



## AGENDA

### FOR THE REGULAR MEETING OF THE LOS ANGELES COUNTY HOUSING ADVISORY COMMITTEE WEDNESDAY, AUGUST 16, 2023, 12:00 PM

**Primary location:**  
LACDA Headquarters  
700 West Main Street  
Alhambra, California 91801

**Alternate location (teleconference only):**  
West Hollywood Library  
Study Room C  
652 N San Vicente Blvd  
West Hollywood, California 90069

To join via phone, dial **(747) 200-6781**, then enter **525 710 562#** when prompted.  
[Click here to join the meeting](#)

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1. **Call to Order**
2. **Roll Call**

Pamela Williams, Chair  
James Brooks, Vice Chair  
Mary Canoy  
Renee Contreras  
Zella Knight  
Kelli Lloyd  
Connor Lock  
Elda Mendez-Lemus  
Ruthie Myers  
Takao Suzuki  
Anna Swett



Administrative Office  
700 West Main Street, Alhambra, CA 91801  
Tel: (626) 262-4511 TDD: (626) 943-3898



Executive Director: Emilio Salas  
Commissioners: Hilda L. Solis, Holly J. Mitchell, Lindsey P. Horvath, Janice Hahn, Kathryn Barger

3. **Reading and Approval of the Minutes of the Previous Meeting**

Regular Meeting of July 19, 2023

4. **Report of the Executive Director**

5. **Presentations**

6. **Public Comments**

**Regular Agenda**

7. **Approve Acceptance of Supplemental Funds Allocated to the Los Angeles County Development Authority for Fiscal Year 2023-2024 and Authorization to Execute Funding Agreements and Incorporate Additional Budget Authority (All Districts)**

Recommend that the Board of Commissioners:

Authorize the Executive Director, or designee, to execute and/or amend the necessary funding agreements with the County for the following programs, and to incorporate the funds into the LACDA's approved FY 2023-2024 budget:

- a. \$75,000,000 from the Affordable Housing Trust Fund (AHTF) for the Notice of Funding Availability (NOFA) to provide capital funding for affordable housing developments and program administration.
- b. \$10,000,000 in AHTF to provide gap funding for affordable housing projects previously approved for NOFA financing.
- c. \$9,945,000 for Fair Housing Programs and Open Doors activities.
- d. \$540,000 for the Pilot Community Land Trust Partnership Program for rehabilitation of affordable housing properties.

Find that acceptance of supplemental funds for the LACDA's FY 2023-2024 budget is not subject to the California Environmental Quality Act (CEQA) because the action is not defined as a project under CEQA.

8. **Commissioner Comments or Suggestions for Future Agenda Items**

Access to the agenda and supporting documents are available on the LACDA website. Agendas in Braille are available upon request. American Sign Language (ASL) interpreters, or reasonable modifications to Housing Advisory Committee meeting policies and/or procedures, to assist members of the disabled community

who would like to request a disability-related accommodation in addressing the Committee, are available if requested at least four business days prior to the meeting. Later requests will be accommodated to the extent possible. Please contact the Executive Office of the LACDA by phone at (626) 586-1855 from 8:00 a.m. to 6:00 p.m., Monday through Thursday, or by e-mail at [nick.teske@lacda.org](mailto:nick.teske@lacda.org).

**MINUTES FOR THE REGULAR MEETING OF THE  
LOS ANGELES COUNTY DEVELOPMENT AUTHORITY  
HOUSING ADVISORY COMMITTEE**

**Wednesday, July 19, 2023**

The meeting was convened at LACDA headquarters, located at 700 West Main Street in Alhambra, California.

Digest of the meeting. The Minutes are being reported seriatim.

The meeting was called to order by Commissioner Williams at 12:09 p.m.

<b><u>Roll Call</u></b>	<b><u>Present</u></b>	<b><u>Absent</u></b>
Pamela Williams	X	
James Brooks	X	
Mary Canoy	X	
Renee Contreras		X
Zella Knight	X (teleconference – AB 2449)	
Kelli Lloyd	X	
Connor Lock	X	
Elda Mendez-Lemus		X
Ruthie Myers	X	
Takao Suzuki		X
Anna Swett	X (teleconference – Brown Act)	

**Agenda Item No. 3 – Reading and Approval of the Minutes of the Previous Meeting**

On motion by Commissioner Brooks, seconded by Commissioner Canoy, the minutes of the Regular Meeting of May 17, 2023 were approved as presented.

