



SAN DIEGO
HOUSING
COMMISSION

SPECIAL MEETING AGENDA

SAN DIEGO HOUSING COMMISSION
SPECIAL MEETING AGENDA
NOVEMBER 13, 2020, 9:00 A.M.
VIDEO CONFERENCE
SAN DIEGO, CALIFORNIA 92101

Chair Stefanie Benvenuto
Vice Chair Ryan Clumpner
Commissioner Dion Akers
Commissioner Margaret Davis
Commissioner Johanna Hester
Commissioner Kellee Hubbard
Commissioner Eugene “Mitch” Mitchell

COVID- 19 PUBLIC SERVICE ANNOUNCEMENT REGARDING SDHC BOARD OF COMMISSIONERS MEETING ACCESS AND PUBLIC COMMENT:

Until further notice, San Diego Housing Commission (SDHC) Board of Commissioners (Board) meetings will be conducted pursuant to the provisions of [California Executive Order N-29-20](#), which suspends certain requirements of the Ralph M. Brown Act.

During the current State of Emergency and in the interest of public health and safety, most—and most likely all—of the SDHC Commissioners, General Counsel and staff will be participating in SDHC Board meetings by video conference. In accordance with the Executive Order, there will be no members of the public in attendance at the SDHC Board meetings. We are providing alternatives to in-person attendance for viewing and participating in SDHC Board meetings.

In lieu of in-person attendance, members of the public may submit their comments in the following manner:

Comment on Agenda Items must be submitted using the SDHC Board meeting [public comment webform](#), and indicating the agenda item number for which they wish to submit their comment. Only comments submitted no later than **4 p.m. the day prior to the meeting** using the public comment webform will be eligible to be read into the record. If you submit more than one form per item, only one will be read into the record. All other comments submitted, including those received after 4 p.m. the day prior and before 8 a.m. the day of the meeting, will be provided to the SDHC Commissioners and posted online with the meeting materials. All comments are limited to 1,250 characters (approximately 200 words). Comments submitted after 8 a.m. the day



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of the meeting but before the item is called will be submitted into the written record for the relevant item.

Non-Agenda Public Comment must be submitted using the SDHC Board meeting [public comment webform](#), checking the appropriate box, no later than **8 a.m. the day of the meeting** to be eligible to be read into the record. The first 30 comments received by 8 a.m. will be read into the record. The maximum number of comments to be read into the record on a single issue will be 16. All other comments submitted, including those received after 8 a.m. the day of the meeting, will be provided to the SDHC Commissioners. All comments are limited to 1,250 characters (approximately 200 words).

Closed Session Public Comment must be submitted using the SDHC Board meeting [public comment webform](#) no later than **4 p.m. the day prior to the posted meeting** to be eligible to be read into the record. All other comments submitted, including those received after 4 p.m. the day prior and before 8 a.m. the day of the meeting, will be provided to the SDHC Commissioners and posted online with the meeting materials. All comments are limited to 1,250 characters (approximately 200 words).

If you have an attachment to your comment, you may send it to sdhcdocketinfo@sdhc.org, and it will be distributed to the SDHC Commissioners.

The public may view and listen to the SDHC Board meetings through livestreaming on SDHC's website. Click on "Watch the Video" near the bottom of the SDHC Board of Commissioners page on the website: <https://www.sdhc.org/governance-legislativeaffairs/sdhc-board-of-commissioners/>

Assistance for the Disabled: Agendas, reports and records are available in alternative formats upon request. Please contact SDHCdocketinfo@sdhc.org, (619) 578-7550 (voice) or (619) 398-2440 (TTY) at least five days prior to the meeting.

Questions Regarding Agenda Items: For specific questions regarding any item on the San Diego Housing Commission agenda, please contact SDHCdocketinfo@sdhc.org or (619) 578-7550. Internet access to agendas and reports is available at <https://www.sdhc.org/governance-legislative-affairs/sdhc-board-of-commissioners/meetings/>

ITEMS

10 CALL TO ORDER

20 NON-AGENDA PUBLIC COMMENT

At this time, individuals may address the San Diego Housing Commission (Housing Commission) on any subject in its area of responsibility that is not presently pending before the Housing Commission. Pursuant to the Brown Act, the Housing Commission can take no action.



