



SAN DIEGO
HOUSING
COMMISSION

MINUTES

**SAN DIEGO HOUSING COMMISSION
MINUTES OF THE REGULAR MEETING
MARCH 14, 2025
SMART CORNER
4TH FLOOR CONFERENCE ROOM
1122 BROADWAY
SAN DIEGO, CA 92101**

ATTENDANCE

Present:

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

Not present:

Commissioner Johanna Hester
Commissioner Kellee Hubbard
Commissioner Antoine "Tony" Jackson

10 CALL TO ORDER

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

20 NON-AGENDA PUBLIC COMMENT

Doris Cintron spoke about property management and living conditions.
Cliff Weaver spoke about help for individuals experiencing homelessness.
Leah Watters spoke about property management and need for assistance.

30 COMMISSIONER COMMENTS

Vice Chair Clumpner requested the monthly update regarding homelessness shelter bed availability. Senior Vice President of Homelessness Housing Innovations Casey Snell said that in February, 2,049 referrals for shelter were received, and 234 were placed, or 11 percent of all referrals received. Intakes at two shelters—the transition-age youth shelter and Rachel's Promise—were suspended as they prepare to move into new sites in the next couple of weeks. The main reasons for being unable to accommodate a shelter referral were a lack of enough top bunks for males, bottom bunks for males, and bottom bunks for females. Year to date, 16,080 referrals for shelter have been processed, and 1,982 have been placed. That is 12 percent of the total referrals received. More than half of referrals are not accommodated because a bed for males is not available.



Regular Meeting Minutes of March 14, 2025

The Inclement Weather Shelter program has been activated 50 times, serving 5,422 individuals, including 97 families and 167 children. The utilization rate has been 70 percent, which is higher than in previous years.

Chair Mitchell said communication about the Inclement Weather Shelter program has increased, utilizing social media and a variety of channels to make sure people are aware of the program. Casey Snell added that notifications are made earlier in the day, but the majority of people indicate they hear about it through word-of-mouth.

Commissioner Cushman said San Diego Housing Commission (SDHC) staff will be back in the office two days per week starting in April, which is great, and he supports more days. Commissioner Cushman recommended looking at SDHC's public communications. Coming into SDHC's offices is not easy, and SDHC could assess how the community contacts SDHC and website upgrades.

40 REPORT BY PRESIDENT & CHIEF EXECUTIVE OFFICER

Meeting with Congressional Delegation in Washington, D.C.

President and CEO Jones met directly with Representative Scott Peters and staff from the offices of Sara Jacobs, Mike Levin, and Juan Vargas and participated in a California Association of Housing Authorities meeting with U.S. Senator Adam Schiff. These meetings provided the opportunity to advocate to protect crucial federal funding for vital housing assistance programs. These include SDHC's Housing Choice Vouchers and Project-Based Vouchers. During briefings and CEO Jones's presentations earlier this year, she previously discussed the fiscal challenges SDHC and other public housing authorities are experiencing, having been told to expect cuts to federal funding that already had been insufficient to meet the financial need for SDHC's voucher programs. SDHC was also notified last week that the federal government may be ending funding for Emergency Housing Vouchers nationwide. This is approximately five years earlier than had been anticipated based on the original 2021 notice about the start of the Emergency Housing Voucher program. SDHC currently has more than 460 families in their Emergency Housing Voucher program. There is still very unclear information from the U.S. Department of Housing and Urban Development (HUD), and SDHC is expecting further communication that will help better determine how long funding will be able available to support the continuation of the Emergency Housing Voucher program. SDHC will have a better estimate of the anticipated conclusion date after receiving a final program renewal amount from HUD, which is expected in April. Additional meetings in Washington, D.C., occurred during the conference of the National Association of Housing and Redevelopment Officials (NAHRO), which is one of the national organizations SDHC continues to work with to advocate and monitor legislative activities in Washington.

City Council's Land Use and Housing Committee

Housing Instability Prevention Program

On March 6, 2025, SDHC provided informational updates to the City Council's Land Use and Housing Committee about two programs that provide essential assistance to prevent homelessness among families struggling financially in the San Diego community. SDHC's Housing Instability Prevention Program (HIPP). This program was created with funding the City Council allocated specifically to develop it. HIPP provides life-changing assistance for individuals and families to help them achieve stability in their housing and avoid homelessness. HIPP launched in September 2022. The program provides flat-rate shallow subsidies and case management services for generally up to 24 months.

