



# REPORT TO THE HOUSING AUTHORITY OF THE CITY OF SAN DIEGO

**DATE ISSUED:** March 7, 2024

**REPORT NO:** HAR24-008

**ATTENTION:** Chair and Members of the Housing Authority of the City of San Diego  
For the Agenda of April 22, 2024

**SUBJECT:** Revisions to the Previously Approved Housing Authority Resolutions HA-1882 and HA-1924 That Authorized the San Diego Housing Commission to Submit an Application for State of California CalHome Program Funds

**COUNCIL DISTRICT:** Citywide

## **REQUESTED ACTION**

Approve revisions to the previously approved Housing Authority Resolutions HA-1882 and HA-1924 that authorized the San Diego Housing Commission to submit an application to the California Department of Housing and Community Development for up to \$5 million in funding from the CalHome General Program in support of the First-Time Homebuyer Program, to comply with the State of California Department of Housing and Community Development's request to change the resolution.

## **STAFF RECOMMENDATION**

That the Housing Authority of the City of San Diego (Housing Authority) take the following actions:

- 1) Approve revisions to the previously approved Housing Authority Resolutions HA-1882 and HA-1924 (Attachments 1 and 2) that authorized the San Diego Housing Commission's (Housing Commission) President and Chief Executive Officer (President and CEO), or designee, in a form of an amended resolution, a revised resolution, or a new resolution, or such other form of resolution, as determined by the office of the City Attorney, to apply to the California Department of Housing and Community Development (HCD) for up to \$5 million in CalHome Program funds.
- 2) Affirm that Lisa Jones, President and CEO of the San Diego Housing Commission, or designee, is authorized to execute all documents and instruments that are necessary and/or appropriate to implement these approvals, and to take such actions as are necessary and/or appropriate to implement these approvals as previously approved in Resolutions HA-1882 and HA-1924.
- 3) Authorize such budget amendments as are necessary to allow for the utilization of any CalHome Program Funds.

## **SUMMARY:**

On August 31, 2020, HCD issued a Notice of Funding Availability (NOFA) for several activities, including First-Time Homebuyer Mortgage Assistance. Funding under this NOFA is provided from the Affordable Housing Bond Act Trust Fund of 2018. The deadline for applications under this NOFA was October 29, 2020.

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Revisions to the Previously Approved Housing Authority Resolutions HA-1882 and HA-1924 That Authorized the San Diego Housing Commission to Submit an Application for State of California CalHome Program Funds  
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On October 27, 2020, the Housing Authority authorized the Housing Commission to submit an application for \$5 million in funding through this NOFA (Report No. HAR20-038. Resolution No. HA-1882). The Housing-Authority-approved resolution conformed to the HCD resolution requirements at the time. The Housing Commission submitted an application for funding before the NOFA deadline.

On June 4, 2021, HCD announced the awardees. The Housing Commission received an award of \$4,079,250. Funding under this CalHome award has been deployed through the Housing Commission's existing First-Time Homebuyer Program.

On July 19, 2021, HCD staff asked the Housing Commission to revise section three of the previously approved Housing Authority Resolution to expressly state the name(s) and title(s) of the persons authorized to sign the Standard Agreement and Monitoring Agreement and to remove the language "as approved by the Housing Commission General Counsel." An HCD representative confirmed to the Housing Commission by email on July 27, 2021, that the proposed revised Section 3 of the resolution as shown below fulfilled HCD's request at that time.

Section 3 of the previously approved resolution:

3. The President & CEO, or designee, is authorized to take such actions and to execute such documents, as approved by the Housing Commission General Counsel and to execute in the name of the Housing Commission, the application, the Standard Agreement, and any subsequent amendments or modifications thereto, as well as any other documents required by HCD for participation in the CalHome Program, and any amendments thereto.

Revised Section 3 of the resolution:

3. Richard C. Gentry, the President & CEO of the San Diego Housing Commission, or his designee, is authorized to take such actions and to execute in the name of the San Diego Housing Commission, the application, the Standard Agreement, and any subsequent amendments or modifications thereto, as well as any other documents required by HCD for participation in the CalHome Program, and any amendments thereto.

