

Pacific Currents



Multifamily Housing News

U.S. Department of Housing & Urban Development — San Francisco Multifamily Hub

Hawaii Northern California Nevada Arizona

Volume 6, Issue 4

December 2003

Inside This Edition of Pacific Currents

FY2003 Report	—	1-3
Phoenix Accomplishments	—	4
Honolulu Accomplishments	—	5
San Francisco Accomplishments	—	6
Hub Telephone & Email Addresses	—	7-10
Other Hub Accomplishments	—	11-12
RHIIP & 2530 Previous Participation	—	13
REAC & Mgmt Cert Requirements	—	13
PBCA Update & MAP FAQs	—	13
Questions & Answers	—	14
Issuances	—	15
Comings & Goings	—	16
Calendar	—	16

Fiscal Year 2003 Report

Production Soars

- 202/811 Record Endorsements -

By Janet L. Browder, Director
San Francisco Multifamily HUB

In closing out our Fiscal Year '03, which ended September 30, 2003, much appreciation and thanks go to the HUD staff and our industry partners for their efforts which enabled us to surpass the optimistic goals we set for ourselves, particularly in new business, refinancing and in clearing out the Section 202/811 (Elderly/Disabled) "aged" pipeline.

Can you believe we still had a FY 1994, Section 202 project located in San Francisco that had not reached initial closing? And, yes, there was a 1994 project located in Honolulu that had not initially closed. Not to mention, one 1996, two 1998's and five 1999 funded projects that had not closed yet. We are most pleased that this pipeline of projects are now under construction and on their way to producing much need affordable elderly and disabled housing. We were also able to reach final endorsement on fifteen additional projects, which means they became fully occupied and had wonderful Grand Opening celebrations. We celebrate these achievements and the hard work of staff and the industry, which increased affordable housing where it is so desperately needed. And I hope our sponsors and their consultants continue to work diligently to reduce the timeframes from funding to initial closing.

New construction, rehabilitation and refinancing of insured properties generated a lot of activity for the San Francisco Hub this past fiscal year. In total, the San Francisco Hub insured 55 projects with mortgages that totaled \$575,873,900.00.

Continued on Page 2

4 Page Pull-Out!
San Francisco Multifamily
HUB Addresses, Phone Numbers
and Email Addresses!

HUD National Web Site:
www.hud.gov

San Francisco Multifamily Hub:
www.hud.gov/local/index.cfm?state=ca

Section 202/811	No. of Projects	No. of Units	Capital Advance
Arizona	4	136	\$ 40,717,500
California	16	786	\$ 77,505,100
Hawaii	4	47	\$ 6,893,600
Nevada	1	22	\$ 1,935,500

Multifamily Hub News Staff

Multifamily Hub Director
Janet L. Browder

Director, Operations — J. Patrick Goray

Editor-In-Chief — Christine Day
Design, Layout, Advisor — Larry Chauvet
Hub Lines Contributor — Jeri Henson



The Multifamily Hub News is distributed to Hub clients as well as other interested parties. Comments may be directed to Christine Day at (415) 436-8476 or Christine_J._Day@HUD.GOV

Subscriptions: The San Francisco Multifamily HUB, USDHUD "Pacific Currents" newsletter is published on a quarterly basis and distributed free of charge to registered subscribers. To subscribe please send your name and complete mailing address to:

Larry_A._Chauvet@HUD.GOV

Disclaimer: This publication provides general coverage of its subject area. It is distributed with the understanding that the publisher is not engaged in rendering legal, accounting, or other professional advice or services. If legal advice or other expert assistance is required, the services of a competent professional should be sought. The publisher shall not be responsible for any damages resulting from any error, inaccuracy, or omission contained in this publication.

Hub Lines . . .

To dream of the person you would like to be is to waste the person you are.

~ Bancroft

He that would have fruit must climb the tree.

~ Thomas Fuller

Happiness... consists in giving and in serving others.

~ Henry Drummond

Fiscal Year 2003, Continued from Page 1
Production Soars—202/811 Record Endorsements

The activity by the five offices in our Hub is:

<i>Insured Workload Generated Income for HUD</i>
Over \$5,000,000 in examination/application/MIP fees collected.

<i>Initial Endorsements</i>	<i>No. of Projects</i>	<i>Mortgage Amount</i>
Arizona	19	\$ 238,647,700
Sacramento	7	23,590,100
San Francisco	12	92,838,800
Hawaii	4	45,522,000
Nevada	13	175,275,300
Hub Total	55	575,873,900

I want to thank HUD staff and our partners participating in the traditional and Accelerated Processing Program for producing a very good year for the Hub. Many HUD staff put forth extra effort due to several vacancies. Our partners stayed the course so that we could mutually accomplish and even exceed our goal this year.

Staff remained very busy in monitoring our inventory and processing the multitude of requests from owners and managing agents. At the same time we stayed focused on assuring that Exigent Health and Safety violations were mitigated, as well as bringing up the scores of the physical inspections of our inventory.

<i>Physical Inspections Released Between 10/01/02—09/30/03</i>
With inspection scores of 60 or better: Nationally 90% San Francisco Hub 94%

<i>Exigent Health and Safety Corrections:</i>
Nationally 98% mitigated San Francisco Hub 100%

We have been diligent, as have our owners, where a score below 60 occurred. Upon second inspection, the majority of the inspection scores exceeded 60. While the Hub has had an increase in scores under 60, we are pleased that the follow-up inspections were successful. Owners and agents must remain diligent in the repair of their properties.

Asset Management Project Managers continued to monitor and close Regulatory financial violations. Offices throughout the Hub worked with our partners to assure that questions were addressed and violations cleared. HUD's monitoring is essential and will continue to be an important process for staff.

Continued on Page 3

Fiscal Year 2003, Continued from Page 2
Production Soars—202/811 Record Endorsements

Financial statements with no issues/closed reviews:

Nationally 95% mitigated San Francisco Hub 98%

As in years past, we continue to focus on good customer service and communication. HUD staff put forth much effort to prepare and conduct useful industry meetings and outreach. Quarterly meetings with Asset Management industry partners were held and over 100 participants attended. Updated information, particularly the new Occupancy Handbook and other topics were well received. All offices partnered with their local AHMA's in further discussing and answering questions about the new handbook.

