



# MINUTES

**SAN DIEGO HOUSING COMMISSION  
MINUTES OF THE SPECIAL MEETING  
JUNE 10, 2022  
VIDEO CONFERENCE PURSUANT TO  
CALIFORNIA GOVERNMENT CODE SECTION 54953(e)**

## **ATTENDANCE**

Present:

Chair Stefanie Benvenuto  
Vice Chair Ryan Clumpner  
Commissioner Johanna Hester  
Commissioner Eugene “Mitch” Mitchell  
Commissioner Melinda K. Vásquez  
Interim President & CEO Jeff Davis  
General Counsel Charles Christensen

Not present: Commissioner Kellee Hubbard

## **10 CALL TO ORDER**

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

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

There were no public comments.

## **30 COMMISSIONER COMMENTS**

There were no Commissioner comments.

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

Due to time limitations for some Commissioners, Interim President & CEO Jeff Davis informed the Commissioners that he would provide his update via email after the Board meeting.

## **50 APPROVAL OF THE MINUTES**

The minutes of the Special Meeting of the Housing Commission on May 5, 2022, were approved on a motion by Commissioner Hester and passed by a vote of 4-0. Commissioner Vásquez did not vote because she was not present for the May 5, 2022, meeting.

The minutes of the Special Meeting of the Housing Commission on May 31, 2022, were approved on a motion by Commissioner Hester and passed by a vote of 5-0.



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**CONSENT AGENDA**

Motion by Commissioner Mitchell to approve Items 101, 102 and 103 on consent. Seconded by Vice Chair Clumpner, and passed by a vote of 5-0.

**101 HCR22-082 Approval of an Amendment to the Contract between the San Diego Housing Commission and BASC LLC to Provide Ongoing Support for the COVID-19 Housing Stability Assistance Program Portal**

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

- 1) Authorize a second amendment to the contract between the Housing Commission and BASC LLC (BASC) to increase the maximum total compensation in the amount of \$134,000 for a maximum compensation amount of \$362,000 for the full term of the contract to address the need for ongoing support services for the COVID-19 Housing Stability Assistance Program (HSAP) Portal for the final months of the program.
- 2) Authorize the President & Chief Executive Officer (President & 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 agreement amount, if necessary, should the operational need arise without further action by the Housing Commission Board.
- 3) Authorize the 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, is submitted to each Housing Commissioner.

**102 HCR22-022 2022-2023 Procurement of General Liability Insurance Coverage**

That the San Diego Housing Commission (Housing Commission) Board of Commissioners (Board) approve the procurement and binding of general liability insurance coverage from Housing Authority Risk Retention Group, Inc., (HARRG) in an amount not to exceed \$347,681 with effective dates of July 1, 2022, to July 1, 2023.

**103 HCR22-083 Contract Award to Mental Health Systems for Operation of the Serial Inebriate Program**

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

- 1) Authorize the Housing Commission to enter into a one-year contract, using a Non-Competitive agreement under Procurement Policy 9.4, with Mental Health Systems (MHS) in the amount of \$419,750 to operate a transitional housing program for the term of July 1, 2022, to June 30, 2023, with three one-year options to renew, funded by City of San Diego (City) General Funds and City Affordable Housing Funds, contingent on the continuance or extension of any related Memorandum of Understanding (MOU) with the City of San



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Diego; the current term of the MOU extends through June 30, 2022, with two remaining one-year options to renew .

- 2) Authorize the President & CEO, or designee, to execute all necessary documents and instruments that are necessary and/or appropriate to implement these approvals, upon the advice of and in a form 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, is submitted to each Housing Commissioner.
- 3) Authorize the President & CEO, or designee, to increase the amount of funding for the operator agreement by no more than 20 percent of the approved budget and to substitute funding sources, if necessary, without further action by the Housing Commission Board, but only if and to the extent that funds are determined to be available for such purposes.

### **DISCUSSION AGENDA**

#### **100 HCR22-076 Appoint Members to San Diego Housing Commission Board of Commissioners' Committees and to the Boards of Directors of Housing Development Partners (HDP) and HDP Mason Housing Corporation**

Motion by Commissioner Hester to take the staff recommended actions. Seconded by Vice Chair Clumpner and passed by a vote of 4-0.