**Agenda Item No. 4 – Report of the Executive Director**

Chief of Programs Tracie Mann reported that Congress recently returned from a two-week recess with a to-do list focused primarily on moving the Federal Fiscal Year (FFY) 2024 appropriations process forward. FFY 2024 negotiations are ongoing after Congress passed an agreement to lift the debt ceiling in exchange for capping FFY 2024 domestic spending at roughly FFY 2023 levels and allowing just 1% growth in FFY 2025. Despite the agreement, House and Senate appropriators remain far apart on FFY 2024 funding.

Tracie reported that on July 12, 2023, the House Appropriations Subcommittee on Transportation, Housing and Urban Development, and Related Agencies (THUD) held a markup on the Fiscal Year 2024 THUD Appropriations Bill. The draft FFY 2024 House THUD funding bill was passed along party lines by voice vote and forwarded to the full Committee without amendment. Amendments are expected during the full Committee markup. The funding bill includes approximately \$68 billion for HUD programs - a

decrease of nearly \$4 billion below the FFY 2023 enacted level and about \$2.4 billion less than HUD's request. Key provisions of the FFY 2024 House THUD funding levels include \$31.132 billion for the Tenant-Based Rental Assistance Program, which the Committee claims will maintain housing support for 2.4 million households, and \$8.363 billion for the Public Housing Fund, which is \$150 million below the FFY 2023 enacted level and \$530 million below the Biden Administration request.

As the budget proposal moves through the legislative process, these numbers could increase or decrease, particularly since the Senate still needs to make public its FFY 2024 THUD proposal. The Senate aims to review and pass all spending bills from the appropriations committee before Congress adjourns for the August recess.

Tracie reported on California State Assembly Bill (AB) 653 (Reyes), which would establish a competitive grant program to provide public housing agencies (PHAs) with funding for landlord incentives, housing navigation, and other housing search services. The bill requires the State's Department of Housing and Community Development (HCD) to award grants to applicant PHAs, with minimum set-asides for small and medium housing authorities and housing authorities with a success rate of 60% or below.

In addition, AB 653 would require all PHAs to report monthly success rates to HCD, disaggregated by voucher type and the race of the population served, quarterly. Should a PHA's success rate fall below 60% for two consecutive quarters, it must: 1) opt into HUD's Small Area Fair Market Rents for all metro areas in their jurisdiction, in accordance with specified criteria, including conditions for an exemption; and 2) report to the State on potential policies to increase success rates.

While the LACDA appreciates the intent of AB 653 to provide supportive services to enhance program applicants' leasing efforts, there are concerns with the additional reporting requirements for PHAs with a success rate of 60% or below. The LACDA's Sacramento advocates will engage with Assemblymember Reyes' office on our concerns. While a formal position on the bill is not being proposed, the California Association of Housing Authorities and Housing Authority of the County of San Bernardino have officially opposed the bill.

Tracie reported that at the end of May, HUD informed the LACDA that our Housing Assistance Division was in danger of a financial shortfall for the Housing Choice Voucher (HCV) program during this calendar year. We have been down this road twice before; however, this time, HUD allows us to continue processing the few applications on hand and allowing current voucher holders to continue their housing searches, while in prior years, HUD did not allow these activities to continue. The LACDA's team meets monthly with HUD's Shortfall Prevention team and closely monitors lease-up and spending to stay within the number of leased units as authorized by HUD. We expect to come out of the shortfall position by the end of this year, with funding from HUD to right-size the HCV program's funding.

Tracie reported that the Los Angeles Homeless Services Authority (LAHSA) recently published the results of the 2023 Greater LA Homeless Count. The Count showed a 9% (+75,518) increase in LA County's unhoused population and a 10% (+46,260) increase in the City of LA. The increase is consistent in other major cities nationwide. What is critical is the relationship with the Board of Supervisors, Mayor Bass, and LAHSA's CEO working in lockstep to address the unsheltered homelessness crisis, acknowledging that in-flow out-paces the number of unhoused getting permanently housed. And one of the root causes for the in-flow is unaffordable housing. While over 8,000 affordable housing units will be created this year within the City and County, the need for more affordable housing development remains.

