



## LACDA BOARD DEPUTIES MEETING AGENDA

**Date:** Wednesday, May 1, 2024  
**Time:** 2:00 p.m.  
**Location:** LACDA Headquarters  
Commission Room (1<sup>st</sup> Floor)  
700 West Main Street  
Alhambra, California 91801

### Virtual meeting information:

Microsoft Teams link: [Join the meeting now](#)

Meeting ID: 250 728 677 71 - Passcode: b8KdnX

### Dial-in by phone:

[+1 747-200-6781](#) or [Find a local number](#) - Phone conference ID: 472 870 444#

1. CALL TO ORDER
2. PRESENTATION/DISCUSSION ITEMS
  - Fiscal Year 2024-2025 Budget
  - Fiscal Year 2024-2025 Action Plan
3. EXECUTIVE DIRECTOR'S REPORT
4. PUBLIC COMMENT (3 minutes each speaker)



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, Lindsey P. Horvath, Janice Hahn, Kathryn Barger

## **5. INFORMATIONAL ITEMS**

### **Board Letters for the May 21, 2024 Board agenda:**

APPROVE CONTRACTS FOR FURNITURE AND APPLIANCE WITH  
INSTALLATION SERVICES

APPROVE CONTRACTS FOR PLUMBING SERVICES

### **Board Letters for the June 4, 2024 Board agenda:**

FISCAL YEAR 2024-2025 BUDGET OF THE LOS ANGELES COUNTY  
DEVELOPMENT AUTHORITY

ADMINISTRATION OF THE 2024-2025 ACTION PLAN FOR THE ALLOCATION OF  
FEDERAL FUNDS, APPROVAL OF A LOAN TO THE SEED SCHOOL OF LOS  
ANGELES COUNTY, AND APPROVAL OF LOAN DOCUMENTS FOR THE  
PERMANENT LOCAL HOUSING ALLOCATION FUNDS

CONTRACT FOR MICROSOFT ENTERPRISE SERVER AND CLOUD AZURE  
SERVICES

CONTRACT FOR LASERFICHE SOFTWARE SUPPORT PLAN SERVICES



June 4, 2024

Honorable Board of Commissioners  
Los Angeles County Development Authority  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Commissioners:

**FISCAL YEAR 2024-2025 BUDGET OF THE LOS ANGELES COUNTY  
DEVELOPMENT AUTHORITY  
(ALL DISTRICTS) (3 VOTE)**

**SUBJECT**

This letter recommends approval of the Fiscal Year (FY) 2024-2025 recommended Budget of the Los Angeles County Development Authority (LACDA). The FY 2024-2025 Budget totals \$1,095,380,200, an increase of \$132,454,500 or 14% over the final approved FY 2023-2024 Budget of \$962,925,700.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Adopt and instruct the Chair to sign a Resolution (Attachment A) approving the \$1,095,380,200 FY 2024-2025 Budget.
2. Instruct the Executive Director, or designee, to implement the LACDA's FY 2024-2025 Budget and take all related actions for this purpose, including execution of all required documents.
3. Find that the approval of the LACDA's FY 2024-2025 Budget is not subject to the California Environmental Quality Act (CEQA) because the activities are not defined as a project under CEQA.
4. Authorize the Executive Director, or designee, to execute funding agreements or amendments to any existing funding agreements with the



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County of Los Angeles (County) and all required documents necessary to accept \$475,000 for the Cooperative Extension Program, \$1,007,000 for the Community Policing Program (CPP), \$425,000 for South County Public Housing Scattered Sites, \$11,043,000 for Measure H (Homeless Prevention Initiative), and \$216,000 for the Homeless Coordinator and ancillary services.

5. Authorize the Executive Director, or his designee, to execute a Memorandum of Understanding (MOU), and any necessary amendments to the MOU, with the County and all required documents necessary to accept \$661,064 for the Juvenile Justice Crime Prevention Act (JJCPA).
6. Adopt and instruct the Chair to sign the Public Housing Agency (PHA) Board Resolution (Attachment B) approving the operating budget and certifying submission of the LACDA's FY 2024-2025 Budget to the United States Department of Housing and Urban Development (HUD).

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of the recommended actions is to establish the FY 2024-2025 appropriation authority for LACDA operations and activities.

On March 3, 2024, a final Federal Fiscal Year (FFY) 2024 Transportation, Housing and Urban Development spending bill was released that provides a substantial increase in funding for affordable housing and homeless programs. The final spending bill provides HUD programs with an extra \$8.3 billion compared to FFY 2023; the LACDA anticipates this funding increase will have a positive impact on the LACDA's budget, however, the exact allotment will not be known until HUD releases the final allocation and proration levels. The LACDA continues to support COVID-19 related efforts and implement programs that are in line with the County's Strategic Plan. With a strong financial footing, the LACDA remains dedicated to serving the residents and businesses of Los Angeles County.

The recommended FY 2024-2025 Budget of the LACDA totals \$1,095,380,200, an increase of 14% over the final approved FY 2023-2024 Budget of \$962,925,700. The increase is primarily attributed to the increases in Housing Assistance funding for Housing Choice Voucher (HCV) and Continuum of Care (COC) landlord payments; capital improvements at our Housing Operations sites; HOME American Rescue Plan and Affordable Housing Development programs to reduce homelessness and increase housing stability; Community Care Expansion (CCE) for the rehabilitation and preservation of existing Adult Residential Care Facilities and Residential Care Facilities for the Elderly; and Permanent Local Housing Allocation (PLHA) for unmet housing needs in local communities. The increase is offset by a decrease in Measure H, Economic Development Administration grants, and Section 108 loans.