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30 COMMISSIONER COMMENTS

40 REPORT BY THE PRESIDENT & CHIEF EXECUTIVE OFFICER

50 APPROVAL OF THE MINUTES

[October 16, 2020](#), Special Meeting

ADOPTION AGENDA

All of the actions of the San Diego Housing Commission Board of Commissioners (Housing Commission Board) listed in the agenda are final seven days after Housing Commission Board action unless the Housing Authority of the City of San Diego asks to review the decision of the Housing Commission Board within the seven-day period.

100 [HCR20-113](#) [2021 San Diego Housing Commission Meeting Schedule](#)

That the San Diego Housing Commission (Housing Commission) Board of Commissioners approve the 2021 meeting schedule (Attachment 1) that includes 10 scheduled meetings.

101 [HCR20-116](#) [Approval of the Day Center for Homeless Adults Sole Source Justification and Six-Month Operating Agreement with St. Vincent de Paul Village](#)

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

- 1) Authorize the Housing Commission to enter into a six-month contract with St. Vincent de Paul Village in the amount of \$250,000 to fund the agreement to operate the Day Center for Homeless Adults at 299 17th Street, San Diego, 92101, for the term of January 1, 2021, to June 30, 2021;
- 2) Authorize the Housing Commission's President & Chief Executive Officer (President & CEO), or designee, to execute all necessary documents and instruments that are necessary and/or appropriate to implement these approvals, in a form approved by General Counsel, and to take such actions necessary and/or appropriate to implement these approvals; and
- 3) Authorize the President & CEO, or designee, to substitute funding sources and/or increase compensation by not more than 20 percent of the total agreement amount for the proposed agreement, if necessary, without further action by the Board of Commissioners (Board) of the Housing Commission, but only if and to the extent that funds are determined to be available for such purposes.



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102 HCR20-115 Authorization to Execute an Amended Memorandum of Understanding between the San Diego Housing Commission (Housing Commission) and the City of San Diego (City) to Continue the Oversight and Administration of the City's COVID-19 Emergency Rental Assistance Program; Authorization for the Housing Commission to Expend Additional Federal CARES Act Community Development Block Grant Funds and CARES Act Housing Choice Voucher Administration funds to Support the Continuing Operations of the Program; and Authorization for the Housing Commission to Enter into Contract Extensions to Support Continuing Operations of the Program

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:

Housing Authority:

- 1) Authorize the Housing Commission to execute an amendment to the Memorandum of Understanding (MOU) between the Housing Commission and the City of San Diego for the oversight and administration of the City of San Diego's COVID-19 Emergency Rental Assistance Program to allow the Housing Commission to continue to oversee and administer the program with an additional \$5,000,000 allocated by the City of San Diego from federal Coronavirus Aid, Relief, and Economic Security (CARES) Act Community Development Block Grant (CDBG) funds to carry out a second phase of the program, and to allow the Housing Commission to use any unexpended funds from the first phase of the program toward administrative and/or rental assistance payment expenses in the new second phase of the program. If administrative expenses exceed the available program funds, the Housing Commission will utilize federal CARES Act Housing Choice Voucher Administration funds awarded directly to the Housing Commission to pay these expenses, up to the maximum budgetary authority previously delegated to the Housing Commission;
- 2) Authorize the Housing Commission to amend its Fiscal Year 2021 budget in the amount of \$5,500,000 (\$5,000,000 from federal CARES Act CDBG funds from the City of San Diego and \$500,000 from federal CARES Act Housing Choice Voucher Administration funds awarded directly to the Housing Commission) to provide continuing oversight and administration of the City of San Diego's COVID-19 Emergency Rental Assistance Program; and accept the transfer of \$5,000,000 of federal CARES Act CDBG funds from the City of San Diego (the \$5,500,000 budget amendment includes the expenses for extensions of agreements described in Staff Recommendations Nos. 4 and 5);
- 3) Authorize the Housing Commission's President & Chief Executive Officer (President & CEO), or designee, to modify the program, if necessary, without further action by the Housing Commission's Board of Commissioners (Board) or the Housing Authority, but only if and to the extent that such changes comply with the terms of the executed MOU, as amended; are necessary to fulfill funding requirements; and comply with U.S. Department of Housing and Urban Development requirements;

