



AGENDA

FOR THE REGULAR MEETING OF THE
LOS ANGELES COUNTY HOUSING ADVISORY COMMITTEE
WEDNESDAY, MARCH 16, 2022, 12:00 PM

TELECONFERENCE CALL-IN NUMBER: (747) 200-6781
CONFERENCE ID: 525 710 562#

To join via phone, dial (747) 200-6781, then enter 525 710 562# when prompted.

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1. **Call to Order**

2. **Roll Call**

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

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

Regular Meeting of February 23, 2022

4. **Report of the Executive Director**



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, Sheila Kuehl, Janice Hahn, Kathryn Barger

5. **Presentations**

Annual Plan

6. **Public Comments**

Regular Agenda

7. **Annual Plan for the Los Angeles County Development Authority (All Districts)**

Recommend that the Board of Commissioners:

Find that approval of the Annual Plan is not subject to the provisions of the California Environmental Quality Act (CEQA) because it will not have the potential for causing a significant effect on the environment.

Approve the Annual Plan, as required by the U.S. Department of Housing and Urban Development (HUD), to update the LACDA's program goals, major policies and financial resources, including the Capital Fund Program (CFP) Annual Statement information, the Admissions and Continued Occupancy Policy for the Public Housing Program (ACOP), and the Housing Choice Voucher Administrative Plan.

Adopt and instruct the Chair to sign a Resolution approving the Annual Plan for submission to HUD and authorize the Executive Director or his designee to take all actions required for implementation of the Annual Plan.

Authorize the Executive Director or designee to execute all documents required to receive HUD-allocated CFP funds which are estimated to be approximately \$7,200,000.

Authorize the Executive Director or designee to incorporate into the Annual Plan all public comments received and approved for inclusion by the Board; and authorize the Executive Director or his designee to submit the Annual Plan to HUD by April 17, 2022.

8. **Amendment to Increase Annual Compensation to Fencing Services Contract (All Districts)**

Recommend that the Board of Commissioners:

Find that approval of an amendment to the existing contract is not subject to the provisions of CEQA because the activities are not defined as a project under CEQA.

Authorize the Executive Director or designee to execute an amendment to the contract with Quality Fence Company, Inc. to increase the annual compensation by \$400,000 to a total of \$500,000, using program funds included in the LACDA's approved Fiscal Year 2021-2022 budget, following approval as to form by County Counsel.

Authorize the Executive Director or designee to execute up to three one-year extensions to the contract, at the same annual amount not to exceed \$500,000, using funds to be included in the LACDA's budget approval process, and following approval as to form by County Counsel.

Authorize the Executive Director or designee to amend the contract to modify the Statement of Work, add services, and increase the annual compensation by up to 10% of the contract total as needed for unforeseen costs.

Authorize the Executive Director or designee, upon his determination and as necessary and appropriate under the terms of the contract, to terminate the Contract.

9. 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 Commission, 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.

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

Wednesday, February 23, 2022

The meeting was convened via teleconference.

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

The meeting was called to order by Commissioner Myers at 12:05 p.m.

<u>Roll Call</u>	<u>Present</u>	<u>Absent</u>
Zella Knight		X
Pamela Williams	X	
James Brooks	X	
Mary Canoy	X	
Renee Contreras	X	
Connor Lock	X	
Elda Mendez-Lemus	X	
Ruthie Myers	X	
Takao Suzuki		X
Anna Swett	X	

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

On motion by Commissioner Swett, seconded by Commissioner Brooks, the minutes of the Regular Meeting of January 26, 2022 were approved as presented.

Agenda Item No. 4 – Report of the Executive Director

Chief of Programs Tracie Mann provided an update on the State Rent Relief program. As of this meeting, the State had paid out over \$580 million on behalf Los Angeles County. The State has requested an additional \$1.89 billion from the U.S. Treasury, of which a substantial portion should be allocated to Los Angeles County given the unmet need. Tracie reported that Governor Newsom recently signed the Budget Act of 2021, which allows the State to advance funds to the Department of Housing and Community Development (HCD) to pay applicants through the Rent Relief program who apply by March 31, 2022. The legislation also prioritizes those with incomes up to 80% of the Area Median Income.

