

REQUEST FOR HOUSING AUTHORITY ACTION CITY OF SAN DIEGO						1. CERTIFICATE NUMBER:	
TO: CITY ATTORNEY		2. FROM: (ORIGINATING DEPARTMENT) SAN DIEGO HOUSING COMMISSION			3. DATE July 20, 1999		
SUBJECT: REVOCABLE GRANT TO SAN DIEGO YOUTH AND COMMUNITY SERVICES FOR LOAN PAYOFF AT 3255 WING STREET							
5. FOR INFORMATION, CONTACT: (NAME & MAIL STA.) Joe Correia MS49			6. TELEPHONE NO. 619-525-3623		7. CHECK HERE IF BOX 1472A, "DOCKET SUPPORTING INFORMATION," HAS BEEN COMPLETED ON PAGE 2: <input type="checkbox"/>		
8. COMPLETE FOR ACCOUNTING PURPOSES							
FUND					9. ADDITIONAL INFORMATION / ESTIMATED COST: The current Housing Commission commitment to 3255 Wing Street is a 1994 Acquisition loan (HCR93-013). Approval of staff's recommendation will result in a total revised Commission commitment of up to \$865,000 (\$375,000 Housing Trust Fund loan and this new Trust Fund revocable grant up to \$490,000). Costs of City Attorney's Review to be billed to OUSA 348.		
DEPT.							
ORGANIZATION							
OBJECT ACCOUNT							
JOB ORDER							
C.I.P. NO.							
AMOUNT							
10. ROUTING AND APPROVALS							
ROUTE (#)	APPROVING AUTHORITY	APPROVAL SIGNATURE	DATE SIGNED	ROUTE (#)	APPROVING AUTHORITY	APPROVAL SIGNATURE	DATE SIGNED
1	CHIEF EXECUTIVE OFFICER	<i>Elizabeth C. Morris</i>	7-20-99		CITY MANAGER		
					AUDITOR		
				2	CITY ATTORNEY	<i>Prescilla Dugard</i>	7/22/99
				3	ORIGINATING DEPARTMENT	<i>Nancy J. Williams, Programs &...</i>	7/27/99
					MGR. DOCKET COORD.		
					COUNCIL REP.		
					<input checked="" type="checkbox"/> RULES COMMITTEE	<input type="checkbox"/> CONSENT	<input checked="" type="checkbox"/> ADOPTION
					Refer to _____	Date	8-3-99
11. PREPARATION OF: <input checked="" type="checkbox"/> RESOLUTION(S) <input type="checkbox"/> ORDINANCE(S) <input type="checkbox"/> AGREEMENT(S) <input type="checkbox"/> DEED(S)							
AUTHORIZING A REVOCABLE GRANT OF UP TO \$490,000 FOR COSTS ASSOCIATED WITH A LOAN PAYOFF TO PRUDENTIAL SECURITIES/MIDLAND LOAN SERVICES, INC. FOR 3255 WING STREET, AND TO AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO EXECUTE THE NECESSARY REVOCABLE GRANT DOCUMENTS, SUBJECT TO APPROVAL OF GENERAL COUNSEL.							
11a. MANAGER'S RECOMMENDATIONS: APPROVE THE RESOLUTION.							
12. SPECIAL CONDITIONS (REFER TO A.R. 3.20 FOR INFORMATION ON COMPLETING THIS SECTION.)							
HOUSING COMMISSION: THE HOUSING COMMISSION BOARD APPROVED THIS ACTION ON JULY 16, 1999.							
COUNCIL DISTRICT(S): 2							
COMMUNITY AREA(S): MIDWAY-PACIFIC HIGHWAY CORRIDOR							
ENVIRONMENTAL IMPACT: IN FEBRUARY 1997, THE CITY OF SAN DIEGO'S ENVIRONMENTAL ANALYSIS SECTION DETERMINED THAT THE USE OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR MINOR REHABILITATION OF THE 3255 WING STREET PROPERTY WAS CATEGORICALLY EXEMPT UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA), PURSUANT TO SECTION 15301 OF THE CEQA GUIDELINES, AND CATEGORICALLY EXEMPT FROM REVIEW UNDER THE NATIONAL ENVIRONMENTAL POLICY ACT (NEPA), PURSUANT TO 24 CFR PART 58.34(A)(10). SINCE THE PROPOSED LOAN PAYOFF ACTION CONTINUES THE SAME USE OF THE WING STREET PROPERTY AND PROPOSES NO PHYSICAL CHANGES, THE PROPOSED ACTION IS ALSO CATEGORICALLY EXEMPT UNDER CEQA AND NEPA.							

HOUSING AUTHORITY OF
THE CITY OF SAN DIEGO
RESOLUTION NO. _____
ADOPTED ON _____

A RESOLUTION AUTHORIZING A REVOCABLE GRANT NOT TO EXCEED \$490,000 TO SAN DIEGO YOUTH AND COMMUNITY SERVICES, INC., FOR COSTS ASSOCIATED WITH A LOAN PAYOFF FOR 3255 WING STREET, AS PART OF THE HOMELESS OBLIGATIONS COMMITTED TO BY THE CITY TO FACILITATE THE CLOSURE OF THE NAVAL TRAINING CENTER.

WHEREAS, in 1993, the Base Realignment and Closure Commission recommended, and Congress and the President approved, the closure of a substantial portion of the San Diego Naval Training Center [NTC]; and

WHEREAS, the City Council [Council] was recognized as the Local Redevelopment authority, pursuant to the Base Closure Community Redevelopment and Homeless Assistance Act of 1994; and

WHEREAS, in 1993, the Council established an advisory group, the Naval Training Center Reuse Committee [the Committee], to advise the Council regarding matters pertaining to the closure and reuse of NTC, and subsequently the Committee established a structure of subcommittees, including the Homeless Subcommittee; and

WHEREAS, at a July 1, 1996 public hearing, the Council authorized Councilman Byron Wear to meet and negotiate with the Homeless Subcommittee to develop a mutually acceptable proposal for an off-site Homeless Assistance Element for the NTC Reuse Plan; and

WHEREAS, pursuant to an "Agreement Between The City of San Diego and Representatives of the Homeless Regarding the Homeless Assistance Element of the San Diego Naval Training Center Reuse Plan" [Agreement], certain participating non-profit organizations (including San Diego Youth and Community Services, Inc.) were identified, and it was mutually agreed that the City would secure,

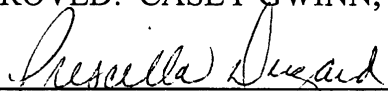
appropriate, and disburse in two phases \$7,500,000, utilizing public and private sources to implement Homeless Assistance Element; and

WHEREAS, under the Agreement, San Diego Youth and Community Services, Inc., is to be allocated financial assistance not to exceed \$490,000 for costs associated with a loan payoff for 3255 Wing Street, a mixed use complex including transitional apartment housing and program space primarily for formerly homeless youth and young families; and

WHEREAS, the San Diego Housing Commission has approved and recommended Housing Authority approval of a revocable grant to San Diego Youth and Community Services, Inc., not to exceed \$490,000 in Housing Trust Fund monies; NOW, THEREFORE,

BE IT RESOLVED, by the Housing Authority of The City of San Diego, that a revocable grant, not to exceed \$490,000 to San Diego Youth and Community Services, Inc., for costs associated with a loan payoff for 3255 Wing Street, as more particularly described and consistent with the recommendations contained in Housing Commission Report HCR99-078, is approved.

APPROVED: CASEY GWINN, General Counsel

By  _____
Prescilla Dugard
Deputy Counsel

PD:cdk
7/20/99
Or.Dept:Hsg.Comm.
HA-2000-1



REPORT

DATE: For the Housing Commission Agenda of July 16, 1999

REPORT NO. HC99-078

ITEM 105

SUBJECT: Revocable Grant to San Diego Youth and Community Services for Loan Payoff at 3255 Wing Street (Council District 2)

Issue: Should the Housing Commission recommend Housing Authority approval of a revocable grant to San Diego Youth and Community Services (SDYCS), as part of the homeless obligations committed by the City to facilitate the closure of the Naval Training Center (NTC)?

Recommendation: Approve the recommendation of the Loan Committee to provide a revocable grant of up to \$490,000 for costs associated with a loan payoff to Prudential Securities/Midland Loan Services Inc. for 3255 Wing Street, and authorize the Chief Executive Officer to execute the necessary revocable grant documents, subject to approval of General Counsel.

Fiscal Impact: The current Housing Commission commitment to 3255 Wing Street is a 1994 \$375,000 acquisition loan (HCR#93-013). Approval of this report's recommendation will result in a total revised Commission commitment of up to \$865,000 (\$375,000 Housing Trust Fund loan and this new Trust Fund revocable grant up to \$490,000).

Certificate of Funding Availability:

Certificate No.: 00-40
Amount: up to \$490,000
Revenue Sources: Housing Trust Fund
Division: Housing Finance & Development
Line Item: Grants

Affordable Housing Impact: Approval of the recommendation will continue to make these thirty-one transitional housing apartment units available to homeless youth and young families with extremely low incomes (zero to 35 percent of area median income). Rents will be restricted to 35 percent of area median income. The majority of 3255 Wing Street residents are young single mothers learning to live independently.



Occupant Type	Rent Max at 35% Area Median Income	Current Rents	Market Rents
17 one bedroom	\$328	\$120 - \$150	\$525
4 one bedroom (original Holdover tenants)		\$425 - \$475	\$525
8 two bedrooms	\$364	\$120	\$600
2 two three bedrooms	\$399	\$120	\$675
31 total units			

Equal Opportunity Statement: Work Force Analyses for the staff and Board of Directors of this nonprofit organization are attached.

Environmental Review: In February 1997, the City of San Diego's Environmental Analysis Section determined that the use of Community Development Block Grant funds for minor rehabilitation of the 3255 Wing Street property was categorically exempt under the California Environmental Quality Act (CEQA) pursuant to Section 15301 of the CEQA Guidelines, and categorically exempt from review under the National Environmental Policy Act (NEPA), pursuant to 24 CFR Part 58.34(a)(10). Since the proposed loan payoff action continues the same use of the Wing Street property and proposes no physical changes, the proposed action is also categorically exempt under CEQA and NEPA.

Previous Related Actions: Attachment 1.

Future Related Actions: Housing Authority approval of this action is needed.

BACKGROUND

Naval Training Center ("NTC") Reuse - In 1993 the federal Base Realignment and Closure Commission recommended, and the Congress and President approved, the closure of a substantial portion of NTC. Closure of NTC was pursuant to the Base Closure Community Redevelopment and Homeless Assistance Act ("the Act") which required certain actions for conversion from military to civilian use, including a plan showing how the needs of the homeless would be addressed. Under the Act, the San Diego City Council established the advisory Naval Training Center Reuse Committee ("NTC Reuse Committee"), in part to bring together various homeless providers interested in participating in the closure and reuse of NTC. Housing Chair Neal Arthur and Commissioner Steven Oxberry served on the Naval Training Center Reuse Committee without compensation. The Committee was advisory to the City Council. Neither Commissioner has any financial interest in the matter of the Naval Training Center project and according to General Counsel can be counted for quorum purposes and any vote on the matter under board consideration. In addition, Commissioner Oxberry is a nonsalaried member/officer of a nonprofit corporation affiliated with San Diego Youth and Community Services and as such has no financial interest in the matter before the Commission pursuant to Government Code Section 1091.5 Subsection (a) (2) (7) and/or (8).

In July 1996, the City Council decided that the Homeless Assistance Element of the NTC Reuse Plan should consist of off-site assistance to the homeless. Councilmember Wear was authorized to negotiate with the Homeless Subcommittee of the NTC Reuse Committee to develop a plan to support 150 transitional housing units primarily in Council District 2. The City and the NTC Homeless Subcommittee executed an "Agreement Between the City of San Diego and Representatives of the Homeless Regarding the Homeless Assistance Element of the San Diego Naval Training Center Reuse Plan" ("the Agreement") for the City to "secure, appropriate, and disburse" up to \$7,500,000 to be expended on certain transitional housing projects proposed by members of the NTC Homeless Subcommittee. Under the Agreement, SDYCS is to receive \$1,600,000 in two phases using HUD funds and future tax increment funds from NTC. In an October 28, 1996 information letter to the Housing Commission (Attachment 2), it was discussed that approximately \$1,000,000 of Housing Commission funds had been proposed for utilization under the NTC Homeless Agreement. As noted at the April 7, 1999 homeless workshop, the City is currently seeking Housing Commission provision of up to \$1,500,000 to help meet its \$7,500,000 obligation under the NTC Homeless Agreement, including the funds proposed in this report for 3255 Wing Street.

The property has a first position loan (from Prudential Securities) with an estimated \$476,300 balance as a balloon payment due on September 15, 1999. SDYCS intended to use HUD Section 108 funds for SDYCS' phase one (first mortgage/balloon payoff). However, complications with the City's HUD Section 108 application, coupled with a September 15, 1999 first mortgage balloon payment deadline at Wing Street, resulted in a request to have the Housing Commission fund SDYCS' phase one mortgage payoff. The SDHC is also anticipated to fund \$500,000 of the \$1.1 million cost associated with Phase 2 of SDYCS' NTC proposal, namely the acquisition of added transitional housing units.

DISCUSSION

The Applicant - SDYCS was founded in 1970; it provides comprehensive services to runaway and homeless youth, young families, seniors, and foster care children, thereby assisting 30,000 San Diegans each year. SDYCS operates programs from ten different sites throughout the county. SDYCS' programs include: residential facilities for runaway youth ("the Bridge" and "the Gatehouse"); an emergency shelter for homeless youth ("the Downtown Storefront"); drug abuse and alcohol prevention services for teens, gang prevention programs, tutoring and programs for pregnant and parenting teens ("Mid City Teen Options" and "Teen Recovery Center"); transitional housing and supportive services for homeless youth and young families (3255 Wing St/"Take Wing", and "Herman Street Housing"); after school recreation and computer lab training programs ("the NFL/YET Center"); and foster care recruitment and training to place at-risk youth in safe, stable homes. SDYCS is nationally recognized as a leader in innovative services for youth. SDYCS' homeless youth programs have been featured in national publications and have received a "Point of Light" award from President Bush.

Previous HC Approved Funding - In 1994 SDYCS purchased 3255 Wing Street by assuming a five year \$500,000 bank loan, using a \$500,000 grant from the Redevelopment Agency of the City of San Diego, and using a \$375,000 residual receipts 3% acquisition loan from the Housing Commission. Under the Commission's 1994 acquisition loan, thirty-three apartment units at

3255 Wing Street are to be restricted for occupancy by eligible persons earning below 35 percent of area median income and rents are to be restricted to 35 percent of area median income for fifty-five years. SDYCS has provided 31 apartment units and is seeking private funds to convert two commercial offices to apartment units, to provide the required 33 apartment units.

The Housing Commission has previously provided SDYCS with funds for:

- Trust Fund grants for FY98 transitional housing operations, and FY99 transitional housing operations at 3255 Wing St.
- \$84,834 residual receipts loan (HOME Investment Partnership Program funds, 3% simple interest, and due in 30 years) for rehabilitation of three units at 3105 Herman and 3160/3170 Redwood St.

In FY97 the City of San Diego made a \$45,000 CDBG grant for rehabilitation at 3255 Wing St. The Housing Commission's Contract Monitoring staff reports that SDYCS is in compliance with the Commission's standards for nonprofit organizations and with all loans and grants. Audited financial statements are attached. SDYCS' credit report is satisfactory.

