



SAN DIEGO  
HOUSING  
COMMISSION

# MINUTES

**SAN DIEGO HOUSING COMMISSION  
MINUTES OF THE REGULAR MEETING  
SEPTEMBER 11, 2015  
SMART CORNER  
4<sup>th</sup> FLOOR CONFERENCE ROOM  
1122 BROADWAY  
SAN DIEGO, CALIFORNIA 92101**

## **ATTENDANCE**

Present:

Chair Gary Gramling  
Vice Chair Roberta Spoon  
Commissioner Margaret Davis  
Commissioner Kellee Hubbard  
President & CEO Richard C. Gentry  
General Counsel Walter Spath

Absent:

Commissioner Ben Moraga  
Commissioner Dorothy Surdi  
Commissioner Frank Urtasun

## **10 CALL TO ORDER**

Chair Gramling called the Regular Meeting to order at 9:04 a.m.

## **20 NON-AGENDA PUBLIC COMMENT**

There were no non-agenda public comments.

## **30 COMMISSIONER COMMENTS**

There were no Commissioner comments.

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

### **National Award of Merit for SDHC Strategic Plan:**

On July 30, SDHC's two-year agency-wide Strategic Plan (2014-2016) and its companion report, created by the Communications and Legislative Affairs Division, were recognized with the 2015 National Award of Merit from the National Association of Housing and Redevelopment Officials



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(NAHRO) at the NAHRO summer conference in Austin, Texas. The National Award of Merit recognizes administrative innovation that improves the efficiency or effectiveness of agency operations.

**HOUSING FIRST – SAN DIEGO Presentation to the Regional Continuum of Care Council:** SDHC presented an update about HOUSING FIRST – SAN DIEGO, SDHC’s three-year Homelessness Action Plan, to the Regional Continuum of Care Council’s Governance Board on August 27.

**Moving to Work Letter to Congress:**

President & CEO Gentry sent a letter to the San Diego Congressional Delegation, recommending their support for important language in the Transportation, Housing and Urban Development appropriations bill. This language will extend the current Moving to Work contracts from 2018 until 2028, under the same terms and conditions without any disruption to this valuable program.

**AB 744 Letter to Governor:**

President & CEO Gentry sent a letter to Governor Jerry Brown, recommending that he sign Assembly Bill 744 into law. AB 744 will change the parking requirements for developers that request a density bonus. It will allow developers to ask for a reduction in minimum parking requirements, if their developments fit certain criteria. The State Senate passed AB 744 on August 31, and the State Assembly gave its final approval on September 2.

**50     APPROVAL OF THE MINUTES**

The minutes of the special Housing Commission meeting of July 23, 2015, were approved on a motion by Commissioner Hubbard, seconded by Commissioner Davis, and passed by a vote of 4-0.

**CONSENT AGENDA:**

Motion by Vice Chair Spoon to approve the items listed below on consent. Seconded by Commissioner Hubbard and passed by a vote of 4-0:

**100     HCR15-058   Fiscal Year 2016 Regional Continuum of Care Council Contract for Project Management Services**

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

- 1) Authorize the execution of an agreement with LeSar Development Consultants in the amount of \$126,252 to provide Project Management Services on behalf of the Regional Continuum of Care Council (RCCC). The form and format of the agreement shall be subject to the approval of General Counsel of the Housing Commission;



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- 2) Amend the Housing Authority-approved Housing Commission Fiscal Year (FY) 2016 budget to include an additional sum of \$126,252 in 2013 U.S. Department of Housing and Urban Development (HUD) Continuum of Care (CoC) Planning Grant funds and authorize the Housing Commission to expend \$126,252 from the 2013 HUD CoC Planning Grant in addition to sums originally included within the Housing Commission's FY 2016 Housing Authority approved budget. This funding amount is to be provided to the Housing Commission upon proper submittal of adequate documentation of expenditures by the Housing Commission, as determined by the County of San Diego's Housing and Community Development Department staff;
- 3) Authorize the President & Chief Executive Officer (President & CEO), or designee, to execute all necessary 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 necessary and/or appropriate to implement these approvals; and
- 4) Authorize the President & CEO to substitute funding sources and/or increase compensation by not more than 20 percent of the total agreement amount for the proposed agreement, if necessary, without further action by the Board of Commissioners (Board) of the Housing Commission, but only if and to the extent that funds are determined to be available for such purposes.

**103    HCR15-078    Associated Barber College of San Diego, Inc. Additional Lease at Hotel Sandford**

That the San Diego Housing Commission (Housing Commission) recommend the Housing Authority of the City of San Diego (Housing Authority) take the following actions:

- 1) Approve the lease for additional commercial space for the Associated Barber College of San Diego, Inc. at Hotel Sandford, located at 1305 5<sup>th</sup> Avenue, San Diego; and
- 2) Authorize the President & Chief Executive Office (President & CEO), or designee, to execute all lease 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.

