



Board of Commissioners
REGULAR MEETING
VIDEOCONFERENCE

THURSDAY– NOVEMBER 18, 2021

Meeting accessible at <https://us06web.zoom.us/j/87271238988>

ZOOM MEETING ID: 872 7123 8988

ACTION MINUTES

Commissioner Cielo Castro called the Board of Commissioners Regular Videoconference Meeting to order on Thursday, November 18, 2021 at 9:06am. Executive Assistant, Tiffany Prescott, recorded the minutes of the meeting.

I. ATTENDANCE

PRESENT: Commissioner Cielo Castro
Commissioner Dan Tenenbaum
Commissioner Noramay Cadena
Commissioner Delfino De La Cruz
Commissioner Ana Bryan
Commissioner Taelor Bakewell (*Joined meeting at 9:30am*)
Commissioner Lucelia Hooper

ALSO PRESENT: Douglas Guthrie, President and 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 Wednesday, November 10, 2021 in the front display case at 2600 Wilshire Boulevard, Los Angeles, CA 90057 and at www.hacla.org.

III. Proposed Resolution Making Findings in Accordance with Government Code Section 54953(e) Authorizing Remote Teleconference Meetings of the Board of Commissioners of the Housing Authority of the City of Los Angeles

Purpose: To adopt a Resolution which will enable the Board of Commissioners of the Housing Authority of the City of Los Angeles (“Board”) to comply with the requirements of AB 361 and authorize the continued use of teleconferencing for meetings of the Board.

Contact: James Johnson, General Counsel

Action: **APPROVED**

Motioned: Commissioner Dan Tenenbaum

Seconded: Commissioner Delfino De La Cruz

6 AYES, 0 NAYS, 1 ABSENT (Bakewell), Motion Carried

IV. SPECIAL ORDER OF BUSINESS

1. Recognition of John Chu, Richard Ker and Froylan Romero as Employees of the Month

V. PUBLIC COMMENT INSTRUCTIONS

****Please note special Videoconference Public Comment Instructions***

MEMBERS OF THE PUBLIC WHO WISH TO SPEAK ON ANY ITEM MAY PROVIDE COMMENTS VERBALLY DURING THE VIDEOCONFERENCE OR IN WRITING VIA EMAIL

1. **ORAL PUBLIC COMMENTS** WILL BE ACCEPTED DURING THE VIDEOCONFERENCE MEETING. TO SUBMIT ORAL PUBLIC COMMENT, YOU WILL NEED TO DOWNLOAD THE ZOOM ONLINE MEETING PLATFORM AVAILABLE AT WWW.ZOOM.COM OR CONNECT TO THE MEETING IN-BROWSER.

- If using a web browser, make sure you are using a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.
- OR, if using a smart phone, download the ZOOM application onto your phone from the Apple Store or Google Play Store and enter the meeting ID.
- Zoom requests that you enter a first and last name, which will be visible online and will be used to notify you that it is your turn to speak.
- When the Board Chair calls for the item on which you wish to speak, click on "Raise Hand" (or dial *9 if using your phone for audio). Speakers will be notified shortly before they are called to speak by the Board Secretary. Mute all other audio before speaking, as using multiple devices can cause audio feedback.
- When called upon, unmute yourself using the screen controls (or dial *6 if using your phone for audio). Please limit your remarks to two minutes. After the comment has been given, the microphone for the speaker's Zoom profile will be muted.
- Any person that does not adhere to the Public Comment Instructions provided herein will be dismissed from the meeting. 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 interruptions or repetition in their comments.

- We ask that you only connect to the meeting using the App or In-Browser due to interpretation and language setting limitations.

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2. **WRITTEN PUBLIC COMMENTS** MAY BE SUBMITTED TO THE BOARD SECRETARY BY EMAIL AT TIFFANY.PRESCOTT@HACLA.ORG. Although it is preferred for written comments to be submitted by Wednesday, November 17, 2021 at 12:00 P.M., we will accept written comments up to and during the meeting. Please make sure your email includes name, agenda item number, and address/organization for who 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 and read each public comment into the record at the time the item is considered.

