



# MINUTES

**SAN DIEGO HOUSING COMMISSION  
MINUTES OF THE SPECIAL MEETING  
SEPTEMBER 20, 2022  
VIDEO CONFERENCE PURSUANT TO  
CALIFORNIA GOVERNMENT CODE SECTION 54953(e)**

## **ATTENDANCE**

Present:

Chair Eugene “Mitch” Mitchell  
Vice Chair Ryan Clumpner  
Commissioner Stefanie Benvenuto  
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 9:01 a.m.

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

There were no non-agenda public comments.

## **30 COMMISSIONER COMMENTS**

There were no Commissioner comments.

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

### **NAHRO National Conference**

The Housing Commission will welcome the National Association of Housing Redevelopment Officials, (NAHRO) to San Diego for their national conference September 22-24, 2022. The conference theme is “NAHRO Together: Advancing Our Communities.” This is the first time since the onset of the COVID-19 pandemic that the event will be held in person. Housing Commission staff volunteers will serve as session hosts and perform additional duties during the conference. The Housing Commission will also provide a tour of several affordable rental housing properties. These properties highlight the Housing Commission’s innovative collaborations with developers and service providers to provide housing for families with low income or experiencing homelessness. This conference is a great opportunity to connect with leaders nationwide in the areas of affordable housing; share the Housing Commission’s innovative programs with them; and hear from them about the successes and challenges they’re experiencing in their communities.



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### **Rosecrans Shelter Opening**

On September 9, 2022, Executive Vice President of Strategic Initiatives Lisa Jones joined Mayor Todd Gloria, Councilmember Jennifer Campbell, County Board of Supervisors Chair Nathan Fletcher, Regional Task Force on Homelessness CEO Tamera Kohler and Alpha Project CEO Bob McElroy for a news conference to announce the opening of a new homelessness shelter. The Housing Commission Board of Commissioners on May 5, 2022, authorized the Housing Commission to enter into a contract with Alpha Project for the operation of this shelter, which is now known as the Rosecrans Shelter. This shelter provides beds for up to 150 people. It will offer on-site behavioral health services and 24-hour intakes, seven days a week. Shelter residents will be offered services such as mental health and addiction treatment assessments, communicable disease screenings, case management and housing navigation. Available services will also include meals, showers, restrooms, laundry, storage for their belongings, and connections to self-sufficiency benefits like CalWORKS, CalFresh and Medi-Cal. The shelter also supports the Community Action Plan on Homelessness for the City of San Diego.

### **Additional Rental Housing Vouchers**

This summer, the U.S. Department of Housing and Urban Development awarded 138 additional rental housing vouchers to the Housing Commission. Of these vouchers, 50 are known as Mainstream vouchers, which help pay rent for households with low income in which adults are between the ages of 18 and 61 and have a disability. The additional 88 vouchers are known as “incremental” vouchers, which are typical Section 8 Housing Choice Vouchers that will help pay rent for families with low income. These are important additions, as many families in San Diego with low income continue to experience a shortage of affordable housing in a very competitive, expensive rental market. However, far more federal funding is needed for rental assistance. As of June 30, the Housing Commission helps more than 17,000 households with low income pay their rent. Those households consist of more than 38,000 individuals. But more than 128,000 households are on the Housing Commission’s rental assistance waiting list. Nationally, the U.S. Department of Housing and Urban Development (HUD) estimates that only one in four households eligible for rental assistance actually receives it. The Housing Commission will continue to advocate for more rental assistance funding at the federal level and request more vouchers from HUD.

## **50 APPROVAL OF THE MINUTES**

The minutes of the Special Meetings of July 8, 2022, August 19, 2022, and August 23, 2022, were approved on a motion by Vice Chair Clumpner, seconded by Commissioner Benvenuto, and passed by a vote of 4 – 0.

## **CONSENT AGENDA**

Motion by Commissioner Benvenuto to approve Items 100, 102, 104 and 105 on consent. Seconded by Vice Chair Clumpner and passed by a vote of 4-0.

