

**THE LONG BEACH HOUSING DEVELOPMENT COMPANY  
110 PINE AVENUE, SUITE 1200, LONG BEACH, CA 90802**

**REVISED MINUTES OF THE ANNUAL MEETING  
August 19, 2009**

**1. Call to Order**

Chair Brown called the meeting to order at 4:00 p.m.

**2. Roll Call**

**Present:** Patrick Brown, Chair  
Kevin Cwayna, M.D.  
Michael McCarthy  
Kristie Kinney Pabst  
Patrice Wong (Arrived at 4:17 p.m.)  
Anna Ulaszewski

**Absent:** Stacy McDaniel \*  
Jonathan Gotz, Vice Chair\*  
*\*Excused*

**Staff:** Dennis Thys, President  
Ellie Tolentino, Vice President  
Rich Anthony, Deputy City Attorney  
Patrick Ure, Housing Development Officer  
Dale Hutchinson, Housing Operations Officer  
LaVerne Duncan, Housing Communications Officer  
Robin Grainger, Housing Rehabilitation Services Officer  
Norma Lopez, Development Project Manager  
Maria Pangelinan, Community Development Analyst  
Silvia Medina, Community Development Analyst  
Rikki Page, Housing Rehabilitation Counselor  
Fernando Ponce, Housing Rehabilitation Counselor  
Pat Parga, Bureau Secretary  
Heather Murdock, Clerk Typist

**Guests:** John Edmond, Chief of Staff, Council District 6  
Sheri Rossillo, Special Projects Officer  
Dave Wielenga, The District Weekly  
Marty Clouser, Kennedy Wilson Corporate  
Shone Wang, Dayman Estates  
Sherry Wang, Dayman Estates

**3. Approval of the Minutes from the Previous Meeting**

The minutes of the regular meeting of June 17, 2009, and the Special Meeting of August 5, 2009, were approved by consensus and filed.

**4. Report of the Chair**

Chair Brown discussed the demolition of the Azteca Bar.

**5. Action Items**

**A. Second Mortgage Assistance for Olive Villas Homebuyers (CD6)**

Vice President Tolentino presented the staff report. Shone Wong of Dayman Estates, the Marty Clouser of Kennedy Wilson, the new owners of Olive Villas, both spoke about the project. Board member Cwayna asked what the sales prices were previously and if they were originally moderate-income units. Staff Ure stated that prices before ranged from about \$221,000 to \$338,000 and were a mixture of market-, moderate-, low- and very low-income units. Board member Cwayna asked if the new proposed prices were below market. Mr. Wong stated that they were slightly lower. President Thys stated that each buyer must apply for a conventional loan, which would require an accurate appraisal. Board member Pabst stated that she did not feel that the units would sell at such high prices; however, she agreed with President Thys about the appraisal. Board member Pabst asked where the buyers would come from. Mr. Clouser spoke about the planned outreach for the property and the changes that would be made to the units to make them more inviting. Board member Pabst asked about the timeframe. Mr. Clouser stated that the initial timeframe would be 6 to 8 months to reach out to Long Beach residents, and then they would reach out even further. Mr. Wong stated that they wanted to reduce the vacancy rate so they would be aggressive in their marketing efforts. Board member Cwayna stated that it is not a marketing issue, but a price issue. President Thys stated that all the units where the Second Mortgage Assistance was available did sell.

**Recommended Actions:**

- 1) Approve second mortgage assistance of up to \$2,350,000 to moderate-income first time homebuyers of the remaining 32 units at Olive Villas, under the same terms and conditions of the existing LBHDC Second Mortgage Assistance Program; and
- 2) Authorize the President or designee to sign any and all documents necessary to provide this assistance.

**MOTION TO APPROVE:  
SECONDED:**

**Michael McCarthy  
Anna Ulaszewski**

**ABSTAIN:**

**Kevin Cwayna, M.D.**

**YES:**

**Patrick Brown  
Michael McCarthy  
Patrice Wong  
Anna Ulaszewski**

**NO:**

**Kristie Kinney Pabst**

**MOTION CARRIED**

**B. Architectural Design, Urban Planning & Landscape Architectural Consulting Services**

Vice President Tolentino presented the staff report. Board member Pabst asked if there were any conflict of interest issues because Studio Oneleven is already working on the Meta Housing project. President Thys stated that staff actually recommended that Studio Oneleven get involved in the Meta Housing project because it was going sideways. Deputy City Attorney Anthony stated that he did not feel there would be any conflict of interest. Board member Cwayna asked when was the last time an architectural firm was on retainer and why now. Vice President Tolentino stated that it has been a few years since an architectural firm has been on retainer; however, there are now several project/sites that require a conceptual master plan, which requires the assistance of an architectural firm. President Thys stated that the recently demolished the Azteca bar site and Henderson Street would both need a proposal that makes sense for the overall area. Chair Brown stated that they were not necessarily going to spend all the money.

**Recommended Action:**

Authorize the President or designee to enter into an agreement for Architectural Design, Urban Planning & Landscape Architectural consulting services with Studio Oneleven at Perkowitz+Ruth Architects in as amount not to exceed \$175,000 for a period of up to three years.

