

**COUNTY OF SAN DIEGO  
HOUSING AUTHORITY  
WEDNESDAY, MARCH 12, 2025**

**MINUTE ORDER NO. 1**

**SUBJECT: NOTICED PUBLIC HEARING:  
ADOPT A RESOLUTION OF THE HOUSING AUTHORITY OF THE COUNTY OF SAN DIEGO (COUNTY HOUSING AUTHORITY) BOARD OF COMMISSIONERS APPROVING THE PUBLIC HOUSING AUTHORITY FIVE-YEAR AGENCY PLAN, ANNUAL AGENCY PLAN AND SUPPORTING POLICY DOCUMENTS; AUTHORIZE THE SUBMITTAL OF THE PLANS AND RESOLUTION TO HUD; AUTHORIZE THE EXECUTIVE DIRECTOR OF THE COUNTY HOUSING AUTHORITY TO EXECUTE ALL PUBLIC HOUSING AGENCY CERTIFICATIONS; AUTHORIZE THE EXECUTIVE DIRECTOR OF THE COUNTY HOUSING AUTHORITY TO EXECUTE ALL PUBLIC HOUSING CAPITAL FUND FIVE-YEAR ACTION PLAN; AND FIND THAT THESE ARE NOT PROJECTS DEFINED IN STATE CEQA GUIDELINES SECTION 15378; AUTHORIZE APPLICATIONS FOR ADDITIONAL PROGRAM FUNDING AND CREATION OF NEW OR EXPANSION OF EXISTING PARTNERSHIPS; AUTHORIZE DIRECTOR OF PURCHASING AND CONTRACTING TO SOLICIT AND AWARD A PROPERTY MANAGEMENT CONTRACT (DISTRICTS: ALL)**

**OVERVIEW**

The United States Department of Housing and Urban Development (HUD) requires housing authorities to prepare a Public Housing Agency (PHA) Plan as a comprehensive guide to a housing authority's policies, programs, operations, and strategies for meeting local housing needs and goals. The PHA Plan consists of a Five-Year Agency Plan and an Annual Agency Plan. The Annual Agency Plan was approved by the Board of Commissioners on March 13, 2024 (HA01), for Fiscal Year (FY) 2024-25. The Five-Year Agency Plan was approved by the Board of Commissioners on April 7, 2020 (HA1).

The jurisdiction for the Housing Authority of the County of San Diego (County Housing Authority) includes the cities of Chula Vista, Coronado, Del Mar, El Cajon, Escondido, Imperial Beach, La Mesa, Lemon Grove, Poway, San Marcos, Santee, Solana Beach, Vista and the unincorporated county areas. The Five-Year Agency Plan outlines the vision of the County Housing Authority for the next five years, including key priorities and strategic goals and provides the progress in meeting the goals and objectives described in the previous Five-Year Agency Plan. The Annual Agency Plan includes two main components - the Housing Choice Voucher (HCV) Program Administrative Plan and the Public Housing Admissions and Continued Occupancy Policy. Together, these components establish the local rules and policies for the administration of the HCV and the Public Housing Programs.

HUD requires the PHA Plan go through a public notice, public hearing, and a 45-day public comment period. The County Housing Authority Five-Year Agency Plan for Fiscal Year (FY) 2025-29 (Five-Year Agency Plan) and Annual Agency Plan for FY 2025-26 (Annual Agency Plan) drafts were released for public review and comment on January 24, 2025. Today's hearing provides an opportunity for the County Housing Authority to receive public comment on the plan.

The County Housing Authority owns and operates 121 public housing units at four sites located in the City of Chula Vista. The management of these public housing units are being performed under a contract with Hyder Property Management Professionals, a property management firm, that is set to expire on December 31, 2025.