Tracie reported that the LACDA's COVID-19 Vaccination Policy was issued to staff on February 15, 2022, retroactive to October 1, 2021, requiring all employees to be fully vaccinated or submit an accommodation request and undergo regular testing. Testing will be available to all employees free of charge at approved sites, and employees may be tested during work hours.

Tracie reported that all LACDA staff are now required to report to the office at least one day per week. The LACDA continues to follow guidance from the Board of Supervisors and the Department of Public Health as we bring more staff back to the office. We currently anticipate resuming in-person Housing Advisory Committee meetings in May 2022.

Tracie reported that Congress passed another Continuing Resolution on February 17, 2022 to provide level funding until March 11, 2022. The LACDA will be conducting virtual advocacy visits with members of the County's congressional delegation from March 30 to April 8, 2022. Due to redistricting, we will be meeting with some members with whom we have not previously met. The LACDA will advocate for an increase in the cap on Project-Based Vouchers (PBV), extension of deadlines for the Emergency Housing Voucher (EHV) program, and full funding for the housing and community development programs that we operate.

Tracie reported that Executive Director Emilio Salas recently met with Supervisor Solis and HUD Secretary Marcia Fudge to discuss priorities within the First Supervisorial District and the need for flexibility within the Housing Choice Voucher program when assisting the unhoused population, as well as the importance of lifting the PBV cap.

Tracie reported that the LACDA has now issued over 1,100 of the 1,964 EHV's that we received from HUD and leased over 160 units. HUD recently issued a notification stating they have no plans to recapture or reallocate EHV's in calendar year 2022. More guidance is expected in the upcoming months to outline future deadlines to reach 95% of utilization. The LACDA remains in the top 5% of all Public Housing Agencies in overall lease-up of EHV's to date.

Tracie reported that LA County will receive over \$30 million for the Bringing Families Home program to house families involved with the child welfare system. The program provides rapid rehousing and case management services, with the goal of reducing the number of families in the child welfare system experiencing homelessness and reuniting children living in foster care with their families when homelessness is a barrier for reunification.

Agenda Item No. 5 - Presentations

Housing Operations Non-Smoking Policy

Agenda Item No. 6 - Public Comments

Sarah Richardson
Gregory Thompson

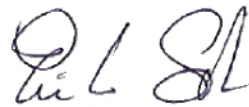
Agenda Item No. 7 – Revised Meeting Calendar for 2022

On motion by Commissioner Lock, seconded by Commissioner Brooks, the regular meetings of the Housing Advisory Committee will be moved to the third Wednesday of each month beginning March 16, 2022.

Agenda Item No. 8 - Commissioner Comments or Suggestions for Future Agenda Items

The meeting was adjourned at 1:31 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "E. L. Salas", written over a horizontal line.

EMILIO SALAS
Executive Director
Secretary-Treasurer



March 16, 2022

TO: Housing Advisory Committee

FROM: Medina D. Johnson Jennings, Acting Director *Medina D. Johnson Jennings*
 Housing Assistance Division

RE: FSS PROGRAM UPDATE – FEBRUARY 2022

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

NUMBER CURRENTLY ENROLLED	369	As of March 1, 2022 , there were 315 Housing Choice Voucher (HCV) and 54 Public Housing (PH) FSS participants.
NEW ENROLLMENTS	3	(3) FSS participants enrolled for Housing Choice Voucher (HCV) and (0) for Public Housing (PH).
CONTRACTS EXPIRED	0	(1) FSS contracts expired for Housing Choice Voucher (HCV) and (0) for Public Housing (PH).
DIRECT ASSISTANCE REFERRALS	1013 505 354 226 218 189 125 63 51 2 0 0	Job Referrals Work Source/Job Fairs Credit Repair Educational/Vocational/Job Training Other/Utility/Legal Aid/Covid-19/Child Care Services Home Ownership Counseling Financial Literacy Computer Training Youth Services LACDA Home Ownership Program Small Business Scholarship
OUTREACH & COMMUNITY EVENT	0	
GRADUATIONS	0	(0) 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

FAMILY SELF-SUFFICIENCY (FSS) GLOSSARY OF TERMS

Listed below are brief descriptions of each category in the monthly FSS Report.