## **FISCAL IMPACT/FINANCING**

The FY 2024-2025 Budget includes \$212 million in County funds consisting of the following: Affordable Housing Trust Fund (AHTF), funding from County Departments, Capital Projects at the public housing sites, Measure H, and Other Countywide Initiatives.

### **BUDGET OVERVIEW:**

The total FY 2024-2025 Budget of \$1,095,380,200 consists primarily of Federal funding provided by HUD for housing and community development programs. Over half of the budget is in support of the Housing Assistance and Public Housing programs for low-income families, seniors, persons with disabilities, and veterans. Local revenue sources include County funds, public housing rental income, and other grants received in support of housing activities.

HUD funds are budgeted at \$742.7 million. The majority of HUD funds consist of \$610.5 million in various housing assistance programs such as HCV, Emergency Housing Vouchers, COC, Veterans Affairs Supportive Housing, and Mainstream vouchers. The funding is used to administer a monthly total of over 30,000 in rental subsidies for eligible individuals and families, seniors, veterans, and persons with disabilities living in unincorporated Los Angeles County and participating cities. The FY 2024-2025 Budget includes \$59.4 million in Public Housing and Modernization funding to manage and maintain 3,229 public and affordable housing units; \$32.5 million in Community Development Block Grant (CDBG) funding to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons; \$12.5 million in HOME funding to increase homeownership and affordable housing opportunities for low- and very low-income households; \$21.9 million in CARES Act and American Rescue Plan (ARP) funds to provide fast and direct economic aid to the American people negatively impacted by the COVID-19 pandemic; \$3.2 million in Emergency Solutions Grants (ESG) funding to assist individuals and families to quickly regain stability in permanent housing after experiencing a housing crisis or homelessness; and lastly \$2.7 million for lead-based paint remediation for multifamily properties.

County funds are budgeted at \$212 million. The County funds consist of \$84.5 million in AHTF for the development of affordable housing units and housing preservation; \$31.5 million in Lead-Based Paint Mitigation funds to support lead-based paint mitigation activities; \$25.7 million in BFH funding to reduce the number of families experiencing or at risk of homelessness; \$21.4 million for the CCE Program; \$18.7 million in County ARP-enabled funding to create new affordable housing units for populations that are affected by the COVID-19 pandemic; \$11 million in Measure H to provide monetary incentives to property owners to rent their available units to LACDA voucher holders; \$2.1 million in County funds for the Public Housing Resident Services programs; \$1.7 million in Capital Projects funding to complete Renovate business façade improvements; and the remaining County funds to support other Countywide initiatives.

State funds are budgeted at \$115.7 million. The State funds consist of \$86.4 million in No Place Like Home (NPLH) funding for affordable housing development; \$27.8 million in PLHA funding to address unmet housing needs in local communities; and the remaining funding is from the Department of Housing and Community Development to provide rental subsidies for Rental Housing Construction Program.

Other funds are budgeted at \$25 million. The majority of other funds consist of \$5.9 million in CARES Act and ARP funding through the Treasury Department to support emergency rental assistance and business relief programs; \$5.8 million in Federal Aviation Administration funding providing grants to eligible property owners to sound insulate residential homes and rental units from noise caused by aircraft arriving and departing the Los Angeles International Airport; \$4.5 million in LACDA General Fund to assist various general activities across the LACDA; \$3.4 million in Traffic Administration Services funding to provide Los Angeles Superior Court support in processing and receiving traffic citations, real-time assistance in resolving complaints, and independent monitoring of the Community Service Referral Agencies industry to help improve program reliability and accountability; \$1.7 million in U.S. Department of Commerce's Economic Development Administration funding to create and retain jobs by providing grants to eligible businesses; and the remaining funding is used to support other program initiatives by the LACDA.

The LACDA Budget includes 709 positions, an increase of 16 positions from the FY 2023-2024 adopted budget. The 16 new positions are necessary to support newly mandated HUD programs and support increase voucher allocation.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

In January 2001, the Community Development Commission and the Housing Authority of the County of Los Angeles, predecessors to the LACDA, with the concurrence of the County Auditor-Controller, developed an administrative policy for establishing a Capital Budget. FY 2024-2025 marks the 23<sup>rd</sup> year that the LACDA will submit a Capital Budget that details carryover and future projects. The FY 2024-2025 operating budget includes \$24 million in capital budget for 32 projects.

On June 4, 2024, the Board of Supervisors is considering the FY 2024-2025 One-Year Action Plan (Action Plan) for the allocation of Federal funds, which includes the planned use of CDBG, HOME, and ESG funding by the LACDA, County departments, participating cities, community-based organizations, and other public agencies. The Action Plan was created with citizen input, as required by Federal regulations.

Adoption of the attached Resolution approving the FY 2024-2025 Budget (Attachment A) is necessary to establish new fiscal year appropriation authorities for the LACDA, to receive funding, and to comply with Federal Notice 94-66 (Public Housing Authority) from HUD's Office of Public and Indian Housing, issued September 2, 1994. HUD Form 52574

(Attachment B) must also be approved by the Board of Commissioners to certify the LACDA's operating budget. This letter also recommends authority for the Executive Director, or designee, to execute any other documents for implementation of the budget, such as financial reports, audit requests and related documents required by HUD or any other governing bodies.

We are recommending the Board authorize the Executive Director, or designee, to execute and/or amend funding agreements with the County for the following:

- \$475,000,000 for the Cooperative Extension Program for direct and indirect support towards the offering of educational programs to residents in the Los Angeles County area.
- \$1,007,000 for CPP in public housing sites throughout the County to help pay for existing deputies and officers.
- \$425,000 for the South County Public Housing Scattered Sites operational costs.
- \$11,043,000 for the Measure H Program to offer monetary incentives to encourage landlords to rent their available units to homeless Section 8 voucher holders.
- \$216,000 for the Homeless Coordinator position and ancillary services.

