

**HOUSING AUTHORITY  
OF THE CITY OF SAN DIEGO  
REGULAR MEETING MINUTES  
TUESDAY, JULY 31, 2012**

**The Regular Housing Authority Meeting was called to order at 4:55 p.m.**

**ATTENDANCE**

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

**Adoption Agenda:**

- 1. HAR12-036 – Renewal and Amendment of Memorandum of Understanding between City of San Diego and San Diego Housing Commission for Provision of Homeless Shelter Services**

**CITY COUNCIL COMPANION ITEM**

That the Housing Authority of the City of San Diego (“Housing Authority”) and San Diego City Council (“City Council”) approve renewal and amendment of the Memorandum of Understanding (“MOU”) between the City of San Diego (“City”) and San Diego Housing Commission (“Commission” or “Housing Commission”) regarding the provision of homeless shelter services, and approve revision and amendment of specific terms of the MOU, as well as the following actions:

**Recommended City Council Actions**

- 1) That paragraph 16 of Council Policy 700-02 is waived so that a portion of future allocations of CDBG funding from HUD pertaining to public services shall be set aside to cover the expense of operating the Center, Cortez Family Shelter, Veterans Winter Shelter, and Connections Housing, without any requirement of matching funds to the extent such funds are available each fiscal year and approved for such use by the City Council.
- 2) That the Second Amendment to the MOU between the City and the Commission in the form attached to the City Council Report is approved.
- 3) That the Chief Financial Officer is authorized to appropriate and expend \$550,000 from the General Fund to the San Diego Housing Commission in Fiscal Year 2013 for the oversight and management of the operation of the Neil Good Day Center as set forth in Section 2 of the MOU, which amount is to be provided to the San Diego Housing Commission as an advance on the first quarterly payment with subsequent quarterly advances provided only upon proper submittal of adequate documentation of expenditures for the prior quarter as determined by the City’s Community Development Block Grant (“CDBG”) program staff, which payment procedure is set forth in more detail in the Second Amendment to the MOU, contingent upon the Comptroller certifying that funds are available.
- 4) That the Chief Financial Officer is further authorized to appropriate and expend revenue to the San Diego Housing Commission from the General Fund appropriated by the City Council for the purposes set forth in Section 2 of the MOU, contingent upon approval of

the Appropriations Ordinance for the given fiscal year and the Chief Financial Officer certifying that funds are available.

- 5) That the Mayor or a designee is authorized to execute the Second Amendment to the MOU, a copy of which is attached hereto as Document No. 307656.
- 6) That so long as the only change to the MOU is an amendment renewing the MOU, that renewal may be executed by the Mayor or a designee. Should either party propose additional changes, those changes shall be subject to approval of the San Diego City Council.

#### Recommended Housing Authority Actions

- 1) That the Second Amendment to the MOU between the City and the Commission in substantially the form attached hereto is approved.
- 2) That the President & Chief Executive Officer ("President & CEO") of the Housing Commission, or designee, is authorized to execute the Second Amendment to the MOU, a copy of which is attached hereto, in a form approved by General Counsel.
- 3) That the Commission is authorized to enter into a month-to-month contract effective July 1, 2012, as approved by General Counsel with Alpha Project in an amount not to exceed \$500,000 for the operation of the Neil Good Day Center in Fiscal Year ("FY") 2013, but only until such time as an operator for the Neil Good Day Center has been procured by the Commission using a competitive bid process, at which time the month-to-month contract with Alpha Project will terminate.
- 4) That the President & CEO of the Housing Commission, or designee, is authorized to execute the month-to-month contract, with Alpha Project, in a form as approved by the General Counsel of the Housing Commission.
- 5) That the President & CEO of the Housing Commission is authorized to enter into a contract with the operator selected as a result of the Commission's RFP for the balance of FY 2013, using the balance of the funds appropriated for the operation of Neil Good Day Center for FY 2013 and that such contract shall contain four (4) one-year options, exercisable by the Commission in its sole discretion, to extend services for subsequent fiscal years, dependent upon funding availability.
- 6) Approving this action will further give the President & CEO, or designee, the authority to make funding reallocations from SDHC reserves to SDHC Local Funds in the amount of \$402,000 to fund the Single Adult Winter Shelter and that the \$550,000 in General Funds are substituted for \$550,000 CDBG Funds in the FY 2013 Housing Authority Approved Budget, and the President & CEO is further authorized to substitute the planned funding sources with other funding sources available, should the operational need arise and/or should such action be to the benefit of the San Diego Housing Commission and its mission. Any funding substitutions will be memorialized and ratified in an Informational Report at the next Housing Commission Board Meeting.

MOTION BY COUNCILMEMBER ALVAREZ TO APPROVE THIS ITEM AS AMENDED.  
SECONDED BY COUNCILMEMBER GLORIA AND CARRIED BY A UNANIMOUS VOTE  
OF 7-0 WITH COUNCILMEMBER EMERALD ABSENT.

#### Adjournment

**Council President Young adjourned the Regular Meeting at 4:55 p.m.**