



# MINUTES

**SAN DIEGO HOUSING COMMISSION  
MINUTES OF THE SPECIAL MEETING  
FEBRUARY 4, 2022  
VIDEO CONFERENCE PURSUANT TO  
CALIFORNIA GOVERNMENT CODE SECTION 54953(e)**

## **ATTENDANCE**

Present:

Chair Stefanie Benvenuto  
Vice Chair Ryan Clumpner  
Commissioner Johanna Hester  
Commissioner Kellee Hubbard  
Commissioner Eugene “Mitch” Mitchell  
Commissioner Melinda K. Vásquez  
General Counsel Charles Christensen  
President & CEO Richard C. Gentry

## **10 CALL TO ORDER**

Chair Benvenuto called the Special Meeting to order at 9:02 a.m.

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

Gay Williams commented about annual recertification at affordable housing.

Joseph Brown commented on Kearny Vista Apartments.

## **30 COMMISSIONER COMMENTS**

There were no Commissioner comments.

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

### **Surgical Recovery**

CEO Gentry thanked Commissioners for the well-wishes during his recovery from back surgery. Mr. Gentry also thanked Deputy Chief Executive Officer Jeff Davis and Housing Commission staff for their outstanding work in his absence.

### **HUD “House America” Monthly Meeting**

On January 21, 2022, the San Diego Housing Commission (Housing Commission) participated in a joint presentation to the U.S. Department of Housing and Urban Development’s (HUD) monthly meeting about the “House America” initiative. The Housing Commission received thanks and positive feedback from HUD and the U.S. Interagency Council on Homelessness about the presentation. Vice



## Special Meeting Minutes of February 4, 2022

President of Policy Molly Chase and Vice President of Multifamily Housing Colin Miller made the presentation with Hafsa Kaka, the City of San Diego’s Director of Homelessness Strategies and Solutions, and Tamera Kohler, the Chief Executive Officer of the Regional Task Force on Homelessness. The presentation discussed the Community Action Plan on Homelessness for the City of San Diego and progress toward meeting the permanent supportive housing unit goals in the plan. About 1,500 units have been completed, are under construction or have received Board approval. About 1,300 units are still needed to meet the plan’s 10-year goals, which were set in October 2019.

### **Emergency Housing Voucher Letter to HUD**

On Tuesday, February 1, 2022, Mr. Gentry sent a letter to HUD Secretary Marcia Fudge regarding the Emergency Housing Voucher program. The letter thanked her for her efforts to redistribute vouchers in this program that other public housing authorities across the nation have declined. The Housing Commission accepted the 480 vouchers allocated to the agency. The Housing Commission’s lease-up rate for these vouchers is nearly three times the national average lease-up rate and ranks fourth in the nation. Approximately 93 percent of the vouchers allocated to the Housing Commission have either been leased up or are assigned to a household that is currently searching for a rental unit. These vouchers specifically help households experiencing homelessness or at risk of homelessness, as well as those fleeing violence. The Housing Commission’s Rental Assistance and Homeless Housing Innovations divisions have done great work on this program.

### **Homelessness PEER Program Success Story**

A new video and profile from the Housing Commission’s Communications Division highlights a success story from the Homelessness Program for Engaged Educational Resources (PEER). Homelessness PEER is an innovative collaboration between the Housing Commission and San Diego City College to address the need that the Housing Commission identified for more skilled, qualified applicants to work in the area of homelessness programs and services in the City of San Diego. The video shares the story of Karisa. The PEER course helped her find what she referred to as her “calling.” She now has a career with People Assisting the Homeless (PATH) San Diego. A link to her story was included in the CEO e-newsletter distributed Tuesday, February 1, 2022. The link to her story also is available on the “Homelessness Solutions” page on the Housing Commission’s website, [www.sdhc.org](http://www.sdhc.org).