Today's actions request the Housing Authority Board of Commissioners (Board) adopt a resolution to approve the Five-Year Agency Plan and the Annual Agency Plan and authorize the Board Chair and the Executive Director of the County Housing Authority, or designee, to execute all required certifications and submit these documents to HUD. Today's actions also request the Board authorize the County Housing Authority to procure a new contract for property management services for the public housing units in accordance with County of San Diego procurement practices, to be effective upon the expiration of the current contract. Additionally, today's actions request the Board to adopt a resolution to approve the Public Housing Capital Fund Five-Year Action Plan for FY 2025-29.

These items support the County of San Diego vision of a just, sustainable, and resilient future for all, specifically those communities and populations in San Diego County that have been historically left behind, as well as the ongoing commitment to the regional *Live Well San Diego* vision of healthy, safe, and thriving communities. This item also supports the County Framework for Ending Homelessness and the Housing Blueprint as the programs administered according to the County Housing Authority Agency Plan provides and expands affordable housing opportunities for approximately 11,150 low-income households in the County Housing Authority jurisdiction.

## **RECOMMENDATION(S)**

### **CHIEF ADMINISTRATIVE OFFICER**

1. Find, in accordance with Section 15060(c)(3) of the California Environmental Quality Act (CEQA) Guidelines that the adoption of a Resolution to approve the County Housing Authority Five-Year Agency Plan for Fiscal Year (FY) 2025-29 (Five-Year Agency Plan) and Annual Agency Plan for FY 2025-26 (Annual Agency Plan) and to authorize the Board Chair and the Executive Director of the County Housing Authority, or designee, to execute all required certifications for submittal to HUD are administrative in nature, and; therefore, are not projects as defined in the state CEQA Guidelines Section 15378.
2. Hold this public hearing to receive public comment on the Five-Year Agency Plan and Annual Agency Plan.
3. Adopt a Resolution entitled: A RESOLUTION OF THE HOUSING AUTHORITY OF THE COUNTY OF SAN DIEGO BOARD OF COMMISSIONERS APPROVING THE PUBLIC HOUSING AGENCY FIVE-YEAR PLAN AND ANNUAL AGENCY PLAN AND SUPPORTING POLICY DOCUMENTS.
4. Authorize the Board Chair and the Executive Director of the County Housing Authority, or designee, to execute all Public Housing Agency certifications and submit the certifications to HUD.
5. Authorize the submittal of the Five-Year Agency Plan, the Annual Agency Plan, and copy of the Resolution to HUD by Executive Director of the County Housing Authority, or designee.
6. Approve the Public Housing Capital Fund Five-Year Action Plan for FY 2025-29.

7. Authorize the County Housing Authority to apply for new funding or voucher opportunities as they become available and create new or expand existing partnerships towards the goal of expanding affordable housing opportunities for those in need.
8. In accordance with Section 401, Article XXIII of the County Administrative Code, authorize the Director, Department of Purchasing and Contracting to issue a competitive solicitation for property management services for the public housing units, and upon successful negotiations and determination of a fair and reasonable price, award a contract for an initial term of one year, with up to four option years, and up to an additional six months if needed; and to amend the contract to reflect changes in program, funding or service requirements, subject to the availability of funds and the approval of the Executive Director, or designee, of the Housing Authority of the County of San Diego.

### **EQUITY IMPACT STATEMENT**

The County Housing Authority administers various rental assistance programs funded by the United States Department of Housing and Urban Development (HUD) intended to assist very low-income households to afford decent, safe, and sanitary housing in the private market. As mandated by federal regulations, at least 75% of applicants must qualify as an extremely low-income family earning 30% of the area median income or less (\$33,100 for a family of two and/or \$41,350 for a family of four) and the remaining applicants must not exceed the low-income threshold of 50% of the area median income or less (\$55,150 for a family of two and/or \$68,900 for a family of four).

The Housing Authority of the County of San Diego (County Housing Authority) has established local preferences within the Housing Choice Voucher Administrative Plan and Public Housing Admissions and Occupancy Policy for wait list applicants to ensure the most vulnerable populations receive priority for assistance. Established preferences have been in the plans for over twenty years. To ensure equitable access for communities who have historically suffered from inequalities and inequities, the County Housing Authority gives priority to applicants who have one or more of the following members in the household: working applicant, elderly person, disabled person, dependent children, homeless applicant, veteran, or surviving spouse of veteran.