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- 4) Authorize the Housing Commission's President & CEO, or designee, to execute an extension of the agreement, in a form and format approved by General Counsel, with BASC LLC in an amount not to exceed \$175,000 for the continuing operations and technical support for the web-based application portal for the City's COVID-19 Emergency Rental Assistance Program;
- 5) Authorize the Housing Commission's President & CEO, or designee, to execute an amendment to the agreement, in a form and format approved by General Counsel, with RemX in an amount not to exceed an additional \$250,000 to provide temporary staff for the continuing operations of the City's COVID-19 Emergency Rental Assistance Program and additional Housing Commission temporary staff needs; and
- 6) Authorize the Housing Commission's President & CEO, or designee, to substitute approved funding sources with any other available funds as deemed appropriate, contingent upon budget availability, and further authorize the President & CEO, or designee, to take such actions as are necessary, convenient and/or appropriate to implement this approval and delegation of authority by the Housing Commission upon advice of the General Counsel.
- 7) Authorize the Housing Commission's President & CEO, or designee, to execute all necessary documents and instruments that are necessary and/or appropriate to implement these approvals, in a form and format approved by General Counsel, and to take such actions necessary and/or appropriate to implement these approvals.

City Council:

Authorize the City of San Diego to execute an amendment to the Memorandum of Understanding (MOU) between the Housing Commission and the City of San Diego for the oversight and administration of the City of San Diego's COVID-19 Emergency Rental Assistance Program to allow the Housing Commission to continue to oversee and administer the program with an additional \$5,000,000 allocated by the City of San Diego from federal Coronavirus Aid, Relief, and Economic Security (CARES) Act Community Development Block Grant (CDBG) funds to carry out a second phase of the program, and to allow the Housing Commission to use any unexpended funds from the first phase of the program toward administrative and/or rental assistance payment expenses in the new second phase of the program.

103 [HCR20-103 Fiscal Year 2020 Comprehensive Annual Financial Report \(CAFR\) and Single Audit Reports](#)

That the San Diego Housing Commission (Housing Commission) accept and approve the Fiscal Year (FY) 2020 (July 1, 2019 – June 30, 2020) Comprehensive Annual Financial Report (CAFR) and Single Audit Reports prepared by CohnReznick LLP, an independent audit firm.

104 [HCR20-104 Loan Recommendation and Preliminary Bond Authorization for Post 310 Apartments](#)

Seven-day advance notice of San Diego Housing Commission hearing of the following matter has been provided to the Housing Authority Members pursuant to the provisions of San Diego Municipal Code Section 98.0301(e)(4)(a)(b) for Staff Recommendation No. 1.



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

Housing Commission:

- 1) Approve a Housing Commission residual receipts loan of up to \$2,883,000 to the borrower Post 310 Housing San Diego L.P., a California limited partnership formed by Hitzke Development Corporation and Housing Innovation Partners (HIP), to finance the acquisition and construction of The Post 310 Apartments, a 43-unit affordable rental housing development, to be located at 465 47th Street, San Diego, CA 92012, which will include 42 units that will remain affordable for 55 years and one manager's unit.

The Housing Commission's proposed loan will be contingent upon the developer receiving all necessary third-party funding commitments as described in this report. Such third-party funding commitments will be subject to the Housing Commission General Counsel's approval.

