Financial Report

Petra Bantum reviewed the Financial Report through March 2026. A motion was made to Receive and File the Financial Report by Director Bowers and seconded by Vice-Chair Mello. It was carried by Chair Smith, Director Bacerra, and Director Jassar. Absent: Treasurer Ary, Director Janssen, Director Abiaou, and Director Slade. There were no abstentions.

9. Approval of FY27 Budget

Heather Kimmel reviewed the FY27 budget, noting less donations and pulling in from reserves to cover the difference. Also looking at other grant & funding opportunities. A motion was to approve the FY27 budget by Chair Smith and seconded by Director Bowers. It was carried by Vice-Chair Mello, Director Bacerra, and Director Jassar. Absent: Treasurer Ary, Director Janssen, Director Abiaou, and Director Slade. There were no abstentions.

10. Max Bacerra Scholarship Review Committee Appointments

Treasurer Ary & Director Abiaou were appointed to the Max Bacerra Scholarship Committee.

11. Fundraising Committee Formation

Chair Smith, Vice-Chair Mello, and Treasurer Ary were appointed to the Fundraising Committee.

12. SB 707 Brown Act Update

Tabled to next meeting on August 12, 2026.

13. Next Meeting

The next meeting of Board of Directors – Housing and Opportunity Foundation of Kern will be held on **Wednesday, August 12, 2026, at 12:30 p.m.**, location to be determined.

14. Adjournment

A motion was made to Adjourn by Director Bowers and seconded by Vice-Chair Mello. It was carried by Chair Smith, Director Bacerra, and Director Jassar. Absent: Treasurer Ary, Director Janssen, Director Abiaou, and Director Slade. There were no abstentions.

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE HOUSING AND
OPPORTUNITY FOUNDATION OF KERN, TO BE
HELD AT: 601 24th ST., BAKERSFIELD,
CALIFORNIA ON WEDNESDAY, NOVEMBER 12,
2025 AT: 12:30 PM**

1. Call to Order, Roll Call, and Introduction of Guests

Chair Smith initiated the Regular Meeting of the Board of Directors of the Housing and Opportunity Foundation of Kern, held at 1104 South Robinson St., Bakersfield, California on Wednesday November 12, 2025, at 12:58 p.m.

Present Directors: Raju Jassar, Gabriela Mello, Shontay Smith, Brooke Ary, Samy Abiaoui
HA Staff: Heather Kimmel, Rhonda Meza, Mardi Sharples, Angela Brown
Absent: Dee Slade, Michael Bowers, Max Bacerra, Jessica Janssen

2. Adoption of Agenda

A motion was made to Approve the Agenda by Director Abiaoui and seconded by Director Jassar. It was carried by Chair Smith, Vice-Chair Mello, and Director Ary. Absent: Director Slade, Director Bacerra, Director Janssen and Director Bowers. There were no abstentions.

3. Approval of the Minutes of the Regular Meeting on July 9th, 2025 held at 12:30 p.m.

A motion was made to Approve the Minutes by Director Jassar and seconded by Director Abiaoui. It was carried by Chair Smith, Vice-Chair Mello, and Director Ary. Absent: Director Slade, Director Bacerra, Director Janssen and Director Bowers. There were no abstentions.

4. Reports from the Chair-Woman and/or Directors of the Board

No reporting

5. Review of Audited Financial Statement and Approval of FY2024 Tax Returns

A motion was made to Approve FY2024 Tax Returns by Director Abiaoui and seconded by Director Ary. It was carried by Chair Smith, Vice-Chair Mello, and Director Jassar. Absent: Director Slade, Director Bacerra, Director Janssen and Director Bowers. There were no abstentions.

6. Financial Report

A motion was made to Receive and File the Q1 Financial Report by Director Jassar and seconded by Vice-Chair Mello. It was carried by Chair Smith, Director Abiaoui, and Director Ary. Absent: Director Slade, Director Bacerra, Director Janssen and Director Bowers. There were no abstentions.

7. Fundraising Committee Report

Executive Director Kimmel shared that there were 151 guests in attendance and that the

net profit was \$106,850.2. The date for the 2026 fundraiser was set as Friday August 28th and Luigi's was set as the venue.

8. Executive Director Report

Executive Director Kimmel shared that staff are gearing up for Jessica's Christmas and invited the board to sponsor a family or participate in gift distribution. An update on the community room project was provided and staff highlighted the updates to the community room at Adelante Vista.

9. Next Meeting

The next meeting of Board of Directors – Housing and Opportunity Foundation of Kern will be held on **Wednesday, January 14, 2026 at 12:30 p.m.**, location to be determined.

10. Adjournment

A motion was made to Adjourn by Director Abiaoui and seconded by Treasurer Ary. It was carried by Chair Smith, Vice-Chair Mello, and Director Jassar. Absent: Director Slade, Director Bacerra, Director Janssen and Director Bowers. There were no abstentions.