The Property - The project consists of a mixed-use complex: thirty-one transitional housing apartment units primarily for formerly homeless youth and young families; two commercial offices; and the SDYCS on-site social-service offices for homeless youth. The project located in the Midway Drive/Rosecrans area, (Attachment 3 - Map), has five buildings with on-site laundry facilities, uncovered parking lots, and a swimming pool/central courtyard. Essential tenant services (public transportation, Kaiser Medical and Sharp Cabrillo, employment opportunities and shopping) are located nearby. The existing residential units have all been rehabilitated since the 1994 site acquisition. Tenants are referred to the project from downtown agencies serving homeless youth. Tenants include three very low-income elderly tenants who help guide the young tenants and provide childcare. To avoid relocation costs, SDYCS has kept four (non-program) tenants who resided in the building prior to SDYCS' 1994 site acquisition.

3255 Wing Street includes:

Residential space - There are currently 31 apartment units: 21 one-bedroom, 8 two-bedrooms, and 2 three-bedrooms, (1 of the one-bedroom units is a manager's unit). SDYCS is using 24 of the units for formerly homeless youth and 3 of the units for seniors. Another four tenants remain from prior to SDYCS' 1994 site acquisition. SDYCS manages the property itself.

Commercial space - two commercial offices (Ability Answering-Paging Services, and West Coast Trust Deed Corp.), and one vacant commercial office (planned for conversion to a program unit).

SDYCS' administrative offices - provides transitional housing and independent living skills training to formerly homeless youth.

The Funding request

- Total Development Cost:** The total development cost for the 31-unit project is up to \$490,000. Costs may include the proposed first mortgage balloon payoff and various costs associated with the mortgage payoff including: credit report; updated appraisal; American Land Title Association (ALTA) title policy; demand costs; reconveyance fees; recording costs; escrow costs; and a contingency for other possible payoff-related costs. The Commission's application form is at Attachment 4.
- Cost Per Unit:** With 31 units, the cost per unit is up to \$15,807 per unit (\$490,000/31).
- Appraised Value:** In 1994, 3255 Wing Street was appraised at \$1,345,000. A June 1999 updated appraisal shows the current appraised value in excess of \$1,345,000.
- First Mortgage Amount:** The estimated first mortgage amount is approximately \$476,300.
- Secondary Financing:** Redevelopment Agency City of San Diego, Housing Commission (see Attachment 4).
- Grant Amount:** The proposed Housing Commission revocable grant amount is up to \$490,000.
- Security:** At General Counsel's suggestion, the two separate existing junior loans will be subordinate to the proposed new revocable grant which would be secured by a new first position deed of trust. The two separate existing junior loans (the Housing Commission loan and the San Diego Redevelopment Agency loan), were recorded concurrently and are on parity and of equal priority.
- Loan-to-Value:** The 1994 previously approved loan-to-value ratio was 102% (\$1,375,000 loans/\$1,345,000 1994 appraised value = 102%). As proposed the revised loan-to-value ratio will be 65% (\$875,000 loans/\$1,345,000 1999 appraised value = 65%). However, if the Commission's funds were in the form of a loan, the revised loan-to-value would be 101% (\$1,365,000 loans/\$1,345,000 1999 appraised value = 101%).
- Rent Restrictions:** A Declaration of Covenants, Conditions & Restrictions (CC&Rs) will be recorded against the property for 55 years for the proposed revocable grant. (The previously approved 1994 Commission loan included CC&Rs, with a fifty-five (55) year term.) Rental payments will be limited to not more than 30% of adjusted gross income of a family whose income does not exceed 35 % of area median income.

- Occupancy Restrictions: Units in the "Take Wing" program will be available to persons whose income does not exceed 35 percent of area median income.
- Management Plan: SDYCS will submit a management plan for Housing Commission approval.
- Relocation Plan: There is no proposed relocation.
- Operating Expense: Operating expenses will be funded by SDYCS through a combination of United Way grant support, HUD funds, private donations, and income from the commercial space.
- Recourse: The proposed Housing Commission revocable grant would be recourse to SDYCS only in the event of default.
- Term: Fifty-five years would be the term on the proposed revocable grant.

Risks and Mitigation

1. With transitional housing programs, there is some risk that SDYCS will be unable to provide sufficient funds to operate for the duration of the grant agreement. SDYCS' experience and record of successful transitional housing program operations and its local fund raising program minimize this possibility. If transitional housing operating funds cease to be available at some future date, then the units could be converted for use as permanent affordable housing.
2. The security risk is mitigated by the fact that the Commission's proposed grant will be in first position and the property is in a recently rehabilitated condition.
3. The federal government has not yet transferred the NTC to the City. Transfer of the NTC from the federal government is specified as a condition precedent to the City's obligation to provide funds under the NTC Homeless Agreement. It is possible that the NTC transfer will not occur. In that event, the Housing Commission would have granted \$490,000 to protect its existing investment and to preserve 31 existing transitional housing units.

Public Purpose - The Commission has previously funded 3255 Wing Street and the project units are already restricted for transitional housing for another 50 years. The public purpose in funding up to \$490,000 for this site, where the Commission has already restricted the affordable units for another 50 years, is as follows:

- 1) The proposed recommendation allows SDYCS to pay off the first mortgage balloon payment, which is due on September 15, 1999 and preserve the existing units for transitional housing for homeless youth;
- 2) The assistance promotes the City's FY2000 Consolidated Annual Plan strategy of "identifying actions to preserve at-risk housing units and to preserve the local affordable housing stock" (Consolidated Plan at page 20).

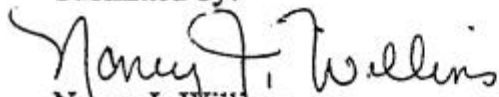
- 3) The assistance will strengthen SDYCS and thereby help SDYCS to grow and to better serve the homeless in a stronger program; and
- 4) The project meets several desirable objectives (i.e., very low-income affordability, preserving the inventory of transitional housing beds, and assisting homeless youth - a relatively under-served population).

ALTERNATIVES

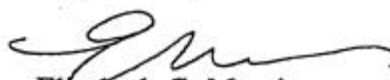
1. *Put no more funds into the project.* Since the first mortgage balloon payment is due on September 15, 1999, this alternative may result in SDYCS losing 3255 Wing Street to foreclosure and possibly jeopardize the funds advanced by the Housing Commission and Redevelopment Agency in 1994.
2. *Fund the revocable grant but require regular minimum monthly loan payments.* The proposed payoff of the existing first mortgage loan will free up approximately \$43,700 of annual cash flow that has been paying the first mortgage's monthly payments. No residual receipt payments have yet been made under the Commission's 1994 loan. This alternative is not recommended because funds are needed to convert two commercial units to residential and because the Take Wing program currently requires a SDYCS operating subsidy. In addition, it is not consistent with the spirit of the NTC agreement, which contemplated a grant.

Staff recommends providing the additional funding, as described in the recommendations above, to preserve the affordability for a very vulnerable population.

Submitted by:


Nancy J. Williams
Manager, Programs and Policy

Approved by:


Elizabeth C. Morris
Chief Executive Officer

Attachments:

- 1) Previous Related Actions
- 2) October 28, 1996 Information Letter to the Housing Commission
- 3) Location Map
- 4) Project Development Summary & Project Financing Summary
- 5) SDHC Application Form
- 6) Appraisal Letters*
- 7) Developer's Disclosure Statement
- 8) Audited Financial Statement
- 9) Work Force Analysis Form

*Full text of 1993 appraisal on file and can be obtained from SDHC

ATTACHMENT 1
PREVIOUS RELATED ACTIONS

- December 9, 1992 - the San Diego Housing Trust Fund Board of Trustees approved a \$500,000 deferred loan to San Diego Youth and Community Services as partial funding for the purchase of an office/19 unit apartment complex for use as transitional housing and on-site social services for homeless youth and others for a period of 55 years at 3255 Wing Street.
- January 11, 1993 - the Housing Commission (HCR #93-013) approved a San Diego Housing Trust Fund recommendation setting aside \$500,000 of FY93 Trust Fund Transitional Housing funds as partial funding for SDYCS to purchase an office/19 unit apartment complex for use as transitional housing and on site social services for homeless youth and others for a period of 55 years at 3255 Wing Street.
- September 8, 1993 - In June 1993, the Board was notified that the purchase of 3255 Wing Street had collapsed. Later, when SDYCS and the seller reached an agreement, the San Diego Housing Trust Fund Board had already allocated \$125,000 to another nonprofit. Therefore in September 1993, the San Diego Housing Trust Fund Board (Trust Fund Report #93-35) reinstated its previous commitment to provide a deferred loan for SDYCS at 3255 Wing Street but at a reduced level of \$375,000.
- October 21, 1996 - (Manager's Report No. P-96-230) the City Council (Resolution #R-287949) authorized the City Manager to submit a draft homeless assistance agreement to the Secretary of the Navy and to HUD for satisfaction of the homeless assistance requirements of the Base Closure and Community Redevelopment Act.
- October 28, 1996 - \$1M contribution from Housing Commission to Homeless Assistance. Information letter to Chairman Arthur and Members of the Housing Commission, from Nancy Williams, Housing Commission staff, discussing the Naval Training Center Homeless Assistance Plan.

ATTACHMENT 2
OCTOBER 28, 1996 INFORMATION LETTER TO THE HOUSING COMMISSION



TO: Chair Arthur and Members of the Housing Commission

FROM: Nancy J. Williams, Senior Program Analyst

DATE: October 28, 1996

SUBJECT: Naval Training center (NTC) "Homeless Assistance Plan

On Monday, October 21, 1996, the City Council approved a Camp Nimitz land use plan and a Homeless Assistance agreement as the final two elements of a proposed NTC Reuse Plan. Other elements of the Reuse Plan were approved by the City Council on June 10, 1996. The NTC Reuse Plan will now be submitted to the Secretary of the Navy for review. It is anticipated that he' will finalize his review by Fall 1997.

As part of the Secretary's review process, he will consider a report from the U.S. Department of Housing and Urban Development (HUD) on the Homeless Assistance agreement for NTC. HUD must complete a report to the Secretary of the Navy within 60 days of receipt of the City's Reuse Plan. If HUD recommends revisions to the Homeless Assistance agreement, the City is given 90 days to address HUD's determination and to submit a revised agreement. HUD then has another 30 days to review the revised submittal.

The Homeless Assistance agreement of the NTC Reuse Concept Plan is based on a proposal made by Councilmember Byron Wear, District 2, and approved by the City Council on July 16, 1996. Under the proposal, the City Manager was directed to work with homeless providers and Council District 2 to develop a homeless financing and implementation plan which would establish up to 150 transitional housing units in Council District 2.

The homeless financing and implementation plan developed by Councilman Wear and homeless providers is the basis of the Homeless Assistance agreement. Under the agreement, the City would secure sufficient public or private funds totaling \$7.5 million for the provision of 150 transitional housing units on scattered sites within District 2. Potential sources of funding include the 20% affordable housing set-aside of the tax increment dollars to be generated from private development at NTC, the Centre City Development Corporation's 20% affordable housing set-aside where a nexus can be established, loans available from HUD which are secured by District 2 CDBG monies, and Housing Commission HOME funds. Approximately \$1 million in HOME funds have been proposed for utilization under the agreement.

Recipients of the \$7.5 million include seven to nine local nonprofits. These nonprofits, along with several others, served on the NTC Homeless Subcommittee. The \$7.3 million would be allocated to the nonprofits in two phases, with Phase I commencing on July 1, 1997. It is in Phase I that the \$1 million of HOME funds is proposed to be utilized.

Following the Secretary of the Navy's review of the Reuse Plan, staff will return to the board with further information on the implementation process for the Homeless Assistance agreement.

Meanwhile, please see the attached matrix which provides more details on the NTC Homeless Assistance agreement.

Attachment -- NTC Homeless Assistance Agreement Matrix

NTC HOMELESS SUBCOMMITTEE - TRANSITIONAL HOUSING

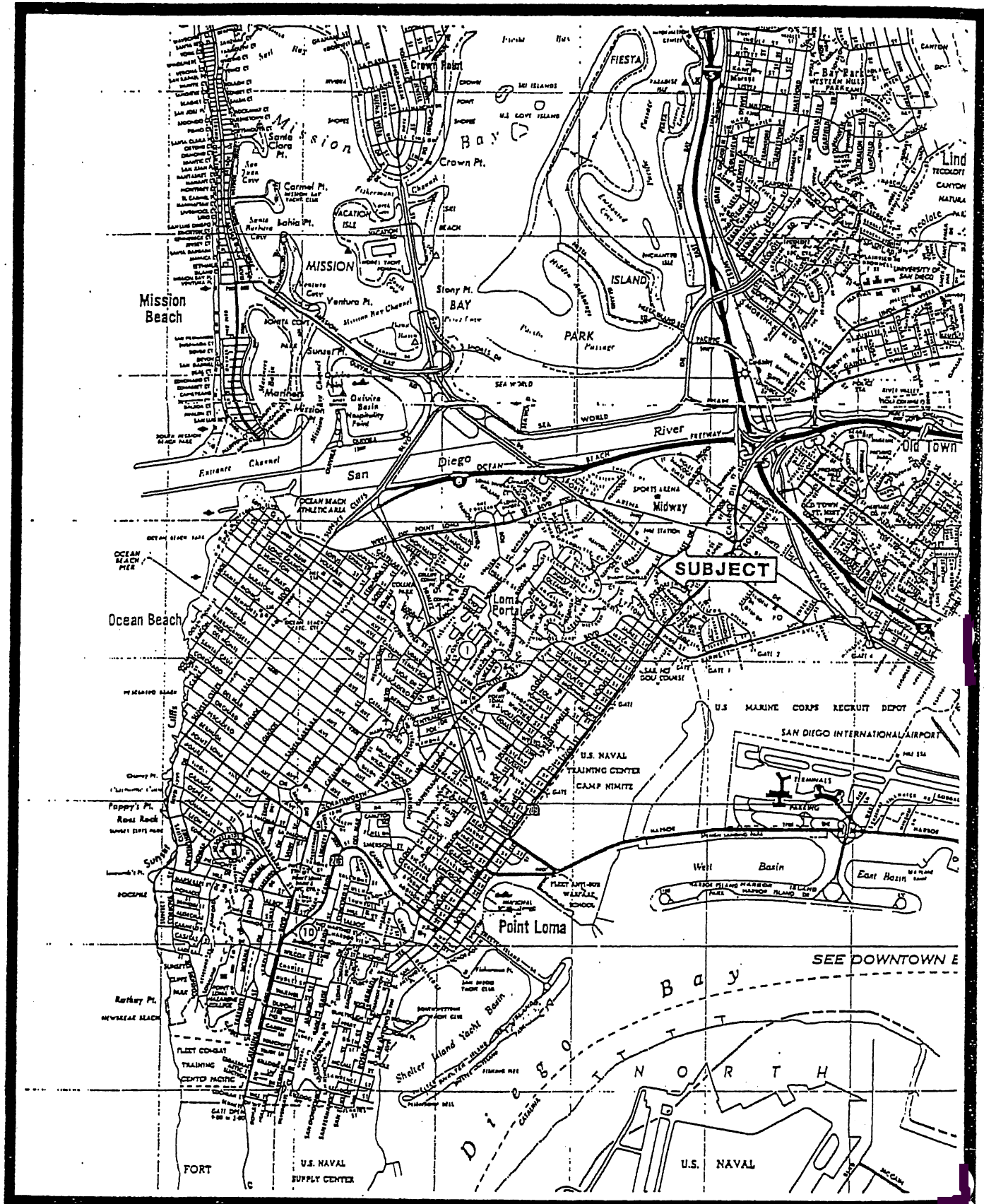
AGENCY	PROGRAM	LENGTH OF STAY	LOCATION REHAB/NEW FACILITY	CUP NEEDED	NO. OF BEDS/UNITS	EST. FUND REQUEST
Participating Nonprofit Organizations:						
RANCHO	Single Men	2 Years	[Address to be determined.] New Construction	Yes	50 Beds Dorm Style Units	\$ 500,000
St. Vincent de Paul Village	Teens	2 Years	[Address to be determined.] Rent	Yes	30 Beds	1,000,000
San Diego Youth & Community Services	1. Teens and Young Adults	2 Years	3255 Wing Street Retire Debt/Rehabilitation	Yes	30 Units	1,600,000
	2. Teens	2 Years	[Address to be determined.] Purchase	Yes	27 Units	
The Salvation Army	1. Single Men	1 Year	825 Seventh Ave Rehabilitation	No	40 Beds	500,000
	2. Single Parent with Children	1 Year	[Address to be determined.]		20 Beds	
Volunteers of America	Families/Alcohol/DD/DV	2 Years	[Address to be determined.] Purchase/Relocation costs	No	12-15 Units	750,000
Vietnam Veterans of San Diego	Women/Men Veterans	1 to 2 Years	4141 Pacific Highway Purchase/Rehabilitation	No	87 Beds Existing 40 Add. Beds	1,750,000
Catholic Charities	1. Pregnant Women	1 Year	626 Maple Street Purchase/Rehabilitation	No	5 Beds	600,000
	2. Pregnant Women/Senior Women	1 Year	1570 Fifth Avenue Purchase/Rehabilitation	Yes/No	15 Beds	
Potential Participating Nonprofit Organizations:						
HomeStretch	Families/Alcohol	1 Year	[Address to be determined.]	Yes	34 Units	[To be determined.]
Christian Social Concerns	[?]		[Address to be determined.]	Yes	12 Beds (?)	
Contingency Funds						800,000
TOTAL						\$7,500,000