Our MAP (Multifamily Accelerated Processing) marketing handout was updated and provided at the Annual Western Hub Lenders Conference this year in Las Vegas. Thanks to our MAP Lenders working with HUD staff, a successful conference was held for the 4th year and we look forward to another conference in the coming year.

Our Hub newsletter, *Pacific Currents*, is one of our major communication efforts. It takes substantial staff work to produce. We were able to produce 4 issues this past year as well as posting the newsletter on-line. The newsletter is sent to over 4000 partners, and growing. Requests for publication of excerpts have been received and very favorable feedback from our readers continues. This past year we added two special article features: Service Coordinator and Mold and Mildew articles. We added a "pull-out" feature on the new Handbook 4350.3 changes in the September issue. We anticipate continuing to improve various features of the newsletter to make it useful to the variety of readers who receive it.

The special achievement articles in this newsletter further tell the story of Fiscal Year 2003. We thank you for the partnership we have had this year and look forward to working with you.

Looking forward, you can expect us to continue to work with you to insure and endorse new, rehabilitated and refinanced properties. We endeavor to work with you to meet your critical timeframes as well as our requirements.

We will be working with you to maintain your properties in exemplary physical and sound financial condition. Correction of violations must be timely and acceptable according to the business agreements we have agreed mutually upon. We will work with you in establishing new Neighborhood Network sites and maintaining existing ones.

You can also look forward to our on-going dialogue through the newsletter and industry meetings and any meetings you have where you would like HUD participation.

We are sure Fiscal Year 2004 will be as productive and exciting as this past year. Your cooperation and assistance, as always, is appreciated.

Sincerely,



Janet L. Browder, Director,
San Francisco Multifamily Hub

SHARE THE GOOD NEWS...

This newsletter is sent to our industry partners, which include: Lenders, Developers, Management Agents, Consultants, Government Officials, Project Site Offices, etc. The residents of the developments have advised they are interested in the information in the newsletter. We request that the copy sent to the project site be posted in the community room, on a bulletin board or somehow shared with the residents. You could also advise the residents that the newsletter is on our website, (<http://www.hud.gov/local/index.cfm?state=ca>) should they want to view it on their computer or in your Neighborhood Network location.

Accomplishments from Around the Hub—Phoenix, Arizona

Project/Location:

Lalo Guerrero Barrio Viejo Elderly Housing,
Tucson, AZ

Description:

**202 Capital Advance,
62 units of housing for
the Elderly**

Project Size:

Site Area: 110,295 sq. ft
24 Units @ 485 sq. ft
28 Units @ 462 sq. ft

Status:

Construction Completed
July 22, 2003

Sponsor:

Barrio Viejo Elderly
Housing, Inc.

Architect:

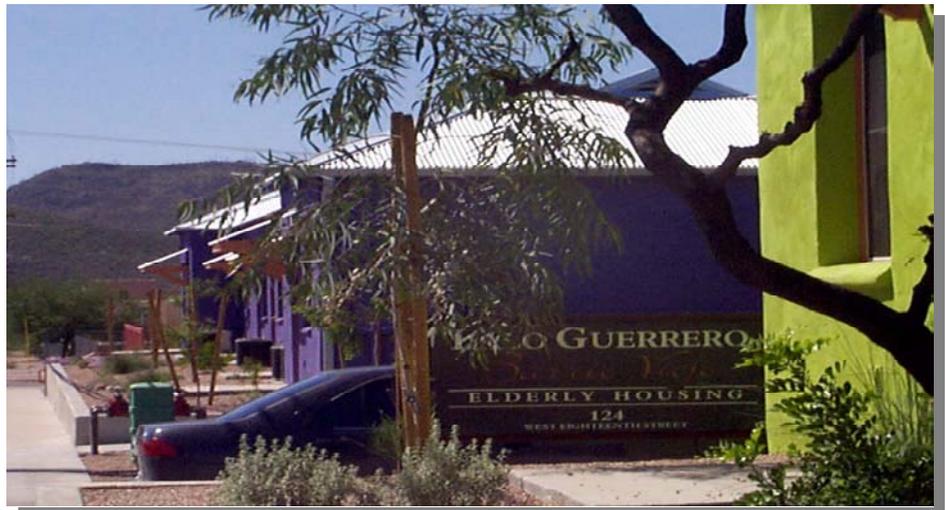
**The Architecture
Company,
Richard Fe Tom**

Contractor:

TA-Wallick, Construction,
LLD.

Funding Source:

HUD 202 Capital Advance
funding of \$3,506,700
HOME Funds of \$608,943
CDBG Funds of \$33,766
Enterprise Grant of
\$100,000



The Lalo Guerrero Barrio Viejo Elderly Housing complex is located at 123 W. 18th Street, Tucson, AZ. New construction for this project incorporated a portion of the old Drachman Elementary School, circa 1902. By including the school, the neighborhood was able to keep a portion of the old historic structure on site to be used for community space. The complex has the design concept of the historic barrio district and is named after Mr. Eduardo "Lalo" Guerrero (singer/songwriter). Mr. Guerrero, was born in Tucson and attended the Drachman Elementary School, he has several lifetime achievements and awards and was inducted into the Tejano Music Award's Hall of fame in 1991. Mr. Guerrero, now living in Southern California, attended the grand opening, September 19, 2003, and performed at a block party the following day.

The project consists of 62 units, all are ADA accessible, four are fully ADA compliant and two are for hearing impaired. The neighborhood was involved with the historic design and approval. The outdoor stage and courtyard (Drachman School), is available for neighborhood use, and the computers in the Community Building will be incorporated into a Neighborhood Network Center.