We are recommending the Board authorize the Executive Director, or designee, to execute an MOU with the County for the JJCPA program to implement effective programs aimed at reducing crime and delinquency among at-risk youth and youthful offenders. These programs focus on prevention and intervention strategies to address juvenile delinquency and promote positive outcomes for young individuals.

### **ENVIRONMENTAL DOCUMENTATION**

Approval of the LACDA's FY 2024-2025 Budget is exempt from the provisions of the National Environmental Policy Act pursuant to 24 Code of Federal Regulations, Part 58, Section 58.34(a)(3) because they involve administrative activities that will not have a physical impact or result in any physical changes to the environment. The activities are not subject to the provisions of CEQA pursuant to State CEQA Guidelines 15060(c)(3) and 15378(b) because they are not defined as a project under CEQA and do not have the potential for causing a significant effect on the environment.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of the FY 2024-2025 Budget will enable the LACDA to conduct program activities to benefit low- and moderate-income residents of the County and participating cities.

Honorable Board of Commissioners

June 4, 2024

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Respectfully submitted,

EMILIO SALAS

Executive Director

ES:MF:sla

Enclosures

ATTACHMENT A

RESOLUTION APPROVING THE FISCAL YEAR 2024-2025  
BUDGET OF THE LOS ANGELES COUNTY DEVELOPMENT AUTHORITY

WHEREAS, the Board of Commissioners of the Los Angeles County Development Authority has received the Annual Budget for Fiscal Year 2024-2025 and has found:

1. That the proposed expenditures are necessary for the efficient and economical operation of housing programs for the purpose of serving low- and very-low income families.
2. That the budget is reasonable in that:
  - (a) It indicates a source of funding adequate to cover all proposed expenditures.
  - (b) It does not provide for use of federal funding in excess of that payable under the provisions of 24 Code of Federal Regulations Part 990.
3. That all proposed rental charges and expenditures will be consistent with provisions of law and the Annual Contributions Contracts with the U.S. Department of Housing and Urban Development.
4. That no employee serving in a variety of positions is reflected in the operating budget as serving an aggregate amount of time exceeding 100 percent; and

WHEREAS, it is necessary for the Board of Commissioners of the Los Angeles County Development Authority to adopt an annual budget.

NOW, THEREFORE, the Board of Commissioners of the Los Angeles County Development Authority hereby resolves as follows:

1. The above recitals are true and correct.
2. The Los Angeles County Development Authority adopts the following annual budgeted revenues and appropriations for Fiscal Year 2024-2025, as set forth in the Annual Budget for the Los Angeles County Development Authority:

Estimated Funding	<u>\$1,095,380,200</u>
Expenditure and Reserve Appropriations:	<u>\$1,095,380,200</u>

3. This Resolution shall take effect immediately.

APPROVED AND ADOPTED by the Board of Commissioners of the  
Los Angeles County Development Authority on this \_\_ day of  
\_\_\_\_\_, 2024.

ATTEST:

FESIA A. DAVENPORT  
Executive Officer-Clerk of the  
Board of Commissioners

LINDSEY HORVATH  
Chair, Board of Commissioners

By: \_\_\_\_\_  
Deputy

By: \_\_\_\_\_

APPROVED AS TO FORM:

DAWYN R. HARRISON  
County Counsel

By:  \_\_\_\_\_  
Deputy

PHA Board Resolution  
Approving Operating Budget

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing -  
Real Estate Assessment Center (PIH-REAC)

OMB No. 2577-0026  
(exp. 06/30/2022)

Public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name: .....PHA Code:

PHA Fiscal Year Beginning: .....Board Resolution Number:

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE

- Operating Budget approved by Board resolution on:
- Operating Budget submitted to HUD, if applicable, on:
- Operating Budget revision approved by Board resolution on:
- Operating Budget revision submitted to HUD, if applicable, on:

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairperson's Name:	Signature:	Date:
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June 4, 2024

Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Honorable Board of Commissioners  
Los Angeles County Development Authority  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors/Commissioners:

**ADMINISTRATION OF THE 2024-2025 ACTION PLAN FOR THE  
ALLOCATION OF FEDERAL FUNDS, APPROVAL OF A LOAN TO THE SEED  
SCHOOL OF LOS ANGELES COUNTY, AND APPROVAL OF LOAN DOCUMENTS  
FOR THE PERMANENT LOCAL HOUSING ALLOCATION FUNDS  
(ALL DISTRICTS) (3 VOTE)**

**SUBJECT**

This letter recommends approval of the Fiscal Year (FY) 2024-2025 Action Plan (Action Plan) for the County of Los Angeles (County) to apply for, receive and administer Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grant (ESG) Program funds from the U.S. Department of Housing and Urban Development (HUD) for housing and community development activities in the 47 participating cities and the unincorporated areas of the Los Angeles Urban County. The Los Angeles County Development Authority (LACDA) serves as the agent of the County in administering the Action Plan and the allocated funds described herein. Additionally, this letter recommends approval of a \$500,000 loan to the SEED School of Los Angeles County (SEED LA) to finance a portion of construction costs of SEED LA. Finally, this letter recommends approval of loan documents for the Permanent Local Housing Allocation (PLHA) funds.



