



***Board of Commissioners***  
REGULAR MEETING  
**TELECONFERENCE**

THURSDAY– SEPTEMBER 23, 2021

**CALL-IN NUMBER: 1(408) 650-3123, ACCESS CODE: 382-374-933**

*Spanish Interpretation Teleconference Information:*

CALL-IN NUMBER: 1(408) 650-3123, ACCESS CODE: 612-280-069

**ACTION MINUTES**

I. ATTENDANCE

PRESENT: Commissioner Cielo Castro  
Commissioner Dan Tenenbaum  
Commissioner Noramay Cadena  
Commissioner Lucelia Hooper  
Commissioner Delfino De La Cruz (*Joined meeting at 9:21am*)  
Commissioner Ana Bryan  
Commissioner Taelor Bakewell

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 Friday, September 17, 2021 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 Towana Taft, Samuel (Sammy) Suarez and Salvador Morales 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. **ALTHOUGH IT IS PREFERRED FOR WRITTEN COMMENTS TO BE SUBMITTED BY WEDNESDAY, SEPTEMBER 22, 2021 AT 12:00PM, WE WILL ACCEPT WRITTEN COMMENTS UP TO AND DURING THE MEETING. 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 AND 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. HACLA/LAPD Community Safety Partnership (CSP) Update 2<sup>nd</sup> and 3<sup>rd</sup> Quarter 2021

Contact: Eric R. Brown, Intergovernmental & Community Relations Director

2. Proposed Resolution Authorizing the President and CEO, or Designee, to Expend the FY 2019 Choice Neighborhoods Implementation Grant Awarded by the U.S. Department of Housing and Urban Development in the Amount of \$35 Million for the Watts Rising Transformation Plan and Up to \$5,433,479 in Community Development Block Grant Funds to be Used Toward the Redevelopment of the Jordan Downs Public Housing

Community, Services and Programs for Jordan Downs Residents and Critical Community Investments in the Watts Neighborhood, Including Memorandums of Understanding, Predevelopment Loan Agreements, Contracts, and Sub-Contracts with Implementation Leads, the City of Los Angeles, and Other Grant-Associated or Procured Partners and Consultants as Approved by Legal Counsel and In Compliance with the Policies and Regulatory Requirements of the Associated U.S. Housing and Urban Development Department and City of Los Angeles Programs

Contact: Jenny Scanlin, Chief Strategic Development Officer

Purpose: In order to facilitate the implementation of the U.S. Department of Housing and Urban Development (“HUD”) Choice Neighborhoods Implementation (“CNI”) grant received by the Housing Authority of the City of Los Angeles (“HACLA”) for the redevelopment of Jordan Downs and investment in the larger Watts community (“Watts Rising CNI Grant” or “Choice Grant”) and an associated commitment of leverage funding from the City of Los Angeles in the amount of \$5,433,479 in Community Development Block Grants (“CDBG”), staff is requesting delegated authority to the President & CEO, or designee, to award and/or amend various agreements or contracts for the use and expenditure of these specific grant funds and HACLA’s associated \$1,050,000 match funds.

Action: **APPROVED**

Motioned: Commissioner Lucelia Hooper

Seconded: Commissioner Noramay Cadena

6 AYES, 0 NAYS, 1 ABSENT (De La Cruz), Motion Carried

3. Proposed Resolution Authorizing and Approving the Establishment of a Revolving Line of Credit with Two Commitments, a Taxable Commitment with City National Bank and a Tax-Exempt Commitment with CN Financing, Inc., with an Aggregate Revolving Line of Credit Not to Exceed \$100,000,000 and Authorizing the President & CEO, or Designee, to Execute and Deliver a Revolving Credit Agreement, Fee Letter, Promissory Notes and All Other Related Documents and Agreements and the Undertaking of Various Other Actions in Connection Therewith, Subject to Credit Approval from City National Bank and CN Financing, Inc., Terms and Conditions Acceptable to All Parties, Termination of the Existing \$25,000,000 Revolving Line of Credit Facility with CN Financing, Inc., Prepayment in Full and Termination of an Existing Loan with Citibank in an Amount Not to Exceed \$4,000,000, and the Undertaking of Various Other Actions in Connection Therewith

