

# HOUSING AUTHORITY OF THE CITY OF LOS ANGELES

## **Board of Commissioners**

REGULAR MEETING

## **TELECONFERENCE**

THURSDAY –JULY 30, 2020

**CALL-IN NUMBER: 1 (872) 240-3311, ACCESS CODE: 563-993-573**

*Spanish Interpretation Teleconference Information:*

CALL-IN NUMBER: 1 (646) 749-3122, ACCESS CODE: 708-894-717

## **ACTION MINUTES**

Commissioner Ben Besley called the Board of Commissioners Regular Teleconference Meeting to order on Thursday, July 30, 2020 at 9:03am. Executive Assistant, Tiffany Prescott, recorded the minutes of the meeting.

### I. ATTENDANCE

PRESENT: Commissioner Ben Besley  
Commissioner Cielo Castro  
Commissioner Dan Tenenbaum  
Commissioner Delfino De La Cruz  
Commissioner Lucelia Hooper

ABSENT: Commissioner Noramay Cadena  
Commissioner Ana Bryan

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 Friday, July 24, 2020 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. Recognition of Cynthia Juarez, Christian Perez and Kenneth Patterson as Employees of the Month

### IV. PUBLIC COMMENT INSTRUCTIONS

***\*Please note special Teleconference Public Comment Instructions***

MEMBERS OF THE PUBLIC WHO WISH TO SPEAK ON ANY ITEM ARE REQUESTED TO SUBMIT A **WRITTEN COMMENT** TO THE BOARD SECRETARY FOR EACH ITEM THEY WISH TO ADDRESS. **THE DEADLINE FOR WRITTEN COMMENTS IS WEDNESDAY, JULY 29, 2020 AT 12:00PM. ALL WRITTEN COMMENTS SHOULD BE SUBMITTED VIA EMAIL TO [TIFFANY.PRESCOTT@HACLA.ORG](mailto:TIFFANY.PRESCOTT@HACLA.ORG). PLEASE MAKE SURE EMAIL INCLUDES NAME, AGENDA ITEM NUMBER, AND ADDRESS/ORGANIZATION FOR WHOM YOU REPRESENT. WE ALSO ASK**

**THAT ALL COMMENTS BE LIMITED TO 500 WORDS OR LESS.** THE SECRETARY WILL PROVIDE ALL WRITTEN COMMENTS TO THE BOARD FOR REVIEW PRIOR TO THE JULY 30, 2020 BOC MEETING. THE SECRETARY WILL ALSO READ EACH PUBLIC COMMENT INTO THE RECORD AT THE TIME THE ITEM IS CONSIDERED.

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 SPECIAL TELECONFERENCE PUBLIC COMMENT INSTRUCTIONS AND IF POSSIBLE REFRAIN FROM UNNECESSARY REPETITION IN THEIR COMMENTS.

V. PRESIDENT AND CEO ADMINISTRATIVE REPORT

1. Monthly Oral Report

VI. BOARD BUSINESS ITEMS

A. Items for Discussion

1. Presentation from Project-Based Voucher/Los Angeles County Innovation Challenge awardees Flyaway Homes, LLC and Restore Neighborhoods Los Angeles (RNLA)

Contact: Carlos VanNatter, Director of Section 8

**Informational Item Only**

2. Proposed Resolution to Authorize the Housing Authority of the City of Los Angeles to Submit Multiple Applications to the State of California's Homekey Program on its Own Behalf as well as in Collaboration with the City of Los Angeles to Further the Goal of Expanding Options for Deeply Affordable Permanent and Interim Housing Solutions in the City of Los Angeles and to Authorize the President and CEO, or Designee, to Execute Related Documents and Agreements and to Undertake Various Actions in Connection Therewith

Purpose: To allow the Housing Authority of the City of Los Angeles to apply for a unique grant opportunity from the State of California to acquire property to rapidly sustain and expand housing for persons experiencing or at risk of homelessness and impacted by COVID-19.

Contact: Jenny Scanlin, Chief Strategic Development Officer

Action: **APPROVED**  
Motioned: Commissioner Cielo Castro  
Seconded: Commissioner Dan Tenenbaum

5 AYES, 0 NAYS, 2 ABSENT, Motion Carried

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 Authorizing the President and CEO, or Designee, to Purchase Commercial General Liability, Law Enforcement Liability, Lead-Based Paint Liability and Property Insurance from Housing Authority Insurance Group for All Authority Owned and Leased Properties and to Execute Related Actions

Purpose: The purpose of this item is to authorize the Housing Authority of the City of Los Angeles' President and CEO or designee to purchase from Housing Authority Insurance Group insurance policies.