At the time of the Housing Authority's approval of Resolution HA-1882 on October 27, 2020, and Resolution HA-1924 on October 5, 2021, the Housing Commission's President and CEO was Richard C. Gentry. Mr. Gentry resigned, effective March 31, 2022. On March 15, 2022, the Housing Authority appointed Jeff Davis to serve as Interim President and CEO, effective April 1, 2022 (Resolution HA-1939). On December 12, 2023, the Housing Authority appointed Lisa Jones to be the Housing Commission's President and Chief Executive Officer, effective December 13, 2023 (Resolution HA-1997). Jeff Davis' title changed to Deputy Chief Executive Officer.

The Housing Commission's ability to use the awarded CalHome funds was delayed eight months after the funds were awarded because of HCD-required actions. These included the aforementioned HCD requirement for the previously approved Housing Authority resolution to be revised to specifically identify Richard C. Gentry by name as the Housing Commission's President and CEO, as well as HCD

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revisions to the required program guidelines and checklists, which were necessary to execute a monitoring agreement with HCD.

The Housing Commission’s agreement with HCD for expenditure of the awarded CalHome funds expires May 25, 2024. The Housing Commission anticipates fully utilizing all the CalHome funds awarded to the Housing Commission through HCD’s August 31, 2020, NOFA by May 25, 2024. However, as a precaution because the number of anticipated First-time Homebuyer mortgage applications is unknown, the Housing Commission requested that HCD amend the terms of the agreement to extend the time by which the funds must be utilized. The amended agreement would extend the deadline by six months to November 25, 2024.

On January 19, 2024, Housing Commission President and CEO Lisa Jones signed a “Designation of Authority,” designating Deputy CEO Jeff Davis to act on her behalf when she is unavailable or out of the office. On February 28, 2024, Deputy CEO Jeff Davis signed the amended agreement with HCD on behalf of the Housing Commission (Attachment 3). The amended agreement was submitted to HCD on February 28, 2024. The next day, February 29, 2024, HCD directed the Housing Commission by email to submit an updated resolution with the Housing Commission’s current CEO as the authorized representative for documents for these CalHome funds.

**FISCAL CONSIDERATIONS:**

At the time of the original Housing Authority action on October 27, 2020, that authorized the application for CalHome funds, the Housing Commission anticipated that approving this action would provide homeownership assistance to approximately 60 families, based upon the Fiscal Year 2020 average homeownership assistance of \$66,624 per household. It would also increase the Housing Authority-approved Fiscal Year (FY) 2022 Housing Commission Budget by \$5,000,000; however, it would not affect the program-specific budget for the First-Time Homebuyer Program because these funds would be substituted for other funding sources.

The sources and uses approved by the October 27, 2020, Housing Authority action were as follows:

SOURCES		USES	
CalHome Award	\$5,000,000	FTHB Deferred Payment Loans	\$4,500,000
-	-	Administration	\$ 500,000
<b>Total</b>	<b>\$5,000,000</b>	<b>Total</b>	<b>\$5,000,000</b>

Since HCD’s award of \$4,079,250 to the Housing Commission on June 4, 2021, the Housing Commission has expended \$3,357,122 of these funds to provide deferred-payment loans that have assisted 43 first-time homebuyers. The Housing Commission anticipates expending the remaining \$722,128 to assist additional first-time homebuyers by May 25, 2024, and no later than November 25, 2024.

**EQUAL OPPORTUNITY CONTRACTING AND EQUITY ASSURANCE**

The California Department of Housing and Community Development’s (HCD) mission is to promote safe, affordable homes and strong vibrant communities throughout California. HCD is focused on efforts to address decades of housing underproduction and the increasing impacts of climate change by making strategic investments that can quickly provide housing at scale and simultaneously catalyze economic

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development.

### **HOUSING COMMISSION STRATEGIC PLAN**

This item relates to Strategic Priority Area No. 1 and No. 2 in the Housing Commission's Strategic Plan for Fiscal Year (FY) 2022-2024. Strategic Priority Area No. 1: Increasing and Preserving Housing Solutions. Strategic Priority Area No. 2: Helping Families Increase Opportunities for Self-Sufficiency and Quality of Life.