- 2) Authorize the Housing Commission's President & Chief Executive Officer (President & CEO), or designee, to take the following actions:
 - a. Adjust financing terms/conditions, as necessary, for consistency with requirements of other funding sources or to accommodate market changes that may occur, provided that the proposed \$2,833,000 maximum loan amount may not increase.
 - b. Substitute approved funding sources with any other available funds as deemed appropriate, contingent upon budget availability, and further authorize the President & CEO, or designee, to take such actions as are necessary, convenient, and/or appropriate to implement this approval and delegation of authority by the Housing Commission upon advice of the General Counsel.

Housing Authority:

- 1) Approve the following steps to issue tax-exempt and taxable Multifamily Housing Revenue Bonds for The Post 310 Apartments:
 - a. Issue a bond inducement resolution (Declaration of Official Intent) for up to \$17,700,000 in tax-exempt Multifamily Housing Revenue Bonds and up to \$5,000,000 in taxable Multifamily Housing Revenue Bonds for the acquisition and new construction of The Post 310 Apartments by Post 310 Housing San Diego L.P.;
 - 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 Multifamily Housing Revenue Bonds in an amount up to \$17,700,000 for The Post 310 Apartments. Issuance of the bonds will require Housing Authority approval at a later date; and
 - c. Approve the bond financing team of Kutak Rock as Bond Counsel and Public Financial Management, Inc. (PFM) as Financial Advisor.



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- 2) Authorize the Housing Commission's President & CEO, or his designee, to execute any and all documents necessary to effectuate the transaction and implement the project in a form approved by the General Counsel, and to take such actions as are necessary, convenient, and/or appropriate to implement the approvals upon advice of the General Counsel.

City Council:

Hold a Tax Equity and Fiscal Responsibility Act (TEFRA) public hearing, and adopt a resolution approving the Housing Authority's issuance of tax-exempt Multifamily Housing Revenue Bonds up to \$17,700,000 to facilitate the development of The Post 310 Apartments.

105 [HCR20-110](#) [Preliminary Bond Authorization for The Junipers](#)

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

Housing Authority:

- 1) Approve the following preliminary steps to issue Housing Authority tax-exempt Multifamily Housing Revenue Bonds to facilitate the development of The Junipers at the northwest corner of Interstate 15 and Carmel Mountain Road in the Rancho Peñasquitos neighborhood, which will consist of 80 units affordable for 55 years for seniors aged 55 and older earning between 50 percent and 60 percent of the San Diego Area Median Income (AMI) and one unrestricted manager's unit:
 - a. Issue a bond inducement resolution (Declaration of Official Intent) for up to \$19,500,000 in Multifamily Housing Revenue Bonds supporting the development of The Junipers by a limited partnership formed by Chelsea Investment Corporation, Juniper CIC, LP.;
 - 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 \$19,500,000 for The Junipers; and
 - c. Approve the financing team of Kutak Rock as Bond Counsel and CSG Advisors as Financial Advisor; and
- 2) Authorize the Housing Commission's 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 tax-exempt Multifamily Housing Revenue Bonds in an amount up to \$19,500,000 to facilitate the development of The Junipers.



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106 HCR20-108 Multifamily Mortgage Revenue Bond Program Policy Amendments

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

- 1) Approve the proposed amendments to the Housing Commission's Multifamily Mortgage Revenue Bond Policy PO300.301, as described in this report and shown in Attachments 1 and 2, to update the policy to reflect a change in the IRS regulations regarding posting of notices, to streamline the approval process, and to bring the policy into conformance with similar agencies' Bond Programs. Changes to the policy will apply only to bond issuances in progress and new bond applications received after the Housing Authority's proposed approval; and
- 2) Authorize the Housing Commission's President and Chief Executive Officer (President & CEO), or designee, to perform such acts as necessary or appropriate to implement this approval and administer the Housing Commission's Bond Program, upon the advice of General Counsel.