**NTC HOMELESS SUBCOMMITTEE
FUNDING PHASES**

Agency	Phase I			Phase II	Total
	1998	1999	2000		
RANCHO	\$500,000 ¹				\$500,000
St. Vincent de Paul Village		\$1,000,000			1,000,000
San Diego Youth & Community Services	1,000,000	200,000		\$400,000	1,600,000
The Salvation Army	150,000			350,000	500,000
Volunteers of America				750,000	750,000
Vietnam Veterans of San Diego	1,000,000		\$400,000	350,000	1750,000
Catholic Charities	600,000				600,000
SUBTOTALS	\$3,250,000	\$1,200,000	\$400,000	\$1,850,000	\$6,700,000
Contingency				800,000	\$800,000
SUBTOTAL - Phase II				\$2,650,000	
TOTAL					\$7,500,000

¹ A site has not been located for this project. Therefore, funding for this project in Phase I will occur only if an appropriate site is located.

**ATTACHMENT 3
LOCATION MAP**



Not Exact Original. No Copyright 1974

Neighborhood Map



ATTACHMENT 4
PROJECT DEVELOPMENT SUMMARY & PROJECT FINANCING SUMMARY

PROJECT DEVELOPMENT SUMMARY

Name: "Take Wing" Program
Location: 3255 Wing Street
Description: Transitional Housing for Homeless Youth
Sponsor: San Diego Youth and Community Services

Unit Affordability

Total # of units: 31
Assisted Units: 31
Restricted Rents: 31
% of Area Med Inc: 35%
Affordability: 55 years

Total Development Costs

1 st HC Revocable grant amount:	\$490,000.
2 nd Redevelopment Agency forgivable grant	\$500,000.
2 nd Housing Commission loan:	\$375,000.
	<hr/>
	\$1,365,000

Sources of Funds

San Diego Housing Commission: up to \$490,000

1999 Appraised value: in excess of \$1,345,000

ATTACHMENT 4 (continued)
PROJECT FINANCING SUMMARY

EXISTING FINANCING AT 3255 WING STREET	PROPOSED FINANCING AT 3255 WING STREET
<p>First Position: Prudential Securities/ Midland Loan Services, \$500,000 adjustable rate, five year loan, with a balloon payment all due on September 15, 1999. Currently \$3,643 monthly payments, with \$476,300 estimated current loan balance.</p>	<p>First Position: San Diego Housing Commission proposed revocable grant up to \$490,000.</p>
<p>Second Position: Redevelopment Agency of the City of San Diego \$500,000 forgivable grant at 0 interest, with no monthly payments, includes ad 55-year transitional housing use restriction ending in the year 2049</p>	<p>Second Position: Redevelopment Agency of the City of San Diego \$500,000 forgivable grant at 0 interest, with no monthly payments, includes a 55-year transitional housing use restriction ending in the year 2049.</p>
<p>Concurrent Second Position: San Diego Housing Commission \$375,000 loan at 3% simple interest, originally a 55 year loan all due and payable in the year 2049, with residual receipts payments toward principal and interest when the project generates residual receipts.</p>	<p>Concurrent Second Position: San Diego Housing Commission \$375,000 loan at 3% simple interest, originally a 55 year loan all due and payable in the year 2049, with residual receipts payments toward principal and interest when the project generates residual receipts.</p>
<p>TOTAL FINANCING: \$1,375,000</p>	<p>TOTAL FINANCING: up to \$1,365,000</p>

ATTACHMENT 5
SDHC APPLICATION FORM

**SAN DIEGO HOUSING COMMISSION
GENERAL APPLICATION FORM - GA**

DATE: 6/17/99

Page 1

PLEASE PROVIDE ALL KNOWN INFORMATION AS REQUESTED - CHECK ALL BOXES THAT APPLY

REQUEST FOR: EARLY ASSISTANCE PROJECT FUNDING \$ _____
 TECHNICAL ASSISTANCE PREDEVELOPMENT LOAN \$ _____
 Private Debt Retirement CAPACITY BUILDING \$ _____

PROJECT TYPE: ACQUISITION ACQUISITION & REHABILITATION RENTAL
 NEW CONSTRUCTION REHABILITATION Debt Retirement

PROJECT CONDITION: UNIMPROVED SITE RESIDENTIAL COMMERCIAL
YEAR BUILT: 1974 EXISTING STRUCTURE OTHER (DESCRIBE) 5 building mixed use complex

PROJECT NAME: TAKE WING

ADDRESS: 3255 Wing Street San Diego CA 92110
STREET CITY STATE ZIP

LEGAL DESCRIPTION: 15 Point Loma Park 441-360-08 68.0
LOT NO. BLOCK NO. SUBDIVISION NAME ASSESSORS PARCEL NO. CENSUS TRACT

SITE CONTROL: DEED OPTION OTHER (DESCRIBE) Propert has been owned by applicant (SDYCS) for 5 years

DWELLING UNITS: 21 8 2 31 2
0-BEDROOM 1-BEDROOM 2-BEDROOM 3-BEDROOM 4-BEDROOM 5-BEDROOM TOTAL UNITS # STORIES

EXISTING USES OF PROPERTY: Affordable Housing for formerly homeless youth & young families and commercial use 5
NO. OF BUILDINGS

DESCRIPTION OF PROPOSED PROJECT: SDYCS is requesting funds to retire the private debt (1st mortgage) on the property at 3255 Wing Street. T is based on the City's commitment to SDYCS as one of the Homeless Subcommittee agencies involved in the Naval Training Center transfer.

APPLICANT/BORROWER:

NAME: San Diego Youth & Community Services Inc. CONTACT PERSON: Kevin Sweeney
ADDRESS: 3255 Wing Street San Diego CA 92110
STREET CITY STATE ZIP
TELEPHONE: (619) 223-4383 FAX NO. (619) 223-5721

LEGAL STATUS OF APPLICANT:
 FOR PROFIT CORPORATION NONPROFIT CORPORATION PARTNERSHIP INDIVIDUAL OWNER
 CHDO OTHER _____
DESCRIBE

TAXPAYER IDENTIFICATION NUMBER: 95-2648050

CURRENT OWNER/SELLER INFORMATION:

NAME: San Diego Youth & Community Services Inc LEGAL STATUS: Non Profit
ADDRESS: 3255 Wing Street San Diego CA 92110
STREET CITY STATE ZIP
TELEPHONE: (619) 223-4383 FAX NO. (619) 223-5721

ZONING: C/R COMMUNITY PLAN AREA: Midway/Rosecrans
COUNCIL DISTRICT: 2 SCHOOL DISTRICT: San Diego Unified

Kevin Sweeney KEVIN SWEENEY HSG. DIRECTOR 6-23-99
SIGNATURE PRINT NAME TITLE DATE

**SAN DIEGO HOUSING COMMISSION
APPLICANT INTEREST FORM - AI**

PLEASE PROVIDE ALL KNOWN INFORMATION AS REQUESTED

NAME, ADDRESS, TITLE/POSITION, TELEPHONE, NATURE OF INTEREST AND PERCENT OF INTEREST
FOR PROPOSED OWNERS, OFFICERS AND GENERAL PARTNERS - LIST ALL
FOR SHAREHOLDERS, INVESTORS, LIMITED PARTNERS AND OTHERS - LIST ALL WITH A 10% OR HIGHER INTEREST

PROJECT NAME: TAKE WING
 ADDRESS: 3255 Wing Street San Diego CA 92110
 ADDRESS CITY STATE ZIP
 OWNERSHIP NAME: San Diego Youth & Community Services Inc. DATE: 6/17/99

		Current Owner/ NATURE OF INTEREST	Affordable Housing Provider
1.	<u>San Diego Youth & Community Services Inc.</u> NAME <u>3255 Wing Street</u> STREET/PO <u>San Diego</u> <u>CA</u> <u>92110</u> CITY STATE ZIP	<u>Board Member</u> TITLE/POSITION <u>619-223-4383</u> BUSINESS TELEPHONE NO.	<u>100</u> PERCENT INTEREST
2.	<u>Charles Abdi Sr. Vice President/Partner</u> NAME <u>c/o Koll Development Co., 4275 Executive Square, #240</u> STREET/PO <u>La Jolla</u> <u>CA</u> <u>92037</u> CITY STATE ZIP	<u>Board Member</u> TITLE/POSITION <u>619-625-3122</u> BUSINESS TELEPHONE NO.	NATURE OF INTEREST PERCENT INTEREST
3.	<u>Constance Carroll, PhD Office of the President</u> NAME <u>c/o San Diego Mesa College, 7250 Mesa College Drive</u> STREET/PO <u>San Diego</u> <u>CA</u> <u>92112</u> CITY STATE ZIP	<u>Board Member</u> TITLE/POSITION <u>619-627-2721</u> BUSINESS TELEPHONE NO.	NATURE OF INTEREST PERCENT INTEREST
4.	<u>Don Clauson, Real Estate Broker</u> NAME <u>c/o Commercial Property Consultants, 3593 5th Ave., Ste C</u> STREET/PO <u>San Diego</u> <u>CA</u> <u>92103</u> CITY STATE ZIP	<u>Board Member</u> TITLE/POSITION <u>619-295-2247</u> BUSINESS TELEPHONE NO.	NATURE OF INTEREST PERCENT INTEREST
5.	<u>Sharon Fraher, Sr. VP Operations and Administration</u> NAME <u>c/o U.S. E. Credit Union, 3131 Camino del Rio N., Ste 200</u> STREET/PO <u>San Diego</u> <u>CA</u> <u>92108</u> CITY STATE ZIP	<u>Board Member</u> TITLE/POSITION <u>619-641-7555</u> BUSINESS TELEPHONE NO.	NATURE OF INTEREST PERCENT INTEREST
6.	<u>David Grayson, Real Estate Broker</u> NAME <u>c/o IPS Investments, 3435 Camino del Rio S., #215</u> STREET/PO <u>San Diego</u> <u>CA</u> <u>92108</u> CITY STATE ZIP	<u>Board Member</u> TITLE/POSITION <u>619-284-9225</u> BUSINESS TELEPHONE NO.	NATURE OF INTEREST PERCENT INTEREST
7.	<u>Rick Hackley</u> NAME <u>c/o Boll Weevil, 5691 Fontaine</u> STREET/PO <u>San Diego</u> <u>CA</u> <u>92120</u> CITY STATE ZIP	<u>Board Member</u> TITLE/POSITION <u>619-571-6225</u> BUSINESS TELEPHONE NO.	NATURE OF INTEREST PERCENT INTEREST
8.	<u>Anita Harbert, PhD; Director of School of Social Work</u> NAME <u>c/o SDSU; 5500 Campanile Drive</u> STREET/PO <u>San Diego</u> <u>CA</u> <u>92182-4119</u> CITY STATE ZIP	<u>Board Member</u> TITLE/POSITION <u>619-594-6247</u> BUSINESS TELEPHONE NO.	NATURE OF INTEREST PERCENT INTEREST

USE ADDITIONAL SHEETS AS NECESSARY

SAN DIEGO HOUSING COMMISSION
APPLICANT INTEREST FORM - AI

PLEASE PROVIDE ALL KNOWN INFORMATION AS REQUESTED

NAME, ADDRESS, TITLE/POSITION, TELEPHONE, NATURE OF INTEREST AND PERCENT OF INTEREST
 FOR PROPOSED OWNERS, OFFICERS AND GENERAL PARTNERS - LIST ALL
 FOR SHAREHOLDERS, INVESTORS, LIMITED PARTNERS AND OTHERS - LIST ALL WITH A 10% OR HIGHER INTEREST

PROJECT NAME: TAKE WING
 ADDRESS: 3255 Wing Street San Diego CA 92110
 ADDRESS CITY STATE ZIP
 OWNERSHIP NAME: San Diego Youth & Community Services Inc. DATE: 6/17/99

9 Sigrid Pate, Vice President Board Member
 NAME TITLE/POSITION NATURE OF INTEREST
 c/o Merrill Lynch Private Client Group; 701 B St., Ste 2400 619-699-3708
 STREET/PO BUSINESS TELEPHONE NO. PERCENT INTEREST
 San Diego CA 92101
 CITY STATE ZIP

10 David Sider, Mortgage Banker Board Member
 NAME TITLE/POSITION NATURE OF INTEREST
 11598 Scripps Creek Drive 619-571-6060
 STREET/PO BUSINESS TELEPHONE NO. PERCENT INTEREST
 San Diego CA 92131
 CITY STATE ZIP

11 Myke Santos, Sr Personnel Analyst Board Member
 NAME TITLE/POSITION NATURE OF INTEREST
 City of San Diego Personnel; 1200 3rd Ave., Ste 300 MS51P 619-236-6071
 STREET/PO BUSINESS TELEPHONE NO. PERCENT INTEREST
 San Diego CA 92101
 CITY STATE ZIP

12 Jabari Jennings, Student Board Member
 NAME TITLE/POSITION NATURE OF INTEREST
 4525 Texas Street, #6 619-299-6419
 STREET/PO BUSINESS TELEPHONE NO. PERCENT INTEREST
 San Diego CA 92116
 CITY STATE ZIP

13 Melissa Stearns Board Member
 NAME TITLE/POSITION NATURE OF INTEREST
 c/o Community Health Group.; 1336 Harbor Town Place 619-498-6434
 STREET/PO BUSINESS TELEPHONE NO. PERCENT INTEREST
 Chula Vista CA 91915
 CITY STATE ZIP

14 Steve McMahon, CPA - Operations Analysis and Audit Board Member
 NAME TITLE/POSITION NATURE OF INTEREST
 c/o Sempra Energy (SDG&E); 8306 Century Pk Ct. CP62B 619-654-1260
 STREET/PO BUSINESS TELEPHONE NO. PERCENT INTEREST
 San Diego CA 92123-1593
 CITY STATE ZIP

15 Richard M. Segal, Attorney Board Member
 NAME TITLE/POSITION NATURE OF INTEREST
 c/o Pillsbury Madison & Sutro; 101 W. Broadway, #1800 619-544-3203
 STREET/PO BUSINESS TELEPHONE NO. PERCENT INTEREST
 San Diego CA 92101
 CITY STATE ZIP