### **PREVIOUS COUNCIL and/or COMMITTEE ACTION**

On January 7, 2020, June 24, 2014, March 5, 2013, November 15, 2011, June 15, 2010, April 17, 2007, September 9, 2003, and January 30, 2001, the Housing Authority authorized an application to HCD for CalHome Program funds. The last two applications in 2014 and early 2020 did not result in a funding award.

Housing Authority Resolution HA-1882, passed on October 27, 2020, authorized an application that resulted in an award of \$4,079,250 in CalHome program funds to the San Diego Housing Commission.

Housing Authority Resolution HA-1924, passed on October 5, 2021, modified Resolution HA-1882, as directed by HCD.

On March 15, 2024, the Housing Commission Board of Commissioners voted 6-0 to recommend that the Housing Authority take the staff-recommended actions in this report.

### **ENVIRONMENTAL REVIEW:**

This activity is not a project pursuant to CEQA Guidelines Section 15378(b)(5) as it is an organizational or administrative activity of government that will not result in direct or indirect physical changes in the environment. Thus, this activity is not subject to CEQA pursuant to CEQA Guidelines Section 15060(c)(3). Processing under the National Environmental Policy Act is not required as no federal funds are involved in this action. The parties agree that the provision of any federal funds as the result of this action is conditioned on the City of San Diego's final NEPA review and approval.

Respectfully submitted,

*Sujata Raman*

Sujata Raman

Vice President, Single-Family Housing Finance

Real Estate Division

Approved by,

*Jeff Davis*

Jeff Davis

Deputy Chief Executive Officer

San Diego Housing Commission

- Attachments: 1) Housing Authority Resolution HA-1882  
2) Housing Authority Resolution HA-1924  
3) Standard Agreement – Amendment  
4) California Department of Housing and Community Development Email

Hard copies are available for review during business hours at the information desk in the main lobby of the San Diego Housing Commission offices at 1122 Broadway, San Diego, CA 92101

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Docket materials are also available in the “Governance & Legislative Affairs” section of the San Diego Housing Commission website at [www.sdhc.org](http://www.sdhc.org).

HOUSING AUTHORITY OF  
THE CITY OF SAN DIEGO

RESOLUTION NUMBER HA-\_\_\_\_\_

DATE OF FINAL PASSAGE- \_\_\_\_\_

A RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SAN DIEGO MODIFYING HOUSING AUTHORITY RESOLUTIONS HA-1882 AND HA-1924, AUTHORIZING THE PRESIDENT AND CHIEF EXECUTIVE OFFICER OF THE SAN DIEGO HOUSING COMMISSION, OR DESIGNEE, TO SUBMIT AN APPLICATION TO THE STATE OF CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR \$5 MILLION IN FUNDING UNDER THE CALHOME PROGRAM; TO EXECUTE A STANDARD AGREEMENT, IF SELECTED, FOR SUCH FUNDING AND ANY AMENDMENTS OR MODIFICATIONS THERETO; AND ANY RELATED DOCUMENTS NECESSARY TO PARTICIPATE IN THE CALHOME PROGRAM; TO AMEND THE HOMEOWNERSHIP BUDGET TO INCLUDE THE CALHOME FUNDS, IF AWARDED; AND RELATED ACTIONS.

WHEREAS, the State of California Department of Housing and Community Development (HCD) issued a Notice of Funding Availability (NOFA) on August 31, 2020, for the CalHome Program, established by Chapter 84, Statutes of 2000 (SB 1656 Alarcon), and codified in Chapter 6 (commencing with Section 50650) of Part 2 of Division 31 of the Health and Safety Code (Statute). Under the Statute, HCD is authorized to approve funding allocations utilizing monies made available by the State Legislature to the CalHome Program, subject to the terms and conditions of the Statute and the CalHome Program Regulations adopted by HCD in April 2004; and

