

# MINUTES

**SAN DIEGO HOUSING COMMISSION  
MINUTES OF THE SPECIAL MEETING  
NOVEMBER 13, 2009, 9:00 AM  
SMART CORNER  
4<sup>th</sup> FLOOR CONFERENCE ROOM  
1122 BROADWAY  
SAN DIEGO, CALIFORNIA**

## **ATTENDANCE**

Present were Chair Salas and Commissioners Sam Guillen, Gary Gramling, Allen Sims, and Khadija Basir. Also present were Chuck Christensen, General Counsel and President and CEO Richard Gentry.

## **10     CALL TO ORDER**

Chair Salas called the meeting to order at 9:13 a.m.

## **30     COMMISSIONER COMMENT**

Commissioner Sims stated that he was asked to participate in the development of the National Association of Housing and Redevelopment Officials' (NAHRO) Commissioner's manual.

Commissioner Waring shared comments regarding the potential use of Energy Audits by the Commission. Commissioner Gramling added his support and stated that there would be significant changes made to Title 24 that would be affecting construction and rehabilitation decisions regarding energy efficiency.

## **40     REPORT BY PRESIDENT & CHIEF EXECUTIVE OFFICER**

Rick Gentry announced the San Diego Housing Commission as training site for NAHRO's professional development and discussed the many benefits for Housing Commission staff as well as the City of San Diego.

He also announced that San Diego is hosting the Pacific Southwest NAHRO Conference and encouraged all Commissioners to attend.

Mr. Gentry stated one of SDHC's 2008 Goals was to include improvements to the agency website as well as the redesign of the agency logo. Maria Velasquez, Vice President of Communications presented the new logo to the Board.

Finally, Mr. Gentry discussed the potential calendar for next year and asked Commissioners if the 3<sup>rd</sup> Friday of every month still works for them.

**50     APPROVAL OF THE MINUTES**

MOTION BY WARING TO APPROVE OCTOBER 16, 2009 REGULAR MEETING  
SECONDED BY GRAMLING AND CARRIED BY A UNANIMOUS VOTE OF 6-0 WITH  
COMMISSIONER ADAMS-BROOKS ABSENT.

**CONSENT AGENDA**

MOTION BY GUILLEN TO APPROVE THE FOLLOWING ITEMS ON CONSENT:

**100     HCR09-108     Revised Utility Allowance Schedule for Public Housing Units (Council District 6)**

**Recommendation:**

That the Housing Commission approve the revised Utility Allowance Schedule (Attachment 1) for the 36 Public Housing units located at Via Las Cumbres as mandated by the Department of Housing and Urban Development. The proposed utility allowance would be effective December 1, 2009, and staff would implement at the residents' annual recertification.

**101     HCR09-096     Award of Contract Removal and Replacement of Kitchen and Bathroom Cabinets at Various Housing Commission Sites**

**Recommendations:**

Housing Commission approval of the following measures:

- 1) Recommend that the Housing Commission determine the bids of Gibraltar Construction Co. Inc. and Quality Pacific Construction, Inc. to be non-responsive for failure to comply with provisions set forth in the Invitation to Bid.
- 2) Recommend that the Housing Commission approve the award of a contract to Sun Country Builders in the amount of \$828,584 for kitchen and bathroom upgrades at the Housing Commission sites located at 10101 Maya Linda Rd., 8714-8732 Hurlbut St. and 8637-8707 Glenhaven St., 5359 – 5389 Santa Margarita St., 4541 33<sup>rd</sup> St., 4720 34<sup>th</sup> St., 4575-4579 38<sup>th</sup> St., 3010 39<sup>th</sup> St., and 4261 45<sup>th</sup> St.

Following final approval of the contract award by the Housing Commission authorize the President & Chief Executive Officer to execute the contract (Attachment 1) and expend up to a ten percent contingency (\$82,859), if

necessary, for items not anticipated in the original scope of work.

