



**COMMUNITY DEVELOPMENT COMMISSION/
HOUSING AUTHORITY**

of the County of Los Angeles

700 W. Main Street • Alhambra, CA 91801

Tel: 626.262.4511 • TDD: 626.943.3898 • lacdc.org • hacola.org

Hilda L. Solis
Mark Ridley-Thomas
Sheila Kuehl
Janice Hahn
Kathryn Barger
Commissioners

Monique King-Viehland
Executive Director

AGENDA

**FOR THE REGULAR MEETING OF THE
LOS ANGELES COUNTY HOUSING COMMISSION
WEDNESDAY, JUNE 27, 2018 (12:00 PM)**

**ORCHARD ARMS
23520 WILEY CANYON ROAD
VALENCIA, CA 91355
(661) 255-5818**

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1. Call to Order

2. Roll Call

Takao Suzuki, Chair
Ruthie Myers, Co-Chair
Gesele McBroom-Marsh
Henry Porter Jr.
James Brooks
Marnell Banks
Mary Canoy
Pamela Williams
Vanessa Luna
Zella Knight

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

Regular Meeting of May 23, 2018

4. Report of the Executive Director

5. Presentations

FSS Graduate – Kenyonta Lee
Legislative Update – Elisa Vasquez, CPA Manager

6. Public Comments

The public may speak on matters that are within the jurisdiction of the Housing Commission. Each person is limited to three minutes.

**We Build Better Lives
& Better Neighborhoods**



Regular Agenda

7. **Adopt Resolution Declaring Intent to Issue Multi Family Housing Mortgage Revenue Bonds for Multi Family Housing in Unincorporated Florence-Firestone (District 2)**

Recommend that the Board of Commissioners find that the adoption of this resolution declaring intent to issue Multifamily Housing Mortgage Revenue Bonds is not subject to the California Environmental Quality Act (CEQA) because the proposed activity is not defined as a project under CEQA; recommend that the Board of Commissioners adopt and instruct the Chair to sign a Resolution, as required under Treasury Regulations, declaring an intent by AMCAL Multi-Housing, Inc. (Developer), or an affiliate or assigned thereof, to undertake bond financing in an amount not exceeding \$26,000,000 to finance the site acquisition, construction and development of Florence Apartments, a 109-unit multifamily rental housing development to be located at 1600-1616 East Florence Avenue in unincorporated Florence-Firestone (Project); recommend that the Board of Commissioners authorize the Executive Director, or her designee, to submit an application to the California Debt Limit Allocation Committee (CDLAC) for a private activity bond allocation on an aggregate amount not exceeding \$26,000,000 for the purposes described herein.

8. **Adopt Resolution Declaring Intent to Issue Multi Family Housing Mortgage Revenue Bonds for Multi Family Housing in Unincorporated Willowbrook (District 2)**

Recommend that the Board of Commissioners find that the adoption of this resolution declaring intent to issue Multifamily Housing Mortgage Revenue Bonds is not subject to the California Environmental Quality Act (CEQA) because the proposed activity is not defined as a project under CEQA; recommend that the Board of Commissioners adopt and instruct the Chair to sign a Resolution, as required under Treasury Regulations, declaring an intent by LINC Housing Corporation (Developer), or an affiliate or assigned thereof, to undertake bond financing in an amount not exceeding \$29,000,000 to finance the site acquisition, construction and development of Willowbrook 2, a 100-unit multifamily rental housing development to be located at 1854 East 118th Street, in unincorporated Willowbrook (Project); recommend that the Board of Commissioners authorize the Executive Director, or her designee, to submit an application to the California Debt Limit Allocation Committee (CDLAC) for a private activity bond allocation on an aggregate amount not exceeding \$29,000,000 for the purposes described herein.

9. **Approval to Purchase Software System Upgrade and Support Services with Yardi Systems, Inc. (All Districts)**

Recommend that the Board of Commissioners authorize the Executive Director, or her designee, to execute an agreement and all related documents with Yardi for a Housing Software System, for a five-year contract to include the purchase of

software, associated implementation services, software license, and maintenance services for Public Housing Management and Section 8 Programs (Contract), in the total amount of \$1,235,313; recommend that the Board of Commissioners authorize the Executive Director, or her designee, to use up to an additional 10% contingency of \$123,531 as needed for unforeseen costs; the total maximum Contract sum for all five years and the 10% contingency is \$1,358,844; recommend that the Board of Commissioners delegate authority to the Executive Director, or her designee, to execute amendments or change notices to the Contract to add, delete, and/or revise certain terms and conditions which do not affect the Statement of Work (SOW), Contract Term or Contract Sum or payments, Pool Dollars, and do not materially alter the Contract; and/or execute amendments to the Contract which affect the SOW but do not materially alter the Contract, or affect the Contract Term; and/or approve any assignment or delegation of the Contract in accordance with the Contract; recommend that the Board of Commissioners find that the proposed Contract with Yardi is not subject to the California Environmental Quality Act (CEQA) because it is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment.

10. Housing Commissioners May Provide Comments or Suggestions for Future Agenda Items

Copies of the preceding agenda items are on file and are available for public inspection between 8:00 a.m. and 5:00 p.m., Monday through Friday, at the Housing Authority's main office located at 700 W. Main St., Alhambra, CA 91801. Access to the agenda and supporting documents are also available on the Housing Authority's website.