WHEREAS, as authorized by Housing Authority of the City of San Diego (Housing Authority) Resolution HA-1882 approved on October 27, 2020 (Housing Authority Resolution HA-1882), the San Diego Housing Commission (Housing Commission) submitted an application for an allocation of CalHome funds in the amount of \$5 million before the NOFA deadline; and

WHEREAS, on June 4, 2021, HCD awarded the Housing Commission a grant allocation in the amount of \$4,079,250; and

WHEREAS, on July 19, 2021, HCD staff requested revisions to Section 3 of Housing Authority Resolution HA-1882; and

WHEREAS, by Housing Authority Resolution HA-1924 approved on October 5, 2021 (Housing Authority Resolution HA-1924), Sections 1, 2, and 4 of Housing Authority Resolution HA-1882 were restated and revisions to Section 3 of Housing Authority Resolution HA-1882 were approved identifying Richard C. Gentry as President and Chief Executive Officer (CEO) of the Housing Commission to act on behalf of the Housing Commission regarding the CalHome Program; and

WHEREAS, by Housing Authority Resolution HA-1997 approved on December 12, 2023, the Housing Authority appointed Lisa Jones as President and CEO of the Housing Commission and Executive Director of the Housing Authority effective December 13, 2023; and

WHEREAS, on January 19, 2024, Housing Commission President and CEO Lisa Jones designated Deputy CEO Jeff Davis to act on her behalf when she is unavailable or out of the office; and

WHEREAS, on February 28, 2024, Deputy CEO Jeff Davis signed the Standard Agreement-Amendment with HCD for the CalHome Program to extend the dates of the expenditure and term of the agreement; and

WHEREAS, on February 29, 2024, HCD staff requested revisions to Section 3 of Housing Authority Resolutions HA-1882 and HA-1924, and Housing Commission staff now recommends restatement of Sections 1, 2, and 4 of Housing Authority Resolutions HA-1882 and HA-1924 and approval of the requested revisions to Section 3 as set forth in this resolution; and

WHEREAS, City staff determined this activity is not a project as defined by the California Environmental Quality Act (CEQA) section 21065 and CEQA Guidelines section 15378(b)(5) and processing under the National Environmental Policy Act (NEPA) is not required because no federal funds are involved in this action; and

WHEREAS, the Office of the City Attorney has drafted this resolution based on the information provided by Housing Commission staff, and verified by the Housing Commission's General Counsel, with the understanding that this information is sufficient to allow for a proper and complete analysis of this matter; NOW, THEREFORE,

BE IT RESOLVED, by the Housing Authority of the City of San Diego, as follows:

1. The President and Chief Executive Officer of the Housing Commission (President & CEO), or designee, is authorized to submit to HCD an application to participate in the CalHome Program in response to the NOFA issued on August 31, 2020, which will request a funding allocation of \$5 million to provide First Time Homebuyer Mortgage Assistance to eligible households earning up to 80 percent of area median income. Eligible households may apply for a deferred payment loan at 3 percent simple interest of up to 17 percent of their purchase price, not to exceed \$100,000, for the purchase of a home located in the City of San Diego.
2. The Housing Commission agrees to use the CalHome funds for eligible activities in the manner presented in the application as approved by HCD and in accordance with program



regulations cited above. The application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application are enforceable through the Standard Agreement. The Housing Commission acknowledges and agrees that it may be required to execute any and all other instruments necessary or required by HCD for participation in the CalHome Program.

3. Lisa Jones, the President & CEO of the San Diego Housing Commission, or her designee, is authorized to take such actions and to execute in the name of the San Diego Housing Commission, the application, the Standard Agreement, and any subsequent amendments or modifications thereto, as well as any other documents required by HCD for participation in the CalHome Program, and any amendments thereto.

4. The President & CEO, or her designee, is authorized to amend the Homeownership Loan and Grant Budget to include the CalHome funds, if and as awarded.

5. Housing Commission staff will notify the Housing Authority and the City Attorney's Office about any subsequent amendments or modifications to the CalHome Program, Standard Agreement, and any other required documents, including amendments to any documents.