1. **Number Currently Enrolled** – Current number enrolled in the FSS program as of the date the FSS Report is presented.
2. **New Enrollments** - The number of Participants enrolled in the FSS program with an effective date in the month the FSS Report is presented.
3. **Contract Expired** – The number of participant contracts that expired at the end of the month prior to the FSS Report presented.
4. **Direct Assistance Referrals** – Referrals sent to FSS participants based on their requests and or the participant's goals needed to be accomplished prior to successfully completing the program.
5. **Outreach and Community Events** – Information that was shared with FSS participants and or events or meetings the FSS Coordinators attended.
6. **Graduations** – FSS participants that graduated last month.
7. **Pending Graduations** – FSS participants who have requested to graduate and are pending review of successful completion of goals.



March 16, 2022

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

Dear Commissioners:

**APPROVE THE ANNUAL PLAN FOR THE LOS ANGELES COUNTY
DEVELOPMENT AUTHORITY
(ALL DISTRICTS)**

SUBJECT

This letter recommends approval of the Los Angeles County Development Authority's (LACDA) Annual Plan for Fiscal Year 2022-2023 (Annual Plan). The Annual Plan updates the LACDA's program goals, major policies, and financial resources. Submission of the Annual Plan is required by the U.S. Department of Housing and Urban Development for receipt of Capital Fund Program funds, operating funds for the Public Housing Program, and administrative fees for the Housing Choice Voucher (HCV) Program.

IT IS RECOMMENDED THAT THE COMMITTEE:

1. Recommend that the Board of Commissioners find that approval of the Annual Plan is not subject to the provisions of the California Environmental Quality Act (CEQA), because it will not have the potential for causing a significant effect on the environment.
2. Recommend that the Board of Commissioners approve the Annual Plan, as required by the U.S. Department of Housing and Urban Development (HUD), to update the LACDA's program goals, major policies and financial resources, including the Capital Fund Program (CFP) Annual Statement information, the Admissions and Continued Occupancy Policy for the Public Housing Program (ACOP), and the HCV Administrative Plan.



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3. Recommend that the Board of Commissioners adopt and instruct the Chair to sign the attached Resolution approving the Annual Plan for submission to HUD and authorize the Executive Director or his designee to take all actions required for implementation of the Annual Plan.
4. Recommend that the Board of Commissioners authorize the Executive Director or his designee to execute all documents required to receive HUD allocated CFP funds which are estimated to be approximately \$7,200,000.
5. Recommend that the Board of Commissioners authorize the Executive Director or his designee to incorporate into the Annual Plan all public comments received and approved for inclusion by the Board; and authorize the Executive Director or his designee to submit the Annual Plan to HUD by April 17, 2022.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On October 21, 1998, the Quality Housing and Work Responsibility Act (QHWRA) mandated Public Housing Agencies to submit an Annual Plan every year and a Five Year Plan every five years to HUD.

The Five-Year Plan is a strategic planning document that identifies the LACDA's goals for the next five years. On June 23, 2020, the Board approved the current Five-Year Plan for Fiscal Years 2020-2024.

The Annual Plan identifies major program policies and financial resources. It updates information on housing needs, waiting lists, housing strategies, program policy changes and other program and management data. The Annual Plan must be updated each year and was last approved by the Board on March 23, 2021.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund. Upon approval of the Annual Plan, the LACDA will receive approximately \$7,200,000 in CFP funds from HUD for management improvements, administrative costs and housing rehabilitation for the Public Housing Program. Operating funds for the Public Housing Program and administrative fees for the HCV Program will be approved through the annual budget process.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Included as part of the Annual Plan are the updated CFP Annual Statement, ACOP, and the HCV Program Administrative Plan. Significant changes to these documents are discussed below.

Capital Fund Annual Statement

The Fiscal Year 2022-2023 Capital Fund Annual Statement summarizes the LACDA's plan to use modernization funds for management improvements, administrative costs and to rehabilitate 1,870 housing units at 15 Public Housing Program developments. Included are proposed work items, estimated costs, and an implementation schedule for the work to be completed.