Housing & Opportunity Foundation of Kern

Agenda Item Submission Sheet

Date: July 08, 2026

TITLE: Reports from the Chair-Woman and/or Directors of the Board

SUBMITTED BY: Heather Kimmel

SUPPORTING DATA: N/A

NARRATIVE:

Housing & Opportunity Foundation of Kern

Agenda Item Submission Sheet

Date: July 8, 2026

TITLE: Bylaw Review

SUBMITTED BY: Heather Kimmel

SUPPORTING DATA: Current HOFK Bylaws

NARRATIVE:

Upon request of members of the board a review of the HOFK bylaws was conducted by the Executive Director. Below is a list of sections within the bylaws that need discussion:

- Article II, Section 3(a)
- Article III, Section 2
- Article VII, Section 5

EXHIBIT A

BYLAWS

OF

HOUSING AND OPPORTUNITY FOUNDATION OF KERN

A California Nonprofit Public Benefit Corporation

- 3/7/2012** Amended Article II, Section 2 of the Foundation bylaws to provide for a minimum of seven and a maximum of nine Directors.
- 2/13/13** Amended Article II, Section 2 of the Foundation bylaws to provide for a minimum of seven and a maximum of thirteen Directors.
- 1/13/16** Amended Article III, Sections 2 and 3 of the Bylaws to Change the Annual Meeting Month to January and Revise the Schedule of the Board of Directors to Quarterly Meetings.
- 12/14/2016** Amended Article IV – Section I- of the Bylaws to Revise the Chief Financial Officer Title and to Designate Position to Board Directors.

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BYLAWS
OF
HOUSING AND OPPORTUNITY FOUNDATION OF KERN
(A California Nonprofit Public Benefit Corporation)

ARTICLE I

Organization

Section 1. Name. The name of this Corporation is Housing and Opportunity Foundation of Kern (the “Corporation”).

Section 2. Objectives. The Corporation has been formed to raise funds for and otherwise conduct or support programs and activities that benefit participants of Housing Authority of the County of Kern (the “Housing Authority”) programs and other low-income families.

Section 3. Principal Office. The principal office of the Corporation shall be fixed and located at 601 24th Street, Bakersfield, CA 93301. The Foundation Board of Directors (the “Foundation Board”) is hereby granted full power and authority to establish additional offices in the County of Kern.

Section 4. Members. The Corporation shall have no “members” as that term is defined in section 5056 of the California Nonprofit Corporations Law (the “Law”). However, the Foundation Board may, from time to time, designate supporters of the Corporation as “members” for purposes of recognizing their levels or types of support and interest in the programs and activities of the Housing Authority including the following classes of supporters: Individual Members; Household Members; Life Members; and Business Members. Such members shall be accorded such privileges and benefits of those membership classes as the Foundation Board may, from time to time, assign to such membership classes.

Section 5. Ralph M. Brown, Public Records and Political Reform Acts. The Corporation is committed to ensuring that the deliberations of Foundation Board are conducted openly, the actions of the Foundation Board are taken openly and all records of the Corporation are made available for public inspection in accordance with the Ralph M. Brown Act (the “Brown Act”), California Government Code sections 54950 through 54963, as amended from time to time, the California Public Records Act (the “Public Records Act”), California Government Code sections 6250 through 6276.48, as amended from time to time, and the Political Reform Act of 1974 (the “Political Reform Act”), California Government Code sections 81600 through 9105, as amended from time to time. Accordingly, in the event of a conflict between a provision of these Bylaws and a section of the Brown Act, the Public Records Act or the Political Reform Act, the Brown Act or, as applicable, the Public Records Act or the Political Reform Act, shall control.

ARTICLE II

Board of Directors

Section 1. Powers. Subject to the limitations of the Articles of Incorporation and other provisions of these Bylaws, and the laws of the State of California, all corporate powers shall be exercised by, or under the authority of, and the business and affairs of the Corporation, shall be controlled by the Foundation Board subject to the general oversight of the Housing Authority of the County of Kern Board of Commissioners (the "Housing Authority Board").

Section 2. Number, Classes, Selection and Terms of Office of Directors. The Foundation Board shall consist of **a minimum of seven (7) and a maximum of thirteen (13) directors** appointed by the Housing Authority Board. The initial directors of the Foundation Board have been appointed by the Incorporators pursuant to section 5140 of the Law. The initial terms of the directors shall be two (2) or three (3) years, with the initial terms of each such director determined by the Housing Authority Board. For purposes of calculating the initial terms of the directors of the Foundation Board, their service from the date of their initial appointment by the Housing Authority Board through June 30, 2012, shall not be counted. After the initial terms, each of the directors shall serve three (3) year terms.