APPROVED: MARA W. ELLIOTT, General Counsel

By: \_\_\_\_\_  
Hilda R. Mendoza  
Deputy General Counsel

HRM:nja  
03/29/2024  
Or. Dept: Housing Authority  
Doc. No.: 3609044

Passed and adopted by the Housing Authority of the City of San Diego on \_\_\_\_\_ ,  
by the following vote:

Yeas

Nays

Abstain

Absent

AUTHENTICATED BY:

\_\_\_\_\_  
Chair of the Housing Authority  
of the City of San Diego, California

\_\_\_\_\_  
Executive Director of the Housing Authority  
of the City of San Diego, California

I HEREBY CERTIFY that the above and foregoing is a full, true and correct copy of the  
RESOLUTION NO. \_\_\_\_\_ PASSED AND ADOPTED BY THE Housing Authority of the City  
of San Diego, California on \_\_\_\_\_.

By: \_\_\_\_\_

HOUSING AUTHORITY OF

THE CITY OF SAN DIEGO

RESOLUTION NUMBER HA-1882

DATE OF FINAL PASSAGE October 27, 2020

A RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SAN DIEGO AUTHORIZING THE SAN DIEGO HOUSING COMMISSION TO APPLY TO THE STATE OF CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR FUNDING OF \$5 MILLION UNDER THE CALHOME PROGRAM AUTHORIZING THE SAN DIEGO HOUSING COMMISSION'S PRESIDENT AND CHIEF EXECUTIVE OFFICER, OR DESIGNEE, TO EXECUTE A STANDARD AGREEMENT, IF SELECTED, AMEND THE FISCAL YEAR 2021 HOMEOWNERSHIP BUDGET TO INCLUDE THE CALHOME FUNDS, IF AWARDED, AND RELATED ACTIONS.

WHEREAS, the San Diego Housing Commission (Housing Commission) wishes to apply for and receive an allocation of funds through the CalHome Program; and

WHEREAS, the State of California Department of Housing and Community Development (HCD) released a Notice of Funding Availability (NOFA) on August 31, 2020, for the CalHome program, established by Chapter 84, Statutes of 2000 (SB 1656 Alarcon), and codified in Chapter 6 (commencing with Section 50650) of Part 2 of Division 31 of the California Health and Safety Code (Statute). Pursuant to the Statute, HCD is authorized to approve funding allocations utilizing monies made available by the State Legislature to the CalHome program, subject to the terms and conditions of the Statute and the CalHome Program Regulations adopted by HCD in April 2004; and

WHEREAS, the Housing Commission wishes to submit an application for an allocation of CalHome funds in the amount of \$5 million; NOW, THEREFORE,

BE IT RESOLVED, by the Housing Authority of the City of San Diego, as follows:

1. The President and Chief Executive Officer of the Housing Commission (President & CEO), or designee, is authorized to submit to HCD an application to participate in the CalHome Program in response to the NOFA issued on August 31, 2020, which will request a funding allocation of \$5 million to provide First Time Homebuyer Mortgage Assistance to eligible households earning up to 80 percent of area median income, eligible households may apply for a deferred payment loan at 3 percent simple interest of up to 17 percent of their purchase price, not to exceed \$100,000, for the purchase of a home located in the City of San Diego.

2. The Housing Commission agrees to use the CalHome funds for eligible activities in the manner presented in the application as approved by HCD and in accordance with program regulations cited above. The application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application are enforceable through the Standard Agreement. The Housing Commission acknowledges and agrees that it may be required to execute any and all other instruments necessary or required by HCD for participation in the CalHome Program.

3. The President & CEO, or designee, is authorized to take such actions and to execute such documents, as approved by the Housing Commission General Counsel and to execute in the name of the Housing Commission, the application, the Standard Agreement, and any subsequent amendments or modifications thereto, as well as any other documents required by HCD for participation in the CalHome Program, and any amendments thereto.

4. The President & CEO, or designee, is authorized to amend the Fiscal Year 2021 Homeownership Loan and Grant Budget to include the CalHome funds, if awarded.

