



Chris Espinosa <chris.espinosa@lacity.org>

Re: Midvale Interim Site

1 message

Zachary Warma <zachary.warma@lacity.org>

Thu, Aug 24, 2023 at 5:48 PM

To: Chris Espinosa <chris.espinosa@lacity.org>, Edwin Gipson <edwin.gipson@lacity.org>

Cc: Gary Gero <gary.gero@lacity.org>

Chris: Thanks so much for helping to get this meeting scheduled.

Ed, our office was already planning to reach out to you regarding this project, inasmuch Marina and BOE has made clear that it's with your support the contractual services can be utilized to bring GGA on board for the design-build work.

The identification of the specific budgetary line items is the last remaining internal hurdle for the project, which you will not be surprised to know is the Councilwoman's top priority and most significant office-led project since she was sworn in.

So all to say, your willingness to meet and work with our team is very much appreciated.

Looking forward to the four of us connecting soon!

- Zack Warma

On Thu, Aug 24, 2023 at 2:55 PM Chris Espinosa <chris.espinosa@lacity.org> wrote:

Hi Ed.

I've been working with Zach on identifying potential sources of funds for the proposed interim housing site to be located at 2377 Midvale Avenue.

<https://councildistrict5.lacity.gov/news>

Could we set up a time to discuss potential sources of funds (HHAP, GCP, etc) for the construction and future operations of the proposed facility? Available times include:

Fri 8/25: 11-1; 3-5

Tues 8/29: 10-1

Wed 8/30: 10-12

Thurs 8/31: 11-12

Fri 9/1: 9:30-1

Thanks for your consideration.

--

Christopher P. Espinosa
Office of the Chief Legislative Analyst
City of Los Angeles
Office: (213) 473-5959
Cell: (213) 241-9494



cd5.lacity.gov

Zachary Warma

Housing & Homelessness

Policy Director

O: (213) 473-7005

Los Angeles City Hall
200 North Spring St., Room 440
Los Angeles, CA 90012



Chris Espinosa <chris.espinosa@lacity.org>

Re: Midvale Interim Site

1 message

Edwin Gipson <edwin.gipson@lacity.org>

Thu, Aug 24, 2023 at 6:58 PM

To: Chris Espinosa <chris.espinosa@lacity.org>

Cc: Zachary Warma <zachary.warma@lacity.org>, Gary Gero <gary.gero@lacity.org>

Hello Chris,

Yes, I can meet. One of my questions in the beginning was how this project was going to be funded for construction and ongoing operations. I believe I gave some ideas then. I am available next Wednesday and Thursday.

- Wednesday 8/30 10:00-11:00
- Thursday 8/31 11:00-12:00

Regards,
Ed

On Thu, Aug 24, 2023 at 2:55 PM Chris Espinosa <chris.espinosa@lacity.org> wrote:
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Cell: (213) 241-9494

--

Edwin Gipson II
Assistant City Administrative Officer
Office of the City Administrative Officer
City of Los Angeles
edwin.gipson@lacity.org
(213) 643-9397



Chris Espinosa <chris.espinosa@lacity.org>

Re: Update - CD 5 Interim Site

1 message

Sharon Tso <sharon.tso@lacity.org>
To: Chris Espinosa <Chris.Espinosa@lacity.org>

Fri, Aug 25, 2023 at 9:47 AM

Ok. Thanks for checking.

On Fri, Aug 25, 2023 at 9:45 AM Chris Espinosa <chris.espinosa@lacity.org> wrote:
Hi Sharon

Yes, they were permanent. I looked the sites up and found a library, club room building, and improvements to existing shelters. There were also some navigation centers, but all built or using an existing building.

Thanks,

Chris

On Fri, Aug 25, 2023 at 9:16 AM Sharon Tso <sharon.tso@lacity.org> wrote:
Hi Chris,

Thanks for the update. Glad you are working directly with CD5.

Were the "facilities improvements" funded by HHH in the early years made to permanent structures? I don't recall.

On Fri, Aug 25, 2023 at 9:06 AM Chris Espinosa <chris.espinosa@lacity.org> wrote:
Hi Sharon

I am working with Zach and Gary from CD 5 on identifying a source of funds for construction and operations on the proposed Midvale Ave interim housing site. We have a meeting with Ed Gipson from CAO on Wednesday.

I believe there will be approx \$10M + in HHH Challenge savings due to lack of site control. I am in the process of confirming LAHD procedures and deadlines. I tried to identify HHH as a source of funds for CD 5, but the project would need to be a permanent structure - library, hotel, etc. HHH has not been a source of funds for A Bridge Home sites.

Thank you,

--
Christopher P. Espinosa
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--
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Dora Huerta <dora.huerta@lacity.org>

Update - CD 5 Interim Site

Chris Espinosa <chris.espinosa@lacity.org>

Fri, Aug 25, 2023 at 9:45 AM

To: Sharon Tso <sharon.tso@lacity.org>

Cc: Dora Huerta <dora.huerta@lacity.org>, John Wickham <John.Wickham@lacity.org>, Pranita Amatya <pranita.amatya@lacity.org>

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Thanks,

Chris

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Chris Espinosa <chris.espinosa@lacity.org>

Invitation: Midvale Site - Budget @ Wed Aug 30, 2023 10am - 11am (PDT)
(zachary.warma@lacity.org)

1 message

Chris Espinosa <chris.espinosa@lacity.org>

Fri, Aug 25, 2023 at 7:42 AM

Reply-To: Chris Espinosa <chris.espinosa@lacity.org>

To: zachary.warma@lacity.org, gary.bero@lacity.org, edwin.gipson@lacity.org

[Join with Google Meet](#)**Meeting link**meet.google.com/edu-bjdz-ixg**Join by phone**

(US) +1 765-325-9213

PIN: 672745754

[More phone numbers](#)**When**

Wednesday Aug 30, 2023 · 10am – 11am (Pacific Time - Los Angeles)

Guests

chris.espinosa@lacity.org - organizer

zachary.warma@lacity.org

gary.bero@lacity.org

edwin.gipson@lacity.org

[View all guest info](#)**Reply for zachary.warma@lacity.org**

Yes

No

Maybe

[More options](#)

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3K

PRA06-CAO-000005-SUPP1



Chris Espinosa <chris.espinosa@lacity.org>

Update - CD 5 Interim Site

1 message

Chris Espinosa <chris.espinosa@lacity.org>

Fri, Aug 25, 2023 at 9:05 AM

To: Sharon Tso <sharon.tso@lacity.org>

Cc: John Wickham <john.wickham@lacity.org>, Dora Huerta <dora.huerta@lacity.org>, Pranita Amatya <pranita.amatya@lacity.org>

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Homelessness
Emergency

Item # 53

RULES, ELECTIONS, INTERGOVERNMENTAL RELATIONS

App'g

6/20/23

MOTION

On December 12, 2022, Mayor Bass declared a state of emergency on homelessness. On December 13, 2022, in accordance with Los Angeles Administrative Code Section 8.27, the City Council approved a Resolution (Krekorian, et al.) ratifying the emergency declaration. After the ratification of the emergency declaration, Mayor Bass issued two executive orders - one to launch the Inside Safe Initiative to implement a citywide strategy to address the homelessness crisis and the other to expedite permits and clearances for temporary shelter and affordable housing.

In January, the City Council created the Homelessness Emergency Account and provided the Mayor with approximately \$50 million in necessary funding to implement the Inside Safe Initiative. With the City Council's and Mayor's collective efforts, over the last six months, the City has conducted 19 Inside Safe operations and moved 1,323 unhoused individuals inside through that program. Additionally, the City was able to identify 456 projects, totaling over 8,000 units, for expedited approval and approved 20 projects, totaling 1,496 units, within 37 days.

Pursuant to the terms of the emergency declaration, the Council has continued to renew the emergency declaration at least every 30 days for the last six months. However, the emergency declaration will terminate on July 9, 2023.

While the original emergency declaration will terminate, the homelessness crisis will continue. As a result, the City Council approved \$250 million in funding for Inside Safe for fiscal year 2023-2024 and continues to work with the Mayor to streamline City processes and procedures to address the crisis. In order to build upon these efforts, the City Council should consider the adoption of LAAC Section 8.33, attached to this motion, that would create a path for Mayor Bass, and future Mayors, to declare a Local Housing or Homelessness Emergency.

I THEREFORE MOVE that the City Council request the City Attorney to review the attached language for a new LAAC Section 8.33 for form and legality and prepare and present an ordinance with an urgency clause to effectuate this section.

PRESENTED BY:

Paul Krekorian

PAUL KREKORIAN

Councilmember, 2nd District

SECONDED BY:

Nilesha Kumar

ORIGINAL

JUN 16 2023

PK

PRA06-CAO-000008-SUPP1

Sec. 8.33. Local Housing and/or Homelessness Emergency.

