



SAN DIEGO  
HOUSING  
COMMISSION

## REGULAR MEETING AGENDA

SAN DIEGO HOUSING COMMISSION  
REGULAR MEETING AGENDA  
MARCH 14, 2025, 9:00 A.M.  
SMART CORNER  
4TH FLOOR CONFERENCE ROOM  
1122 BROADWAY  
SAN DIEGO, CALIFORNIA 92101

Chair Eugene “Mitch” Mitchell  
Vice Chair Ryan Clumpner  
Commissioner Stephen P. Cushman  
Commissioner Johanna Hester  
Commissioner Kellee Hubbard  
Commissioner Antoine “Tony” Jackson  
Commissioner Melinda K. Vásquez

The San Diego Housing Commission (Housing Commission) Board of Commissioners meets in person. Members of the public who wish to provide Non-Agenda Public Comments or comments on items on the agenda should attend the meeting in person and complete and submit a written speaker slip on the day of the meeting before the item on which they wish to speak is called. Public Comments may also be submitted in writing, as described at the end of the agenda.

**ADDITIONAL INFORMATION ABOUT HOW TO PARTICIPATE IN THIS MEETING IS  
PROVIDED AT THE END OF THE AGENDA**

### **REQUESTS FOR ACCESSIBILITY MODIFICATIONS OR TRANSLATION ACCOMMODATIONS**

The Americans with Disabilities Act (ADA) requires accommodations for individuals with disabilities. These may include making agenda information available in other formats and disability-related modifications or accommodations needed to help with meeting participation—including different ways to see meetings and offer public comment. To request accommodations, please contact the Housing Commission’s Communications and Government Relations Division at (619) 578-7550 (voice), (619) 398-2440 (TTY) or by email at [SDHCdocketinfo@sdhc.org](mailto:SDHCdocketinfo@sdhc.org). Please submit your request at least three business days before the date of the Housing Commission Board of Commissioners meeting. The Housing Commission is committed to resolving accessibility requests quickly to maximize accessibility.

Public comments may be made in any language. The Housing Commission may be able to provide services to translate public comment into English. To request translation services, contact the Housing Commission’s Communications and Government Relations Division at (619) 578-7550 (voice), (619) 398-2440 (TTY) or by email at [SDHCdocketinfo@sdhc.org](mailto:SDHCdocketinfo@sdhc.org). Please submit your request at least three business days before the date of the Housing Commission Board of Commissioners meeting. The Housing Commission is committed to addressing language translation requests quickly to maximize public participation.

Los comentarios públicos pueden ser en cualquier idioma. La Comisión de Vivienda podría brindar servicios de traducción al inglés. Para solicitar servicio de traducción, póngase en contacto con el



Regular Housing Commission Meeting of March 14, 2025

Departamento de Comunicaciones y Relaciones Gubernamentales de la Comisión de Vivienda al (619) 578-7550 (voz), (619) 398-2440 (TTY) o por email a [SDHCdocketinfo@sdhc.org](mailto:SDHCdocketinfo@sdhc.org). Favor de hacer su solicitud con por lo menos tres días laborales de anticipación antes de la fecha de la sesión de la Mesa Directiva de la Comisión de Vivienda. La Comisión de Vivienda se compromete a responder a las solicitudes de traducción rápidamente para maximizar la participación pública.

Công chúng có thể đóng góp ý kiến bằng bất kỳ ngôn ngữ nào. Ủy Ban Gia Cư có thể cung cấp dịch vụ thông dịch các ý kiến của công chúng sang tiếng Anh. Để yêu cầu dịch vụ thông dịch, xin liên hệ Phòng Truyền Thông và Quan Hệ Chính Quyền của Ủy Ban Gia Cư theo số (619) 578-7550 (thoại), (619) 398-2440 (TTY) hoặc bằng email tại [SDHCdocketinfo@sdhc.org](mailto:SDHCdocketinfo@sdhc.org). Vui lòng gửi yêu cầu của quý vị ít nhất ba ngày làm việc trước ngày họp Hội Đồng Ủy Viên của Ủy Ban Gia Cư. Ủy Ban Gia Cư cam kết nhanh chóng đáp ứng các yêu cầu thông dịch ngôn ngữ để tăng cường tối đa sự tham gia của công chúng.