107 HCR20-111 Exclusive Negotiating Agreement, Predevelopment Loan for Predevelopment Analysis and Contingent Sale of Property at Southeast Corner of Famosa and Nimitz Boulevards

That the San Diego Housing Commission (Housing Commission) recommend that the Housing Authority of the City of San Diego (Housing Authority) take the following actions:

- 1) Authorize the Housing Commission's President and Chief Executive Officer (President & CEO), or designee, to enter into an Exclusive Negotiating Agreement with Bridge Housing Corporation (Bridge), which will include a predevelopment loan to Bridge in the amount of \$910,000.00 (Loan) to be used for predevelopment activities. If Bridge acquires the Property from the Housing Authority, the predevelopment loan shall be repaid to the Housing Commission at closing. However, if Bridge does not acquire the Property from the Housing Commission, the predevelopment loan shall be deemed repaid in exchange for Bridge assigning all of its interest in all reports, studies and plans pertaining to the Property, subject to any applicable third-party rights in such materials so assigned.
- 2) Authorize the Executive Director of the Housing Authority, or designee, to enter into a Purchase and Sale Agreement (PSA), on behalf of the Housing Authority with Bridge for a purchase price of \$800,000.00 and authorize the conveyance of the Property, contingent upon satisfactory design of the Project (which design shall include rental affordable housing units) as well as the Project receiving all necessary discretionary approvals, entitlements and environmental clearances from the City of San Diego.
- 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.

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108 [HCR20-114 Actions Establishing President & Chief Executive Officer Compensation for Period of September 19, 2020, through September 18, 2021, as recommended by the Ad Hoc CEO Performance Evaluation Committee of the San Diego Housing Commission](#)

That the Board of Commissioners (Board) for the San Diego Housing Commission (Housing Commission) establish the President and Chief Executive Officer's (President & CEO) compensation package retroactively to September 19, 2020, to coincide with the anniversary date of the commencement of employment, as authorized by the Employment Agreement, and as recommended by the Ad Hoc CEO Performance Evaluation Committee, consisting of the Chair Stefanie Benvenuto and Vice Chair Ryan Clumpner, for the period of September 19, 2020, through September 18, 2021, specifically:

1. Increase the President & CEO's current base salary by 3.5 percent for the period of September 19, 2020, through September 18, 2021, (the Compensation Period) in consideration of the outstanding/excellent work of the President & CEO as determined by the Board, and consistent with the 3.5 percent cost-of-living salary increase approved for all Housing Commission employees;
2. Maintain the President & CEO's current compensation package as referenced within the report for the period of September 19, 2019, through September 18, 2020, except as expressly modified by Items 1 and 3 of these recommendations; and
3. Approve an incentive performance payment in recognition of the President & CEO's accomplishment of all of the goals set at the President & CEO's last evaluation and his extraordinary performance, as described within the report.

109 [HCR20-085 Informational Update: City of San Diego Community Action Plan on Homelessness](#)

An informational item will be presented on the City of San Diego's Community Action Plan on Homelessness.

110 [HCR20-112 Workshop & Discussion: San Diego Housing Commission Fiscal Year 2020 Multimedia Annual Report](#)

A workshop will be presented on the San Diego Housing Commission's (Housing Commission) Fiscal Year 2020 Multimedia Annual Report, which highlights the Housing Commission's actions in response to the COVID-19 pandemic, as well as accomplishments in the agency's programs, including federal rental assistance; homelessness solutions, such as HOUSING FIRST – SAN DIEGO, the Housing Commission's homelessness action plan; and the creation and preservation of affordable rental housing units in the City of San Diego.



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ADJOURNMENT

INFORMATIONAL REPORTS

- [HCR20-105](#)** **[September 2020 Reporting Update for City of San Diego's Storage Connect Center I](#)**
- [HCR20-106](#)** **[September 2020 Reporting Update for the City of San Diego's Bridge Shelter Programs](#)**
- [HCR20-107](#)** **[September 2020 Reporting Update for City of San Diego's Housing Navigation Center](#)**