As authorized by HUD, the Executive Director may amend the CFP Annual Statement as necessary to respond to needs such as housing emergencies, to safeguard property or protect health and safety, or to implement other changes that are in the interests of the LACDA and Public Housing residents. The Executive Director may also implement changes to the CFP Annual Statement in response to changes in federal funding.

Admissions and Continued Occupancy Policy and Lease Agreement for the Public Housing Program

The purpose of the ACOP for the Public Housing Program is to set guidelines to determine eligibility for admission and continued occupancy. The revised Public Housing ACOP reflects the following changes:

1. Expansion of Waiting List Jurisdiction

Currently, In-Jurisdiction applicants only include applicants that live and/or work in unincorporated Los Angeles County, with one exception. Long Beach residents are considered In-Jurisdiction for the Carmelitos Public Housing development, under the current Memorandum of Understanding (MOU) with the Housing Authority of the City of Long Beach. All other applicants that live and/or work in other Housing Authority jurisdictions in the County of Los Angeles with active traditional and non-Public Housing rental assistance programs are considered Out-Of-Jurisdiction and generally will not be served.

Now, "families/elderly families who live and/or work in unincorporated Los Angeles County" will change to "families/elderly families who live and/or work in unincorporated Los Angeles County - or who live in Los Angeles County and not covered by another PHA Public Housing program". This will expand LACDA's preference to incorporate applicants who live in the County that do not currently have a reasonable chance of accessing Public Housing. This would require establishing MOU's with 15 other Los Angeles County PHAs, and an updated MOU with Long Beach so that Long Beach residents would be considered In-Jurisdiction for Public Housing outside of Carmelitos.

2. Conducting Annual Reexaminations Online Only

Currently, the LACDA, at its own discretion conducts family annual re-examination interviews by mail or in person.

As of July 1, 2022, the LACDA will require that families conduct their annual reexamination online via the LACDA's online portal, referred to as the Yardi Rent Café Portal.

For families who have language barriers and/or need assistance in accessing the online system, the LACDA will provide accommodations as necessary to ensure that the family can submit the required information and documents through the online system. For people limited by a disability, the LACDA will engage in any necessary discourse to identify other reasonable alternatives to address the needs of the person that is limited by the disability to ensure that the annual reexamination requirement is fulfilled.

3. Transitional Aged Youth (TAY) Preference

Currently, the LACDA does not have a TAY preference, but did have one in the past to support a limited number of TAY households.

Now, the policy will establish a maximum of five households per development at the Carmelitos, Harbor Hills, Nueva Maravilla, and South County (20 max) housing developments. Because on-site services are reduced, we would work with the Department of Children and Family Services (DCFS) to ensure services are available beyond TAY program participation. Applicants would be referred to LACDA by a Joint Powers Authority, County Agency, or Community Based Organization with a contract or MOU with the LACDA (e.g. DCFS).

4. Additions to the Lease

Currently, the LACDA allows the following persons to be added to the lease (same as Administrative Plan):

- Spouse/marital-type partner and the minor children of that person
- Minor child of the head of household, co-head, spouse/marital-type partner who has been living elsewhere
- Adult child due to recent discharge from the military
- A disabled adult parent or child of the head of household/co-head who requires disability-required care.

Now, the LACDA will add the following:

- Former household members may be considered for reinstatement within 120 days after their move out. Former household members must have left in good standing and are subject to criminal background screening and suitability requirements.
- Former household members that were removed from the household while attending an educational institution may be reinstated upon completion of their education program, with verification. Written verification from the registrar's office will be required. Verification must include ongoing and consecutive enrollment status or an approved and/or authorized leave per the educational institution, or evidence of completion. Former member must have left in good standing and are subject to criminal background screening and suitability requirements.

Housing Choice Voucher (Section 8) Program Administrative Plan

The purpose of the HCV (Section 8) Program Administrative Plan is to set forth the policies and procedures that govern the LACDA's administration of its rental assistance programs. The revised Section 8 Program Administrative Plan reflects the following changes:

1. Setting and Applying Payment Standards

Currently, the Administrative Plan is limited to only the administrative requirements for reviewing and setting the required payment standard schedule.

Given the LACDA's adoption of exception payment standard schedules for multiple programs and under reasonable accommodation, the Administrative Plan will now include HUD's permissible Payment Standard exceptions and each exception's regulatory requirements.

