



SAN DIEGO
HOUSING
COMMISSION

MINUTES

**SAN DIEGO HOUSING COMMISSION
MINUTES OF THE REGULAR MEETING
APRIL 6, 2018
SMART CORNER
4th FLOOR CONFERENCE ROOM
1122 BROADWAY
SAN DIEGO, CALIFORNIA 92101**

ATTENDANCE

Present:

Chair Frank Urtasun
Commissioner Stefanie Benvenuto
Commissioner Margaret Davis
Commissioner Kellee Hubbard
Commissioner Tim Walsh
President & CEO Richard C. Gentry
General Counsel Charles Christensen

Absent:

Vice Chair Dorothy Surdi
Commissioner Ben Moraga

10 CALL TO ORDER

Chair Urtasun called the Regular Meeting to order at 9:00 a.m.

20 NON-AGENDA PUBLIC COMMENT

Nila Washington spoke about housing.

30 COMMISSIONER COMMENTS

There were no Commissioner comments.

40 REPORT BY PRESIDENT & CHIEF EXECUTIVE OFFICER

Transitional Storage Center

On March 20, 2018, the San Diego City Council voted 8-1 to approve the Transitional Storage Center for homeless individuals, with modifications to address community concerns. The vote reflected the support of Mayor Kevin L. Faulconer's office and the City Council. The Council's actions align with Commissioner Benvenuto's recommendation at the March 9, 2018, Housing



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Commission Meeting, to further engage the surrounding community to commit to working with the residents to include and incorporate community feedback.

Federal Omnibus Spending Bill Signed

Congress approved a \$1.3 trillion spending bill that President Trump signed on March 23, 2018, to fund the Federal government through September 30, 2018. The Federal appropriations for San Diego Housing Commission programs are better than expected, and unless rescissions occur between now and September, these programs are set into the next fiscal year.

San Diego Housing Commission Awards of Excellence

President & CEO Gentry recognized the employees and teams who received San Diego Housing Commission Awards of Excellence for 2017:

- Individual Award of Excellence: Andrea Ahee, Rental Assistance Division
- Individual Award of Excellence: Rachel Keefer, Project Management Office
- Individual Award of Excellence: Amanda Sousa, Portfolio Management Department, Real Estate Division
- Team Award of Excellence: Asset Preservation, Real Estate Division
 - Emmanuel Arellano
 - Hanan Bowman
 - John Ayala
 - Steve Dean
 - George Hunt
 - Cathy Uribe
- Team Award of Excellence: Business Process Reengineering Project Team
 - Deanna Villanueva
 - Ann McGuire
 - Andrea Ahee
 - Celia Ballistreri
 - Adam Caldwell
 - Maria Christopher
 - Macarena Hidalgo
- CEO Award of Excellence: Procurement Department
 - Vice President Debra Fischle-Faulk
 - Maurcell Gresham
 - Edgar Felix
 - Anthony Griffin
 - Frank Hanna
 - Tung Nguyen
 - Mark Rivaldi
 - Rick Suarez
 - David Tomaino



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50 APPROVAL OF THE MINUTES

The minutes of the Regular Housing Commission meeting of March 9, 2018, were approved on a motion by Commissioner Benvenuto, seconded by Commissioner Walsh, and passed by a vote of 5-0.

CONSENT AGENDA:

Motion by Commissioner Hubbard to approve the items listed below on consent. Seconded by Commissioner Walsh and passed by a vote of 5-0.

100 HCR18-031 Amendment to Agreement with Insight Public Sector Inc. for Microsoft Licensing

That the San Diego Housing Commission (Housing Commission) take the following actions:

- 1) Approve additional funds in an amount not to exceed \$196,193.66 for the Housing Commission's Microsoft Enterprise License agreement with Insight Public Sector, Inc.;
- 2) Authorize the President & Chief Executive Officer (President & CEO), or designee, to substitute the funding sources with other available funding sources so long as the total program/project budget amount after substitution does not exceed the approved total budget, should the operational need arise or should such actions be to the benefit of the Housing Commission and its mission; and
- 3) Authorize the President & CEO, or designee to execute all documents and instruments that are necessary and/or appropriate to implement these approvals, in a form approved by General Counsel, and take such actions as are necessary and/or appropriate to implement these approvals.

101 HCR18-047 Amendment to Agreement with CGI Technologies and Solutions Inc. for the Housing Choice Voucher (HCV) Wait List Project

That the San Diego Housing Commission (Housing Commission) take the following actions:

- 1) Approve additional funds in an amount not to exceed \$62,521 with a 10 percent contingency for the Housing Commission's Housing Choice Voucher Wait List Project with CGI Technologies and Solutions Inc.;
- 2) Authorize the President & Chief Executive Officer (President & CEO), or designee, to substitute the funding sources with other available funding sources so long as the total program/project budget amount after substitution does not exceed the approved total budget, should the operational need arise or should such actions be to the benefit of the Housing Commission and its mission; and



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- 3) Authorize the President & CEO, or designee to execute all documents and instruments that are necessary and/or appropriate to implement these approvals, in a form approved by General Counsel, and take such actions as are necessary and/or appropriate to implement these approvals.

ACTION AGENDA:

102 HCR18-028 Preliminary Bond Authorization for President John Adams Manor Apartments

Ted Miyahara, Vice President, Multifamily Housing Finance, Real Estate Division, and J.P. Correia, Real Estate Project Manager, Real Estate Division, presented the request for approval.