All vacancies on the Foundation Board including, without limitation, vacancies caused by expiration of term, resignation or removal, including a demand resignation for failing to attend meetings, shall be filled by the Housing Authority Board.

Section 3. Vacancies.

(a) A vacancy or vacancies on the Foundation Board shall be deemed to exist (i) in case of the death, resignation, or removal of any director or (ii) if the authorized number of directors is increased. The Foundation Board may declare vacant the office of a director who has been declared of unsound mind by a final order of court, or convicted of a felony, or found by a final order of judgment of any court to have breached any duty arising under Article 3 (commencing with section 5230) of the Law. A director shall be deemed to have resigned if he or she accumulates unexcused absences amounting to at least one-half of the Foundation Board's regularly schedule meetings during any fiscal year.

(b) Subject to the provision of section 5226 of the Law, any director may resign effective upon giving written notice to the Chair, the Secretary, or the Foundation or Housing Authority Boards, unless the notice specifies a later time for the effectiveness of such resignation. If a director resigns by giving notice specifying that such resignation shall be effective at a future time, a successor may be designated by the Housing Authority Board before such time to take office when the resignation becomes effective.

(c) No reduction in the number of directors shall have the effect of removing any director prior to the expiration of his or her term of office.

Section 4. Removal of Directors. Any member of the Foundation Board may be removed from office, with or without cause, by the Housing Authority Board.

ARTICLE III

Meetings of the Foundation Board of Directors

Section 1. Place of and Public Access to Meetings. All meetings of the Foundation Board shall be held at the principal business office of the Corporation or at such other place within the County of Kern as may be designated from time to time by resolution of the Foundation Board, or in the notice of said meeting. All meetings of the Foundation Board shall be open and public and any member of the public shall be permitted to attend any meeting of the Foundation Board, except as otherwise provided in the Brown Act.

Section 2. Annual Meeting. The annual meeting of the Foundation Board shall be the regular meeting of the Foundation Board held in **January** of each year. The officers of the Foundation Board shall be elected at this meeting for terms commencing immediately.

Section 3. Regular Meetings. The Foundation Board shall meet on the date established by Foundation Board by resolution. Notice of regular meetings of the Foundation Board of Directors need not be given, unless otherwise required by the Brown Act. The Foundation Board shall **meet quarterly** and hold at least **four (4)** regular meetings during each fiscal year.

Section 4. Special Meetings. Special meetings of the Foundation Board may be called at any time pursuant to the Brown Act.

Section 5. Agendas. All agendas shall be prepared and posted as required by the Brown Act.

Section 6. Action at a Meeting; Quorum and Required Vote. Presence of a majority of the directors of the Foundation Board at a meeting of the Foundation Board constitutes a quorum for the transaction of business. Members of the Board of Directors may participate in a meeting through use of a conference telephone, video conference or similar communications equipment pursuant to section 54953 of the Brown Act. Participation in a meeting as permitted in the preceding sentence constitutes presence in person at such meeting. Every act or decision done or made by a majority of the directors present at a meeting duly held at which a quorum is present shall be regarded as the act of the Foundation Board unless a greater number, is required by law, by the Articles of Incorporation, or by these Bylaws. All votes taken during a meeting involving the expenditures of funds or an amendment to the Bylaws or Articles of Incorporation shall be by roll call and shall be reported in the minutes of the meeting. All other votes may be by voice vote unless otherwise required by these Bylaws or the Chair.

Section 7. Adjourned Meetings. A quorum of the directors may adjourn any Foundation Board meeting to meet again at a stated day and hour; provided, however, that in the absence of a quorum, a majority of the directors present at any Foundation Board meeting, either regular or special, may adjourn from time to time until the time fixed for the next regular meeting of the Board. Notice of an adjourned meeting shall be provided pursuant to the Brown Act.

Section 8. Rights of Inspection. The Executive Director of the Housing Authority (“Executive Director”), Foundation Board members and every Housing Authority Board Member shall have the absolute right at any reasonable time to inspect and copy all books, records and documents of every kind, and to inspect the physical properties of the Corporation.

Section 9. Fees and Compensation. The directors of the Foundation Board shall receive no compensation for their services as directors; however, directors may be reimbursed for or advanced any expenses actually incurred or reasonably expected to be incurred in connection with the performance of their duties as directors

ARTICLE IV

Officers

Section 1. Officers. The officers of the Foundation Board shall be a Chair, a Vice Chair, a Secretary and a Treasurer. Two or more offices may be held by the same person. All officers of the Foundation Board, except the Secretary, must also be directors of the Foundation Board. The removal or resignation of a director who is an officer of the Corporation shall be deemed a resignation by such person from all offices held.