APPROVED: MARA W. ELLIOTT, General Counsel

By *Katherine A. Malcolm*  
Katherine A. Malcolm  
Deputy City Attorney

KAM:soc  
10/07/2020  
Or.Dept: Housing Authority  
Doc. No. 2498198

Passed and adopted by the Housing Authority of the City of San Diego on October 27, 2020, by the following vote:

	<b>Yeas</b>	<b>Nays</b>	<b>Excused</b>	<b>Not Present</b>
Barbara Bry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jennifer Campbell	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chris Ward	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Monica Montgomery	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mark Kersey	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chris Cate	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Sherman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vivian Moreno	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Georgette Gómez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**AUTHENTICATED BY:**

**Georgette Gómez**

Chair of the Housing Authority  
of the City of San Diego, California

**Richard C. Gentry**

Executive Director of the Housing Authority  
of the City of San Diego, California

I HEREBY CERTIFY that the above and foregoing is a full, true and correct copy of RESOLUTION NO. **1882** passed and adopted by the Housing Authority of the City of San Diego, California on October 27, 2020.

By: 

**Scott Marshall**

Deputy Secretary of the Housing Authority  
of the City of San Diego, California



HOUSING AUTHORITY OF  
THE CITY OF SAN DIEGO

RESOLUTION NUMBER HA- 1924

DATE OF FINAL PASSAGE- October 5, 2021

A RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SAN DIEGO MODIFYING HOUSING AUTHORITY RESOLUTION HA-1882, AUTHORIZING THE PRESIDENT AND CHIEF EXECUTIVE OFFICER OF THE SAN DIEGO HOUSING COMMISSION, OR DESIGNEE, TO SUBMIT AN APPLICATION TO THE STATE OF CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR \$5 MILLION IN FUNDING UNDER THE CALHOME PROGRAM; TO EXECUTE A STANDARD AGREEMENT, IF SELECTED, FOR SUCH FUNDING AND ANY AMENDMENTS OR MODIFICATIONS THERETO; AND ANY RELATED DOCUMENTS NECESSARY TO PARTICIPATE IN THE CALHOME PROGRAM; TO AMEND THE HOMEOWNERSHIP BUDGET TO INCLUDE THE CALHOME FUNDS, IF AWARDED; AND RELATED ACTIONS

WHEREAS, the State of California Department of Housing and Community Development (HCD) issued a Notice of Funding Availability (NOFA) on August 31, 2020, for the CalHome program, established by Chapter 84, Statutes of 2000 (SB 1656 Alarcon), and codified in Chapter 6 (commencing with Section 50650) of Part 2 of Division 31 of the Health and Safety Code (Statute). Pursuant to the Statute, HCD is authorized to approve funding allocations utilizing monies made available by the State Legislature to the CalHome program, subject to the terms and conditions of the Statute and the CalHome Program Regulations adopted by HCD in April 2004; and

WHEREAS, as authorized by Housing Authority of the City of San Diego Resolution HA-1882 approved on October 27, 2020 (Housing Authority Resolution HA-1882), the Housing Commission submitted an application for an allocation of CalHome funds in the amount of \$5 million before the NOFA deadline; and

WHEREAS, on June 4, 2021, HCD awarded the Housing Commission a grant allocation in the amount of \$4,079,250; and

WHEREAS, on July 19, 2021, HCD staff requested revisions to Section 3 of Housing Authority Resolution HA-1882, and Housing Commission staff now recommends restatement of Sections 1, 2, and 4 of Housing Authority Resolution HA-1882 and approval of the requested revisions to Section 3 as set forth in this resolution; NOW, THEREFORE,

BE IT RESOLVED, by the Housing Authority of the City of San Diego, as follows:

1. The President and Chief Executive Officer of the Housing Commission (President & CEO), or designee, is authorized to submit to HCD an application to participate in the CalHome Program in response to the NOFA issued on August 31, 2020, which will request a funding allocation of \$5 million to provide First Time Homebuyer Mortgage Assistance to eligible households earning up to 80 percent of area median income. Eligible households may apply for a deferred payment loan at 3 percent simple interest of up to 17 percent of their purchase price, not to exceed \$100,000, for the purchase of a home located in the City of San Diego.
2. The Housing Commission agrees to use the CalHome funds for eligible activities in the manner presented in the application as approved by HCD and in accordance with program regulations cited above. The application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the



application are enforceable through the Standard Agreement. The Housing Commission acknowledges and agrees that it may be required to execute any and all other instruments necessary or required by HCD for participation in the CalHome Program.