## **100 HCR22-105 Approval of the Award of Job Order Contracting Contracts**

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



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- 1) Authorize the President & Chief Executive Officer (President & CEO), or designee, to enter into cooperative purchasing agreements with the contractors referenced within this report based upon procurements previously competitively bid and awarded by Sourcewell.
- 2) Approve the award of 13 separate Job Order Contracting (JOC) contracts that include an initial one-year term with two additional one-year contract renewal options to the following companies, each with a value not to exceed maximum annual capacity of \$2,000,000:
  - a. All Source Coatings Inc. (General Construction) - SDHC JOC Contract #JOC-23-01
  - b. Harry H. Joh Construction Inc. (General Construction) - SDHC JOC Contract #JOC-23-02
  - c. Horizons Construction Co. Int'l Inc. (General Construction) - SDHC JOC Contract #JOC-23-03
  - d. Pacific Building Group (General Construction) - SDHC JOC Contract #JOC-23-04
  - e. Vincor Construction Inc. (General Construction) - SDHC JOC Contract #JOC-23-05
  - f. ABM Industries Inc. (Electrical) - SDHC JOC Contract #JOC-23-06
  - g. Pacific Lighting Mgt Inc. (Electrical) - SDHC JOC Contract #JOC-23-07
  - h. Horizons Construction Co. Int'l Inc. (Paving) - SDHC JOC Contract #JOC-23-08
  - i. ABM Industries Inc. (Mechanical/HVAC) - SDHC JOC Contract #JOC-23-09
  - j. Harry H. Joh Construction Inc. (Mechanical/HVAC) - SDHC JOC Contract #JOC-23-10
  - k. Mesa Energy Systems, Inc. (Mechanical/HVAC) - SDHC JOC Contract #JOC-23-11
  - l. GeoStabilization International, LLC (Geostablization) - SDHC JOC Contract #JOC-23-12
  - m. Good-Men Roofing & Construction Inc. (Roofing) – SDHC JOC Contract #JOC-23-13
- 3) Authorize the President & CEO, or designee, to substitute the identified contract funding sources with other available funding sources as long as the total activity budget amount after substitution does not exceed the total approved budget, should the operational need arise or should actions be to the benefit of the Housing Commission and its mission.
- 4) Authorize the President & CEO, or designee, to execute all documents and instruments 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 HCR22-101 Admissions and Continued Occupancy Policy Update for Public Housing**

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

- 1) Approve the revised Admissions and Continued Occupancy Policy for Public Housing (Attachment 1), previously known as the Public Housing Occupancy Plan, pursuant to the



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authority delegated to the Housing Commission Board of Commissioners by the Housing Authority of the City of San Diego in Housing Authority Resolution HA-1036; and

- 2) 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 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.

**104 HCR22-108 Hillcrest Apartments – Renewal of Property Management Services Contract**

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

- 1) Approve an increase of \$17,132 to the Agreement with Hyder Property Management Professionals for property management services at Hillcrest Apartments, 3754 Fifth Avenue, San Diego, CA 92103, for a total one-year contract cost of \$266,045, effective September 29, 2022.
- 2) Approve a contingency amount of no more than 20 percent of the total agreement amount (\$266,498) or \$53,209 if necessary, should the anticipated Property Management fee and Reimbursable Items be determined to be higher in future Agreement renewal options, without further action by the Housing Commission Board.
- 3) Authorize the President & Interim Chief Executive Officer (President & CEO), or designee, to execute all documents and instruments 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.

**105 HCR22-109 Amendment to Contract for Plumbing Services with Countywide Mechanical Systems, Inc.**

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

- 1) Authorize an amendment to the Housing Commission’s agreement with Countywide Mechanical Systems, Inc. for on-call plumbing services by increasing the maximum compensation in the amount of \$55,000 for a total maximum compensation amount of \$305,000 for the term of the one-year agreement that expired September 14, 2022. The prior maximum compensation amount has not been exceeded at this time, but some invoices are pending payment.
- 2) Authorize the President & Chief Executive Officer (President & CEO), or designee, to substitute the identified contract funding sources with other available funding sources so as long



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as the total activity budget amount after substitution does not exceed the total approved budget, should the operational need arise or should actions be to the benefit of the Housing Commission and its mission.

- 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 to take such actions as are necessary and/or appropriate to implement these approvals.

### **DISCUSSION AGENDA**

#### **101 HCR22-099 State of California Housing and Community Development Local Housing Trust Fund Program Project Revision**

Jennifer Kreutter, Vice President, Multifamily Housing Finance, Real Estate Division, presented the request for approval.