Section 2. Nomination and Election. The officers of the Corporation, shall be elected annually by the Foundation Board, at its annual meeting, and each officer so elected shall hold office until he or she shall resign, shall be removed or otherwise disqualified to serve, or until a successor shall be elected and qualified. At any regular or special meeting of the Foundation Board, the Foundation Board may fill a vacancy caused by the death, resignation, removal or disqualification of any officer.

Section 3. Removal and Resignation. Any officer may be removed, either with or without cause, by the Foundation board on a 2/3 vote or by the Housing Authority Board on a majority vote, at any regular or special meeting of the respective boards. Any officer may resign at any time by giving written notice to the Chair or Secretary of the Foundation Board or the Executive Director. Any such resignation shall take effect at the date of the receipt of such notice or at any later date specified therein; and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Section 4. Chair of the Board. The Chair of the Foundation Board shall preside at all meetings of the Foundation Board and exercise and perform such other powers and duties as may be from time to time assigned to the Chair by the Foundation Board or prescribed by the Bylaws. The duties of the Chair shall include the following:

(a) Scheduling meetings when necessary and conducting them in accordance with Robert’s Rules of Order (or other such procedures duly adopted by the Foundation Board) and the requirements of the Brown Act;

(b) Setting meeting agendas in conjunction with the Executive Director and ensuring adequate discussion of items;

(c) Keeping the Vice Chair and members of the Foundation Board and Housing Authority Board informed on issues affecting the Corporation; and

(d) On behalf of the Foundation Board and in conjunction with the Executive Director, responding to issues from the community, private and public sectors, the Housing Authority Board, and the media, or designating another member of the Foundation Board to represent the Corporation.

Section 5. Vice Chair. In the absence of the Chair, the Vice Chair will exercise the duties of the Chair and shall perform such other duties as may be from time to time required by the Chair or by the Foundation Board.

Section 6. Executive Director. The Executive Director, subject to the direction and control of the Foundation Board, shall have general supervision, direction and control of the business and affairs of the Corporation and shall have the general powers and duties of management usually vested in the office of the chief executive officer of a corporation. The Executive Director shall have the necessary authority and responsibility to operate the Corporation and all of its activities and departments, subject only to such policies as may be issued by the Foundation Board or Housing Authority Board. The Executive Director shall act as a duly authorized representative of the Foundation Board in all matters in which the Foundation Board has not formally designated some other person to act.

Section 7. Secretary. The Secretary shall record or cause to be recorded, and shall keep or cause to be kept, at the principal business office or such other place as the Foundation Board may order, a Minute Book of actions taken at all meetings of the Foundation Board, with the time and place of holding, whether regular or special, and if special, how authorized, the notice thereof given, and the names of those present at Foundation Board meetings. The Secretary shall give, or cause to be given, notice of all the meetings of the Foundation Board required by the Bylaws or by law to be given, and shall have such other powers to perform such other duties as may be prescribed by the Foundation Board or by the Bylaws.

Section 8. Treasurer. The Treasurer shall keep and maintain, or cause to be maintained, adequate and correct accounts of the properties and business transactions of the Corporation, including accounts of its assets, liabilities, receipts, disbursements, gains and losses. The **Treasurer** shall submit a statement of accounts at each regular meeting of the Foundation Board and shall make such reports as the Foundation Board may require, and shall make an annual report prior to the annual meeting of the Foundation Board. The Treasurer shall cause to be deposited or shall cause to be disbursed in accordance with procedures approved by the Foundation Board all monies and other valuables in the name and to the credit of the Corporation with such depositories as may be designated by the Foundation Board. The Treasurer shall disburse funds of the Corporation as may be ordered by the Foundation Board, shall render to the Chair of the Foundation Board, the Executive Director, the Housing Authority Board, and the Foundation Board, whenever they request, an account of all transactions as Treasurer and of the financial condition of the Corporation, and shall have such other powers and perform such other duties as may be prescribed by the Foundation Board or the Bylaws.

ARTICLE V

Committees

Section 1. Committees.

(a) The Foundation Board may, by resolution adopted by a majority of the Directors then in office, provided that a quorum is present, establish one or more committees consisting of less than a majority of directors of the Foundation Board plus any other person or persons. Members of all committees shall be appointed by the Foundation Board. Members of all committees shall serve at the pleasure of the Foundation Board.

(b) The Foundation Board shall have the power to prescribe the manner in which proceedings of any committee shall be conducted. In the absence of any such prescription, such committee shall have the power to prescribe the manner in which its proceedings shall be conducted. Unless these Bylaws, the Foundation Board or such committee shall otherwise provide, the regular and special meetings and other actions of any committee shall be governed by the provisions of Article V applicable to meetings and actions of the Foundation Board which shall be subject to the Brown Act. Each committee shall keep regular minutes of its proceedings and shall report the same to the Foundation Board from time to time, as the Foundation Board may require.