As required by HUD, the Administrative Plan will now include the LACDA's policies and procedures for when there are changes in the payment standard. When the LACDA revises the payment standard during the term of the Housing Assistance Payments (HAP) contract for a family's rental unit, the LACDA will apply the payment standard in accordance with HUD requirements.

As directed by HUD under the implementation of the HCV Mobility Demonstration Program for Fiscal Year 2022 – 2023, the LACDA may adopt the use of Small Area Fair Market Rents (SAFMR) in select opportunity areas. Discretionary policies governing the SAFMR will be made in consultation and under the approval of HUD.

2. Rent Reasonableness Determinations

Currently, as part of the rent reasonableness determination process, Section 8 program regulation requires the LACDA to have owners certify that the rent charged to the family is not more than the rent charged for other unassisted comparable rental units. To do so, the LACDA requires an owner to submit an entire rent ledger, also referred to as a rent roll, when the subject rental unit is in a building with two or more rental units.

To streamline the process, the LACDA will no longer require an owner to submit an entire rent ledger when the subject rental unit is in a building with two or more rental units. Instead, if the rental unit is located in a multifamily property (defined by HUD as consisting of five or more units on the premises), the owner will be required to provide information on their three most recently leased unassisted rental units of like or similar characteristics to the subject rental unit. This streamlined process is consistent with HUD's request for information via the Request for Tenancy Approval form.

To facilitate the collection of the information, the LACDA will require that owners submit the necessary information via the LACDA's Request for Tenancy Approval and Rent Increase forms. In the case of a HUD or LACDA required action, the LACDA reserves the right to request more information from the owner anytime a determination or re-determination of rent reasonableness is necessary at the commencement, or during the term of the HAP Contract.

3. Conducting Annual Reexaminations Online Only

Currently, the LACDA, at its own discretion conducts family annual re-examination interviews by mail or in person.

The LACDA will now require that families conduct their annual reexamination online via the LACDA's online portal, referred to as the Yardi Rent Café Portal.

For families who have language barriers and/or need assistance in accessing the online system, the LACDA will provide accommodations as necessary to ensure that the family can submit the required information and documents through the online system. For people limited by a disability, the LACDA will engage in any necessary discourse to identify other reasonable alternatives to address the needs of the person that is limited by the disability to ensure that the annual reexamination requirement is fulfilled.

4. Family Unification Program

Currently, the LACDA administers the Family Unification Program (FUP) in partnership through an MOU with DCFS, who are responsible for referring FUP

families and youths to the LACDA for rental assistance. As of March 1, 2022, the LACDA, in partnership with DCFS, will administer Foster Youth to Independence (FYI) vouchers.

To bring transparency to the FUP program administration and include the administration of the FYI vouchers, the LACDA has now included the following clarifications and policies in its FUP Chapter 18:

- **Waiting List Administration:** Included the referral process and applicant placement and selection from the waiting list.
- **Eligibility:** Clarified that DCFS certifies eligibility of selected families and youths and refers them to the LACDA for rental assistance eligibility determination under the Section 8 HCV program's requirements.
- **Denial of Participation:** Clarified that the family must remain FUP-eligible from the referral phases through lease-up.
- **Voucher Issuance:** Clarified that the bedroom size voucher to be issued to the FUP household will be based upon the number of family members, including the minor children who are to be reunified with the family.
- **Termination of Assistance and Tenancy:** Clarified that FUP rental assistance issued to an emancipated youth is limited to a maximum of 36 months. And clarified that, if the case plan has been changed, and re-unification of the family may not occur within a reasonable time period, as per verification received from the DCFS, the family may be terminated from the FUP.

5. Implementation of the Housing Choice Voucher Mobility Demonstration Program

In April of 2021, HUD announced that the LACDA in partnership with the Housing Authority of the City of Los Angeles (the PHAs) were selected to participate in the national HCV Mobility Demonstration Program. The LACDA was awarded 37 vouchers and has committed to use 19 turn-over HCVs for families under the program. In addition, 594 currently participating HCV program families with at least one child aged 13 and under will be selected at random and invited to participate. The program HCV Mobility Demonstration duration is five years.

