



San Diego Housing Federation presents:  
2012 Affordable Housing Roundtable Series

## **“Property Accounting from Acquisition to Operations”**

Thursday, February 2, 2012  
NTC Command Center, Meeting Room 1  
2640 Historic Decatur Rd  
San Diego, CA 92106

**7:30 am Registration/Breakfast**  
**8:00 am – 9:30am Seminar Presentation**

This roundtable will provide an overview of the different roles accounting plays throughout the real estate development process, and how project managers, asset managers, and accounting can work together to facilitate a successful project from acquisition to operations. Key topics will include preparing the limited partnership agreement and other financial documents, preparing 50% and eligible basis letters, filing tax returns, tracking costs, calculating stabilized occupancy for perm loan conversion, cost certifications, annual property audits, property waterfalls/cash flow, and residual receipt payments.

### **Speakers:**

Brian Roberts, Union Bank  
Joan Edelman, Wakeland Housing & Development Corporation  
Jenny Kikuno, Leaf & Cole LLP

**Sponsored by Wakeland Housing & Development Corporation**

**Cost:** SDHF Members \$15, Non-Members \$25  
Register using attached form

### **Directions/Parking to NTC Command Center:**

From Downtown, take Harbor Drive past airport to Laning Road. Turn Right and take it to Rosecrans. Right on Rosecrans and right on Roosevelt (Gate 3).

From The North: Interstate 5, take Rosecrans South. Enter NTC Promenade at Roosevelt and Rosecrans (Gate 3). Look for signage directing you to parking lots, either Parking Lot G (corner of Roosevelt and Truxtun) or in Parking Lot L (corner of Roosevelt and Historic Decatur).



**Affordable Housing Roundtable  
REGISTRATION FORM  
“Property Accounting from Acquisition to Operations”**

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7:30am – 9:30am**

**Name (one form per person)**

**Organization**

**Address**

**City, State, Zip**

**Phone**

**E-mail**

**Registration Fees:**

**SDHF Members**

**\$15**

**Non-members**

**\$25**

**Payment Method:**

**Online via credit card**

**Mailing Check**

**Registration Policy:** Fees are nonrefundable, but are transferable to another person. Payment must be made in advance of roundtable for pre-registration. No shows: No refunds offered and if payment wasn't received by date of event or at event, will be billed. Walk-in registrants will be charged \$5 additional "At the Door" fee.

**Registration Instructions:**

Fill out this form, one per person, and email to [kelley@housingsandiego.org](mailto:kelley@housingsandiego.org) or fax to Kelley Dukat at (619) 239-5523 to reserve your spot by January 30. After this date, please call or email Kelley about space availability.

**To Pay by Check:**

Mail to: San Diego Housing Federation

110 W C Street, Suite 1811

San Diego, CA 92101

FAX: 619-239-5523

**To Pay Online with Credit Card:**

Go to <http://housingsandiego.org/SDHFRoundtableOnlineRegistration.php> and follow the online instructions. We will still need this form faxed to us, the link above is for payment only.

**Questions? Contact Kelley Dukat at (619) 239-6693 or [kelley@housingsandiego.org](mailto:kelley@housingsandiego.org)**