Tracie reported that last year, HUD released a Continuum of Care (CoC) Supplemental Notice of Funding Opportunity to address unsheltered and rural homeless, making available \$322 million nationally to promote targeted efforts to reduce unsheltered homelessness. Through this Special Unsheltered NOFO (SUNOFO), HUD awards funding to communities to implement coordinated approaches grounded in Housing First and public health principles to reduce the prevalence of unsheltered homelessness and improve services engagement, health outcomes, and housing stability among highly vulnerable unsheltered individuals and families. In collaboration with LAHSA as the lead agency for the Los Angeles City and County CoC, the LACDA applied for and was awarded two new grants through the SUNOFO: A sponsor-based rental assistance grant for 237 new CoC certificates totaling \$16.2 million and a tenant-based rental assistance grant for 80 new certificates totaling \$5.4 million. The sponsor-based rental assistance grant will be administered through master lease agreements with the Los Angeles County Department of Health Services (DHS). The tenant-based rental assistance grant will be administered through leases with property owners in the private rental market. The LACDA has committed an equal number of Housing Choice Vouchers to these grants to meet a housing leverage match requirement as required in the SUNOFO. These rental assistance resources provide needed rental assistance for 634 homeless families directly responding to the County's State of Emergency on Homelessness declaration.

Tracie reported on HUD's final rule implementing sections of the Housing Opportunity Through Modernization Act of 2016 (HOTMA). Specifically, the final rule revised regulations related to income and assets (Sections 102 and 104) and issued new regulations regarding over-income (OI) families residing in public housing (Section 103). The over-income provision was implemented earlier this year. The new income and asset regulations (implementing sections 102 and 104) of HOTMA take effect on January 1, 2024. However, HUD understands that there are numerous changes associated with the regulation that require systems and policy changes that will only be able to take effect for some PHAs by January 1, 2024. In recognition of these operational issues and challenges, HUD will delay implementation and allow PHAs to bring their programs into compliance with the HOTMA final rule as quickly as possible, but no later than January 1, 2025. The LACDA is still required to add HOTMA provisions to the Admissions and Continued Occupancy Policy and the Administrative Plan by January 1, 2024.

### **Agenda Item No. 5 - Presentations**

Family Self-Sufficiency Program video

### **Agenda Item No. 6 - Public Comments**

None

### **Agenda Item No. 7 – Adopt a Unit Price Catalog and Specifications, Advertise and Award 27 Job Order Contracts for the Repair, Remodel, Refurbishment, and Maintenance of Various Properties (All Districts)**

On motion by Commissioner Knight, seconded by Commissioner Lock, the following was approved:

Recommend that the Board of Commissioners:

Find that the adoption of the JOC unit price book from The Gordian Group, dated May 2023, approval for advertisement for bids, and the proposed award of JOCs and related actions are not a project under the California Environmental Quality Act for the reasons stated in this Board letter and in the records pertaining to the JOCs.

Adopt the JOC Construction Task Catalog and Technical Specifications prepared by The Gordian Group, Inc., dated May 2023.

Direct the Executive Officer of the Board to advertise for bids to be received and opened on August 15, 2023, using The Gordian Group, Inc.'s JOC System for 27 separate JOCs (79-105) in accordance with the Notice For Bids.

Delegate authority to the Executive Director or designee to make the determination that a bid is nonresponsive and to reject a bid on that basis; to award to the next lowest responsive and responsible bidder; to waive inconsequential and nonmaterial deficiencies in bids submitted; and to determine, in accordance with the applicable contract and bid documents, whether the apparent lowest responsive and responsible bidder has satisfied all conditions for contract award. Upon such determination delegate authority to the Executive Director or designee to award and execute 27 JOCs, each not to exceed \$5,797,275, in the form previously approved by County Counsel; and to establish the effective date of the contracts upon receipt by the LACDA of acceptable performance and payment bonds and evidence of required contractor insurance.

With respect to JOCs 79 to 105, authorize the Executive Director or designee, subject to a finding of exemption under the California Environmental Quality Act (CEQA), to issue work orders for projects that are not subject to the State Public Contract Code including maintenance work, as applicable, not to exceed \$5,797,275 per work order; subject to the limitation that the aggregate amount of all work orders issued under a particular JOC does not exceed \$5,797,275 maximum contract amount of the JOC.