Agendas in Braille are available upon request. American Sign Language (ASL) interpreters, or reasonable modifications to Housing Commission 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 (3) business days prior to the Board meeting. Later requests will be accommodated to the best extent possible. Please contact the Executive Office of the Housing Authority by phone at (626) 586-1504, or by e-mail at donna.delvalle@lacdc.org from 8:00 a.m. to 5:00 p.m., Monday through Friday.

THE HOUSING AUTHORITY OF THE COUNTY OF LOS ANGELES
MINUTES FOR THE REGULAR MEETING OF THE
LOS ANGELES COUNTY HOUSING COMMISSION

Wednesday, May 23, 2018.

The meeting was convened at Community Development Commission Headquarters located at 700 W. Main Street, Alhambra, CA 91801.

Digest of the meeting. The Minutes are being reported seriatim. A taped record is on file at the main office of the Housing Authority.

The meeting was called to order by Housing Commissioner Chair, Suzuki, at 12:03 p.m.

ROLL CALL	Present	<u>Absent</u>
Takao Suzuki, Chair	X	
Ruthie Myers, Co-Chair	X	
Gesele McBroom-Marsh	X	
Henry Porter Jr.	X	
James Brooks	X	
Marnell Banks	X	
Mary Canoy	X	
Vanessa Luna	X	
Pamela Williams	X	
Zella Knight		X

PARTIAL LIST OF STAFF PRESENT:

Margarita Lares, Director, Assisted Housing Division
Don Swift, Assistant Director, Housing Management Division

GUESTS PRESENT:

None.

Reading and Approval of the Minutes of the Previous Meeting

On Motion by Commissioner Porter, seconded by Commissioner Myers, the Minutes of the Regular Meeting of April 25, 2018, were approved as amended.

Agenda Item No. 4 – Report of the Executive Director

Executive Director, Monique King-Viehl and Deputy Executive Director, Emilio Salas were not present at the meeting today, they are in Washington, D.C. meeting with congressional staff regarding housing needs in our region and our programs. Margarita Lares, Director of Assisted Housing provided the Report of the Executive Director.

Margarita stated that Monique and Emilio are scheduled to meet with staff for Representatives Lucille Roybal-Allard, Steve Knight, Linda Sánchez, and Alan Lowenthal; and staff for Senators Diane Feinstein and Kamala Harris. Yesterday, they had a brief, in-person, moment with Representative Roybal-Allard. They are also scheduled to meet directly with Representatives Judy Chu, Maxine Waters, and Nanette Diaz Barragán.

Details of their visit will be shared at the next Housing Commission meeting.

Margarita announced that the National Association of Counties (NACo) is pleased to grant Los Angeles County with two 2018 Achievement Awards. The first award is for the South County Family Homeless Initiative Program which was implemented at various family public housing developments in South Los Angeles. Since February 2018, the initiative has housed 28 homeless families, totaling 117 household members. Congratulations to everyone involved, especially the Housing Management Division, in developing this innovative program!

The Community Develop Commission/Housing Authority (CDC/HA) IT department also received a NACo award for its Virtual Desktop Infrastructure (VDI) implementation. This new technology has helped to improve staff performance and productivity.

The awards will be presented on July 15, 2018 at NACo's Annual Conference in Nashville, Tennessee.

REAC Inspections are scheduled for the following sites:

Harbor Hills - July 9, 2018 at 8:00 AM,
Carmelitos - July 10-11, 2018 at 8:00 AM,
Orchard Arms - July 16-17, 2018 at 8:00 AM

Margarita stated that the Reality Check Conference and Scholarship Awards Ceremony will be held on July 19, 2018 at the California Endowment.

Margarita informed the Housing Commissioners that HUD still has not issued the budget to the Housing Authorities, so we do not know at what percentage we will be funded. In March 2018, we were told to expect the HUD budget on or about May 23, 2018.

Agenda Item No. 5 - Presentations

NOFA Process Overview – Lynn Katano
2020 Census – Kaitlyn Goodman
Homeless Initiatives Overview and/or Updates – Myk’l Williams

Agenda Item No. 6 - Public Comments

None

Regular Agenda

On motion by Commissioner Brooks, seconded by Commissioner Myers, the following was unanimously approved:

AUTHORIZE AGREEMENTS TO RECEIVE FUNDS FROM THE CITY OF PASADENA HOUSING SUCCESSOR AGENCY AND MAKE RELATED FINDINGS (DISTRICTS 2 AND 5)

AGENDA ITEM NO. 7

1. Recommend that the Board of Commissioners authorize the Executive Director, or her designee, to execute agreements with the City of Pasadena (Transfer Agreements) to accept and incorporate an amount not to exceed \$472,399 in City of Pasadena low and moderate income housing asset funds into the Housing Authority of the County of Los Angeles’ (HACoLA) approved Fiscal Year 2018-2019 budget to assist in funding of the Miramonte Apartments project.
2. Recommend that the Board of Commissioners find that Transfer Agreements will not cause or exacerbate racial, ethnic, or economic segregation.
3. Recommend that the Board of Commissioners find that the Transfer Agreements are not subject to the provisions of the California Environmental Quality Act (CEQA), as described herein, because the action does not have the potential for causing a significant effect on the environment.

