



SAN DIEGO
HOUSING
COMMISSION

MINUTES

**SAN DIEGO HOUSING COMMISSION
MINUTES OF THE REGULAR MEETING
MARCH 13, 2026
SMART CORNER
4th FLOOR CONFERENCE ROOM
1122 BROADWAY
SAN DIEGO, CALIFORNIA 92101**

ATTENDANCE

Present:

Chair Eugene "Mitch" Mitchell
Vice Chair Ryan Clumpner
Commissioner Stephen P. Cushman
Commissioner Kellee Hubbard
Commissioner Antoine "Tony" Jackson
Commissioner Melinda K. Vásquez
President and CEO Lisa Jones
General Counsel Chuck Christensen

Not present:

Commissioner Johanna Hester

10 CALL TO ORDER

Chair Mitchell called the Regular Meeting to order at 9:08 a.m.

20 NON-AGENDA PUBLIC COMMENT

Joy Sunyata commented about the San Diego Housing Commission's (SDHC) Fiscal Year 2026-2030 Strategic Plan.

Dorell Sackett, Nicole Donnelly and Adrian Kwiatkowski commented on developing a pet policy for city-funded sites for people experiencing homelessness.

30 COMMISSIONER COMMENTS

Vice Chair Clumpner requested an update on shelter referrals and placements. Senior Vice President of Homelessness Housing Innovations Casey Snell provided the update on the Coordinated Shelter Intake Program and the Inclement Weather Shelter Program for January and February.

January 2026: The Coordinated Shelter Intake Program (CSIP) received 3,464 referrals for shelter, of which 238 (7%) were completed. Of the referrals, 53% were not completed because no top or bottom bunks were available for males,



Regular Meeting Minutes of March 13, 2026

26% were not completed because no top or bottom bunks were available for females, and 6% were not completed because no family beds were available.

February 2026: CSIP received 4,015 referrals for shelter, of which 181 (5%) were able to be accommodated. Of the referrals, 51% were not completed because no male top or bottom bunks were available beds, 25% were not completed because no top or bottom bunks were available for females, and 8% were not completed because no beds were available for families. Senior Vice President Snell noted that February represented the largest referral month since the program opened.

Senior Vice President Snell reported that the program implemented updated referral technology, enabling The Hub (formerly the Homelessness Response Center) to receive referrals directly from 211 and significantly accelerating processing. More than half of referrals during the two-month period originated from The Hub, largely reflecting the impact of the new system. Fully staffed street outreach teams also contributed to the increase.

For the fiscal year to date since July 1, 2025, CSIP received 22,166 referrals for shelter, of which 1,863 (8%) were completed. Of the referrals, 51 percent were not completed because no male top or bottom bunks were available, 22 percent were not completed because no top or bottom bunks were available for females, and 9 percent were not completed because no beds were available for families.

Inclement Weather Shelter: In January, the Inclement Weather Shelter program was activated 12 times, serving 1,205 individuals at an average 62 percent bed utilization. The program was activated five times in February, serving 714 individuals at 88 percent utilization.

Staff are continuing data analysis and expect to return in the spring with additional referral findings. A modest improvement in the completion rate is anticipated once duplicate requests are removed.

Vice Chair Clumpner asked for clarification about whether the data reflect more active referral inputs and not necessarily an increase in the total number of people seeking shelter. Senior Vice President Snell said initial data indicated the average person is asking for shelter two to four times per month, which increases the number of referrals. Vice Chair Clumpner said the goal is for the numbers to be lower and to keep an eye on whether a surge in homelessness occurs.

Chair Mitchell said the number of referrals year-to-date is a number that needs to be remembered. A collision of circumstances will affect that number, including the impact of federal funding levels and the current economic situation in California. The referrals are people who are looking for a place to stay, but it is not as easy to accomplish. Outreach



Regular Meeting Minutes of March 13, 2026

teams can provide important information and direction even if it does not always lead to housing. Chair Mitchell said he is proud of SDHC staff for the work they continue to do.

