



MINUTES

**SAN DIEGO HOUSING COMMISSION
MINUTES OF THE SPECIAL MEETING
APRIL 1, 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
Interim President & CEO Jeff Davis
General Counsel Charles Christensen

10 CALL TO ORDER

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

20 NON-AGENDA PUBLIC COMMENT

There was no non-agenda public comment.

30 COMMISSIONER COMMENTS

There were no Commissioner comments.

40 REPORT BY INTERIM PRESIDENT & CHIEF EXECUTIVE OFFICER

SDHC Employee Awards of Excellence

On March 18, 2022, at the Housing Commission’s virtual All-Employee Meeting, the Housing Commission’s annual Employee Awards of Excellence were presented. Each year, Housing Commission employees are encouraged to nominate colleagues they think are deserving of recognition with an Award of Excellence. From those nominations, the Senior Leadership Team selects five individuals and one team to receive this honor. In addition, the CEO selects at least one person to receive the CEO Award of Excellence. The nominations for award recipients this year included comments about leadership, teamwork, integrity, work ethic and efficiency as reasons for their recognition. The following employees each received an individual Award of Excellence for their outstanding work:



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Juanita Causbrook from the Rental Assistance Division; Maria Gimutao from the Financial Services Department; Mark Rivaldi from the Procurement Department; Melody Yang from the Information Technology Department; and Siobhan Deason from the Real Estate Division. The Team Award of Excellence went to the Communications & Government Relations Division, which includes: Garford Alexander; Debbie Levenson-Cruz; Jose Lopez; Emmanuel Velasco; Susie Cawood; and Scott Marshall. Two individuals were selected to receive CEO Awards of Excellence: Jonathan Herrera from the Homeless Housing Innovations Division and Suzie Gallegos from the Rental Assistance Division.

National Award for SDHC

On Monday, March 28, 2022, the National Association of Housing and Redevelopment Officials announced that the Housing Commission has earned NAHRO's prestigious Award of Excellence for the Housing Commission's report, "Preserving Affordable Housing in the City of San Diego." The report provided a housing inventory in the City of San Diego, including a first-of-its-kind inventory of naturally occurring affordable housing; cost estimates for preserving housing at risk of losing its affordability; and strategies to preserve affordability. The City Council's Land Use and Housing Committee discussed the report and its recommendations in 2020. October 27, 2020, the San Diego City Council approved seven actions proposed to implement a strategy for affordable housing preservation in the City of San Diego. NAHRO Awards of Excellence recognize "outstanding innovation and achievement in housing and community development programs throughout the country." Only 18 programs or projects nationwide received NAHRO Awards of Excellence this year.

Ivy Senior Apartments Grand Opening

A new construction development that the Housing Commission supported with rental housing vouchers and loan funds celebrated its grand opening on March 18, 2022. Ivy Senior Apartments in Clairemont provides 52 affordable apartments for seniors age 55 and older who experienced homelessness. Residents also have access to a variety of supportive services. The Housing Commission awarded 52 rental housing vouchers to help the residents of these apartments pay their rent. The Housing Commission also awarded a loan of \$3.5 million to support this development, which consists of federal and local funds the Housing Commission administers. The units at Ivy Senior Apartments are among the more than 10,200 housing solutions created since 2014 through HOUSING FIRST – SAN DIEGO, the Housing Commission's homelessness action plan. Speakers at the grand opening included: California State Senate President Pro Tem Toni Atkins; Mayor Todd Gloria; County Board of Supervisors Chair Nathan Fletcher; City Councilmember Chris Cate; Housing Commission former CEO Rick Gentry; and Ken Sauder, the President and CEO of Wakeland Housing, which developed this project.

First Bond Recycling Project Completed

The Housing Commission Board and the Housing Authority approved a memorandum of understanding to allow the Housing Commission to participate in the California Housing Finance Agency's (CalHFA) bond recycling program. On March 18, 2022, the Housing Commission completed its first bond recycling preservation with CalHFA. The amount of tax-exempt multifamily housing revenue bonds that is available to be issued statewide is limited and has become very competitive. Previously authorized bond financing traditionally is retired and cannot be used again when an affordable housing project completes construction and pays off the majority of its tax-exempt bonds. However, bond



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recycling makes it possible to re-use the bond authority from a given project. This occurred with the Mariner's Village rehabilitation project. The Housing Commission's nonprofit affiliate, Housing Development Partners, completed the rehabilitation of Mariner's Village. The tax-exempt multifamily housing revenue bonds that helped to finance this project are being recycled through our participation in the CalHFA program. The construction loan of \$19.3 million that was secured by the bonds has been paid off. So \$19.3 million in bond financing that previously would have expired will now be preserved and available to be re-issued for another affordable housing development either in San Diego or elsewhere in the state.