On motion by Commissioner Brooks, seconded by Commissioner Canoy, the following was unanimously approved:

SELECT DATE FOR CDC DEPUTY/HOUSING COMMISSION MEETING

AGENDA ITEM NO. 8

Agenda Item No. 8 – Housing Commissioner Comments and Recommendations for Future Agenda Items

Commissioner Canoy thanked staff for scheduling the presentations and expressed congratulations on the NACo awards.

Commissioner Mcbroom congratulated staff on the NACo awards. She asked for a copy of the presentations to be sent to her and the Housing Commissioners. She wished everyone a happy belated Mother's Day.

Commissioner Porter asked for an updated Housing Commissioner contact information sheet. He thanked staff for the informative presentations. He wished Monique and Emilio good luck with their meetings in Washington, D.C.

Commissioner Meyers announced that she will not be present at the next Housing Commission meeting, she will be on vacation.

Commissioner Luna had no comments.

Commissioner Brooks thanked Myk'i Williams for a good presentation. He stated that he understood that Accessory Dwelling Units (ADU) is a big item in the news and appreciated the information. He also stated that he understands the big concern regarding Section 8 and for participants with vouchers that cannot find housing. Commissioner Brooks has asked if there was some kind of safety net for voucher holders that cannot find residency before their voucher expires.

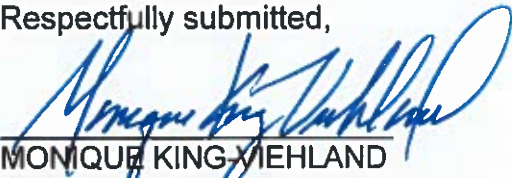
Commissioner Williams stated that the presentations were great. She requested more information regarding the 2020 Census. She would like a better understanding on how the Census will be done via internet and how those that do not have access will be able to participate.

Commissioner Banks expressed the same concerns regarding 2020 Census and would like a follow up presentation regarding any updates. She congratulated staff on the 2 NACo awards. She wished Monique and Emilio well with their trip to Washington, D.C and hopes that their meetings are successful. She wished everyone a Happy Memorial Day and stated that her birthday is on May 28.

Commissioner Suzuki thanked staff for their presentations.

On Motion by Commissioner Porter, seconded by Commissioner Myers, the Regular Meeting of May 23, 2018 was adjourned at 2:07 p.m.

Respectfully submitted,



MONIQUE KING-MIEHLANT
Executive Director
Secretary-Treasurer

Housing Authority - County of Los Angeles

For Your Information

June 27, 2018

TO: Housing Commissioners

FROM: Margarita Lares, Director
Assisted Housing Division



RE: **FSS PROGRAM UPDATE – MAY 2018**

The Family Self-Sufficiency (FSS) Program is a HUD initiative intended to assist Housing Choice Voucher Program participants achieve economic independence and self-sufficiency.

ACTIVITIES

NUMBER CURRENTLY ENROLLED	517	As of June 1, 2018 , there were 442 Housing Choice Voucher (HCV) and 75 Public Housing (PH) FSS enrollments.
NEW ENROLLMENTS	8	(6) FSS participants enrolled for Housing Choice Voucher (HCV) and (2) for Public Housing (PH).
CONTRACTS EXPIRED	3	(1) FSS contract expired for Housing Choice Voucher (HCV) and (2) for Public Housing (PH).
DIRECT ASSISTANCE REFERRALS	30 50 62 78 90 145 408 861 1431 1632	As of April 30, 2018 Financial Literacy Youth Services Credit Repair Computer Literacy Home Program/Seminars/Workshops Ownership Utilities/Miscellaneous Assistance Legal Services Work Source/Job Fairs Educational/Vocational Job Referrals
OUTREACH & COMMUNITY EVENT	1	Southbay One Stop Partners Meeting
GRADUATIONS	10	(8) Graduates for Housing Choice Voucher (HCV) and (2) 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.



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Commissioners

Monique King-Viehland
Executive Director

June 27, 2018

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
700 West Main Street
Alhambra, California 91801

Dear Commissioners:

**ADOPT RESOLUTION DECLARING INTENT TO ISSUE MULTI FAMILY HOUSING
MORTGAGE REVENUE BONDS FOR MULTIFAMILY HOUSING IN
UNINCORPORATED FLORENCE-FIRESTONE
(DISTRICT 2)**

SUBJECT

This letter requests that the Board adopt a Resolution declaring the intent to issue Multifamily Housing Mortgage Revenue Bonds to finance the site acquisition, construction and development of Florence Apartments, a 109-unit multifamily rental housing development to be located at 1600-1616 East Florence Avenue, Los Angeles, California 90001 in unincorporated Florence-Firestone. This letter relates to another item on the agenda of the Board of Supervisors for approval of the issuance of bonds.

IT IS RECOMMENDED THAT THE COMMISSION:

1. Recommend that the Board of Commissioners find that the adoption of this resolution declaring intent to issue Multifamily Housing Mortgage Revenue Bonds is not subject to the California Environmental Quality Act (CEQA) because the proposed activity is not defined as a project under CEQA.
2. Recommend that the Board of Commissioners adopt and instruct the Chair to sign a Resolution, as required under Treasury Regulations, declaring an intent by AMCAL Multi-Housing, Inc. (Developer), or an affiliate or assigned thereof, to undertake bond financing in an amount not exceeding \$26,000,000 to finance the site acquisition, construction and development of Florence Apartments, a 109-unit multifamily rental housing development to be located at 1600-1616 East Florence Avenue in unincorporated Florence-Firestone (Project).



