



Good Neighbors

San Diego
Housing Commission

MINUTES

**SAN DIEGO HOUSING COMMISSION
MINUTES OF THE REGULAR MEETING
JUNE 4, 2004, 9:00 A.M.
CITY ADMINISTRATION BUILDING
SAN DIEGO, CALIFORNIA**

ATTENDANCE

Present were Commissioners Salas, Grinchuk, Tumminia, Yip and Knight. Also present were Chief Executive Officer Elizabeth Morris and Charles Christensen, General Counsel. Commissioners Adams-Brooks and Cramer were absent.

10 CALL TO ORDER

Commissioner Salas called the meeting to order at 9:08 a.m.

20 PUBLIC COMMENT

Mr. Brad Wiblin representing BRIDGE Housing thanked the Housing Commission for its participation in the financing of the Torrey Del Mar Apartments and donated a \$17,800.00 check from excess permanent loan proceeds. Ms. Morris mentioned that the Torrey Del Mar Apartment was an outstanding development and asked the Board if they would be interested in a guided tour of the facilities.

30 COMMISSIONER COMMENTS

None.

40 REPORT BY THE CHIEF EXECUTIVE OFFICER

Ms. Morris stated that the Secretary of HUD has implemented the annual adjustment factor from January as oppose to partially throughout the year reducing our Section 8 deficit by \$2,000,000. Adding that HUD is recalculating the administrative fee and will give an update as soon as we hear. We have sent out various letters to applicants that were pulled from the waiting list, current voucher renters, and landlords detailing the Section 8 Program changes. We have designated a special phone number for renters and landlords to call and this is a very tumultuous time.



CONSENT AGENDA

MOTION BY TUMMINIA TO APPROVE THE FOLLOWING ITEMS ON CONSENT:

100 HCR04-41 California State Association of Counties (CSAC) Excess Insurance Authority

Recommendation: Ratify a sole source contract in the amount of \$118,132 with Driver/Alliant Insurance Services for the purpose of procuring CSAC Excess Insurance Authority with an effective date of March 31, 2004 through March 31, 2005 with annual payments due July 31, 2004.

101 HCR04-42 Housing Authority Insurance Group Procurement for Insurance

Recommendation: Ratify a sole source contract in the amount of \$133,594 with the Housing Authority Insurance Group for the purpose of procuring Commercial Liability, Employment Practices, Public Official's Errors and Omissions, Terrorism and Mold or Other Fungus insurance effective from July 1, 2004 through June 30, 2005.

102 HCR04-43 Revised Utility Allowance Schedule for Public Housing Units (Citywide)

Recommendation: That the Housing Commission approve the revised Utility Allowance Schedule for Public Housing residents.

SECONDED BY YIP AND CARRIED ON A UNANIMOUS VOTE OF 5-0 WITH ADAMS-BROOKS AND CRAMER ABSENT.

ACTION AGENDA

103 HCR04-44 Housing Trust Fund Transitional Housing Grants (Council Districts 2, 3, 4, 7, and 8)

Commissioner Adams-Brooks although not present, would have abstained pursuant to the applicable provisions of Government Code Section 87103. The Commissioner has a remote interest under the applicable provisions of Government Code, including but not limited to, Sections 1091 and 1091.5 (a)(4).

Program Analyst Ann Kern provided a staff report.

Commissioner Yip asked what criteria were used to score the programs to determine how much funding each program would receive. Ms. Kern responded the criteria listed in the RFP was based on experience, project design and location were a few of the factors used and require a score of least 70% to receive funding recommendation.

