



# HOUSING AUTHORITY OF THE CITY OF LOS ANGELES

## **Board of Commissioners** SPECIAL MEETING

TUESDAY –JULY 24, 2018

2600 WILSHIRE BLVD, LOS ANGELES, CA 90057  
1<sup>ST</sup> FLOOR BOARD ROOM

### **ACTION MINUTES**

Commissioner Ben Besley called the Board of Commissioners Special Meeting to order on Tuesday, July 24, 2018 at 9:20am. Commissioner Noramay Cadena chaired the meeting following Commissioner Besley's departure. Executive Assistant, Tiffany Prescott, recorded the minutes of the meeting.

#### I. ATTENDANCE

Present: Commissioner Ben Besley (*Left meeting at 10:41am*)  
Commissioner Noramay Cadena  
Commissioner Daria Nuñez  
Commissioner Delfino De La Cruz (*Joined meeting at 11:15am*)  
Commissioner Dan Tenenbaum  
Commissioner Cielo Castro  
Commissioner Lucelia Hooper

Also Present: Douglas Guthrie, President & CEO

#### II. POSTING OF THE AGENDA

Posting of the Agenda complied with the requirements of the Brown Act. Agenda was posted prior to 4:30pm on Tuesday, July 17, 2018 in the front display case at 2600 Wilshire Boulevard, Los Angeles, CA 90057, and at [www.hacla.org](http://www.hacla.org).

#### III. SPECIAL ORDER OF BUSINESS

1. Musical Selection by the Imperial Courts Housing Based Day Supervision Program (HBDSP) Choir
2. Annual Section 3 Student Scholarship Awards

Diana Gonzalez	Avalon Gardens	UC Riverside
Suleima Gonzales	Avalon Gardens	CSU, Los Angeles
Sergio Rosas	William Mead	UC, Irvine
Amanda Vest	Imperial Courts	UC, Los Angeles

3. Recognition of SoCal NAHRO's Housing America "What Home Means To Me" Poster Contest Semifinalist:

Shawndell Holmes	Pueblo Del Rio	Age 7
Elmer Perez	Avalon Gardens	Age 12
Vanessa Herrera	Avalon Gardens	Age 16

IV. PUBLIC COMMENT INSTRUCTIONS

MEMBERS OF THE PUBLIC WHO WISH TO SPEAK ON ANY ITEM ARE REQUESTED TO COMPLETE A SPEAKER CARD FOR EACH ITEM THEY WISH TO ADDRESS, AND PRESENT THE COMPLETED CARD(S) TO THE BOARD SECRETARY. AN OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD ON AGENDA ITEMS FOR WHICH PUBLIC HEARINGS HAVE NOT BEEN HELD WILL BE PROVIDED AT THE TIME THE ITEM IS CONSIDERED.

THE BOARD WILL ALSO PROVIDE AN OPPORTUNITY FOR THE PUBLIC TO SPEAK ON ANY NON-AGENDIZED PUBLIC INTEREST ITEM DURING ITS GENERAL PUBLIC COMMENT PERIOD HELD PRIOR TO ADJOURNMENT AFTER ALL AGENDIZED ITEMS HAVE BEEN DISCUSSED. TESTIMONY SHALL BE LIMITED IN CONTENT TO MATTERS WHICH ARE WITHIN THE SUBJECT MATTER JURISDICTION OF THE BOARD. THE BOARD MAY NOT TAKE ANY ACTION NOR ENGAGE IN ANY DISCUSSION ON MATTERS PRESENTED DURING THIS GENERAL PUBLIC COMMENT PERIOD.

THE PURPOSE OF PUBLIC COMMENT IS TO ALLOW THE PUBLIC TO ADDRESS THE BOARD AND THE BOARD IS INTERESTED IN HEARING FROM MEMBERS OF THE PUBLIC, STAKEHOLDERS AND INTERESTED PARTIES. HOWEVER, SPEAKERS ARE ASKED TO EXERCISE COURTESY AND CONSIDER THE RIGHTS OF OTHER SPEAKERS BY ADHERING TO THE TIME LIMITS SET FORTH AND IF POSSIBLE REFRAIN FROM UNNECESSARY REPETITION IN THEIR COMMENTS.

V. PRESIDENT AND CEO ADMINISTRATIVE REPORT

1. Monthly Oral Report

VI. REPORT FROM CHAIR OF AUDIT & FINANCE COMMITTEE

1. FY 2017 Audited Financial Statements and Single Audit Reports

**RECEIVE AND FILE**

2. FY 2018 1<sup>st</sup> and 2<sup>nd</sup> Quarter Budget Status Report

**RECEIVE AND FILE**

## VII. BOARD BUSINESS ITEMS

### A. Items for Discussion Prior to Action

1. Resolution Approving and Adopting the Mid-Year Modification of the Fiscal Year 2018 Consolidated Operating Budget, Authorizing the President and CEO to Execute any Required Budget Documents, and Administer the Budget

Purpose: To comply with the requirements set forth in HACLA's Budget Policy, which includes the submission of a Mid-Year budget modification.