Authorize the Executive Director, or designee, upon his determination and as necessary and appropriate under the terms of the JOCs, to amend the JOCs; to terminate the 27 JOCs for convenience; to terminate the contractor's right to proceed with the performance of the JOCs; to accept projects and file notices upon completion of the projects; to release retention money withheld pursuant to the applicable provisions of the Public Contract Code; to grant extensions of time on projects, as applicable, and assess and collect liquidated damages as authorized under Government Code Section 53069.85 and the contract specifications.

**Agenda Item No. 8 - Approval to Purchase Software System and Support Services with Yardi Systems, Inc. (All Districts)**

On motion by Commissioner Canoy, seconded by Commissioner Lock, with Commissioner Knight abstaining, the following was approved:

Recommend that the Board of Commissioners:

Approve and authorize the Executive Director or his designee to execute a five-year Contract and all related documents with Yardi for a Housing Software System for software, licenses, maintenance services, and software customization in the amount of \$3,257,463.87 plus up to \$325,746.39 (10%) in pool dollars for unforeseen costs; the total maximum Contract sum for all five years will not exceed \$3,583,210.26.

Find that approval of Contract with Yardi is not subject to the California Environmental Quality Act (CEQA) because it is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment.

Authorize the Executive Director or his designee, upon his determination and as necessary and appropriate to execute amendments or change notices to the Contract to add, delete, and/or revise certain terms and conditions which do not affect the Statement of Work (SOW), Contract term, Contract sum or payments, and do not materially alter the Contract; and/or to execute amendments to the Contract which affect the SOW but do not materially alter the Contract, or affect the Contract term; and/or to approve any assignment or delegation of the Contract in accordance with the Contract, and if necessary, to terminate the Contract for convenience.

**Agenda Item No. 9 – Commissioner Comments or Suggestions for Future Agenda Items**

Commissioner Lock reported that he will participate in Los Angeles County Affordable Housing Solutions Agency (LACAHS) meetings and offered to provide updates as needed. He also requested more information about the Family Self-Sufficiency Program and potential partnership opportunities.



Commissioner Lloyd requested information on alternative means of developing affordable housing, such as land trusts, as well as legislative efforts to make housing a human right.

The meeting was adjourned at 1:07 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Emilio Salas", is positioned above a horizontal line.

EMILIO SALAS  
Executive Director  
Secretary-Treasurer



August 16, 2023

TO: Housing Advisory Committee

FROM: Aletheia Broom, Director  
Housing Assistance Division

RE: **FSS PROGRAM UPDATE – JULY 2023**

The Family Self-Sufficiency (FSS) Program is a HUD initiative intended to assist Housing Choice Voucher and Public Housing participants achieve economic independence and self-sufficiency.

#### ACTIVITIES

<b>NUMBER CURRENTLY ENROLLED</b>	334	<b>As of August 1, 2023</b> , there were 296 Housing Choice Voucher (HCV) and 38 Public Housing (PH) FSS participants.
<b>NEW ENROLLMENTS</b>	7	(6) Housing Choice Voucher (HCV) and (1) for Public Housing (PH).
<b>CONTRACTS EXPIRED</b>	2	(2) FSS contracts expired for Housing Choice Voucher (HCV) and (0) for Public Housing (PH).
<b>DIRECT ASSISTANCE REFERRALS</b>	740 475 305 154 152 137 123 89 40 4	Job Referrals Work Source/Job Fairs Educational/Vocational/Job Training Home Ownership Counseling Financial Literacy Credit Repair Youth Services Computer Training Other/Utility/Legal Aid/Covid-19/Child Care Services Small Business
<b>OUTREACH &amp; COMMUNITY EVENT</b>	2	FSS Program Orientation, Back to School Jam.
<b>GRADUATIONS</b>	1	(1) Request for Graduation for Housing Choice Voucher (HCV) and (0) for Public Housing (PH).

If you have any questions, please feel free to contact me at (626) 586-1670.

Attachment



August 16, 2023

Housing Advisory Committee  
Los Angeles County Development Authority  
700 West Main Street  
Alhambra, California 91801

Dear Commissioners:

**APPROVE ACCEPTANCE OF SUPPLEMENTAL FUNDS ALLOCATED TO THE LOS ANGELES COUNTY DEVELOPMENT AUTHORITY FOR FISCAL YEAR 2023-2024 AND AUTHORIZATION TO EXECUTE FUNDING AGREEMENTS AND INCORPORATE ADDITIONAL BUDGET AUTHORITY (ALL DISTRICTS)**

**SUBJECT**

This letter recommends approval to accept additional funds from the County of Los Angeles (County) and to incorporate these funds as needed into the Los Angeles County Development Authority's (LACDA) approved Fiscal Year (FY) 2023-2024 budget.