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

- 1) Confirm the following recommended appointments to Housing Commission Committees, as referenced in this report:
  - A) **Strategic Plan Committee:** Vice Chair Ryan Clumpner, Commissioner Johanna Hester and Commissioner Melinda Vásquez
  - B) **Audit Committee:** Vice Chair Ryan Clumpner, Commissioner Johanna Hester and Commissioner Mitch Mitchell
  - C) **Investment Committee:** Chair Stefanie Benvenuto, Commissioner Melinda Vásquez and Commissioner Kellee Hubbard
- 2) Appoint Housing Commission Chair Stefanie Benvenuto, Commissioner Mitch Mitchell, Gary Gramling and Justine Nielsen as members of the Boards of Directors of the Housing Commission's nonprofit affiliate, Housing Development Partners (HDP), and HDP Mason Housing Corporation.

#### **104 HCR22-081 Authorization to Participate in the California Housing Finance Agency's Accessory Dwelling Unit (ADU) Grant Program**

Sujata Raman, Vice President, Single-Family Housing Finance, Real Estate Division, presented the request for approval.



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Motion by Chair Benvenuto to take the following staff-recommended actions. Seconded by Commissioner Hester. The Board voted 3-1 in favor, with Commissioner Vásquez voting no. Four votes are required for approval. Housing Commission Board Chair Benvenuto and Vice Chair Clumpner requested that Interim President & CEO Davis forward this item to the Housing Authority of the City of San Diego for consideration pursuant to San Diego Municipal Code 98.0301(e)(2)(B).

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

- 1) Adopt a resolution, as required by the State of California Housing Finance Agency (CalHFA), authorizing the Housing Commission to enter into a Lender Participation Agreement (Attachment 1) with CalHFA to participate in their Accessory Dwelling Unit (ADU) Grant program and utilize these grant funds in conjunction with the Housing Commission's own ADU Finance Pilot program. Staff for CalHFA has indicated CalHFA will not accept any changes to the Lender Participation Agreement.
- 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, provided that a copy of the documents, signed as to form by General Counsel, is submitted to each Housing Commissioner.

**105 HCR22-070 Approval of the Contract between the San Diego Housing Commission and Father Joe's Villages to Operate the City of San Diego Bridge Shelter at Golden Hall located at 202 C Street, San Diego, CA 92101**

Casey Snell, Director of Housing First Administration, Homeless Housing Innovations Division, and Jonathan Herrera, Special Programs Manager & Senior Policy Advisor, Homeless Housing Innovations Division, presented the request for approval.

Housing Commission Board Vice Chair Clumpner requested that Interim President & CEO Davis forward this item to the Housing Authority of the City of San Diego for consideration pursuant to San Diego Municipal Code 98.0301(e)(2)(B).

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

- 1) Authorize the Housing Commission to enter into an agreement with Father Joe's Villages(Father Joe's) in a pro-rated amount of \$10,458,046 for an initial one-year term, from July 1,2022, through June 30, 2023, with two one-year options for renewal to provide shelter and services for persons experiencing homelessness at the City of San Diego's Bridge Shelter at Golden Hall at 202 C Street, San Diego, 92110, contingent on the City of



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San Diego making funds available for that purpose in its annual fiscal year budgeting process 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. The funding sources for the initial operating term are expected to consist of City of San Diego Homeless Housing, Assistance, and Prevention Program (HHAP) funds.

- 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, provided that a copy of the documents, signed as to form by General Counsel, is submitted to each Housing Commissioner.
- 3) Authorize the Housing Commission's 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.

**106 HCR22-086 Preliminary Bond Authorization and Tax Equity and Fiscal Responsibility Act (TEFRA) Hearing for the Iris at San Ysidro Apartments**

Colin Miller, Senior Vice President, Housing Finance and Property Management, Real Estate Division, presented the request for approval.

Motion by Commissioner Hester to take the following staff-recommended actions. Seconded by Chair Benvenuto and passed by a vote of 4-0.

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

- 1) Approve the following steps to issue up to \$35,000,000 in Housing Authority of the City of San Diego (Housing Authority) tax-exempt Multifamily Housing Revenue Bonds and \$2,100,000 in taxable bonds to facilitate Iris at San Ysidro LP's development of the Iris at San Ysidro Apartments, a transit-oriented development at 1663 Dairy Mart Road, San Ysidro, CA 92173. The development will consist of 99 units affordable for 55 years for households with income of 25 percent to 60 percent of San Diego's Area Median Income (AMI), of which 15 units will be permanent supportive housing for families experiencing homelessness, and one unrestricted manager's unit:
  - a. Issue a bond inducement resolution (Declaration of Official Intent) for up to \$35,000,000 in tax-exempt Multifamily Housing Revenue Bonds supporting the development of Iris at San Ysidro Apartments by Iris at San Ysidro LP;



