

The City and its housing staff have several years of demonstrated experience in the management of activities required of NSP. The following highlights the skills and qualifications of City Housing personnel who will have day-to-day functional responsibility for implementing and administering NSP funds.

### **Director of Housing and Community Development**

Carey Jenkins presently serves as the Director of Housing and Community Development for the City of San Bernardino Economic Development Agency. In this capacity he is responsible for all housing preservation and production activities including the design and implementation of the City's new comprehensive housing strategy. Prior to his appointment, Mr. Jenkins served for six years with the Community Redevelopment Agency of the City of Los Angeles where he was a redevelopment project manager for the South LA Region. While at CRA/LA he also served as a senior finance officer where he structured numerous housing and community development transactions. Prior to his work with CRA/LA, Mr. Jenkins served five years as the Manager of the Industrial Development Authority of Los Angeles where he led both the industrial development and non-profit 501(c)(3) bond programs on a city-wide basis. During his career, Mr. Jenkins has successfully managed the financing and development of over \$500 million in housing, economic development, public purpose, and community development projects.

Mr. Jenkins is a Southern California native where he received his Bachelor of Arts degree from UCLA and Masters of Public Administration, with honors, in Public Finance and Policy Analysis from California State University, Long Beach.

### **Project Manager**

Fernando Portillo has previously worked with the County of Los Angeles Community Development Commission as a Project Manager in the housing development department, the Community Redevelopment Agency of the City of Los Angeles as a Housing Finance Officer and the Housing Authority of the City of Los Angeles as an Assistant Director in Asset Development. Through his tenure in the above positions, Mr. Portillo has accumulated approximately 10 years of experience in affordable housing development and finance for the public sector, including the preparation of RFP/RFQ's for several multi-family and senior affordable housing projects, underwriting of government agency subsidies for single-family, senior, special needs and multi-family projects, structuring the financing for several proposed and completed affordable housing projects, and drafting and negotiating Disposition and Development Agreements and loan agreements for a variety of affordable housing projects. Mr. Portillo has also worked in the private real estate sector, having previously worked for two homebuilders in the Las Vegas area and a national, professional real estate consulting firm in Los Angeles. In addition Mr. Portillo has worked for the previous four months with the City of San Bernardino Economic Development Agency ("EDA") to assist with the implementation of its NSP housing programs.

Mr. Portillo received a Masters of Business Administration from the Anderson Graduate School of Management at UCLA and a Bachelor of Arts in economics from Occidental College.

### **Asset Manager**

Samuel Hughes, a consultant to the City, provides the Director with support in administering its NSP program. Mr. Hughes is responsible for overseeing development partners (intermediaries) to make sure they adhere to contractual and regulatory Program objectives. Mr. Hughes will coordinate efforts amongst intermediaries, contractors, real estate agents and brokers, community based organizations and other citizen groups to ensure program objectives are met. As a former broker/owner of a private real estate company, Mr. Hughes has redeveloped and advised on the redevelopment of numerous affordable and market rate housing rehabilitation projects. And as a former project manager for a nonprofit affordable housing developer Mr. Hughes brings a wealth of information, knowledge and experience to the field of real estate and community development.

Mr. Hughes' background as a real estate and mortgage broker, as well as that of a certified construction manager coupled with his 14 years experience in the real estate field helps to provide the Agency with the capacity necessary to administer both the NSP1 and NSP2 Programs.

Mr. Hughes is a graduate of UCLA and holds certificates from the Real Estate Finance and Development Program at the Lusk Center for Real Estate at USC and the Construction Management Certification Program at California Polytechnic Pomona University.

### **Administrative Analyst**

Shannon Johnson began working with the City of San Bernardino Economic Development Agency concurrent with attending her Masters in Public Administration Program in January, 2008. Ms Johnson currently serves as an Administrative Analyst in the Housing department, focusing her efforts on the Beautification Grant, Rehabilitation Loan, and Mobile Home Grant programs and the Residential Receivership Program. Ms. Johnson has also been instrumental in providing support to the Agency's Director of Housing and Community Development and Project Manager on the NP. Ms. Johnson managed the procurement process for services instrumental to the Program's eventual success; including writing and issuing Request for Qualifications and conducting panel interviews for Home Inspector / Cost Estimators, Appraisers, and Environmental Services firms and recently, Ms Johnson was appointed the Agency's lead contact on the acquisition and demolition of 18 blighted and dangerous fourplex apartments.