3. Recommend that the Board of Commissioners authorize the Executive Director, or her designee, to submit an application to the California Debt Limit Allocation Committee (CDLAC) for a private activity bond allocation on an aggregate amount not exceeding \$26,000,000 for the purposes described herein.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to declare the intent to issue of Multifamily Housing Mortgage Revenue Bonds in an aggregate amount not exceeding \$26,000,000 (Bonds) to finance the site acquisition, construction and development of the Project.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund. The Bonds will be repaid solely through rent revenues collected by the Developer. The Developer will pay all fees and related costs.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The Project, to be located at 1600-1616 East Florence Avenue in unincorporated Florence-Firestone, will consist of a four-story apartment building, comprised of, 97 one-bedroom units and 12 two-bedroom units, for a total of 109 units. Fifty-four of the units will be reserved for households with incomes that do not exceed 30% of the area median income and fifty-four units will be reserved for households with incomes that do not exceed 60% of the area median income for the Los Angeles Metropolitan Statistical Area, adjusted for household size, as determined by the U.S. Department of Housing and Urban Development (HUD). The affordability requirements will remain in effect for 55 years. Fifty-four units will be occupied by homeless individuals and the remaining 54 units will be occupied by families. A two-bedroom unit will be set-aside for the property manager and will have no affordability requirements.

On June 6, 2018, the Housing Authority conducted a hearing at its office located at 700 West Main Street in Alhambra regarding the issuance of multifamily bonds to finance the Project, pursuant to Section 147(f) of the Internal Revenue Code. No comments were received at the public hearing concerning the issuance of the bonds or the nature and location of the Project.

Adoption of the Resolution by the Board announcing the intent to undertake the financing of the Multifamily Housing Project and related actions is required to establish a base date after which costs incurred by the Developer may be included in the construction and permanent financing obtained pursuant to issuance of the tax-exempt bonds.

Honorable Housing Commissioners
June 27, 2018
Page 3

The attached Resolution was prepared by Kutak Rock, Housing Authority Bond Counsel, and approved as to form by County Counsel.

ENVIRONMENTAL DOCUMENTATION

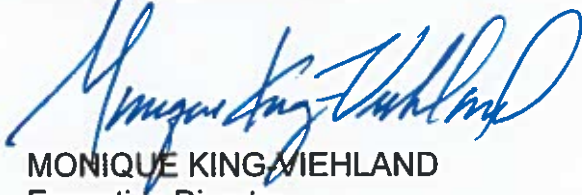
This action is not a project pursuant to CEQA because it is an activity that is excluded from the definition of a project by Sections 15060(c)(3) and 15378(b) of the State CEQA guidelines. The proposed action is an administrative activity of government which will not result in direct or indirect physical change to the environment.

The action 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)(3) because it involves administrative activities that will not have a physical impact on or result in any physical changes to the environment.

IMPACT ON CURRENT PROJECT

The proposed action is a necessary step to provide bond financing for the Project, which will increase the supply of affordable multifamily housing in the County with long-term affordability.

Respectfully submitted,



MONIQUE KING WIEHLAND
Executive Director

MKV:KT:jwr

Enclosures

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING
AUTHORITY OF THE COUNTY OF LOS ANGELES OFFICIAL
DECLARATION OF INTENT TO UNDERTAKE THE FINANCING OF A
MULTIFAMILY HOUSING PROJECT AND RELATED ACTIONS**

WHEREAS, the Housing Authority of the County of Los Angeles (the "Authority") is authorized and empowered by the provisions of Chapter 1 of Part 2 of Division 24 of the Health and Safety Code of the State of California (the "Act") to issue and sell mortgage revenue bonds or notes as part of a plan of financing for the purpose of making loans or otherwise providing funds to finance the acquisition, construction, rehabilitation and development of multifamily residential rental housing projects, including units for households meeting the income limits set forth in the Act; and

WHEREAS, AMCAL Multi-Housing, INC. (or an affiliate or assign thereof) (the "Borrower"), has requested that the Authority issue and sell its mortgage revenue bonds or notes pursuant to the Act to provide financing (including reimbursement of Borrower's expenditures) for the acquisition, construction, development and rehabilitation of a multifamily rental housing development consisting of 109 units located 1600-1616 East Florence Avenue, Los Angeles, California 90001 in unincorporated Los Angeles County (the "Project"); and

WHEREAS, this Board of Commissioners of the Authority (the "Board") hereby finds and declares that it is necessary, essential and a public purpose for the Authority to finance multifamily housing projects pursuant to the Act, in order to increase the supply of multifamily housing in Los Angeles County available to persons and families within the income limitations established by the Act; and

WHEREAS, as an inducement to the Borrower to carry out the Project, this Board desires to adopt this resolution (this "Resolution") and to authorize the issuance of mortgage revenue bonds by the Authority to finance the Project in a principal amount not to exceed \$26,000,000; and

