



SAN DIEGO  
HOUSING  
COMMISSION

# MINUTES

**SAN DIEGO HOUSING COMMISSION  
MINUTES OF THE REGULAR MEETING  
JUNE 15, 2023  
SMART CORNER  
4<sup>TH</sup> FLOOR CONFERENCE ROOM  
1122 BROADWAY  
SAN DIEGO, CA 92101**

## **ATTENDANCE**

Present:

Chair Eugene “Mitch” Mitchell  
Vice Chair Ryan Clumpner  
Commissioner Antoine “Tony” Jackson  
Commissioner Melinda K. Vásquez  
Interim President & CEO Jeff Davis  
General Counsel Charles Christensen

Not present:

Commissioner Johanna Hester  
Commissioner Kellee Hubbard

## **10      CALL TO ORDER**

Chair Mitchell called the Special Meeting to order at 9:05 a.m.

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

Joy Sunyata commented on housing collaboration.

## **30      COMMISSIONER COMMENTS**

Vice Chair Clumpner welcomed new Commissioner Antoine “Tony” Jackson. He also requested data each month about how many people are seeking shelter for whom shelter is not available.

Chair Mitchell commented on the homelessness crisis, misinformation and the need for collaboration throughout the San Diego region.

Chair Mitchell announced the resignation of Stephanie Benvenuto from the Board of Commissioners and welcomed new Commissioner Jackson.

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

##### **Board of Commissioners**

Interim President & CEO Davis commented that the San Diego Housing Commission (Housing Commission) is fortunate to have the members serving on the Board of Commissioners, each of whom care about the community and people in need.

##### **San Diego Renter Survey**

In February, the Housing Commission began an analysis of evictions in the City of San Diego, in consultation with HR&A Advisors, a public policy firm with more than 40 years of experience in real estate and economic development. This study is to help identify the landscape and trends related to evictions. The study will inform recommendations and policies regarding evictions and housing stability. As part of this study, the Housing Commission will launch a survey of renters throughout the City of San Diego to enhance its understanding of the challenges San Diego renters experience and the factors that contribute to housing instability for many of them. Survey responses will be completely anonymous and will not affect residents' ability to access services or housing support in any way. The study is anticipated to conclude in October.

##### **Black, Indigenous, People of Color (BIPOC) First-Time Homebuyer Program**

On June 8, 2023, the Housing Commission announced its new first-time homebuyer program for middle-income, Black, Indigenous, People of Color—or BIPOC—households. Vice Chair Clumpner represented the Housing Commission at a news conference with City Council President Pro Tem Monica Montgomery Steppe, City Councilmember Vivian Moreno and County Supervisor Joel Anderson. This new pilot program offers two options for assistance for qualifying households. The first option is for eligible families to receive a total of \$40,000 in assistance, which consists of a \$20,000 deferred, down-payment assistance loan and a \$20,000 grant toward closing costs. The second option is a total of \$20,000 in assistance in the form of a grant toward the down payment and closing costs. The pilot program will assist households earning up to 150 percent of San Diego's Area Median Income, currently \$175,200 per year for a family of four. Funding for this program consists of grants from the Wells Fargo Foundation's Wealth Opportunities Realized Through Homeownership—or WORTH—initiative and the National Fair Housing Alliance. Families interested in applying for this program should contact a loan officer from the list of participating lenders that is available on the Housing Commission's website, where program details also are available, at [www.sdhc.org/homebuyer](http://www.sdhc.org/homebuyer).

##### **John Craven Memorial Public Service Award**

At the San Diego Housing Federation's Ruby Awards on June 15, 2023, Housing Commission Vice President of Preservation Wendy DeWitt will be honored with the John Craven Memorial Public Service Award. This is a well-deserved recognition for her. She has been with the Housing Commission for more than 30 years. Her expertise, skill, dedication and professionalism have produced results that have made a positive impact for low-income families in the City throughout her career. Her ongoing public service continues to benefit San Diego residents. She currently leads the Housing Commission's efforts to preserve existing affordable rental housing—including naturally occurring affordable housing—in the City. Over the years, she has also held a variety of positions, leading and working in areas such as policy, multifamily housing finance and the Housing Commission's nonprofit



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affiliate, Housing Development Partners. A few affordable rental housing developments for which the Housing Commission provided essential financing are also nominated for Ruby Awards. They are The Orchard at Hilltop, Grant Heights II, and the adjacent Mid-City Family and Harris Family Senior Residence developments.