Accomplishments from Around the Hub—Honolulu, Hawaii



This elderly housing project marks a milestone for two federal agencies. For the first time ever, HUD and the Department of Agriculture, Rural Housing Service (RHS), entered into a Memorandum of Understanding to combine funding under the Section 202 Supportive Housing for the Elderly Program and Section 515 Rural Rental Housing Program to construct this 30-unit project.

The Section 202 Capital Advance and PRAC funding on this project only covered the development and operating cost of 20 units. The development and operating cost for the remaining 10 units was possible through the Section 515 Rural Rental Housing Program and Section 521 Rental Assistance Program. HUD has a first lien on all 30 units and RHS has a second lien on all 30 units. The RHS loan also covered the off-site improvements required for the project. The Memorandum of Understanding executed by both agencies and the owner covers liens, use restrictions, identification of the HUD and RHS units, operation, default provisions, pro-rata splitting of proceeds, prepayment and ownership transfers.

The project consists of 29 one-bedroom units and one 2-bedroom unit for a resident manager. There are six buildings containing 5-units each. The units in four of the buildings have been designated as PRAC units and the units in two of the buildings have been designated as Section 521 units. There is also a separate community center and laundry facility. All units are wheelchair accessible and contain emergency call systems. The project owner was recently recognized and awarded energy credits by Maui Electric Company for the energy saving appliances and solar water heating systems that were incorporated in the project design and construction. The view from the project takes in the closed historic Pioneer Sugar Mill site and the Pacific Ocean.

The project name – Hale Mahaolu Eono – is Hawaiian for “house of pleasant living.”

Project/Location:

Hale Mahaolu Eono,
Lahaina, Maui, Hawaii

Description:

**30 Affordable Senior
Rental Apartments**

Project Size:

Site Area: 77,017 sq. ft
Living Area: 20,370 sq. ft.
29 One-Bedrooms
(607 sq. ft each)
1 Two-Bedroom
(871 sq. ft)

Status:

Construction Completed
March 10, 2003

Sponsor:

Hale Mahaolu

Architect:

Gima Architects, Inc.

Contractor:

Metcalf Construction
Company, Inc.

Funding Source:

Section 202 funding of
\$2.8 Million
Rural Housing Service;
Section 515 - \$1.1 Million
Hale Mahaolu \$200,000



**EQUAL HOUSING
OPPORTUNITY**
35th Anniversary of the Fair Housing Act

Accomplishments from Around the Hub—San Francisco, CA



Resources for Community Development (RCD) celebrated the opening of Alvarez Court Apartments, 19 apartments for low-income people with physical disabilities in Pinole. Located at 760 Alvarez Avenue the project has been praised for its bright and charming design, creative accessibility features, and community-friendly courtyard. Instead of a bland utilitarian design, this design reflects the morning Pinole sun shining on redwood patios, golden and rich-yellow facades, and pillaring bamboos meeting residents' second story windows.

The design for Alvarez Court, by JSW/D Architects of Berkeley, fits comfortably into the established neighborhood, which offers a mixture of single-family homes, small apartment buildings and small service oriented commercial buildings. The building style is an affordable re-interpretation of California craftsman, echoing the style of other buildings in the neighborhood. Instead of a design which reads "special needs housing," the design helps residents to integrate into the community. Broward Brothers Construction of Woodland constructed the project.

Alvarez Court Apartments features nineteen handicap accessible apartments, comprised of one and two bedrooms. Each unit includes low or adjustable counters; accessible appliances; a kitchen and bath with a wide turning radius; a roll-in shower or tub with grab bars; and accessible door hardware. Disabled residents pay only 30% of their income in rent, and professional, on-site management will ensure a secure and quality living environment. Residents also enjoy a community room with a computer terminal and a small kitchen, laundry, and a landscaped courtyard.

Alvarez Court Apartments received funding from the U.S. Department of Housing and Development (HUD) Section 811 program, the City of Pinole Redevelopment Agency, the County of Contra Costa HOME and HOPWA programs, and the Federal Home Loan Bank AHP program.

Project/Location:

Alvarez Court , Pinole, CA

Description:

19 units of housing for the disabled

Project Size:

One, Two Story Building, with One Elevator serving the housing needs for Eleven (11) One-Bedroom, Seven (7) Two Bedroom residential units for the Physically Disabled, plus One (1) Two Bedroom Manager Unit for a total of Nineteen (19) Units

Status:

Construction Completed September, 2003

Sponsor:

Resources for Community Development
Dan Sawislak,
Executive Director
Michael Rogers,
Director of Housing Development

Architect:

Jacobson, Silverstein & Winslow

Contractor:

Broward Bros., Inc.

Funding Source:

HUD 811 funding of \$1,892,500
AHP Funding of \$72,000
HOPWA Funding of \$798,742
City of Pinole funding of \$988,000
County of Contra Costa funding of \$500,000



EQUAL HOUSING OPPORTUNITY
35th Anniversary of the Fair Housing Act

U.S. Department of Housing—San Francisco Multifamily Hub

450 Golden Gate Avenue
POB 36003, Mail Stop 9AHM
San Francisco, CA 94102-3448
Main Telephone: 415-436-6579 Main Fax: 415-436-6599

