



Good Neighbors

# San Diego Housing Commission

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## AGENDA

### AGENDA 414

**Assistance for the Disabled:** Agendas, reports and records are available in alternative formats upon request. To order information in Braille, oversized print or voice cassette tape, or to arrange for a sign language or oral interpreter for the meeting, please call the City Clerk's office at least five days prior to the meeting at **533-4000 (voice) or 236-7012 (TT)**.

**Assistive Listening Devices (ALDs):** Are available from the City Clerk's Office prior to the meeting, and are to be returned at the end of the meeting.

**SAN DIEGO HOUSING COMMISSION  
AGENDA FOR THE REGULAR MEETING  
CITY ADMINISTRATION BUILDING  
DECEMBER 14, 1998  
9:00 A.M.  
202 C STREET, 12TH FLOOR  
SAN DIEGO, CALIFORNIA**

### **ITEMS**

**10    CALL TO ORDER**

(Arthur, Dick, Grinchuk, Hills, Oxberry, Steinke, and Tumminia)

**20    PUBLIC COMMENT**

At this time individual(s) may address the Commission on any subject in its area of responsibility on any matter not presently pending before the Commission.

Communications are limited to three minutes. Pursuant to the Brown Act, no action can be taken by the Commission. Please fill out a SPEAKER REQUEST FORM and submit it to the secretary prior to the meeting.

**30 COMMISSIONER COMMENTS**

**40 REPORT BY THE EXECUTIVE DIRECTOR**

**50 APPROVAL OF THE MINUTES**

The Minutes from the meeting of November 30, 1998 are not yet available for approval. They will be approved at the next Housing Commission meeting in January 1999.

**ADOPTION AGENDA - CONSENT**

Members of the public may cause an item to be pulled from the Consent Agenda by submitting a Speaker Request Form prior to the meeting. The item will then be discussed separately and public testimony taken.

**100 HCR98- 156 - San Diego Housing Commission 1999 Meeting Schedule (Citywide)**

**Recommendation:** Approve a Housing Commission meeting schedule for 1999.

**Fiscal Impact:** None.

**Previous Related Action(s):** None.

**101 HCR98- 163 - Application for FY2000 Community Development Block Grant (CDBG) Funds (Citywide)**

**Recommendation:** It is recommended that the Housing Commission authorize the Executive Director to:

- a. Apply to the City for up to 20 percent of the City's FY2000 Community Development Block Grant (CDBG) funds for affordable housing, in conformance with the City Council Policy 700-02;
- b. Execute a contract with the City for the amount allocated to the Commission and any additional amount, allocated to other agencies, which the Commission may be asked to administer on the City's behalf; and

- c. Execute contracts approved by General Counsel with other agencies receiving CDBG allocations which the City Manager may ask the Commission to administer.

**Fiscal Impact:** CDBG funds are an essential source of operating revenue for a number of the Commission's programs and for carrying out unfunded and underfunded mandates, such as administering the City's Consolidated Plan. It is not yet known how much the City's FY2000 grant will be, and the amount which the Commission receives may be substantially different from the amount requested. Therefore it is not possible to quantify fiscal impact at this point in the allocation process.

**Previous Related Action(s):** On June 25, 1996, the City Council revised Council Policy 700-02 "(Community Development Block Grant Program)" to target 20 percent of the annual CDBG entitlement for affordable housing purposes.

**102 HCR98-165 - Revocable Grant to Episcopal Community Services to Provide for Additional Units and Rehabilitation at "Safe Havens" Transitional Housing Project (Council District 2)**

**Recommendation:** It is recommended that the Housing Commission approve a \$148,200 revocable grant to Episcopal Community Services (ECS) to increase the number of units (to 18 from 16) and beds (to 25 from 22) and for rehabilitation at their transitional housing facility for the homeless at located at 1425 C Street. It is further recommended that the Executive Director be authorized to execute the grant documents, subject to the approval of General Counsel.

**Fiscal Impact:** The Housing Commission previously approved a \$226,150 loan for acquisition and rehabilitation. Approval of this recommendation would result in keeping the existing \$226,150 loan and adding a revocable grant of \$148,200; total Commission funds would be \$374,350. Sources and Uses and ECS's proforma forms are attached to the staff report as Attachment 1. An additional \$36,000 is to be provided by ECS (\$18,000 from the Department of Housing and Urban Development (HUD) funds and \$18,000 from City Community Development Block Grant (CDBG) funds).

**Previous Related Action(s):** On March 27, 1995 the Housing Commission approved a Housing Trust Fund Recommendation setting aside \$300,000 of FY95 Trust Fund Transitional Housing funds as matching funds in support of local proposals to be submitted to HUD for possible funding under HUD's

Supportive Housing Program (SHP). The proposals were developed by community agencies and submitted to HUD by the Housing Commission.

NOTE: All other previous related actions are delineated on Attachment 2 of the staff report.

**103 HCR98-166 - Proposed FY99 Budget Revision (Citywide)**

**Recommendation:** It is recommended that the Housing Commission recommend the following revisions in the Fiscal Year 1999 (FY99) Budget to the Housing Authority:

1. Additions/Deletions of new revenue sources netting \$1,336,292; and
2. Net additions of carryover funds totaling \$1,952,020, including unexpected Trust Funds of \$450,000 due to increased development activity and unexpected litigation settlement funds of approximately \$100,000 received at the end of the fourth quarter; and
3. Internal transfers of funding among budget lines. These changes will be accomplished by the transfer of funds within the budget and will not change the total budget.

**Fiscal Impact:** Approval of this action will result in an overall increase of \$3,288,312 in the current budget from \$108,048,210 to \$111,336,522.