- (a) The term "Local Housing and/or Homelessness Emergency" as used in this Section shall mean a local emergency due to the existence of a critical shortage of local affordable housing and/or an emergency on homelessness, as further defined in this Section. Local Housing and/or Homelessness Emergency, as used in this Section, shall not be subject to the other provisions of Chapter 3, Article 3 of Division 8 of the Los Angeles Administrative Code.**
- (b) The Mayor is hereby empowered to declare the existence of a local housing and/or homelessness emergency when the Mayor finds that:**
 - (i) the City's housing supply is projected to be at least 40 percent below its annual housing production goals as established in the Housing Element approved by the State Department of Housing and Community Development and reported in the City Planning Department's quarterly Housing Production Report; and/or**
 - (ii) Homelessness in the City has reached a crisis as indicated by either:**
 - (1) The unhoused population in the City is greater than two times the total number of interim beds as established in the annual Homeless Inventory Count submitted to the federal Department of Housing and Urban Development;**
 - or**
 - (2) There is a citywide increase by more than 20 percent as reported in the annual Point-in-Time Count.**

Such a declaration by the Mayor shall be in writing and shall take effect immediately upon its issuance. The Mayor shall cause widespread publicity and notice to be given of the declaration through the most feasible and adequate means of disseminating the notice throughout the City.

- (c) Upon the Mayor's declaration of a local housing and/or homelessness emergency, the Mayor shall coordinate citywide planning and response with respect to unsheltered or unhoused**

individuals in conjunction with the City Administrative Office, Los Angeles Homeless Services Authority, Los Angeles City Housing Department, Los Angeles City Planning Department and all other necessary departments and agencies. The Mayor shall also coordinate the City's efforts to address a declared emergency under this Section with the County of Los Angeles, the State of California, and the federal government. Within 30 days, the Mayor shall submit to Council a plan of action to address the emergency.

- (d) A declaration pursuant to this section empowers the Mayor to:
- (i) Promulgate, issue and enforce rules, regulations, orders and directives which the Mayor considers necessary to address the emergency. Such rules, regulations, orders and directives shall take effect immediately upon their issuance, and copies thereof shall be filed in the Office of the City Clerk. The City Council may supersede a rule, regulation, order or directive by adopting a resolution or ordinance that addresses the same subject matter.
 - (ii) Commandeer property deemed necessary to meet interim and temporary housing needs and bind the City for the fair value thereof. The City Council may adopt a resolution that imposes limits on action taken under this subsection.
 - (iii) Require emergency service of any City officer or employee and requisition necessary personnel or material of any City department or agency.
 - (iv) Suspend competitive bidding restrictions enumerated in Charter Section 371(e)(6) and Los Angeles Administrative Code Sections 10.15 and 10.17 for contracts entered into by City departments and offices in response to the emergency and mitigation efforts related to the emergency, subject to the following:
 - (1) Such suspension may remain in effect until the Mayor terminates the suspension or the Council finds the suspension is no longer needed and acts to terminate the suspension;

- (2) The Mayor shall order any action relative to the procurement of construction contracts, service provider contracts, supplies, and equipment for homelessness facilities to safeguard life, health or property caused by the emergency.
- (3) Contracts using this subsection's suspended competitive bidding restrictions may be for a term no longer than one year; thereafter, further contracting for the same need shall be accomplished by competitive bidding whenever applicable;
- (4) The City Council may terminate a contract awarded under this subsection and require competitive bidding.
- (5) The City Administrative Officer shall evaluate and report monthly to the City Council on the reasons justifying why each contract using this subsection was necessary to respond to the emergency, including why the emergency did not permit a delay resulting from a competitive solicitation for bids or proposals and why competitive proposals or bidding was not reasonably practicable or compatible with the City's interests.
- (e) Whenever the Mayor declares a local housing and/or homelessness emergency, the Chief Legislative Analyst's Office shall prepare, with the assistance of the City Attorney, a resolution ratifying the existence of a local housing and/or homelessness emergency. Such resolution shall be submitted by the Mayor to the City Clerk for presentation to the Council. Within 30 days from the date of the original declaration by the Mayor, the City Council may consider the resolution and rescind it by majority vote. Thereafter, the declaration shall expire unless the City Council renews it by majority vote every ~~90~~ ¹²⁰ calendar days. ^{CITY}
- (f) The ~~Chief~~ Administrative Officer and the General Managers of the Department of Housing and the Department of Planning, or their designee, shall monitor the state of the emergency and report

quarterly to the Mayor and the City Council on the status of the emergency and the progress in addressing it.

- (g) After reviewing the quarterly reports in Section 8.33(c) by the Chief Administrative Officer and the General Managers of the Department of Housing and the Department of Planning, or their designee, if the City Council finds that there is no longer a need for the emergency, or the emergency is no longer beyond the control of the normal services, personnel, equipment and facilities of the regularly constituted branches and departments of the City government the City Council may act to terminate or not renew the declaration under this Section 8.33.

↑
no action



Chris Espinosa <chris.espinosa@lacity.org>

Invitation: Check In - Midvale @ Fri Aug 25, 2023 3pm - 3:45pm (PDT)
(zachary.warma@lacity.org)

1 message

Chris Espinosa <chris.espinosa@lacity.org>
Reply-To: Chris Espinosa <chris.espinosa@lacity.org>
To: zachary.warma@lacity.org

Fri, Aug 25, 2023 at 3:03 PM

[Join with Google Meet](#)**Meeting link**meet.google.com/you-zahp-ojx**Join by phone**

(US) +1 302-317-2262

PIN: 233863877

[More phone numbers](#)**When**

Friday Aug 25, 2023 · 3pm – 3:45pm (Pacific Time - Los Angeles)

Guests

chris.espinosa@lacity.org - organizer

zachary.warma@lacity.org

[View all guest info](#)**Reply for zachary.warma@lacity.org**[Yes](#) [No](#) [Maybe](#) [More options](#)

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2K



Chris Espinosa <chris.espinosa@lacity.org>

Declined: Midvale Site - Budget @ Wed Aug 30, 2023 10am - 11am (PDT)
(chris.espinosa@lacity.org)

1 message

Edwin Gipson <edwin.gipson@lacity.org>
Reply-To: Edwin Gipson <edwin.gipson@lacity.org>
To: chris.espinosa@lacity.org

Mon, Aug 28, 2023 at 9:15 AM

Edwin Gipson has declined this invitation.[Join with Google Meet](#)**Meeting link**meet.google.com/edu-bjdz-ixg**Join by phone**

(US) +1 765-325-9213

PIN: 672745754

[More phone numbers](#)**When**

Wednesday Aug 30, 2023 · 10am – 11am (Pacific Time - Los Angeles)

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zachary.warma@lacity.org

gary.gero@lacity.org

edwin.gipson@lacity.org

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2K**PRA06-CAO-000015-SUPP1**



Chris Espinosa <chris.espinosa@lacity.org>

Midvale Site - Budget meeting attendance confirmation

1 message

zachary.warma@lacity.org <zachary.warma@lacity.org>

Tue, Aug 29, 2023 at 1:54 PM

Reply-To: zachary.warma@lacity.org

To: chris.espinosa@lacity.org, edwin.gipson@lacity.org, gary.gero@lacity.org, zachary.warma@lacity.org

Ed - quick question, sir.

I noticed that you declined the meeting invitation. Just want to confirm whether or not you plan to be attending.

Thanks so much!

- Zack Warma

[Join with Google Meet](#)**Meeting link**meet.google.com/edu-bjdz-ixg**Join by phone**

(US) +1 765-325-9213

PIN: 672745754

[More phone numbers](#)**Midvale Site - Budget**

Wednesday Aug 30, 2023 · 10am – 11am (Pacific Time - Los Angeles)

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zachary.warma@lacity.org

gary.gero@lacity.org

edwin.gipson@lacity.org

33 units

Eve Baruch
Anabel Gonzalez
* Ed, BOE, DBS, Fire

A city-owned parking lot in West Los Angeles is set to be converted into interim housing, 5th District City Councilmember Katy Yaroslavsky announced this week.

The property at 2377 Midvale Avenue, which occupies a corner lot at Midvale's intersection with Pico Boulevard, sits directly northwest of the former Westside Pavilion - and therefore the Google-anchored One Westside office complex.

"Anyone who has walked or driven on the Westside can tell you that the increase in the number of people living in tents is alarming," said Yaroslavsky in a news release. "We cannot keep waiting for the problem to solve itself – we need real solutions that we know work, and we need them quickly. While thousands of units of permanent housing are being constructed across the City, no interim units are in the pipeline in Council District 5. We need interim solutions now that we know will work."



2377 Midvale Avenue Google Maps

LifeArk, a Los Angeles-based which manufactures modular structures, has been tapped to build the interim facility. Because of the use of prefabricated structures, the build-out at 2377 Midvale is expected to be completed over the course of a few

months. Each unit will have its own bathroom, as well as access to laundry facilities, storage, and daily meals.

After completion, LA Family Housing has been selected to manage the facility, which is intended to serve as a bridge between residents experiencing street homelessness and placement in permanent supportive housing. The interim facility will also have services, including specialists in mental health and substance use disorders and employment assistance.