MOTION BY TUMMINIA TO APPROVE FUNDING IN THE FORM OF ONE-YEAR GRANTS AND AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO EXECUTE CONTRACTS, IN A FORM ACCEPTABLE TO GENERAL COUNSEL, TO CONTINUE ASSISTANCE FOR THE FOLLOWING PROGRAMS; **A. CATHOLIC CHARITIES** IN THE AMOUNT OF \$12,206 AS PARTIAL FUNDING FOR OCCUPANCY AND ADMINISTRATIVE EXPENSE FOR THE HOUSE OF RACHEL, A TRANSITIONAL PROGRAM, WHICH WILL PROVIDE FIVE BEDS IN THE MISSION HILLS AREA; **B. EPISCOPAL COMMUNITY SERVICES** IN THE AMOUNT OF \$29,925 AS PARTIAL FUNDING FOR OCCUPANCY AND ADMINISTRATIVE EXPENSES FOR THE DOWNTOWN SAFE HAVEN PROGRAM, A 28-BED PROGRAM FOR THE HOMELESS MENTALLY ILL; **C. EPISCOPAL COMMUNITY SERVICES** IN THE AMOUNT OF \$59,000 AS PARTIAL FUNDING FOR OCCUPANCY AND ADMINISTRATIVE EXPENSES FOR THE JULIAN'S SANCTUARY PROGRAM, A 33-BED PROGRAM FOR WOMEN AND CHILDREN FLEEING DOMESTIC VIOLENCE; **D. THE SALVATION ARMY** IN THE AMOUNT OF \$106,920 AS PARTIAL FUNDING FOR OCCUPANCY AND ADMINISTRATIVE EXPENSES FOR THE STEPS PROGRAM, A 40-BED PROGRAM FOR MEN IN THE DOWNTOWN AREA; **E. SAN DIEGO SAFE HARBOR, INC.** IN THE AMOUNT OF \$25,000 AS PARTIAL FUNDING FOR OCCUPANCY AND ADMINISTRATIVE EXPENSES FOR SAFE HOUSE, A 6-BED PROGRAM FOR MEN IN THE GOLDEN HILL AREA; **F. SAN DIEGO SECOND CHANCE** IN THE AMOUNT OF \$50,600 AS PARTIAL FUNDING FOR OCCUPANCY AND ADMINISTRATIVE EXPENSES FOR SECOND CHANCE TRANSITIONAL HOUSING, A 14-BED PROGRAM FOR ADULTS IN THE CITY HEIGHTS, JAMACHA, COLLEGE, AND CHOLLAS VIEW AREAS; **G. ST. VINCENT DE PAUL VILLAGE, INC.** IN THE AMOUNT OF \$145,920 AS PARTIAL FUNDING FOR OCCUPANCY AND ADMINISTRATIVE EXPENSES FOR THE FAMILY LIVING CENTER, A 110-BED PROGRAM FOR FAMILIES IN THE DOWNTOWN AREA; **H. ST. VINCENT DE PAUL VILLAGE, INC.** IN THE AMOUNT OF \$130,340 AS PARTIAL FUNDING FOR OCCUPANCY AND ADMINISTRATIVE EXPENSES FOR THE FRESH START PROGRAM, A 150-BED PROGRAM FOR MEN IN THE DOWNTOWN AREA; **I. ST. VINCENT DE PAUL VILLAGE, INC.** IN THE AMOUNT OF \$83,125 AS PARTIAL FUNDING FOR OCCUPANCY AND ADMINISTRATIVE EXPENSES FOR THE STEP PROGRAM, A 35-BED PROGRAM FOR WOMEN IN THE DOWNTOWN AREA; **J. VIETNAM VETERANS** IN THE AMOUNT OF \$57,000 AS PARTIAL FUNDING FOR OCCUPANCY AND ADMINISTRATIVE EXPENSES FOR WELCOME HOME, A 24-BED PROGRAM FOR VETERAN FAMILIES IN THE VALENCIA PARK AREA; **K. YMCA YOUTH AND FAMILY SERVICES** IN THE AMOUNT OF \$29,925 AS PARTIAL FUNDING FOR OCCUPANCY AND ADMINISTRATIVE EXPENSES FOR TURNING POINT, TO PROVIDE 8 BEDS FOR YOUTH IN THE CITY HEIGHTS AREA; **L. YWCA OF SAN DIEGO COUNTY** IN THE AMOUNT OF \$40,850 AS PARTIAL FUNDING FOR OCCUPANCY AND ADMINISTRATIVE EXPENSES FOR BECKY'S HOUSE, TO PROVIDE 27 BEDS FOR WOMEN AND CHILDREN FLEEING DOMESTIC VIOLENCE; AND **M. YWCA OF SAN DIEGO COUNTY** IN THE AMOUNT OF \$79,540 AS PARTIAL FUNDING FOR OCCUPANCY AND ADMINISTRATIVE EXPENSES FOR PASSAGES, A 49-BED PROGRAM FOR WOMEN IN THE DOWNTOWN AREA.