40 REPORT BY PRESIDENT & CHIEF EXECUTIVE OFFICER

SDHC Workforce Reduction

SDHC had to make the difficult decision to implement a workforce reduction. This was necessary for SDHC to remain a reliable source of assistance in the coming years for the tens of thousands of families in its programs and to be able to sustain SDHC's remaining staff. SDHC is experiencing unprecedented financial challenges due to shifts in federal government priorities in the past year and budget uncertainties across all levels of government. SDHC's costs are rising amid fixed or declining financial resources. SDHC's goals are to ensure its rental housing voucher programs, homelessness programs and services, and affordable housing units remain available for the individuals and families currently in those programs who need them. SDHC has taken a variety of steps in recent months to contain costs in this environment. The unfortunate reality is, even with all of those efforts, SDHC also needed to reduce its workforce. SDHC eliminated 33 occupied staff positions and will not be filling 25 positions that were vacant, which is a reduction of about 14 percent. About 60 percent of the eliminated positions were supervisory level positions or above, and none of the layoffs were represented staff. Affected employees were notified on February 27. They were provided two weeks of paid leave and a variety of assistance to help them through this transition. SDHC has offered severance, commensurate to their service time, to each laid off employee and a modest extension of health benefits. SDHC is also providing laid off staff with access to support and resources to assist them with their career transition, including job coaching sessions, meetings with a workforce development specialist and a recruiter, and access to job board resources—with SDHC covering the cost for these services. This workforce reduction, along with many other measures, will help support ongoing financial stability for the agency.

SkyLINE Grand Opening

SDHC continues to deliver its core services, providing affordable housing opportunities in the community for families that need them. This includes supporting the development of additional new affordable rental homes, such as the SkyLINE development, which celebrated its grand opening on March 5. Developed by Affirmed Housing, SkyLINE provides 99 new affordable rental apartments for families with very low-income. SDHC awarded 30 rental housing vouchers for families earning up to 30 percent of San Diego's Area Median Income and authorized Multifamily Housing Revenue Bonds for financing. The project was built on underutilized parking at the Metropolitan Transit System's Rancho Bernardo Transit Station. Councilmember Stephen Whitburn, who chairs the MTS Board, Councilmember Marni von Wilpert, who represents the district that includes SkyLINE, Mayor Todd Gloria and his staff, the SDHC Board, and SDHC staff supported this project and helped to make it come to fruition.



Regular Meeting Minutes of March 13, 2026

SDHC Executive Team Update

After 30 years of service, Deputy CEO Jeff Davis will leave SDHC in approximately three weeks. His insight and expertise have been invaluable to SDHC for many years, and he has touched many lives, including clients, peers and staff at every level of SDHC. As he prepares to depart, Azucena Valladolid has been promoted to Chief Operating Officer. She will ensure ongoing, effective operations across the agency, as well as fiscal stability and operational compliance for all of SDHC’s core functions. She will also oversee SDHC’s Rental Assistance and Workforce Development Division, the Information Technology, Property Management, Asset Management, Financial Services, and Human Resources departments. President & CEO Jones will continue to oversee the Homelessness Housing Innovations Division and the Policy, Community and Strategic Initiatives, Real Estate Development, and Communications and Government Relations departments.

50 APPROVAL OF THE MINUTES

The minutes of the Regular Housing Commission meeting of January 16, 2026, were approved on a motion by Commissioner Jackson, seconded by Vice Chair Clumpner, and passed by a vote of 6-0, with Commissioner Hester not present.

CONSENT AGENDA:

Public testimony by Joy Sunyata on Item 101 and Item 102.

Motion by Vice Chair Clumpner to approve Item 100, Item 101 and Item 102 on consent. Seconded by Commissioner Vásquez and passed by a vote of 6-0, with Commissioner Hester not present.