The HCV Mobility Demonstration builds upon recent research that shows growing up in neighborhoods with lower levels of poverty improves children's academic achievement and long-term chances of success and reduces intergenerational poverty. The HCV Mobility Demonstration will support the PHAs in addressing barriers to accessing housing choices by offering mobility-related services to increase the number of vouchered families with children living in opportunity areas.

In addition to offering mobility-related services, participating PHAs will work together in their regions to adopt administrative policies that further enable housing

mobility, increase landlord participation, and reduce barriers for families to move across PHA jurisdictions through portability.

Administrative policies will include, but are not limited to the following:

- Adopt the required waiting list preference and update the PHA Plan and Administrative Plan to incorporate the preference.
- Work together with HUD to finalize mobility-related services, opportunity areas, and other components of the demonstration.
- Work with HUD to adopt adequate payment standards in opportunity areas; and
- Sign an MOU and a performance standards agreement with HUD to indicate agreement with the finalized program design, services, opportunity areas, and other components of the demonstration.

In anticipation of HUD's program implementation for Fiscal Year 2022 – 2023, and for public transparency, the LACDA has reserved and made the appropriate HCV Program Mobility Demonstration notations in the following sections of its Administrative Plan:

- Section 4.3.2 Targeted Funding: The inclusion of the administration of the Mobility Demonstration Voucher Program as a targeted category.
- Section 4.4. Local Preference: Mobility Demonstration Voucher Program will be listed as local preference #3. The admissions preference will be limited to families with at least one child aged 13 and under that live in census tracts with a family poverty rate of 30 percent or higher.
- Section 4.4.1 Other Preferences and Section 1.3 Addition of Programs: New sections to disclose HUD required LACDA actions and approvals when the LACDA must provide certain preferences or target certain populations as a condition of receiving funding, or if specific preferences or targeting is required to meet the conditions of a particular Annual Contributions Contract (ACC) or HUD grant.
- Chapter 23: New chapter that will include the Mobility Demonstration Program's administrative policies and mobility related services.

Given HUD's forthcoming implementation date, and as provided by the HCV Program Administrative Plan regulations and new section 1.3 Addition of Programs, the LACDA will implement the applicable policies and procedures as required by HUD's HCV Mobility Demonstration for participation in the program (and as may hereby be approved by the Board) into this plan as if they were originally set forth herein. Specifics on the program will be added to the HCV Program Administrative Plan by no later than the next scheduled revision.

The Administrative Plan, ACOP and Public Housing Lease Agreement include language changes that are statutory, regulatory, and/or clarify existing policy.

Section 24 of the Code of Federal Regulations, Part §903.17, requires a public hearing to approve the Annual Plan. Copies of the Annual Plan were made available for review and comment during a public review and comment period from December 21, 2021 to February 04, 2022 at seven housing developments, LACDA administrative offices, and the LACDA website. Notices of the availability of the documents and the Board meeting date were also published in newspapers of general circulation during the public comment period. The Summary of Public Outreach regarding the Annual Plan and a list of the seven Public Housing Program developments and the Annual Plan, are provided as Attachments A and B, respectively.

At the conclusion of the Public Review and Comment period, the LACDA will provide to the Board all public comments pertaining to the Annual Plan. Public comments approved by the Board will be incorporated into the Annual Plan and submitted to HUD.

ENVIRONMENTAL DOCUMENTATION

Approval of the Annual Plan is exempt from the provisions of the National Environmental Policy Act (NEPA) pursuant to 24 Code of Federal Regulations, Part 58, Section 58.34 (a)(1), because it involves planning activities that will not have a physical impact on or result in any physical changes to the environment. The activities are also not subject to the provisions of CEQA pursuant to State CEQA Guidelines 15060(c)(3) and 15378, because they are not defined as a project under CEQA and do not have the potential for causing a significant effect on the environment.

Prior to implementation of any particular project, an Environmental Service Request will be submitted to the LACDA's Environmental Services Unit for review. Each project will receive an environmental clearance in accordance with CEQA Guidelines and NEPA regulations before proceeding with the project.

