



SAN DIEGO
HOUSING
COMMISSION

We're About People

San Diego Housing Commission (SDHC) Memorandum of Understanding for Administration of the City of San Diego's Eviction Notice Registry Presentation to the SDHC Board of Commissioners June 15, 2023

Azucena Valladolid
Executive Vice President, Rental Assistance and
Workforce Development



City of San Diego's Eviction Notice Registry

Introduction

- City of San Diego Tenant Protection Ordinance
 - City Responsibilities:
 - Oversee and facilitate the overall ordinance, including:
 - Enforcement
 - Policy Development
 - Communication and Outreach
 - SDHC Responsibilities:
 - Collect and maintain landlord eviction notices
 - Ordinance requires landlords to notify SDHC of at-fault and no-fault terminations within three business days of issuing the tenant a termination notice.
 - Provide reports to the City of San Diego
 - Create a Tenant Protection Guide
- June 12, 2023: City Council approved the City of San Diego's Fiscal Year 2024 Budget
 - \$500,000 for first-year expenses for SDHC's responsibilities under the Tenant Protection Ordinance to support staff and portal development



City of San Diego's Eviction Notice Registry

Memorandum of Understanding (MOU)

- The approved funding and the proposed MOU between the City of San Diego and SDHC are necessary for SDHC to perform its responsibilities under the ordinance.
- Upon execution of the proposed MOU, SDHC would:
 - Hire two staff to assist with the development and implementation of:
 - An online portal to be known as the City of San Diego Eviction Notice Registry
 - Program procedures
 - Website
 - City Attorney approval required
 - Tenant Protection Guide
 - City Attorney approval required
 - Ongoing program administration
 - Contract with a vendor to be identified through a competitive Request for Proposals to create the online portal
- SDHC would begin collecting landlord submissions about eviction notices by July 2024.



City of San Diego's Eviction Notice Registry

Information Gathering

- SDHC will gather limited information from landlords necessary for the requirement to notify SDHC about evictions.
 - Property owner name
 - Property owner address
 - Property owner telephone
 - Tenant name(s)
 - Rental property address
 - Just cause type and reason
 - Date owner issued termination notice to tenant
- SDHC will ask landlords and tenants to voluntarily respond to questions for additional information that may inform additional policies and practices. Examples include:

Landlords:

- Number of rental properties owned
- Unit type
- Unit size
- Contract rent
- Relocation benefits
- Amount of past-due rent owed (for nonpayment of rent)
- Relocation benefits issued to tenant
- Type of relocation benefits
- Number of relocation months
- Tenant elderly or not

Tenants:

- Number of household members
- Annual household income
- Demographics



City of San Diego's Eviction Notice Registry Portal

- Landlords:
 - Access only to information they have submitted
 - No access to information from other landlords
- Tenants, Attorneys, Court and Public:
 - No access to information in the portal
- SDHC will aggregate data about eviction notices to provide reports to the City of San Diego.



City of San Diego's Eviction Notice Registry

Customer Service

- Dedicated phone line for general customer service questions.
- Referrals to community-based, legal assistance organizations for landlord-tenant disputes, mediation requests, and compliance or legal-related questions.
- Website
- Tenant Protection Guide



City of San Diego's Eviction Notice Registry

Staff Recommendations

That the SDHC Board of Commissioners 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 SDHC to enter into a Memorandum of Understanding with the City of San Diego (City) for an initial term from August 1, 2023, through July 31, 2024, with four one-year options to renew, for oversight and administration of the City's Eviction Notice Registry.
- 2) Authorize SDHC's President and 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, provided that a copy of the documents, signed as to form by General Counsel, are submitted to each Housing Commissioner.



City of San Diego's Eviction Notice Registry Staff Recommendations (Continued)

City Council

- 1) Authorize the City to enter into a Memorandum of Understanding with SDHC for an initial term from August 1, 2023, through July 31, 2024, with four one-year options to renew, for oversight and administration of the City's Eviction Notice Registry.
- 2) Authorize the Mayor of the City of San Diego, 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 the City Attorney, and to take such actions necessary and/or appropriate to implement these approvals.



Questions & Comments