Commissioner Yip suggested giving San Diego Second Chance the flexibility in the utilization of the funds between the Transitional Housing and PREP Programs. Mr. Jack Micklos representing San Diego Second Chance stated he appreciates the flexibility to use funds for both and they will have an impact on the homeless population. Mr. Micklos added the Second Chance programs were designed as a homeless prevention model to reduce the number of post release individuals from returning to the streets using whatever survival techniques needed to get by day to day.

SECONDED BY YIP WITH CLARIFICATION TO ALLOW THE SAN DIEGO SECOND CHANCE FLEXIBILITY IN THE UTILIZATION OF THE FUNDS BETWEEN THE TWO PROGRAMS AND CARRIED ON A UNANIMOUS VOTE OF 5-0 WITH ADAMS-BROOKS AND CRAMER ABSENT.

104 HCR04-45 Mental Health Systems Serial Inebriate Program Transitional Housing Grant (Council District 3)

Program Analyst Ann Kern provided a staff report.

Ms. Morris stated that this program is an exemplary collaboration and has been highlighted in a HUD recent publication.

Mr. Grinchuk added that program has been very successful in the uptown neighborhoods.

MOTION BY TUMMINIA TO APPROVE AN \$80,000 GRANT TO MENTAL HEALTH SYSTEMS (OR THE SUCCESSIVE SIP PROVIDER) TO PROVIDE ONE YEAR OF TRANSITIONAL HOUSING OPERATING SUPPORT, AND AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO ENTER INTO A MEMORANDUM OF AGREEMENT WITH THE COUNTY OF SAN DIEGO FOR ADMINISTRATION OF THIS GRANT, IN A FORM ACCEPTABLE TO GENERAL COUNSEL. SECONDED BY YIP AND CARRIED ON A UNANIMOUS VOTE OF 5-0 WITH ADAMS-BROOKS AND CRAMER ABSENT.

105 HCR04-46 Revision of Loan Terms for Renaissance at North Park Affordable Housing Development for seniors (Council District 3)

Commissioner Yip abstained from participation and voting on this matter: He abstained pursuant to the applicable provisions of Government Code Section 87103. The Commissioner's interest, if any, is a remote interest under the applicable provisions of Government Code, including but not limited to, Sections 1091 and 1091.5 (a)(8).

Project Manager Carlos C. de Baca gave a staff report.

Commissioner Salas asked where the escalation of construction costs is headed. Mr. Matt Jumper, representing North Park Interfaith Housing Corporation, responded that

after performing an updated estimation on lumber and steel costs it revealed a dramatic increase along with insurance costs and that the original construction estimate would be insufficient to cover the current escalating construction costs.

MOTION BY TUMMINIA TO APPROVE THE PRO-RATA SHARING OF RESIDUAL RECEIPTS OF THE PREVIOUSLY APPROVED SAN DIEGO HOUSING COMMISSION RESIDUAL RECEIPTS LOAN AS OUTLINED IN THIS REPORT AND AUTHORIZE THE CHIEF EXECUTIVE OFFICER OF THE HOUSING COMMISSION, OR DESIGNEE, TO EXECUTE ALL DOCUMENTS NECESSARY TO FACILITATE THIS AGREEMENT FOR THE PROPOSED 96-UNIT RENAISSANCE AT NORTH PARK SENIORS HOUSING DEVELOPMENT AT 30TH STREET AND EL CAJON BOULEVARD IN NORTH PARK. SECONDED BY GRINCHUK AND CARRIED ON A UNANIMOUS VOTE OF 5-0 WITH ADAMS-BROOKS AND CRAMER ABSENT.

106 HCR04-47 Increase in Loan and Bond Financing for the Beyer Courtyard Apartments (Council District 8)

Project Manager Dan Cady gave a staff report.