The proposed interim facility has been announced in the wake of the most recent Greater Los Angeles Homeless Count, which found that the number of unhoused residents within city limits has increased by 10 percent in the past year.

Yaroslavsky, who was recently in the news for the clean up of an encampment on the Palms-Culver City border, indicated that at the time she took office in late 2022, there were just 100 interim housing units available for the 5th District's 1,300 unhoused residents. Residents of the former Jasmine Avenue encampment were moved into hotel rooms, according to a representative of Yaroslavsky's office.

July 24, 2023

Contact: leo.daube@lacity.org

RELEASE: Councilwoman Katy Yaroslavsky Announces New Interim Housing Project at 2377 Midvale Ave

LOS ANGELES - Today, Los Angeles City Councilwoman Katy Yaroslavsky unveiled plans for a new interim housing project on L.A.'s Westside. Located on an underutilized city-owned parking lot at the intersection of Pico Blvd. and Midvale Ave, the project will add desperately needed interim beds to the Fifth Council District's homeless housing supply. When Councilmember Yaroslavsky took office, there were fewer than 100 interim housing units available for the district's 1,300 unhoused individuals.

"Anyone who has walked or driven on the Westside can tell you that the increase in the number of people living in tents is alarming," said Councilwoman Yaroslavsky. "We cannot keep waiting for the problem to solve itself – we need real solutions that we know work, and we need them quickly. While thousands of units of permanent housing are being constructed across the City, no interim units are in the pipeline in Council District 5. We need interim solutions now that we know will work."

In the last decade, homelessness in Los Angeles has more than doubled, with more than 46,000 Angelenos lacking a stable and secure place to sleep on a given night. Over 70% of those individuals and families are unsheltered, meaning they are sleeping in tents, parks, on sidewalks and in cars, because of the city's ongoing lack of both interim and permanent housing.

"It is imperative that we have housing solutions in every area of the city, which is why I am pleased to support Councilwoman Yaroslavsky's initiative to add much needed interim housing on L.A.'s Westside. While permanent housing is always the goal to house Angelenos living on our streets, we must continue to bring people inside to confront the homelessness crisis in Los Angeles and to prevent 5 people from dying on our streets every day. I applaud Councilwoman Yaroslavsky's effort to bring much needed interim housing to her district," said Los Angeles Mayor Karen Bass.

The goal of the project is to act as a link between street homelessness and permanent housing, with a team of mental health and substance use disorder specialists, permanent housing navigation support, and employment assistance to aid people in re-establishing stable lives. Participants will be provided with ensuite bathrooms, storage and laundry facilities, and three meals per day. The project is designed to serve adults currently residing on the streets in neighborhoods near the facility.

The project will be constructed by **LifeArk**, a Los Angeles-based company that creates innovative, high-quality modular structures. The unique design of its prefabricated structures allows the project to be built extremely quickly, with construction estimated to take just a few months.

"LifeArk is honored to partner with Council District 5 and LA Family Housing to bring an innovative housing solution to the Westside providing safe, dignified

homes for those transitioning out of homelessness," said Charles Wee, Founder and CEO of LifeArk.

Once opened, operations will be led by LA Family Housing, a national leader in helping people transition out of homelessness and poverty. In its dual role as a homeless service provider and affordable housing developer, LA Family Housing delivers well-managed housing enriched with a suite of supportive services that enable people to transition out of homelessness and regain personal stability long-term.

"LA Family Housing is excited to expand our work into Council District 5 by providing supportive services to those transitioning out of homelessness at 2377 Midvale," said Stephanie Klasky-Gamer, President and CEO of LA Family Housing. "We are proud to collaborate with Councilwoman Yaroslavsky, LifeArk, and the community surrounding this project on LA's Westside to provide more housing and resources to those most in need in the city."

The project will include 24/7 on-site security services to create a safe environment for participants of the project as well as the surrounding community, while helping bring more Angelenos off the street. The project is expected to break ground before the end of this year and open by 2024.

"This is exactly the kind of resource we need on the Westside. Our group of community volunteers is out working with homeless men and women every day, offering support and connecting them to services. But there is only so much we can do because there is simply nowhere for people to go. This new interim housing will help us bring more people off the streets and into housing," said Sean McMillan, President of West LA Homeless.

To set up an interview with Councilmember Yaroslavsky, LifeArk, or LA Family Housing, please contact leo.daube@lacity.org

###



Chris Espinosa <chris.espinosa@lacity.org>

Re: Emergency Order Resolution

1 message

Chris Espinosa <chris.espinosa@lacity.org>
To: John Wickham <john.wickham@lacity.org>

Mon, Jul 24, 2023 at 12:55 PM

I'll work with Travis on this.

Chris

On Mon, Jul 24, 2023 at 12:47 PM John Wickham <john.wickham@lacity.org> wrote:
Chris,

The Mayor introduced a Homeless Emergency Order, which requires the CLA to prepare a Resolution for Council. Who do you think can put that together right now? We should get something to Sharon soon. I think Pranita has a bunch of Motions and Resos, as does Susan. Do you think Leah or Travis can do it? It is new and maybe a little tricky.

John Wickham
Office of the Chief Legislative Analyst
phone: (213) 473-5738
fax: (213) 620-9869

Christopher P. Espinosa
Office of the Chief Legislative Analyst
City of Los Angeles
Office: (213) 473-5959
Cell: (213) 241-9494



Dora Huerta <dora.huerta@lacity.org>

FYI - Item 43 - 6/27/23

John Wickham <john.wickham@lacity.org>

Mon, Jun 26, 2023 at 1:42 PM

To: Chris Espinosa <chris.espinosa@lacity.org>

Cc: Dora Huerta <dora.huerta@lacity.org>, Pranita Amatya <pranita.amatya@lacity.org>, Travis Rust <travis.rust@lacity.org>, Leah Wilson <leah.wilson@lacity.org>, Susan Oh <susan.oh@lacity.org>

That is in the current Health Emergency order, so is carried over to this one. It is definitely odd.

John Wickham

Office of the Chief Legislative Analyst

phone: (213) 473-5738

fax: (213) 620-9869

On Mon, Jun 26, 2023 at 11:17 AM Chris Espinosa <chris.espinosa@lacity.org> wrote:

FYI

Item 43 is the adoption of an ordinance to specify procedures in establishing a local housing and homelessness emergency.

See Page 3, Section 8.33 (e) concerning the CLA preparing a resolution to ratify the emergency.

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=23-0652>

Thanks

Christopher P. Espinosa

Office of the Chief Legislative Analyst

City of Los Angeles

Office: (213) 473-5959

Cell: (213) 241-9494



Dora Huerta <dora.huerta@lacity.org>

FYI - MAYOR BASS SIGNS UPDATED STATE OF EMERGENCY ON HOUSING AND HOMELESSNESS TO CONFRONT ONGOING CRISIS

Dora Huerta <dora.huerta@lacity.org>

Tue, Jul 11, 2023 at 1:22 PM

To: John Wickham <john.wickham@lacity.org>, Chris Espinosa <chris.espinosa@lacity.org>, Pranita Amatya <pranita.amatya@lacity.org>, Travis Rust <travis.rust@lacity.org>

FYI - Linked below is a Press Release on the updated Emergency Declaration signed by the Mayor on Friday. The Press Release, issued yesterday, contains links to a summary and the full text of the Declaration.

<https://mayor.lacity.gov/news/mayor-bass-signs-updated-state-emergency-housing-and-homelessness-confront-ongoing-crisis>

--

Dora Huerta
Office of the Chief Legislative Analyst
200 N. Spring Street, Room 255
Los Angeles, CA 90012
(213) 473-5740



Karen Kalfayan <karen.kalfayan@lacity.org>

Fwd: Mayor's Executive Directive No. 1 (Revised 2) - Expedition of Permits and Clearances for Temporary Shelters and Affordable Housing Types