**ACTION AGENDA:**

**101    HCR15-065    Modification to Resolution HA-1617 to Add Language Requested by the California Housing and Community Development Local Housing Trust Fund Program**

Julia Sauer, Director of Grants Development and Compliance, and Denise Johnson, Grants Project Manager, presented the request for approval.



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Motion by Vice Chair Spoon to take the following staff-recommended actions. Seconded by Commissioner Davis and passed by a vote of 4-0:

That the San Diego Housing Commission (Housing Commission) recommend that the Housing Authority of the City of San Diego (Housing Authority) take the following actions:

- 1) Amend and add language to the resolution HA-1617 to include the following language per California Department of Housing and Community Development (HCD) Local Housing Trust Fund Program (LHTFP) staff request: “That the President & CEO, or designee, is authorized to enter into, execute, and deliver a State of California Standard Agreement, and any subsequent amendments, to secure funding for an amount not to exceed \$2,000,000 in State Local Housing Trust Fund Program funds.”; and
- 2) Amend and add the following language to the recitals in the resolution HA-1617: “WHEREAS, the Housing Authority of the City of San Diego has previously approved the right of the Housing Commission to apply for and accept grants that are consistent and in support of Housing Commission programs, such as the subject HCD application, which authority was granted to the Housing Commission pursuant to Housing Authority Resolution HA-1569, dated October 12, 2012.”

**102 HCR15-071 Approval of the Award of Job Order Contracts**

George Hunt, Interim Housing Construction Supervisor, and Ralph Tharp, Senior Contract and Procurement Analyst, presented the request for approval.

Motion by Vice Chair Spoon to take the following staff-recommended actions. Seconded by Commissioner Hubbard and passed by a vote of 4-0:

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

- 1) Authorize the President & Chief Executive Officer (President & CEO), or designee, to enter into cooperative purchasing agreements with the contractors referenced within this report based upon procurements previously competitively bid and awarded by the National Joint Powers Alliance (NJPA);
- 2) Approve the award of five separate multiyear Job Order Contracting (JOC) contracts (Attachments 1-5) to the following companies, each with a value not to exceed maximum annual capacity of \$500,000:
  - a. Angeles Contractor Inc.
  - b. Good-Men Roofing & Construction, Inc.
  - c. The Augustine Company



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- d. Vincor Construction, Inc.
  - e. Sylvester Roofing Co., Inc.
- 3) Authorize the President & CEO, or designee, to substitute the identified contract funding sources with other available funding sources 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; and
  - 4) Authorize the President & CEO, or designee, to execute all documents and instruments necessary and/or appropriate to implement these approvals, in a form approved by General Counsel, and take such actions as are necessary and/or appropriate to implement these approvals.

**104 HCR15-067 Fairbanks Terrace Preliminary Bond Items**

Ted Miyahara, Director of Housing Finance, and Cameron Shariati, Assistant Real Estate Manager, presented the request for approval.

Motion by Commissioner Hubbard to take the following staff-recommended actions. Seconded by Vice Chair Spoon and passed by a vote of 4-0:

That the San Diego Housing Commission (Housing Commission) recommend the Housing Authority of the City of San Diego (Housing Authority) take the following actions, as described in this report.

- 1) Approve the following steps to issue Housing Authority tax-exempt multifamily housing mortgage revenue bonds/note for this project:
  - a. Issue a bond inducement resolution (Declaration of Official Intent) for up to \$17,700,000 in multifamily housing revenue bonds/note for the development of Fairbanks Terrace by a limited partnership to be formed by Chelsea Investment Corporation (Chelsea).
  - b. Authorize an application (and subsequent applications, if necessary) to the California Debt Limit Allocation Committee (CDLAC) for an allocation of authority to issue tax-exempt private activity bonds/note in an amount up to \$17,700,000 for Fairbanks Terrace;
  - c. Approve the financing team of Orrick, Herrington, & Sutcliffe LLC as Bond Counsel and Public Financial Management as Financial Advisor; and
  - d. Request that the San Diego City Council (City Council) hold a Tax Equity and Fiscal Responsibility Act (TEFRA) public hearing and adopt a resolution approving the issuance of multifamily housing revenue bonds/note in an amount up to \$17,700,000; and



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- 2) Authorize the Housing Commission President & Chief Executive Officer (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 to take such actions as are necessary, convenient, and/or appropriate to implement these approvals upon advice of General Counsel and/or the bond counsel.

**105 HCR15-075 Island Village – Proposed Sale and Loan Payoff**

This item was pulled from the agenda.

**106 HCR15-047 Workshop & Discussion: Housing Choice Voucher Program**

This item was pulled from the agenda.

**ADJOURNMENT:**

Chair Gramling adjourned the Regular Meeting at 9:35 a.m.

Respectfully submitted,

Maria Velasquez  
Senior Vice President, Communications  
and Legislative Affairs  
& Chief Communications Officer  
San Diego Housing Commission

Approved by,

Richard C. Gentry  
President & Chief Executive Officer  
San Diego Housing Commission