50 APPROVAL OF THE MINUTES

The minutes of the Special Housing Commission meeting of March 4, 2022, and the March 15, 2022, Closed Session Joint Special Meeting of the Housing Authority and San Diego Housing Commission were approved on a motion by Commissioner Mitchell, seconded by Vice Chair Clumpner, and passed by a vote of 6-0.

100 HCR22-031 Approval of the Contract between the San Diego Housing Commission and Alpha Project for the Homeless to operate the City of San Diego Bridge Shelter located at 1710 Imperial Avenue, San Diego, 92101

Lisa Jones, Executive Vice President of Strategic Initiatives, and Casey Snell, Director of Housing First Administration, Homeless Housing Innovations 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 6-0.

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

- 1) Authorize the Housing Commission to enter into an agreement with Alpha Project in the amount of \$2,959,661 for an initial one-year term from July 1, 2022, through June 30, 2023, with three one-year options for renewal, contingent on funding being available for that purpose, and the continuance or extension of the Memorandum of Understanding (MOU) with City of San Diego for oversight and administration of the Bridge Shelter programs (current term ends June 30, 2023), to provide bridge shelter and services for persons experiencing homelessness at the City of San Diego's Bridge Shelter located at 1710 Imperial Ave. The funding source for the initial operating term is expected to consist of Homeless Housing, Assistance and Prevention (HHAP) and Emergency Solution Grant-CV (ESG-CV) funds.
- 2) Authorize the Housing Commission's Interim 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, provided that a copy of the documents, signed as to form by General Counsel, are submitted to each Housing Commissioner in advance of approval



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for the designee to sign.

- 3) Authorize the Housing Commission's Interim President & CEO, or designee, to substitute funding sources and/or increase compensation by not more than 20 percent of the total agreement 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.

101 HCR22-064 Amendment to San Diego Housing Commission's Agreement with Nan McKay & Associates for Quality Assurance Audit Services for the COVID-19 Housing Stability Assistance Program

Carrie Bell, Vice President, Rental Assistance, presented the request for approval.

Motion by Commissioner Hester to take the following staff-recommended actions. Seconded by Vice Chair Clumpner and passed by a vote of 6-0.

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

- 1) Authorize an amendment to the Housing Commission's agreement with Nan McKay & Associates for Quality Assurance Audit services for the COVID-19 Housing Stability Assistance Program (HSAP) by increasing the maximum compensation for the current and optional term (if exercised) of the agreement in the amount of \$152,100 for a total maximum compensation amount of \$402,100 for the continued Quality Assurance Audit services, as required due to additional funding sources received to expand HSAP and assist more households.
- 2) Authorize the Interim President & Chief Executive Officer (President & CEO), or designee, to substitute the funding sources with other available funding sources provided the total program/project budget amount after substitution does not exceed the approved total budget, and increase compensation by not more than 20 percent of the total agreement amounts, if necessary, should the operational need arise, without further action by the Housing Commission Board.
- 3) Authorize the Interim President & 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 in advance of approval for the designee to sign.



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102 HCR22-063 Authorization for the San Diego Housing Commission (Housing Commission) to Accept and Expend Additional Federal Emergency Rental Assistance (ERA1) 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 (HSAP); Authorization for the Housing Commission to Accept and Expend State of California Rental Assistance (SRA) Program Emergency Rental Assistance Short-Term Cash Flow Loan Funds Pursuant to State Senate Bill 115 to Support HSAP; Recommendation for San Diego City Council Authorization to Transfer ERA1 Funds to the Housing Commission for HSAP; Recommendation for San Diego City Council Authorization for the City of San Diego to Apply for SRA Funds and Enter into, Execute and Deliver SRA Loan Award Documents, Including a Standard Agreement with the State of California, and to Transfer These Funds to the Housing Commission; and Approval of Related Actions

Carrie Bell, Vice President, Rental Assistance, presented the request for approval.

Joy Sunyata spoke in favor.