Section 2. Alternates. The Foundation Board may designate one or more directors as alternate members of any such committee, who may replace any absent member at any meeting of the committee.

Section 3. Standing Committees. The Foundation Board may create standing committees consisting of two or more directors of the Foundation Board that has continuing subject matter jurisdiction over a particular issue. Each such standing committee shall establish its rules for the conduct of its affairs, shall establish its duties and purposes, and shall perform such other duties as the Foundation Board may prescribe from time to time.

Section 4. Special Advisory Committees. From time to time, the Chair of the Foundation Board may appoint one or more special advisory committees consisting of less than a majority of the Foundation Board for purposes of considering specific matters of concerns of the Foundation Board for a temporary period of time.

Section 5. Term of Office. Each member of a committee shall serve until his or her successor is appointed, or until such committee is sooner terminated, or until he or she is removed, resigns, or otherwise ceases to qualify as a member of the committee.

Section 6. Quorum; Meetings. Each committee, standing committee and special advisory committee shall meet as often as necessary to perform its duties, at such times and places as directed by its chair, the Chair of the Foundation Board or the Foundation Board and, if applicable, in compliance with the Brown Act. A majority of the members of any of the above committees (excepting special advisory committees) shall constitute a quorum of such committee and the act of a majority of the members present at a meeting at which a quorum is present shall

be the act of the committee. Each of the above committee (excepting special advisory committees) shall keep accurate minutes of its meetings, the chair designating a secretary of the committee (who may be a Housing Authority staff member) for this purpose, and shall make periodic reports and recommendations to the Foundation Board.

Section 7. Vacancies. Vacancies on any committee may be filled for the unexpired portion of the term in the same manner as provided in the case of original appointments.

Section 8. Conflict of Interest. The Foundation Board, through a committee designated for that purpose, shall require not less frequently than once a year a statement from each director setting forth all business and other affiliations which relate in any way to the business of the Corporation. Each director shall be responsible for disclosing to the Corporation any matter which would make such director an “interested director” within the meaning of section 5233 of the Law. In addition, each director shall disclose to the Corporation any relationship or other factor which would cause that director to be considered to be an “interested person” within the meaning of section 5227 of the Law.

Section 9. Limitation on Delegation. The Foundation Board may not delegate to its committees any legal authority that under the Law can only be exercised by the full Foundation Board.

ARTICLE VI

Indemnification and Insurance

Section 1. Right of Indemnity. To the fullest extent permitted by law, this Corporation shall indemnify its directors, officers, employees, and other persons described in section 5238(a) of the Law, including persons formerly occupying any such position, against all expenses, judgments, fines, settlements and other amounts actually and reasonably incurred by them in connection with any “proceeding,” as that term is used in that section, and including an action by or in the right of the Corporation, by reason of the fact that the person is or was a person described in that section. “Expenses,” as used in this Bylaw, shall have the same meaning as in section 5238(a) of the Law.

Section 2. Approval of Indemnity. On written request to the Foundation Board by any person seeking indemnification under section 5238 (b) or section 5238 (c) of the Law, the Foundation Board shall promptly determine under section 5238(e) of the Law whether the applicable standard of conduct set forth in section 5238(b) has been met and, if so, the Foundation Board shall authorize indemnification.

Section 3. Advancement of Expenses. To the fullest extent permitted by law and except as otherwise determined by the Foundation Board in a specific instance, expenses incurred by a person seeking indemnification under Sections 1 and 2 of this Bylaw in defending any proceeding covered by those sections shall be advanced by the Corporation before final disposition of the proceeding, on receipt by the Corporation of an undertaking by or on behalf of that person that the advance will be repaid unless it is ultimately determined that the person is

,entitled to be indemnified by the Corporation for those expenses, and on receipt by the Corporation of such security as the Foundation Board may deem appropriate.

Section 4. Insurance. The Foundation Board may adopt a resolution authorizing the purchase and maintenance of insurance on behalf of any agent of the Corporation against any liability asserted against or incurred by the agent in such capacity or arising out of the agent's status as such, whether or not the Corporation would have the power to indemnify the agent against that liability under the provisions of this Article.

ARTICLE VII

General Provisions

Section 1. Checks, Drafts Etc. All checks, drafts or other orders for payment of money, notes or other evidences of indebtedness, issued in the name of or payable to the Corporation, and any and all securities owned or held by the Corporation requiring signature for transfer, shall be signed or endorsed by such person or persons and in such manner as, from time to time, shall be determined by the Foundation Board.

Section 2. Inspection of Corporate Records. The Corporation shall keep at its principal business office, the originals or copies of its Articles of Incorporation and Bylaws, as amended or otherwise altered to date, certified by its Secretary; written minutes of the meetings of its Foundation Board, and any committees of the Foundation Board; its books and records of account; and all other books, records and documents of the Corporation.