The participant distribution, as of January 2025, is noted below. Due to the overlapping categories, the total does not equal 100%.

- § 43% are elderly and/or disabled single tenants
- § 10% are single parents with children in the household
- § 30% have children in the household
- § 67% have a head or spouse who is either elderly and/or disabled

The County Housing Authority is committed to providing greater access to areas with higher opportunities by advancing equitable access and opportunity for assisted households to live in safe and affordable housing. Rental assistance voucher holders can choose housing in areas that best fit their individual household needs. To expand housing opportunities for voucher holders, the County Housing Authority provides higher level of rental assistance in neighborhoods with greater opportunity.

The County Housing Authority incorporates the “voice of the customer” in the development of policy and budget through consultation with the Housing Authority Resident Advisory Board, the inclusion of tenant commissioners on the Housing Authority Board of Commissioners, and public engagement in the

development of the Public Housing Agency (PHA) plan, which is a comprehensive guide to a housing authority's policies, programs, operations, and strategies for meeting local housing needs and goals. The County Housing Authority is committed to transparency and open government and the PHA plan is broadly distributed to stakeholders for public review and comment prior to adoption by the County Housing Authority Board of Commissioners.

### **SUSTAINABILITY IMPACT STATEMENT**

The proposed actions will advance the County of San Diego (County) Sustainability Goals #1, #2, and #4 by engaging the community in meaningful ways, providing just and equitable access to County services, and protecting the health and well-being of residents. Engaging the public and assisted tenants in the policy planning process creates intentional collaborative community engagement opportunities that strengthen healthy, safe, and thriving communities. Resident Advisory Board meetings are held throughout the year and facilitate discussion regarding housing needs within the community. The inclusion of tenant commissioners also brings a lived experience lens to the governing body of the County Housing Authority when approving program activities such as the Public Housing Agency plan, the annual budget requests for funding, changes in program administration, and implementation of housing programs. These programs serve to remove barriers from low-income families seeking to live in areas of greater economic opportunity.

### **FISCAL IMPACT**

#### **Recommendations 1-7:**

These recommendations have no fiscal impact. There will be no change in net General Fund costs and no additional staff years.

#### **Recommendation 8:**

Funds for this request are included in the Fiscal Year (FY) 2025-26 Housing Authority of the County of San Diego (County Housing Authority) budget. If approved, this request will result in estimated costs and revenue of approximately \$1.4 million in FY 2025-26. Funds for subsequent years will be included in future operational plans. The funding sources are Public Housing Operating Fund, Public Housing Rental Revenue, and Public Housing Capital Funds. There will be no change in net County General Fund cost and no additional staff years.

### **BUSINESS IMPACT STATEMENT**

If approved, today's recommendations will have a positive impact on the business community, as rental payments made through the Housing Choice Voucher Program are made to private landlords within the jurisdiction of the County Housing Authority.

### **ACTION:**

ON MOTION of Commissioner Montgomery Steppe, seconded by Commissioner Lawson-Remer, the Board of Commissioners took action as recommended and adopted Resolution No. 25-015, entitled: A RESOLUTION OF THE HOUSING AUTHORITY OF THE COUNTY OF SAN DIEGO BOARD OF COMMISSIONERS APPROVING THE PUBLIC HOUSING AGENCY FIVE-YEAR PLAN AND ANNUAL AGENCY PLAN AND SUPPORTING POLICY DOCUMENTS.

AYES: Anderson, Lawson-Remer, Montgomery Steppe, Desmond, Higgins, Berry

ABSENT: (District 1 Seat Vacant)

State of California)  
County of San Diego)

I hereby certify that the foregoing is a full, true and correct copy of the Original entered in the Minutes of the Housing Authority.

ANDREW POTTER  
Clerk of the Board of Commissioners



**Signed**  
by Andrew Potter