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# SAN DIEGO HOUSING COMMISSION

# AGENDA

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## AGENDA 384

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**SAN DIEGO HOUSING COMMISSION  
AGENDA FOR THE REGULAR MEETING  
APRIL 21, 1997  
9:00 A.M.  
CITY ADMINISTRATION BUILDING  
202 C STREET, 12TH FLOOR  
SAN DIEGO, CALIFORNIA**

### **ITEMS**

**10 CALL TO ORDER**

(Akili, Arthur, Dick, Macias, Oxberry, Tumminia, and Nottley)

**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**

Approval of the Minutes of March 27, 1997.

**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**    **HCR97-047 - Performance of Classification and Compensation Studies**

**Recommendation:** Acknowledge the authority of the Executive Director to execute contracts under \$50,000 to include Classification and Compensation Studies not to exceed fiscal year budgeted amounts. Study results and recommended implementation will be brought to the Board for approval.

**Fiscal Impact:** The proposed FY98 Budget includes \$30,000 for a Classification and Compensation Study. Procurement Policies authorize the Executive Director to award contracts not to exceed \$50,000.

**101**    **HCR97-042 - Waiting List Implementation Plan and Budget Revision (Citywide)**

**Recommendation No. 1:** Approve the Implementation Plan outlined in Attachment 1 of the staff report for the Waiting List's "Job Training/Looking for Work" preference.

**Fiscal Impact No. 1:** The fiscal impact is unknown at this time. The implementation of this procedure will incur administrative costs resulting from the staff time needed to verify the preference. However, it is unknown if the cost will be more or less than the current cost of verifying Federal Preferences.

**Recommendation No. 2:** Approve the \$31,425 budget revision for funding the cost of updating the waiting list, which is an increase of \$7,425 over the estimated cost of \$24,000 submitted in the November 18, 1996 Housing Commission Board Report (HCR96-198).

**Fiscal Impact No. 2:** There will be an increase in costs as shown on Attachment 2 of the staff report. The costs can be provided by transferring Reserves to Rental Assistance.

**102 HCR97-050 - Contract for Educational and Diversionary Services (Council District 8)**

**Recommendation:** Authorize the Executive Director to execute a contract agreement with Barrio Station for Educational and Diversionary Services for the period April 14, 1997 to January 15, 1998.

**Fiscal Impact:** Funding for this contract is included in the Public Housing Drug Elimination Grant #7, which was awarded October 15, 1996. No local funds are required.

**103 HCR97-043 - Status Report for Loans Either Due and Payable or Reverting to Monthly Payments (Citywide)**

**Recommendation:** Accept the Executive Director's report identifying all loans that will become due and payable during Calendar 1997, which includes loans that were deferred and are reverting to monthly payments.

**Fiscal Impact:** None with this action.

**Previous Related Action(s):** On July 8, 1996, the Housing Commission recommended approval of the Housing Commission Loan Restructuring and Modification Policy No. 600.104 and on September 17, 1996, the Housing Authority adopted the policy.

**104 HCR97-056 - Converting Portion of Loan for "Villa Rica" to Grant (Council District 7)**

**Recommendation:** Approve and recommend Housing Authority approval to convert to a grant \$146,685 of a previously approved \$800,000 loan to Urban Council Development, Incorporated (UCDI) for development of a 70-unit apartment complex affordable to very low income seniors.

**Fiscal Impact:** Under the rules of HUD's Section 202 program, which will provide most of the project's funding, both principal and interest on the Commission's loan are deferred for 40 years. Thus, although converting a portion of the loan to grant will mean less funds repaid to the Commission in the long run, there is no short-term fiscal impact.

**105 HCR97-057 - Project Support Grant for San Diego Community Housing Corporation**

**Recommendation:** Provide a Housing Trust Fund Capacity Building Program Project Support Grant to San Diego Community Housing Corporation (SDCHC) in conjunction with the acquisition and rehabilitation of 3845 Winona Avenue.

**Fiscal Impact:** This action would result in the expenditure of \$10,000 in Housing Trust Fund Capacity Building Program funds. For FY97, \$400,000 was reserved for Capacity Building activities; of this amount, \$238,010 is available.

