



SAN DIEGO  
HOUSING  
COMMISSION

## SPECIAL MEETING AGENDA

SAN DIEGO HOUSING COMMISSION  
SPECIAL MEETING AGENDA  
JUNE 25, 2015, 9:00 A.M.  
SMART CORNER  
4<sup>TH</sup> FLOOR CONFERENCE ROOM  
1122 BROADWAY  
SAN DIEGO, CALIFORNIA 92101

Chair Gary Gramling  
Vice Chair Roberta Spoon  
Commissioner Margaret Davis  
Commissioner Kellee Hubbard  
Commissioner Ben Moraga  
Commissioner Dorothy Surdi  
Commissioner Frank Urtasun

**Assistance for the Disabled:** Agendas, reports and records are available in alternative formats upon request. Please contact [SDHCdocketinfo@sdhc.org](mailto:SDHCdocketinfo@sdhc.org), (619) 578-7550 (voice) or (619) 398-2440 (TTY) at least five days prior to the meeting.

**Questions Regarding Agenda Items:** For specific questions regarding any item on the San Diego Housing Commission agenda, please contact [SDHCdocketinfo@sdhc.org](mailto:SDHCdocketinfo@sdhc.org) or (619) 578-7550. Internet access to agendas and reports is available at [www.sdhc.org/Media-Center/SDHC-Meetings/Housing-Commission-Meetings/](http://www.sdhc.org/Media-Center/SDHC-Meetings/Housing-Commission-Meetings/).

### ITEMS

10 CALL TO ORDER

20 NON-AGENDA PUBLIC COMMENT

At this time, individuals may address the San Diego Housing Commission (Housing Commission) on any subject in its area of responsibility that is not presently pending before the Housing Commission. Communications are limited to three minutes. Pursuant to the Brown Act, the Housing Commission can take no action. Please fill out a Speaker Request Form and submit it to the secretary prior to the meeting.

30 COMMISSIONER COMMENTS



Special Housing Commission Meeting of June 25, 2015

**40 REPORT BY THE PRESIDENT & CHIEF EXECUTIVE OFFICER**

**ADOPTION AGENDA – CONSENT**

Members of the public may cause an item to be pulled from the Consent Agenda by submitting a Speaker Request Form prior to the meeting. The item will then be discussed separately, and public testimony will be taken.

**50 APPROVAL OF THE MINUTES**

May 8, 2015, Regular Meeting

**100 [HCR15-052](#) [Award of Contract for Parking Operator Services at Smart Corner San Diego Housing Commission Office, 1122 Broadway, San Diego](#)**

That the San Diego Housing Commission (Housing Commission) take the following actions:

- 1) Approve the award of a one year contract to ACE Parking in an amount not to exceed \$138,938 to provide parking operator services at the Housing Commission’s corporate office building at 1122 Broadway, San Diego, 92101. The contract shall include four (4) one-year options to renew based on the needs of the Housing Commission.
- 2) Authorize the President & Chief Executive Officer (President & CEO), or designee, to expend up to \$13,893 in contingency, if necessary, for services not anticipated in the original scope of services.
- 3) Authorize the President & CEO, or designee, to substitute the identified contract funding sources with other available funding sources so as long as the total activity budget amount after substitution does not exceed the total approved budget, should the operational need arise or should actions be to the benefit of the Housing Commission and its mission.
- 4) Authorize the President & CEO, or designee, to execute all documents and instruments that are necessary and/or appropriate to implement these approvals, in a form approved by General Counsel, and to take such actions as are necessary and/or appropriate to implement these approvals.

**101 [HCR15-053](#) [Amendment to Job Order Contracting \(JOC\) Agreement No. JOC-15-01](#)**

That the San Diego Housing Commission (Housing Commission) take the following actions:



Special Housing Commission Meeting of June 25, 2015

- 1) Approve Amendment 1 (Attachment 1) to increase the annual maximum contract amount for Job Order Contracting (JOC) Agreement No. JOC-15-01 with Vincor Construction, Inc. (Attachment 2) from \$100,000 annually up to a maximum not-to-exceed amount of \$500,000 annually, pursuant to City Council Resolution R-305431; and
- 2) Authorize the President & Chief Executive Officer, or designee, to execute all documents and instruments necessary and/or appropriate to implement these approvals, as approved by the General Counsel of the Housing Commission, and to take such actions as are necessary and/or appropriate to implement this requested approval.