Regular Meeting Minutes of March 14, 2025

HIPP serves individuals and families. Through the end of February, 302 households were enrolled in HIPP. HIPP can support up to 300 households at any given time. SDHC actively manages the inflow and outflow of the program. Since the program started, HIPP has served 413 households, totaling 917 people. On average, it costs \$671 in subsidy per month per household to stabilize someone's housing crisis and prevent homelessness. The average HIPP participant was paying 76 percent of their income toward rent when they were referred to the program. Once enrolled and the subsidy is applied, the average HIPP participant spends 43 percent of their income on rent, making their portion of the rent much more affordable. Ninety-five percent of HIPP participants are either renting a deed-restricted affordable housing unit or already are in a naturally occurring affordable unit, compared to the housing market. HIPP serves households with low income, experiencing a housing crisis and at risk of homelessness in the City of San Diego. The flat-rate subsidy is \$250, \$500, \$750 or \$1,000 per month for up to 24 months for eligible households. Extensions may be granted for households on a fixed income or that continue to be severely rent burdened without the subsidy. In addition to the monthly rental assistance, HIPP helps to pay for other housing-related expenses such as past-due rent and utilities. The program also offers wraparound case management to enrolled households. Since SDHC launched HIPP about two and a half years ago through February 2025, 111 households have exited the program.

- 72 remained permanently housed.
- 20 have exited to "Other," which can refer to an unknown destination due to not completing an exit interview with staff, or these households have passed away.
- 17 moved to a temporary housing situation, including moving in with friends or family.
- 1 transitioned to an institution environment.
- 1 household became homeless.

Eviction Prevention Program

The City Council's support for the creation and continuation of the Eviction Prevention Program (EPP) has been instrumental in ensuring renters with low income who are struggling financially in our city receive important assistance they need. This program provides free legal services and related assistance to help prevent evictions and the homelessness that may result. EPP assists eligible tenants with low income in the City of San Diego who face eviction for nonpayment of rent. SDHC oversees the program and contracts with Legal Aid Society to operate the program. EPP was initially developed in 2021 to address the need for eviction prevention assistance after the statewide eviction moratorium expired on September 30 of that year. It was created to help address a potential increase in evictions and confusion about what eviction protections are available for renter households. In more recent years, the program also has assisted households to understand and avail themselves of the protections available through the City's Residential Tenant Protections Ordinance. The program is a centralized resource for eligible renters in the city. Thousands of San Diego families have benefitted from the continuing existence of this program since its inception. More than 740 eligible tenants have received full legal assistance, and nearly 4,700 households have received limited legal assistance. The program has received and responded to more than 4,200 hotline calls and provided more than 35,000 referrals to other community resources. Nearly 4,900 eligible tenants with low income have received additional services from the program. The services provided through the Eviction Prevention Program include: Education and Outreach; Clinic Assistance; Legal Representation; Case Management Services; Payment of Litigation Costs; and Housing Stability Funds, which can cover back-owed rent, utilities, security deposits, rental application fees, groceries, hotel stays and moving expenses. Legal Aid Society tracks and reports data to SDHC about the program. For example, from July 2024 through January 2025, EPP served 1,236 clients whose cases were completed. Of those clients, at least 88.7 percent avoided homelessness. More than 80 percent were able to remain in the



Regular Meeting Minutes of March 14, 2025

same unit where they lived when they connected with EPP, and more than 8 percent secured a new rental housing unit.

50 APPROVAL OF THE MINUTES

The minutes of the Regular SDHC Board of Commissioners Meeting of February 14, 2025, were approved on a motion by Vice Chair Clumpner, seconded by Commissioner Vásquez, and passed by a vote of 4-0.

CONSENT AGENDA

Motion by Vice Chair Clumpner to approve Items 100 and 101 on consent. Seconded by Commissioner Vásquez and passed by a vote of 4-0.