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Executive Director: Emilio Salas  
Commissioners: Hilda L. Solis, Holly J. Mitchell, Lindsey P. Horvath, Janice Hahn, Kathryn Barger

**IT IS RECOMMENDED THAT THE BOARD OF SUPERVISORS:**

1. Find that approval of the FY 2024-2025 Action Plan is not subject to the provisions of the California Environmental Quality Act (CEQA) because it is not defined as a project under CEQA.
2. Approve the Action Plan, which will enable the Los Angeles Urban County to receive and administer a total of \$35,942,878 in FY 2024-2025 funding. The funding is comprised of the following amounts: \$19,949,170 in CDBG grant funds for the County and the city of Cerritos, which is a joint applicant; \$3,500,000 in future CDBG program income; \$9,215,206 in HOME Program funds; \$1,500,000 in future HOME program income; and \$1,778,502 in Federal ESG funds.
3. Designate the LACDA to serve as the agent of the County for administration of the Action Plan and the allocated funds described herein; and authorize the transfer of these allocated funds to the LACDA.

**IT IS RECOMMENDED THAT THE BOARD OF COMMISSIONERS OF THE LOS ANGELES COUNTY DEVELOPMENT AUTHORITY:**

1. Find that the acceptance of FY 2024-2025 CDBG, HOME, and ESG Program funds from the County is not subject to the provisions of CEQA because it is not defined as a project under CEQA.
2. Accept the LACDA's designation to serve as the agent of the County for the administration of the Action Plan; and accept from the County a \$35,942,878 in FY 2024-2025 funding. The funding is comprised of the following: \$19,949,170 in CDBG grant funds for the County and the city of Cerritos, which is a joint applicant; \$3,500,000 in future CDBG program income; \$9,215,206 in HOME Program funds; \$1,500,000 in future HOME program income; and \$1,778,502 in Federal ESG funds, which will be included in the LACDA's FY 2024-2025 budget through the annual budget approval process; all subject to final notification of approval by HUD.
3. Designate the Executive Director or designee as the official responsible for completing all required actions to be taken by the LACDA for administration of the Action Plan, and the allocated funds described within; and authorize the Executive Director, or designee, to do the following:
  - a. Execute CDBG Reimbursable and Advance Contracts, following approval as to form by County Counsel, to provide a total of \$1,793,561 in CDBG funds for 32 projects with 24 community-based organizations and other public agencies described in the Action Plan, to be effective from July 1, 2024 to June 30, 2025;

- b. Execute CDBG Reimbursable Contracts with 47 participating cities, following approval as to form by County Counsel, to provide a total of \$7,670,515 in CDBG funding for eligible activities, to be effective from July 1, 2024 to June 30, 2025;
- c. Execute CDBG Reimbursable Contract with the City of Covina, following approval as to form by County Counsel, for the purpose of repaying a Section 108 Loan previously approved by your Board; and authorize the Executive Director, or designee, to set aside approximately \$179,065.10 of the City of Covina's FY 2024-2025 CDBG allocation for repayment of the Section 108 loan;
- d. Approve the use of Federal ESG funds in the amount of approximately \$1,778,502;
- e. Execute agreements with the Los Angeles Homeless Services Authority (LAHSA) to fund programs that assist persons who are unhoused, as described in the Action Plan;
- f. Accept and incorporate additional FY 2024-2025 CDBG, HOME, or ESG funding, into the Action Plan and LACDA budget, in the event that HUD makes changes to the allocations that result in additional funding for the Los Angeles Urban County Program; and, if necessary, reprogram such funds, whether unexpended, disallowed, or recovered, in order to fully expend the grants for the purposes described in the Action Plan, within the limits prescribed by HUD;
- g. Modify funding at the project level as needed to incorporate and utilize all FY 2024-2025 CDBG, HOME, and ESG funds allocated by HUD;
- h. Amend the Action Plan from time to time, as necessary to address the cancellation and/or inclusion of off-cycle projects, as well as any necessary non-monetary amendments and any monetary amendments up to \$200,000, to projects being undertaken by the County, participating cities, and recipient agencies during FY 2024-2025, and to include federal regulatory changes and new HUD directives;
- i. Terminate CDBG Reimbursable and Advance Contracts utilizing FY 2024-2025 or prior year funds when the operating agencies fail to address administrative deficiencies, CDBG Program compliance issues, or other contract obligations;
- j. Execute agreements with Los Angeles Urban County participating cities or other entitlement cities to provide administrative and construction management and oversight of their CDBG and HOME Programs, including

procurement, contracting for, and carrying out construction projects within these jurisdictions;

- k. Administer and execute agreement with participating cities for the CDBG Revolving Grant Fund, comprised of funding reallocated by participating cities, to sign agreements with cities that would utilize such funds for specific CDBG-eligible activities upon application by jurisdictions that participate in the Los Angeles Urban County Program; and
  - l. Execute any necessary non-monetary amendments, as well as any monetary amendments up to \$200,000, following approval as to form by County Counsel, for the activities described herein.
4. Authorize the Executive Director or designee to:
- a. Execute a loan agreement and any related documents with SEED LA Facilities, LLC., or its LACDA-approved assignees, to provide a \$500,000 five-year loan using the Economic Development Act Revolving Loan Fund at a 3.25% interest rate to finance the development of the SEED LA school; and
  - b. Execute any future amendments to the loan documents and related documents, including taking all required actions to modify loan conditions and terms, that are consistent with conditions and terms identified in this letter, following approval as to form by County Counsel.
5. Authorize the Executive Director or designee to:
- a. Allocate PLHA funds in any fiscal year in the form of low-interest, deferred loans to housing sponsors of affordable rental housing developments;
  - b. Execute loan agreements, promissory notes secured by deeds of trust, and any related documents with housing sponsors, to allocate PLHA funds in any fiscal year, to restrict occupancy and rents of the projects, following approval as to form by County Counsel; and
  - c. Execute any future amendments to the loan documents and related documents, including taking all required actions to modify loan conditions and terms, that are consistent with conditions and terms identified in this letter, following approval as to form by County Counsel.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The National Affordable Housing Act (NAHA) of 1990 (Cranston/Gonzalez Housing Act), as amended in 1992, requires that the County provide a single, consolidated submission of the proposed expenditure of funds to be eligible for HUD formula grant funding,

including CDBG, HOME, and ESG funds. The Action Plan satisfies these federal requirements to provide for the release of these allocated funds. The purpose of the recommended actions is to allow the LACDA to administer the Action Plan and the allocated federal funds on behalf of the County.