16 James Van de Water, President Board Member
 NAME TITLE/POSITION NATURE OF INTEREST
 c/o Dartmouth Development; 1510 Front Street, Suite 400 619-531-2020
 STREET/PO BUSINESS TELEPHONE NO. PERCENT INTEREST
 San Diego CA 92101
 CITY STATE ZIP

USE ADDITIONAL SHEETS AS NECESSARY

**SAN DIEGO HOUSING COMMISSION
 APPLICANT INTEREST FORM - AI**

PLEASE PROVIDE ALL KNOWN INFORMATION AS REQUESTED

NAME, ADDRESS, TITLE/POSITION, TELEPHONE, NATURE OF INTEREST AND PERCENT OF INTEREST
 FOR PROPOSED OWNERS, OFFICERS AND GENERAL PARTNERS - LIST ALL
 FOR SHAREHOLDERS, INVESTORS, LIMITED PARTNERS AND OTHERS - LIST ALL WITH A 10% OR HIGHER INTEREST

PROJECT NAME: TAKE WING
 ADDRESS: 3255 Wing Street San Diego CA 92110
 ADDRESS CITY STATE ZIP
 OWNERSHIP NAME: San Diego Youth & Community Services Inc. DATE: 6/17/99

17 Ron Newman, Police Captain Investigations II Board Member
 NAME TITLE/POSITION NATURE OF INTEREST
c/o San Diego Police Department; 1401 Broadway 619-531-2775
 STREET/PO BUSINESS TELEPHONE NO. PERCENT INTEREST
San Diego CA 92101
 CITY STATE ZIP

18 Pam Shults, CPA Board Member
 NAME TITLE/POSITION NATURE OF INTEREST
c/o Deloitte-Touche,LLP; 701 "B" Street, Suite 1900 619-232-6500
 STREET/PO BUSINESS TELEPHONE NO. PERCENT INTEREST
San Diego CA 92101
 CITY STATE ZIP

19 Linda Weckstein, Public Relations Board Member
 NAME TITLE/POSITION NATURE OF INTEREST
P. O. Box 9578 619-272-1589
 STREET/PO BUSINESS TELEPHONE NO. PERCENT INTEREST
San Diego CA 92169
 CITY STATE ZIP

20 Ingrid Nielsen, Consultant Board Member
 NAME TITLE/POSITION NATURE OF INTEREST
c/o Nielsen Properties; 3639 Midway Drive, #214 619-874-1971
 STREET/PO BUSINESS TELEPHONE NO. PERCENT INTEREST
San Diego CA 92110
 CITY STATE ZIP

21 Patrick Seick, Student Board Member
 NAME TITLE/POSITION NATURE OF INTEREST
3138 Laurel Street 619-280-6145
 STREET/PO BUSINESS TELEPHONE NO. PERCENT INTEREST
San Diego CA 92104
 CITY STATE ZIP

22 _____ Board Member
 NAME TITLE/POSITION NATURE OF INTEREST
 STREET/PO BUSINESS TELEPHONE NO. PERCENT INTEREST
 CITY STATE ZIP

23 _____
 NAME TITLE/POSITION NATURE OF INTEREST
 STREET/PO BUSINESS TELEPHONE NO. PERCENT INTEREST
 CITY STATE ZIP

 NAME TITLE/POSITION NATURE OF INTEREST
 STREET/PO BUSINESS TELEPHONE NO. PERCENT INTEREST
 CITY STATE ZIP

USE ADDITIONAL SHEETS AS NECESSARY

**SAN DIEGO HOUSING COMMISSION
DEVELOPMENT FORM - RENTAL INCOME - RI**

PLEASE PROVIDE ALL KNOWN INFORMATION AS REQUESTED - CHECK ALL BOXES THAT APPLY

DATE: 6-17-99

Page 3

PROJECT TYPE ACQUISITION ACQUISITION & REHABILITATION RENTAL
 NEW CONSTRUCTION REHABILITATION DEBT RETIRE

PROJECT NAME: TAKE WING
 ADDRESS: 3255 Wing Street San Diego CA 92110
 STREET CITY STATE ZIP

INCOME BY UNIT TYPE

COLUMN:

A	B	C	D	E	F	G	H	I	J	K	L
UNIT TYPE	NO. OF UNITS	BED-ROOMS PER UNIT	BATH-ROOMS PER UNIT	SQ FT PER UNIT	CURRENT RENT	MONTHLY HOUSING COST PER UNIT	LESS: MONTHLY UTILITY ALLOW. PER UNIT	EQUALS: MONTHLY NET RENT PER UNIT	COMPARE TO: MONTHLY MARKET RENT PER UNIT	AFFORDABILITY LEVEL: PERCENT MEDIAN INCOME	YEARLY GROSS RENTS ALL UNITS
A	3	1	1.00	425	\$ 425	\$ 449	\$ 24	\$ 425	\$ 525	42 %	\$ 15,300
B	16	1	1.00	425	\$ 120	\$ 144	\$ 24	\$ 120	\$ 525	14 %	\$ 23,040
C	1	2	1.00	525	\$ 120	\$ 151	\$ 31	\$ 120	\$ 600	13 %	\$ 1,440
D	6	2	1.00	525	\$ 120	\$ 151	\$ 31	\$ 120	\$ 600	13 %	\$ 8,640
E	1	2	1.00	814	\$ 120	\$ 151	\$ 31	\$ 120	\$ 600	13 %	\$ 1,440
F	1	3	1.00	550	\$ 120	\$ 159	\$ 39	\$ 120	\$ 675	12 %	\$ 1,440
G	1	3	1.00	814	\$ 120	\$ 159	\$ 39	\$ 120	\$ 675	12 %	\$ 1,440
H	1	1	1.00	425	\$ 475	\$ 499	\$ 24	\$ 475	\$ 525	47 %	\$ 5,700
M&R	1	1	1.00	425	\$ 150	\$ 174	\$ 24	\$ 150	\$ 525	16 %	\$ 1,800
J					\$	\$	\$	\$ 0	\$	%	\$ 0
K					\$	\$	\$	\$ 0	\$	%	\$ 0
L					\$	\$	\$	\$ 0	\$	%	\$ 0
M					\$	\$	\$	\$ 0	\$	%	\$ 0
N					\$	\$	\$	\$ 0	\$	%	\$ 0
O					\$	\$	\$	\$ 0	\$	%	\$ 0
P					\$	\$	\$	\$ 0	\$	%	\$ 0

TOTAL RENT (YEAR) \$ 60,240

OTHER INCOME Laundry Room Income \$ 1,400

HUD Subsidy \$ 6,813

SDYCS Subsidy (variable to meet deficit) \$ 70,599

TOTAL ANNUAL INCOME \$ 139,052

TOTAL UNITS 31

TOTAL SQ. FT. 14,778

THE RENTS FOR HOMELESS TENANTS FLUCTUATE BASED ON THEIR EMPLOYMENT. THE AVERAGE MONTHLY RENT IS \$120.

**SAN DIEGO HOUSING COMMISSION
DEVELOPMENT FORM - DEVELOPMENT COST - DC**

PLEASE PROVIDE ALL KNOWN INFORMATION AS REQUESTED - CHECK ALL BOXES THAT APPLY

DATE: 6/28/99

PROJECT TYPE: ACQUISITION ACQUISITION & REHABILITATION RENTAL
 NEW CONSTRUCTION REHABILITATION Private Debt Retirement

PROJECT NAME: "Take Wing" Transitional Housing
 ADDRESS: 3255 Wing Street San Diego CA 92110
STREET CITY STATE ZIP

NUMBER OF UNITS 31

DEVELOPMENT COST ITEM	PERCENT	AMOUNT
ACQUISITION		
LAND		\$ _____
BUILDINGS		\$ _____
TOTAL ACQUISITION		\$ <u>0</u>
SITE IMPROVEMENTS		
SITE IMPROVEMENTS		\$ _____
DEMOLITION		\$ _____
OFF-SITE IMPROVEMENTS		\$ _____
TOTAL SITE IMPROVEMENTS		\$ <u>0</u>
STRUCTURES		
MAIN BUILDINGS		\$ _____
ACCESSORY BUILDINGS		\$ _____
GARAGES		\$ _____
TOTAL STRUCTURES		\$ <u>0</u>
CONSTRUCTION CONTINGENCY		\$ <u>0</u>
OVERHEAD & FEES		
GENERAL REQUIREMENTS		\$ _____
BUILDERS OVERHEAD		\$ _____
BUILDERS PROFIT		\$ _____
BOND PREMIUM		\$ _____
OTHER FEES		\$ _____
ARCHITECT - DESIGN		\$ _____
ARCHITECT - SUPERVISION		\$ _____
TOTAL OVERHEAD & FEES		\$ _____
CHARGES & INTEREST		
CONSTRUCTION INTEREST COST		\$ _____
REAL ESTATE TAXES		\$ _____
INSURANCE		\$ _____
MORTGAGE INS. PREMIUM		\$ _____
MORTGAGE EXAM FEE		\$ _____
MORTGAGE INSPECTION FEE		\$ _____
LOAN ORIG. FEE-CONSTRUCTION		\$ _____
LOAN ORIG. FEE-PERMANENT		\$ _____
TITLE & RECORDING (ALTA Title & Record)		\$ <u>1,231</u>
OTHER CHGS (est'd lender payoff fees)		\$ <u>125</u>
TOTAL CHARGES & INTEREST		\$ <u>1,356</u>

DEVELOPMENT COST ITEM	PERCENT	AMOUNT
LEGAL, ORGANIZATION & AUDIT		
LEGAL		\$ _____
ORGANIZATION		\$ _____
AUDIT		\$ _____
TOTAL LEGAL, ORG. & AUDIT		\$ <u>0</u>
OTHER COSTS		
DEVELOPER'S FEE	_____ %	\$ _____
CONSULTANT FEE	_____ %	\$ _____
OPERATING RESERVE	_____ %	\$ _____
CONTINGENCY	<u>2.2</u> %	\$ <u>10,879</u>
RELOCATION COST		\$ _____
MARKETING & RENT-UP		\$ _____
SURVEYS & SOIL BORINGS		\$ _____
APPRAISAL COSTS (update appraisal)		\$ <u>900</u>
MARKET STUDY		\$ _____
ENVIRONMENTAL STUDY		\$ _____
PERMITS		\$ _____
OTHER: Estd 1st Position Loan Payoff		\$ <u>476,231</u>
Escrow fees		\$ <u>500</u>
Credit Report		\$ <u>34</u>
Subordination fees (escrow)		\$ <u>100</u>
		\$ _____
		\$ _____
TOTAL OTHER COSTS		\$ <u>488,644</u>
TOTAL DEVELOPMENT COST		\$ <u>490,000</u>

CONSTRUCTION TIME _____ (MONTHS)
 CONSTRUCTION INTEREST _____ %
 CONSTRUCTION LENDER _____

COMMITTED: YES NO

DATE OF COMMITMENT OR EXPECTED _____

SAN DIEGO HOUSING COMMISSION
DEVELOPMENT FORM - SOURCES OF FUNDS - SF

CURRENT FUNDING

PLEASE PROVIDE ALL KNOWN INFORMATION AS REQUESTED - CHECK ALL BOXES THAT APPLY

DATE: 6/28/99

PROJECT TYPE: ACQUISITION ACQUISITION & REHABILITATION RENTAL
 NEW CONSTRUCTION REHABILITATION Private Debt Retirement

PROJECT NAME: "Take Wing" Transitional Housing
 ADDRESS: 3255 Wing Street San Diego CA 92110
 STREET CITY STATE ZIP

PERMANENT LOANS

NUMBER OF UNITS 31

1ST LOAN	<u>Prudential Securities/Midland Loan Services</u>	\$ <u>500,000</u>	COMMITTED: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	<u>August 15, 1994</u>
	LENDER	AMOUNT		DATE COMMITTED OR EXPECTED
	TERM (YEARS)		ANNUAL PERCENTAGE <u>7.934</u> %	
2ND LOAN		\$	COMMITTED: <input type="checkbox"/> YES <input type="checkbox"/> NO	
	LENDER	AMOUNT		DATE COMMITTED OR EXPECTED
	TERM (YEARS)		ANNUAL PERCENTAGE	%
3RD LOAN		\$	COMMITTED: <input type="checkbox"/> YES <input type="checkbox"/> NO	
	LENDER	AMOUNT		DATE COMMITTED OR EXPECTED
	TERM (YEARS)		ANNUAL PERCENTAGE	%
			TOTAL PERMANENT LOANS	\$ <u>500,000</u>

DEFERRED LOANS

1ST LOAN		\$	COMMITTED: <input type="checkbox"/> YES <input type="checkbox"/> NO	
	LENDER	AMOUNT		DATE COMMITTED OR EXPECTED
	TERM - DEFERRED FOR (YEARS)		ANNUAL PERCENTAGE	%
2ND LOAN	<u>San Diego Housing Commission</u>	\$ <u>375,000</u>	COMMITTED: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	<u>August 15, 1994</u>
	LENDER	AMOUNT		DATE COMMITTED OR EXPECTED
	TERM - DEFERRED FOR (YEARS)		ANNUAL PERCENTAGE	%
3RD LOAN		\$	COMMITTED: <input type="checkbox"/> YES <input type="checkbox"/> NO	
	LENDER	AMOUNT		DATE COMMITTED OR EXPECTED
	TERM - DEFERRED FOR (YEARS)		ANNUAL PERCENTAGE	%
			TOTAL DEFERRED LOANS	\$ <u>375,000</u>

TAX CREDITS

COMMITTED: YES NO

DATE COMMITTED OR EXPECTED

TOTAL TAX CREDITS \$ 0

GRANTS

1.	<u>Redevelopment Agency of the City of San Diego</u>	\$ <u>500,000</u>	COMMITTED: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	<u>August 15, 1994</u>
	SOURCE	AMOUNT		DATE COMMITTED OR EXPECTED
2.		\$	COMMITTED: <input type="checkbox"/> YES <input type="checkbox"/> NO	
	SOURCE	AMOUNT		DATE COMMITTED OR EXPECTED
			TOTAL GRANTS	\$ <u>500,000</u>

EQUITY

1.		\$	COMMITTED: <input type="checkbox"/> YES <input type="checkbox"/> NO	
	SOURCE	AMOUNT		DATE COMMITTED OR EXPECTED
2.		\$	COMMITTED: <input type="checkbox"/> YES <input type="checkbox"/> NO	
	SOURCE	AMOUNT		DATE COMMITTED OR EXPECTED
			TOTAL EQUITY	\$ <u>0</u>

USE ADDITIONAL SHEETS AS NECESSARY

TOTAL FUNDS \$ 1,375,000

SAN DIEGO HOUSING COMMISSION
DEVELOPMENT FORM - SOURCES OF FUNDS - SF

PROPOSED FUNDING

PLEASE PROVIDE ALL KNOWN INFORMATION AS REQUESTED - CHECK ALL BOXES THAT APPLY

DATE: 6/28/99

PROJECT TYPE: ACQUISITION ACQUISITION & REHABILITATION RENTAL
 NEW CONSTRUCTION REHABILITATION Private Debt Retirement

PROJECT NAME: "Take Wing" Transitional Housing
 ADDRESS: 3255 Wing Street San Diego CA 92110
 STREET CITY STATE ZIP

PERMANENT LOANS

NUMBER OF UNITS 31

1ST LOAN	\$	AMOUNT	COMMITTED:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	DATE COMMITTED OR EXPECTED
LENDER						
TERM (YEARS)			ANNUAL PERCENTAGE			%
2ND LOAN	\$	AMOUNT	COMMITTED:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	DATE COMMITTED OR EXPECTED
LENDER						
TERM (YEARS)			ANNUAL PERCENTAGE			%
3RD LOAN	\$	AMOUNT	COMMITTED:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	DATE COMMITTED OR EXPECTED
LENDER						
TERM (YEARS)			ANNUAL PERCENTAGE			%
			TOTAL PERMANENT LOANS			\$ <u>0</u>

DEFERRED LOANS

1ST LOAN	\$	AMOUNT	COMMITTED:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	DATE COMMITTED OR EXPECTED
LENDER						
TERM - DEFERRED FOR (YEARS)			ANNUAL PERCENTAGE			%
2ND LOAN	\$	AMOUNT	COMMITTED:	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	DATE COMMITTED OR EXPECTED
LENDER <u>San Diego Housing Commission</u>		<u>375,000</u>				<u>August 15, 1994</u>
TERM - DEFERRED FOR (YEARS)			ANNUAL PERCENTAGE			%
3RD LOAN	\$	AMOUNT	COMMITTED:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	DATE COMMITTED OR EXPECTED
LENDER						
TERM - DEFERRED FOR (YEARS)			ANNUAL PERCENTAGE			%
			TOTAL DEFERRED LOANS			\$ <u>375,000</u>

TAX CREDITS

COMMITTED: YES NO
 DATE COMMITTED OR EXPECTED
 TOTAL TAX CREDITS \$ 0

GRANTS

1. Proposed Revocable Grant San Diego Hsg Com	\$	AMOUNT	COMMITTED:	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	DATE COMMITTED OR EXPECTED
SOURCE		<u>490,000</u>				<u>September 15, 1999</u>
2. Redevelopment Agency of the City of San Diego	\$	AMOUNT	COMMITTED:	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	DATE COMMITTED OR EXPECTED
SOURCE		<u>500,000</u>				<u>August 15, 1994</u>
			TOTAL GRANTS			\$ <u>990,000</u>

EQUITY

1. SOURCE	\$	AMOUNT	COMMITTED:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	DATE COMMITTED OR EXPECTED
2. SOURCE	\$	AMOUNT	COMMITTED:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	DATE COMMITTED OR EXPECTED
			TOTAL EQUITY			\$ <u>0</u>

USE ADDITIONAL SHEETS AS NECESSARY

TOTAL FUNDS \$ 1,365,000

ATTACHMENT 6
APPRAISAL

LIPMAN STEVENS & THENE, INC.