1 message

Mary Jay Paco <maryjay.paco@lacity.org>

Tue, Jul 11, 2023 at 10:02 AM

To: Mariella Freire-Reyes <mariella.freire-reyes@lacity.org>, "STAROSTINA, TATIANA S." <tstarostina@lawa.org>, Curtis Watts <curtis.watts@lacity.org>, John Weight <john.weight@lacity.org>, Jason Killeen <jason.killeen@lacity.org>, Karen Kalfayan <karen.kalfayan@lacity.org>, Ian Thompson <ian.thompson@lacity.org>, Petty Santos <petty.santos@lacity.org>, Christina Oh <christina.oh@lacity.org>, Claudia Luna <claudia.luna@lacity.org>, Ruth Rodrigues <ruth.rodrigues@lacity.org>, Rick Cole <rick.cole@lacity.org>, Christopher Concepcion <christopher.concepcion@lacity.org>, Ashley Rodriguez <ashley.rodriguez@lacity.org>, Fred Jackson <fred.jackson@lacity.org>, Edgar Garcia <edgar.garcia@lacity.org>, Thalia Polychronis <thalia.polychronis@lacity.org>, Veronica Coleman <veronica.coleman@lacity.org>, Heather Holt <heather.holt@lacity.org>, Angela Berumen <angela.berumen@lacity.org>, Orin Saunders <orin.saunders@lacity.org>, myo.thedar@lafpp.com, "Melody J. McCormick" <melody.mccormick@lacity.org>, "Bleavins, Marla" <mbleavins@portla.org>, Marlene Garza <marlene.garza@hacla.org>, Joyce Edson <joyce.edson@lacity.org>, Susan Broman <sbroman@lapl.org>, "Bouey, Todd" <Todd.Bouey@lacers.org>, Tricia Keane <tricia.keane@lacity.org>, Chris Thompson <chris.thompson@lacity.org>, Armando Ruiz <armando.ruiz@lacity.org>, Camden Collins <camden.collins@lacity.org>, Paula Dayes <paula.dayes@lacity.org>, Kevin Keller <kevin.keller@lacity.org>, Daniel.Randolph@lapd.online, TJ Knight <tj.knight@lacity.org>, Raoul Mendoza <raoul.mendoza@lacity.org>, Deborah Weintraub <deborah.weintraub@lacity.org>, Traci Minamide <traci.minamide@lacity.org>, Megan Hackney <megan.hackney@lacity.org>, Stephanie Clements <stephanie.clements@lacity.org>, Matthew Rudnick <matthew.s.rudnick@lacity.org>, Bridget Smith <bridget.smith@lacity.org>, "aram.benjamin@ladwp.com" <aram.benjamin@ladwp.com>, Aksel Palacios <aksel.palacios@lacity.org>, Mei Kwan <mei.kwan@lacity.org>

ATTACHED.

----- Forwarded message -----

From: Tony Royster <tony.royster@lacity.org>

Date: Tue, Jul 11, 2023 at 8:45 AM

Subject: Re: Mayor's Executive Directive No. 1 (Revised 2) - Expedition of Permits and Clearances for Temporary Shelters and Affordable Housing Types

To: Mary Jay Paco <maryjay.paco@lacity.org>

Cc: CAO Executive Directive Distribution <cao.executive-directive-distribution@lacity.org>

Please forward to AGMs and Division Heads. Thanks

On Tue, Jul 11, 2023 at 7:12 AM Mary Jay Paco <maryjay.paco@lacity.org> wrote:

Please find attached Mayor's Executive Directive No. 1 **(Revised 2) - Expedition of Permits and Clearances for Temporary Shelters and Affordable Housing Types**

2 attachments

 ED 1 (Revised 2) - Expedition of Permits and Clearances for Temporary Shelters and Affordable Housing Types Revision 2.pdf
326K

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8K



KAREN BASS
MAYOR

EXECUTIVE DIRECTIVE NO. 1

Issue Date: December 16, 2022

Revised: June 12, 2023

Revised: July 7, 2023

Subject: Expedition of Permits and Clearances for Temporary Shelters and Affordable Housing Types

INTRODUCTION

To aid in swiftly sheltering people who are unhoused in the City of Los Angeles, and by virtue of the authority vested in me as Mayor of the City of Los Angeles under Section 231(i) of the Los Angeles City Charter and the provisions of Section 8.33 of the Los Angeles Administrative Code, I hereby declare the following order to be necessary for the protection of life and property and I hereby order, effective immediately, that:

1. Applications for 100% affordable housing projects, or for Shelter as defined in Section 12.03 of the Los Angeles Municipal Code (LAMC) (hereinafter referred to as Shelter), shall be, and hereby are deemed exempt from discretionary review processes otherwise required by either the zoning provisions of Chapter 1 of the LAMC or other Project Review including Site Plan Review as described in LAMC Section 16.05 and LAMC Section 13B.2.4, as long as such plans do not require any zoning change, variance, or General Plan amendment, and in no instance shall the project be located in a single family or more restrictive zone. All City departments are directed to process all plans for such 100 percent affordable housing projects or Shelter using the streamlined ministerial review process currently used for projects eligible under Government Code section 65913.4, State Density Bonus law. In addition, consistent with state law, a project may utilize the State Density Bonus and LAMC bonuses, incentives, waivers and concessions if such are in compliance with the applicable requirements.

2. I further direct all applicable City Departments to process clearances and utility releases related to building permit applications, certificates of occupancy, or temporary certificates of occupancy within 5 business days for 100 percent affordable housing projects and within 2 business days for Shelters.
3. I further direct all applicable City Departments to conduct and conclude all reviews and inspections required for 100 percent affordable housing projects or Shelters and to issue all appropriate approvals for such projects or Shelters within 60 days following the submission of the completed application. City Departments shall provide the applicant with all required changes or amendments on or before the 30th day following the submission of a completed application for such projects. To the extent practicable, all required reviews and approvals shall be conducted simultaneously, not sequentially, by all City departments so as to meet the 30 day and 60 day periods specified for such projects in this paragraph.
4. I hereby direct the Los Angeles Housing Department (LAHD) to coordinate with the Los Angeles City Controller to track and process all affordable housing projects and expedite payments thereon. LAHD shall track each pending pay application, initial submittal date, approval date, reasons for rejection or modification of submitted payment applications, and issuance of payment, and shall provide reports to the Mayor on all such payments at least monthly with the goal of expediting payments due for affordable housing projects.
5. I hereby direct that all protocols set by the Los Angeles County Coordinated Entry System as they apply within the City of Los Angeles be expanded, changed, or suspended, as allowed by federal law. Rules, guidelines and regulations will be developed to expedite the placement of unhoused neighbors into housing in the City of Los Angeles.
6. I hereby direct all City departments to prioritize and streamline compliance with the provisions of the Building Homes and Jobs Act – Government Code section 27388.1 in order to maximize the City's eligibility for state and federal funds to support the development of emergency shelters, transitional housing, and supportive housing. The City shall seek to comply with or otherwise meet all criteria specified under all applicable state and federal laws that provide for increased resources, funding, access or allowance for temporary or affordable housing.
7. Effective February 28, 2023, in accordance with the end of the State of California COVID-19 emergency, I hereby rescind the Public Order Under City of Los Angeles Emergency Authority issued on January 28, 2022 (January 28, 2022

Order). Notwithstanding this action, all entitlements already approved and still valid as of this date, or approved during the effective period of the January 28, 2022 Order, shall remain valid for the extended time period(s) as if such January 28, 2022 Order were still in effect with respect to such entitlements. Furthermore, local decision-makers, including the Director of Planning and the Chief Zoning Administrator, are authorized to continue to hold all required public hearings under the Los Angeles Municipal Code in a manner consistent with the Governor's Executive Order N-29-20, and any subsequent orders or published guidance pertaining to local legislative bodies.

8. The City Planning and Housing Departments shall issue guidelines as necessary to implement the provisions of this Executive Directive.

Executed this 7th day of July, 2023.



KAREN BASS
Mayor

MAYOR KAREN BASS EXECUTIVE DIRECTIVES

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3. Emergency Use of Viable City-Owned Property	Issue Date: Revised Date:	February 10, 2023 July 7, 2023
4. Identifying Barriers to Small Business Creation, Development and Growth	Issue Date:	June 22, 2023



Karen Kalfayan <karen.kalfayan@lacity.org>

Executive Directive 1 and Implementation Guidelines

1 message

Los Angeles Department of Building and Safety <ladbs.info@lacity.org>

Fri, Mar 3, 2023 at 12:11 PM

Reply-To: ladbs.info@lacity.org

To: karen.kalfayan@lacity.org



EXECUTIVE DIRECTIVE 1 (ED 1) and IMPLEMENTATION GUIDELINES

Los Angeles Mayor Karen Bass, on her first week in office, issued Executive Directive 1 (ED 1) to assist in the "Expedition of Permits and Clearances for Temporary Shelters and 100% Affordable Housing Projects". ED 1 is another step toward the urgent approach to the housing and homelessness crisis in Los Angeles.

ED 1 directs city departments to reduce red tape on construction-related processes, such as in permitting. The ED 1 Implementation Guidelines establish procedures to expedite projects through a ministerial approval process. Expedition includes, but not limited to: reduced timelines at all stages of project review, and concurrent reviews of projects by city departments such as LADBS, Planning, Housing Department and other city agencies.

For more information about ED 1 and the administrative process, refer to [Executive Directive 1](#) and the [ED 1 Implementation Guidelines](#).

Los Angeles Department of Building and Safety

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Karen Kalfayan <karen.kalfayan@lacity.org>

Looking ahead to 2023

1 message

Mayor Karen Bass <karen.bass@lacity.org>
Reply-To: Mayor Karen Bass <karen.bass@lacity.org>
To: Karen <Karen.Kalfayan@lacity.org>

Fri, Dec 30, 2022 at 2:55 PM

[View this email in your browser](#)



Hi Karen,

It's been an honor serving as your Mayor over the past three weeks, which I have spent taking clear and direct action to bring our unhoused neighbors inside.