FY 2024-2025 is the second year of the FY 2023-2028 Consolidated Plan. The FY 2024-2025 Action Plan is a component of the Consolidated Plan that defines projects and programs to be implemented with these funds over a one-year period. Following approval by the Board of Supervisors, the Action Plan must be submitted to HUD by June 30, 2024.

The Executive Director is also requesting the following authorities:

- To terminate CDBG contracts with operating agencies that fail to address administrative deficiencies, CDBG Program compliance issues, or other contract obligations. Following consultation with County Counsel and the respective Supervisorial Districts, the LACDA will determine whether it is in the best interest of the County to suspend funding for non-compliant agencies for the CDBG Program Year and/or terminate the contract(s). If so, the LACDA will then recover any disallowed or unexpended funds and return said funds to the appropriate Supervisorial Districts.
- To execute these contracts and any necessary non-monetary amendments, as well as any monetary amendments up to \$200,000, following approval as to form by County Counsel. This would enable participating agencies to respond to immediate community needs.
- To enter into agreements with cities participating in the Los Angeles Urban County or other entitlement cities to provide administrative, construction management, and oversight of their CDBG and HOME Programs including procurement, contracting for, and carrying out construction projects within these jurisdictions. Administrative services would include such tasks as consulting with the cities to provide project recommendations; drafting information for public noticing and other citizen participation activities; conducting procurements and assisting with developing contracts with vendors, contractors, and other service providers; assisting the cities and service providers with compiling information for project quarterly performance reports; collecting reimbursable expenditure information in order to process payment requests; and overseeing construction or other CDBG-eligible activities. The LACDA would be compensated by each jurisdiction using CDBG or non-CDBG funds. The LACDA is also requesting authority to execute contracts up to \$200,000, following approval as to form by County Counsel. Each proposed contract will be subject to environmental review. The Board will be notified each time such an agreement is executed.
- To administer the CDBG Revolving Grant Fund, comprised of funds reallocated by participating cities; and to execute contracts transferring these funds to the city(ies) of up to \$200,000, following County Counsel approval. The funds withdrawn from

the pool would be repaid with future CDBG funds allocated to the participating city that utilized funds from the pool.

- To accept additional FY 2024-2025 CDBG, HOME, or ESG funding, and incorporate such funding into the Action Plan and LACDA budget, in the event that HUD makes changes to the allocations that result in additional funding for the Los Angeles Urban County Program.
- On December 8, 2020, the Board of Commissioners approved a \$5,000,000 loan utilizing the Economic Development Administration (EDA) Revolving Loan Fund allocated to the LACDA to finance a portion of construction costs for a college-preparatory public boarding school SEED LA (Project). The 147,000 square foot SEED LA campus will include classrooms with administrative spaces, 170 dormitory-style rooms, 20 apartments for staff, a dining hall with a commercial kitchen, a full gym and outdoor recreation space. The \$500,000 loan is necessary to cover unforeseen construction costs and enable the Project to be completed during the third quarter of 2024.
- On June 23, 2020, the Board of Supervisors approved the initial PLHA 5-Year Plan and authorized the LACDA to act as an agent of the County in applying for and administering the PLHA Plan and any necessary amendments. The Board also allocated PLHA Program funds between the LACDA and the County's Department of Consumer & Business Affairs (DCBA) for eviction defense and rental assistance. The Board authorized two amendments to this plan on February 9, 2021 and November 21, 2023. The Plan allows the LACDA, as well as participating cities, to further affordable housing activities using grants and loans to assist households with incomes up to 150 percent of the Area Median Income. To ensure long term affordability, the PLHA regulations require the use of deed restrictions for funds that are used for the acquisition, construction, or rehabilitation of for sale or rental housing. In the case of rental housing, PLHA assistance shall be provided in the form of a low-interest, deferred loan to be evidenced by 1) a promissory note secured by a deed of trust and 2) a regulatory agreement that shall restrict occupancy and rents for a term of at least 55 years, in accordance with project underwriting.

### **FISCAL IMPACT/FINANCING**

There is no impact on the County general fund.

The FY 2024-2025 Action Plan allocates a total of \$35,942,878 in FY 2024-2025 funding. The funding is comprised of the following: \$19,949,170 in CDBG grant funds for the County and the city of Cerritos, which is a joint applicant; \$3,500,000 in future CDBG program income; \$9,215,206 in HOME Program funds; \$1,500,000 in future HOME program income; and \$1,778,502 in Federal ESG funds, which will be included in the LACDA's FY 2024-2025 budget through the annual budget approval process, all subject to final notification of approval by HUD.

CDBG funds total \$23,449,170 and are comprised of new and program income funds, of which \$3,943,593 will be used for administration. A total of \$9,659,964 in CDBG funds will be allocated among the five (5) Supervisorial Districts for projects in the unincorporated areas of the County. A total of \$9,845,613 in CDBG funds will be allocated among the 47 participating cities. Projects to address housing and community needs will be implemented by the LACDA and the County Departments Parks and Recreation, District Attorney, Regional Planning, Sheriff, Internal Services, and Economic Opportunity (collectively, County Departments), and 24 community-based organizations and other public agencies.

HOME funds total \$9,215,206, of which \$921,521 will be used for HOME Program administration, as determined by HUD. The First-Time Home Ownership Program will use \$2,282,500 in FY 2024-2025 HOME funds to provide homeownership opportunities in the unincorporated areas of the County and participating cities, and housing development is allocated \$6,011,185. HOME funds may be reprogrammed based on homeownership or development needs. In addition, \$24,172,298 in previously approved prior year HOME funds will be allocated among the above activities.