Janet L. Browder, Director

(415) 436-6579—Email: janet_l_browder@hud.gov

Larry A. Chauvet, Assistant

(415) 436-6579—Email: larry_a_chauvet@hud.gov

J. Patrick Goray

Director, Operations

(415) 436-8357—Email: j_patrick_goray@hud.gov

Jeri Henson, Assistant

(415) 436-8357—Email: geraldine_g_henson@hud.gov

Eileen D'Alfonsi, Administrative Staff Specialist

(415) 436-8452—Email: eileen_m_d'alfonsi@hud.gov

Danny Dadios, Contract Administration

(415) 436-8347—Email: danilo_a_dadios@hud.gov

Mike Greene, Senior Project Manager

(415) 436-8350—Email: v_michael_greene@hud.gov

Deanna Smith, Senior Project Manager

(415) 436-6443—Email: deanna_l_smith@hud.gov

Matt Naish, Project Manager

(415) 436-7538—Email: john_m_naish@hud.gov

Bob Dutra, Information Specialist

(415) 436-8453—Email: robert_v_dutra@hud.gov

Melvin Gunn, Contract Oversight Specialist

(415) 436-8278—Email: melvin_w_gunn@hud.gov

Margie Winemberg, Senior Project Manager

(415) 436-8466—Email: margie_e_winemberg@hud.gov

Chris Day, Senior Project Manager

(415) 436-8476—Email: christine_j_day@hud.gov

Irene Pertsovsky, Project Manager Student Trainee

(415) 436-7428—Email: irene_e_pertsovsky@hud.gov

Tom Azumbrado, Director, Project Management

Fax: (415) 436-8996—Email: thomas_w_azumbrado@hud.gov

Cindi Tsai, Assistant

(415) 436-6605—Email: cindi_tsai@hud.gov

Jim Myers, Architect/MAP Construction Coordinator

(415) 436-8127—Email: james_a_myers@hud.gov

Jackie Perry, Program Assistant

(415) 436-8551—Email: jacqueline_perry@hud.gov

Angela Corcoran

Chief, Asset Management

(415) 436-6521—Email: angela_m_corcoran@hud.gov

Traditional Asset Management

Diana Mann, Supervisory Project Management

(415) 436-8470—Email: diana_c_mann@hud.gov

Bob Skinner, Project Manager (Team Leader)

(415) 436-6493—Email: robert_c_skinner@hud.gov

Janice Morris, Program Assistant

(415) 436-6515—Email: janice_morris@hud.gov

Mel C. Cachola, Project Manager

(415) 436-8473—Email: mel_c_cachola@hud.gov

Marva A. Foote, Project Manager

(415) 436-8370—Email: marva_a_foote@hud.gov

Rita L. Lee, Project Manager

(415) 436-8478—Email: rita_l_lee@hud.gov

Angela Lewis-Morrison, Project Manager

(415) 436-8469—Email: angela_l_morrison@hud.gov

Section 8 contract Administration

Gus Ruiz, Supervisory Project Management

(415) 436-8471—Email: agosto_d_ruiz@hud.gov

Betty Wang, Project Manager (Team Leader)

(415) 436-8465—Email: betty_l_wang@hud.gov

Susan Chen, Program Assistant

(415) 436-8456—Email: susan_s_chen@hud.gov

Fred J. Atilano, Project Manager

(415) 436-8399—Email: fred_j_atilano@hud.gov

Larry A. Barrer, Project Manager

(415) 436-8467—Email: larry_a_barrer@hud.gov

Jean Cassimus, Project Manager

(415) 436-8474—Email: jean_cassimus@hud.gov

Marietta V. de Chavez, Project Manager

(415) 436-8360—Email: marietta_v_de_chavez@hud.gov

Traditional Asset Management

Continued
Fax (415) 436-8415

June S. Park, Project Manager
(415) 436-8480—Email: june_s_park@hud.gov

Martha G. Picasso, Project Manager
(415) 436-6476—Email: martha_g_picasso@hud.gov

John S. Tedesco, Project Manager
(415) 436-8481—Email: john_s_tedesco@hud.gov

Larry J. Ferguson, Supervisory Project Manager/MAP Team Leader
(415) 436-8385—Email: larry_j_fergison@hud.gov

Linda V. Johnson, Program Assistant
(415) 436-6983—Email: linda_v_johnson@hud.gov

Fax: (415) 436-6460

Patchara Baumgartner, Housing Representative
(415) 436-8441—Email: patchara_baumgartner@hud.gov

Robert "Bob" H. Katz, MAP Coordinator/Appraiser
(415) 436-83371—Email: robert_h_katz@hud.gov

Pamella "Pam" R. Parker, Appraiser
(415) 436-83331—Email: pamella_r_parker@hud.gov

Daniel "Dan" S. Grumet, Mortgage Credit Specialist
(415) 436-8441—Email: daniel_s_grumet@hud.gov

Peter E. Koziol, Mrtg. Cr. Specialist (Virtual Team)
(602) 379-7151—Email: peter_e_koziol@hud.gov

Frank S. Aranzubia, Architect/Engineer/Const. Analyst
(415) 436-83351—Email: frank_s_aranzubia@hud.gov

Section 8 contract Administration

Continued
Fax (415) 436-8415

Erma L. Harris, Project Manager
(415) 436-8459—Email: erma_l_harris@hud.gov

Rajani N. Khare, Project Manager
(415) 436-8460—Email: rajani_n_khare@hud.gov

Gwen Kelleher, Project Manager
(415) 436-8302—Email: gwen_kelleher@hud.gov

Frank J. Spillman, Housing Representative
(415) 436-8413—Email: frank_j_spillman@hud.gov

Jane J. Chang, Appraiser
(415) 436-8341—Email: jane_j_chang@hud.gov

Wayne D. Harris, Appraiser
(415) 436-8342—Email: wayne_d_harris@hud.gov

Lon Varvel, Appraiser (Virtual Team Member)
(916) 498-5220 x345 —Email: lon_varvel@hud.gov

Michael J. Otocky, Mortgage Credit Specialist
(415) 436-6538—Email: michael_j_otocky@hud.gov

Clarita S. Mijares, Architect/Engineer/Const. Analyst
(415) 436-8332—Email: clarita_s_mijares@hud.gov

**Traditional Application Processing
Section 202/811 Team**

William "Bill" J. Rogina
Supervisory Project Manager
(415) 436-6422—Email: william_j_rogina@hud.gov

Dottie A. Johnson, Program Assistant
(415) 436-6522—Email: dottie_a_johnson@hud.gov

Fax: (415) 436-6460

Richard E. Brawn, Appraiser
(415) 436-8341—Email: richard_e_brawn@hud.gov

Flo Campit, Mortgage Credit Specialist
(415) 436-8279—Email: flo_campit@hud.gov

Jason H. Dongses, Construction Analyst (Virtual Team)
(916) 498-5220, ext. 389—Email: jason_h_dongses@hud.gov