**102 [HCR15-045](#) [Fiscal Year 2016 Section 8 Administrative Plan](#)**

That the San Diego Housing Commission (Housing Commission) take the following actions:

- 1) Approve the Fiscal Year (FY) 2016 Section 8 Administrative Plan (Attachment 1) and the implementation of new policy therein; and
- 2) Authorize the President & Chief Executive Officer, or designee, to execute all documents and instruments that are necessary and/or appropriate to implement these approvals, in a form approved by General Counsel, and to take such actions as are necessary and/or appropriate to implement these approvals.

**103 [HCR15-059](#) [Fiscal Year 2016 Procurement of Commercial General Liability Insurance Coverage](#)**

That the San Diego Housing Commission (Housing Commission) authorize the President & Chief Executive Officer to purchase Commercial General Liability, Pesticide Liability, Sexual Abuse Liability, Terrorism Liability, and Mold/Fungi/Bacteria Liability Insurance coverage (Commercial Liability and related Liability coverages) for the Housing Commission from Housing Authority Risk Retention Group in an amount not to exceed \$183,090, with effective dates of July 1, 2015, to June 30, 2016.

**104 [HCR15-043](#) [Final Bonds/Note Authorization for Mayberry Townhomes](#)**

That the San Diego Housing Commission (Housing Commission) recommend the Housing Authority of the City of San Diego (Housing Authority) authorize the issuance of up to \$9,959,732 in tax-exempt multifamily housing revenue bonds/note to fund the acquisition, rehabilitation, and preservation of Mayberry Townhomes (Mayberry).

**105 [HCR15-054](#) [Amendment to the Contract for Property Management Services for Village North Senior Garden Apartments](#)**

That the San Diego Housing Commission (Housing Commission) take the following actions:



Special Housing Commission Meeting of June 25, 2015

- 1) Approve an amendment to the contract between the Housing Commission and San Diego Sunrise Management Company to increase the contract option for the period July 1, 2015, through July 31, 2015, by \$35,000 to a not-to-exceed amount of \$130,000.
- 2) Authorize the President & Chief Executive Officer, or designee, to execute all documents and instruments that are necessary and/or appropriate to implement these approvals, in a form approved by General Counsel, and make such actions as are necessary and/or appropriate to implement these approvals.

**106**    **[HCR15-057](#)**    **[Loan Recommendation for Talmadge Gateway](#)**

That the San Diego Housing Commission (Housing Commission) take the following actions:

- 1) Recommend the Housing Authority of the City of San Diego (Housing Authority) approve a residual receipts loan in an amount not to exceed \$4,800,000 to a to-be-formed Limited Partnership consisting of Wakeland Housing and Development Corporation (Wakeland) and City Heights Community Development Corporation (CHCDC) as Co-Managing General Partners, and a tax credit investor to finance the acquisition and development of property at 4746-4748 El Cajon Boulevard, San Diego, 92115.

The Housing Commission's proposed loan will be contingent upon the developer receiving all necessary third-party funding commitments, including 9 percent tax credits.

- 2) Authorize the President and Chief Executive Officer (President & CEO) of the Housing Commission, or designee:
  - a. To execute all necessary documents and instruments to effectuate the transaction and implement the project, in a form approved by General Counsel, and to take such actions as are necessary, convenient and/or appropriate to implement the approvals upon advice of General Counsel;
  - b. To adjust financing terms/conditions as necessary for consistency with requirements of other funding sources or to accommodate market changes, not to exceed the maximum Housing Commission loan amount of \$4,800,000; and
  - c. To substitute approved funding sources with any other available funds as deemed appropriate, contingent upon budget availability, and further authorize the President & CEO, or designee, to take such actions as are necessary, convenient and/or appropriate to implement this approval and delegation of authority by the Housing Commission upon advice of General Counsel.