Item 100 HCR26-013 2026 - 2027 Procurement of Property Insurance Coverage

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 \$1,322,000 plus 5 percent as a contingency reserve, with effective dates of March 31, 2026, to March 31, 2027.

Item 101 HCR26-005 Fiscal Year 2027 Moving to Work Annual Plan Approval

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

- 1) Approve the Fiscal Year (FY) 2027 Moving to Work (MTW) Annual Plan.
- 2) Authorize the President and Chief Executive Officer, or designee, to execute all documents and instruments necessary and/or appropriate to implement these approvals,



Regular Meeting Minutes of March 13, 2026

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.

Item 102 HCR26-023 Agreement with Insight Public Sector Inc. for Microsoft Enterprise Licensing

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

- 1) Authorize SDHC to enter into an agreement with Insight Public Sector Inc., an authorized Microsoft Licensing Solution Provider, for a one-year term from May 1, 2026, through April 30, 2027, in an amount not to exceed \$459,165.53 with two one-year options to renew.
- 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 10 percent of the total agreement amount per year, 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 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, provided that a copy of the documents, signed as to form by General Counsel, are submitted to each Housing Commissioner.

ADOPTION AGENDA:

Item 103 HCR26-022 Loan Recommendation for Encanto Gateway Apartments

Colin Miller, Senior Vice President of Real Estate Development, and Michelle Muniz, Director of Multifamily Underwriting and Special Assets, presented the request for approval.

Public testimony by Joy Sunyata

Motion by Vice Chair Clumpner to approve staff's recommendation. Seconded by Commissioner Jackson and passed by a vote of 6-0, with Commissioner Hester not present.

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 \$1,000,000 to Encanto Gateway LP, a California limited partnership, to facilitate the new construction of Encanto Gateway, a transit-oriented development at 6601 Imperial Ave., San Diego, 92114, in the Chollas Valley Community Plan Area of San Diego, which will consist of 64 units that will remain affordable for 55 years for individuals and families with income from



Regular Meeting Minutes of March 13, 2026

30 percent to 60 percent of San Diego's Area Median Income (AMI), including nine units of permanent supportive housing for persons experiencing homelessness, and one unrestricted manager's unit.

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 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 General Counsel, and to take such actions as are necessary, convenient, and/or appropriate to implement the approvals upon the advice of 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 \$1,000,000 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 the SDHC Board upon advice of the General Counsel.

Item 104 HCR26-004 Workshop & Discussion – Pathways to Homelessness Among Participants in SDHC-Administered Homelessness Services Programs

Casey Snell, Senior Vice President of Homelessness Housing Innovations, and Caty Schmitter, Housing Programs Manager, presented an informational workshop of survey results from participants in SDHC-administered and City-funded homelessness services programs. No action was taken on this item.

CLOSED SESSION

The San Diego Housing Commission Board of Commissioners (SDHC Board) convened in closed session on March 13, 2026, at 10:59 a.m. with 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.

Public testimony by Joy Sunata

- III. Commissioner comments, if any.

There were no Commissioner comments.



Regular Meeting Minutes of March 13, 2026

- IV. The SDHC Board will convene in closed session to consider the following agenda:

Public Employee Performance Evaluation pursuant to California Government Code Sections 54954.5(e) and 54957:

Title: President and Chief Executive Officer of the San Diego Housing Commission

General Counsel Description: Annual performance evaluation for the President and Chief Executive Officer of the San Diego Housing Commission

OPEN SESSION

Chair Mitchell reconvened the SDHC Board of Commissioners in Open Session at 11:15 a.m.

- V. Announcement of Actions Taken in Closed Session.

The SDHC Board of Commissioners voted unanimously on the evaluation of the President and CEO.

ADJOURNMENT

Chair Mitchell adjourned the meeting at 11:15 a.m.

Respectfully submitted,

Scott Marshall

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

Approved by,

Azucena Valladolid

Azucena Valladolid
Chief Operating Officer
San Diego Housing Commission