WHEREAS, the Authority, in the course of assisting the Borrower in the financing of the Project expects that the Borrower has paid or may pay certain expenditures (the "Reimbursement Expenditures") in connection with the Project within 60 days prior to the adoption of this Resolution and may incur additional Reimbursement Expenditures within 60 days prior to the adoption of this Resolution and prior to the issuance of indebtedness for the purpose of financing costs associated with the Project on a long-term basis; and

WHEREAS, Section 1.142-4 and Section 1.150-2 of the Treasury Regulations require the Authority to declare its reasonable official intent to reimburse prior expenditures for the Project with proceeds of a subsequent borrowing; and

WHEREAS, Section 146 of the Internal Revenue Code of 1986 limits the amount of multifamily housing mortgage revenue bonds that may be issued in any calendar year by entities within a state and authorizes the governor or the legislature of a state to provide the method of allocation within the state; and

WHEREAS, Chapter 11.8 of Division 1 of Title 2 of the Government Code of the State of California (the "Government Code") governs the allocation of the state ceiling among governmental units in the State of California having the authority to issue multifamily housing mortgage revenue bonds; and

WHEREAS, Section 8869.85 of the Government Code requires a local agency to file an application with the California Debt Limit Allocation Committee ("CDLAC") prior to the issuance of multifamily housing mortgage revenue bonds; and

WHEREAS, this Board hereby finds and declares that this resolution is being adopted pursuant to the powers granted by the Act.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The above recitals, and each of them, are true and correct.
2. This Board hereby determines that it is necessary and desirable to provide a plan of financing for the Project by the issuance and sale of mortgage revenue bonds or notes (herein "Bonds") pursuant to the Act and hereby authorizes the issuance and sale of the Bonds in one or more series from time to time by the Authority in aggregate principal amounts not to exceed \$26,000,000. This action is taken expressly for the purpose of inducing the Borrower to undertake the Project, provided that nothing contained herein shall be construed to signify that the Project complies with the planning, zoning, subdivision and building laws and ordinances applicable thereto or to suggest that the Authority or any officer, agent or employee of the Authority will grant any approval, consent or permit which may be required in connection with the acquisition and construction or rehabilitation of the Project or the issuance of the Bonds.
3. The issuance and sale of the Bonds shall be upon such terms and conditions as may be agreed upon by the Authority and the Borrower and the initial purchasers of the Bonds; provided, however, that the Bonds shall not be sold or issued unless specifically authorized by the subsequent resolution of this Board.
4. This Resolution is being adopted by the Authority for purposes of establishing compliance with the requirements of Section 1.142-4 and Section 1.150-2 of the Treasury Regulations. In that regard, the Authority hereby declares its official intent to use proceeds of indebtedness to reimburse the Reimbursement Expenditures. Notwithstanding the foregoing, this resolution does not bind the Authority to make any expenditure, incur any indebtedness, or proceed with the Project.
5. The proper officers of the Authority are hereby authorized to file an application with CDLAC and directed to apply to CDLAC for a private activity bond allocation for application by the Authority to the issuance the Bonds in one or more series from time to time for the Project in an amount not to exceed \$26,000,000, to collect from the Borrower an amount equal to the performance deposit required by CDLAC and to certify to CDLAC that such amount has been placed on deposit in an account in a financial institution.

6. The proper officers of the Authority are hereby authorized and directed to take whatever further action relating to the aforesaid financial assistance may be deemed reasonable and desirable provided that the terms and conditions under which the Bonds are to be issued and sold shall be approved by this Board in the manner provided by law prior to the sale thereof.

7. This Resolution shall take effect immediately upon its adoption.

[Remainder of page intentionally left blank]

PASSED AND ADOPTED by the Board of Commissioners of the Housing Authority of the County of Los Angeles, State of California, this 10th day of July, 2018 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

By: _____
Chair of the Board of Commissioners

ATTEST:

CELIA ZAVALA,
Acting Executive Officer-Clerk
of the Board of Commissioners

By: _____
Deputy

APPROVED AS TO FORM:

MARY C. WICKHAM,
County Counsel

By: _____
Deputy



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Monique King-Viehland
Executive Director

June 27, 2018

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
700 West Main Street
Alhambra, California 91801

Dear Commissioners:

**ADOPT RESOLUTION DECLARING INTENT TO ISSUE MULTI FAMILY HOUSING
MORTGAGE REVENUE BONDS FOR MULTIFAMILY HOUSING IN
UNINCORPORATED WILLOWBROOK
(DISTRICT 2)**

SUBJECT

This letter requests that the Board adopt a Resolution declaring the intent to issue Multifamily Housing Mortgage Revenue Bonds to finance the site acquisition, construction and development of Willowbrook 2, a 100-unit multifamily rental housing development to be located at 1854 East 118th Street, unincorporated Willowbrook. This letter relates to another item on the agenda of the Board of Supervisors for approval of the issuance of bonds.

IT IS RECOMMENDED THAT THE COMMISSION:

1. Recommend that the Board of Commissioners find that the adoption of this resolution declaring intent to issue Multifamily Housing Mortgage Revenue Bonds is not subject to the California Environmental Quality Act (CEQA) because the proposed activity is not defined as a project under CEQA.
2. Recommend that the Board of Commissioners adopt and instruct the Chair to sign a Resolution, as required under Treasury Regulations, declaring an intent by LINC Housing Corporation (Developer), or an affiliate or assigned thereof, to undertake bond financing in an amount not exceeding \$29,000,000 to finance the site acquisition, construction and development of Willowbrook 2, a 100-unit multifamily rental housing development to be located at 1854 East 118th Street, in unincorporated Willowbrook (Project).