Motion by Commissioner Davis to take the following staff recommended actions. Seconded by Commissioner Walsh and passed by a vote of 5-0.

Housing Authority:

That the San Diego Housing Commission (Housing Commission) recommend that the Housing Authority of the City of San Diego (Housing Authority) and San Diego City Council (City Council) take the following actions, as described in this report.

- 1) Approve the following steps to issue Housing Authority tax-exempt Multifamily Housing Revenue Bonds for President John Adams Manor Apartments (PJAM), a 300-unit existing development, located at 5471 Bayview Heights Place, San Diego 92105, that will include 297 units that will remain affordable for 55 years:
 - a. Issue a bond inducement resolution (Declaration of Official Intent) for up to \$32,000,000 in Multifamily Housing Revenue Bonds for the development of PJAM by a California limited partnership to-be-formed by Metropolitan Area Advisory Committee on Anti-Poverty (MAAC);
 - b. Authorize an application (and subsequent applications, if necessary) to the California Debt Limit Allocation Committee (CDLAC) for an allocation of authority to issue tax-exempt private activity bonds in an amount up to \$32,000,000 for PJAM;
 - c. Approve the financing team of Quint & Thimmig as Bond Counsel and Ross Financial as Financial Advisor; and
- 2) Authorize the Housing Commission President & Chief Executive Officer (President & CEO), or designee, to execute any and all documents that are necessary to effectuate the transaction and implement these approvals in a form approved by General Counsel and Bond Counsel, and to take such actions as are necessary, convenient, and/or appropriate to implement these approvals upon advice of General Counsel and/or the Bond Counsel.

City Council:

Hold a Tax Equity and Fiscal Responsibility Act (TEFRA) public hearing and adopt a resolution approving the issuance of Multifamily Housing Revenue Bonds in an amount up to \$32,000,000.



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103 HCR18-046 Preliminary Bond Authorization for Harbor View Apartments

Ted Miyahara, Vice President, Multifamily Housing Finance, Real Estate Division, and Tina Kessler, Housing Programs Manager, Real Estate Division, presented the request for approval.

Motion by Commissioner Hubbard to take the following staff recommended actions. Seconded by Commissioner Benvenuto and passed by a vote of 5-0.

That the San Diego Housing Commission (Housing Commission) recommend that the Housing Authority of the City of San Diego (Housing Authority) and San Diego City Council (City Council) take the following actions, as described in this report.

Housing Authority:

- 1) Approve the following steps to issue Housing Authority tax-exempt Multifamily Housing Revenue Bonds for Harbor View Apartments, a 60-unit existing development, located at 404 North 47th Street, San Diego 92102, which will include 59 units that will remain affordable for 55 years:
 - a. Issue a bond inducement resolution (Declaration of Official Intent) for up to \$10,000,000 in Multifamily Housing Revenue Bonds for the rehabilitation of Harbor View;
 - b. Authorize an application (and subsequent applications, if necessary) to the California Debt Limit Allocation Committee (CDLAC) for an allocation of authority to issue tax-exempt private activity bonds in an amount up to \$10,000,000 for Harbor View Apartments;
 - c. Approve the financing team of Jones Hall as Bond Counsel and PFM as Financial Advisor; and
- 2) Authorize the Housing Commission President & Chief Executive Officer (President & CEO), or designee, to execute any and all documents that are necessary to effectuate the transaction and implement these approvals in a form approved by General Counsel and Bond Counsel, and to take such actions as are necessary, convenient, and/or appropriate to implement these approvals upon advice of General Counsel and/or the Bond Counsel.

City Council:

Hold a Tax Equity and Fiscal Responsibility Act (TEFRA) public hearing and adopt a resolution approving the issuance of Multifamily Housing Revenue Bonds in an amount up to \$10,000,000.

104 HCR18-045 Proposed Fiscal Year 2019 Affordable Housing Fund Annual Plan

Julia Sauer, Director, Compliance/Grants/Special Programs, Procurement & Compliance Department, and Jasmine Kotlarz, Special Programs Manager, Procurement & Compliance Department, presented the request for approval.



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Motion by Commissioner Davis to take the following staff recommended actions. Seconded by Commissioner Hubbard and passed by a vote of 5-0.

That the San Diego Housing Commission (Housing Commission) take the following actions:

- 1) Recommend that the San Diego City Council (City Council) approve the Proposed Fiscal Year 2019 (FY 2019) Affordable Housing Fund (AHF) Annual Plan (Annual Plan) Program Activity Allocation of \$62,315,463 in anticipated funds (also included in the FY 2019 Housing Commission Proposed Budget) and the proposed Model Programs; and
- 2) Authorize the President & Chief Executive Officer (President & CEO) to reallocate funds among the proposed Model Programs included in the FY 2019 AHF Annual Plan in response to market demands and opportunities.

105 HCR18-042 Workshop and Discussion: San Diego Housing Commission Proposed Fiscal Year 2019 Budget

NO ACTION WAS REQUIRED ON THE PART OF THE HOUSING COMMISSION

Jeff Davis, Executive Vice President & Chief of Staff, and Tracey McDermott, Chief Financial Officer, presented a workshop on the proposed Fiscal Year 2019 Budget for the San Diego Housing Commission.

ADJOURNMENT

Chair Urtasun adjourned the Regular Meeting at 9:57 a.m.

Respectfully submitted,

Scott Marshall
Vice President
Communications and Government Relations
San Diego Housing Commission

Approved by,

Richard C. Gentry
President & Chief Executive Officer
San Diego Housing Commission