Federal ESG funds total \$1,778,502, which will be utilized for projects to assist persons who are homeless in the unincorporated areas of the County and participating cities.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

All public notice requirements contained in 24 Code of Federal Regulations (CFR) Part 91 Section 91.105 of the NAHA for approval of the Action Plan have been satisfied. Public participation was conducted through outreach mailings, surveys, and the LACDA outreach and information website. An in-person community meeting was held on November 4, 2024 and a virtual community meeting was held on November 15, 2024, to solicit further public participation. Comments received through all these efforts have been incorporated into the Action Plan and the documents were posted on the outreach website in April 2024 to update the community regarding the comments received through the participation process. Public notices of the 30-day comment period were published in newspapers in various languages throughout the County and copies of the draft Action Plan were made available for review at public libraries. The comment period will conclude on June 4, 2024.

The following documents are attached to this letter: Fiscal Year 2024-2025 CDBG Program Allocation Funding Summary (Attachment A); Proposed Use of Federal HOME Funds (Attachment B); Proposed Use of Federal ESG Funds (Attachment C); Fiscal Year 2024-2025 Funding for Participating Cities (Attachment D); and Fiscal Year 2024-2025 Summary Totals for Minority and Women Board Members and Employees for funded community-based organizations (Attachment E). The Action Plan is also attached to this Board letter.

All the projects proposed in the Action Plan are being federally funded. As applicable, the administering agencies will be subject to the prevailing wage requirements of the Davis-Bacon Act, and related Acts, and Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to persons of limited means, particularly to persons who are recipients of HUD housing assistance. However, where Section 3 is not applicable, the agencies will be subject to the County's Greater Avenues for Independence (GAIN) Program and General Relief Opportunity for Work (GROW) Program, which furthers the same or similar goals.

This letter has been reviewed by County Counsel.

### **ENVIRONMENTAL DOCUMENTATION**

These actions are exempt from the provisions of National Environmental Policy Act pursuant to 24 CFR, Part 58, Section 58.34(a)(3) because they are administrative actions and do not involve activities that will alter existing environmental conditions. The actions are 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.

Each project within the Action Plan will be reviewed for environmental impact on a project-by-project basis before funding is released.

### **CONTRACTING PROCESS**

The County does not use a competitive process to award CDBG contracts to non-profit agencies. Each Supervisorial District utilizes the Community Resources Investment Strategy (CRIS), citizen input from community meetings, and consultations with the LACDA to select agencies that best meet community needs.

HOME funds are used to implement a variety of affordable housing development programs available to households earning less than 80% of the area median income for the Los Angeles-Long Beach Metropolitan Statistical Area, adjusted for family size, as determined by HUD. HOME funds for development are made available on an annual basis through a competitive Notice of Funding Availability (NOFA) to for-profit and non-profit developers. Projects are selected to maximize the impacts of HOME funds based on viability, financial feasibility, and appropriateness to geographic location and community need. Funds are also made available on a first-come, first-served basis to income-qualified buyers for the purchase of existing housing.

Federal ESG funds are allocated to LAHSA, which contracts with non-profit and government agencies to provide housing and services for persons who are homeless, as outlined in the Action Plan.

Honorable Board of Supervisors/Commissioners  
June 4, 2024  
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**IMPACT ON CURRENT PROJECTS**

The projects contained in the Action Plan will benefit residents of limited means in the unincorporated County and participating cities.

Respectfully submitted,

EMILIO SALAS  
Executive Director

Attachments

**FISCAL YEAR 2024-2025 CDBG PROGRAM ALLOCATION  
JULY 1, 2024 TO JUNE 30, 2025  
FUNDING SUMMARY**

Grant Funds to be Received

County Entitlement Funds <sup>1</sup>	19,949,170
Estimated Program Income	3,500,000
<b>TOTAL PROGRAM REVENUES</b>	<b>23,449,170</b>

Distribution of CDBG Funds

Unincorporated Areas <sup>2</sup>	9,659,964
Participating Cities <sup>3</sup>	9,845,613
Countywide Administration	<u>3,943,593</u>
<b>TOTAL</b>	<b>23,449,170</b>

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<sup>1</sup> This amount includes funds received for the Los Angeles Urban County and the city of Cerritos, as a joint applicant. Beginning in 2018, the U.S. Department of Housing and Urban Development combined the funding for the Urban County and the city of Cerritos, instead of breaking them out separately.

<sup>2</sup> Includes funds for district allocations and half of estimated program income.

<sup>3</sup> Includes funds for city allocations and half of estimated program income.

**PROPOSED USE OF FEDERAL HOME FUNDS**

The following chart depicts the distribution of new 2024-2025 HOME funds among housing activities within the Los Angeles Urban County.

<b>PROGRAM*</b>	<b>FUNDS</b>
HOME Administration	\$ 921,521
Housing Development	6,011,185
Home Ownership Program	2,282,500
Total Funds	\$ 9,215,206

\*Funds among activities may be reprogrammed. In addition, \$1,500,000 in projected HOME program income will be allocated among the above activities.

## PROPOSED USE OF FEDERAL ESG FUNDS

Los Angeles Homeless Services Authority (LAHSA) proposes to use the 2024-2025 Emergency Solutions Grant (ESG) allocation to meet the purpose of the Stewart B. McKinney Homeless Assistance Act 24 Code of Federal Regulations 576.1 (b) as amended by The Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009 and to meet the goals in the Fiscal Year 2023-2028 Consolidated Plan.