3. Recommend that the Board of Commissioners authorize the Executive Director, or her designee, to submit an application to the California Debt Limit Allocation Committee (CDLAC) for a private activity bond allocation on an aggregate amount not exceeding \$29,000,000 for the purposes described herein.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to declare the intent to issue of Multifamily Housing Mortgage Revenue Bonds in an aggregate amount not exceeding \$29,000,000 (Bonds) to finance the site acquisition, construction and development of the Project.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund. The Bonds will be repaid solely through rent revenues collected by the Developer. The Developer will pay all fees and related costs.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The Project, to be located at 1854 East 118th Street, in unincorporated Willowbrook, will consist of a six-story apartment building, comprised of, 50 one-bedroom units and 24 two-bedroom units and 26 three-bedroom units, for a total of 100 units. Fifty of the units will be reserved for households with incomes that do not exceed 30% of the area median income, ten units will be reserved for households with incomes that do not exceed 50% of the area median income and thirty-nine will be reserved for households with incomes that do not exceed 60% of the area median income for the Los Angeles Metropolitan Statistical Area, adjusted for household size, as determined by the U.S. Department of Housing and Urban Development (HUD). The affordability requirements will remain in effect for 55 years. Fifty units will be occupied by homeless individuals and the remaining 49 units will be occupied by families. A three-bedroom unit will be set-aside for the property manager and will have no affordability requirements.

On June 6, 2018, the Housing Authority conducted a hearing at its office located at 700 West Main Street in Alhambra regarding the issuance of multifamily bonds to finance the Project, pursuant to Section 147(f) of the Internal Revenue Code. No comments were received at the public hearing concerning the issuance of the bonds or the nature and location of the Project.

Adoption of the Resolution by the Board announcing the intent to undertake the financing of the Multifamily Housing Project and related actions is required to establish a base date after which costs incurred by the Developer may be included in the construction and permanent financing obtained pursuant to issuance of the tax-exempt bonds.

Honorable Board of Commissioners
June 27, 2018
Page 3

The attached Resolution was prepared by Kutak Rock, Housing Authority Bond Counsel, and approved as to form by County Counsel.

ENVIRONMENTAL DOCUMENTATION

This action is not a project pursuant to CEQA because it is an activity that is excluded from the definition of a project by Sections 15060(c)(3) and 15378(b) of the State CEQA guidelines. The proposed action is an administrative activity of government which will not result in direct or indirect physical change to the environment.

The action 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)(3) because it involves administrative activities that will not have a physical impact on or result in any physical changes to the environment.

IMPACT ON CURRENT PROJECT

The proposed action is a necessary step to provide bond financing for the Project, which will increase the supply of affordable multifamily housing in the County with long-term affordability.

Respectfully submitted,



MONIQUE KING-MEHLAND
Executive Director

MKV:KT:jwr

Enclosures

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING
AUTHORITY OF THE COUNTY OF LOS ANGELES OFFICIAL
DECLARATION OF INTENT TO UNDERTAKE THE FINANCING OF A
MULTIFAMILY HOUSING PROJECT AND RELATED ACTIONS**

WHEREAS, the Housing Authority of the County of Los Angeles (the "Authority") is authorized and empowered by the provisions of Chapter 1 of Part 2 of Division 24 of the Health and Safety Code of the State of California (the "Act") to issue and sell mortgage revenue bonds or notes as part of a plan of financing for the purpose of making loans or otherwise providing funds to finance the acquisition, construction, rehabilitation and development of multifamily residential rental housing projects, including units for households meeting the income limits set forth in the Act; and

WHEREAS, LINC Housing Corporation (or an affiliate or assign thereof) (the "Borrower"), has requested that the Authority issue and sell its mortgage revenue bonds or notes pursuant to the Act to provide financing (including reimbursement of Borrower's expenditures) for the acquisition, construction, development and rehabilitation of a multifamily rental housing development consisting of 100 units located at 1854 East 118th Street, Los Angeles, CA 90059 in unincorporated Los Angeles County (the "Project"); and

WHEREAS, this Board of Commissioners of the Authority (the "Board") hereby finds and declares that it is necessary, essential and a public purpose for the Authority to finance multifamily housing projects pursuant to the Act, in order to increase the supply of multifamily housing in Los Angeles County available to persons and families within the income limitations established by the Act; and

WHEREAS, as an inducement to the Borrower to carry out the Project, this Board desires to adopt this resolution (this "Resolution") and to authorize the issuance of mortgage revenue bonds by the Authority to finance the Project in a principal amount not to exceed \$29,000,000; and

WHEREAS, the Authority, in the course of assisting the Borrower in the financing of the Project expects that the Borrower has paid or may pay certain expenditures (the "Reimbursement Expenditures") in connection with the Project within 60 days prior to the adoption of this Resolution and may incur additional Reimbursement Expenditures within 60 days prior to the adoption of this Resolution and prior to the issuance of indebtedness for the purpose of financing costs associated with the Project on a long-term basis; and