Motion by Commissioner Benvenuto 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) recommend that the Housing Authority of the City of San Diego (Housing Authority) take the following actions:

- 1) Approve a revision to the previously approved Housing Authority resolutions (HA-1868 and HA-1903) that authorized the Housing Commission's President & Chief Executive Officer (President & CEO), or designee, in a form of an amended resolution, a revised resolution, or a new resolution, or such other form of resolution, as determined by the office of the City Attorney, to apply on behalf of the City of San Diego, for \$5 million in funding from the State of California's Local Housing Trust Fund Program, to comply with the State of California Department of Housing and Community Development's request to change the resolution to update the list of projects to which the funds would be applied.
- 2) Authorize the Housing Commission's President and Chief Executive Officer (President & CEO), or designee, to substitute approved projects with any other project(s) deemed eligible 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.
- 3) Affirm that the President & CEO, or designee, is authorized to commit \$5 million in matching funds on a dollar-for-dollar basis from the City of San Diego's (City) Affordable Housing Fund, as required by the Notice of Funding Availability (NOFA) and as previously approved in Resolution No. HA-1868 and HA-1903.



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- 4) Affirm that the President & CEO, or designee, is authorized to execute all documents and instruments that are 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, as previously approved in Resolution No. HA-1868 and HA-1903.

**103 HCR22-107 Approval of a Contract between the San Diego Housing Commission and Urban Street Angels to operate the City of San Diego Interim Shelter Bed Program for Transition-Age Youth**

Casey Snell, Vice President of Administration for Homelessness Initiatives, Homeless Housing Innovations Division, and Jonathan Herrera, Special Programs Manager and Senior Policy Advisor, Homeless Housing Innovations Division, presented the request for approval.

Motion by Commissioner Vásquez 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 (Board) take the following actions:

- 1) Authorize the Housing Commission to enter into an agreement with Urban Street Angels, Inc. (USA) in the amount of \$377,284 for an initial term of October 1, 2022, through June 30, 2023, with four one-year options for renewal, contingent on funding being available for that purpose, for the operation of the City of San Diego Interim Shelter Bed Program for Transition-Age Youth at 1404 5<sup>th</sup> Ave. San Diego, CA 92101, to provide interim shelter and services for persons experiencing homelessness. The funding source for the initial operating term is Homeless Housing, Assistance and Prevention (HHAP) Program 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, are 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.



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**106 HCR22-112 Tentative Agreement for a Memorandum of Understanding with Service Employees International Union, Local 221**

Suket Dayal, Executive Vice President, Business Administration and Chief Financial Officer, and Michael McKenna, Vice President of Human Resources, San Diego Housing Commission, presented the request for approval.

Crystal Irving, President of SEIU Local 221, Irma Shute, Mary Gorman, and Maria Collazo spoke in favor.

Motion by Vice Chair Clumpner to take the staff-recommended actions. Seconded by Commissioner Vásquez 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 of San Diego (Housing Authority) take the following actions:

- 1) Approve the proposed Tentative Agreement (Attachment 1) for a two-year Memorandum of Understanding (MOU) (Attachment 2) between the Housing Commission and Service Employees International Union (SEIU), Local 221 (collectively "Parties"), which SEIU, Local 221 ratified on September 13, 2022.
- 2) Authorize the President & Chief Executive Officer (President & CEO), or designee, to implement the changes being proposed for represented employees and implement applicable changes for the non-represented employees of the Housing Commission as well, as has been the Housing Commission's past practice.
- 3) Authorize the 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, should the operational need arise or should such actions be to the benefit of the Housing Commission and its mission; and
- 4) 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 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, are submitted to each Housing Commissioner.

**CLOSED SESSION**

The San Diego Housing Commission convened in closed session on September 20, 2022, at 9:50 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.



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- II. Public Testimony and Comment, if any, concerning any matter on the Closed Session Agenda.  
There were no public comments.
- III. Commissioner comments, if any.  
There were no Commissioner comments.
- IV. Commission will convene in closed session to consider the following agenda:
  - A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION pursuant to subdivision (c) of section 54954.5 of the Government Code and pursuant to subdivision (d)(1) of section 54956.9:  
  
One (1) matter:  
  
*San Diego Tenant Union, and Darlissa McDowell vs. San Diego Housing Commission,*  
San Diego Superior Court Case No. 37-2019-00012582-CU-WM-CTL  
  
Counsel will discuss the litigation.
- V. Announcement of Actions Taken in Closed Session.  
No action was taken. This matter was informational only.

Chair Mitchell reconvened the Open Session at 10:37 a.m.

**ADJOURNMENT**

Chair Mitchell adjourned the Special Meeting at 10:38 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