Section 3. Endorsement of Documents; Contracts. Any note, mortgage, evidence of indebtedness, contract, conveyance or other instrument in writing, and any assignment or endorsement thereof executed or entered into between the Corporation and any other person, when signed by the Chair, the Secretary, or the Treasurer, shall be valid and binding on the Corporation in the absence of actual knowledge on the part of the other person that the signing officer(s) had no authority to execute the same. Any such instrument may be signed by any other officers, agents or employees and in such manner as shall from time to time be determined by the Foundation Board and, unless so authorized by the Foundation Board of Directors no officer, agent or employee shall have any power or authority to bind the Corporation by any contract or engagement or to pledge its credit or to render it liable for any purpose or amount.

Section 4. Annual Report. The Corporation shall furnish annually to the Housing Authority Board, the Executive Director and each director of the Foundation Board within 150 days after the close of its fiscal year, a written report containing the following information in reasonable detail:

(a) The assets and liabilities, including the trust funds, of the Corporation as of the end of the fiscal year.

(b) The principal changes in the assets and liabilities, including trust funds, during the fiscal year.

(c) The revenue or receipts of the Corporation, both unrestricted and restricted to particular purposes, for the fiscal year.

(d) The expenses or disbursements of the Corporation, for both general and restricted purposes, during the fiscal year.

(e) Any information required by section 6322 of the Law, as from time to time amended.

Section 5. Conflict of Interest. The Corporation, through the Foundation Board, shall promulgate, from time to time, a written conflict of interest policy, according to the current law then in effect, including section 87100 of the California Government Code, to be adhered to by its officers and directors, and which includes guidelines for the resolution of actual or potential conflicts of interest.

Section 6. Fiscal Year. The fiscal or business year of the Corporation shall be July 1 of the current year through June 30 of the subsequent year.

Section 7. Construction and Definitions. Unless the context otherwise requires, the general provisions, rules of construction and definitions contained in the general provisions of the Law shall govern the construction of these Bylaws.

ARTICLE VIII

Amendments and Dissolution

Section 1. Amendment. New bylaws may be adopted, or these Bylaws may be amended, modified or repealed by the Foundation Board provided, however, that any proposed amendment shall require the prior approval of the Housing Authority Board before it shall become effective.

Section 2. Record of Amendments. Any amendment or alteration in these Bylaws shall be forthwith filed with the original Bylaws of the Corporation.

Section 3. Dissolution. The Housing Authority Board may dissolve the Corporation at any time.

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CERTIFICATE OF SECRETARY

I, the undersigned, do hereby certify:

1. That I am the duly elected and acting Secretary of the Kern County Housing Authority Foundation, a California nonprofit public benefit corporation; and
2. That the foregoing Bylaws, consisting of nine (9) pages, exclusive of cover sheet and table of contents, constitute the Bylaws of said corporation as duly adopted by the Incorporator on November 9, _____, 2011.

IN WITNESS WHEREOF, I have executed this Certificate as of this 9th day of November, 2011.

Secretary

CERTIFICATION

STATE OF CALIFORNIA)

COUNTY OF KERN)

CITY OF BAKERSFIELD)

I, Stephen M. Pelz, Secretary of the Housing Authority of the County of Kern Board of Commissioners, do hereby certify that Resolution No. 2130 was duly adopted by the Housing Authority of the County of Kern Board of Commissioners at a regular meeting thereof held on the 9th day of November, 2011 by the following vote:

AYES: Max Bacerra, Raju Jassar, Brenda Callahan,
 JoAnne Teague, Gene Smith, Fred Haas
NOES: None
ABSENT: Jonathan Webster
ABSTAIN: None

Stephen M. Pelz ,
Secretary of the Housing Authority
of the County of Kern Board of
Commissioners

Housing & Opportunity Foundation of Kern

Agenda Item Submission Sheet

Date: July 8, 2026

TITLE: Financial Report

SUBMITTED BY: Petra Bantum

SUPPORTING DATA: Financial Records

NARRATIVE: Financial Reports will be Provided During the Meeting.

Housing & Opportunity Foundation of Kern

Agenda Item Submission Sheet

Date: July 08, 2026

TITLE: Awarding of 38 College Scholarships under the 2026 Max Bacerra Scholarship Awards Program

SUBMITTED BY: Mardi Sharples

SUPPORTING DATA: N/A

NARRATIVE:

The Housing and Opportunity Foundation of Kern funds the Max Bacerra Scholarship Awards program with the objective of motivating residents and participants to continue their education. The Housing Authority of the County of Kern allocated funding for the program which allows us to make the program available to all eligible Housing Authority residents and Section 8 participants. This year the total amount to be awarded is \$34,500-\$18,500 from HOFK and \$14,000 from the Housing Authority.