WHEREAS, Section 1.142-4 and Section 1.150-2 of the Treasury Regulations require the Authority to declare its reasonable official intent to reimburse prior expenditures for the Project with proceeds of a subsequent borrowing; and

WHEREAS, Section 146 of the Internal Revenue Code of 1986 limits the amount of multifamily housing mortgage revenue bonds that may be issued in any calendar year by entities

within a state and authorizes the governor or the legislature of a state to provide the method of allocation within the state; and

WHEREAS, Chapter 11.8 of Division 1 of Title 2 of the Government Code of the State of California (the "Government Code") governs the allocation of the state ceiling among governmental units in the State of California having the authority to issue multifamily housing mortgage revenue bonds; and

WHEREAS, Section 8869.85 of the Government Code requires a local agency to file an application with the California Debt Limit Allocation Committee ("CDLAC") prior to the issuance of multifamily housing mortgage revenue bonds; and

WHEREAS, this Board hereby finds and declares that this resolution is being adopted pursuant to the powers granted by the Act.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The above recitals, and each of them, are true and correct.
2. This Board hereby determines that it is necessary and desirable to provide a plan of financing for the Project by the issuance and sale of mortgage revenue bonds or notes (herein "Bonds") pursuant to the Act and hereby authorizes the issuance and sale of the Bonds in one or more series from time to time by the Authority in aggregate principal amounts not to exceed \$29,000,000. This action is taken expressly for the purpose of inducing the Borrower to undertake the Project, provided that nothing contained herein shall be construed to signify that the Project complies with the planning, zoning, subdivision and building laws and ordinances applicable thereto or to suggest that the Authority or any officer, agent or employee of the Authority will grant any approval, consent or permit which may be required in connection with the acquisition and construction or rehabilitation of the Project or the issuance of the Bonds.
3. The issuance and sale of the Bonds shall be upon such terms and conditions as may be agreed upon by the Authority and the Borrower and the initial purchasers of the Bonds; provided, however, that the Bonds shall not be sold or issued unless specifically authorized by the subsequent resolution of this Board.
4. This Resolution is being adopted by the Authority for purposes of establishing compliance with the requirements of Section 1.142-4 and Section 1.150-2 of the Treasury Regulations. In that regard, the Authority hereby declares its official intent to use proceeds of indebtedness to reimburse the Reimbursement Expenditures. Notwithstanding the foregoing, this resolution does not bind the Authority to make any expenditure, incur any indebtedness, or proceed with the Project.
5. The proper officers of the Authority are hereby authorized to file an application with CDLAC and directed to apply to CDLAC for a private activity bond allocation for application by the Authority to the issuance the Bonds in one or more series from time to time for the Project in an amount not to exceed \$29,000,000, to collect from the Borrower an amount equal to the performance deposit required by CDLAC and to

certify to CDLAC that such amount has been placed on deposit in an account in a financial institution.

6. The proper officers of the Authority are hereby authorized and directed to take whatever further action relating to the aforesaid financial assistance may be deemed reasonable and desirable provided that the terms and conditions under which the Bonds are to be issued and sold shall be approved by this Board in the manner provided by law prior to the sale thereof.

7. This Resolution shall take effect immediately upon its adoption.

[Remainder of page intentionally left blank]

PASSED AND ADOPTED by the Board of Commissioners of the Housing Authority of the County of Los Angeles, State of California, this 10th day of July, 2018 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

By: _____
Chair of the Board of Commissioners

ATTEST:

CELIA ZAVALA,
Acting Executive Officer-Clerk
of the Board of Commissioners

By: _____
Deputy

APPROVED AS TO FORM:

MARY C. WICKHAM,
County Counsel

By: _____
Deputy



**COMMUNITY DEVELOPMENT COMMISSION/
HOUSING AUTHORITY**

of the County of Los Angeles

700 W. Main Street • Alhambra, CA 91801

Tel: 626.262.4511 • TDD: 626.943.3898 • lacdc.org • hacola.org

Hilda L. Solis
Mark Ridley-Thomas
Sheila Kuehl
Janice Hahn
Kathryn Barger
Commissioners

Monique King-Viehland
Executive Director

June 27, 2018

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
700 West Main Street
Alhambra, California 91801

Dear Commissioners:

**APPROVAL TO PURCHASE SOFTWARE SYSTEM UPGRADE
AND SUPPORT SERVICES WITH YARDI SYSTEMS, INC.
(ALL DISTRICTS)**

SUBJECT

This letter is requesting approval of a Contract with Yardi Systems, Inc. (Yardi), for Yardi's Voyager 7s software system, associated implementation services, software license and maintenance services for the Housing Authority. Yardi's Voyager 7s is the software used to manage the Housing Authority's public housing and Section 8 voucher program.

IT IS RECOMMENDED THAT THE COMMISSION:

1. Recommend that the Board of Commissioners authorize the Executive Director, or her designee, to execute an agreement and all related documents with Yardi for a Housing Software System, for a five-year contract to include the purchase of software, associated implementation services, software license, and maintenance services for Public Housing Management and Section 8 Programs (Contract), in the total amount of \$1,235,313.
2. Recommend that the Board of Commissioners authorize the Executive Director, or her designee, to use up to an additional 10% contingency of \$123,531 as needed for unforeseen costs; the total maximum Contract sum for all five years and the 10% contingency is \$1,358,844.
3. Recommend that the Board of Commissioners delegate authority to the Executive Director, or her designee, to execute amendments or change notices to the Contract to add, delete, and/or revise certain terms and

conditions which do not affect the Statement of Work (SOW), Contract Term or Contract Sum or payments, Pool Dollars, and do not materially alter the Contract; and/or execute amendments to the Contract which affect the SOW but do not materially alter the Contract, or affect the Contract Term; and/or approve any assignment or delegation of the Contract in accordance with the Contract.