**MOTION TO APPROVE:  
SECONDED:**

**Kristie Kinney Pabst  
Michael McCarthy**

**ABSTAIN:**

**Anna Ulaszewski**

**YES:**

**Patrick Brown  
Kevin Cwayna  
Michael McCarthy  
Kristie Kinney Pabst  
Patrice Wong**

**MOTION CARRIED**

- C. Amendment to Contract with Liebold, McClendon & Mann for Legal Consulting Services

Vice President Tolentino presented the staff report. Chair Brown asked if this was work that could be handled by the City Attorney's office. Deputy City Attorney Anthony stated that this type of work, putting construction loans on the books, has always been outsourced. Board member Pabst asked if they were a Long Beach based firm and if staff has been happy with their services. Vice President Tolentino stated they are based in Costa Mesa. Deputy City Attorney Anthony stated that they are a very good firm and are competitive with other firms. President Thys stated that staff had requested an extension of the contract; however, he wanted to ask them to consider the 5 percent discount the City is asking of all its vendors and will bring back the new contract at the next meeting. Board member Pabst asked if the number of hours billed was logical for what is produced. Vice President Tolentino stated that staff reviews all the bills received and the hours billed. President Thys stated that there is so much paperwork and hours required to meet the legal requirements. He stated that when the extension of the contract comes back to the Board, he would have a representative attend to answer questions.

**Recommended Action:**

Authorize the President to increase the existing legal services contract with Leibold, McClendon & Mann in the amount of \$75,000 to cover services through September 30, 2009.

**MOTION TO APPROVE:**

**SECONDED:**

**MOTION CARRIED**

**Anna Ulaszewski  
Michael McCarthy**

- D. Approval of "Over Limit" Single-Family Rehabilitation Loan – 3731 Linden Avenue (CD 8)

Staff Grainger presented the staff report. Board member Pabst asked if the daughter was on title and if the loan becomes payable should the owner of a property die. Staff Grainger stated that the house is in a trust and when the trust is dissolved the loan becomes due. Board member Pabst asked why

they do not get a reverse mortgage. Staff Grainger stated that they may not income qualify; however, staff is not able to ask the question. Board member McCarthy stated that the \$60,000 is a guideline for the Programs Committee, but not for the Board. Board member McCarthy stated that one of the prime directives is to preserve the neighborhood. Staff Grainger stated that the loan is earning 3% interest and the neighborhood will be improved. Staff Grainger circulated pictures of the house. Board member Pabst asked what would happen if only the \$60,000 was approved. Staff Grainger stated that all code deficiencies must be repaired or the homeowners could still be cited and accumulate fines. Board member Wong stated that there were two unusually high-ticket items, the long driveway and the roof. Staff Grainger stated that they were reusing the original Spanish style caps, which saves a lot of money.

**Recommended Action:**

Approve a single-family rehabilitation loan to Ms. Margaret Hanson in an amount not to exceed \$110,000.

**MOTION TO APPROVE:  
SECONDED:**

**Michael McCarthy  
Anna Ulaszewski**

**ABSTAIN:**

**Kevin Cwayna, M.D.**

**YES:**

**Patrick Brown  
Michael McCarthy  
Patrice Wong  
Anna Ulaszewski**

**NO:**

**Kristie Kinney Pabst**

**MOTION CARRIED**

- E. Approval of Additional Single-Family Rehabilitation Loan Exceeding Total Loan Limit – 2113 Lemon Ave. (CD 6)

Staff Grainger presented the staff report. Board member Pabst asked if they were a large family. Staff Grainger stated that they were a family of 5.

**Recommended Action:**

Approve an additional single-family rehabilitation loan to Luis A. Tobon and Bellanid Tobon in an amount not to exceed \$35,000.

**MOTION TO APPROVE:  
SECONDED:  
MOTION CARRIED**

**Anna Ulaszewski  
Michael McCarthy**

F. Approval of "Over Limit" Single-Family Rehabilitation Loan – 332 East 10<sup>th</sup> Street (CD 1)

Staff Grainger presented the staff report.

The work write-up for this property originally called for removal and replacement of a deteriorated carport. However, replacement of severely deteriorated interior drywall areas of the dwelling was required, and the cost attributable to carport replacement was reallocated to replace the deteriorated drywall. Because of homeowner's propensity to accumulate and store large volumes of items, and his reluctance to remove and dispose of these health and safety hazards, the rehabilitation inspector conducted the work write-up inspection as thoroughly as possible, given the circumstances, and based on other similar areas of the dwelling that he was able to be fully inspect. Subsequently, the owner reconsidered his decision to replace the carport and requested its reconstruction, which necessitated this change order.

Board member Cwayna asked how the carport helped with the oxygen and if there was a garage on the property. Staff Grainger stated that it would keep the car cooler and there was no garage on the property.

**Recommended Action:**

Approve a \$3,000 increase to the previously approved single-family rehabilitation loan to Eric Davis, resulting in a new loan amount not to exceed \$63,000.

