

**HOUSING AUTHORITY
OF THE CITY OF SAN DIEGO
SPECIAL MEETING MINUTES
MONDAY, FEBRUARY 7, 2011**

The Special Housing Authority Meeting was called to order at 2:03 p.m.

ATTENDANCE

Councilmembers Lightner, Council President Pro Tem Faulconer, Gloria, Council President Young, DeMaio, Zapf, Emerald, and Alvarez were present.

Adoption:

1. Approval of the minutes of:

January 11, 2011 Regular Meeting

MOTION BY COUNCILMEMBER DEMAYO TO APPROVE THIS ITEM. SECONDED BY COUNCILMEMBER GLORIA AND CARRIED BY A UNANIMOUS VOTE OF 8-0.

2. HAR11-003- Application for Mortgage Credit Certificate Allocation

That the Housing Authority approve the submission of an application and payment of the required deposits by the Housing Commission to the California Debt Limit Allocation Committee (CDLAC) for an MCC allocation of up to \$25 million during calendar year 2011.

No staff report was requested.

Councilmember Gloria thanked staff for the excellent work done on the program and stated he was happy to move the item.

MOTION BY COUNCILMEMBER GLORIA TO APPROVE THIS ITEM. SECONDED BY COUNCILMEMBER EMERALD AND CARRIED BY A UNANIMOUS VOTE OF 8-0.

3. HAR11-007- Award of Contract to NorthMarq Realty Services, Inc.

1) Approve NorthMarq as service provider/broker for procurement of permanent financing on any Housing Commission current or to be acquired properties.

2) Allow NorthMarq to engage any of the financial institutions listed in their response to the Housing Commission's RFP according to the proposed payment terms referenced in Exhibit 1.

3) Authorize the President and Chief Executive Officer of the Housing Commission ("CEO"), or designee, to execute the contract prepared by General Counsel (Attachment 1), and all other necessary documents. In addition, the CEO, or designee, is authorized to execute engagement letters with any lender selected for any particular loan, as approved by the CEO and General Counsel, based upon the parameters referenced within Exhibit 1.

Debbie Ruane, Vice President of Real Estate and Emmanuel Arellano, Sr. Program Analyst along with one of SDHC's Procurement Analyst answered questions from Members of the Housing Authority.

Councilmember Gloria asked questions regarding the competitive bid process used by the Commission. He also asked how much NorthMarq would make as a result of the contract.

Councilmember Lightner asked questions regarding the leveraging of cash acquisitions in relation to the finance plan. She asked a variety of question surrounding the scope of NorthMarq's work and what NorthMarq's total compensation was to date.

MOTION BY COUNCILMEMBER GLORIA TO APPROVE THIS ITEM. SECONDED BY COUNCILMEMBER EMERALD AND CARRIED BY A UNANIMOUS VOTE OF 8-0

4. HAR11-004- Property Management Services Contract for Mariners Village

That the Housing Authority:

- 1) Approve a Contract with Hyder & Company for the property management of Mariners Village Apartments for a total amount not to exceed \$671,416 which equates to \$82,260 or \$40/unit/month in management fees plus \$527,818 in reimbursable expenses (vendors, utilities, etc.).
- 2) Authorize the President and Chief Executive Officer ("CEO") of the San Diego Housing Commission ("Housing Commission"), or designee, to execute the Contract in a form approved by General Counsel.
- 3) Approve a revision adding \$1,106,962 of rental and other income to the FY2011 current budget of \$500,000. This revision will bring the total income expected in FY2011 to \$1,606,962. Of the \$1,106,962 being added to the budget, \$178,027 will be budgeted for management of Mariners Village Apartments from March 15 through June 30, 2011 and the \$928,935 remaining balance will be added to reserves for FY2011 contingency and FY2012 property management costs.

No staff report was requested.

Council President Young thanked the Commission for all of their work done in District 4.

MOTION BY COUNCILMEMBER GLORIA TO APPROVE THIS ITEM. SECONDED BY COUNCIL PRESIDENT PRO TEM FAULCONER AND CARRIED BY A UNANIMOUS VOTE OF 8-0.

Adjournment

Council President Young adjourned the Special Meeting at 2:13 p.m.