### **National Local Initiatives Support Corporation (LISC) Profile of SDHC Achievement Academy Participant**

A success story from the Housing Commission’s Achievement Academy also received recognition recently. The national office of Local Initiatives Support Corporation shared the story of a Bridges to Career Opportunities participant on Twitter, Facebook and Instagram on January 26, 2022. Eleanor earned a certified nursing assistant certificate through the Housing Commission’s program and completed the Achievement Academy’s Family Self-Sufficiency program. Eleanor’s story was shared in the Housing Commission’s Annual Report, published online November 4, 2021. The Achievement Academy received a grant from LISC to support the Bridges to Career Opportunities program. LISC’s grant was funded by the Citi Foundation.



Special Meeting Minutes of February 4, 2022

**Point in Time Count**

The region’s “We All Count” annual Point-in-Time Count of individuals experiencing homelessness is coming up this month. It was rescheduled due to the recent surge in COVID-19 cases due to the omicron variant. The count will take place in the early morning hours of Thursday, February 24, 2022, starting at 4 a.m. The Regional Task Force on Homelessness coordinates this regional census of individuals experiencing homelessness. This count is essential to obtaining federal funding for local homelessness programs. Commissioners, Housing Commission staff and Mr. Gentry have participated in the Point-in-Time Count in previous years. Anyone interested in volunteering should visit the Regional Task Force on Homelessness’ web site at [www.rtfhsd.org](http://www.rtfhsd.org).

**Congratulations**

Deputy CEO Jeff Davis congratulated Vice President of Policy Molly Chase and her husband on the birth of their son.

**50 APPROVAL OF THE MINUTES**

The minutes of the Special Housing Commission meeting of January 7, 2022, were approved on a motion by Commissioner Mitchell, seconded by Vice Chair Clumpner, and passed by a vote of 6-0.

**CONSENT AGENDA**

Motion by Commissioner Hubbard to approve Item 100 on consent. Seconded by Commissioner Hester and passed by a vote of 6-0.

**100 HCR22-005 Fiscal Year 2023 Moving to Work Annual Plan Approval**

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

- 1) Approve the Fiscal Year (FY) 2023 Moving to Work (MTW) Annual Plan.
- 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, provided that a copy of the documents, signed as to form by General Counsel, is submitted to each Commissioner in advance of approval for the designee to sign.

**DISCUSSION AGENDA:**

**101 HCR22-013 Approval of a San Diego Housing Commission Administrative Regulation Regarding Retention of Real Estate Brokers and Operating Procedures for Brokers**

Emily Jacobs, Executive Vice President, Real Estate Division, presented the request for approval.



Special Meeting Minutes of February 4, 2022

Motion by Commissioner Vásquez to take the following staff-recommended actions, with the following exceptions:

- There will be no dual agency.
- The Housing Commission will seek recommendations from other governmental entities that have worked with the broker, three if possible.
- There will be a desk review/peer review of the appraisal the Housing Commission obtains independently for any property acquisition.

Seconded by Commissioner Mitchell and passed by a vote of 6-0.

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 the proposed Housing Commission Administrative Regulation regarding Retention of Real Estate Brokers and Operating Procedures for Brokers (Attachment 1);
- 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; and
- 3) Approve a resolution (Attachment 3) to forward the proposed Administrative Regulation regarding Retention of Real Estate Brokers and Operating Procedures for Brokers to the Housing Authority for consideration pursuant to San Diego Municipal Code 98.0301(e)(2)(A).

**102    HCR22-030    Authorization for the San Diego Housing Commission to Accept and Expend Additional Federal Emergency Rental Assistance Funds Allocated by the U.S. Department of the Treasury to the City of San Diego to Support the COVID-19 Housing Stability Assistance 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. Seconded by Commissioner Hester and passed by a vote of 6-0.

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:

**Housing Authority:**

- 1) Authorize the Housing Commission to amend its Fiscal Year 2022 budget in the amount of \$8,308,615 in federal Emergency Rental Assistance Program (ERA1) funds, which the U.S.



Special Meeting Minutes of February 4, 2022

Department of the Treasury allocated directly 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 due to or during the COVID-19 pandemic and to cover administrative expenses in accordance with federal and state funding requirements.