IMPACT ON CURRENT PROGRAMS

Submission of the Annual Plan is required by HUD for the receipt of CFP funds and for the continuation of the Public Housing and HCV Programs.

Respectfully submitted,



EMILIO SALAS
Executive Director

Enclosures

Attachment A

Summary of Public Outreach

Section 511 of the QHWRA instructs every Public Housing Agency to convene one or more Resident Advisory Boards (RABs) to assist and make recommendations on the development of the Annual Plan, as well as on any significant amendments or modifications. Public Housing Program residents and HCV Program participants were invited to participate on the RAB to learn about programs included in the Annual Plan and to provide input.

Summary of RAB Activities

Public Housing Program

- On November 19, 2021, the LACDA mailed out an invitation to all Resident Council members to attend the December 2021, RAB meeting.
- Phone calls to each RAB member were done informing and inviting them to the RAB meeting.
- Transportation was provided to RAB members to attend the RAB meeting.
- Translation services in Russian were provided to one RAB member.
- 10 Resident Council members volunteered to participate in the development of the Annual Plan.
- Because of office closures and restrictions on gathering in Los Angeles County due to Covid-19, the LACDA's regular annual RAB meetings were held with restrictions to ensure compliance with COVID-19 safety protocols. In addition to limited in-person meetings, individual telephone calls were made, and conversations held with as many RAB members as possible.

Section 8

- An ongoing RAB recruitment is published on the LACDA website.
- The July 2021 and October 2021 issue of Tenant Talk Newsletter advertised the RAB to all Section 8 program participants.
- 12 RAB members volunteered to participate in the development of the Annual Plan.
- Because of office closures and restrictions on gathering in Los Angeles County due to the Covid-19 pandemic, the LACDA's regular annual RAB meetings were not held in person. In lieu of the in-person meetings, and to accommodate the LACDA's the RAB members, the LACDA held its annual RAB meeting via a ZOOM conference call. Calls were made in advance to the LACDA's RAB to ensure RAB members would be able to attend the RAB meeting remotely.

Other Outreach Activities

- In September 2021 and email to stakeholders was sent requesting policy or program changes.

- A summary of the RAB comments and LACDA responses are included in Attachment A of the Annual Plan.
- As needed, translators are made available during the Public Housing and Section 8 RAB meetings.
- In December 2021, a public notice was posted to all Public Housing residents notifying them of the Public Review and Comment Period.
- In December 2021, an email to stakeholders and participating cities was sent announcing the commencement of the Public Review period and inviting them to comment.
- In December 2021, a public notice announcing the Public Review and Comment Period was published in the Los Angeles Times, La Opinion, the Daily News, Los Angeles Sentinel, the Daily Breeze, and the Long Beach Press Telegram.
- In February 2022, a revised public notice announcing the rescheduling of the LACDA's Public Hearing for its FY 2022-2023 Annual Plan was published in the Los Angeles Times, La Opinion, the Daily News, Los Angeles Sentinel, the Daily Breeze, and the Long Beach Press Telegram.
- In February 2022, an email to the LACDA's RAB was sent announcing the rescheduling of the LACDA's Public Hearing for its FY 2022-2023 Annual Plan.
- During the Public Review and Comment Period, the Annual Plan was made available at 7 housing developments, the LACDA Administrative Office in Alhambra, the Section 8 Palmdale office and the LACDA website.
- Summaries of the Annual Plan were available during the Public Review and Comment Period in Russian, Spanish and Chinese at the above locations and on the LACDA's website.
- Information regarding the RAB and the Annual Plan is published annually in the Section 8 Tenant Talk newsletter.

Attachment B

<u>Housing Development</u>	<u>Address</u>	<u>District</u>
1. Nueva Maravilla	4919 E. Cesar Chavez Los Angeles, CA 90022	1
2. South Scattered Sites Management office	12721 Central Avenue Los Angeles, CA 90059	2
3. Orchard Arms	23520 Wiley Canyon Rd Valencia, CA 91355	5
4. Francisquito Villa	14622 Francisquito Ave La Puente, CA 91746	1
5. Marina Manor	3405 Via Dolce Marina Del Rey, CA 90292	3
6. Carmelitos Family	700 Via Wanda Long Beach, CA 90805	4
7. Harbor Hills	26607 S. Western Avenue Lomita, CA 90717	4



March 16, 2022

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

Dear Commissioners:

APPROVE AMENDMENT TO INCREASE ANNUAL COMPENSATION TO FENCING SERVICES CONTRACT (ALL DISTRICTS)

SUBJECT

This letter recommends approval of an amendment to the existing contract with Quality Fence Company, Inc., to increase the annual contract amount by \$400,000, to a total of \$500,000 for fencing services. Quality Fence Company, Inc. currently provides fencing services to multiple buildings managed by the Los Angeles County Development Authority (LACDA).

