



SAN DIEGO  
HOUSING  
COMMISSION

## MINUTES

**SAN DIEGO HOUSING COMMISSION  
MINUTES OF THE SPECIAL MEETING  
SEPTEMBER 9, 2021  
VIDEO CONFERENCE PURSUANT TO  
CALIFORNIA GOVERNOR GAVIN NEWSOM'S  
EXECUTIVE ORDER N-08-21**

### **ATTENDANCE**

Present:

Chair Stefanie Benvenuto  
Vice Chair Ryan Clumpner  
Commissioner Margaret Davis  
Commissioner Johanna Hester  
Commissioner Eugene "Mitch" Mitchell  
President & CEO Richard C. Gentry  
General Counsel Charles Christensen

Not present:

Commissioner Kellee Hubbard

### **10      CALL TO ORDER**

Chair Benvenuto called the Special Meeting to order at 9:01 a.m.

### **20      NON-AGENDA PUBLIC COMMENT**

Lafayette Brown submitted a written comment about photograph release clauses, which was read into the record.

M. Ines commented by phone in about smoking at an SDHC residential property.

### **30      COMMISSIONER COMMENTS**

Chair Benvenuto announced that Commissioner Margaret Davis is resigning from the Board, effective October 1, 2021. Commissioner Davis said she is proud of all the San Diego Housing Commission does to help households with low income and experiencing homelessness and wishes the agency the best as it continues its work in the future.

### **40      REPORT BY PRESIDENT & CHIEF EXECUTIVE OFFICER**

#### **COVID-19 Housing Stability Assistance Program – Update**

The San Diego Housing Commission (Housing Commission) is continuing to successfully help families struggling with rent and utility payments during the COVID-19 pandemic. On August 18,



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2021, President & CEO Gentry joined Mayor Todd Gloria, U.S. Representative Scott Peters and Council President Jennifer Campbell for a news conference about the Housing Stability Assistance Program. Also participating in the news conference was Eric, a Pacific Beach resident who received help from the program.

Deputy Chief Executive Officer Jeff Davis provided an update that more than 10,800 households with low income have received help to pay rent and utilities so far through the Housing Stability Assistance Program. The Housing Commission has issued more than \$94 million in assistance payments to help these families. All of the \$83.7 million originally allocated for assistance payments has been expended. Nationwide, only 20 percent of the allocated federal emergency rental assistance funds have been spent, according to the U.S. Treasury Department. Since the program launched in March, the Housing Commission has received more than 20,000 applications for assistance. Of these applications, more than 74 percent have income at or below 30 percent of the Area Median Income (AMI). Another 20 percent have income between 31 and 50 percent of AMI. More than 18,800 additional applications have been started and are pending completion.

The Housing Commission also coordinated with 2-1-1 San Diego for them to provide staff to share information and answer questions about the program at a community Opportunity Fair that Councilmember Sean Elo-Rivera's office will be holding Friday, September 10, 2021, at the Mountain View Community Center. New radio ads in English and Spanish, featuring Mayor Todd Gloria and Councilmember Vivian Moreno will begin airing next week.

### **First-Time Homebuyer Program Event with Councilmember Moreno – July 21, 2021**

The Housing Commission joined City Councilmember Vivian Moreno for a virtual workshop about the City of San Diego's First-Time Homebuyer Program. The topics covered during the workshop included the resources that are available for eligible first-time homebuyers through the programs that the Housing Commission administers. These include deferred-payment loans, homeownership grants, and mortgage credit certificates to help low- and moderate-income families buy homes. An informational video the Housing Commission created about the First-Time Homebuyer Program is available on the First-Time Homebuyer Program page on the Housing Commission's website. Councilmember Moreno's online workshop also included representatives from the California Housing Financing Agency and local community organizations. The workshop is available on Councilmember Moreno's YouTube channel.

### **Awards – Procurement and Finance**

Since July 2021, the Housing Commission has received two national awards. For the fifth consecutive year, the Housing Commission's Procurement Department received an Achievement of Excellence in Procurement Award from the National Procurement Institute, Inc. This national award honors organizations that demonstrate excellence by obtaining a high score based on standardized criteria. In addition, for the 11<sup>th</sup> year in a row, the finance department earned an award for the Housing Commission's Popular Annual Financial Report. This award is from the Government Finance Officers Association of the United States and Canada. The same organization previously awarded the Housing Commission an award for the Fiscal Year 2020 Comprehensive Annual



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Financial Report.

## **50      APPROVAL OF THE MINUTES**

The minutes of the Special Housing Commission meetings of July 9, 2021, and August 20, 2021, were approved on a motion by Commissioner Mitchell, seconded by Commissioner Hester and passed by a vote of 5-0.

### **CONSENT AGENDA:**

Motion by Vice Chair Clumpner to approve Items 100 and 102 on consent. Seconded by Commissioner Mitchell and passed by a vote of 5-0.