3. Richard C. Gentry, the President & CEO of the San Diego Housing Commission, or his designee, is authorized to take such actions and to execute in the name of the San Diego Housing Commission, the application, the Standard Agreement, and any subsequent amendments or modifications thereto, as well as any other documents required by HCD for participation in the CalHome Program, and any amendments thereto.

4. The President & CEO, or his designee, is authorized to amend the Homeownership Loan and Grant Budget to include the CalHome funds, if and as awarded.

APPROVED: MARA W. ELLIOTT, General Counsel

By: /s/ Hilda R. Mendoza  
Hilda R. Mendoza  
Deputy General Counsel

HRM:jep  
August 31, 2021  
Or.Dept: Housing Authority  
Doc. No.: 2749793


Passed and adopted by the Housing Authority of the City of San Diego on October 5, 2021, by the following vote:

	<b>Yeas</b>	<b>Nays</b>	<b>Excused</b>	<b>Not Present</b>
Joe LaCava	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jennifer Campbell	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stephen Whitburn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Monica Montgomery Steppe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marni von Wilpert	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chris Cate	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Raul Campillo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vivian Moreno	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sean Elo-Rivera	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**AUTHENTICATED BY:**

Richard C. Gentry  
Executive Director of the Housing Authority  
of the City of San Diego, California

I HEREBY CERTIFY that the above and foregoing is a full, true and correct copy of RESOLUTION NO. 1924 passed and adopted by the Housing Authority of the City of San Diego, California on October 5, 2021.

By:   
**Scott Marshall**  
Deputy Secretary of the Housing Authority  
of the City of San Diego, California

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES **SCO ID:**  
**STANDARD AGREEMENT - AMENDMENT**

STD 213A (Rev 04/2020)

CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED **3** PAGES

AGREEMENT NUMBER	AMENDMENT NUMBER	Purchasing Authority Number
20-CALHOME-	1	

1. This Agreement is entered into between the State Agency and the Contractor named below:

STATE AGENCY NAME

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**

CONTRACTOR NAME

**San Diego Housing Commission**

2. The term of this Agreement is:

START DATE

11/02/2021

THROUGH END DATE

05/31/2025

3. The maximum amount of this Agreement after this Amendment is:

\$4,079,250.00

4. The parties mutually agree to this amendment as follows. All actions noted below are by this reference made a part of the Agreement and incorporated herein:

Exhibit E, Program-Specific Provisions and Special Conditions is deleted in its entirety and replaced with a new Exhibit E, Program-Specific Provisions and Special Conditions, (Rev. 01/24), attached hereto and made a part hereof. Extending expenditure and term dates.

No other Extensions will be provided. All other terms and conditions remain the same.

*All other terms and conditions shall remain the same.*

*IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.*

**CONTRACTOR**

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

**San Diego Housing Commission**

CONTRACTOR BUSINESS ADDRESS

**1122 Broadway, Suite 300**

CITY

San Diego

STATE

CA

ZIP

92101

PRINTED NAME OF PERSON SIGNING

TITLE

CONTRACTOR AUTHORIZED SIGNATURE

DATE SIGNED

**STATE OF CALIFORNIA**

CONTRACTING AGENCY NAME

**Department of Housing and Community Development**

CONTRACTING AGENCY ADDRESS

**2020 W. El Camino Ave., Suite 130**

CITY

**Sacramento**

STATE

**CA**

ZIP

**95833**

PRINTED NAME OF PERSON SIGNING

**JEFF DAVIS**

TITLE

**DEPUTY CEO**

CONTRACTING AGENCY AUTHORIZED SIGNATURE

DATE SIGNED

**2-28-2024**

CALIFORNIA DEPARTMENT OF GENERAL SERVICE APPROVAL

EXEMPTION (If Applicable)

SCM Vol. 1, 4.04.A.3 (DGS memo dated 06/12/1981)