Thomas M. Frizzell, Housing Rep (Virtual Team)
(602) 379-7149—Email: thomas_m_frizzell@hud.gov

Lee W. Bartok, Architect/Engineer/Construction
(415) 436-8327—Email: lee_w_bartok@hud.gov

Michael J. Hayes, Sr Housing Representative
(415) 436-8356—Email: michael_j_hayes@hud.gov

Charles "Bill" W. Peters, Housing Representative
(415) 436-8372—Email: charles_w_peters@hud.gov

Manuel J. Aguilar-Soto, Housing Representative
(415) 436-8358—Email: manuel_j_aguilar-soto@hud.gov

Cheryl A. Fukunaga, Housing Rep (Virtual Team)
(808) 522-8185, ext. 232—Email: cheryl_a_fukunaga@hud.gov

Rhea A. Perales, Housing Rep (Virtual Team)
(916) 498-5220, ext. 344—Email: rhea_a_perales@hud.gov

U.S. Department of Housing—Honolulu Program Center

500 Ala Moana Boulevard, Suite 3A
Honolulu, Hawaii 96813
Main Telephone: 808-522-8175 Main Fax: 808-522-8194

Ray M. Yamate, Program Assistant
(808) 522-8185, ext. 236—Email: ray_m._yamate@hud.gov

Kimberly Correia, Program Assistant
(808) 522-8185, ext. 241—Email: kimberly_correia@hud.gov

Asset Management

Raymond H. Gota
Senior Project Manager/Team Leader
(808) 522-8185, ext. 244—Email: raymond_h._gota@hud.gov

Traditional Asset Management & Section 8 Contract Administration Team

Rod K. Dickson, Project Manager
(808) 522-8185, ext. 229—Email: rod_k._dickson@hud.gov

Carole O. Horiuchi, Project Manager
(808) 522-8185, ext. 247—Email: ray_m._yamate@hud.gov

Barbara W. Cox, Project Manager
(808) 522-8185, ext. 231—Email: barbara_w._cox@hud.gov

San Francisco Virtual Team Member—Section 202/811

Cheryl A. Fukunaga, Housing Representative
(808) 522-8185, ext. 243—Email: cheryl_a._fukunaga@hud.gov

Dave Hickman, Mortgage Credit/Project Manager
(808) 522-8185, ext. 248—Email: roy_d._hickman@hud.gov

U.S. Department of Housing—Las Vegas Multifamily Staff

333 North Rancho Drive, Suite 700
Las Vegas, Nevada 89106-3714
Main Telephone: 702-388-6513 Main Fax: 702-388-6736

Frank J. Castro
Supervisory Project Manager
(702) 388-6129—Email: frank_j._castro@hud.gov

Terry L. Foster
Program Assistant
(702) 388-6127—Email: terry_l._foster@hud.gov

Traditional Asset Management & Section 8 Contract Administration Team

Dave F. Ewing, Project Manager
(702) 388-6142—Email: dave_f._ewing@hud.gov

Mary E. Cain, Project Manager
(702) 388-6147—Email: mary_e._cain@hud.gov

Dave L. Neet, Project Manager
(702) 388-6413—Email: dave_l._neet@hud.gov

Blair Lund, Senior Project Manager
(702) 388-6243—Email: blair_lund@hud.gov

U.S. Department of Housing—Phoenix Program Center

One N Central Ave, Suite 600, Phoenix, AZ 85004
Main Telephone: (602) 379-7170 Main Fax: (602) 379-4549

Sally G. Thomas, Director
(602) 379-7170—Email: sally_g._thomas@hud.gov

Kimberly D. Bledsoe
Program Assistant
(602) 379-7146—Email: kimberly_d._bledsoe@hud.gov

Robert A. Gubler
Information Specialist
(602) 379-7138—Email: robert_e._gubler@hud.gov

U.S. Department of Housing—Phoenix Program Center (Continued)

Production—Multifamily Accelerated Processing Team

Tony G. Perez, Housing Representative
(602) 379-7176—Email: tony_g_perez@hud.gov

Ronald O. Bartlett, Appraiser
(602) 379-7144—Email: ronald_o_bartlett@hud.gov

Richard J. Wurtz, Housing Representative
(602) 379-7142—Email: richard_j_wurtz@hud.gov

Kevin S. Hutchinson, Appraiser
(602) 379-7139—Email: kevin_s_hutchinson@hud.gov

Sammy N. Valenzuela, Construction Analyst
(602) 379-7141—Email: sammy_n_valenzuela@hud.gov

Sandra O. King, Mortgage Credit Specialist
(602) 379-7152—Email: sandy_o_king@hud.gov

Peter E. Koziol, Mortgage Credit Specialist
(602) 379-7152—Email: sandy_o_king@hud.gov

San Francisco Virtual Team Members, Section 202/811 Team

Thomas M. Frizzell, Housing Representative
(602) 379-7149—Email: thomas_m_frizzell@hud.gov

Donald I. Landry, Construction Analyst
(602) 379-7143—Email: donald_i_landry@hud.gov

Asset Management

Sandra R. Trepper, Supervisory Project Manager
(602) 379-7154—Email: sandra_r_trepper@hud.gov

Monica L. Barnes, Project Manager
(602) 379-7146—Email: monica_l_barnes@hud.gov

Rosie G. Ortega, Project Manager
(602) 379-7145—Email: rosie_g_ortega@hud.gov

Marilyn “Mandy” M. Cooley, Project Manager
(602) 379-7163—Email: mandy_m_cooley@hud.gov

Douglas J. Scott, Project Manager
(602) 379-7148—Email: douglas_j_scott@hud.gov

Kathy Dehler, Project Manager
(602) 379-7162—Email: kathleen_dehler@hud.gov

Lynn M. Serfling, Project Manager
(602) 379-7159—Email: lynn_m_serfling@hud.gov

Lavona G. Llewellyn, Team Leader
(602) 379-7156—Email: lavona_g_llewellyn@hud.gov

