



SAN DIEGO
HOUSING
COMMISSION

MINUTES

**SAN DIEGO HOUSING COMMISSION
MINUTES OF THE REGULAR MEETING
MARCH 10, 2017
SMART CORNER
4th FLOOR CONFERENCE ROOM
1122 BROADWAY
SAN DIEGO, CALIFORNIA 92101**

ATTENDANCE

Present:

Chair Frank Urtasun

Vice Chair Dorothy Surdi

Commissioner Margaret Davis

Commissioner Gary Gramling

Commissioner Kellee Hubbard

Commissioner Ben Moraga

Commissioner Roberta Spoon

President & CEO Richard C. Gentry

General Counsel Charles Christensen

10 CALL TO ORDER

Chair Urtasun called the Regular Meeting to order at 9:00 a.m.

20 NON-AGENDA PUBLIC COMMENT

There were no public comments.

30 COMMISSIONER COMMENTS

There were no Commissioner comments.



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40 REPORT BY PRESIDENT & CHIEF EXECUTIVE OFFICER

San Diego Housing Commission Awards of Excellence

President & CEO Gentry recognized the employees and the team who received San Diego Housing Commission Awards of Excellence for 2016:

- Individual Award of Excellence: Ark Agpalza, Systems Administrator, Information Technology Department
- Individual Award of Excellence: John Ayala, Housing Construction Supervisor, Portfolio Management, Real Estate Division
- Individual Award of Excellence: Shantilay Reed, Ombudsperson and Community Liaison, Rental Assistance Division
- Team Award of Excellence: Financial Services Department
 - Vice President & Chief Financial Officer Tracey McDermott
 - Liberty Arceo
 - June Barron
 - Karen Betts
 - Kiana Bradley
 - Tracy Bryson
 - Thanh Bui
 - Julie Conserva
 - Ngoc Dang
 - Thomas Gerding
 - Maria Gimutao
 - Claudia Gomez
 - Gwenda Gordon
 - Jan Hall
 - Christy Huerto
 - Jennifer Kreutter
 - Paula Mais
 - Tina Nguyen
 - Randi Osen
 - Tina Peltekian
 - Athena Quarles
 - Dominique Toomey
 - Christelle Van Der Windt-Spargur
 - Jaro Zeman
- CEO Award of Excellence: Anna Silsbee, Workforce & Economic Development Program Supervisor

Congressional Staff Briefing

On February 21, 2017, President & CEO Gentry spoke to U.S. Congressional staff in Washington, D.C., at the invitation of the J. Ronald Terwilliger Foundation for Housing America's Families. The presentation included observations about Federal housing programs and the unique approach that the San Diego Housing Commission has taken to address the housing needs of low-income and homeless San Diegans.



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50 APPROVAL OF THE MINUTES

The minutes of the Regular Housing Commission meeting of February 10, 2017, and the Special Housing Commission Meeting of February 10, 2017, were approved on a motion by Commissioner Gramling, seconded by Commissioner Davis, and passed by a vote of 7-0.

CONSENT AGENDA:

Motion by Commissioner Spoon to approve the item below on consent. Seconded by Commissioner Surdi and passed by a vote of 7-0.

100 HCR17-025 2017-2018 Procurement of Property Insurance Coverage

That the San Diego Housing Commission (Housing Commission) approve the procurement and binding of property insurance coverage for the Housing Commission from the California State Association of Counties Excess Insurance Authority (CSAC EIA) in an amount not to exceed \$314,100 with effective dates of March 31, 2017, to March 31, 2018.

ACTION AGENDA:

**101 HCR17-022 Request for Approval of Updated Developer Fees
*Requires Housing Authority Approval***

Ann Kern, Vice President of Housing Finance and Program Development, Real Estate Division, and Paul C. Marra, Managing Principal, Keyser Marston Associates, Inc., presented the request for approval.

Sue Reynolds, President & CEO of Community HousingWorks and James Silverwood, President & CEO of Affirmed Housing Group spoke in favor.

Motion by Commissioner Spoon to take the following staff-recommended actions. Seconded by Commissioner Moraga, and passed by a vote of 7-0.

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. Approve using the California Tax Credit Allocation Committee (CTCAC) developer fee guidelines for the production / creation of new affordable housing, the conversion of market rate housing to affordable housing, and the preservation of “at-risk” housing;



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2. Approve the draft Developer Fee Guidelines as described in this report for projects that are refinancing existing affordable housing and for projects that do not utilize tax credit financing;
3. Ratify using the CTCAC developer fee guidelines for 4 percent tax credit multifamily housing revenue bond issuances that do not include Housing Commission gap financing; and
4. Authorize the Housing Commission President & Chief Executive Officer (President & CEO) or designee, to negotiate and recommend alternative Developer Fees, in his reasonable and sole discretion for developments that warrant larger fees (such as developments of more than 100 units; developments that involve the assembling of multiple sites; or highly complex and high risk developments); or developments that warrant smaller fees (refinance of an existing affordable development by the same owner). Such recommendations will be presented to the Housing Commission Board for their review and approval.

102 HCR17-021 Workshop & Discussion: Fiscal Year 2018 Moving to Work Annual Plan

NO ACTION WAS REQUIRED ON THE PART OF THE HOUSING COMMISSION

Jeff Davis, Executive Vice President & Chief of Staff, and Suket Dayal, Senior Vice President of Business Administration, presented the workshop on the Fiscal Year 2018 Moving to Work (MTW) Annual Plan.

Housing Commission staff is developing the Fiscal Year 2018 (July 1, 2017 – June 30, 2018) MTW Annual Plan (Plan), which includes two proposed initiatives to submit to the U.S. Department of Housing and Urban Development (HUD). The initiatives within the draft Plan meet the MTW program objectives to further streamline administrative processes, encourage financial self-reliance among Section 8 Housing Choice Voucher participants, and increase housing opportunities for low-income families. The Plan includes a description of each proposed activity and how performance will be measured and tracked. An overview of the draft Plan will be the focus of the workshop. The two proposed initiatives are:

1. Choice Communities Updates – Update payment standards, based on a study of San Diego’s rental market, to provide a higher level of rental assistance in low-poverty neighborhoods.
2. SDHC Moving Home: A Rapid Re-Housing Program – Provide temporary rental assistance to individuals and families who become homeless because of a recent, unexpected life experience such as a job loss, domestic violence, or a medical crisis.



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103 HCR17-028 Workshop & Discussion: Construction Costs for San Diego Housing Commission Loans and Bond Requests

NO ACTION WAS REQUIRED ON THE PART OF THE HOUSING COMMISSION

Deborah N. Ruane, Executive Vice President & Chief Strategy Officer, and Paul C. Marra, Managing Principal, Keyser Marston Associates, Inc., presented the workshop on the costs associated with development of affordable housing for the previous three years for loans and/or bond financing, as presented by staff and approved by the Board of Commissions for the San Diego Housing Commission.

ADJOURNMENT:

Chair Urtasun adjourned the Regular Meeting at 10:35 a.m.

Respectfully submitted,

Scott Marshall
Interim Vice President
Communications and Government Relations
San Diego Housing Commission

Approved by,

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