Maaaring gawin sa anumang wika ang mga pampublikong komento. Maaaring makapagbigay ang Komisyon sa Pabahay (Housing Commission) ng mga serbisyo upang isalin ang pampublikong komento sa Ingles. Upang humiling ng mga serbisyo sa pagsasalin, makipag-ugnayan sa Dibisyon ng Komunikasyon at Ugnayan ng Pamahalaan ng Komisyon sa Pabahay sa (619) 578-7550 (voice), (619) 398-2440 (TTY) o sa pamamagitan ng email sa [SDHCdocketinfo@sdhc.org](mailto:SDHCdocketinfo@sdhc.org). Mangyaring isumite ang iyong kahilingan nang hindi bababa sa tatlong araw ng negosyo bago ang petsa ng pagpupulong ng Lupon ng mga Komisionado ng Komisyon sa Pabahay. Ang Komisyon sa Pabahay ay nakatuon sa pagtugon sa mga kahilingan sa pagsasalin ng wika nang mabilis upang mapakinabangan ang pakikilahok ng publiko.

您可以使用任何語言發表公眾意見。「住房委員會」可以提供翻譯服務將公眾意見譯成英文。如要申請翻譯服務，請致電 (619) 578-7550 (語音)、(619) 398-2440 (TTY)，或發送電郵至 [SDHCdocketinfo@sdhc.org](mailto:SDHCdocketinfo@sdhc.org) 聯繫「住房委員會-通訊和政府關係部」。請於「住房委員會理事會」會議召開前至少三個工作日提交該申請。「住房委員會」會確保盡快受理語言翻譯請求，以最大限度提高公眾的參與度。

공공 의견은 어떤 언어로도 제공하실 수 있습니다. 주택위원회(Housing Commission)는 공공 의견을 영어로 번역해드리는 서비스를 제공할 수 있습니다. 번역 서비스를 요청하시려면, (619) 578-7550(음성), (619) 398-2440(TTY) 또는 이메일 [SDHCdocketinfo@sdhc.org](mailto:SDHCdocketinfo@sdhc.org)로 주택위원회의 커뮤니케이션 및 정부 관계 부서(Communications and Government Relations Division)로 연락해주십시오. 번역 서비스 요청은 주택위원회 감독관 위원회(Board of Commissioners) 회의 날짜로부터 최소한 영업일 삼 일 이전에 제출해주시기 바랍니다. 주택위원회는 대중의 참여를 최대화할 수 있도록 언어 번역 요청에 최대한 신속하게 대처해드릴 것을 약속합니다.

نظرات عمومی می‌توانند به هر زبانی باشند. «کمسیون مسکن» ممکن است بتواند خدماتی برای ترجمه نظرات عمومی به انگلیسی ارائه دهد. برای درخواست خدمات ترجمه، با «بخش ارتباطات و روابط دولتی کمسیون مسکن» به شماره (619) 578-7550 (صوتی)، (619) 2440-398 (TTY) یا از طریق آدرس ایمیل [SDHCdocketinfo@sdhc.org](mailto:SDHCdocketinfo@sdhc.org) تماس بگیرید. لطفاً درخواست خود را حداقل سه روز کاری قبل از تاریخ جلسه «اعضای هیئت کمسیون مسکن» ارسال کنید. در راستای حداکثرسازی مشارکت عمومی، «کمسیون مسکن» متعهد است به درخواست‌های ترجمه زبان سریعاً رسیدگی کند.