IT IS RECOMMENDED THAT THE COMMITTEE:

1. Recommend that the Board of Commissioners find that approval of an amendment to the existing contract is not subject to the provisions of the California Environmental Quality Act (CEQA), as described herein, because the activities are not defined as a project under CEQA.
2. Recommend that the Board of Commissioners authorize the Executive Director or designee to execute an amendment to the contract with Quality Fence Company, Inc. to increase the annual compensation by \$400,000 to a total of \$500,000, using program funds included in the LACDA's approved Fiscal Year 2021-2022 budget, following approval as to form by County Counsel.
3. Recommend that the Board of Commissioners authorize the Executive Director or designee to execute up to three one-year extensions to the



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, Sheila Kuehl, Janice Hahn, Kathryn Barger

contract, at the same annual amount not to exceed \$500,000, using funds to be included in the LACDA's budget approval process, and following approval as to form by County Counsel.

4. Recommend that the Board of Commissioners authorize the Executive Director or designee to amend the contract to modify the Statement of Work, add services, and increase the annual compensation by up to 10% of the contract total as needed for unforeseen costs.
5. Recommend that the Board of Commissioners authorize the Executive Director or designee, upon his determination and as necessary and appropriate under the terms of the contract, to terminate the Contract.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On May 29, 2020, the LACDA awarded a one-year contract to Quality Fence Company, Inc. for fencing services at up to \$100,000 after a competitive solicitation, with the option to extend up to four additional years. On May 31, 2021, the parties executed Amendment No. 1 to extend for the second year through May 31, 2022. The total contract term, with all extensions will be through May 31, 2025. The purpose of this action is to increase the annual compensation from \$100,000 to \$500,000 for the remaining term of the contract due to the need to secure additional properties owned by the LACDA and to do needed fence repairs.

The LACDA primarily utilizes the contract to provide fencing repairs to existing fencing structures at our public housing sites, and the contract was originally solicited for those properties. There has been a recent increase in needed fencing repairs as well as the number of sites to be serviced under the contract. Temporary fencing is required at vacant and parking lots owned by the LACDA to secure the premises from trespassing, littering, illegal dumping, vandalism, and homeless encampments. The increase in annual compensation will also address the immediate need to repair damaged sectional fencing at our public housing sites.

FISCAL IMPACT/FINANCING

There is no impact on the County General Fund.

The additional annual compensation of up to \$400,000 for a total amount not to exceed \$500,000 will be comprised of program funds included in the LACDA's approved Fiscal Year 2021-2022 budget and future budgets as needed.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The fencing services will continue to primarily be federally funded and are not subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the

Greater Relief Opportunity for Work (GROW) Program implemented by the County of Los Angeles. Instead, Quality Fence Company, Inc., will continue to comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain U.S. Department of Housing and Urban Development (HUD) assistance be directed to low and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

ENVIRONMENTAL DOCUMENTATION

The proposed amendment is exempt from the provisions of the National Environmental Policy Act pursuant to 24 Code of Federal Regulations, Part 58, Section 58.35 (b)(3) because it involves activities that will not have a physical impact on, or result in any physical changes to the environment. The action is not subject to the provisions of CEQA pursuant to State CEQA Guidelines 15060(c)(3) and 15378 because it is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment.

IMPACT ON CURRENT PROJECT SERVICES

Approval of the proposed contract amendment will allow the LACDA to continue providing fencing services such as fencing repairs, emergency temporary fences, and larger fencing repair projects. These services are particularly important to the safety and upkeep of LACDA properties.

Respectfully submitted,



EMILIO SALAS
Executive Director