Special Housing Commission Meeting of June 25, 2015

107 [HCR15-056](#) [Disposition of Hotel Metro](#)

Recommend that the Housing Authority of the City of San Diego (Housing Authority) take the actions listed below under Housing Authority Actions, and that the San Diego City Council (City Council) take the action listed below under City Council Action:

**HOUSING AUTHORITY ACTIONS:**

- 1) Approve the sale of Hotel Metro upon terms and conditions as approved by the San Diego Housing Commission (Housing Commission) President & Chief Executive Officer (President & CEO), or designee, as approved by the Housing Commission Board (Board), in accordance with the terms and conditions of the Disposition Policy, referenced within Item 1.c. below, and delegate authority to the President & CEO to:
  - a. Enter into a Purchase and Sale Agreement upon terms and conditions referenced within the Disposition Policy referenced below in item 1.c. below;
  - b. Upon the buyer's satisfactory completion and evaluation of the property during the due diligence period, take such actions and perform such acts as are necessary to sell the property and improvements;
  - c. Approve a Disposition Policy specific to the Hotel Metro, similar to the general Housing Commission Disposition Policy that was previously approved by the Housing Authority for single family residences, as referenced within Attachment 1, allowing the sale of the Hotel Metro, upon approval of the same by the Board, subject to the right of any member of the Housing Authority to seek to review the approval within seven (7) days of the date of such approval by the Board, all as set forth within Attachment 2, which approval is being given pursuant to the provisions of San Diego Municipal Code Section 98.0301(c)(7);
- 2) Approve Housing Commission payoff of the first trust deed from the City of San Diego (City) in an amount not to exceed \$600,000, concurrently with the close of escrow for the sale of the Hotel Metro;
- 3) Approve an amendment to the existing contract between the Housing Commission and CBRE Group, Inc. (CBRE) to increase the contract amount during the period of April 1, 2015, through March 31, 2016, by \$200,000 to an annual amount not to exceed \$300,000 and to authorize the President & CEO to amend the agreement to include listing terms and conditions, as approved by the General Counsel of the Housing Commission:
  - a. Authorize the Housing Commission to pay the buyer's broker commission, upon the successful closing of the sale of the Hotel Metro properties;



Special Housing Commission Meeting of June 25, 2015

- 4) Terminate the ground lease with San Diego SRO Limited Partnership upon transfer of the affordability restrictions from the Hotel Metro to Alpha Square upon project completion and occupancy in exchange for cancellation of the existing indebtedness owed by San Diego SRO Limited Partnership to the Housing Commission, as referenced within documentation to be drafted by General Counsel; and
- 5) Authorize the President & CEO, or designee, to execute any and all documents that are necessary to effectuate the transaction and implement these approvals in a form approved by General Counsel, and take such actions as are necessary, convenient, and/or appropriate to implement these approvals upon advice of General Counsel.

**CITY COUNCIL ACTION:**

- 1) Approve the delegation of authority to the Housing Commission to provide final approval of the sale of the Hotel Metro, without additional Housing Authority action, unless any member of the Housing Authority requests to review the approval by the Housing Commission, within seven (7) days of the date of the approval of the same by the Housing Commission, which delegation is being made by the City pursuant to the applicable provisions of San Diego Municipal Code Section 98.0301(d)(8), and in accordance with the terms and provisions of Attachment 2.

**108    [HCR15-040](#)    [Workshop & Discussion: Affordable Housing Development Strategies and San Diego Housing Commission Mandatory Water Conservation](#)**

The Real Estate Division of the San Diego Housing Commission (Housing Commission) will discuss barriers and strategies to address the costs of developing affordable housing in the City of San Diego.

In addition, the Real Estate Division will provide information about the Housing Commission's Mandatory Water Conservation plan to reduce water use by 16 percent, such as:

- The Housing Commission has reached out to more than 22,600 of its constituents to urge them to comply with new state law that requires the City of San Diego to reduce water use by 16 percent as a result of California's ongoing drought.
- The Housing Commission is "Going Gold" and has eliminated irrigation of lawns at approximately 100 Housing Commission affordable rental housing properties.

**ADJOURNMENT**



SAN DIEGO  
HOUSING  
COMMISSION

Special Housing Commission Meeting of June 25, 2015

### INFORMATIONAL REPORTS

[HCR15-049 Agency Financial Statements – Third Quarter Fiscal Year 2015 \(Unaudited\)](#)

[HCR15-050 Investment Report – Third Quarter Fiscal Year 2015](#)

[HCR15-051 Status of Loan Portfolio – Third Quarter Fiscal Year 2015](#)