In 2009, the HEARTH Act revised the Emergency Shelter Grant Program and renamed the program to the Emergency Solutions Grant (ESG) Program and revised it to broaden existing emergency shelter and homelessness prevention activities to add rapid re-housing activities. As such, homelessness prevention and rapid re-housing services will be provided, along with homeless shelter and street outreach. Together, these activities will strengthen the referral system of these services to address the needs of individuals and families at risk of homelessness and persons that are now chronically homeless.

The following are the percentages of the ESG funds to be allocated to the various eligible activities:

ELIGIBLE ACTIVITY	ALLOCATION	%
Emergency Shelter <sup>1</sup>	1,045,873	58.80%
Rapid Re-Housing	482,703	27.14%
HMIS	116,539	6.55%
Administration <sup>2</sup>	133,387	7.50%
Total	1,778,502	100.00%

LAHSA will meet the matching funds requirement with 100% Federal Supportive Housing Program funds for the 2024-2025 Program Year.

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<sup>1</sup> Subpart B Sec. 576.100 states that total outreach and operations expenses cannot exceed the greater of (a) 60% of the entire ESG contract, or (b) amount of FY 2010 grant funds committed for homeless assistance activities. The County's 2024-2025 allocation towards emergency shelter, which is \$1,045,783, is not greater than the FY 2010 grant funds of \$1,261,678 committed for homeless assistance activities.

<sup>2</sup> Administration is split 60/40, with LAHSA receiving 60% and the LACDA receiving 40%.

**FISCAL YEAR 2024-2025 FUNDING FOR PARTICIPATING CITIES**

<b>CONTRACT NO.</b>	<b>CITY</b>	<b>FY 2024-2025 ALLOCATION</b>
70710	AGOURA HILLS	\$66,292
70711	ARCADIA	291,677
70712	ARTESIA	90,824
72220	AVALON	27,474
70713	AZUSA	370,795
70714	BELL	424,650
70715	BELL GARDENS	586,714
70716	BEVERLY HILLS	179,170
70718	CALABASAS	116,411
72219	CERRITOS*	184,966
70719	CLAREMONT	117,878
70720	COMMERCE	119,994
70721	COVINA	306,875
70722	CUDAHY	328,872
70723	CULVER CITY	182,157
70724	DIAMOND BAR	254,581
70725	DUARTE	131,201
70726	EL SEGUNDO	61,650
70727	HAWAIIAN GARDENS	161,256
70728	HERMOSA BEACH	69,706
70729	IRWINDALE	8,243
70730	LA CANADA-FLINTRIDGE	57,800
70731	LA HABRA HEIGHTS	14,321
70732	LA MIRADA	230,153
70733	LA PUENTE	308,667
70734	LA VERNE	154,782
70735	LAWNDALE	268,304
70736	LOMITA	138,583
70737	MALIBU	65,276
70738	MANHATTAN BEACH	102,709
70739	MAYWOOD	352,970
70740	MONROVIA	212,459
70741	RANCHO PALOS VERDES	143,836
70743	ROLLING HILLS ESTATES	19,924
70744	SAN DIMAS	155,942
70745	SAN FERNANDO	172,054
70746	SAN GABRIEL	293,032

<b>CONTRACT NO.</b>	<b>CITY</b>	<b>FY 2024-2025 ALLOCATION</b>
70747	SAN MARINO	60,216
70748	SANTA FE SPRINGS	138,998
70749	SIERRA MADRE	42,053
70750	SIGNAL HILL	83,560
70751	SOUTH EL MONTE	236,207
70752	SOUTH PASADENA	127,365
70753	TEMPLE CITY	223,036
70754	WALNUT	127,323
70755	WEST HOLLYWOOD	212,413
71556	WESTLAKE VILLAGE	26,005

\*As a joint applicant with the County for FY 2024-2025, Cerritos receives \$231,207. The amounts shown above reflect the total amount each city will receive after the administration fee is subtracted from the grant total.

**Fiscal Year 2024-2025 Summary Totals for Minority and Women Board Members and Employees**

Agency Name	Board Count	Minority Board Count	Women Board Count	Minority Board	Women Board	Employee Count	Minority Employee Count	Women Employee Count	Minority Employee	Women Employee
1736 Family Crisis Center (Homeless Shelter and Ancillary Services) 2D	9	4	4	44	44	122	89	104	73	85
Affordable Living for the Aging (Housing Alternatives for Seniors) 3D	5	2	3	40	60	14	12	9	86	64
Antelope Valley Partners for Health (Handyworker Program) 5D	11	11	3	100	27	99	83	89	84	90
Antelope Valley Partners for Health (AVPH-HFA Home Visitation Program) 5D	11	11	3	100	27	99	83	89	84	90
Anti-Recidivism Coalition (ARC) (ARC Re-Entry Programs for Transitional Aged Youth at Central Juvenile Hall) COVID 1D	17	8	5	45	29	88	68	29	77	33
Boys and Girls Club of Whittier (South Whittier/Los Nietos Before and After School Programming) 4D	26	11	11	42	42	131	98	105	75	80
Boys and Girls Clubs of Los Angeles Harbor (Harbor Hills Comprehensive Youth Development Program)	34	8	12	24	35	168	160	116	95	69