**MOTION TO APPROVE:**  
**SECONDED:**  
**MOTION CARRIED**

**Michael McCarthy**  
**Anna Ulaszewski**

G. Financial Report for the Period Ending June 30, 2009

Vice President Tolentino asked if the Board members had any questions. Board member Ulaszewski asked if she could ask question at a later time. Vice President Tolentino stated the Board members could call her or Dale at any time to ask questions. Staff Hutchinson gave an update.

**Recommended Action:**

Receive and file.

**MOTION TO APPROVE:**  
**SECONDED:**  
**MOTION CARRIED**

**Anna Ulaszewski**  
**Michael McCarthy**

H. Annual Financial Report for the Fiscal Year Ended September 30, 2008

Vice President Tolentino stated that the report is prepared by the City's Financial Management Department and audited by KPMG. Board member Wong asked if at a future meeting Staff Hutchinson could review the important aspect of the annual report for the Board. Board member Cwayna wanted to know his financial obligation as a Board member for inaccuracies or discrepancies in the annual report. Deputy City Attorney stated that he would have to check on the matter. Chair Brown asked him to bring something back at the next meeting. Board member Ulaszewski reminded the Board that it is not approving the report, just receiving and filing.

**Recommended Action:**

Receive and file.

**MOTION TO APPROVE:**  
**SECONDED:**  
**MOTION CARRIED**

**Michael McCarthy**  
**Anna Ulaszewski**

**6. Committee Reports**

**A. Executive Review Committee – No August Meeting**

Chair Brown stated there was no ERC meeting in August.

**B. Programs Committee – June and August minutes**

Board member McCarthy stated that today's agenda included three items, which were the highlights from the Programs Committee.

**C. Projects Committee – No August Meeting**

Chair Brown stated there was no August Meeting.

**D. Legislative Advocacy Committee – June minutes**

Board member Cwayna stated that no significant items were discussed. He was wondering why there was no Development Director to look for other funding sources.

**E. Community Development Advisory Commission**

Board member McCarthy had nothing to report.

**7. Report of the President**

**A. Nominations Committee – Appointment of Nominations Committee members for 2009 elections.**

Vice President Tolentino asked for volunteers from the Board to be on the Nominations Committee. No Board members volunteered. President Thys stated that staff would put together something for the Board to vote on for the next meeting.

B. Summary of Projects

Vice President Tolentino asked the Board if they had any questions. Board members had no questions.

C. Upcoming Items and Significant Issues

Vice President Tolentino reviewed the items on the report including:

**Foreclosure Fair and Workshops**

Vice President Tolentino gave an update on the foreclosure workshops. Chair Brown asked that staff monitor attendance closely because attendance at the Main Library workshop was very low and staff may wish to combine some of the district workshops. President Thys stated that staff has marketed the dates heavily and could not cancel now. He stated that foreclosure is a very sensitive subject and a lot of people need the information. Board member Ulaszewski stated some individuals were attending workshops in other districts for privacy. Vice President Tolentino stated that staff has worked with the Council staff and local churches; also the information is printed in English, Spanish and Khmer. Board member Cwayna asked if there was a way to get the information privately. Vice President Tolentino stated anyone could call the Los Angeles Neighborhood Housing Services (LANHS) directly.

**Second Mortgage Assistants Program**

Staff Hutchinson stated that 43 escrows closed with another 8 to close by the end of September, and another 6 buyers still searching for properties.

**Neighborhood Stabilization Program I (NSPI)**

Vice President Tolentino stated that the City received \$5 million from NSPI. She stated that the City has acquired 7 single-family properties, which are being rehabbed and will be marketed to eligible first time homebuyers from the Second Mortgage Assistance Program's waiting list. President Thys stated that HUD acknowledged that the NSPII application was received on time and complete. He stated that the Board should hear back from HUD sometime between now and December.

**Meta Housing Project**

Vice President Tolentino stated that the Meta Housing project on Long Beach Blvd. and Anaheim was awarded \$25.7 million in State Infrastructure and Transit-



oriented Development funds. She stated that it was a very significant award, which represents 1/8 of the development funds for the project.

**Legistar**

Vice President Tolentino stated that the City is encouraging Boards and Commissions to start using the Legistar system that is used by City Council to post meeting agendas and minutes. She stated that some of the advantages of using Legistar include better record keeping, more transparency, public access online, and it will be easier to research data.

**Redevelopment Agency (RDA)**

President Thys stated that the RDA is having a special meeting on Monday regarding the funding take away and the Memorandum of Understanding with the LBHDC.

**D. Review of Upcoming Meetings and Special Events**

Vice President Tolentino reviewed the list of Upcoming Meetings and Events. Board members had no questions.

**8. New Business**

Board member had no new items.

**9. Public Participation**

No members of the public were present.

**10. Adjournment**

The Board meeting adjourned at 5:15 p.m.

**Respectfully submitted,**



**DENNIS J. THYS, PRESIDENT**

**APPROVED BY:**



**PATRICK BROWN, CHAIR**