Contact: Geoffrey Moen, Director of Development

Purpose: The purpose of establishing the Revolving Commitments is to proactively arrange a cost effective and efficient funding mechanism to support several of HACLA’s strategic initiatives including, but not limited to, the acquisition and rehabilitation of multifamily properties, the pre-development of future building sites, and the development of an employee parking garage, and other capital improvements and initiatives. Revolving

Commitments are anticipated to be taken out by bonds, longterm commercial loans, cash payments by HACLA and/or outside grants.

Action: **APPROVED**  
Motioned: Commissioner Dan Tenenbaum  
Seconded: Commissioner Noramay Cadena

7 AYES, 0 NAYS, 0 ABSENT, Motion Carried

4. Proposed Resolution Authorizing the President and CEO, or Designee, to Submit Rental Assistance Demonstration (“RAD”) Applications as Part of a Portfolio Award Application for Six Phases of the Jordan Downs Redevelopment Project to Reserve Authority for Up to Eighty-One (81) RAD Units with the U.S. Department of Housing and Urban Development (“HUD”) and to Certify an Agreement with HUD to Comply with All Requirements of the RAD Program

Contact: Geoffrey Moen, Director of Development

Purpose: To submit Rental Assistance Demonstration (“RAD”) applications, as part of a Portfolio Award, for six phases of Jordan Downs (Phase S4, Phase S5, Phase S6, Phase S7, Area H3a, and Area H3b) with the U.S. Department of Housing and Urban Development (“HUD”) in order to meet HACLA’s replacement housing unit obligation and complete the conversion of the Jordan Downs Public Housing community.

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

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

5. Proposed Resolution Approving the Housing Authority’s Covid-19 Mandatory Vaccination Policy and Authorizing the Development and Implementation of Procedures in Furtherance of Said Policy

Contact: Annie Markarian, Labor and Employee Relations Director

Purpose: The purpose of this item is to approve the Housing Authority of the City of Los Angeles’ (“HACLA”) COVID-19 Mandatory Vaccination Policy. This Policy mandates that all HACLA employees, except those with an approved accommodation, are fully vaccinated against COVID-19 as a condition of employment.

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

5 AYES, 1 NAY (Cadena), 1 ABSENT (De La Cruz), Motion Carried

*\*\* Commissioner De La Cruz was not present during final vote count due to technical issues \*\**

6. Appoint up to Three Commissioners to Serve as Negotiator(s) for the Board of Commissioners for Labor Negotiations with Unrepresented Employee (President and Chief Executive Officer)

Contact: Cielo Castro, Chairperson of the Board of Commissioners

Action: **Commissioners Dan Tenenbaum, Noramay Cadena and Cielo Castro were appointed to serve as negotiators for the Board of Commissioners labor negotiations with President and CEO, Douglas Guthrie.**

Motioned: Commissioner Cielo Castro

Seconded: Delfino De La Cruz

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.

2. Proposed Resolution Authorizing the President and CEO, or Designee, to Execute Four Contracts for As-Needed Graphic Design and Graphic Information Systems (GIS) Services Pursuant to Awards Under RFP HA-2021-113, Each for Up to a Five-Year Term and for an Initial Total Contracting Amount of \$225,000, and Further Authorizing the President and CEO, or Designee, to Award up to an Additional \$200,000, Among One or More of the Four Awardees

Contact: Jenny Scanlin, Chief Strategic Development Officer

Purpose: To establish a panel of graphic design and graphic information systems (GIS) services professionals to support the capacity and initiatives of The Housing Authority of the City of Los Angeles’ (“HACLA’s”) performance management, strategic development, executive, and grant operations.