- 2) Authorize the Housing Commission's President & CEO, or designee, to modify the COVID-19 Housing Stability Assistance Program, if necessary, but only if and to the extent that such changes comply with the terms of the executed amended Memorandum of Understanding (MOU) between the Housing Commission and the City of San Diego for the oversight and administration of the COVID-19 Housing Stability Assistance Program and are necessary to fulfill federal and state funding requirements. Housing Commission staff will notify the Housing Authority and the City Attorney's Office about any subsequent amendments or modifications to the Housing Stability Assistance Program and other required documents, including amendments to any documents.
- 3) 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.
- 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, provided that a copy of the documents, signed as to form by General Counsel, are submitted to each Housing Commissioner in advance of approval for the designee to sign.

**City Council:**

Authorize the City of San Diego's Chief Financial Officer or designee to accept, appropriate and expend an amount of \$8,308,615 in federal Emergency Rental Assistance Program (ERA1) funds, which the U.S. Department of the Treasury allocated directly to the City of San Diego, and transfer \$8,308,615 to the Housing Commission to be administered for the City of San Diego COVID-19 Housing Stability Assistance Program, contingent upon the funds being secured for this program.

Commissioner Hester left the meeting at 11 a.m.

**103    HCR22-001    Affordable Housing Preservation Update and Nominations to the City of San Diego Preservation Collaborative Stakeholder Group**

Wendy DeWitt, Vice President of Preservation, Real Estate Division, presented the request for approval.



Special Meeting Minutes of February 4, 2022

Jeffrey Platt and Rebecca Rybczyk commented in favor.

Ricardo Flores and Rebecca Rybczyk submitted written comments in favor, which were read into the record.

Motion by Vice Chair Clumpner to take the following staff-recommended actions with the provision that the SRO Hotel Alliance be included as the representative organization for one of the seats on the Preservation Collaborative Stakeholder Group. Seconded by Commissioner Mitchell and passed by a vote of 5-0.

That the San Diego Housing Commission confirm the nomination categories and representative organizations to serve on the first Preservation Collaborative Stakeholder Group for the City of San Diego and authorize the Housing Commission's President & Chief Executive Officer, or designee, in consultation with each organization confirmed, to select the individual representing each organization who will serve on the Preservation Collaborative Stakeholder Group.

**104 HCR22-032 Workshop & Discussion: City of San Diego Land Use Programs**

Ann Kern, Vice President of Land Use Programs, Real Estate Division, and Hannah Diaz, Special Programs Manager, Real Estate Division, presented an informational workshop to provide an overview of City of San Diego (City) land use programs administered by the San Diego Housing Commission that create affordable housing in the City, such as Inclusionary Housing, Density Bonus, North City Future Urbanizing Area, and Coastal Overlay Zone. No action was taken on this item.

**CLOSED SESSION**

The San Diego Housing Commission convened in closed session to consider the following agenda:

- I. Announcement by Counsel of the Matters to be discussed in Closed Session and the basis upon which each will be discussed, as referenced within the Brown Act.
- II. Public Testimony and Comment, if any, concerning any matter on the Closed Session Agenda.  
There were no public comments.
- III. Commissioner comments, if any.  
There were no Commissioner comments.
- IV. Commission will convene in closed session to consider the following agenda:
  - A. Public Employee Performance Evaluation pursuant to subdivision (e) of 54954.5 Government Code and Section 54957:



Special Meeting Minutes of February 4, 2022

Title: President & Chief Executive Officer

General Counsel Description: Annual Performance Evaluation for President & CEO of the San Diego Housing Commission

V. Announcement of Actions Taken in Closed Session by General Counsel:

The Board voted, by a vote of 5-0, to continue this matter to a closed session to be held at the next Housing Commission Board meeting.

The Board also voted, by a vote of 5-0, to appoint Chair Benvenuto to prepare a recommendation, to be discussed and considered by the entire Board in the next closed session based upon direction given by the Board in the closed session held on February 4, 2022.

Closed session items were introduced in open session at 11:52 a.m. and members of the public were given the opportunity to make public comment on the matters before the Housing Commission convened in closed session. No public comments were made.

**ADJOURNMENT**

Chair Benvenuto adjourned the Special Meeting at 1:58 p.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 & Executive Officer  
San Diego Housing Commission