Real Estate Appraisers & Consultants

N. L. FLANNERY
IARD I. HUTZLER
LeROY
RICK J. MARSH
IARD T. RUSSELL
ID L. TUROSAK

H.L. "BILL" LIPMAN, MAI, CRE
WALTER J. STEVENS, MAI
KEVIN M. THENE, MAI

June 22, 1999

Ms. Vickie Bonner
San Diego Housing Commission
1625 Newton Avenue
San Diego, California 92113-1038

RE: 3255 Wing Street, San Diego, California 92110

Dear Ms. Bonner:

As per your request I have inspected the property at 3225 Wing Street, San Diego, Ca.. The purpose of my inspection and review of my 1993 appraisal report was to inform you as to whether the market value exceeded the prior appraised value or was less. I have reviewed the original report, inspected the property and reviewed the cost of upgrades since 1992 and recent sales.

The property is in very good condition. As per the attached letter Kevin Sweeney reports that \$511,000 has been spent in the property plus there have been donations of on site labor. It is my opinion that the Market Value of the property exceeds \$1,345,000 that I had reported in my original appraisal.

This is a Restricted Appraisal Report which is intended to comply with the reporting requirements set forth under Standards Rule 2-2(c) of the Uniform Standards of Professional Appraisal Practice for a Restricted Appraisal Report. As such, it presents no discussions of the data, reasoning, and analyses that were used in the appraisal process to develop the appraiser's opinion of value. Supporting documentation concerning the data, reasoning, and analyses is retained in the appraiser's file. The depth of discussion contained in this report is specific to the needs of the client and for the intended use stated below. The appraiser is not responsible for unauthorized use of this report.

Furthermore, in accordance with prior agreement between, the client and the appraiser, this report is the result of a limited appraisal process in that certain allowable departures from specific guidelines of the Uniform Standards of Professional Appraisal Practice were invoked. The intended user of this report is warned that the reliability of the value conclusion provided may be impacted to the degree there is departure from specific guidelines of USPAP.

CLIENT	Vickie Bonner San Diego Housing Commission
APPRAISER	Lipman Stevens & Thene, Inc. Real Estate Appraisers and Consultants 401 B Street, Suite 2101 San Diego, California 92101-4244
SUBJECT	3225 Wing Street San Diego, California 92110
PURPOSE OF THE APPRAISAL	To estimate whether market value exceeds or is less than the \$1,345,000 reported in my 1992 appraisal.
INTENDED USE OF REPORT	For the sole purpose of assisting the client, the San, Diego Housing Commission, in underwriting a real estate loan or a grant to be provided-on the subject property. A second user of the appraisal may be the San Diego Youth Authority.
INTEREST VALUED	Fee Simple Estate.
EFFECTIVE DATE OF VALUE	June 18, 1999

DEFINITIONS

Market value is defined as:

The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and -seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

1. buyer and seller are typically motivated;
2. both parties are well informed or well. advised, and acting in what they consider their own best interests;
3. a reasonable time is allowed for exposure in the open market;
4. payment is made in terms of cash in United States dollars or in terms of financial arrangements comparable thereto; and
5. the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale¹.

¹ *Uniform Standards of Professional Appraisal Practice*, Appraisal Foundation, 1999 Edition, page 139.

DATE OF REPORT

June 22, 1999

**APPRAISAL DEVELOPMENT
AND REPORTING PROCESS**

In preparing this appraisal, I inspected the subject site and the exterior of the improvements as well as the interior of two of the apartment units and the first floor space in Building A. I reviewed neighborhood conditions. I reviewed sales in more recent files detailing current office and apartment sales.

Per prior agreement with the client, I did not include any updates of information but only reviewed the value in the original report. Although an update of data' would be considered meaningful in appraising a property of this type, I believe that a review of file data and the original report, and a review of major improvements made to the property would lead to a credible conclusion of whether or not the value is less than or exceeds the \$1,345,000 reported in 1992. The appraisal process therefore involved departure from Standards Rule 1-4-a, b, c.

This Restricted Appraisal Report sets forth only my conclusions. Supporting documentation is retained in my file.

REAL ESTATE APPRAISED

Lease fee estate.

HIGHEST AND BEST USE

Highest and best use as improved. The existing offices and apartments.

CONCLUDED VALUE

At least \$1,345,000. This is a Limited Appraisal because it relies solely on a review of prior data and the improvements since purchased.

INDICATED EXPOSURE TIME

About six months.

ATTACHMENTS

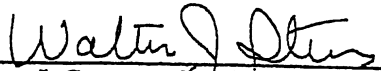
A-1 - Letter from Kevin Sweeney detailing improvements

A-2 - Letter to Client detailing Limited Appraisal

A-3 - By reference only Appraisal Report File 92200WS dated 01-15-93 with value of \$1,345,000 shown as of 01-08-93

Ms. Vickie Bonner
San Diego Housing Commission
Page 5
June 22, 1999
Sincerely,

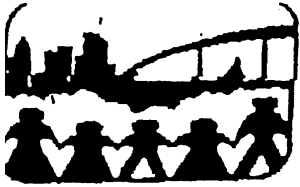
LIPMAN STEVENS & THENE, INC.

A handwritten signature in cursive script, reading "Walter J. Stevens", written over a horizontal line.

Walter J. Stevens, MAI
Certified General Real Estate Appraiser
State of California
OREA Appraiser I.D. No. AG 004434
Expiration Date: January 6, 2000

WJS:reb
cc: Kevin Sweeney

Attachments



San Diego Youth & Community Services

MAIN OFFICE 3255 Wing Street, San Diego, CA 92110
(619) 221-8600, Fax (619) 2218611 e-mail: SDYCS@AOL.com

MAILING ADDRESS PO Box 80756, San Diego, CA 92138

THE BRIDGE
3141 Redwood Street
San Diego, CA 92104
(619) 521-1419
Fax (619) 521-1935

**NFL YOUTH
EDUCATION TRUEN**
2440 Broadway
San Diego CA 92102
(619) 232-8126
Fax (619) 232-0917

**COASTAL
COMMUNITIES CENTER**
5041 Newport Avenue
San Diego CA 92107
(619) 225-9305
Fax (619) 225-1251

**EAST COUNTY
COMMUNITIES CENTER**
1045 Washington Street
El Cajon CA 92020
(619) 579-3201
Fax (619) 579-3221

THE GATEHOUSE
151 Richfield Avenue
El Cajon, CA 92020
(619) 579-1761
Fax (619) 579-4761

**MIDCITY
COMMUNITY CENTER**
4640 Fairmount Avenue
San Diego, CA 92102
(619) 521-2250
Fax (619) 521-5944

SDYCS FOSTER CARE
3255 Wing Street
San Diego, CA 92102
(619) 221-8610
Fax (619) 221-8611

THE STOREFRONT
1019 - 12th Avenue
San Diego, CA 92101
(619) 239-4433
Fax (619) 239-4034

**STOREFRONT DAY
DROPPIN CENTER**
1243-B Market Street
San Diego CA 92101
(619) 235-4321
Fax (619) 239-4051

TAKR WING
3255 Wing Street
San Diego, CA 92110
(619) 221-8610
Fax (619) 221-8611

**TEEN REALITY CENTER
EAST COUNTY**
12034 Woodside Avenue
Lakeside, CA 92040
(619) 390-2300
Fax (619) 390-2310

June 18, 1999

TO: Walter Stevens
FROM: Kevin Sweeney
RE: Wing Street Appraisal Letter

Wally:

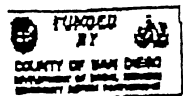
The following is a list of the major improvements performed on the property at 3255 Win Street since its purchase is August 1994. All work was performed by licensed contractors under the supervision of SDYCS staff, and all work requiring . City permits and inspections were completed to code requirements.

\$209,000 (Private funds) - Complete renovation of Bldg. "E" to convert this bldg. From commercial space to eight (8) new apartments. This renovation included installation of a new roof for the budding.

\$50,000 (CDBG funds) - New roof for Bldg. "B", renovation of 3 water heater rooms. and install new water heaters (Bldg. B, D, E); install 3 new HVAC units; upgrade all railings on 5 buildings to meet code requirements. Patch roof on Bldg. "A". Install new energy efficient lighting on exteriors and porches of all 5 buildings and parking lots and courtyard.

\$100,000 (Private donation, BIA) - Renovate 3900 sq. ft. of office space in Bldg. "A". This included upgrades to all plumbing; installation of five (5) new HVAC units; installation of two (2) new handicapped bathrooms; complete upgrade to electrical systems; new dropped ceiling and lighting; and upgrade/replacement of new sliding doors and windows.

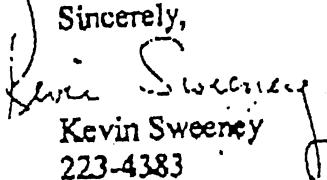
\$142,000 (Private funds) - Replace all landscaping and lawns and install new irrigation systems. Paint exteriors of all buildings; convert commercial space to two (2) new residential units, build out new laundry room and exercise room; improve courtyard with new landscaping and deck; renovate commercial space to community meeting area; replace/upgrade drainage systems in courtyard and rebuild drainage/plumbing systems to city hook-ups. Install new water heaters in two (2) building.



\$10,000 (Private donation) Install of new roof on Building "D"

In addition to these major improvements (\$511,000), SDYCS upgrades all apartments and commercial space on a regular basis. These improvements include: plumbing upgrades and replacements; electrical upgrades etc.

Please let me know if you require additional information on this property.

Sincerely,

Kevin Sweeney
223-4383
FAX 223-5721

Lipman, Stevens & Marshall, Inc.

Real Estate Appraisers & Consultants

YDE W. AHRENS
FREY L. ANDERSON
NDALL J. BRITTON
CENT G. FERRER
CHARD J. HUTZLER

SIREE C. KAY
IN R. LAWLER
RK W. ROUTH

H.L. "BILL" LIPMAN, MAI, CRE
WALTER J. STEVENS, MAI
THOMAS O. MARSHALL, MAI
KEVIN M. THENE, MAI

January 15, 1993

Mr. R. Lorenzo Higley
Housing Director
San Diego Youth & Community Services
3255 Wing Street, Suite 550
San Diego, California 92110

Re: Point Loma Financial Center, 3255 Wing Street
San Diego, California

Dear Mr. Higley:

At your request, we have completed an appraisal of the market value of the referenced property as of January 8, 1993. The appraisal report has been prepared to comply with the Uniform Standards of Professional Appraisal Practice, the Code of Ethics and supplemental Standards of the Appraisal Institute.

Our investigation for this assignment included inspection of available building plans, a visual inspection of the subject property and analysis of the leases affecting the subject. Also investigated were sales of residential and commercial land, and sales of and leases in comparably improved residential and office properties.

By virtue of our experience and based upon our investigation, it is our opinion that the market value of the subject's leased fee estate, as of January 8, 1993, was:

ONE MILLION THREE HUNDRED FORTY-FIVE THOUSAND DOLLARS

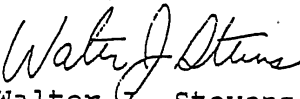
\$1,345,000

This value is subject to the attached Limiting Conditions and certification.

Submitted herewith is our report containing the salient facts and reasoning upon which the above value is based. It has been a pleasure to have been of service to San Diego Youth & Community services in this assignment.

Sincerely,

LIPMAN, STEVENS & MARSHALL, INC.


Walter J. Stevens, MAI

WJS:VGF:ema


Vincent G. Ferrer

**ATTACHMENT 7
DEVELOPER'S DISCLOSURE FORMS**

ATTACHMENT E

DEVELOPERS/CONSULTANTS/SELLERS/CONTRACTORS/
ENTITY SEEKING GRANT/BORROWERS
(Collectively referred to as "CONTRACTOR" herein)
STATEMENT FOR PUBLIC DISCLOSURE

1. Name of CONTRACTOR: San Diego Youth & Community Services Inc.
2. Address and Zip Code: 3255 Wing Street San Diego CA 92110
3. Telephone Number: 619-223-4383
4. Name of Principal Contact for CONTRACTOR: Kevin Sweeney, Housing Director
5. Federal Identification Number or Social Security Number of CONTRACTOR: 95-2648050
6. If the CONTRACTOR is not an individual doing business under his own name, the CONTRACTOR has the status indicated below and is organized or operating under the laws of California as:

_____ A corporation (Attach Articles of Incorporation)

X A nonprofit or charitable institution or corporation. (Attach copy of Articles of Incorporation and documentary evidence verifying current valid nonprofit or charitable show).

_____ A partnership known as: _____
(Name)

Check one

() General Partnership (Attach statement of General Partnership)

() Limited, Partnership (Attach Certificate of Limited Partnership)

_____ A business association or a joint venture known as:
_____ (Attach joint venture or business association agreement)

_____ A Federal, State or local government or instrumentality thereof.

_____ Other (explain)

7. If the CONTRACTOR is not an individual or a government agency or instrumentality, give date of organization:

SDYCS was incorporated as a non-profit 501 © (3) organization in 1970.

8. Provide names, addresses, telephone numbers, title of position (if any) and nature and extent of the interest of the current officers, principal members, shareholders and investors of the CONTRACTOR, other than a government agency or instrumentality, as set forth below.
- a. If the CONTRACTOR is a corporation, the officers, directors or trustees, and each shareholder owning more than 10% of any class of stock.
 - b. If the CONTRACTOR is a nonprofit or charitable institution or corporation, the members who constitute the board of trustees or board of directors or similar governing body.
 - c. If the CONTRACTOR is a partnership, each partner, whether a general or limited, and either the percent of interest or a description of the character and extent of interest.
 - d. If the CONTRACTOR is a business association or a joint venture, each participant and either the percent of interest or a description of the character and extent of interest.
 - e. If the CONTRACTOR is some other entity, the officers, the members of the governing body and each person having an interest of more than 10%.