Regular Housing Commission Meeting of March 14, 2025

يمكن تقديم التعليقات العامة بأي لغة. قد تتمكن لجنة الإسكان من تقديم خدمات لترجمة التعليقات العامة إلى اللغة الإنجليزية. لطلب خدمات الترجمة، يرجى التواصل مع قسم الاتصالات والعلاقات الحكومية التابع للجنة على الرقم (619) 578-7550 (صوتياً) أو (619) 398-2440 (المراسلة النصية) أو عبر البريد الإلكتروني على [SDHCdocketinfo@sdhc.org](mailto:SDHCdocketinfo@sdhc.org). يرجى تقديم طلبك قبل ثلاثة أيام عمل على الأقل من تاريخ اجتماع مجلس مفوضي لجنة الإسكان. تلتزم لجنة الإسكان بمعالجة طلبات ترجمة اللغة بسرعة لتحقيق أقصى قدر من المشاركة العامة.

## **ITEMS**

### **10 CALL TO ORDER**

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

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

### **30 COMMISSIONER COMMENTS**

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

### **50 APPROVAL OF THE MINUTES**

February 14, 2025, Regular Meeting [Minutes](#)

## **ADOPTION AGENDA**

***All 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 HCR25-014 [Agreement with Equifax Workforce Solutions LLC for Employment and Income Verification Services](#)**

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

- 1) Authorize the execution of the second option to renew the contract between SDHC and Equifax for Employment and Income Verification Services for the Section 8 Housing Choice Voucher program for a one-year term from May 1, 2025, through April 30, 2026, in an amount not to exceed \$294,387 for the second option year, and two additional one-year options to renew in an amount not to exceed \$328,993 for the third one-year option and \$367,752 for the fourth one-year option.
- 2) Authorize the President and Chief Executive Officer (President and CEO), or designee, to substitute the funding sources with other available funding sources so long as the total program/project budget amount after substitution does not exceed the approved total budget, and to increase compensation by not more than 20 percent of the total



Regular Housing Commission Meeting of March 14, 2025

agreement amount, if necessary, should the operational need arise without further action by the SDHC Board.

- 3) Authorize the President and CEO, 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 Housing Commissioner.

**101    [HCR25-012](#)    [2025-2026 Procurement of Property Insurance Coverage](#)**

***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).***

That the San Diego Housing Commission (SDHC) Board of Commissioners (Board) authorize the procurement and binding of property insurance coverage for SDHC from Public Risk Innovation, Solutions, and Management (PRISM) in an amount not to exceed \$1,677,000 plus 5 percent as a contingency reserve, with effective dates of March 31, 2025, to March 31, 2026.

**102    [HCR25-019](#)    [Memorandum of Understanding between the City of San Diego and the San Diego Housing Commission regarding the City of San Diego's Administration of the Federal HOME Investment Partnerships Program](#)**

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

- 1) Approve the execution of a Memorandum of Understanding (MOU) and Subrecipient Agreement, in a form approved by General Counsel, between the City of San Diego (City) and SDHC regarding the City's administration of the federal HOME Investment Partnerships Program (HOME):
  - a. Delegating the administration, planning, coordination, operation, and oversight of the City's HOME program to SDHC;
  - b. Authorizing SDHC's President and Chief Executive Officer (President and CEO), or designee, to execute all necessary documents required by the U.S. Department of Housing and Urban Development (HUD) and the regulations of the HOME program; and
  - c. Authorizing SDHC's President and CEO, or designee, subject to approval as to form and legality by SDHC's General Counsel, to execute any and all documents within the scope of the powers delegated to the Housing Commission in the MOU and Subrecipient Agreements relating to HOME, including but not limited to, grants and loan agreements.
- 2) Authorize SDHC's President and CEO, or designee, to execute the final negotiated MOU and Subrecipient Agreement and any and all amendment(s) thereto, in a form approved by General

Regular Housing Commission Meeting of March 14, 2025

Counsel, and to take all actions necessary to implement these approvals. SDHC staff will notify the Housing Authority and the City Attorney's Office about any subsequent amendments or modifications to the documents, and other required documents, including amendments to any documents.

