



REPORT

DATE ISSUED: January 24, 2003

ITEM 103

REPORT NO.: HCR03-015
For the Agenda of January 31, 2003

SUBJECT: Appointment of Loan Committee Members (Citywide)

SUMMARY

Issue: Should the Housing Commission confirm nominations by the Chair for appointments to the Loan Committee pursuant to Housing Commission Loan Committee Policy 600.102?

Recommendation: That the Housing Commission confirm the nomination of Mark K. Stender and Gail L. Scott, and reappoint Linnie Arcangel Gavino, to serve two-year terms.

Previous Related Actions: On May 2, 1988, the Housing Commission, pursuant to existing policy, appointed the first members of the Loan Committee. On November 14, 1994, the Housing Commission approved Policy 600.102 concerning the continued operation of the Loan Committee, and it has appointed nominees to the Loan Committee each year since 1996.

BACKGROUND

Pursuant to Housing Commission Loan Committee Policy 600.102, the Loan Committee is made up of seven members. Every effort is made to include nominees from the real estate, building, financial and legal professions, as well as at least one representative from a community-based nonprofit and/or a community-planning group.

There are currently five Loan Committee members with two seats vacant due to resignations received from William Ayyad and Arturo Rivera. The remaining members presently serving on the Loan Committee are: 1) Linda Lopez - Site Administrator, MLA



Property Management, Inc.; 2) Robert Griswold - President, Griswold Real Estate Management, Inc.; 3) Linnie Arcangel Gavino - Manager, Keyser Marston Associates, Inc.; 4) J. Fred Oliver - President, Asset Property Group; and 5) Paul Shipstead – Client Manager, Bank of America’s Community Development Bank.

On October 2002, the term for Linnie Arcangel Gavino expired resulting in the need to consider nominations for three positions.

DISCUSSION

Pursuant to Loan Committee Policy, nominations by the Chair are to be approved by the Housing Commission Board. It is recommended that Linnie Arcangel Gavino be reappointed for a two-year term. In addition, Mark K. Stender, Attorney at Law, and Gail L. Scott, Vice President Residential Division at Stepstone Real Estate Services are recommended for appointment to the Loan Committee. Background information on each nominee is attached.

Approval of the Chair’s recommendations will allow for continued operation of the Loan Committee with full membership and less risk of meeting cancellation due to lack of a quorum.

ALTERNATIVES

Do not (re)affirm the appointment of one or more nominees to the Loan Committee, and open nominations for other candidates.

Respectfully submitted,

Approved by,

Signature on File with Original Document

Jack D. Farris
Housing Finance and Development Manager

Elizabeth C. Morris
Chief Executive Officer

MONCE (Appoint LC. HC 1-31-03) 578-7491

Attachments: 1 - Qualification Resume submitted by Linnie Arcangel Gavino
2 - Qualification Resume submitted by Mark K. Stender
3 - Qualification Resume submitted by Gail L. Scott