Contact: Annie Markarian, Director of Labor & Employee Relations

Action: **APPROVED**  
Motioned: Commissioner Lucelia Hooper  
Seconded: Commissioner Delfino De La Cruz

5 AYES, 0 NAYS, 2 ABSENT, Motion Carried

2. Proposed Resolution Authorizing the President and CEO to Write Off Uncollectible Accounts Receivable Including \$221,735 for Public Housing Rental Units, \$115,540 for Non-Public Housing Rental Units, and \$467,141 for 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: Commissioner Lucelia Hooper  
Seconded: Commissioner Delfino De La Cruz

5 AYES, 0 NAYS, 2 ABSENT, Motion Carried

3. Proposed Resolution Authorizing the President and CEO, or Designee, to Execute Legal Services Contracts with Twenty-One (21) Outside Law Firms for Specialized Legal Services, Each for a One-Year Term with Four (4) One-Year Options to Extend Pursuant to Awards Under RFP No. HA-2020-29 for a Total Contract Amount Not to Exceed Four Million, Six Hundred Fifty Thousand (\$4,650,000) Over Five Years

Purpose: Authorization to execute legal services contracts with twenty-one (21) law firms for legal services. The outside legal firms will render legal advice on an “as-needed” basis to HACLA on various litigation or transactional legal matters.

Action: **APPROVED**  
Motioned: Commissioner Lucelia Hooper  
Seconded: Commissioner Delfino De La Cruz

5 AYES, 0 NAYS, 2 ABSENT, Motion Carried

4. Proposed Resolution Authorizing the President and CEO, or Designee, to Execute Contracts for As-Needed Office Supplies and Equipment with Staples Contract & Commercial LLC and Office Depot Inc., Each with a Maximum Term of Five Years for a Combined Total Contract Amount Not-to-Exceed \$1,600,000

Purpose: Authorization to enter into two contracts with Staples and Office Depot. The contracts will allow the Housing Authority to purchase office supplies and equipment on an as-needed basis to support the daily needs and functions of Housing Authority departments.

Contact: Howard Baum, Deputy General Counsel

Action: **APPROVED**  
Motioned: Commissioner Lucelia Hooper  
Seconded: Commissioner Delfino De La Cruz

5 AYES, 0 NAYS, 2 ABSENT, Motion Carried

5. Proposed Resolution Approving and Ratifying L.A. LOMOD's Execution of the Ninth Amendment to the Project-Based Section 8 Contract Administration Annual Contributions Contract (“ACC”) and Authorizing the President of L.A. LOMOD to Execute any Future Cares Act/COVID-19 Related ACC Amendments

Purpose: To authorize additional funds for administering requests for coronavirus supplemental funding made available under the Coronavirus Aid, Relief, and Economic Security (CARES) Act.

Contact: Connie Loyola, Director of Los Angeles LOMOD Corporation

Action: **APPROVED**  
Motioned: Commissioner Lucelia Hooper  
Seconded: Commissioner Delfino De La Cruz

5 AYES, 0 NAYS, 2 ABSENT, Motion Carried

6. Proposed Resolution Approving for Purposes of Section 147(F) of the Internal Revenue Code of 1986 the Issuance of Private Activity Bonds or Notes by the Housing Authority of the City of Los Angeles, Solely as Conduit Bond Issuer, to Finance the Acquisition, Construction, Redevelopment, Rehabilitation and Equipping of Rose Hill Courts Phase I

Purpose: To assist in making low interest rate financing available for the acquisition, construction, redevelopment, equipping and rehabilitation of Rose Hill Courts Phase I.

Contact: Jenny Scanlin, Chief Strategic Development Officer

Action: **APPROVED**  
Motioned: Commissioner Lucelia Hooper  
Seconded: Commissioner Delfino De La Cruz

5 AYES, 0 NAYS, 2 ABSENT, Motion Carried

7. Proposed Resolution Authorizing the President and CEO, or Designee, to Execute a Contract with Overland, Pacific & Cutler, LLC for an Initial One-Year Term with Four One-Year Options to Extend, to Provide Resident Relocation Planning Services Associated with Phase I and II of the Rose Hill Courts Redevelopment Project Pursuant to a Contract Award Under RFP HA-2020-98 for a Total Amount Not-to-Exceed \$450,000

Purpose: To enter into a contract with Overland, Pacific & Cutler, LLC ("OPC") in order to implement the Relocation Plan (the "Plan") for Rose Hill Courts, adopted by the Housing Authority of the City of Los Angeles (the "Authority") in November 2019, and facilitate and manage the orderly relocation of Rose Hill Courts residents ("Residents"), as part of the redevelopment in accordance with the requirements of the Uniform Relocation and Real Property Acquisition Policies Act of 1970, as amended ("URA") and Title 25 of California Code of Regulations, Division 1, Chapter 6, Subchapter 1.

Contact: Jenny Scanlin, Chief Strategic Development Officer

Action: **APPROVED**  
Motioned: Commissioner Lucelia Hooper  
Seconded: Commissioner Delfino De La Cruz

5 AYES, 0 NAYS, 2 ABSENT, Motion Carried

8. Jordan Downs Redevelopment Project  
Quarterly Progress Report (2<sup>nd</sup> Quarter 2020)

**RECEIVE AND FILE**

Contact: Jenny Scanlin, Chief Strategic Development Officer

Action: **APPROVED**

Motioned: Commissioner Lucelia Hooper

Seconded: Commissioner Delfino De La Cruz

5 AYES, 0 NAYS, 2 ABSENT, Motion Carried

- C. Excluded Consent Agenda Items

- D. Agenda Items for Future Board of Commissioner Meetings

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

VII. 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

VIII. ADJOURNMENT

Motioned: Commissioner Lucelia Hooper

Seconded: Commissioner Dan Tenenbaum

5 AYES, 0 NAYS, 2 ABSENT, **Meeting Adjourned at 11:02am**