**102    HCR09-094    Landscape Maintenance Services (Citywide)**

**Recommendations:**

- 1) Recommend that the Housing Commission seek authority from both the Housing Authority and the City Council to award maintenance, modernization, and improvement related contracts at Housing Commission owned and/or managed properties.
- 2) Recommend that the Housing Commission approve the award of a contract to AZTEC Landscaping, Inc. in the amount of \$245,714 for landscape maintenance services at Housing Commission owned and/or managed sites for the period of one year (1) with three additional one (1) year options, at a negotiated rate not to exceed the base contract amount plus the increase in the Consumer Price Index for All Urban Consumers (CPI-U).
- 3) Authorize the President and Chief Executive Officer, or his designee, to execute the contract with AZTEC Landscaping, Inc. substantially as it appears in Attachment 1 and authorized the expenditure of up to a ten percent contingency (\$24,571), if necessary, for items not anticipated in the original scope of work.

Counsel reminded Commissioners of the Requested Delegation of Authority which would be going forward to Housing Authority that would allow for the CEO to make designations with regard to maintenance and landscape within a certain dollar amount without having to seek Housing Authority approval.

SECONDED BY WARING AND CARRIED BY A UNANIMOUS VOTE OF 6-0 WITH COMMISSIONER ADAMS-BROOKS ABSENT

**ACTION AGENDA**

**103    HCR09-090    Townspeople 34<sup>th</sup> Street Apartments (Council District 3)**

Cissy Fisher, Special Housing Initiatives along with Bill Luksic, Special Housing Initiates presented staff report.

Commissioners asked a variety of questions surrounding the price of rehabilitation and the NSP funding linked to the project.

MOTION BY WARING TO APPROVE THE FOLLOWING RECOMMENDATIONS: (1) INCREASE THE HOUSING COMMISSION'S PERMANENT FINANCING FROM

\$2,040,000 TO \$2,920,000 AND APPROVE A CONSTRUCTION LOAN OF UP TO \$2,128,189 FOR THE ACQUISITION AND REHABILITATION OF 34 UNITS OF MIXED-INCOME HOUSING WITH 12 UNITS RESERVED AS PERMANENT RENTAL HOUSING FOR VERY LOW-INCOME PERSONS LIVING WITH HIV/AIDS; AND (2) AUTHORIZE THE PRESIDENT AND CHIEF EXECUTIVE OFFICER TO EXECUTE NECESSARY DOCUMENTS, AS DRAFTED AND APPROVED BY THE GENERAL COUNSEL WITH AN ADENDUM THAT ANY SAVINGS THAT CAN BE ACHIEVED IN THE BUDGET BE APPLIED TO THE REEDUCTION OF THE COMMISSIONS CONSTRUCTION LOAN.

SECONDED BY SIMS AND CARRIED BY A UNANIMOUS VOTE OF 6-0 WITH COMMISSIONER ADAMS-BROOKS ABSENT.

Commissioner Waring asked if SDHC could seek further delegation to purchase property in order to reduce time and risk. General Counsel, stated such delegation could be revisited through the revision of the Acquisition Policy.

**104    HCR09-111    Time Extension Request for Hotel Churchill  
(Council District 2)**

Marco Vakili, Real Estate Department along with Roger Green, Real Estate Department, presented staff report.

MOTION BY WARING TO APPROVE THE FOLLOWING RECOMMENDATION:  
APPROVE A SHORT-TERM EXTENSION FROM NOVEMBER 30, 2009 TO DECEMBER 31, 2009 TO ALLOW STAFF TO EVALUATE THE OWNER'S TIME EXTENSION REQUEST REGARDING THE REHABILITATION WORK FOR THE HOTEL CHURCHILL AND TO AUTHORIZE THE PRESIDENT AND CHIEF EXECUTIVE OFFICER TO EXECUTE SUCH DOCUMENTS AS NECESSARY

SECONDED BY GUILLEN AND CARRIED BY A UNANIMOUS VOTE OF 6-0 WITH COMMISSIONER ADAMS-BROOKS ABSENT

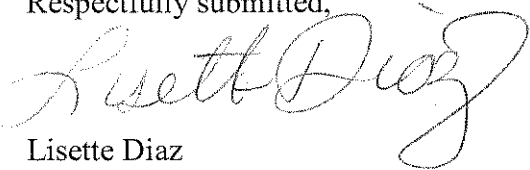
**CLOSED SESSION**

The San Diego Housing Commission did not convene in closed session.

**ADJOURNMENT**

Chair Salas adjourned the special meeting at 10:11 a.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Lisette Diaz".

Lisette Diaz  
Docket Coordinator

Approved by,

A handwritten signature in cursive script, appearing to read "Richard C. Gentry".

Richard C. Gentry  
President and CEO