On my first day in office, I didn't start the morning at City Hall – I started at the City's Emergency Operations Center where, as my first official act, I declared a [State of Emergency on homelessness](#). Together with leaders from the City, the County, and the non-profit and private sectors, we committed to a comprehensive new strategy and set the stage for a sea change in how we address homelessness.

Our new approach is urgent and proactive – and it must be. After all, more than 40,000 Angelenos are sleeping on the streets today, and five of them are dying there every day.

To meet this emergency head-on, I also issued an [Executive Directive](#) to remove barriers that slow the work and increase the cost of building temporary and permanent housing. We're also making it easier for the City to acquire rooms, properties and land to house Angelenos in need.

I also issued an Executive Directive launching [Inside Safe](#), Los Angeles' citywide, proactive and housing-led strategy to bring people inside from tents and encampments, and to prevent encampments from returning.

Through Inside Safe, we'll give people safe places to move immediately – and commit to providing them with services and permanent housing so they can stay inside for good.

This is just the beginning – we will also fast-track the opening of HHH, additional interim housing and other permanent homes, and ensure we see results and efficiency from voter-approved Measure ULA.

There is a role for every one of us to play in the work ahead – which means we need to keep in touch! **Please click [here](#), to sign up for updates directly from me.**

The work already underway gives me great hope for all to come. I look forward to working with you and Angelenos all across our city to get big things done together.

See you in the New Year,



Karen Bass, Mayor of Los Angeles



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Sharon Tso <sharon.tso@lacity.org>

Mayor's Executive Directive No. 3 (Revised) - Emergency Use of Viable City-Owned Property

1 message

Mary Jay Paco <maryjay.paco@lacity.org>

Tue, Jul 11, 2023 at 7:12 AM

To: CAO Executive Directive Distribution <cao.executive-directive-distribution@lacity.org>

Please find attached Mayor's Executive Directive No. 3 (Revised) - **Emergency Use of Viable City-Owned Property**

2 attachments



ED 3 (Revised) - Emergency Use of Viable City-Owned Property Revised.pdf
317K



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MAYOR KAREN BASS EXECUTIVE DIRECTIVES

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3. Emergency Use of Viable City-Owned Property	Issue Date: Revised Date:	February 10, 2023 July 7, 2023
4. Identifying Barriers to Small Business Creation, Development and Growth	Issue Date:	June 22, 2023



KAREN BASS
MAYOR

EXECUTIVE DIRECTIVE NO. 3

Issue Date: February 10, 2023
Revised: July 7, 2023

Subject: Emergency Use of Viable City-Owned Property

INTRODUCTION

To aid in sheltering people who are unhoused in the City of Los Angeles, and by virtue of the authority vested in me as Mayor under the Charter Section 213(i) of the City of Los Angeles and the provisions of Section 8.33 of the Los Angeles Administrative Code, I hereby declare the following order to be necessary for the protection of life and property, and I hereby order, effective immediately, that:

1. Within 20 days of this order the City Administrative Officer's (CAO) Asset Management and Development Services (AMDS) shall identify and deliver to the Mayor and the Chief of Housing and Homeless Solutions a list of all City-owned property within the control of any City department or bureau, including rights of way, that are vacant, surplus, or underutilized. For any parcel with significant limitation or restriction that might preclude it from being used for temporary or permanent housing with on-site supportive services, AMDS should include all covenants, easements, leases or other land use, revenue, or regulatory restrictions that apply to the identified parcel. I direct all City Departments to fully cooperate with AMDS and prioritize inquiries and requests from AMDS regarding this list for immediate response. This order does not apply to active recreational sites in the control of the Department of Recreation and Parks that are utilized for public recreation or land that is utilized as trails for public recreation.

2. The Chief of Housing and Homeless Solutions shall, upon receipt of such identifications, complete a formal assessment of each identified site to determine its suitability for housing or shelter for those experiencing homelessness. In making that assessment, the Chief of Housing and Homeless Solutions shall coordinate with CAO and all appropriate City departments, including General Services Department (GSD), the Department of Transportation (DOT), the Bureau of Engineering (BOE), and the Department of Building and Safety (DBS). Such assessment shall be completed and transmitted to the Mayor as soon as possible but, in any event, on or before the 30th day following receipt of the AMDS list referenced in paragraph 1 of this Executive Directive. Such assessment shall address each site's viability for habitation, including a site layout, access to infrastructure (including water, power, and sewer access), contamination risks, liability risks, the distance between each site and other residential uses, and the time and resources needed to prepare the site for habitation.

3. Within 30 days of receipt of the formal assessment of sites to be used for temporary or permanent housing with on-site supportive services to be occupied by persons experiencing homelessness, the Mayor's Office shall make designations for appropriate sites to install or construct housing or shelter, giving preference to sites that are easily serviceable by utilities (including water, power, and sewer services) and that are near assets to aid in support of people experiencing homelessness. Any new structures constructed on sites so designated shall be non-congregate shelter. To the extent possible, units shall include individual bathrooms. All sites shall include other appropriate amenities. The Mayor's Office, in conjunction with the CAO, shall specify the construction or contracting process for each site, including approvals for expediting the same, and may include additional exemptions from the requirements of the Los Angeles Municipal Code (LAMC).

4. City departments, bureaus, and agencies shall have the authority to install temporary or permanent housing with on-site supportive services on such designated sites, all in accordance with the designations made by the Mayor's Office.

5. The construction, emergency installation, use, and operation of temporary or permanent housing on such designated sites shall be and hereby are deemed exempt for the duration of this order from discretionary review processes otherwise required by either the zoning provisions of Chapter I of the LAMC

or Project Review as described in LAMC Section 16.05 and LAMC Section 13B.2.4; or other ordinance; provided, however, that any temporary or permanent housing shall comply with applicable state law including Government Code Section 8698, et seq., to the extent those sections apply.

6. Temporary or permanent housing on such designated sites shall also be exempt from LAMC Section 64.72 (Public Works and Property) except to the extent required by state law as applicable to either charter or general law cities. The Director of Sanitation shall respond to all Sewer Capacity Availability Requests (SCAR) and complete the department's reviews under LAMC Section 64.15 within seven business days of being submitted to the Bureau of Sanitation.

7. Construction activities related to temporary or permanent housing on such designated sites shall be exempt from LAMC Section 41.40 (Public Welfare) in order to expedite construction and installation of housing, all in accordance with the designations made by the Mayor's Office.

8. All site plan reviews and approvals pursuant to LAMC Section 16.05 are hereby waived for all eligible temporary or permanent housing with on-site supportive services constructed or installed on such designated sites as specified in the Mayoral designations noted in paragraph 3 above. All minimum parking requirements are hereby waived for all eligible temporary or permanent housing with on-site supportive services constructed or installed on such designated City sites, all in accordance with the designations made by the Mayor's Office.

9. I hereby direct that all protocols set by the Los Angeles County Coordinated Entry System be expanded, changed, or eliminated, as allowed by federal law, pursuant to guidelines to be issued by the Mayor, for temporary or permanent housing with on-site supportive services constructed or installed on such designated City sites.

10. All City departments and bureaus with permitting requirements, including the DBS, the BOE, the Fire Department, City Planning, DOT and the Department of Water and Power (DWP), shall prioritize and streamline their review of any permits relating to the construction, emergency installation, use, and operation of temporary or permanent housing on such designated City sites by conducting concurrent, rather than consecutive, reviews of such permit applications and completing those reviews within 30 days of application.

11. GSD shall establish guidelines for when a City department or bureau should consider a property vacant or underutilized, similar to the processes for declaring properties surplus, and they shall develop a process by which each City department and bureau shall regularly identify for the CAO and GSD, any properties that it deems to be vacant or underutilized.

12. The DWP, the Los Angeles World Airports, and the Los Angeles Harbor Department shall establish guidelines for identifying vacant, surplus, or underutilized property on a forward-going basis, and shall develop a process by which each of those departments shall regularly notify the Mayor and CAO of vacant, surplus, or underutilized properties.

13. The Mayor will request that other jurisdictions that control real property in the City consider adopting policies similar to those outlined in this order to make property available for temporary or permanent housing with on-site supportive services. Such jurisdictions include Los Angeles County, LA Metro, Los Angeles Unified School District (LAUSD), the California Department of Transportation (CalTrans), and other departments or agencies of the State of California.