Calvin Smith, Project Manager
(602) 379-7158—Email: calvin_t_smith@hud.gov

U.S. Department of Housing—Sacramento Multifamily Staff

925 L Street, Sacramento, CA 95814
Main Telephone: (916) 498-5220 Main Fax: (916) 498-5262

Diane R. Brambila, Supervisory Project Manager
(916) 498-5220, ext. 343—Email: diane_r_brambila@hud.gov

Nancy M. Greer, Program Assistant
(916) 498-5220, ext. 341—Email: nancy_m_greer@hud.gov

Traditional Asset Management Team

Marguerite Beane, Project Manager
(916) 498-5220, ext. 385—Email: marguerite_beane@hud.gov

Bonita J. Hovey, Project Manager
(916) 498-5220, ext. 388—Email: bonita_j_hovey@hud.gov

F. Denise Williams, Project Manager
(916) 498-5220, ext. 384—Email: f_denise_williams@hud.gov

Milt V. Herring, Senior Project Manager
(916) 498-5220, ext. 262—Email: milt_v_herring@hud.gov

Section 8 Contact Administration Team

Unetha Gage-Norman, Project Manager
(916) 498-5220, ext. 229—Email: unetha_g_norman@hud.gov

Robin C. Thompson, Project Manager
(916) 498-5220, ext. 264—Email: robin_c_thompson@hud.gov

Woodrow H. Wilson, Project Manager
(916) 498-5220, ext. 392—Email: woodrow_h_wilson@hud.gov

SF Virtual Team Member/Section 202/811 Team
Rhea A. Perales, Housing Representative
(916) 498-5220, ext. 344—Email: rhea_a_perales@hud.gov

Multifamily Accelerated Processing Team

Lon Varvel, Appraiser
(916) 498-5220, ext. 345—Email: lon_varvel@hud.gov

Other Accomplishments from Around the Hub

Rededication of Marlton Manor—San Francisco, CA

Marlton Manor celebrated its "Rededication Ceremony on Thursday, September 4, 2003. Marlton Manor was built in 1924 and is located in the Tenderloin neighborhood of San Francisco. The ceremony marks the efforts of residents who organized with the assistance of Agape Outreach Center into the Marlton Manor Tenants Council. With the assistance of the San Francisco Redevelopment Agency, the Tenants Council partnered with Mercy Housing California and AF Evans Company to become the owner and developer of the "new" Marlton Manor.

Renovation of the property included improvement of 3,733 square feet of ground floor retail space, projected to house a small grocery store and credit union. The developer also renovated residential units, completed system upgrades and seismic retrofit, created accessible units, expanded common space for residents and installed a new computer-learning center. The acquisition and renovation was made possible by financing from the San Francisco Redevelopment Agency, Citibank, Fannie Mae, and Alliant Capital.



Jane Graff, President of Mercy Housing California, opened the ceremony by speaking of her memories of what Turk Street was in the past and the fabulous addition the "new" Marlton Manor will be to the neighborhood. Art Evans, President of AF Evans Company, Inc., spoke about his commitment to the neighborhood and how Marlton Manor originally was a relocation source for the Yerba Buena redevelopment project. He spoke of the neighborhood's drug history and how the commitment of the Tenant Council and their partners made this positive transition possible.

Other speakers included Richard Rainey, HUD's Regional Director; Sheila Burks, Director of Bay Area Partnership Office of Fannie Mae; Michael Weitzman, President of Citibank Western Region; Marsha Logan, Director of the San Francisco Redevelopment Agency; and Roy Bouse, Board Chairman, Marlton Manor Tenant's Council. All spoke about the importance



Covenant House Intergenerational Mentoring Program—Tucson, AZ

Covenant House, a HUD funded 202 project, is starting a United Way funded intergenerational mentoring program with at risk youth from Drake Alternative Middle School. Biltmore Properties, Inc., management company for the Covenant House, hosted a reception to bring residents and students together. The program will be called "Caring Hearts", participation goal is about 12 middle school students and about 20 to 40 residents with 10 to 20 serving as mentors. The reception was intended as an "ice breaking" event to encourage interaction and introduce the program. Representatives of United Way hope that this project will be successful and become a model for other HUD funded 202 projects. Betsy Copeland, Operations Analyst, represented HUD at the reception.

Other Accomplishments from Around the Hub

New State-of-the-Art Computer Resource Center Connects Residents—San Francisco, CA

All Hallows Gardens Apartments Community, located in San Francisco, California, celebrated the grand opening of their Neighborhood Network Center on October 30, 2003. Sophie Maxwell, Member of the San Francisco Board of Supervisors, Stephanie Yow from Nancy Pelosi's Office, Ron Vinson from the Mayor's office, Janet Browder, Director of the San Francisco Multifamily Hub and Diana Mann, Supervisory Project Manager participated in the celebration.

The center provides state-of-the-art computer resources in the heart of Hunters Point. The center consists of 10 computer workstations, as well as a business center, designed to help residents, who may otherwise not have the opportunity, to gain valuable computer training as well as access to the web. The wireless technology has the capabilities to allow residents to access the Internet at the computer center and from their homes.

The All Hallows Computer Resource Center is the first of four centers that AIMCO will be opening in the Hunters Point area of San Francisco this year. William Otero, Resident Services Coordinator, and the residents of All Hallows have worked together to develop a Center that will appeal to adults and children of all ages. The center will provide programs ranging from tutorials for residents of all ages, to specific programs for seniors and children. After school programs will be aimed at helping children with homework. The addition of the business center, which includes high speed printer, fax and copier, will also mean that residents will have access to business tools to help them get jobs, provide assistance and research for school work, and manage their households more efficiently. The center has partnered with the Crescent Park Multi-Cultural Family Center in Richmond, California, who will provide training programs through the Internet to the residents of All Hallows Gardens.