## **100      HCR21-084    Application for State of California CalHome Program Funds**

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) Approve revisions to the previously approved Housing Authority Resolution (HA-1882) that authorized the Housing Commission's President & Chief Executive Officer (President & CEO), or designee, in a form of an amended resolution, a revised resolution, or a new resolution, or such other form of resolution, as determined by the office of the City Attorney, to apply to the California Department of Housing and Community Development (HCD) for up to \$5 million in CalHome Program funds;
- 2) Affirm that Richard C. Gentry, President & CEO of the San Diego Housing Commission, or designee, is authorized to execute all documents and instruments that are necessary and/or appropriate to implement these approvals, and to take such actions as are necessary and/or appropriate to implement these approvals as previously approved in Resolution No. HA-1882.
- 3) Authorize such budget amendments as are necessary to allow for the utilization of any CalHome Program Funds, if any.

## **102      HCR21-085    Final Note and Bond Authorization for Aquila Apartments (Formerly 3Roots)**

That the San Diego Housing Commission (Housing Commission) recommend the Housing Authority of the City of San Diego (Housing Authority) authorize the issuance of tax-exempt Multifamily Housing Revenue Note and Bond in an aggregate amount not to exceed \$40,000,000 and a taxable Housing Authority Multifamily Housing Revenue Note in an amount not to exceed \$30,000,000 to fund 3Roots CIC L.P.'s construction of Aquila Apartments, a new affordable rental housing development to be located at 9900 Camino Santa Fe, San Diego, in the Mira Mesa neighborhood, which will consist of 180 units: 178 units that will remain affordable for 55 years for



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individuals and families earning between 30 percent and 60 percent of the San Diego Area Median Income (AMI), including two managers' units affordable to households with income up to 65 percent of AMI to comply with the City of San Diego's Inclusionary Housing Ordinance requirements.

**DISCUSSION AGENDA:**

**101    HCR21-066    Fiscal Year 2022 Section 8 Housing Choice Voucher Administrative Plan**

Azucena Valladolid, Executive Vice President, Rental Assistance and Workforce Development, and Jennifer Kelly, Interim Director of Rental Assistance, Rental Assistance Division, presented the request for approval.

Motion by Commissioner Mitchell to take the following staff-recommended actions. Seconded by Vice Chair Clumpner and passed by a vote of 5-0.

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

- 1) Approve the Fiscal Year (FY) 2022 Section 8 Housing Choice Voucher Administrative Plan (Attachment 1) and the implementation of new policy (Attachment 2) therein;
- 2) Authorize the President & Chief Executive Officer, or designee, to execute all documents and instruments necessary and/or appropriate to implement these approvals, in a form approved by General Counsel, and to take such actions as are necessary and/or appropriate to implement these approvals.

**103    HCR21-048    Approval of a Memorandum of Understanding between the City of San Diego, San Diego Housing Commission, Housing Authority of the City of San Diego, and the California Housing Finance Agency to Participate in a Tax-Exempt Bond Recycling Program**

Colin Miller, Vice President, Multifamily Housing Finance, Real Estate Division, presented the request for approval.

Motion by Commissioner Mitchell to take the following staff-recommended actions. Seconded by Commissioner Davis and passed by a vote of 5-0.

That the San Diego Housing Commission (Housing Commission) 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:



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### **Housing Authority:**

- 1) Authorize the execution of a Memorandum of Understanding (MOU) between the City of San Diego, the Housing Commission, the Housing Authority, and the California Housing Finance Agency (CalHFA) to participate in a tax-exempt bond recycling program;
- 2) Authorize the Housing Commission's President & CEO, or designee, to modify MOU, 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 and are necessary to fulfill federal and state funding requirements;
- 3) Authorize the Housing Commission's 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; and
- 4) 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 execution of a Memorandum of Understanding (MOU) between the City of San Diego, the Housing Commission, the Housing Authority, and the California Housing Finance Agency (CalHFA) to participate in a tax-exempt bond recycling program.

**104     HCR21-091     Approval of an Amendment to the Memorandum of Understanding between the City of San Diego and the San Diego Housing Commission for Oversight and Administration of the City of San Diego's COVID-19 Housing Stability Assistance Program; Authorization for the San Diego Housing Commission to Accept and Expend Additional Federal American Rescue Plan Act Funds Allocated by the State of California to Support the Program; Approval to Reallocate Funds to Support an Eviction Prevention and Education Program; and Approval of Related Actions**

Azucena Valladolid, Executive Vice President, Rental Assistance and Workforce Development, presented the request for approval.