Executed this 7th day of July, 2023



KAREN BASS
Mayor



Sharon Tso <sharon.tso@lacity.org>

Mayor's Executive Directive No. 1 (Revised 2) - Expedition of Permits and Clearances for Temporary Shelters and Affordable Housing Types

1 message

Mary Jay Paco <maryjay.paco@lacity.org>

Tue, Jul 11, 2023 at 7:12 AM

To: CAO Executive Directive Distribution <cao.executive-directive-distribution@lacity.org>

Please find attached Mayor's Executive Directive No. 1 **(Revised 2) - Expedition of Permits and Clearances for Temporary Shelters and Affordable Housing Types**

2 attachments

 **ED 1 (Revised 2) - Expedition of Permits and Clearances for Temporary Shelters and Affordable Housing Types Revision 2.pdf**
326K

 **TableofContents.pdf**
8K

MAYOR KAREN BASS EXECUTIVE DIRECTIVES

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4. Identifying Barriers to Small Business Creation, Development and Growth	Issue Date:	June 22, 2023



KAREN BASS
MAYOR

EXECUTIVE DIRECTIVE NO. 1

Issue Date: December 16, 2022

Revised: June 12, 2023

Revised: July 7, 2023

Subject: Expedition of Permits and Clearances for Temporary Shelters and Affordable Housing Types

INTRODUCTION

To aid in swiftly sheltering people who are unhoused in the City of Los Angeles, and by virtue of the authority vested in me as Mayor of the City of Los Angeles under Section 231(i) of the Los Angeles City Charter and the provisions of Section 8.33 of the Los Angeles Administrative Code, I hereby declare the following order to be necessary for the protection of life and property and I hereby order, effective immediately, that:

1. Applications for 100% affordable housing projects, or for Shelter as defined in Section 12.03 of the Los Angeles Municipal Code (LAMC) (hereinafter referred to as Shelter), shall be, and hereby are deemed exempt from discretionary review processes otherwise required by either the zoning provisions of Chapter 1 of the LAMC or other Project Review including Site Plan Review as described in LAMC Section 16.05 and LAMC Section 13B.2.4, as long as such plans do not require any zoning change, variance, or General Plan amendment, and in no instance shall the project be located in a single family or more restrictive zone. All City departments are directed to process all plans for such 100 percent affordable housing projects or Shelter using the streamlined ministerial review process currently used for projects eligible under Government Code section 65913.4, State Density Bonus law. In addition, consistent with state law, a project may utilize the State Density Bonus and LAMC bonuses, incentives, waivers and concessions if such are in compliance with the applicable requirements.

2. I further direct all applicable City Departments to process clearances and utility releases related to building permit applications, certificates of occupancy, or temporary certificates of occupancy within 5 business days for 100 percent affordable housing projects and within 2 business days for Shelters.
3. I further direct all applicable City Departments to conduct and conclude all reviews and inspections required for 100 percent affordable housing projects or Shelters and to issue all appropriate approvals for such projects or Shelters within 60 days following the submission of the completed application. City Departments shall provide the applicant with all required changes or amendments on or before the 30th day following the submission of a completed application for such projects. To the extent practicable, all required reviews and approvals shall be conducted simultaneously, not sequentially, by all City departments so as to meet the 30 day and 60 day periods specified for such projects in this paragraph.
4. I hereby direct the Los Angeles Housing Department (LAHD) to coordinate with the Los Angeles City Controller to track and process all affordable housing projects and expedite payments thereon. LAHD shall track each pending pay application, initial submittal date, approval date, reasons for rejection or modification of submitted payment applications, and issuance of payment, and shall provide reports to the Mayor on all such payments at least monthly with the goal of expediting payments due for affordable housing projects.
5. I hereby direct that all protocols set by the Los Angeles County Coordinated Entry System as they apply within the City of Los Angeles be expanded, changed, or suspended, as allowed by federal law. Rules, guidelines and regulations will be developed to expedite the placement of unhoused neighbors into housing in the City of Los Angeles.
6. I hereby direct all City departments to prioritize and streamline compliance with the provisions of the Building Homes and Jobs Act – Government Code section 27388.1 in order to maximize the City's eligibility for state and federal funds to support the development of emergency shelters, transitional housing, and supportive housing. The City shall seek to comply with or otherwise meet all criteria specified under all applicable state and federal laws that provide for increased resources, funding, access or allowance for temporary or affordable housing.
7. Effective February 28, 2023, in accordance with the end of the State of California COVID-19 emergency, I hereby rescind the Public Order Under City of Los Angeles Emergency Authority issued on January 28, 2022 (January 28, 2022

Order). Notwithstanding this action, all entitlements already approved and still valid as of this date, or approved during the effective period of the January 28, 2022 Order, shall remain valid for the extended time period(s) as if such January 28, 2022 Order were still in effect with respect to such entitlements. Furthermore, local decision-makers, including the Director of Planning and the Chief Zoning Administrator, are authorized to continue to hold all required public hearings under the Los Angeles Municipal Code in a manner consistent with the Governor's Executive Order N-29-20, and any subsequent orders or published guidance pertaining to local legislative bodies.

8. The City Planning and Housing Departments shall issue guidelines as necessary to implement the provisions of this Executive Directive.

Executed this 7th day of July, 2023.



KAREN BASS
Mayor



Sharon Tso <sharon.tso@lacity.org>

Mayor's Executive Directive No. 3 (Revised) - Emergency Use of Viable City-Owned Property

1 message

Mary Jay Paco <maryjay.paco@lacity.org>

Tue, Jul 11, 2023 at 7:12 AM

To: CAO Executive Directive Distribution <cao.executive-directive-distribution@lacity.org>

Please find attached Mayor's Executive Directive No. 3 (Revised) - **Emergency Use of Viable City-Owned Property**

2 attachments



ED 3 (Revised) - Emergency Use of Viable City-Owned Property Revised.pdf

317K



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KAREN BASS
MAYOR

EXECUTIVE DIRECTIVE NO. 3

Issue Date: February 10, 2023
Revised: July 7, 2023

Subject: Emergency Use of Viable City-Owned Property

INTRODUCTION

To aid in sheltering people who are unhoused in the City of Los Angeles, and by virtue of the authority vested in me as Mayor under the Charter Section 213(i) of the City of Los Angeles and the provisions of Section 8.33 of the Los Angeles Administrative Code, I hereby declare the following order to be necessary for the protection of life and property, and I hereby order, effective immediately, that:

1. Within 20 days of this order the City Administrative Officer's (CAO) Asset Management and Development Services (AMDS) shall identify and deliver to the Mayor and the Chief of Housing and Homeless Solutions a list of all City-owned property within the control of any City department or bureau, including rights of way, that are vacant, surplus, or underutilized. For any parcel with significant limitation or restriction that might preclude it from being used for temporary or permanent housing with on-site supportive services, AMDS should include all covenants, easements, leases or other land use, revenue, or regulatory restrictions that apply to the identified parcel. I direct all City Departments to fully cooperate with AMDS and prioritize inquiries and requests from AMDS regarding this list for immediate response. This order does not apply to active recreational sites in the control of the Department of Recreation and Parks that are utilized for public recreation or land that is utilized as trails for public recreation.

Mayor Karen Bass
Executive Directive No. 3 (Revised)
Page 2 of 4

2. The Chief of Housing and Homeless Solutions shall, upon receipt of such identifications, complete a formal assessment of each identified site to determine its suitability for housing or shelter for those experiencing homelessness. In making that assessment, the Chief of Housing and Homeless Solutions shall coordinate with CAO and all appropriate City departments, including General Services Department (GSD), the Department of Transportation (DOT), the Bureau of Engineering (BOE), and the Department of Building and Safety (DBS). Such assessment shall be completed and transmitted to the Mayor as soon as possible but, in any event, on or before the 30th day following receipt of the AMDS list referenced in paragraph 1 of this Executive Directive. Such assessment shall address each site's viability for habitation, including a site layout, access to infrastructure (including water, power, and sewer access), contamination risks, liability risks, the distance between each site and other residential uses, and the time and resources needed to prepare the site for habitation.

3. Within 30 days of receipt of the formal assessment of sites to be used for temporary or permanent housing with on-site supportive services to be occupied by persons experiencing homelessness, the Mayor's Office shall make designations for appropriate sites to install or construct housing or shelter, giving preference to sites that are easily serviceable by utilities (including water, power, and sewer services) and that are near assets to aid in support of people experiencing homelessness. Any new structures constructed on sites so designated shall be non-congregate shelter. To the extent possible, units shall include individual bathrooms. All sites shall include other appropriate amenities. The Mayor's Office, in conjunction with the CAO, shall specify the construction or contracting process for each site, including approvals for expediting the same, and may include additional exemptions from the requirements of the Los Angeles Municipal Code (LAMC).

4. City departments, bureaus, and agencies shall have the authority to install temporary or permanent housing with on-site supportive services on such designated sites, all in accordance with the designations made by the Mayor's Office.

5. The construction, emergency installation, use, and operation of temporary or permanent housing on such designated sites shall be and hereby are deemed exempt for the duration of this order from discretionary review processes otherwise required by either the zoning provisions of Chapter I of the LAMC

or Project Review as described in LAMC Section 16.05 and LAMC Section 13B.2.4; or other ordinance; provided, however, that any temporary or permanent housing shall comply with applicable state law including Government Code Section 8698, et seq., to the extent those sections apply.

6. Temporary or permanent housing on such designated sites shall also be exempt from LAMC Section 64.72 (Public Works and Property) except to the extent required by state law as applicable to either charter or general law cities. The Director of Sanitation shall respond to all Sewer Capacity Availability Requests (SCAR) and complete the department's reviews under LAMC Section 64.15 within seven business days of being submitted to the Bureau of Sanitation.