VI. PRESIDENT AND CEO ADMINISTRATIVE REPORT

1. Monthly Oral Report

VII. BOARD BUSINESS ITEMS

A. Items for Discussion

1. Proposed 2022 Consolidated Operating and Capital Budget Presentation

Contact: Marlene Garza, Chief Administrative Officer

2. Proposed Resolutions Approving the Acquisition of the Following Two (2) Real Property Assets at Fair Market Value: (1) 2812 W. Temple Street, Los Angeles, CA 90026, for \$18,580,000, and (2) 1654 W. Florence Avenue, Los Angeles, California 90047, for \$49,500,000, in Response to the California Department of Housing and Community Development's ("HCD") Notice of Funding Availability for the Homekey Program in Partnership with the City of Los Angeles; Approving and Authorizing the Execution and Delivery of All Related Documents, Certificates and Agreements; Making a Determination that These Acquisitions are Exempt from Environmental Review Under the California Environmental Quality Act; and the Undertaking of Various Actions in Connection Therewith

Purpose: To allow the Housing Authority of the City of Los Angeles ("HACLA" or "Authority"), in collaboration with the City of Los Angeles ("City") through an executed Professional Services Agreement, to purchase two (2) newly constructed multifamily properties (each a "Property," and together the "Properties" or the "City Properties") in response to the State of California ("State") Department of Housing and Community

Development's ("HCD") Notice of Funding Availability ("2021 NOFA") for the second round of the Homekey Program ("Homekey"). Actions are required to be taken at this time in order to meet the Purchase and Sale Agreements' contingency requirements for Board of Commissioners consideration within sixty days of the execution of the Purchase and Sale Agreements for the Properties.

Contact: Geoffrey Moen, Director of Development

Action: **APPROVED**

Motioned: Commissioner Lucelia Hooper

Seconded: Commissioner Dan Tenenbaum

7 AYES, 0 NAYS, 0 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 Adopting the Schedule of Regular Meetings of the Board of Commissioners for the 2022 Calendar Year

Purpose: The purpose of this item is to ensure both compliance with the Bylaws of the Housing Authority of the City of Los Angeles ("Authority") and consistency with the Ralph M. Brown Act ("Brown Act").

Contact: James Johnson, General Counsel

Action: **APPROVED**

Motioned: Commissioner Delfino De La Cruz

Seconded: Commissioner Dan Tenenbaum

7 AYES, 0 NAYS, 0 ABSENT, Motion Carried

2. Proposed Resolution Authorizing the President and CEO, or Designee, to Execute a Contract with Chapman Coast Roof Company, Inc. for the Roof Restoration of Thirty-Six (36) Buildings at the Pueblo Del Rio Public Housing Development Pursuant to Award Under IFB HA-2021-150 for a Total Contract Amount Not-to-Exceed \$928,204

Purpose: To perform the roof restoration of thirty-six (36) buildings located at the Pueblo Del Rio public housing development.

Contact: Marisela Ocampo, Director of Housing Services

Action: **APPROVED**
Motioned: Commissioner Delfino De La Cruz
Seconded: Commissioner Dan Tenenbaum

7 AYES, 0 NAYS, 0 ABSENT, Motion Carried

3. Proposed Resolution Authorizing the President and CEO, or Designee, to Execute Two Contracts for As-Needed Vacant Unit Security Board-Up Services Pursuant to Awards Under RFP HA-2021-156, Each For an Initial One-Year Term with Four One-Year Options to Extend, for a Total Combined Contracting Amount Not-to-Exceed \$1,764,000

Purpose: To authorize the President and CEO, or designee, to execute two contacts with: (1) Door and Window Guard Services, Inc. ("DAWGS"); and (2) Vacant Property and Security, LLC ("VPS"), to provide as-needed vacant unit steel board-up services for vacant units in the Housing Authority of the City of Los Angeles' ("HACLA") public housing and asset management portfolios.