The scholarship committee, composed of Brooke Ary, Samy Abiaoui, and Carter Beardsley, with the assistance of Angela Brown, Lead Service Coordinator, and oversight by Housing Administrator Mardi Sharples, carefully reviewed the record 47 applicants. All but nine applicants were awarded; Four applicants were not residents and five didn't complete the application process by providing the necessary documents. The following 38 applicants are being submitted for funding:

Last Name	First	Develop/Section 8	SC/HM/HS	Awarded
Jara	David	NSP Properties	Lillian Montoya	\$2,500
Mata	Jennifer	Section 8	Sylvia Castro	\$2,500
Medina	Benigno	Section 8	Patricia Mata	\$2,000
Stewart-Jackson	Bernita	Section 8	Joaquin Negrete	\$2,000
Abundez	Armando	Section 8	Daisy Valdez	\$1,500
Alvarez	Tannya	Section 8	Michelle Way	\$1,500
Brown	Arkassia	Section 8	Michelle Way	\$1,500
Banner	Olive	Section 8	Marissa Ramirez	\$1,500
Chavez	Santana	Section 8	Michelle Way	\$1,500
Thomas	DeJonna	Section 8	Joaquin Negrete	\$1,500
Carter	Audrey	REH	Melanie Espinoza	\$1,000

Flores	Lizbeth	Mountain Village	View	Otilia Arauza	\$1,000
Williams	Reynai	Section 8		Marissa Ramirez	\$1,000
Golden	Darnesha	REH		Melanie Espinoza	\$750
Nichols	Monique	Section 8		Izenia Arzola	\$750
Parker	Myanna	Section 8		Marissa Ramirez	\$750
Ronquillo	Issac	Section 8		Michelle Way	\$750
Avila	Jamminque	Section 8		Wendy Ayala	\$500
Bumphus	Sharrah	Section 8		Joaquin Negrete	\$500
Carter	Ebony	Section 8		Wendy Ayala	\$500
Conway	Silvia	Section 8		Brittany Montes	\$500
Espino	Edith	Section 8		Jeannie Manongdo	\$500
Gage	LaPorsha	Section 8		Daisy Valdez	\$500
Herrera	Jessica	Section 8		Grace Palma	\$500
McCoffin	Stephanie	Section 8		Brittany Montes	\$500
McFadden	Khadejaha	Section 8		Wendy Ayala	\$500
Mental	Melissa	Section 8		Angelica Mallin	\$500
Miller	Damari	Section 8		Patricia Mata	\$500
Patterson	Ty'Lesha	Section 8		Marissa Ramirez	\$500
Preciado	Samantha	Section 8		Marissa Ramirez	\$500
Rios	Whitney	Section 8		Silvia Castro	\$500
Ronquillo	Sarah	Section 8		Michelle Way	\$500
Rue	Jessica	Section 8		Michelle Way	\$500
Lindsey	Shanai	Section 8		Galilea Guerrero	\$500
Simpkins	Dominique	Section 8		Araceli Villavisencio	\$500
Voyles	Evan	Section 8		Joaquin Negrete	\$500
Watkins	Shannon	Section 8		Izenia Arzola	\$500
Williams	Shylan	Section 8		Carmen Zamos	\$500

Housing & Opportunity Foundation of Kern

Agenda Item Submission Sheet

Date: July 8, 2026

TITLE: Fundraising Committee Selection

SUBMITTED BY: Heather Kimmel

SUPPORTING DATA: Sponsorship and Expense Tracking Sheet

NARRATIVE:

The 2026 Rock the Foundation event will be held on August 28th at Luigi's Warehouse with the theme this year being 80's.

We have currently raised \$65,500 and have \$22,461 in planned expenses. We anticipate a net revenue of \$43,039.

Below is a list of sponsorships by board member:

Shontay:

- Valley Strong \$3,000

Gabby:

- CBB \$10,000
- Wells Fargo \$20,000

Brooke:

- US Bank \$10,000

Max:

- Milestone Real Estate \$2,500

Samy:

- Moneywise \$2,500

Heather & Stephen:

- Kern Health Systems \$5,000
- Wallace & Smith \$5,000
- Tri Counties Bank \$1,500
- Chevron \$5,000
- Banc of California \$5,000
- Jones Hall Professional Law \$1,500