Ribbon Cutting – Sophie Maxwell, Janet Browder, Ron Vinson

Mountain Valley Elderly Care Ground Breaking, Sacramento, CA

Mountain Valley Elderly Care (MVEC), a non-profit organization created to assist the elderly in Hayfork, California, located about 100 miles from Redding, applied for HUD funding several times. Having no success, the founders went to Mr. William Bolton, Director of our Sacramento HUD office, for advice. MVEC was referred to ESKATON in early 2001. Initially, ESKATON was reluctant to take on such a small, 10-unit project, located in a remote location. However, after meeting with Mr. Clark Garlock, past President of MVEC and with encouragement from William Bolton, ESKATON decided to assist MVEC in bringing low-income housing to Hayfork.

The 202 application was finally submitted to HUD in May of 2001. With extraordinary support of the local community coupled with the track record of ESKATON, notice of the award was received December 2001.

The initial closing for the project, Mountain Valley Haven, was on September 26, 2003. HUD's capital advance amount for the project is \$933,700. The Trinity County Grants and Housing Rehabilitation also submitted an application to the Department of Housing and Community Development for HOME funds. The sponsor, MVEC, was able to secure \$107,000 of additional HOME funds. The ground breaking ceremony was attended by William Bolton on November 11, 2003. Drawings and specifications were provided by Peter Givas Architect. Construction is projected to be complete in June of 2004.

Rental Housing Integrity and Improvement Project (RHIIP)

When HUD issued the new Occupancy Handbook 4350.3, it also established the Rental Housing Integrity and Improvement Project (RHIIP). Each Hub and Program Center was asked to designate a RHIIP Help Desk Representative who will be the first person contacted with questions related to the revised Occupancy Handbook. These Help Desk Representatives will be part of a national team that will serve as experts on the subject of admission and occupancy policies and rent and income determinations. This team is essential in assisting the Department in meeting its goal to make sure the right benefits go to the eligible persons.

Owners with Section 8 contracts administered by a PBCA should contact the PCBA with any occupancy questions. If necessary, the PBCA will then contact the Help Desk Representative for assistance.

The individuals designated as RHIIP Help Desk Representatives in the San Francisco Hub are:

San Francisco:

Diana Mann, 415-436-8470

Email: diana_c._mann@hud.gov

John Tedesco (backup), 415-436-8481,

Email: john_s._tedesco@hud.gov

Sacramento:

Unetha Gage Norman, 916-498-5220 ext. 229

Email: unetha_g._norman@hud.gov

Milt Herring (backup) 916-498-5220 ext. 262

Email: milt_v._herring@hud.gov

Phoenix:

Lynn Serfling, 602-379-7159

Email: lynn_m._serfling@hud.gov

Mandy Cooley (backup) 602-379-7180

Email: mandy_m._cooley@hud.gov

Honolulu:

Ray Yamate, 808-522-8185 ext. 236

Email: ray_m._yamate@hud.gov

Raymond Gota (backup) 808-522-8185 ext. 244

Email: raymond_h._gota@hud.gov

Las Vegas

Mary Cain, 702-388-6147

Email: mary_e._cain@hud.gov

Frank Castro (backup) 702-388-6129

Email: frank_j._castro@hud.gov

To learn more about RHIIP, please visit our website at <http://www.hud.gov/offices/hsg/mfh/rhiip/mfhrhiip.cfm>.

2530 - Previous Participation Certification

Did you know that Previous Participation Certifications are to be submitted to your local HUD office whenever a property has a change of ownership, a transfer of physical assets, a new management agent, changes in the partnership structure, change of officers of the management company, changes in the corporate structure, or a change of officers on the Board of Directors? When any of these circumstances occur, a new HUD-2530, Previous Participation Certification, must be completed and submitted for review and approval. Be sure to complete all blocks on the form. Incomplete forms will be returned for additional information.

What's news with REAC!

As many of you know that have received recent REAC inspections, inspectors are now identifying blocked egress from rooms as an exigent health and safety finding. The "Blocked/Unusable (Emergency/Fire Exits)" deficiencies are only applicable to blocked or unusable emergency/fire exists on the third or lower floors. All floor areas (e.g., room, unit or building) on these floors must have a minimum of two independent unobstructed exits. All blockage which limits a person's ability to exit a room in case of emergency is considered a deficiency.

To learn more about inspection protocols, check out REAC's website at: <http://www.hud.gov/offices/react/>

Who's Required to Submit Management Certification?

As a reminder, all multifamily projects insured or financed directly by HUD, and HUD-assisted multifamily projects where HUD is the Contract Administrator, are required to submit for HUD approval management documents including the Management Entity Profile and the Management Certification.

PBCA Update

The selection process for Northern California's PBCA is proceeding. Proposals have been reviewed and HUD Headquarters is now reviewing the results of those reviews prior to announcing their selection. It is anticipated the Northern California PBCA will be announced by the end of the calendar year.

MAP Frequently Asked Questions

On September 9, 2003, new Frequently Asked Questions were posted to Chapter 2 and Appendix 12 of the MAP Guide. You can view these questions and others at <http://www.hud.gov:80/offices/hsg/mfh/map/mapfaq.pdf>

Frequently Asked Questions Relating to the New Occupancy Handbook (4350.3)