### **Jennifer McKinney Departure**

Vice President of Property Management and Maintenance Jennifer McKinney will be leaving the Housing Commission near the end of June. In her 10 years with the Housing Commission, she has excelled while overseeing the Housing Commission's complex portfolio of affordable rental housing properties. She will be returning to the private sector to work for a small developer. She has been a great leader, co-worker and expert in her field.

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

Motion by Vice Chair Clumpner to approve the May 12, 2023, Regular Meeting Minutes and the May 12, 2023, Special Meeting Minutes. Seconded by Commissioner Vásquez and passed by a vote of 4-0.

### **CONSENT AGENDA**

Motion by Vice Chair Clumpner to approve Items 100, 101, 102, 103 listed below on consent with a correction to Item 103 that the staff-recommended actions include three one-year options to renew the Memorandum of Understanding.

Joy Sunyata spoke in favor of Items 102 and 103.

Motion seconded by Commissioner Vásquez and passed by a vote of 4-0

### **100      HCR23-044    2023-2024 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 \$354,130 plus a 5 percent contingency reserve with effective dates of July 1, 2023, to July 1, 2024.

### **101      HCR23-070    Lease Agreement at Hotel Sandford for the Associated Barber College of San Diego**

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

- 1) Approve the new lease for the Associated Barber College of San Diego, a Nevada corporation, for a period of five years, with one option to extend for an additional five years at market rent, to continue to occupy commercial spaces at 1301, 1305, 1311, 1315, 1325 and 1333 5<sup>th</sup> Avenue in Hotel Sandford, 1301 5<sup>th</sup> Avenue, San Diego, CA 92101.

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- 2) Authorize the Housing Commission'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 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     HCR23-062     Fiscal Year 2024 Section 8 Housing Choice Voucher Administrative Plan**

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

- 1) Approve the Fiscal Year (FY) 2024 Section 8 Housing Choice Voucher Administrative Plan.
- 2) Authorize the Housing Commission's President and Chief Executive Officer, 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.

**103     HCR23-071     Execution of Memorandum of Understanding Between the City of San Diego and the San Diego Housing Commission for the Administration of the City's Homelessness Services Programs**

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

**Housing Authority:**

- 1) Authorize the Housing Commission to enter into a Memorandum of Understanding with the City of San Diego (City) for an initial term from July 1, 2023, through June 30, 2024, with two one-year options to renew, for oversight and administration of the City's Homelessness Services Programs in San Diego.
- 2) Authorize the Housing Commission'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 Council:**

- 1) Authorize the City to enter into a Memorandum of Understanding with the Housing Commission for an initial term from July 1, 2023, through June 30, 2024, with two one-year options to renew, for oversight and administration of the City's Homelessness Services Programs in San Diego.



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- 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.

## **DISCUSSION AGENDA**

### **104    HCR23-073    Execution of Memorandum of Understanding Between the City of San Diego and the San Diego Housing Commission for the Administration of the City's Eviction Notice Registry**

Azucena Valladolid, Executive Vice President, Rental Assistance and Workforce Development, presented the request for approval.

Asma Abdi spoke in favor.

Motion by Commissioner Vásquez to take the staff-recommended actions. Seconded by Commissioner Jackson and passed by a vote of 4-0.

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

#### **Housing Authority:**

- 1) Authorize the Housing Commission 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 the Housing Commission'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 Council:**

- 1) Authorize the City to enter into a Memorandum of Understanding with the Housing Commission 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



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format approved by the City Attorney, and to take such actions necessary and/or appropriate to implement these approvals.

### **ADJOURNMENT**

Chair Mitchell adjourned the Regular Meeting at 10:02 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