**Previous Related Action(s):** On May 26, 1998, the Housing Authority approved the FY99 Budget in the amount of \$104,986,520. Subsequent budget amendments detailed on Attachment 2 have increased the budget by \$3,061,690 to \$108,048,210.

**104 HCR98-155 - Contract for Security Guard Services (Citywide)**

**Recommendation:** It is recommended that the Housing Commission authorize an award of a two-year contract, effective December 1, 1998 through November 30, 2000, with option to renew for one (1) additional year period, to Action Security and Investigation.

**Fiscal Impact:** The two-year contract for security guard services shall not exceed \$322,478. Due to the increase in cost of this service, the Executive Director has modified the FY99 Budget by (1) increasing Protective Services for Property Management Occupancy by \$33,900 funded from Public Housing Reserves and (2) increasing Facilities Management by \$3,540 from a transfer of Contingency Reserves.

**Previous Related Action(s):** On June 19, 1998, the Housing Authority authorized an agreement for security guard services with Custodial Guard Services, Inc., for the period August 1, 1997 through June 30, 1998, with options to renew for two (2) additional year periods.

**CLOSED SESSION**

It is anticipated that the San Diego Housing Commission will recess on Monday, November 30, 1998 into Closed Session with the following agenda:

- I. Conference with Legal Counsel - existing litigation, pursuant to California Government Code Section 54956.9(a) and 54954.5(c):
  - (a) San Diego Housing Commission v. Delta Associates, a sole proprietorship; William Givens, an individual; and Does 1 through 50, inclusive  
San Diego Municipal Court Case No: 604457
  - (b) San Diego Housing Commission v. Menlo Estates, a California general partnership; Gregory Norcop, an individual; and Does 1 through 50, inclusive  
San Diego Municipal Court Case No.: 598273
  - (c) Hidden Valley Construction v. San Diego Housing Authority  
San Diego Superior Court Case No.: 704467
- II. Conference with Legal Counsel - anticipated litigation pursuant to Government Code Section 54956.9(c) and 54954.5(c):
  - (a) More than (1) matter.
- III. Conference with Real Property Negotiator - Pursuant to California Government Code Section 54954.5(b) and 54956.8:

Property: Skyline/Woodman (vacant property owned by SDHC)

Negotiating Parties: Elizabeth Morris and Pat Getzel for the San Diego Housing Commission; and William Jones for Woodman Estates, LLC, whose co-developers are Patrick Property Services and and Citylink Investment Corporation, for prospective purchaser.

Under Negotiation: Terms and Price

IV. Adjournment of Closed Session.

V. Announcement of action taken in Closed Session.

**ADJOURNMENT**

ATTACHMENTS: Attachment A - *Informational Reports Issued During Calendar 1998*

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**Attachment "A"**

**INFORMATIONAL REPORTS ISSUED DURING CALENDAR YEAR 1998**

<b>REPORT #</b>	<b>NAME</b>	<b>DATE ISSUED</b>
HCR98-002	First Quarter FY98 Budget Status Report	1/13/98
HCR98-006	Notices of Settlement of Pending Litigation, Quarter 2FY98 (Citywide)	1/13/98
HCR98-012	Public Comment Period for FY97 Consolidated Plan Amendment	1/16/98
HCR98-010	Clarification of Various Reserves in the Audit Reports and Budget	1/22/98
HCR98-014	Status Report on the Maya Apartments	1/27/98
HAR98-004	Fiscal Year 1997 Audit Reports and Clarification of Reserves	1/29/98
HCR98-020	Multifamily Bond Program - Annual Update	2/11/98
HCR98-026	Second Quarter Equal Opportunity and Small Contracts Status Report	2/27/98
HCR98-024	Status of Loan Portfolio - Second Quarter Fiscal Year 1998	3/2/98
HCR98-035	Budget Status Report - Second Quarter FY98	3/18/98
HCR98-043	Program Progress Report, Quarter 2 FY98 (Citywide)	4/7/98
HCR98-040	Notices of Settlement of Pending Litigation, Quarter 3 FY98 (Citywide)	4/7/98
HCR98-062	Quarter 3, FY98 Activity Performance Report	5/15/98
HCR98-061	3rd Quarter FY98 Budget Status Report	5/15/98
HCR98-053	Loan Funding and Default Status Report, Third Quarter, FY98	5/15/98
HCR98-090	Notices of Settlement of Pending Litigation, Quarter 4 FY98	7/24/98
HCR98-099	Activity Performance Report, Quarter 4, FY98	8/17/98
HCR98-097	Annual Report of FY98 Collection Write-offs	8/17/98
HCR98-103	Status of Loan Portfolio, Fourth Quarter Fiscal	8/17/98
HCR98-101	Semi-Annual Equal Opportunity and Small Contracts Status Report for the Second Half of Fiscal Year 1998	8/26/98
HCR98-105	Annual Report - Section 8 Terminations	8/26/98
HCR98-120	Annual Report on the Housing Commission Mobile Home Mediation/Communication Policy (Citywide)	10/2/98
HCR98-133	Housing Trust Fund FY98 Annual Report (July 1, 1997 through June 30, 1998), (Citywide)	10/2/98
HCR98-114	Report on Travel and Training Expenses for Fiscal Year 1998	10/2/98
HCR98-152	Activity Performance Report - Quarter 1, FY99	11/20/98
HCR98-151	Notice of Settlement of Pending Litigation, Quarter 1, FY99	11/20/98
HCR98-136	Completion and Distribution of the City's Fiscal Year 1998 (FY98) Consolidated Plan Performance Report	11/20/98
HCR98-149	Status Report on Expediting Plan for Non-Profit Developers	11/20/98
HCR98-147	Loan Fundings and Default Status Report - 1st Quarter Fiscal Year 1999 (Citywide)	12/11/98