7. Construction activities related to temporary or permanent housing on such designated sites shall be exempt from LAMC Section 41.40 (Public Welfare) in order to expedite construction and installation of housing, all in accordance with the designations made by the Mayor's Office.

8. All site plan reviews and approvals pursuant to LAMC Section 16.05 are hereby waived for all eligible temporary or permanent housing with on-site supportive services constructed or installed on such designated sites as specified in the Mayoral designations noted in paragraph 3 above. All minimum parking requirements are hereby waived for all eligible temporary or permanent housing with on-site supportive services constructed or installed on such designated City sites, all in accordance with the designations made by the Mayor's Office.

9. I hereby direct that all protocols set by the Los Angeles County Coordinated Entry System be expanded, changed, or eliminated, as allowed by federal law, pursuant to guidelines to be issued by the Mayor, for temporary or permanent housing with on-site supportive services constructed or installed on such designated City sites.

10. All City departments and bureaus with permitting requirements, including the DBS, the BOE, the Fire Department, City Planning, DOT and the Department of Water and Power (DWP), shall prioritize and streamline their review of any permits relating to the construction, emergency installation, use, and operation of temporary or permanent housing on such designated City sites by conducting concurrent, rather than consecutive, reviews of such permit applications and completing those reviews within 30 days of application.

11. GSD shall establish guidelines for when a City department or bureau should consider a property vacant or underutilized, similar to the processes for declaring properties surplus, and they shall develop a process by which each City department and bureau shall regularly identify for the CAO and GSD, any properties that it deems to be vacant or underutilized.

12. The DWP, the Los Angeles World Airports, and the Los Angeles Harbor Department shall establish guidelines for identifying vacant, surplus, or underutilized property on a forward-going basis, and shall develop a process by which each of those departments shall regularly notify the Mayor and CAO of vacant, surplus, or underutilized properties.

13. The Mayor will request that other jurisdictions that control real property in the City consider adopting policies similar to those outlined in this order to make property available for temporary or permanent housing with on-site supportive services. Such jurisdictions include Los Angeles County, LA Metro, Los Angeles Unified School District (LAUSD), the California Department of Transportation (CalTrans), and other departments or agencies of the State of California.

Executed this 7th day of July, 2023



KAREN BASS
Mayor

MAYOR KAREN BASS EXECUTIVE DIRECTIVES

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1. Expedition of Permits and Clearances for Temporary Shelters and Affordable Housing Types	Issue Date: Revised Date: Revised Date:	December 16, 2022 June 12, 2023 July 7, 2023
2. Inside Safe Initiative	Issue Date:	December 21, 2022
3. Emergency Use of Viable City-Owned Property	Issue Date: Revised Date:	February 10, 2023 July 7, 2023
4. Identifying Barriers to Small Business Creation, Development and Growth	Issue Date:	June 22, 2023



Sharon Tso <sharon.tso@lacity.org>

Mayor's Executive Directive No. 3 - Emergency Use of Viable City-Owned Property

1 message

Mary Jay Paco <maryjay.paco@lacity.org>

Fri, Feb 10, 2023 at 3:46 PM

To: CAO Executive Directive Distribution <cao.executive-directive-distribution@lacity.org>

Please find attached Mayor's Executive Directive No. 3 - **Emergency Use of Viable City-Owned Property**

2 attachments

 **ED 3 - Emergency Use of Viable City-Owned Property.pdf**
412K

 **TableofContents.pdf**
7K

MAYOR KAREN BASS EXECUTIVE DIRECTIVES

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3. ED 3 - Emergency Use of Viable City-Owned Property	Issue Date:	February 10, 2023



EXECUTIVE DIRECTIVE NO. 3

Issue Date: February 10, 2023

Subject: Emergency Use of Viable City-Owned Property

INTRODUCTION

To aid in sheltering people who are unhoused in the City of Los Angeles, and by virtue of the authority vested in me as Mayor under the Charter Section 213(i) of the City of Los Angeles and the provisions of Section 8.29 of the Los Angeles Administrative Code, I hereby declare the following order to be necessary for the protection of life and property, and I hereby order, effective immediately, that:

1. Within 20 days of this order the City Administrative Officer's (CAO) Asset Management and Development Services (AMDS) shall identify and deliver to the Mayor and the Chief of Housing and Homeless Solutions a list of all City-owned property within the control of any City department or bureau, including rights of way, that are vacant, surplus, or underutilized. For any parcel with significant limitation or restriction that might preclude it from being used for temporary or permanent housing with on-site supportive services, AMDS should include all covenants, easements, leases or other land use, revenue, or regulatory restrictions that apply to the identified parcel. I direct all City Departments to fully cooperate with AMDS and prioritize inquiries and requests from AMDS regarding this list for immediate response. This order does not apply to active recreational sites in the control of the Department of Recreation and Parks that are utilized for public recreation or land that is utilized as trails for public recreation.

2. The Chief of Housing and Homeless Solutions shall, upon receipt of such identifications, complete a formal assessment of each identified site to determine its suitability for housing or shelter for those experiencing homelessness. In making that assessment, the Chief of Housing and Homeless Solutions shall coordinate with CAO and all appropriate City departments, including General Services Department (GSD), the Department of Transportation (DOT), the Bureau of Engineering (BOE), and the Department of Building and Safety (DBS). Such assessment shall be completed and transmitted to the Mayor as soon as possible but, in any event, on or before the 30th day following receipt of the AMDS list referenced in paragraph 1 of this Executive Directive. Such assessment shall address each site's viability for habitation, including a site layout, access to infrastructure (including water, power, and sewer access), contamination risks, liability risks, the distance between each site and other residential uses, and the time and resources needed to prepare the site for habitation.

3. Within 30 days of receipt of the formal assessment of sites to be used for temporary or permanent housing with on-site supportive services to be occupied by persons experiencing homelessness, the Mayor's Office shall make designations for appropriate sites to install or construct housing or shelter, giving preference to sites that are easily serviceable by utilities (including water, power, and sewer services) and that are near assets to aid in support of people experiencing homelessness. Any new structures constructed on sites so designated shall be non-congregate shelter. To the extent possible, units shall include individual bathrooms. All sites shall include other appropriate amenities. The Mayor's Office, in conjunction with the CAO, shall specify the construction or contracting process for each site, including approvals for expediting the same, and may include additional exemptions from the requirements of the Los Angeles Municipal Code (LAMC).

4. City departments, bureaus, and agencies shall have the authority to install temporary or permanent housing with on-site supportive services on such designated sites, all in accordance with the designations made by the Mayor's Office.

5. The construction, emergency installation, use, and operation of temporary or permanent housing on such designated sites shall be and hereby are deemed exempt for the duration of this order from discretionary review processes otherwise required by either the zoning provisions of Chapter I of the LAMC or Project Review as described in LAMC Section 16.05 and LAMC Section

13B.2.4; or other ordinance; provided, however, that any temporary or permanent housing shall comply with applicable state law including Government Code Section 8698, et seq., to the extent those sections apply.

6. Temporary or permanent housing on such designated sites shall also be exempt from LAMC Section 64.72 (Public Works and Property) except to the extent required by state law as applicable to either charter or general law cities. The Director of Sanitation shall respond to all Sewer Capacity Availability Requests (SCAR) and complete the department's reviews under LAMC Section 64.15 within seven business days of being submitted to the Bureau of Sanitation.

7. Construction activities related to temporary or permanent housing on such designated sites shall be exempt from LAMC Section 41.40 (Public Welfare) in order to expedite construction and installation of housing, all in accordance with the designations made by the Mayor's Office.

8. All site plan reviews and approvals pursuant to LAMC Section 16.05 are hereby waived for all eligible temporary or permanent housing with on-site supportive services constructed or installed on such designated sites as specified in the Mayoral designations noted in paragraph 3 above. All minimum parking requirements are hereby waived for all eligible temporary or permanent housing with on-site supportive services constructed or installed on such designated City sites, all in accordance with the designations made by the Mayor's Office.

9. I hereby direct that all protocols set by the Los Angeles County Coordinated Entry System be expanded, changed, or eliminated, as allowed by federal law, pursuant to guidelines to be issued by the Mayor, for temporary or permanent housing with on-site supportive services constructed or installed on such designated City sites.

10. All City departments and bureaus with permitting requirements, including the DBS, the BOE, the Fire Department, City Planning, DOT and the Department of Water and Power (DWP), shall prioritize and streamline their review of any permits relating to the construction, emergency installation, use, and operation of temporary or permanent housing on such designated City sites by conducting concurrent, rather than consecutive, reviews of such permit applications and completing those reviews within 30 days of application.

11. GSD shall establish guidelines for when a City department or bureau should consider a property vacant or underutilized, similar to the processes for declaring properties surplus, and they shall develop a process by which each City department and bureau shall regularly identify for the CAO and GSD, any properties that it deems to be vacant or underutilized.