**106 HCR97-039 - Funding Recommendations Under Housing Trust Fund Request for Proposals for First-Time Homebuyer Programs (Districts 3, 4, 7)**

**Recommendations:** The Loan Committee recommends the following actions:

1. Commit \$110,000 (plus \$10,000 for administration) for use by homebuyers using the San Diego Urban League's Rebuilding Our Own Neighborhoods (REBOUND) Program; and
2. Commit \$130,000 (plus a grant of \$13,000 for administration) to San Diego Neighborhood Housing Services' Home Ownership Opportunities Program (HOOP).

**Fiscal Impact:** Approval of these recommendations will result in the expenditure of up to \$253,000 in FY97 Housing Trust Fund First Time Homebuyer Program funds.

**107 HCR97-025 - Lease of the Del Mar Apartments - 2172 Front Street (Council District 3)**

**Recommendations:** It is recommended that the Housing Commission approve operation of the Del Mar Apartments as housing for very low income persons, and very low income persons with mental illness, by recommending Housing Authority approval of the following actions:

1. Authorize the Executive Director of the Housing Commission to execute a ten-year lease, with provisions for extensions to a maximum lease term of fifty-five years, with a partnership of The Association for Community Housing Solutions (TACHS) and A Community of Friends (ACOF) for operation of twenty-two units of rental housing for very low-income independent residents with mental illness and eleven units of rental housing for other very low-income residents;

2. Approve a secured loan of \$195,449, in a form acceptable to the Executive Director and Legal Counsel, to TACHS/ACOF for predevelopment expenses, tenant improvements, marketing costs, furnishings and developer fee;

3. Approve a secured loan of \$119,872 for capitalized operating and replacement reserves; \$90,000 to remain with the Commission and \$29,872 drawn upon project implementation; any unused reserves would be returned to the Commission after one year; and,

4. Authorize the Executive Director to implement an estimated \$1,400,000 of a U.S. Department of Housing and Urban Development (HUD) award of \$2,499,840 of Shelter Plus Care (S+C) funds for the project and enter into a S+C contract with TACHS/ACOF.

**Fiscal Impact:** Funding of the proposed project would result in an expenditure of up to \$315,321 of FY96 Housing Trust Funds. Implementation of the S+C award would result in an estimated expenditure of \$1,400,000 of FY97 S+C funds.

**108 HCR97-063 - Administrative Cost Study**

**Recommendation:** Accept the independent auditor's report on administrative costs reflecting the rate for combined direct and indirect administrative costs at approximately 7.7 percent.

**Fiscal Impact:** None

**109 HCR97-055 - Proposed Fiscal Year 1998 Budget**

**Recommendation No. 1:** Review and recommend Housing Authority adoption of the Fiscal Year 1998 (FY98) Budget as proposed.

**Fiscal Impact No. 1:** Approval of the proposed FY98 Budget of \$101,246,234 will provide funds for the Agency to pursue the goals and objectives outlined in the proposed Budget document.

**Recommendation No. 2:** Recommend that the Housing Authority continue to delegate authority to the Housing Commission to amend the FY98 Budget, consistent with policies, programs and activities approved by the Housing Authority, regarding:

(a) Addition of any unprojected funds not to exceed \$100,000, which are made available during the course of the year;

- (b) Transfer of funds of less than \$250,000 among line items within the FY98 Budget that do not impact the overall size of the Agency's annual budget;
- (c) Addition of funding resulting from applications submitted with the approval of the Housing Authority.

**Fiscal Impact No. 2:** None with this action.

**Recommendation No. 3:** Continue to delegate limited authority the Executive Director to amend the FY98 Budget, consistent with policies, programs and activities approved by the Housing Authority, by:

- (a) Addition of funding resulting from applications submitted with the approval of the Housing Commission;
- (b) Addition of up to \$50,000 available from other sources;
- (c) Transfer of funds of less than \$50,000 among line items within the FY98 Budget that do not impact the overall size of the Agency's annual budget.

**Fiscal Impact No. 3:** None with this action.

## **ADJOURNMENT**