Motion by Commissioner Mitchell to take the following staff-recommended actions with the following amendment regarding staff-recommended action No. 1: In the event the City Attorney determines it is not necessary for the Housing Authority to approve the amendment to the Memorandum of Understanding (MOU), that the Housing Commission Board action in approving this matter No. 1 would be the final action authorizing the execution of the amendment to the MOU. Seconded by Commissioner Davis and passed by a vote of 5-0.



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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 Housing Commission to continue to oversee and administer the City of San Diego's COVID-19 Housing Stability Assistance Program with new funding to provide emergency rental assistance and/or utility assistance to households with low income in the City of San Diego that experience financial hardship;
- 2) Authorize the Housing Commission to amend its Fiscal Year 2022 budget in the amount of \$39,712,779 in federal American Rescue Plan Act (ARPA) funds allocated by the State of California to the City of San Diego to be administered by the Housing Commission to provide rental assistance and/or utility assistance to households with low income in the City of San Diego that experience financial hardship and to cover administrative expenses in accordance with federal and state funding requirements;
- 3) Authorize the Housing Commission to reallocate \$5,000,000 from federal Coronavirus Aid, Relief, and Economic Security (CARES) Act Community Development Block Grant (CDBG-CV) funds, awarded to the City of San Diego and previously allocated to the Housing Commission, to fund a new eviction prevention and education program in collaboration with the City of San Diego and a to-be-selected service provider;
- 4) Authorize the Housing Commission's President & CEO, or designee, to modify the COVID-19 Housing Stability and Assistance 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 amended MOU and are necessary to fulfill federal and state funding requirements;
- 5) 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; and
- 6) 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.



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### City Council:

- 1) Authorize and direct the Chief Financial Officer to accept, appropriate and expend an amount not to exceed \$39,712,779 in federal American Rescue Plan Act (ARPA) funds allocated by the State of California to the City of San Diego for the City of San Diego COVID-19 Housing Stability Assistance Program (HSAP), contingent upon the funds being secured, and transfer an amount not to exceed a total of \$39,712,779 to the Housing Commission for HSAP; and
- 2) Authorize the City of San Diego to execute an amendment to the Memorandum of Understanding between the Housing Commission and the City of San Diego for the Housing Commission to oversee and administer the City of San Diego's COVID-19 Housing Stability Assistance Program to provide rental assistance and/or utility assistance to households with low income in the City of San Diego that experience financial hardship.

### **105     HCR21-090     Approval of the Contract between the San Diego Housing Commission and Alpha Project for the Homeless to operate the City of San Diego Harm Reduction Interim Shelter Program**

Lisa Jones, Executive Vice President, Strategic Initiatives, and Casey Snell, Director, Housing First Administration, presented the request for approval.

Motion by Commissioner Davis to take the following staff-recommended actions. Seconded by Commissioner Mitchell and passed by a vote of 5-0.

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

- 1) Authorize the Housing Commission to enter into an agreement with Alpha Project for the Homeless in the amount of \$1,635,555 for an initial nine-month term of October 1, 2021, through June 30, 2022, with a one-year option for renewal, contingent on funding being made available for that purpose through the City of San Diego's Fiscal Year 2023 budgeting process, to provide interim shelter and supportive services at the City of San Diego's Harm Reduction Interim Shelter Program at 3220 Sports Arena Blvd., San Diego, 92110, for persons experiencing homelessness. Funding will consist of \$1,717,332 in City General Funds for the initial operating term, which includes \$81,778 for Housing Commission administration;
- 2) Authorize the Housing Commission's President & Chief Executive Officer (President & CEO), or designee, to execute all 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;
- 3) Authorize the Housing Commission's President & CEO, or designee, to substitute funding sources and/or increase compensation by not more than 20 percent of the total agreement



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amount for the proposed agreement, if necessary, without further action by the Housing Commission Board or the Housing Authority, but only if and to the extent that funds are determined to be available for such purposes.

### **106     HCR21-080     Workshop & Discussion: City of San Diego Community Action Plan on Homelessness and Related Homelessness Initiatives**

Lisa Jones, Executive Vice President, Strategic Initiatives, presented an informational workshop on the City of San Diego Community Action Plan on Homelessness.

### **107     HCR21-079     Workshop & Discussion: Affordable Housing Dashboard**

Emily S. Jacobs, Executive Vice President of Real Estate, presented an informational workshop on the Affordable Housing Dashboard the San Diego Housing Commission's (Housing Commission) Real Estate Division developed with support from the Information Technology Department to provide publicly available reporting on affordable rental housing in the City of San Diego.

### **ADJOURNMENT**

Chair Benvenuto adjourned the Special Meeting at 11:01 a.m.

Respectfully submitted,

*Scott Marshall*

Scott Marshall  
Vice President  
Communications and Government Relations  
San Diego Housing Commission

Approved by,

*Richard C. Gentry*

Richard C. Gentry  
President & Chief Executive Officer  
San Diego Housing Commission