

TO THE COUNCIL OF THE
CITY OF LOS ANGELES

Your **HOUSING, COMMUNITY AND ECONOMIC DEVELOPMENT** Committee

reports as follows:

HOUSING, COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE REPORT relative to transition of the housing assets and functions from the former Community Redevelopment Agency/Los Angeles (CRA/LA) to the Los Angeles Housing Department, and related actions.

Recommendations for Council action, SUBJECT TO THE APPROVAL OF THE MAYOR:

- 1. APPROVE the addition of the following nine resolution authorities through June 30, 2013, subject to review and approval by the Personnel Department as to classification, the City Administrative Officer (CAO) Employee Relations Division as to pay grade determination, the Managed Hiring Committee, and approval by the California Department of Finance (DOF) regarding the transfer of housing assets:

<u>Classification</u>	<u>Quantity</u>
Community Housing Programs Manager	1
Finance Development Officer II	1
Finance Development Officer I	1
Project Coordinator	1
Accountant II	2
Senior Clerk Typist	2
Programmer Analyst V	1

- 2. APPROVE the addition of the following five resolution authorities through June 30, 2013, and exempt them from civil service provisions, subject to review and approval by the Personnel Department as to classification, the CAO Employee Relations Division as to pay grade determination, the Managed Hiring Committee, and approval by the DOF regarding the transfer of housing assets:

<u>Classification</u>	<u>Quantity</u>
Senior Project Coordinator	1
Project Coordinator	4

- 3. AUTHORIZE the Controller to:
 - a. Establish a new interest-bearing Fund xxx titled "Low and Moderate Income Housing Fund," and new Accounts within Fund xxx for 2012-13 as follows:

<u>Account</u>	<u>Title</u>
43J143	Housing
43J299	Related Costs
43J112	City Attorney
43J411	Unallocated
43J412	Service Delivery

- b. Provide five months of interim funding in the amount of \$750,000 for the requested position authorities and request the Controller to transfer the funds from the Housing Projection Revolving Fund No. 240 to Fund xxxf43, Low and Moderate Income Housing Fund, in the following accounts and amounts:

<u>Account</u>	<u>Title</u>	<u>Amount</u>
43J143	Housing	\$435,000
43J112	City Attorney	\$40,000
43J411	Unallocated	\$25,000
43J412	Service Delivery	<u>\$250,000</u>
Total:		\$750,000

c. Expend funds in an amount not to exceed \$750,000 from the Fund and Accounts in Recommendation No. 3b above upon proper written demand from the General Manager, LAHD, or designee.

d. Increase appropriations in Fund 100/43 in Fiscal Year 2012-13 as follows:

<u>Account</u>	<u>Title</u>	<u>Amount</u>
001010	Salaries, General	\$380,000
003310	Transportation	\$5,000
006010	Office & Administrative	<u>\$50,000</u>
Total:		\$435,000

e. Expend funds in an amount not to exceed \$435,000 from the Fund and Accounts in Recommendation No. 3d above upon proper written demand from the General Manager, LAHD, or designee.

f. Increase appropriations in Fund 100/12, City Attorney, in Fiscal Year 2012-13 as follows:

<u>Account</u>	<u>Title</u>	<u>Amount</u>
001010	Salaries, General	\$40,000

3. INSTRUCT the General Manager, LAHD, or designee, to:

a. Reimburse the General Fund for Related Costs incurred in 2012-13 once the Residual Receipts are received.

b. Negotiate and execute the Third Amendment to Contract No. C-118528 with Urban Futures, Inc. to increase compensation in an amount not to exceed \$400,000 to conduct occupancy monitoring functions based on the proposed Housing Asset Transfer Agreement, subject to compliance with the City's contracting requirements, approval by the City Attorney as to form, and approval by the DOF of the Housing Asset Transfer Agreement and Asset List.

c. Negotiate and execute the First Amendment to Contract No. C-121127 with AmeriNational Community Services, Inc. to increase compensation in an amount not to exceed \$50,000 to service amortizing loans based on the proposed Housing Asset Transfer Agreement, subject to compliance with the City's contracting requirements, approval by the City Attorney as to form, and approval by the DOF of the Housing Asset Transfer Agreement and Asset List.

d. Negotiate and execute the Second Amendment Contract No. C-120169 with Rydek Computer Professionals to increase compensation in an amount not to exceed \$160,000 to provide programming services to enhance current LAHD systems to manage the former CRA/LA housing assets that are included in the proposed Housing Transfer Agreement, subject to compliance with the City's

contracting requirements, approval by the City Attorney as to form, and approval by the DOF of the Housing Asset Transfer Agreement and Asset List.