4. Recommend that the Board of Commissioners find that the proposed Contract with Yardi is not subject to the California Environmental Quality Act (CEQA) because it is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to purchase the cloud-based Housing Software System with associated implementation services, software license and maintenance services from Yardi for the Housing Authority's Public Housing and Section 8 programs. Yardi Voyager software was originally licensed in June 2007 to replace the Housing Authority's previous Housing Management and Section 8 software, replacing two systems into one, unified system. The Yardi system has helped to reduce the level of IT support needed while providing agency staff with greater opportunities for improvement, timelier service for clients, and will integrate with systems used by U.S. Department of Housing and Urban Development (HUD). Yardi Voyager software was instrumental in assisting the Housing Authority to resolve its HUD troubled status and become a high performer for the past five years.

FISCAL IMPACT / FINANCING

There is no impact to the County General Fund. The Housing Authority will be using Program Funds to pay for these services. Funding is included in the Housing Authority's approved Fiscal Year 2018-2019 Budget, and will be included in future fiscal years' budgets as needed. A 10% contingency is requested for unforeseen additional services as needed. The total Contract Sum for all five years and the ten percent contingency is \$1,358,844.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Yardi software is not sold by any reselling channel; Yardi sells, maintains, and markets its own software and the software is only sold and supported by Yardi, who retains exclusive rights to the licenses. Yardi is one of the few, if not the only, provider of a product that can handle the size and complexity of a housing authority of our size and technological advances. Despite that, the Housing Authority conducted a full and open solicitation for the service.

Except as detailed below, this Contract contains all latest applicable Board mandated provisions, including those pertaining to consideration of hiring qualified County employees targeted for layoffs, contractor responsibility and debarment, Safely Surrendered Baby Law, the provisions of Paid Jury Service time for the Contractor's employees, and County of Los Angeles' Zero Tolerance Human Trafficking.

The Housing Authority engaged in extensive negotiations with Yardi regarding the Housing Authority's standard terms and conditions. As a result of the negotiations, the parties have agreed to a change of the Indemnification language from the Housing Authority's standard provisions after extensive negotiation between the Contractor and the Housing Authority Risk Management unit. In consideration of the security provisions, the agency's experience and the experience of the contractor, the Housing Authority's Risk Management Unit believes that potential risks are acceptable given the services being provided. The Contractor shall use commercially reasonable efforts to maintain the system and to send written notification of the same to the Housing Authority's Project Director.

The Yardi Contract has been reviewed and approved as to form by County Counsel, as well as the Housing Authority's Procurement and Risk Management Departments. It has been determined that the Contract complies with all applicable laws, statutes, rules, regulations, and order of the United States and the State of California.

ENVIRONMENTAL DOCUMENTATION

Computer software purchases are exempt from the National Environmental Policy Act pursuant to 24 Code of Federal Regulations, Part 58, Section 58.35 (b)(3), because they involve activities that will not have a physical impact on or result in any physical changes to the environment. These activities are not subject to the provisions of CEQA pursuant to State CEQA Guidelines 15060(c)(3) and 15378(b)(4), because they are not defined as a project under CEQA and do not have the potential for causing a significant effect on the environment.

CONTRACTING PROCESS

On April 25, 2016, the Housing Authority issued a Request for Proposal, Public Housing and Section 8 Administration Software, Solicitation number CDC16-067, to identify a vendor to provide Public Housing and Section 8 Administration Software and Services.

On July 5, 2016, two proposals were received. One proposal did not meet the minimum requirements and was not considered for further review. The remaining proposal was forwarded to a seven-member evaluation committee for further review. The evaluation committee used the "informed averaged" scoring methodology using a 1,000 points system as established in the solicitation package. The evaluation criteria consisted of qualifications (background, experience, references, etc.), approach to providing the

Honorable Housing Commissioners
June 27, 2018
Page 4

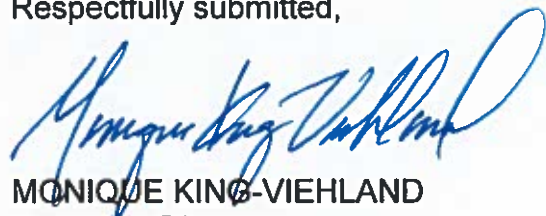
services, Section 3 compliance, and costs. Yardi Systems, Inc. is being recommended for Contract award based on the evaluation criteria set forth in the RFP.

The Housing Authority Contract has been reviewed by County Counsel.

IMPACT ON CURRENT SERVICES AND PROJECTS

The purchase of these services from Yardi Systems, Inc. will provide the Housing Authority with software license, support, and the ability to update services as necessary. The software will continue to be instrumental in maintaining the Housing Authority's high-performer status and integrating with the systems used by HUD.

Respectfully submitted,



MONIQUE KING-VIEHLAND
Executive Director

MKV:MF:mr