- Q. The new model lease in the 4350.3 for PRACS is silent on the issue of late charges. We would like to use a standard late charge like we do in the Section 8 model lease. Can we do that? Should we amend the lease?
- A. No, neither the Section 202 regulations nor the HUD model lease provide the authority to charge for late rent.
- Q. Paragraph 5-6 J of the new Handbook states that "The full amount of periodic payments from annuities, insurance policies, retirement funds, pensions, and disability or death benefits is included in annual income." If the resident doesn't actually receive the full amount of these payments (i.e., annuity split due to community property settlement), are they still counted as income?
- A. If the payment in question has been split pursuant to a court decree, the resident would have no legal claim to the portion of the payment not received. It is, in fact, not the resident's income. However, it is important to distinguish between a community property settlement, and situations involving the payment of alimony. In the latter case, if a resident received an annuity but is required to pay an ex-spouse a portion of it, the full amount of the annuity would be counted in determining the resident's annual income. The amount owed as alimony should be treated like any other debt or garnishment and not be excluded.
- Q. Please clarify when Nutritional Supplements may be deducted as a medical expense. Paragraph 5-8, page 5-44, states that nutritional supplements may be deducted if prescribed by a doctor. However, Exhibit 5-3 states that nutritional supplements may not be included as a medical expense unless they can be obtained legally only with a physician's prescription. Which is it?
- A. There is no contradiction in the guidance or the Exhibit. Nutritional supplements may only be included as a medical expense if they are prescribed or recommended by a physician, as stated in paragraph 5-8. The word legal in Exhibit 5-3 is there to be sure it is understood that nutritional supplements, over-the-counter medicines, must be legally obtained, and not, as some would suggest, from foreign countries. There are cases where people go to other countries seeking treatment of a medical condition. Nutritional supplements and other medicines obtained from these sources would not be "legal" and, therefore, not eligible as a medical expense.
- Q. Since passbook savings rates are so low, is HQ considering lowering the rate used in calculating imputed income?
- A. HQ is considering lowering the rate, Field Offices and owners/agents will be notified. There is no projected date for this change.
- Q. An owner has an occupancy standard of 1 person in a studio apartment and 1-2 people in a 1 bedroom unit. They now have several 1 bedroom units occupied by one person. However, they also have several residents in the studio apartments who require a 1 bedroom unit due to the need for a live-in aide. Can the owner require that the 1 person household occupying a 1 bedroom unit move to a studio in order to accommodate the 1 person in a studio unit who requires a live-in aide? If the person in a studio unit wants/needs a live-in aide, does the project have to allow them to have a live-in aide in their studio apartment in violation of their occupancy standards?
- A. Paragraph 3-22, C. 1 states that an owner must apply their occupancy standards before moving an individual into the unit. Therefore, they may not ask the 1 person household to move to a studio unit simply to meet someone else's needs. The owner may wish to modify their occupancy standards and apply them to all future applicants. Since the owner has established occupancy standards and that policy is 1 person per studio, the owner does not have to make an exception to allow for the live-in aide.

Frequently Asked Questions Relating to the New Occupancy Handbook (4350.3) (*continued*)

Q. What's the difference between a pet, a companion animal, and a service animal?

A. A pet can be either a companion animal or a service animal. In general, a companion animal simply provides companionship, and a service animal performs a service for a disabled person. There are extensive definitions of "Assistance" or service animals and Common Household Pets in the Glossary.

Q. Who is responsible for cleaning up after a guide dog for the blind?

A. Neither the Occupancy Handbook (4350.3) nor the Project Servicing Handbook (4350.1) address this issue. It is our opinion that the same procedures should be followed in cleaning up after a guide dog as would be followed in cleaning up after any stray dog on your premises.

Issuances

Notice H 2003-21, Reinstatement and Extension of HUD Notice H 01-03, Preview of Health Care Facility Portfolios and Changes to the Section 232 Programs

Notice H 03-20, Fiscal Year 2003 Interest Rate for Section 202 and Section 811 Capital Advance Projects

Notice H 2003-18, Extension of Notice H 99-7, Subordinate Financing by Federal Home Loan Banks – Section 202 Supportive Housing for the Elderly and Section 811 Supportive Housing for Persons with Disabilities Programs

Notice H 2003-17, Guidelines for Continuation of Interest Reduction Payments after Refinancing: "Decoupling" Under Section 236 (e)(2) and Refinancing of Insured Section 236 Projects into Non-Insured Section 236 (b) Projects

Notice H 2003-16, Fiscal Year 2003 Policy for Capital Advance Authority Assignments, Instructions and Program Requirements for the Section 202 and Section 811 Capital Advance Programs, Application Processing and Selection Instructions, and Processing Schedule

Notice H 03-14, Reinstatement and Extension of HUD Notice H 2002-10, Section 8 Project-Based Rent Adjustments Using the Annual Adjustment Factor (AAF)

Notice H 03-13, Extension of Notice H 02-14, Guidelines for Calculating and retaining Section 236 Excess Income.

Notice H 2003-11, Verification of Immigration Status in HUD-Assisted Properties

Notice H 2003-10, Compliance with Section 504 of the Rehabilitation Act of 1973 and the Disability/Accessibility Provisions of the Fair Housing Act of 1988, reinstatement and extension of Notice 01-02 to May 31, 2004.

Federal Register, September 15, 2003, Notice of Certain Operating Cost Adjustment Factors for 2004

Federal Register, September 16, 2003, Section 8 Housing Assistance Payments Program – Contract Rent Annual Adjustment Factors, Fiscal Year 2004

Federal Register, October 1, 2003, Fair Market Rents for the Housing Choice Voucher Program and Moderate Rehabilitation Single Room Occupancy Program Fiscal Year 2004

COMINGS AND GOINGS

San Francisco Hub

Welcome To:

*Larry Ferguson, Director, Multifamily Accelerated Processing,
Production Division, San Francisco, CA*
Kevin Hutchinkson, Appraiser, Phoenix Program Center, Phoenix, AZ
Kimberly Bledsoe, Program Assistant, Phoenix Program Center, Phoenix, AZ

Farewell To:

Jim Tye, Map Team Leader, Phoenix Program Center, Phoenix, AZ
Marge Carpenter, Project Manager, Phoenix Program Center, Phoenix, AZ

Congratulations To:

*Danny Dadios, COOM, San Francisco Office, Received a Certificate of Recognition from the
Washoe Affordable Housing Corporation.*
Marva Foote, Project Manager, San Francisco Office, 45 years Government Service



Marva Foote, Project Manager
San Francisco Office

CALENDAR

December, 2003

- 9** - 4350.3 Update, NCHM, Phoenix
- 10–12** - Certified Occupancy Specialist, NCHM, Phoenix
- 17–19** - Tax Credit Specialist, NCHM, Los Angeles

January, 2004

- 13** - 4350.3 Update, NCHM, San Francisco
- 14-16** - Certified Occupancy Specialist, NCHM, San Francisco
- 15** - HUD Multifamily Industry Meeting,