- e. Negotiate and execute a contract in an amount not to exceed \$150,000 with a consultant auditor via the Controller's Audit Assistance Master Service Agreement to conduct auditing and accounting functions based on the proposed Housing Asset Transfer Agreement, for a term of one year from the date of execution, subject to compliance with the City's contracting requirements, approval by the City Attorney as to form, and approval by the DOF of the Housing Asset Transfer Agreement and Asset List.
 - f. Issue a Request for Proposals (RFP) to select a document and records management contractor in an amount not to exceed \$115,000 to provide document management services based on the proposed Housing Transfer Agreement and report back to the Council and Mayor regarding the selection, or work with the Los Angeles Department of Building and Safety (LADBS) to determine whether or not it would be feasible to use the current LADBS contract for document management services.
 - g. Prepare Controller instructions and make any necessary technical adjustments consistent with the Mayor and Council actions, including receipts, appropriation of funds received from interest earned, repayment from borrowers of portfolios that will be transferred from the former CRA/LA, and reimbursements to other funds, subject to the approval of the CAO.
4. INSTRUCT the LAHD, the CAO, and the CLA to report to Council with revised recommendations to this report in the event that significant changes are made to the Housing Asset List:

Fiscal Impact Statement: The CAO reports that if the recommendations in this report are adopted, there is no impact to the General Fund. However, there is an impact of at least \$750,000 to the Housing Production Revolving Fund (HPRF) No. 240 to pay for staff, contracts and expenses associated with the transfer of the housing assets from the former Community Redevelopment Agency to the Los Angeles Housing Department (LAHD). This amount does not include Related Costs, which will be paid from the Residual Receipts once they are received. In addition, the LAHD will reimburse the HPRF with Residual Receipts payments and other sources of funding that will be available as a result of the housing assets transfer. The recommendations in this report comply with City Financial Policies in that ongoing funding for the proposed additional work program and resources will be provided temporarily by the HPRF and long-term by Residual Receipts payments. Any funding issues regarding support of this work program will be addressed in the Financial Status Reports.

Community Impact Statement: None submitted.

(Personnel and Animal Welfare Committee waived consideration of the above matter).

SUMMARY

At a regular meeting held on December 12, 2012, the Housing, Community and Economic Development Committee considered a Los Angeles Housing Department (LAHD) report dated November 9, 2012 and joint City Administrative Officer (CAO) and Chief Legislative Analyst (CLA) report dated December 11, 2012 relative to transition of the housing assets and functions of the former Community Redevelopment Agency/Los Angeles (CRA/LA) to the LAHD, additional staffing and resources needed for the LAHD to absorb and manage the housing assets and functions to be transferred, and related actions.

Representatives of the CAO, the CLA, and the LAHD appeared before the Committee to discuss the joint report and respond to related questions from the Committee. During the discussion, the Committee inquired if any potential shortfalls in the LAHD's existing funds to pay for staffing costs during the transition would be addressed through the Financial Status Report (FSR) process and if there was a commitment to fully fund the LAHD for these costs. The CAO representative advised the Committee that it would work with the LAHD to locate temporary funding through the FSR process during the first six months of the transition. Additionally, the LAHD representative advised that such a shortfall could be a possibility due to cash flow from residual receipts, but the expectation is that cash flow should catch up after five to six months.

After providing an opportunity for public comment, the Committee recommended to approve the recommendations in the joint CAO/CLA report. This matter is now forwarded to the Council for its consideration.

Respectfully submitted,

HOUSING, COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

<u>MEMBER</u>	<u>VOTE</u>
CÁRDENAS:	YES
REYES:	YES
WESSON:	ABSENT
ALARCÓN:	ABSENT
PERRY:	YES

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