Name, Address and <u>Zip Code</u>	Position Title (if any) and percent of interest or description <u>of character and extent of interest</u>
--------------------------------------	---

(Attach extra sheet if necessary)

SDYCS BOARD OF DIRECTORS ROSTER IS ATTACHED

9. Has the makeup as set forth in Item 8(a) through 8(e) changed within the last twelve (12) months. If yes, please explain in detail.

The SDYCS Board of Directors adds 3-5 new members to its Board each year to replace any departing members. New members are inducted at the annual meeting on the 4th Wednesday of September. New members added In September 1998 are shown on the attached Board Roster with an asterix.

10. Is it anticipated that the makeup as set forth in Item 8(a) through 8(e) will change within the next twelve (12) months? If yes, please explain in detail.

The SDYCS Board recruits 3-5 new members each year to replace members whose terms have expired. The new members are inducted at the agency's annual meeting on the 4th Wednesday of September each year.

11. Provide name, address, telephone number, and nature and extent of interest of each person or entity (not named in response to Item 8) who has a beneficial interest in any of the shareholders or investors named in response to Item 8 which gives such person or entity more than a computed 10% interest in the CONTRACTOR (for example, more than 20% of the stock in a corporation which holds 50% of the stock of the CONTRACTOR or more than 50% of the stock in the corporation which holds 20% of the stock of the CONTRACTOR):

Name, Address and
Zip Code

Position Title (if any and
extent of interest

N/A

12. Names, addresses and telephone numbers (if not given above) of officers and directors or trustees of any corporation or firm listed under Item 8 or Item 11 above:

Current SDYCS Board of Directors Roster is attached

13. Is the CONTRACTOR a subsidiary of or affiliated with any other corporation or corporations, any other firm or any, other business entity or entities of whatever nature. If yes, list each such corporation, firm or business entity by name and address, specify its relationship to the CONTRACTOR, and identify the officers and directors or trustees common to the CONTRACTOR and such other corporation, firm or business entity.

NO

14. Provide the financial condition of the CONTRACTOR as of the date of the statement and for a period of twenty-four (24) months prior to the date of its statement as reflected in the attached financial statements, including, but not necessarily limited to, profit and loss statements and statements of financial position.

Audited SDYCS statements are attached

15. If funds for the development/project are to be obtained from sources other than the CONTRACTOR's own funds, provide a statement of the CONTRACTOR's plan for financing the development/project.

The project is currently owned by SDYCS (Contractor). This request for funds is to retire the existing private debt (1st Mortgage) on the property.

16. Provide sources and amount of cash available to CONTRACTOR to meet equity requirements of the proposed undertaking.

- a. In banks/savings and loans:

Name, Address & Zip Code of Bank Savings & Loan:

Amount \$ N/A .

- b. By loans from affiliated or associated corporations or firms:

Name, Address & Zip Code of Bank/Savings & Loan:

Amount: \$ N/A .

- c. By sale of readily salable assets/including marketable securities:

<u>Description</u>	<u>Market Value</u>	<u>Mortgages or Liens</u>
	\$	\$
N/A		

17. Names and addresses of bank references and name of contact at each reference:

Wells Fargo Bank Contact: Mr. Rod Merys, Vice President 800-225-5935
Wells Fargo Acct#'s 0658-041496; 0804-409993; 0658-043914; 6658-134416; 6658-187240; 0747-010429 08-010889-01

California Bank Trust 3737 Fifth Avenue, San Diego, CA 92103-4217 619-449-9911
California Bank Trust Acct # 08-010889-01

18. Has the CONTRACTOR or any of the CONTRACTOR's officers or principal members, shareholders or investors, or other interested parties been adjudged bankrupt either voluntary or involuntarily, within the past 10 years?
 _____ Yes X No

If yes, give date, place, and under what name.

19. Has the CONTRACTOR or anyone referred to above as "principals of the CONTRACTOR" been convicted of any felony within the past 10 years? _____ Yes X No

If yes, give for each case (1) date, (2) charge, (3) place, (4) court, and (5) action taken. Attach any explanation deemed necessary.

20. List undertakings (including, but not limited to, bid bonds, performance bonds, payment bonds and/or improvement bonds) comparable to size of the proposed project which have been completed by the CONTRACTOR including identification and brief description of each project, date of completion, and amount of bond, whether any legal action has been taken, on the bond:

<u>Type Bond</u>	<u>Project Description</u>	<u>Date of Completion</u>	<u>Amount of Bond</u>	<u>Action on Bond</u>
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N/A

21. If the CONTRACTOR or a parent corporation, a subsidiary, an affiliate, or a principal of the CONTRACTOR is to participate in the development as a construction contractor or builder, provide the following information:

a. Name and addresses of such contractor or builder: N/A

- b. Has such contractor or builder within the last 10 years ever failed to qualify as a responsible bidder, refused to enter into a contract after an award has been made, or failed to complete a construction or development contract? _____ Yes X No

If yes, please explain, in detail, each such instance:

- c. Total amount of construction or development work performed by such contractor or builder during the last three (3) years: \$ 404,000

General description of such work:

List each project including locations nature of work performed, name, address of the owner of the project, binding companies involved, amount of contract, date of commencement of project, date of completion, state whether any change orders were sought, amount of change orders, was litigation commenced concerning the project, including a designation of where, when and the outcome of the litigation.

- 1997 - \$50,000 (CDBG Grant) to perform partial renovations to the property at 3255 Wing Street. Project supervised by the Housing Commission. All work completed on time, within budget, no liens, no litigation.
- 1998 - \$209,000 (private funds) to completely renovate Bldg. "E" at 3255 Wing Street. The scope of work included demolishing 5000 sq. ft of commercial space and building 8 new low income apartments. All work was permitted by the City and completed. No liens, no litigation. SDYCS served as owner/builder for contracting.
- 1998 - \$45,000 (National Football League funds) Renovation of community canter at 2220 Broadway in San Diego as part of SDYCS partnership with the NFL to create a computer learning lab. SDYCS was general contractor. All work performed on time, no liens, no litigation.
- 1998 - \$100,000 (BIA donation) to renovate 4000 sq. ft. of commercial space at 3255 Wing Street for SDYCS offices and staff offices for the Take Wing program.

- d. Construction contracts or developments now being performed by such contractor or builder.

<u>Identification of Contract or Development</u>	<u>Location</u>	<u>Amount</u>	<u>Date to be Completed</u>
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N/A

- e. Outstanding construction-contract bids of such contractor or builder:

<u>Awarding Agency</u>	<u>Amount</u>	<u>Date Opened</u>
------------------------	---------------	--------------------

N/A

22. Provide a detailed and complete statement respecting equipment, experience, financial capacity, and other resources available to such contractor or builder for the performance of the work involved in the proposed project, specifying particularly the qualifications of the personnel, the nature of the equipment, and the general experience of the contractor:

N/A

23. Does any member of the governing body of the San Diego Housing Commission (“COMMISSION”), Housing Authority of the City of San Diego (“AUTHORITY”) or City of San Diego (CITY), to which the accompanying proposal is being made or any officer or employee of the COMMISSION, the AUTHORITY or the CITY who exercises any functions or responsibilities in connection with the carrying out of the project covered by the CONTRACTOR’s proposal, have any direct or indirect personal financial interest in the CONTRACTOR or in the proposed contractor? ____ Yes X No

If yes, explain.

24. Statements and other evidence of the CONTRACTOR’s qualifications and financial responsibility (other than the financial statement referred to in Item 8) are attached hereto and hereby made a part hereof as follows:

N/A

25. Is the proposed CONTRACTOR, and/or are any of the proposed subcontractors, currently involved in any construction-related litigation? ____ Yes X No

If yes, explain:

26. State the name, address and telephone numbers of CONTRACTOR’s insurance agent(s) and/or companies for the following coverages: List the amount of coverage (limits) currently existing in each category:

- a. General Liability, including Bodily Injury and Property Damage Insurance [Attach certificate of insurance showing the amount of coverage and coverage period(s)]

Check coverage(s) carried: N/A. There is no construction or development work involved in this request for funds.

- () Comprehensive Form
- () Premises - Operations
- () Explosion and Collapse Hazard
- () Underground Hazard
- () Products/Completed Operations Hazard
- () Contractual Insurance
- () Broad Form Property Damage
- () Independent Contractors
- () Personal Injury

- b. Automobile Public Liability/Property Damage (Attach certificate of instance showing the amount of coverage and coverage period(s))

Check coverage(s) carried: **N/A There is no construction or development work involved in this request for funds.**

- Comprehensive Form
- Owned
- Hired
- Non-Owned

- c. Workers Compensation [Attach certificate of insurance showing the amount of coverage and coverage period(s)]

- d. Professional Liability (Errors and Omissions) [Attach certificate of insurance showing the amount of coverage and coverage period(s)]

- e. Excess Liability [Attach certificate(s) of insurance showing the amount of coverage and coverage period(s)]

- f. Other (Specify) [Attach certificate(s) of insurance showing the amount of coverage and coverage period(s)]

- 27. CONTRACTOR warrants and certifies that it will not during the term of the PROJECT, GRANT, LOAN, CONTRACT, DEVELOPMENT and/or RENDITIONS OF SERVICES discriminate against any employee, person, or applicant for employment because of race, age, sexual orientation, marital status, color, religion, sex, handicap, or national origin. The CONTRACTOR will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, age, sexual orientation, marital status, color, religion, handicap, or national origin. Such action shall include, but not be limited to the following: employment upgrading, demotion or termination; rates of pay or other forms of compensations and selection for training, including apprenticeship. The CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment notices to be provided by the COMMISSION setting forth the provisions of this nondiscrimination clause.
- 28. The CONTRACTOR warrants and certifies that it will not without prior written consent of the COMMISSION, engage in any business pursuits that are adverse, hostile or take incompatible positions to the interests of the COMMISSION, during the term of the PROJECT, DEVELOPMENT, LOAN, GRANT, CONTRACT and/or RENDITION OF SERVICES.
- 29. CONTRACTOR warrants and certifies that no member, commissioner, councilperson, officer, or employee of the COMMISSION, the AUTHORITY and/or the CITY, no member of the governing body of the locality in which the PROJECT is situated, no member of the government body in which the Commission. was activated, and no other public official of such locality or localities who exercises any functions or responsibilities with respect to the assignment of work; has during his or her tenure, or will for one (1) year thereafter, have any interest, direct or indirect, in this PROJECT or the proceeds thereof .

30. List all Citations orders to cease and desist, stop work orders, complaints, judgments, fines. and penalties received by or imposed upon CONTRACTOR for safety violations from any and all government entities including but not limited to, the City of San Diego, County of San Diego, the State of California, the United States of America and any and all divisions and departments of said government entities for a period of five (5) years prior to the date of this statement. If none, please so state:

<u>Government Entity Making Complaint</u>	<u>Date</u>	<u>Resolution</u>
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NONE

31. Has the CONTRACTOR ever been disqualified, removed from or otherwise prevented from bidding on or completing a federal, state, or local government project because of a violation of law or a safety regulation. If so, please explain the circumstances in detail. If none, please so state:

NO

32. Please list all licenses obtained by the CONTRACTOR through the State of California and/or the United States of America which are required and/or will be utilized by the CONTRACTOR and/or are convenient to the performance of the PROJECT, DEVELOPMENT, LOAN, GRANT, CONTRACT, or RENDITION OF SERVICES. State the name of the governmental agency granting the license, type of license, date of grant, and the status of the license, together with a statement as to whether the License has ever been revoked:

<u>Governmental Agency</u>	<u>Description License</u>	<u>License Number</u>	<u>Date Issued (original)</u>	<u>Status (current)</u>	<u>Revocation (yes/no)</u>
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N/A

33. Describe in detail any and all other facts, factors or conditions that May adversely affect CONTRACTOR's ability to perform or complete in a timely manner, or at all, the PROJECT, CONTRACT, SALES of Real Property to, DEVELOPMENT, repayment of the LOAN, adherence to the conditions of the GRANT, or performance of consulting or other services under CONTRACT with the COMMISSION.

N/A

34. Describe in detail any and all other facts, factors or conditions that may favorably affect CONTRACTOR's ability to perform or complete, in a timely manner, or at all the PROJECT, CONTRACT, DEVELOPMENT, repayment of the LOAN, adherence to the conditions of the GRANT, or performance of consulting or other services under CONTRACT with the COMMISSION.

SDYCS has successfully owned and managed the subject property as a very low-income homing project with supportive services for homeless youth for five (5) years. In addition we have raised over \$400,000 in private donations and \$50,000 of public funding to extensively renovate the property, upgrade its infrastructure, and convert commercial space to residential use. This request for funds does not involve construction or renovation. The funds will be used to retire the private debt on the property. This debt retirement will allow additional funds to be budgeted for the continued improvement of the property.

35. List all CONTRACTS with, DEVELOPMENTS for or with, LOANS with, PROJECTS with, GRANTS from, SALES of Real Property to, the COMMISSION, AUTHORITY and/or the CITY within the last five (5) years:

<u>Date</u>	Entity Involved (i.e. CITY COMMISSION, etc.)	Status (Current, delinquent repaid, etc.)	Dollar Amount
8-94	Housing Commission	Current	\$375,000
9-96	Housing Commission	Current	84,000

36. Within the last five years, has the proposed CONTRACTOR, and/or have any of the proposed subcontractors, been the subject of a complaint filed with the Contractor's State License Board (CSLB)? _____ Yes X No

Is yes, explain:

37. Within the last five years, has the proposed CONTRACTOR, and/or have any of the proposed subcontractors, had a revocation or suspension of a CONTRACTOR's License?

_____ Yes X No

If yes, explain:

38. List three local references who would be familiar with your previous construction project:

Name: S.D. Housing Commission -Mr. Flavian Geise

Address: Ridgehaven Court

Phone: _____

Project Name and Description: CDBG Renovation of Wing Street

Name: AIR-DOC

Address: 1444 Pioneer Way # 8 El Cajon CA 92020

Phone: 619488-9203

Project Name and Description: CDBG Renovation of Wing Street

Name: Peppard Plumbing

Address: 1466 Pioneer Way # 9 El Cajon CA 92020

Phone: 619-442-6558

Project Name and Description: CDBG Renovation of Wing Street

39. Give a brief statement respecting equipment, experience, financial capacity and other resources available to the Contractor for the performance of the work involved in the proposed project, specifying particularly the qualifications of the personnel, the nature of the equipment and the general experience of the Contractor.

N/A

40. Give the name and experience of the proposed Construction Superintendent.

N/A

CONSENT TO PUBLIC DISCLOSURE BY CONTRACTOR

By providing the "Personal Information", (if any) as defined in Section 1798.3(a) of the Civil Code of the State of California (to the extent that it is applicable, if at all), requested herein and by seeking a loan form, a grant from, a contract with, the sale of real estate to, the right to develop from, and/or any and all other entitlements from the SAN DIEGO HOUSING COMMISSION ("COMMISSION"), the HOUSING AUTHORITY OF THE CITY OF SAN DIEGO ("AUTHORITY") and/or the CITY OF SAN DIEGO ("CITY"), the CONTRACTOR consents to the disclosure of any and all "Personal Information" and of any and all other information contained in this Public Disclosure Statement. CONTRACTOR specifically, knowingly and intentionally waives any and all privileges and rights that may exist under State and/or Federal Law relating to the public disclosure of the information contained herein. With respect to "Personal Information", if any, contained herein, the CONTRACTOR, by executing this disclosure statement and providing the information requested, consents to its disclosure pursuant to the provisions of the Information Practices Act of 1977, Civil Code Section 1798.24(b). CONTRACTOR is aware that a disclosure of information contained herein will be made at a public meeting or meetings of the COMMISSION, the AUTHORITY, and/or the CITY at such times as the meetings may be scheduled. CONTRACTOR hereby consents to the disclosure of said "Personal Information", if any, more than thirty (30) days from the date of this statement at the duly scheduled meeting(s) of the COMMISSION, the AUTHORITY and/or the CITY. CONTRACTOR acknowledges that public disclosure of the information contained herein may be made pursuant to the provisions of Civil Code Section 1798.24(d).