**Fiscal Year 2024-2025 Summary Totals for Minority and Women Board Members and Employees**

Agency Name	Board Count	Minority Board Count	Women Board Count	Minority Board	Women Board	Employee Count	Minority Employee Count	Women Employee Count	Minority Employee	Women Employee
Eastmont Community Center (East Los Angeles Farmer's Market)	6	6	3	100	50	11	11	8	100	73
Los Angeles Family Housing (Antelope Valley Offsite Housing Project Improvements) 5D	22	9	10	41	45	347	273	138	79	40
Harbor Interfaith Services (Shelter Operations Equipment) COVID 4D	9	1	7	11	78	70	49	52	70	74
Helpline Youth Counseling (Social Services Referral Program at Liberty Plaza) (4D)	10	6	3	60	30	102	90	79	88	77
Jovenes, Inc. (The Mariposa House at Los Padrinos Meals Program) 4D	12	12	6	100	50	69	66	42	96	61
Just Us 4 Youth (Gang Prevention & Intervention) COVID 1D	17	15	7	88	41	102	94	75	92	73
Los Angeles Conservation Corps (1st District Clean-Up and Graffiti Deterrent Projects) 1D	20	10	10	50	50	130	117	64	90	49

**Fiscal Year 2024-2025 Summary Totals for Minority and Women Board Members and Employees**

Agency Name	Board Count	Minority Board Count	Women Board Count	Minority Board	Women Board	Employee Count	Minority Employee Count	Women Employee Count	Minority Employee	Women Employee
Los Angeles Conservation Corps (4th District Neighborhood Cleanup) 4D	20	10	10	50	50	130	117	64	90	49
LA Family Housing (Antelope Valley Offsite Housing Project Improvements) 5D										
New Horizons Caregivers Group (Fiesta Program) 1D	7	7	7	100	100	3	2	2	67	67
PACE Finance Corp. (Microloans for Small Businesses-District 1) 1D	4	4	0	100	0	11	11	8	100	73
Pacific Asian Consortium in Employment (Handyworker Program) 2D	5	5	1	100	20	331	311	255	94	77
Peace4Kids (Transition Youth Services) 2D	10	4	7	40	70	4	3	1	75	25
Penny Lane Centers (Property Acquisition for At-Risk Youth) 5D	13	7	9	54	69	602	479	471	80	78
People Assisting the Homeless-PATH (Harbor City Housing Assistance Program) 5D	27	0	14	0	52	731	435	473	60	65

ATTACHMENT E

**Fiscal Year 2024-2025 Summary Totals for Minority and Women Board Members and Employees**

Agency Name	Board Count	Minority Board Count	Women Board Count	Minority Board	Women Board	Employee Count	Minority Employee Count	Women Employee Count	Minority Employee	Women Employee
Quality of Life Center (Bright Futures Scholars Program) 5D	5	5	2	100	40	3	3	3	100	100
Rio Hondo Community College (Student Secure Housing Program) COVID 4D	4	4	3	100	75	925	532	511	58	55
Samuel Dixon Family Health Center, Inc. (Healthcare Access for the Low Income and Uninsured) 5D	9	6	4	67	44	47	40	37	85	79
Southern California Crossroads (Gang Prevention & Violence Intervention) COVID 1D	10	10	4	100	40	70	70	25	100	25
San Gabriel Valley Conservation Corp (1st District Clean-Up and Graffiti Deterrent Projects) 1D	2	2	1	100	50	28	23	9	82	32
Santa Clarita Valley Boys and Girls Club (COVID19 Boys and Girls Club Programming) 5D	20	8	8	40	40	40	27	33	68	83
Santa Clarita Valley Committee on Aging Corp. (Handyworker Program) 5D	15	3	6	20	40	65	24	35	37	54

**Fiscal Year 2024-2025 Summary Totals for Minority and Women Board Members and Employees**

Agency Name	Board Count	Minority Board Count	Women Board Count	Minority Board	Women Board	Employee Count	Minority Employee Count	Women Employee Count	Minority Employee	Women Employee
Shelter Partnership (S. Mark Taper Foundation Shelter Resource Bank) Countywide	15	2	1	13	27	13	7	9	54	69
St. Joseph Center (Homeless Services Center) 3D	19	4	10	21	53	276	210	190	76	69
The People Concern (Domestic Violence Crisis Shelter Services) 3D	18	2	6	11	33	687	539	309	78	45
Topanga Community Club (Topanga Youth Services) 3D	7	1	5	14	71	2	0	2	0	100
Trust For Conservation Innovation (Project Equity - East Los Angeles) 1D	9	3	4	33	44	167	56	65	34	39
Union Station Homeless Services (Welcome Home) 4D	24	10	13	42	54	217	167	142	77	65
Volunteers of America of Los Angeles (Homeless Support Services - Meal Delivery) 4D	26	6	10	23	38	2,635	N/A	N/A		
Wayfinder Family Services (formerly Junior Blind) (Children's Project - CRP) 2D	15	4	3	27	20	546	389	357	71	65

**Fiscal Year 2024-2025 Summary Totals for Minority and Women Board Members and Employees**

Agency Name	Board Count	Minority Board Count	Women Board Count	Minority Board	Women Board	Employee Count	Minority Employee Count	Women Employee Count	Minority Employee	Women Employee
West Angeles Community Development Corporation (Food Distribution & CalFresh Applicants Outreach Project) 2D	15	15	10	100	67	20	20	17	100	85
Wilmington Community Clinic (Mary B. Henry Community Clinic) 2D	10	5	7	50	70	74	69	65	93	88
YMCA of Greater Long Beach (Before and Afterschool Childcare at Carmelitos Housing Development) COVID 4D	51	13	17	25	33	918	689	684	75	75
YMCA of Greater Long Beach (Youth Institute for Carmelitos) 4D	51	13	17	25	33	918	689	684	75	75
Young Women's Christian Association (YWCA) of Greater Los Angeles (Senior Empowerment Program-Union Pacific) 1D	13	11	11	85	85	164	160	144	98	88
YWCA of Greater Los Angeles (Youth Development Program - Union Pacific) 1D	13	11	11	85	85	164	160	144	98	88
YWCA of Greater Los Angeles (Senior Empowerment Prog. Walnut Park) 1D	13	11	11	85	85	164	160	144	98	88