**EXHIBIT E**

**PROGRAM-SPECIFIC PROVISIONS AND SPECIAL CONDITIONS**

**1. Budget Detail**

A. Recipient has been awarded the following grant or loan activity amounts:

<b>ACTIVITY</b>	<b>AMOUNT</b>
FTHB Mortgage Assistance Program	\$4,079,250
Owner Occupied Rehabilitation Program With or without ADU/JDU's	\$0
Self-Help Technical Assistance Grants	\$0
Shared Housing Technical Assistance Grants	\$0
Project Development Loans	\$0
ADU/JDU Program	\$0
<b>TOTAL:</b>	<b>\$4,079,250</b>

B. The approved Development budget and Project Sources and uses are:

1) Development Budget:

Not applicable.

2) Project Sources and Uses:

Not applicable.

**2. Term of Agreement and Deadlines**

A. Program funds shall be expended no later than November 25, 2024.

B. All un-expended funds remaining as of November 25, 2024 may be disencumbered by the Department.



**EXHIBIT E**

- C. All invoices for payment must be submitted to the Department no later than February 23, 2025.
- D. This Agreement shall expire on May 31, 2025.
- E. Homeownership Development Projects:
- 1) The Recipient shall draw down CalHome program funds or begin onsite construction within 22 months of this award letter date. If this goal is not met the Department may, in its sole discretion, disencumber all funds and cancel the Department commitment to the project.
  - 2) Unit construction must be completed, and MA loans closed within 36 months of the award letter date. If the projected number of assisted units has not been achieved by the end of the 36<sup>th</sup> month, the Recipient's next application for funding under the CalHome Program may receive a penalty deduction in the total points awarded pursuant to the current NOFA.
- F. Homeownership Development Projects with Self-Help Technical Assistance Grants:
- 1) The Recipient shall begin onsite construction within 12 months of the award letter date. If this goal is not met the Department may, in its sole discretion, disencumber all funds and cancel the Department commitment to the project.
  - 2) Unit construction shall be completed within 36 months of the award letter date by the Department. If this goal is not met, then:
  - 3) The Department may, in its sole discretion, disencumber remaining unused funds. If the projected number of Assisted Units has not been completed by the end of the 36th month from the award letter date, the Recipient's next application for funding under the CalHome program may receive a penalty deduction in the total points awarded.

**EXHIBIT E**

**3. Special Conditions**

The following Special Conditions are applicable to this Standard Agreement:

- A. As a condition precedent to this Agreement and not less than 30 days prior to execution of this Agreement, Recipient shall provide to the Department an executed agreement by and between Recipient and any administrative subcontractors (as hereinafter defined), which shall be acceptable to the Department, in its sole discretion. The term administrative subcontractor shall have the meaning defined in Guidelines section 7716(c).

**4. Payees**

- A. The authorized Payee(s) is/are as specified below:

Name: San Diego Housing Commission

Amount: \$4,079,250

**From:** Lee, Stephanie@HCD <[Stephanie.Lee@hcd.ca.gov](mailto:Stephanie.Lee@hcd.ca.gov)>  
**Sent:** Thursday, February 29, 2024 8:37 AM  
**To:** Carrie Tapia <[carriet@sdhc.org](mailto:carriet@sdhc.org)>; Sujata Raman <[sujatar@sdhc.org](mailto:sujatar@sdhc.org)>  
**Subject:** Updated Resolution

External email. Use caution when opening attachments or links from unknown senders. [REDACTED]

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Good morning,

Please forward the updated resolution with SDHC's current CEO as the CalHome authorized rep.

The amendment was signed by Jeff Davis, Deputy CEO. The letter of designation was from Lisa Jones, CEO stating that Jeff Davis is the designee for her. However, the resolution on file shows Richard Gentry as CEO.

Thanks!



**Stephanie Lee**  
State Grant Management  
Housing and Community Development Representative II  
Division of State Financial Assistance  
California Department of Housing & Community Development  
2020 W. El Camino Avenue, Suite 400 | Sacramento, CA 95833  
Phone: 916.841.8165