**103    [HCR25-015](#)    [Loan Recommendation for Serra Mesa Apartments](#)**

***Advance notice of San Diego Housing Commission Board of Commissioners' 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.***

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

- 1) Approve a residual receipts loan in an amount not to exceed \$2,500,000 to a to-be-formed limited partnership to facilitate the new construction of the Serra Mesa Apartments at 3440 Sandrock Road, San Diego, CA 92123, in the Serra Mesa neighborhood of San Diego, which will consist of 59 rental housing units that will remain affordable for 55 years for persons with incomes of 30 percent to 60 percent of San Diego's Area Median Income (AMI) and one unrestricted manager's unit. The development includes an award of 30 designated Veterans Affairs Supportive Housing (VASH) Project-Based Housing Voucher units for VASH-eligible veterans experiencing homelessness, including five units for veterans with incomes at or below 30% AMI, and 25 units for veterans with incomes at or below 50% to 60% of AMI.

SDHC's proposed loan and vouchers will be contingent upon the developer receiving all necessary third-party funding commitments as described in this report and meeting compliance requirements with all applicable PBV regulations. Such third-party funding commitments will be subject to SDHC General Counsel's approval.

- 2) Authorize SDHC's President and Chief Executive Officer (President and CEO), or designee, to:
  - a. Execute all necessary documents and instruments 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, provided that a copy of the documents, signed as to form by General Counsel, is submitted to each Housing Commissioner.
  - b. 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 \$2,500,000 maximum SDHC loan amount may not increase.
  - c. Substitute approved funding sources with any other available funds as deemed appropriate, contingent upon budget availability, and further authorize the President and CEO, or designee, to take such actions as are necessary, convenient and/or appropriate to implement this approval and delegation of authority by SDHC upon advice of the General Counsel



Regular Housing Commission Meeting of March 14, 2025

**104    [HCR25-016](#)    [Loan Recommendation for Avanzando San Ysidro](#)**

***Advance notice of San Diego Housing Commission Board of Commissioners 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.***

That the San Diego Housing Commission (SDHC) Board of Commissioners (Board), take the following actions as described in this report:

- 1) Approve a proposed residual receipts loan in an amount not to exceed \$4,120,000 to Avanzando San Ysidro, LP, a California limited partnership, to facilitate the new construction of Avanzando San Ysidro, a scattered-site development, consisting of two properties located 0.5 of a mile apart, at site 1: 317 Cottonwood Road and 210-240 South Vista Avenue, and site 2: 125 Cypress Drive, in the San Ysidro neighborhood of San Diego, which will consist of 101 affordable rental units that will remain affordable for 55 years for individuals and families with incomes from 30 percent to 60 percent of San Diego's Area Median Income (AMI), plus two unrestricted managers' units.

SDHC'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 SDHC General Counsel's approval.

- 2) Authorize the President and Chief Executive Officer (President and CEO), or designee to:
  - a. 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, provided that a copy of the documents, signed as to form by General Counsel, is submitted to each Housing Commissioner.
  - b. 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 \$4,120,000 maximum loan amount may not increase.
  - c. Substitute approved funding sources with any other available funds as deemed appropriate, contingent upon budget availability, and further authorize the President and CEO, or designee, to take such actions as are necessary, convenient, and/or appropriate to implement this approval and delegation of authority by SDHC upon advice of the General Counsel.

**ADJOURNMENT**

**INFORMATIONAL REPORTS**

**[HCR25-009](#)    [San Diego Housing Commission Semi-Annual Grant Report July 1, 2024, through December 31, 2024](#)**

**[HCR25-028](#)    [Investment Report – First Quarter Fiscal Year 2025](#)**





SAN DIEGO  
HOUSING  
COMMISSION

Regular Housing Commission Meeting of March 14, 2025

### HOW TO SPEAK TO A PARTICULAR ITEM OR DURING NON-AGENDA PUBLIC COMMENT:

Members of the public shall be given the opportunity to address the San Diego Housing Commission (Housing Commission) Board of Commissioners (Board). The Housing Commission Board Chair may reduce the amount of time available to each speaker to appropriately manage the meeting and ensure the Housing Commission Board has time to consider all the agenda items. A member of the public may only provide one comment per agenda item.