Commissioner Salas asked how firm the new estimated construction costs are and have we gotten a second opinion. Mr. Cady responded that staff reviewed the Performa and did a comparison based on per unit costs of a comparable site.

MOTION BY TUMMINIA TO APPROVE **RECOMMENDATION NO. 1:** A \$1,200,000 ADDITION TO THE LOAN, INCREASING THE AMOUNT FROM \$3,000,000 TO \$4,200,000, TO PAY FOR BOND PROGRAM FEES AND ADDITIONAL COSTS OF CONSTRUCTION. THE TERMS OF THE HOUSING COMMISSION LOAN WOULD REMAIN THE SAME; AND **RECOMMENDATION NO. 2:** RECOMMEND THAT THE HOUSING AUTHORITY AND CITY COUNCIL TAKE THE INITIAL STEPS TO ISSUE TAX-EXEMPT AND TAXABLE MULTIFAMILY HOUSING REVENUE BONDS, AND INCREASE ITS PREVIOUS COMMITMENT BY \$1,400,000, TO FINANCE THE CONSTRUCTION OF THE BEYER COURTYARD APARTMENTS BY:

- (A) HOUSING AUTHORITY APPROVAL OF AN OFFICIAL INTENT RESOLUTION TO ISSUE UP TO \$7,400,000 IN MULTIFAMILY HOUSING REVENUE BONDS;
 - (B) HOUSING AUTHORITY APPROVAL OF AN APPLICATION TO THE SECOND ROUND OF THE STATE'S 2004 ALLOCATION AND, IF NECESSARY, SUBSEQUENT ROUNDS FOR BOND ISSUING AUTHORITY; AND,
 - (C) CITY COUNCIL CONDUCT A PUBLIC HEARING (*KNOWN AS A TEFRA HEARING - TAX EQUITY AND FISCAL RESPONSIBILITY ACT*) AND ADOPT A RESOLUTION APPROVING THE ISSUANCE OF BONDS BY THE HOUSING AUTHORITY.
- SECONDED BY YIP AND CARRIED ON A UNANIMOUS VOTE OF 5-0 WITH ADAMS-BROOKS AND CRAMER ABSENT.

107 HCR04-48 FY05 Revisions to Memorandum of Understanding with S.E.I.U. Local 535 and revisions to Personnel Polices

Chief of Staff Carrol Vaughan gave a staff report.

Commissioner Salas complimented staff on their hard work and wished there were more funds available for staff. Ms. Vaughan stated that our staff has a great working relationship with the union.

MOTION BY TUMMINIA TO RECOMMEND HOUSING AUTHORITY ADOPTION OF THE FOLLOWING: 1. MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE HOUSING COMMISSION AND SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 535 (UNION) FOR FY05, FY06, AND FY07, INCLUDING SALARY AND BENEFITS DISCUSSED IN ATTACHMENT 1, EXECUTIVE SUMMARY OF MAJOR PROPOSED CHANGES TO MEMORANDUM OF UNDERSTANDING. 2. REVISIONS TO PERSONNEL POLICIES (PO102.000) INCLUDING SALARY AND BENEFITS FOR NON-REPRESENTED EMPLOYEES CONSISTENT WITH UNION-REPRESENTED EMPLOYEES EXCEPT AS NOTED AND DISCUSSED IN ATTACHMENT 2, EXECUTIVE SUMMARY OF MAJOR PROPOSED CHANGES TO PERSONNEL POLICIES AND SPECIFIC POLICIES, PAY, AND BENEFITS FOR THE EXECUTIVE AND MANAGEMENT SERVICE. SECONDED BY KNIGHT AND CARRIED ON A UNANIMOUS VOTE OF 5-0 WITH ADAMS-BROOKS AND CRAMER ABSENT.

CLOSED SESSION

The Commission did not convene in closed session in view of that fact the vote was taken on Item 107.

ADJOURNMENT

Chair Salas adjourned the regular meeting at 10:45 a.m.

Respectfully submitted,

Approved by,

**Signature on File
With Original Document**

Angie Risotti
Executive Assistant to CEO

Elizabeth C. Morris
Chief Executive Office