Contact: Marlene Garza, Chief Administrative Officer

Action: APPROVED

Motioned: Commissioner Noramay Cadena

Seconded: Commissioner Lucelia Hooper

2. Vision Plan Progress Report: Component 3 – *PATHWAYS* Vision

Purpose: To provide a progress report on HACLA's Vision Plan-Component 3, *PATHWAYS* Vision.

Contact: Jenny Scanlin, Chief Strategic Development Officer

### B. Consent Items

Routine business items are assigned to the consent agenda. These items will be approved by the Board in one motion. A Commissioner may request any consent agenda item be removed, discussed or acted upon separately. Items removed from the consent agenda for separate action will be considered in the "Excluded Consent Items" section below.

1. Proposed Resolution Adopting Revisions to the Manual of Policy and Procedure Part II, Chapter 202:7, "Collections Policy"

Purpose: To adopt a new policy that reflects current conditions.

Contact: Martin Peery, Director of Housing Services

Action: APPROVED

Motioned: Lucelia Hooper

Seconded: Dan Tenenbaum

2. Proposed Resolution Authorizing the President and CEO to Write Off Uncollectible Accounts Receivable Including \$143,370.91 for Public Housing Rental Units, \$81,306.91 for Non-Public Housing Rental Units, and \$1,658,102.40 for the Section 8 Programs

Purpose: To comply with federal regulations and Generally Accepted Accounting Principles (GAAP), HACLA writes off unpaid accounts receivable deemed uncollectible from vacated tenants and former program participants on a semi-annual basis.

Contact: Patricia Kataura, Director of Finance

Action: APPROVED  
Motioned: Lucelia Hooper  
Seconded: Dan Tenenbaum

5. Proposed Resolution Authorizing the President and CEO to Purchase Commercial General Liability, Law Enforcement Liability, Lead Based Paint Liability and Property Insurance from Housing Authority Insurance Group and Execute Related Actions

Purpose: To renew insurance coverage for claims arising from property damage to any property owned or leased by the Authority and third party liability claims against the Authority.

Contact: Annie Markarian, Director of Labor and Employee Relations

Action: APPROVED  
Motioned: Commissioner Lucelia Hooper  
Seconded: Commissioner Dan Tenenbaum

6. Proposed Resolution Authorizing Dedication of Forty-Nine (49) Section 8 Project-Based Vouchers to Jordan Downs Phase 2B Pursuant to Provisions in the Housing Opportunities Through Modernization Act of 2016 and Authorizing the President and CEO to Execute Any and All Contracts/Documents Required for the Program

Purpose: To provide operating subsidies to developers to house extremely low, very low, and low income families. The award of project based vouchers provides needed leverage to the developer, BRIDGE Housing, in their application for 9% tax credits. Jordan Downs Phase 2B is an 80 unit project consisting of 49 PBV units, 30 RAD units, and one manager's unit.

Contact: Carlos VanNatter, Director of Section 8

Action: APPROVED  
Motioned: Commissioner Lucelia Hooper  
Seconded: Commissioner Dan Tenenbaum

C. Excluded Consent Agenda Items B3 & B4

3. Proposed Resolution Authorizing the President and CEO to Enter Into a Grant Agreement with the California Strategic Growth Council with the Housing Authority as the Lead Agency for the Implementation of a \$33.25 Million Transformative Climate Communities Grant to the Watts Rising Collaborative, and to Execute and Submit All Related Documents, Agreements, and Certifications as Required by the Transformative Climate Communities Program

Purpose: To authorize the President and CEO to execute the Transformative Climate Communities Program Grant Agreement with the California Strategic Growth Council, the Watts Rising Collaborative Memorandum of Understanding with its Co-Applicants and any other necessary ancillary documents as approved by legal counsel and take any other necessary actions to effectuate the intent of the Resolution in order to bring up to \$35 million in grant funds to Watts.

Contact: Jenny Scanlin, Chief Strategic Development Officer

Action: APPROVED

Motioned: Commissioner Lucelia Hooper

Seconded: Commissioner Dan Tenenbaum

4. Jordan Downs Redevelopment Quarterly Progress Report (Q2 2018)

Purpose: To provide a progress report on the Jordan Downs Redevelopment Project.

Contact: Jenny Scanlin, Chief Strategic Development Officer

Action: **RECEIVE AND FILE**

D. Agenda Items for Future Board of Commissioner Meetings

Commissioners may direct staff to add agenda items for future Board meetings.

1. Briefing on reserves by program (D. Tenenbaum)
2. Utility conservation initiatives summary (D. Tenenbaum)
3. Report on diverse employee recruitment agencies (Cadena/Castro)

VIII. GENERAL PUBLIC COMMENT

MEMBERS OF THE PUBLIC WHO WISH TO SPEAK ON ANY NON-  
AGENDIZED PUBLIC INTEREST ITEM CAN ADDRESS THE BOARD  
DURING THE GENERAL PUBLIC COMMENT PERIOD

IX. ADJOURNMENT

Motioned: Commissioner Lucelia Hooper  
Seconded: Commissioner Dan Tenenbaum

Meeting adjourned at 12:00pm.