Motion by Commissioner Vásquez to take the following staff-recommended actions. 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) 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 \$7,133,772.56 in federal Emergency Rental Assistance Program (ERA1) funds, which the U.S. 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 to accept and expend up to \$96,291,294.59 in State of California Rental Assistance (SRA) Program Emergency Rental Assistance Short-Term Cash Flow Loan Funds pursuant to State Senate Bill 115 to support the City of San Diego COVID-19 Housing Stability Assistance Program, 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 state funding requirements.



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- 3) Authorize the Housing Commission to amend its Fiscal Year 2022 budget in the amount up to \$96,291,294.59 in SRA Program Emergency Rental Assistance Short-Term Cash Flow Loan Funds pursuant to State Senate Bill 115 to support the City of San Diego COVID-19 Housing Stability Assistance Program. If necessary, the continuing disbursement of approved funds would be included in the Housing Commission's Fiscal Year 2023 budget, which will be presented separately to the Housing Authority for consideration in June 2022.
- 4) Authorize the Housing Commission's Interim 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 COVID-19 Housing Stability Assistance Program and other required documents, including amendments to any documents.
- 5) Authorize the Housing Commission's Interim 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 Interim 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.
- 6) Authorize the Housing Commission's Interim 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:

- 1) Authorize the City of San Diego's Chief Financial Officer, or designee, to accept, appropriate and expend an amount of \$7,133,772.56 in federal Emergency Rental Assistance Program (ERA 1) funds, allocated by the U.S. Department of the Treasury directly to the City of San Diego, to the San Diego Housing Commission for the City's COVID-19 Housing Stability Assistance Program (HSAP), contingent upon the funds being secured for HSAP.
- 2) Authorize the City of San Diego to apply for up to \$96,291,294.59 in State of California Rental Assistance (SRA) Program Emergency Rental Assistance Short-Term Cash Flow Loan Funds pursuant to State Senate Bill 115 to support the City of San Diego COVID-19 Housing Stability Assistance Program, 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 state funding requirements.



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- 3) Authorize the City of San Diego's Chief Financial Officer, or designee, to accept, appropriate and expend an amount not to exceed \$96,291,294.59 in SRA Program Emergency Rental Assistance Short-Term Cash Flow Loan Funds pursuant to State Senate Bill 115 to support the City of San Diego COVID-19 Housing Stability Assistance Program.
- 4) Authorize the City of San Diego's Chief Financial Officer, or designee, to transfer an amount not to exceed \$96,291,294.59 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.
- 5) Authorize Mayor Todd Gloria, or designee, to enter into, execute and deliver SRA Loan Award documents, including a Standard Agreement with the State of California, in an amount not to exceed \$96,291,294.59 for the Short-Term Cash Flow Loan Funds.
- 6) Authorize Mayor Todd Gloria, or designee, to execute the SRA Loan Award documents on behalf of the City of San Diego for participation in the SRA program.
- 7) Authorize the City of San Diego to assume responsibility for administering the loan award in accordance with all State SRA Loan Award requirements.

103 HCR22-020 Proposed Fiscal Year 2023 City of San Diego Affordable Housing Fund Annual Plan

Suket Dayal, Executive Vice President of Business Administration and Interim Chief Financial Officer, and Christelle Van Der Windt, Director of Finance, Financial Services Department, presented the request for approval.

Joy Sunyata spoke in favor.

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 San Diego City Council (City Council) take the following actions:

- 1) Approve the Proposed Fiscal Year 2023 (FY 2023) City of San Diego Affordable Housing Fund (AHF) Annual Plan (Annual Plan) Program Activity Allocation of \$57,437,558 in anticipated funds (also included in the FY 2023 Housing Commission Proposed Budget) and the proposed Model Programs; and
- 2) Authorize the Housing Commission's Interim President & Chief Executive Officer (Interim President & CEO), or designee, to reallocate funds among the proposed Model Programs included in the FY 2023 AHF Annual Plan in response to market demands and opportunities.



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104 HCR22-019 Workshop & Discussion: San Diego Housing Commission Proposed Fiscal Year 2023 Budget

Suket Dayal, Executive Vice President of Business Administration and Interim Chief Financial Officer, and Christelle Van Der Windt, Director of Finance, Financial Services Department, presented an informational workshop regarding the proposed Fiscal Year 2023 Budget for the San Diego Housing Commission.

ADJOURNMENT

Chair Benvenuto adjourned the Special Meeting at 10:33 a.m.

Respectfully submitted,

Scott Marshall

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

Approved by,

Jeff Davis

Jeff Davis
Interim President & Chief Executive Officer
San Diego Housing Commission