100 HCR25-014 Agreement with Equifax Workforce Solutions LLC for Employment and Income Verification Services

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

- 1) Authorize the execution of the second option to renew the contract between SDHC and Equifax for Employment and Income Verification Services for the Section 8 Housing Choice Voucher program for a one-year term from May 1, 2025, through April 30, 2026, in an amount not to exceed \$294,387 for the second option year, and two additional one-year options to renew in an amount not to exceed \$328,993 for the third one-year option and \$367,752 for the fourth one-year option.
- 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 20 percent of the total agreement amount, 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 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.

101 HCR25-012 2025-2026 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 \$1,677,000 plus 5 percent as a contingency reserve, with effective dates of March 31, 2025, to March 31, 2026.



Regular Meeting Minutes of March 14, 2025

ADOPTION AGENDA

102 HCR25-019 Memorandum of Understanding between the City of San Diego and the San Diego Housing Commission regarding the City of San Diego's Administration of the Federal HOME Investment Partnerships Program

Jennifer Kreutter, Vice President, Multifamily Housing Finance, Real Estate Division and Liliana Caracoza, Housing Program Analyst, Real Estate Division, presented the request for approval.

Motion by Commissioner Cushman to approve staff's recommendation. Seconded by Commissioner Vásquez and passed by a vote of 4-0.

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

- 1) Approve the execution of a Memorandum of Understanding (MOU) and Subrecipient Agreement, in a form approved by General Counsel, between the City of San Diego (City) and SDHC regarding the City's administration of the federal HOME Investment Partnerships Program (HOME):
 - a. Delegating the administration, planning, coordination, operation, and oversight of the City's HOME program to SDHC;
 - b. Authorizing SDHC's President and Chief Executive Officer (President and CEO), or designee, to execute all necessary documents required by the U.S. Department of Housing and Urban Development (HUD) and the regulations of the HOME program; and
 - c. Authorizing SDHC's President and CEO, or designee, subject to approval as to form and legality by SDHC's General Counsel, to execute any and all documents within the scope of the powers delegated to the Housing Commission in the MOU and Subrecipient Agreements relating to HOME, including but not limited to, grants and loan agreements.
- 2) Authorize SDHC's President and CEO, or designee, to execute the final negotiated MOU and Subrecipient Agreement and any and all amendment(s) thereto, in a form approved by General Counsel, and to take all actions necessary to implement these approvals. SDHC staff will notify the Housing Authority and the City Attorney's Office about any subsequent amendments or modifications to the documents, and other required documents, including amendments to any documents.

103 HCR25-015 Loan Recommendation for Serra Mesa Apartments

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

Motion by Commissioner Vásquez to approve staff's recommendation. Seconded by Vice Chair Clumpner and passed by a vote of 4-0.

Regular Meeting Minutes of March 14, 2025

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

- 1) Approve a residual receipts loan in an amount not to exceed \$2,500,000 to a to-be-formed limited partnership to facilitate the new construction of the Serra Mesa Apartments at 3440 Sandrock Road, San Diego, CA 92123, in the Serra Mesa neighborhood of San Diego, which will consist of 59 rental housing units that will remain affordable for 55 years for persons with incomes of 30 percent to 60 percent of San Diego's Area Median Income (AMI) and one unrestricted manager's unit. The development includes an award of 30 designated Veterans Affairs Supportive Housing (VASH) Project-Based Housing Voucher units for VASH-eligible veterans experiencing homelessness, including five units for veterans with incomes at or below 30% AMI, and 25 units for veterans with incomes at or below 50% to 60% of AMI.

SDHC's proposed loan and vouchers will be contingent upon the developer receiving all necessary third-party funding commitments as described in this report and meeting compliance requirements with all applicable PBV regulations. Such third-party funding commitments will be subject to 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 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. 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 \$2,500,000 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 SDHC upon advice of the General Counsel

104 HCR25-016 Loan Recommendation for Avanzando San Ysidro

This item was postponed.

Chair Mitchell adjourned the Regular Meeting at 10:33 a.m.



Regular Meeting Minutes of March 14, 2025

Respectfully submitted,

Scott Marshall

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

Approved by,

Jeff Davis

Jeff Davis
Deputy Chief Executive Officer
San Diego Housing Commission