2026 ROCK THE FOUNDATIONSPONSORSHIP TRACKING SHEET

Name of Potential Sponsor	Board Contact	Sponsor Contact Name	Contact Number or Email Address	Previous Sponsorship	2026 Commitment	Sponsorship Level	Provided Logo	Provided Names	Paid	Social Media Post	Logo In Lobby	Logo on Materials	Building Hope ticket	Number of Seats	Comments	
CRC	Heather	Gabriela Gonzalez	Gabriela.Gonzales@crc.com or 661-421-3515	\$1,500	\$0											
Wonderful Orchards	Jessica	Ariana Joven	melissa.frank@wonderful.com Ariana Joven # 661-364-	\$3,000	\$1,500											
Valley Strong Bank	Shontay	Brianne Lancaster	brianne.lancaster@valleystrong.com	\$3,000	\$3,000										Responded 5/7/26 stated they will get back to me in a few weeks.	
Enterprise	Stephen	Amber Malizia	amalizia@enterprisecommunity.com ; mnix@enterprisecommunity.com	\$3,000												
Ordiz-Melby Architects	Stephen	Jeannie Bertolaccini	jbertolaccini@ordizmelby.com	\$3,000	\$3,000											
Citizens Business Bank	Gabriela			\$5,000	\$10,000											
Kern Health System	Heather	Louie Iturriria Maritza Jimenez	louie.iturriria@khs-net.com maritza.jimenez@khs-net.com 661-664-5536	\$8,000	\$5,000											
Wallace & Smith	Stephen	Mike Hunter	mhunter@wallacesmith.com	\$5,000	\$5,000											
U.S. Bank	Brooke			\$10,000	\$10,000											
Anthem	Heather	Miguel Perez Lopez & Kristopher Kuntz	Miguel.PerezLopez@elevancehealth.com Kuntz, Kristopher < Kristopher.Kuntz@anthem.com >	\$0	TBD											
Tri Counties Bank	Heather	Marilyn Maldonado & Sara	MarilynMaldonado@tcbk.com sarabailey@tcbk.com	\$1,500	\$1,500										5/7/26 Stated they would reiew at their next sponsorship call	
Wells Fargo	Gabriela	Karen Woodruff	karen.c.woodruff@wellsfargo.com	\$25,000	\$20,000											
Chevron	Heather	Amanda Allen	amandaallen@chevron.com 661-520-2759	\$5,000	\$5,000											
Milestone Real Estate	Max			\$1,500	\$2,500											
Morra Partners	Max	Max Bacerra		\$1,500												
Mission Bank	Samy	Desirea Lawrence	lawrenced@missionbank.bank	\$1,500												
Moneywise	Samy	Samy		\$2,000	\$2,500											
Banc of California	Stephen	Andrew T. Boogusch & R	559-360-1800 andrew.boogusch@bancofcal.com rnllsson@pacwest.co	\$5,000	\$5,000										Requested ACH instructions on 5/7/26	
Jones Hall Professional Law	Stephen	Ronald Lee & Brian Harold	rlee@joneshall.com ; bharoldson@joneshall.com	\$1,500	\$1,500										Responded 5/8/26 and instructed me to work with Brian	
SGPA Architecture and Planning	Stephen	Tori Gray	vgray@sgpa.com ; pcmack@sgpa.com	\$1,500												
TOTAL SPONSORSHIPS							\$75,500								CODES	
TOTAL TICKET PROCEEDS							\$0								In-Kind Donation	
															Pending Response	
															Pending Payment	
															Paid	
TOTAL TICKETS							0									
Actual Attendance																

Actual + Projected Based on 160 Guests (Luigis)				
	Vendor	Description	Payment Date	Amount
	Luigis	Deposit	Paid	\$500.00
	Luigis	Final Payment		\$13,386.00
	Laurel Shropshire	Floral		\$2,100.00
	Parking Company of the West	Valet		\$1,500.00
	Brownie Enterprises	Mobile Billboard		\$875.00
	Will Gail Dance	Band		\$1,500.00
	CKC Arcade Rental	Arcade		\$350.00
	TBD	Photo Booth		\$250.00
	TBD	Raffel Items		\$1,000.00
	TBD	Decorations		\$1,000.00
Revenue				\$75,500.00
Expenses				\$22,461.00
Profit				\$53,039.00

Housing & Opportunity Foundation of Kern

Agenda Item Submission Sheet

Date: July 08, 2026

TITLE: SB 707 Brown Act Update

SUBMITTED BY: Heather Kimmel

SUPPORTING DATA: Senate Bill 707 Brown Act Update

NARRATIVE:

Senate Bill 707 (SB 707) amended the Ralph M. Brown Act to add enhanced public access and teleconferencing requirements for certain large governmental bodies, referred to in the statute as “eligible legislative bodies.” These requirements include mandatory remote public access to meetings, agenda translation into applicable languages, formal disruption policies, and additional procedural steps when technology fails.

Staff have reviewed SB 707 and confirmed that our organization is not an eligible legislative body under the statute. As a 501(c)(3) nonprofit organization, with a board appointed by the Housing Authority of the County of Kern and no employees, SB 707’s enhanced requirements do not apply to this Board. Existing Brown Act obligations (to the extent applicable) remain unchanged.

This item is presented to comply with the requirement that each board member is presented with a copy of SB 707

No action is requested at this time.