Contact: Geoffrey Moen, Director of Development

Action: **APPROVED**
Motioned: Commissioner Delfino De La Cruz
Seconded: Commissioner Dan Tenenbaum

7 AYES, 0 NAYS, 0 ABSENT, Motion Carried

4. Proposed Resolution Authorizing the President and CEO, or His Designee, to Write Off Uncollectible Accounts Receivable of \$282,914 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 Delfino De La Cruz
Seconded: Commissioner Dan Tenenbaum

7 AYES, 0 NAYS, 0 ABSENT, Motion Carried

C. Excluded Consent Agenda Item B5

1. Proposed Resolution Authorizing the Dedication of Seven Hundred Nine (709) Section 8 Project-Based Vouchers to Twelve (12) Permanent Supportive Housing Projects Selected Pursuant to

Project-Based Voucher (“PBV”) Notice of Funding Availability No. HA-2021-146 and Authorizing the President and CEO, or Designee, to Execute Any and All Contracts and Documents Required for the PBV Awards

Purpose: Authorize dedication of project-based vouchers (“PBV”) to permanent supportive housing (“PSH”) projects developed in the City of Los Angeles, to house homeless and chronically homeless special needs disabled individuals, families, seniors, transition-age youth, and veterans.

Contact: Carlos VanNatter, Director of Section 8

Action: **APPROVED**

Motioned: Commissioner Lucelia Hooper

Seconded: Commissioner Taelor Bakewell

7 AYES, 0 NAYS, 0 ABSENT, Motion Carried

D. Agenda Items for Future Board of Commissioner Meetings

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

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. CLOSED SESSION

Public Employee Performance Evaluation Pursuant to Government Code § 54957 and Conference with Labor Negotiator(s) Pursuant to Government Code § 54957.6

Agency Designated Representative(s): Chairperson Castro, Commissioner Cadena, and Commissioner Tenenbaum

Employee Title/Unrepresented Employee: President and Chief Executive Officer

Start Time: 11:50am

End Time: 12:30pm

Reportable Action: The Commissioner voted unanimously 7 to 0 to approve the CEO’s goals for the year 2022. The motion was made by Commissioner Lucelia Hooper and seconded by Commissioner Tenenbaum.

7 AYES, 0 NAYS, 0 ABSENT, Motion Carried

X. BOARD BUSINESS ITEMS

1. Proposed Resolution of the Housing Authority Board of Commissioners Authorizing Amending the Terms and Conditions of an Employment Agreement by and Between the Housing Authority and Douglas Guthrie as President and CEO of the Housing Authority of the City of Los Angeles

Contact: Cielo Castro, Chairperson of the Board of Commissioners

Action: **APPROVED** – This resolution extends the CEO’s contract for 1 year. The key terms of the extension include:

- The Commissioner has reserved the right to amend the CEO’s compensation during the term. The Commissioner can come back and discuss a salary increase, but the CEO’s salary remains as is.
- The contract will be extended for 1 year which is 40 months passed November 26, 2019.
- HACLA will continue to make the annual contribution of 2% to the CEO’s 457 plan in 2021, 2022 & 2023.
- The performance goals the Board approved during Closed Session will be included as part of the CEO’s contract.
- Various contract effective dates were revised.

Motioned: Commissioner Taelor Bakewell

Seconded: Commissioner Dan Tenenbaum

6 AYES, 0 NAYS, 1 ABSENT (Cadena), Motion Carried

XI. ADJOURNMENT

Motioned: Commissioner Delfino De La Cruz

Seconded: Commissioner Lucelia Hooper

6 AYES, 0 NAYS, 1 ABSENT (Cadena), **Meeting Adjourned at 12:33pm**