#### **In-Person Comment on Agenda Items**

Each speaker must fill out a written request (speaker slip) at the meeting at which the speaker wishes to speak, indicating which item they wish to speak on. Speaker slips may not be turned in before the day of the meeting or after the in-person testimony.

Speakers will be called up to approach the podium and will be asked to state who they are representing if they represent an organization or another person.

For discussion and information items, each speaker may speak up to three minutes. The Housing Commission Board Chair may change this for meeting management purposes. The Housing Commission Board Chair may also limit organized group presentations of five or more persons to 15 minutes or less.

#### **Non-Agenda Public Comment**

Every agenda for a Housing Commission Board meeting shall provide time on the agenda for members of the public to address the Housing Commission Board on items that are not on the agenda but are within the Housing Commission Board's jurisdiction. To ensure that the Housing Commission Board has time to consider all agenda items, Non-Agenda Public Comment will be as follows:

Each speaker will be limited to three minutes.

Speakers may not give their time to other speakers.

If there are eight or more speakers on a single issue, the maximum time for the issue will be 24 minutes.

The speaking order generally will be determined on a first-come, first-served basis. However, priority may be given to speakers who did not provide public comment during Non-Agenda Public Comment at the last regularly scheduled Housing Commission Board meeting.

A member of the public may only provide one non-agenda comment per agenda.

Each speaker who wishes to address the Housing Commission Board must fill out a written request (speaker slip) at the meeting at which the speaker wishes to speak. Speaker slips may not be turned in before the meeting date or after completion of in-person testimony.

Speakers will be called up to approach the podium and will be asked to state who they are representing if they represent an organization or another person.



Regular Housing Commission Meeting of March 14, 2025

## **Written Public Comment**

### *Webform*

Public Comments may also be submitted using the [webform](#). Comments received by 4 p.m. the business day before the Housing Commission Board meeting date will be distributed to the Housing Commission Board members and posted the Housing Commission's website with the meeting materials. All webform 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](mailto:sdhcdocketinfo@sdhc.org), and it will be distributed to the Housing Commission Board members. Comments received after 4 p.m. on the business day before the meeting date will be submitted into the written record for the relevant item.

### *U.S. Mail*

Instead of submitting written comments through the webform, you may submit by U.S. mail. Please include on your written comments whether you are submitting Non-Agenda Public Comment or which Agenda item your comments relate to. Mail your comments to: San Diego Housing Commission, Communication and Government Relations Division, Attention Scott Marshall, 1122 Broadway, Suite 300, San Diego, CA 92101. Materials submitted by U.S. Mail must be received no later than one business day before the meeting to be distributed to the Housing Commission Board Members. Comments received by U.S. Mail after one business day before the meeting will be submitted into the written record for the relevant item.

### *Drop-off at Housing Commission Offices*

Instead of submitting written comments through the webform or by U.S. mail, you may hand-deliver written comments to the Housing Commission's offices by leaving them with the reception desk on the first floor at 1122 Broadway, San Diego, CA 92101. Office hours are weekdays, 9 a.m. to 4 p.m., except for alternating Fridays, as shown on the Housing Commission's website at <https://sdhc.org/about-us/contact-us/>. Please include on your written comments whether you are submitting Non-Agenda Public Comment or which Agenda item your comments relate to. Please also write, "Housing Commission Board of Commissioners Public Comment," "Attention: Scott Marshall, Communications and Government Relations," and the meeting date.

## **Meeting Video**

The public may view Housing Commission Board meetings through the livestreaming video link provided on the Housing Commission's website for the specific meeting date. Click "Video" beside the Agenda for the meeting date at <https://sdhc.org/governance-legislative-affairs/sdhc-board-of-commissioners/meetings/>