CONTRACTOR represents and warrants to the COMMISSION, the AUTHORITY and the CITY that by providing the information requested herein and waiving any and all privileges available under the Evidence Code of the State of California, State and Federal Law, (to the extent of this disclosure that the information being submitted herein), the information constitutes a "Public Record" subject to disclosure to members of the public in accordance with the provisions of California Government Section 6250 et seq.

CONTRACTOR specifically waives, by the production of the information disclosed herein, any and all rights that CONTRACTOR may have with respect to the information under the provisions of Government Code Section 6254 including its applicable subparagraphs, to the extent of the disclosure herein, as well as all rights of privacy, if any, under the State and Federal Law.

Executed this 23 day of June, 1999, at San Diego, California.

CONTRACTOR

By: Kipra Heermann
Signature: Ms. Kipra Heermann

E.D.
Title: Executive Director

CERTIFICATION

The CONTRACTOR, San Diego Youth & Community Services Inc. hereby certifies that this CONTRACTOR's Statement for Public Disclosure and the attached information/evidence of the CONTRACTOR's qualifications and financial responsibility, including financial statements, are true and correct to the best of CONTRACTOR's knowledge and belief.

By: Kipria Heenan

By: _____

Title: Executive Director

Title: _____

Dated: 6/23/99

Dated: _____

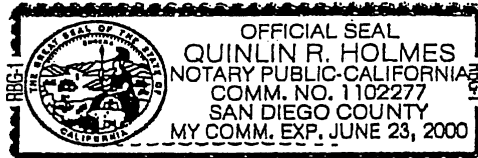
WARNING: 18 U.S.C. 1001 provides, among other things, that whoever knowingly and willingly makes or uses a document or writing containing any false, fictitious or fraudulent statement or entry, in any matter within the jurisdiction or any department or agency of the United States, shall be fined not more than \$10,000 or imprisoned for not more than five years, or both.

ATTEST:

Subscribed and sworn to before me this 23rd day of June, 1999.

[Signature]
Signature of Notary

My Commission Expires: 6/23/00



DISCLOSE.PUB

ATTACHMENT 8
AUDITED FINANCIAL STATEMENT

**SAN DIEGO YOUTH
AND COMMUNITY SERVICES, INC.**

**Audited Financial Statements
with Supplemental Information**

June 30, 1998

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INDEPENDENT AUDITOR'S REPORT ON THE FINANCIAL STATEMENTS

ACCOUNTANTS & CONSULTANTS, INC.

2550 Fifth Avenue, Tenth Floor
San Diego, CA 92103-6625
(619) 234-6775
Fax (619) 696-9581

To the Board of Directors
San Diego Youth and Community Services, Inc.
San Diego, California

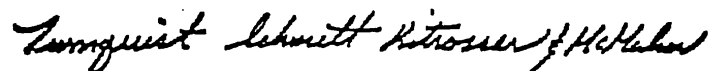
We have audited the accompanying statement of financial position of San Diego Youth and Community Services, Inc. (a non-profit organization) as of June 30, 1998, and the related statements of activities, cash flows, and functional expenses for the year then ended. These financial statements are the responsibility of San Diego Youth and Community Services, Inc.'s management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*. Issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of San Diego Youth and Community Services, Inc. as of June 30, 1998, and the changes in its net assets and cash flows for the year then ended in conformity with generally accepted accounting principles.

In accordance with *Government Auditing Standards*, we have also issued our report dated January 7, 1999 on our consideration of San Diego Youth and Community Services, Inc.'s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grants.

The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.



San Diego, California
January 7, 1999

SAN DIEGO YOUTH AND COMMUNITY SERVICES, INC.

STATEMENT OF FINANCIAL POSITION

June 30, 1998

ASSETS

Cash and cash equivalents	\$ 54,996
Certificates of deposit	105,162
Receivables (Note 2)	846,353
Prepaid expenses and other assets	32,871
Land, buildings and equipment (Note 3)	2,065,128
Investments held by San Diego Foundation (Note 4)	18,410
	<hr/>
Total assets	\$ 3,122,920

LIABILITIES AND NET ASSETS

Accounts payable and accrued expenses	\$ 582,021
Deferred revenue (Note 5)	196,240
Accrued interest (Note 6)	52,000
Notes payable (Note 6)	1,261,521
	<hr/>
Total liabilities	2,091,782

Commitments and contingencies (Notes 7 and 8)

Net assets:

Unrestricted	934,463
Temporarily restricted (Note 8)	78,265
Permanently restricted (Note 4)	18,410
	<hr/>
Total net assets	1,031,138

Total liabilities and net assets \$ 3,122,920

See Notes to Financial Statements.

SAN DIEGO YOUTH AND COMMUNITY SERVICES, INC.

STATEMENT OF ACTIVITIES Year Ended June 30, 1998

	Temporarily Unrestricted	Permanently Restricted	Restricted	Totals
Support and revenues:				
Government agency contracts	\$ 4,924,18	\$ -	\$ -	\$4,924,184
Allocation from United Way	201,406	-	-	201,406
Contributions	376,755	55,000	-	431,755
Program services fees	30,905	-	-	30,905
Rental Income	103,889	-	-	103,889
Interest Income	7,871	-	1,167	9,038
Other revenue	86,501	-	-	86,501
Net assets released from restrictions (Note 9)	<u>56,735</u>	<u>(56,735)</u>	<u>-</u>	<u>-</u>
Total support and revenues	<u>5,788,246</u>	<u>(1,735)</u>	<u>1,167</u>	<u>5,787,678</u>
Expenses (Note 7):				
Program services:				
Institute of Youth and Community Development	2,073,385	-	-	2,073,385
Institute of Family Development	2,852,830	-	-	2,852,830
Housing	<u>140,042</u>	<u>-</u>	<u>-</u>	<u>140,042</u>
Total program services	<u>5,066,257</u>	<u>-</u>	<u>-</u>	<u>5,066,257</u>
Supporting services:				
General and administrative	657,634	-	-	657,634
Fundraising	<u>213,154</u>	<u>-</u>	<u>-</u>	<u>213,154</u>
Total supporting services	<u>870,788</u>	<u>-</u>	<u>-</u>	<u>870,788</u>
Total expenses	<u>5,937,045</u>	<u>-</u>	<u>-</u>	<u>5,937,045</u>
Change in net assets	(148,799)	(1,735)	1,167	(149,367)
Net assets:				
Beginning of the Year, as restated (Note 10)	<u>1,083,262</u>	<u>80,000</u>	<u>17,243</u>	<u>1,180,505</u>
End of the year	<u>\$ 934,463</u>	<u>\$78,265</u>	<u>\$18,410</u>	<u>\$1,031,138</u>

See Note to Financial Statements

SAN DIEGO YOUTH AND COMMUNITY Services, INC.

STATEMENT OF CASH FLOWS

Year Ended June 30, 1998

CASH FLOWS FROM OPERATING ACTIVITIES:

Changes in net assets	\$ (149,367)
Adjustments to reconcile change in net assets to net cash provided by operating activities:	
Depreciation	128,620
Endowment fund earnings	(1,167)
(Increase) decrease in assets:	
Receivables	(15,009)
Prepaid expenses and other assets	24,653
Increase In liabilities:	
Accounts payable and accrued expenses	118,346
Accrued Interest	<u>13,800</u>
Net cash provided by operating activities	<u>119,876</u>

CASH FLOWS FROM INVESTING ACTIVITIES:

Purchase of property and equipment	(148,778)
Purchase of certificate of deposit	<u>(105,162)</u>
Net cash (used by) Investing activities	<u>(253,940)</u>

CASH 'FLOWS FROM FINANCING ACTIVITIES:

Principal payments on notes payable	<u>(36,650)</u>
Net cash (used by) financing activities	<u>(36,650)</u>
Net (decrease) in cash	<u>(170,714)</u>

CASH AND CASH EQUIVALENTS:

Beginning of year	<u>225,710</u>
End of year	<u>\$ 54,996</u>

SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION:

Cash payments for Interest	<u>\$ 61,737</u>
----------------------------	------------------

See Notes to Financial Statements.

SAN DIEGO YOUTH AND COMMUNITY SERVICES, INC.

STATEMENT OF FUNCTIONAL EXPENSES

Year Ended June 30, 1998.

	Institute of Youth and Community Development	Institute Family Development	General Housing	Total Programs	General and Administration	Fundraising	1998 Combined Total
Salaries	\$ 948,101	\$ 1,312,002	\$ 37,159	\$ 2,297,262	\$ 352,816	\$ 121,900	\$ 2,771,978
Payroll taxes	91,319	115,920	2,962	210,201	48,828	11,915	270,944
Fringe benefits	75,038	97,360	3,013	175,411	54,311	10,566	240,288
Professional fees	2,000	-	-	2,000	38,662	-	40,662
Consultants/outside services	58,881	10,766	1,967	71,614	49,201	24,964	145,779
Subcontracts	549,321	104,470	-	653,791	-	-	653,791
Supplies	108,550	70,336	436	177,322	12,103	1,332	190,757
Special assistance to individuals	7,418	6,110	-	13,528	-	-	13,528
Insurance	26,118	14,434	18,935	59,487	3,416	-	62,903
Occupancy	23,115	54,602	17,000	94,717	2,134	-	96,851
Travel and transportation	29,026	42,062	503	71,591	25,545	-	97,136
Equipment rent and maintenance	18,606	87,395	8,793	114,794	5,594	-	120,388
Minor equipment	11,995	3,847	-	15,842	6,394	-	22,236
Foster care	2,367	734,204	-	736,571	-	-	736,571
Printing, dues and advertising	9,116	10,653	59	19,828	10,670	-	30,498
Special events and activities	2,787	8,109	-	10,896	-	39,977	50,873
Telephone	21,652	24,129	28	45,809	8,811	-	54,620
Interest	-	20,334	43,459	63,793	11,744	-	75,537
Other expenses	59,028	56,045	4,108	119,181	11,400	2,500	133,081
Depreciation	30,947	80,052	1,620	112,619	16,005	-	128,624
Total expenses	\$ 2,073,385	\$ 2,852,830	\$ 140,042	\$ 5,066,257	\$ 657,634	\$ 213,154	\$ 5,937,045

See Notes to Financial Statements.

SAN DIEGO YOUTH AND COMMUNITY SERVICES, INC.

NOTES TO FINANCIAL STATEMENTS

1. *NATURE OF THE ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES*

Nature of Activities

San Diego Youth and Community Services, Inc. (SDYCS) is a California non-profit corporation whose purpose is to provide charitable relief and human services for at-risk youth and their families.

These services and programs are funded through a combination of federal, state, county and city grants, and public donations. The accompanying financial statements reflect a combination of the separate accounts of the various programs of the agency.

Basis of Accounting

The financial statements have been prepared on the accrual basis in conformity with generally accepted accounting principles.

Financial Statement Presentation

SDYCS follows Financial Accounting Standards Board (FASB), Statement, No. 117, "Financial Statements of Not-for-Profit Organizations", for presentation of the financial statements. Statement 117 requires that net assets, support, revenue, gains, expenses and losses be classified as unrestricted, temporarily restricted, and permanently restricted as follows:

- Unrestricted net assets represent expendable funds available for operations, which are not otherwise limited by donor restrictions.
- Temporarily restricted net assets consist of contributed funds subject to donor imposed restrictions contingent upon specific performance of a future event or specific passage of time before SDYCS may-spend the funds.
- Permanently restricted net assets are subject to - Irrevocable donor restrictions requiring the assets be maintained in perpetuity - usually for the purpose of generating Investment Income to fund current operations.

Contributions

SDYCS follows FASB Statement No. 116, "Accounting for Contributions Received and Contributions Made", which establishes standards of accounting and reporting for contributions received and made. Contributions received as well as collectible unconditional promises to give are recognized in the period received. Contributions with donor-imposed restrictions are reported as temporarily or permanently restricted support. Temporarily restricted net assets are reclassified to unrestricted net assets when the donor restrictions are satisfied. Contributions received with donor imposed restrictions that are satisfied within the same reporting period are reported as unrestricted support in that period.

1. **NATURE OF THE ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Cash and Cash Equivalents

SDYCS considers all highly liquid investments with an Initial maturity of three months or less to be cash equivalents.

Land, Building and Equipment

SDYCS capitalizes acquisitions of land, building and equipment of \$500 or more. Land, buildings and equipment are recorded at cost for purchased items and fair value at the date of acquisition for donated items.

Contract Revenue and Deferred Revenue

The policy of SDYCS is to recognize revenue from all contracts to the extent of eligible costs incurred up to an amount not to exceed the total contract authorized. Deferred revenues result from revenue received from contracts that are applicable to the subsequent period.

Income Taxes

SDYCS is exempt from income taxes under Section 501(o)(3) of the Internal Revenue Code and Section 23701 (d) of the California Revenue and Taxation Code.

Functional Allocations and Expenses

The costs of providing various programs and other activities have been summarized on the functional basis in the statement of functional expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

Contributed Services

Volunteers have donated time to the SDYCS' programs and supporting services. No amounts have been reflected in the accompanying financial statements for such contributed services, as these services do not meet the criteria for recognition as contributions established by generally accepted accounting principles.

2. RECEIVABLES

Receivables consist of the following:

County of San Diego	\$ 284,261
AFDC	239,800
State agencies	205,168
Federal agencies	60,294
Other agencies	<u>56,830</u>
Total	<u>\$ 846,353</u>

3. LAND, BUILDINGS AND EQUIPMENT

Land, buildings and equipment consist of:

Land	\$ 1,107,064
Building and building Improvements	1,209,815
Equipment	122,180
Computer hardware	196,749
Vehicles	<u>114,880</u>
	2,750,688
Less accumulated depreciation	<u>685,560</u>
Total	<u>\$2,065,128</u>

Equipment acquired with grant funds is included above. However, the funding sources may have a reversionary interest in the equipment.

4. PERMANENT RESTRICTED NET ASSETS

SDYCS has an endowment fund established for its benefit with 'the San Diego Foundation. SDYCS does not have access to the principal and is not involved in the management of the fund. The Income is distributable to SDYCS, with the principal and gains remaining in the endowment fund in perpetuity. No distributions were received during the year ended June 30, 1998.

5. DEFERRED REVENUE

SDYCS received \$225,000 from the State of California for the Vision Achievement Mentoring (VAM) Partnership program and incurred \$28,760 in program expenses. The remaining balance of \$196,240 is recorded as deferred income.

6. NOTES PAYABLE

Notes payable consist of the following:

Notes payable, bank, aggregate monthly payments of \$2,186 including interest at 6.5 percent, balance due April 2008, secured by real estate	\$ 190,265
Note payable, bank, monthly payments of \$1,160 including interest at prime plus 3.75 percent (9.25 percent at June -30, 1998), balance due May 2010, secured by real estate	100,601
Notes payable, San Diego Housing Commission, interest accrues at 3 percent, due in September 2025 and July 2049, secured by real estate*	459,834
Note payable, financing company, monthly payments of \$3,643 including interest at prime plus 2.5 percent (8 percent at June 30, 1998), due September 1999, secured by real estate	481,921
Note payable, Redevelopment Agency of the City of San Diego, non-interest bearing, no monthly payments are required, due May 2015, secured by real estate*	<u>28,900</u>
	<u>\$ 1,261,521</u>

* *Residual receipt loans - no monthly payments are required if the facilities have expense in excess of revenues. However, if excess revenue is generated, payments on the note and accumulated interest are required.*

Current maturities on the above debt are as follows:

Year Ending June 30,	
1999	\$ 24,854
2000	496,822
2001	22,125
2002	23,776
2003	25,556
Thereafter	<u>668,388</u>
Total	<u>\$1,261,521</u>

7. **COMMITMENTS AND CONTINGENCIES**

Grants and Contracts:

SDYCS has grants and contracts with various organizations and government agencies, which are subject to audit. No provision has been made for any liabilities that may arise from such audits since the amounts, if any, cannot be determined. Any liability which may arise as the result of these audits is not believed to be material.

