

**HOUSING AUTHORITY  
OF THE CITY OF SAN DIEGO  
SPECIAL MEETING MINUTES  
TUESDAY, MARCH 13, 2018  
CITY COUNCIL CHAMBERS – 12<sup>TH</sup> FLOOR**

**The Special Meeting of the Housing Authority of the City of San Diego was called to order at 2:39p.m.**

**ATTENDANCE**

Present:

Council President Myrtle Cole, District 4  
Council President Pro Tem Barbara Bry, District 1  
Councilmember Lorie Zapf, District 2  
Councilmember Chris Ward, District 3  
Councilmember Mark Kersey, District 5  
Councilmember Chris Cate, District 6  
Councilmember Scott Sherman, District 7  
Councilmember David Alvarez, District 8  
Councilmember Georgette Gómez, District 9

**Approval of Housing Authority Minutes:**

The Housing Authority Minutes of the following meeting were approved by unanimous consent:

Approved December 11, 2017

**DISCUSSION AGENDA:**

**ITEM 1:     HAR18-012 Application for Mortgage Credit Certificate Allocation**

Suyata Raman, Director, Housing Finance, and Carrie Tapia, Housing Programs Manager, San Diego Housing Commission, presented the request for approval.

Motion by Councilmember Gómez to approve the following staff-recommended actions.  
Seconded by Councilmember Alvarez and passed by a vote of 9-0.

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

1. Authorize the President and Chief Executive Officer (President & CEO) of the San Diego Housing Commission (Housing Commission), or designee, on behalf of the Housing Authority, to submit one or more applications to the California Debt Limit Allocation Committee (CDLAC) during calendar year 2018 for Mortgage Credit Certificate (MCC) Program allocations in an aggregate total up to \$25 million for use in the City of San Diego;
2. Authorize the Housing Commission to increase its MCC application fee to \$620 for each prospective homebuyer;

3. Authorize the Housing Commission's President & CEO, or designee, to:
  - a. Execute any and all documents necessary 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; and
  - b. 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.

**ITEM 2:      HAR18-002    San Diego Municipal Code Section 98.0301 Seven-Day Advance Notice Requirement First-Year Status Report**

Jeff Davis, Executive Vice President & Chief of Staff, San Diego Housing Commission, and Scott Marshall, Vice President, Communications & Government Relations, San Diego Housing Commission, presented the report.

**INFORMATIONAL ITEM ONLY – NO ACTION REQUIRED**

On November 15, 2016, the San Diego City Council (City Council) adopted amendments to Section 98.0301 of the San Diego Municipal Code (Municipal Code), Ordinance O-20746, giving additional authority to the San Diego Housing Commission (Housing Commission) Board of Commissioners and the President & Chief Executive Officer (CEO), by a vote of 6-0.

With the adoption of these Municipal Code amendments, the City Council also directed the Housing Commission to report to the Housing Authority of the City of San Diego (Housing Authority) on Housing Commission Board of Commissioners' (Board) actions in the first year under the Municipal Code amendments, which took effect on December 31, 2016, that no longer require Housing Authority action.

Among the amendments was the addition of Section 98.0301(e)(4), which stated that members of the Housing Authority must receive a notice seven days prior to any action of the Housing Commission Board concerning the following matters:

1. The approval of any proposed acquisition, sale, or lease of real property for a term in excess of five years; and
2. Approval of any development project, rehabilitation loan commitment, or contract for the acquisition of goods or services, involving an expenditure of more than \$1,000,000.

On October 3, 2017, the City Council amended Municipal Code Section 98.0301(e)(4) to allow shorter advance notice of no less than 24 hours in certain circumstances for these matters.

Housing Commission Board actions on these matters become final seven days after the actions are taken, unless two or more members of the City Council, sitting as the Housing Authority, request to review the actions. Housing Authority members requested to review only two Housing Commission Board actions (Report HCR17-005) in calendar year 2017, the first year under the amended Municipal Code Section 98.0301. That request was later rescinded.

**ITEM 3:     HAR18-003   December 2017 Reporting Update for Temporary Bridge Shelter Programs**

Jeff Davis, Executive Vice President & Chief of Staff, San Diego Housing Commission, and Lisa Jones, Director of Housing First Administration, Homeless Housing Innovation Department, San Diego Housing Commission, presented the report.

Joy Sunyata spoke in favor.

**INFORMATIONAL ITEM ONLY – NO ACTION REQUIRED**

The Housing Commission administers the agreements for the City of San Diego’s (City) Homeless Shelters and Services Programs based on a Memorandum of Understanding (MOU) between the Housing Commission and the City that first took effect on July 1, 2010. The Housing Commission and City entered into a separate MOU for the Temporary Bridge Shelter Programs, which was approved by the Housing Commission Board of Commissioners on November 3, 2017, as well as the Housing Authority and San Diego City Council (City Council) on November 14, 2017.

San Diego Housing Commission (Housing Commission) Board of Commissioners’ approval (Report No. HCR17-079) and corresponding approvals by the Housing Authority of the City of San Diego (Housing Authority) and San Diego City Council (Report No. HAR17-029) require the Housing Commission to report monthly data of the City of San Diego’s Temporary Bridge Shelter Program(s) in an Informational Report at regularly scheduled meetings.

**Adjournment**

**Council President Cole adjourned the Special Meeting at 3:22 p.m.**