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- b. Authorize an application (and subsequent applications, if necessary) to the California Debt Limit Allocation Committee (CDLAC) for an allocation of authority to issue tax-exempt private activity bonds in an amount up to \$35,000,000 for Iris at San Ysidro Apartments; and
  - c. Approve the financing team of Jones Hall as the Bond Counsel and CSG Advisors as the Financial Advisor.
- 2) Authorize the Housing Commission’s President & Chief Executive Officer (President & CEO), or designee, to execute any and all documents that are necessary to effectuate the transaction and implement these approvals in a form approved by General Counsel and Bond Counsel and to take such actions as are necessary, convenient, and/or appropriate to implement these approvals upon advice of General Counsel and/or the Bond Counsel.
- 3) Hold a Tax Equity and Fiscal Responsibility Act (TEFRA) public hearing and adopt a resolution approving the issuance of tax-exempt Multifamily Housing Revenue Bonds in an amount up to \$35,000,000 to facilitate the development of Iris at San Ysidro Apartments.

**107 HCR22-084 Loan Recommendation for Iris Trolley**

Jennifer Kreutter, Vice President, Multifamily Housing Finance, Real Estate Division, 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 5-0.

That the San Diego Housing Commission (Housing Commission) 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 \$4,915,200 to Trolley I Investors, L.P., a California limited partnership, to facilitate the acquisition and new construction of Iris Trolley, a transit-oriented development at 1507 Howard Avenue in the Otay Mesa-Nestor community that will consist of 63 units that will remain affordable for 55 years for large families with income ranging from 30 percent to 50 percent of San Diego’s Area Median Income (AMI) and one unrestricted manager’s unit.

The Housing Commission’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 Housing Commission General Counsel’s approval.

- 2) Authorize the President and Chief Executive Officer (President & CEO), or designee:
  - a. To 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



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General Counsel, provided that a copy of the documents, signed as to form by General Counsel, is submitted to each Housing Commissioner.

- b. To adjust financing terms and conditions, as necessary, for consistency with requirements of other funding sources or to accommodate market changes that may occur, provided that the proposed \$4,915,200 maximum loan amount may not increase.
- c. 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 Board upon advice of the General Counsel.

### **108 HCR22-089 Loan Recommendation for Navajo Family Apartments**

Motion by Commissioner Mitchell to take the following staff-recommended actions. Seconded by Commissioner Hester and passed by a vote of 5-0.

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

- 1) Approve a proposed residual receipts loan in an amount not to exceed \$3,379,200 to Navajo Road Housing Associates, L.P. (NRHA), a California Limited Partnership, to facilitate the acquisition and new construction of Navajo Family Apartments at 7005 Navajo Road, San Diego, in the San Carlos neighborhood, which will consist of 44 units that will remain affordable for 55 years for households with income from 30 percent to 60 percent of San Diego's Area Median Income (AMI), and one unrestricted manager's unit.

The Housing Commission'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 Housing Commission General Counsel's approval.

- 2) Authorize the President and Chief Executive Officer (President & CEO), or designee:
  - a. To 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. To 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 \$3,379,200 maximum loan amount may not increase.
  - c. 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.



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### **109 HCR22-090 Loan Recommendation for Messina Senior Apartments**

Colin Miller, Senior Vice President, Housing Finance and Property Management, Real Estate Division, presented the request for approval.

Motion by Commissioner Mitchell to take the following staff-recommended actions. Seconded by Chair Benvenuto and passed by a vote of 5-0.

That the San Diego Housing Commission (Housing Commission) 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 \$3,950,000 to Messina CIC, LP., a California limited partnership, to facilitate the acquisition and new construction of Messina Senior Apartments a transit-oriented development to be located at 5255 Mt. Etna Drive, San Diego, CA in the Clairemont Mesa Community Planning Area, which will consist of 78 units that will remain affordable for 55 years for households with income up to 80 percent of San Diego's Area Median Income (AMI), and one unrestricted manager's unit.

The Housing Commission'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 Housing Commission General Counsel's approval.

- 2) Authorize the President and Chief Executive Officer (President & CEO), or designee:
  - a. To 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. To 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 \$3,950,000 maximum loan amount may not increase.
  - c. 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.

### **110 HCR22-066 Workshop & Discussion: City of San Diego Eviction Prevention Program**

Debra Fischle-Faulk, Senior Vice President, Compliance & Equity Assurance, San Diego Housing Commission; George Williams III, Director, Compliance & Equity Assurance, San Diego Housing Commission; and Greg Knoll, CEO/Executive Director/Chief Counsel, Legal Aid Society of San





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Diego, presented an informational workshop regarding the City of San Diego Eviction Prevention Program.

**ADJOURNMENT**

Chair Benvenuto adjourned the Special Meeting at 10:54 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