The LACDA's FY 2023-2024 budget was approved by the Board of Commissioners on June 6, 2023 and did not include additional funding provided by the County for housing and community development programs. The County's FY 2023-2024 Recommended Budget was approved after the LACDA's FY 2023-2024 budget. The LACDA's Board of Commissioners must approve the incorporation of these additional funds in the LACDA's budget.

**IT IS RECOMMENDED THAT THE COMMITTEE:**

1. Recommend that the Board of Commissioners authorize the Executive Director, or designee, to execute and/or amend the necessary funding agreements with the County for the following programs, and to incorporate the funds into the LACDA's approved FY 2023-2024 budget:



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700 West Main Street, Alhambra, CA 91801  
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Executive Director: Emilio Salas  
Commissioners: Hilda L. Solis, Holly J. Mitchell, Lindsey P. Horvath, Janice Hahn, Kathryn Barger

- a. \$75,000,000 from the Affordable Housing Trust Fund (AHTF) for the Notice of Funding Availability (NOFA) to provide capital funding for affordable housing developments and program administration.
  - b. \$10,000,000 in AHTF to provide gap funding for affordable housing projects previously approved for NOFA financing.
  - c. \$9,945,000 for Fair Housing Programs and Open Doors activities.
  - d. \$540,000 for the Pilot Community Land Trust Partnership Program for rehabilitation of affordable housing properties.
2. Recommend that the Board of Commissioners find that acceptance of supplemental funds for the LACDA's FY 2023-2024 budget is not subject to the California Environmental Quality Act (CEQA) because the action is not defined as a project under CEQA.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The recommended actions will allow the LACDA to execute and/or amend the necessary funding agreements with the County in order to accept these funds and incorporate County funds into the LACDA's approved FY 2023-2024 budget.

The County's FY 2023-2024 Recommended Budget was adopted by the Board of Supervisors (Board) on June 26, 2023, and it included additional funding appropriations for various LACDA programs and activities. These funds are being provided to advance crucial Board priorities and initiatives such as fighting homelessness, supporting residents and communities, and increasing affordable housing.

#### **FISCAL IMPACT/FINANCING**

The LACDA will execute funding agreements or amendments to existing funding agreements with the County and all required documents necessary to accept and incorporate, as needed, up to \$95,485,000 into the LACDA's approved FY 2023-2024 budget.

#### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

On June 26, 2023, the Board approved the County's FY 2023-2024 Recommended Budget that includes new County funds allocated to various LACDA programs for FY 2023-2024. Approval of the recommended actions will allow the Executive Director, or designee, to execute and/or amend funding agreements with the County for the following:

- \$75,000,000 in AHTF for NOFA projects to continue the development and administration of affordable housing projects located throughout Los Angeles County.
- \$10,000,000 in AHTF for gap funding for affordable housing projects previously approved for NOFA financing that are in construction or are about to enter into construction but are experiencing gaps in financing due to unforeseen conditions.
- \$9,945,000 for the Fair Housing (\$880,000) and Open Doors (\$9,065,000) programs. The Open Doors program provides an enhanced customer service experience for property owners and increase the number of families ability to utilize their Section 8 vouchers in a highly competitive rental market. The Fair Housing Services program provides ongoing forum, materials, information, and workshops to educate the public about fair housing law/rights.
- \$540,000 for the Pilot Community Land Trust Program for Rehabilitation of Chapter 8 Properties.

#### **ENVIRONMENTAL DOCUMENTATION**

The acceptance of the additional funds is exempt from the provisions of the National Environmental Policy Act pursuant to 24 Code of Federal Regulations, Part 58, Section 58.34(a)(3) because they involve administrative activities that will not have a physical impact or result in any physical changes to the environment. The activities are not subject to the provisions of CEQA pursuant to State CEQA Guidelines 15060(c)(3) and 15378(b) because they are not defined as a project under CEQA and do not have the potential for causing a significant effect on the environment.

#### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The requested actions provide additional funds that will enable the LACDA to conduct program activities to benefit homeless, low- and moderate-income residents of the County and participating cities.

Respectfully submitted,



EMILIO SALAS  
Executive Director

ES:MF:sla