Action: **APPROVED**

Motioned: Commissioner Noramay Cadena

Seconded: Commissioner Lucelia Hooper

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 Grant Writing and Grant Administration Services Pursuant to Awards Under RFP HA-2021-129, each for Up to a Five-Year Term and For an Initial Total Contracting Amount of \$1,200,000, and Further Authorizing the

President and CEO, or Designee, to Award Up to an Additional \$900,000 Between the Awardees, for a Total Contracting Amount of \$2,100,000

Purpose: To establish a panel of grant writing and grant administration professionals to support the capacity and initiatives of the performance management, strategic development, executive, and grant operations of the Housing Authority of the City of Los Angeles (“HACLA”).

Contact: Jenny Scanlin, Chief Strategic Development Officer

Action: **APPROVED**

Motioned: Commissioner Noramay Cadena

Seconded: Commissioner Lucelia Hooper

7 AYES, 0 NAYS, 0 ABSENT, Motion Carried

5. 2020 Audited Financial Statements and Federal Single Audit Reports

**Receive and File**

Contact: Marlene Garza, Chief Administrative Officer

Purpose: This memo briefly summarizes the key 2020 financial outcomes for the Housing Authority of the City of Los Angeles (“HACLA”) as reported in the 2020 Annual Financial Report. This memo also summarizes the outcomes of the Federal Single Audit Report.

Action: **APPROVED**

Motioned: Commissioner Noramay Cadena

Seconded: Commissioner Lucelia Hooper

7 AYES, 0 NAYS, 0 ABSENT, Motion Carried

C. Excluded Consent Agenda Items B1 & B4

B1. Proposed Resolution Authorizing the Chairperson & the President and CEO to Approve the 2022 Agency Plan for Submission to the U.S. Department of Housing and Urban Development, Approving Revisions to the Section 8 Administrative Plan, and Approving the Public Housing Admissions and Continued Occupancy Policy Without Revisions Pursuant to 24 CFR Part 903

Contact: John King, Director of Community Engagement

Purpose: To comply with HUD regulatory requirements and endure the uninterrupted receipt of federal funds.

Action: **APPROVED**

Motioned: Commissioner Taelor Bakewell

Seconded: Commissioner Dan Tenenbaum

6 AYES, 0 NAYS, 1 ABSENT (De La Cruz), Motion Carried

B4. Proposed Resolution Authorizing the President and CEO, or Designee, to Execute an Amendment to MOU NP-2020-39 with People Assisting the Homeless (“PATH”) to Add \$306,818.75 in Funding, for a Total Contract Amount Not to Exceed \$525,975, to Provide Case Management and Housing Navigation Services to Residents of Certain Properties That Have Been Leased to HACLA by the State of California Department of Transportation

Contact: Tina Smith-Booth, Director of Asset Management

Purpose: To authorize additional funding for the contract with PATH, an organization specialized in providing supportive services to individuals who are homeless or at risk of becoming homeless. PATH currently provides these services to the participants of the El Sereno Transitional Housing program, which are essential in facilitating the transition to permanent, secure, and safe housing.

Action: **APPROVED** – *Staff to provide an update in September 2022*  
Motioned: Commissioner Taelor Bakewell  
Seconded: Commissioner Lucelia Hooper

5 AYES, 0 NAYS, 2 ABSENT (Cadena & De La Cruz), Motion Carried

D. Agenda Items for Future Board of Commissioner Meetings

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

- Presentation on Pueblo Del Rio Renovation with next three months (D. Tenenbaum)
- Update on Public Housing waitlist (L. Hooper)
- Report on Staffing Plan (C. Castro)

VII. 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): The Individual(s) Appointed and Announced During Open Session  
Employee Title/Unrepresented Employee: President and Chief Executive Officer

Start Time: 12:25pm  
End Time: 1:55pm

**No reportable action**

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

4 AYES, 0 NAYS, 3 ABSENT (Bryan, Cadena, De La Cruz), **Meeting adjourned at 2:00pm**