Redevelopment Agency of San Diego:

In 1994, SDYCS received \$500,000 from the Redevelopment Agency of San Diego, which was used to purchase the Wing Street facility. A condition of this funding requires SDYCS to continue to use the facility for its programs until 2049. However, if SDYCS does not meet this condition, the \$500,000 plus accrued interest at 3 percent is to be returned. Management intends to use the facility in its programs. Accordingly, the \$500,000 and \$60,000 of accrued interest through June 30, 1998 have not been reflected in the financial statements as a liability.

Leases:

SDYCS leases certain facilities under operating lease terms extending through 2003. Minimum lease obligations under such leases are as follows:

Years ending June 30,	
1999	\$ 34,070
2000	33,270
2001	31,890
2002	1,140
2003	<u>285</u>
Total	<u>\$ 100,655</u>

Rental expense for the year ended June 30, 1998 was \$28,380.

In addition, SDYCS also leases a facility from the City of San Diego for \$1 per year. The value of the lease has not been reflected in the accompanying financial statements as there is no objective basis to do so.

8. **TEMPORARILY RESTRICTED NET ASSETS**

Temporarily restricted net assets consist of the following:

Purpose or program restrictions:	
Storefront renovation project	\$ 64,000
Mid-City teen options program	<u>14,265</u>
	<u>\$ 78,265</u>

9. NET ASSETS RELEASED FROM RESTRICTIONS

Net assets were released from donor restrictions by incurring expenditures satisfying the restricted purposes as follows:

Storefront renovation project	\$ 16,000
Mid-City teen options program	<u>40,735</u>
	<u>\$ 56,735</u>

10. NET ASSETS AS PREVIOUSLY REPORTED FOR JUNE 30, 1997

Net assets for June 30, 1997 have been restated as follows:

	Unrestricted	Temporarily Restricted	Permanently Restricted	Totals
Net assets, as previously reported	\$ 782,125	\$ 80,000	\$17,243	\$ 879,368
Reclassification of temporarily restricted contribution previously recorded as note payable (Note 7)	500,000	-	-	500,000
Accounts receivable recorded in error	(68,166)	-	-	(68,166)
Depreciation expense not recorded	(92,497)	-	-	(92,497)
Accrued interest on notes payable	<u>(38,200)</u>	<u>-</u>	<u>-</u>	<u>(38,200)</u>
Net assets, restated	<u>\$ 1,083,262</u>	<u>\$ 80,000</u>	<u>\$ 17,243</u>	<u>\$ 1,180,505</u>

SAN DIEGO YOUTH AND COMMUNITY SERVICES, INC.

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS Year Ended June 30,1998

Federal Grantor/Pass-through Grantor/Program	Federal CFDA Number	Agency or Pass-through Number	Federal Expenditures
<u>U.S. Department of Health and Human Services</u>			
Runaway and Homeless Youth	93,623	09CY20790/01	\$ 112,500
Street Outreach	93,550	09Y02005/01	68,914
VIVA! Collaboration	93,660	90-CL-1158/02	117,333
Pass-through from County of San Diego:			
AFDC - Foster Family	93,658		1,616,728
AFDC - Group Home	93,658		<u>381,205</u>
			<u>1,997,933</u>
Subtotal - U.S. Department of Health and Human Services			<u>2,296,680</u>
<u>U.S. Department of Housing and Urban Development</u>			
Supportive Housing	14,235	CA16T90-1496-01	118,006
Pass-through from City of La Mesa			
Community Development Block Grant	14,219	97-133	4,380
Pass-through from City -of San Diego			
Enterprise Project	14,XXX	Benchmark 15	14,505
Pass-through from County of San Diego			
At Risk Youth - Early Intervention	14,XXX	SB 1050	8,840
Pass-through San Diego Housing Commission			
Transitional Living Grant	14,XXX	96-02	44,500
Pass-through from St. Vincent de Paul's			
Solution II	14,178	Solutions II	31,024
Solution IV	14,178	S4C215.YC	31,325
Solutions V- Coastal Outreach	14,178	CA16B960102-Coastal	88,814
Solutions V- Day Program for Teens	14,178	CA16B960102-Storefront	<u>58,109</u>
			<u>208,872</u>
Subtotal - U.S. Department of Housing and Urban Development			<u>399,103</u>
<u>Federal Emergency Management Agency</u>			
Pass-through Catholic Charities			
EFSP Phase XVI			<u>6,156</u>
<u>U.S. Department of Justice</u>			
Pass-through from State of California			
Project-SHAPE	16,540	JJ9703109369,806	
Project-SHAPE-Caesar Chaves	16,540	JJ9731093	<u>22,082</u>
Subtotal - U.S. Department of Justice			<u>91,888</u>
Total Expenditures of Federal Awards			<u>\$ 2,793,827</u>

NOTE: The schedule of expenditures of federal awards is prepared on the accrual basis of accounting.

REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Directors
San Diego Youth and Community Services, Inc.

We have audited the financial statements of San Diego Youth and Community Services, Inc. (SDYCS) (a non-profit organization) as of June 30, 1998, and have issued our report thereon dated January 7, 1999. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether San Diego Youth and Community Services, Inc.'s financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance that are required to be reported under *Government Auditing Standards* and which are described in the accompanying schedule of findings and questioned costs as item 98-1.

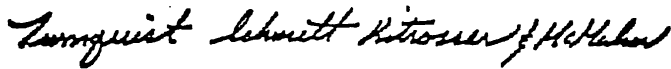
Internal Control Over Financial Reporting

In planning and performing our audit, we considered San Diego Youth and Community Services, Inc.'s internal control over financial reporting. In order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. However, we noted certain matters involving the internal control over financial reporting, and its operation that we consider to be reportable conditions. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in our judgment, could adversely affect San Diego Youth and Community Services, Inc.'s ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statements. Reportable conditions are described in the accompanying schedule of findings and questioned costs as item 98-1.

To the Board of Directors
San Diego Youth and Community Services, Inc.
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A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. Our consideration of the internal control over financial reporting control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, we consider the reportable condition mentioned above to be a material weakness. We also noted other matters involving the internal control over financial reporting, which we have reported to management of San Diego Youth and Community Services, Inc. in a separate letter dated January 7, 1999.

This report is intended for the information of the Board of Directors, management, and federal awarding agencies and pass-through entities. However, this report is a matter of public record and its distribution is not limited.



San Diego, California
January 7, 1999

**REPORT ON COMPLIANCE WITH REQUIREMENTS
APPLICABLE TO EACH MAJOR PROGRAM AND ON
INTERNAL CONTROL OVER COMPLIANCE WITH
ACCORDANCE WITH OMB CIRCULAR A -133**

To the Board of Directors
San Diego Youth and Community Services, Inc.

Compliance

We have audited the compliance of San Diego Youth and Community Services, Inc, with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement* that are applicable to its major federal program for the year ended June 30, 1998. San Diego Youth and Community Services, Inc.'s major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal programs is the responsibility of San Diego Youth and Community Services, Inc.'s management. Our responsibility is to express an opinion on San Diego Youth and Community Services, Inc.'s compliance based on our audit.

We conducted our audit of compliance in accordance with generally accepted auditing standards; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133. require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about San Diego Youth and Community Services, Inc.'s compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of San Diego Youth and Community Services, Inc.'s compliance with those requirements.

In our opinion San Diego Youth and Community Services, Inc. compiled, in all material respects, with the requirements referred to above that are applicable to its major federal program for the year ended June 30, 1998.

Internal Control Over Compliance

The management of San Diego Youth and Community Services, Inc. is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered San Diego Youth and Community Services, Inc. internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on the internal control.

We noted certain matters involving the internal control over compliance and its operation that we consider to be reportable conditions. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over compliance that, in our judgment, could adversely affect San Diego Youth and Community Services, Inc.'s ability to administer a major federal program in accordance with the applicable requirements of laws, regulations, contracts, and grants. Reportable conditions are described in the accompanying schedule of findings and questioned costs as item 98-1.

A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with the applicable requirements of laws, regulations, contracts, and grants that would be material in relation to a major federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. Our consideration of the internal control over compliance would not necessarily disclose all materials in the internal control that might be reportable conditions that are also considered to be material weaknesses. However, we consider the reportable condition mentioned above to be a material weakness.

This report is intended for the information of the Board of Directors, management, and federal awarding agencies and pass-through entities. However, this report is a matter of public record and its distribution is not limited.

Tommyquist Schmidt Peterson & Helgeson

San Diego, California
January 7, 1999

SAN DIEGO YOUTH AND COMMUNITY SERVICES, INC.

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

Year Ended June 30, 1998

A. SUMMARY OF AUDIT RESULTS

1. The auditor's report expresses an unqualified opinion on the financial statements of San Diego Youth and Community Services, Inc.
2. A reportable condition, which is considered a material weakness, was disclosed during the audit of the financial statements and is reported below in Part B.
3. No instances of noncompliance material to the financial statements of San Diego Youth and Community Services, Inc. were disclosed during the audit.
4. A reportable condition disclosed during the audit of the major federal award programs is reported below in Part C. The condition is considered a material weakness.
5. The Auditor's report on compliance for the major federal award programs for San Diego Youth And Community Services, Inc. expresses an unqualified opinion.
6. Audit findings relative to the major federal award program for San Diego Youth and Community Services, Inc., is reported in Part C of this schedule.
7. The Program tested as a major program included AFDC-Foster Family and Group Home-93.658.
8. The threshold for distinguishing Types A and B programs was \$300,000.
9. San Diego Youth and Community Services, Inc. is not considered a low-risk auditee.

SAN DIEGO YOUTH AND COMMUNITY SERVICES, INC.

SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED) Year Ended June 30, 1998

B. FINDINGS -- FINANCIAL STATEMENT AUDIT

Reportable Condition

98-1 Internal control policies and procedures

Condition: Due to turnover in the fiscal department, many of SDYCS' accounting policies and procedures were not consistently followed during the year ended June 30, 1998. As a result, bank reconciliations, general ledger account reconciliations, expense allocations and monthly financial statements were not completed on a timely basis.

Criteria: SDYCS' accounting policies and procedures require account balances to be reviewed for completeness, valuation, and allocation and then adjusted as necessary. Reconciliations and analysis should be prepared monthly to ensure accurate financial information and cost allocations. Financial statements should be prepared and reviewed by management on a timely basis.

Effect: Management did not have the timely financial information needed to make informed business decisions. Internal financial statements were not prepared on a timely basis resulting in: (1) ineffective and outdated budgets, (2) significant analysis of financial accounts at year-end, and (3) adjustments to financial statements.

Recommendations: Qualified staff should be hired to assist the fiscal department in implementing the existing fiscal policies and procedures. The staff should be evaluated and assigned responsibilities which are best suited to their experience and goals within the Organization. Monthly procedures should be enhanced to include checklists for each employee to ensure that the accounting system is followed consistently and accounts are maintained accordingly.

SAN DIEGO YOUTH AND, COMMUNITY SERVICES, INC.

SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)

Year Ended June 30, 1998

Auditee Response: For the year ended June 30, 1998, SDYCS agrees with the condition stated. In particular, the Agency agrees that the fiscal department was understaffed and/or undertrained throughout most of the fiscal year. SDYCS hired a new Executive Director November 17, 1997, who evaluated the fiscal operations with the assistance of the auditing firm. This resulted in the replacement of the existing Fiscal Director with a CPA as the new Fiscal Director on January 20, 1998. The new Fiscal Director noted the insufficient level of accounting expertise. There was significant turnover in the department and a restructuring to provide a higher level of expertise. In addition, SDYCS contracted with a "Big Five" accounting firm to assist in reconciling accounts and implementing existing policies and procedures. Due to the fact that hiring the new Fiscal Director, and restructuring the staff did not happen until well into the fiscal year, many of the policies and procedures could not be implemented on a timely basis. The situation was further complicated by the resignation of the new Fiscal Director in June of 1998 due to her husband's relocation. The "Big Five" accounting firm assisted in the hiring process and the current Fiscal Director began September 1, 1998. This Fiscal Director has over 20 years of accounting and finance experience and nine years as a CFO. The "Big Five" accounting firm has continued to provide accounting expertise to augment the expertise of the staff. This new team is implementing policies and procedures for fiscal year 1999.

Compliance: None.

C. FINDINGS AND QUESTIONED COSTS MAJOR FEDERAL AWARDS PROGRAM AUDIT

Reportable Condition

See 98-1

Compliance: None.

SAN DIEGO YOUTH AND COMMUNITY SERVICES, INC.

SUMMARY OF PRIOR YEAR FINDINGS

Year Ended June 30, 1998

	<u>Description</u>	<u>Current Year Status</u>
97-1	Failures in the Operation of the Internal Control Structure	See "Schedule of Finding" comment, 98-1 for the current year
97-2	Delinquent Federal Status Report filings	See "Schedule of Finding" comment, 98-1 for the current year

ATTACHMENT 9
WORK FORCE ANALYSIS FORMS

**SAN DIEGO HOUSING COMMISSION
 REPORT OF SAN DIEGO COUNTY WORKFORCE**

Occupational Category	Total Number of Employees		Caucasian Not Hispanic		African American Not Hispanic		Hispanic All Races		Asian/Pacific Islander Not Hispanic		Native American Not Hispanic		Filipino		Handicapped		Total Minority	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Executive, Administrative and Managerial	4	9	3	8	1												1	1
Professional Specialty	32	54	8	27	11	6	12	17		3	1	1					23	27
Technicians and Related Support	15	30	4	14	2	4	8	9	1	2		1					12	16
Sales																		
Administrative Support Services	3	11	3	3		3	1	5										8
Precision Production, Craft and Repair	2		1														1	
Machine Operators, Assemblers and Inspector																		
Transportation and Material Moving																		
Handlers, Equipment Cleaners, Helpers and Laborers																		
Totals	56	104	19	52	14	13	21	31	1	6	1	2					37	52

*See reverse side for Occupational Category List

San Diego Youth & Community Services
 Company Name

6/15/99
 Payroll Ending Date

**SAN DIEGO HOUSING COMMISSION
 REPORT OF SAN DIEGO COUNTY NONPROFIT CORPORATION**

Category/Titles of Board Members	Total Number of Board Members		Caucasian Not Hispanic		African American Not Hispanic		Hispanic All Races		Asian/Pacific Islander Not Hispanic		Native American Not Hispanic		Filipino		Handicapped		Total Minority	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
President	1				1												1	
Vice President	1	1	1	1														
Treasurer		1				1												1
Secretary		1		1														
Executive Comm Members-at-Large		3		2									1					1
Board Members	11	8	7	7	3	1							1				4	1
Totals	13	14	8	11	4	2							1	1			5	3

* List the title(s) of all nonprofit corporation board members (e.g. President treasurer, board member, etc.) and indicate the gender and minority composition of the board as required above. Please substitute titles of officers or board members as necessary.

NAME OF COMPANY: San Diego Housing Youth and Community Services TELEPHONE: (619) 221-8600
 ADDRESS: 3255 Wing Street, San Diego, CA 92110
 PREPARED BY: Elena Marin DATE: June 17, 1999