12. The DWP, the Los Angeles World Airports, and the Los Angeles Harbor Department shall establish guidelines for identifying vacant, surplus, or underutilized property on a forward-going basis, and shall develop a process by which each of those departments shall regularly notify the Mayor and CAO of vacant, surplus, or underutilized properties.

13. The Mayor will request that other jurisdictions that control real property in the City consider adopting policies similar to those outlined in this order to make property available for temporary or permanent housing with on-site supportive services. Such jurisdictions include Los Angeles County, LA Metro, Los Angeles Unified School District (LAUSD), the California Department of Transportation (CalTrans), and other departments or agencies of the State of California.

Executed this 10th day of February, 2023



KAREN BASS
Mayor



Sharon Tso <sharon.tso@lacity.org>

Mayor's Executive Directive No. 2 - Inside Safe Initiative

1 message

Mary Jay Paco <maryjay.paco@lacity.org>

Tue, Jan 3, 2023 at 7:14 AM

To: CAO Executive Directive Distribution <cao.executive-directive-distribution@lacity.org>

Please find attached Mayor's Executive Directive No. 2 - **Inside Safe Initiative**

2 attachments

 **ED 2 - Inside Safe Initiative.pdf**
450K

 **TableofContents.pdf**
6K

MAYOR KAREN BASS EXECUTIVE DIRECTIVES

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| 2. Inside Safe Initiative | Issue Date: | December 21, 2022 |



KAREN BASS
MAYOR

EXECUTIVE DIRECTIVE NO. 2

Issue Date: December 21, 2022

Subject: Inside Safe Initiative

INTRODUCTION

On December 12, 2022, my first day as Mayor of the City of Los Angeles, I issued a Declaration of Local Emergency regarding the crisis of homelessness that exists in the City of Los Angeles.

It is imperative that we immediately begin to move people living in encampments indoors. Once in interim housing, social service agencies will provide wrap-around care to each participant to transition those previously living in encampments into permanent housing, improve their wellbeing, and promote their stability. Such an effort will simultaneously enhance the safety and hygiene of our neighborhoods for all residents, businesses, and neighbors.

Accordingly, I am launching the City of Los Angeles Inside Safe Initiative. This initiative is a housing-focused solution to combating homelessness. All outreach and engagement efforts will be coupled with immediate interim housing and linkage to a permanent housing resource.

This effort is dependent on collaboration between the City and County of Los Angeles and our Social Service Providers. Therefore, I hereby direct the Mayor's Chief of Housing and Homelessness Solutions to coordinate with:

- Emergency Management Department
- Social Service Providers
- People with lived experience of homelessness
- Los Angeles City Council
- Los Angeles County government

- All other appropriate City Departments
- Other key local, state, and federal government partners
- Experts in other sectors
- Community Organizations

This coalition will design and implement a strategy that effectively expands the Inside Safe model across the City of Los Angeles. Through this effort we will be able to bring thousands of Angelenos living on our streets into housing and on to the path to wellbeing and stability.

GOALS

Inside Safe will support the following five goals:

1. Reduce the loss of life on our streets
2. Increase access to mental health and substance abuse treatment for those living in encampments
3. Eliminate street encampments
4. Promote long-term housing stability for people experiencing homelessness
5. Enhance the safety and hygiene of neighborhoods for all residents, businesses, and neighbors

This initiative will support and advance the following citywide outcomes:

1. Decrease the number and size of encampments across the city
2. Decrease the time of moving someone from an encampment into housing
3. Increase interim and permanent housing placements
4. Increase access to mental health care and substance use treatment for people experiencing homelessness

I hereby create the Inside Safe Initiative.

This initiative will be led by my Chief of Housing and Homeless Solutions and is comprised of a Cabinet including: the General Manager of the Emergency Management Department; the CEO of Los Angeles Homeless Services Authority; the Chief Administrative Officer; and the General Managers or their designees of the following City Departments:

- Department of Housing
- Department of Transportation
- Housing Authority of the City of Los Angeles
- Department of Public Works
 - Bureau of Engineering
 - Bureau of Street Services
 - Bureau of Sanitation

The Cabinet will also seek insight and expertise from lead Social Service Providers and relevant County Departments.

I direct the Cabinet to work closely in this effort with METRO, Los Angeles Department of Water and Power, Los Angeles World Airports, Los Angeles Port, state agencies, and Los Angeles County agencies that serve people experiencing homelessness.

I request all other City Departments, Bureaus, Agencies, Boards and Commissions to support the Cabinet as needed and to review all regulations and processes that may be hindering access to housing for people experiencing homelessness.

Inside Safe Action Plan:

- Create a strategy of large scale, citywide coordination
- Identify criteria and strategies for determining the highest need encampments across the city, especially focusing on encampments that are chronic and have a high demand for services
- Identify interim housing for each person in encampments
- Identify permanent housing resources for each person in encampments
- Assure that the Inside Safe Action Plan integrates equity principles in its design and implementation
- Consult with people who have lived experience of homelessness on development and implementation of all relevant strategies
- Centralize data collection on all relevant matters, including but not limited to encampments, needs surveys, housing availability, housing placements and retention, and designate a lead team to track progress
- Set metrics and benchmarks as indicated in my Emergency Declaration of December 12, 2022
- Create a unit acquisition strategy, including master leasing for both interim and permanent housing options
- Develop a comprehensive funding strategy that includes consideration of measure ULA

Finally, I direct the Cabinet to submit a report to the Mayor's office on all items related to the Inside Safe Action Plan by March 31, 2023.

Executed this 21st day of December, 2022.



KAREN BASS
Mayor



Sharon Tso <sharon.tso@lacity.org>

ACTION REQUESTED: INSIDE SAFE Homelessness City Department Survey

1 message

Carol Parks <carol.parks@lacity.org>

Mon, Dec 19, 2022 at 6:08 PM

To: Carol Parks <carol.parks@lacity.org>

Cc: Chris Thompson <chris.thompson@lacity.org>, Veronica Gutierrez <veronica.gutierrez@lacity.org>, Mercedes Marquez <Mercedes.Marquez@lacity.org>, Reuben Wilson <reuben.wilson@lacity.org>

Bcc: Sharon.tso@lacity.org

Dear Fellow General Managers,

As a follow-up to Mayor Bass' recent discussions with all of us regarding the City's Declaration of Emergency on Homelessness, the Emergency Operations Center (EOC) will be working to support coordination of the City's efforts in this area. At the request of the Mayor, the EOC is surveying all departments to determine the landscape of the City's current work and to identify any barriers to service delivery.

The survey can be accessed [via this link](#). It is requested that each department complete this by **Friday, December 23, 2022**.

If you have any questions, please do not hesitate to reach out to me or my Assistant General Manager Thalia Polychronis (thalia.polychronis@lacity.org | (213) 841-9364).

Regards,
Carol Parks
(on behalf of Team Bass)



Carol P. Parks

General Manager

Emergency Management Department

Office: 1-213-484-4815 | Mobile: 1-213-280-1324

carol.parks@lacity.org

[READYLA.ORG](https://www.readyla.org)



Sharon Tso <sharon.tso@lacity.org>

STATUS REPORT TO THE STATE ON CALIFORNIA SHELTER CRISIS

1 message

Mary Jay Paco <maryjay.paco@lacity.org>

Wed, Dec 14, 2022 at 1:16 PM

To: Matt Szabo <matt.szabo@lacity.org>, wgreuel@gmail.com, Sharon Tso <sharon.tso@lacity.org>, Nithya Raman <nvr@lacity.org>

Cc: John Wickham <john.wickham@lacity.org>, Chris Espinosa <chris.espinosa@lacity.org>, Sarah Tanberg <sarah.tanberg@lacity.org>, Heidi Schultheis <heidi.schultheis@lacity.org>, Megan Falcone <megan.falcone@lacity.org>, Brian Buchner <brian.buchner@lacity.org>

ATTACHED.



20221214 CAO STATUS REPORT TO THE STATE ON CALIFORNIA SHELTER CRISIS.pdf
4336K

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: December 14, 2022
 To: Members of the Homeless Strategy Committee
 From: Matthew W. Szabo, City Administrative Officer
 Reference: City of Los Angeles Shelter Crisis Declaration – Fifth Report Pursuant to Government Code 8698.4(a)(6)
 Subject: **Status Report to the State on California Shelter Crisis**

CAO File No. 0220-05151-0405
 Council File No. 15-1138-S33
 Council District: All

RECOMMENDATION

That the Homeless Strategy Committee (HSC) review and forward the City's Fiscal Year 2021-22 status report (Attachment 2) outlining its progress in addressing its shelter crisis, for Mayor and Council review with the recommendation that it be noted and filed inasmuch as no action is requested at this time.

SUMMARY

On April 17, 2018, the City of Los Angeles (City) declared a shelter crisis pursuant to Government Code 8698.4. The City is required to submit an annual status report on its progress to the State Legislature as required by Government Code 8698.4(a)(6) (Attachment 1). This is the City's fifth report to the State of California Senate Committee on Housing and Assembly Committee on Housing and Community Development.

Attachment 2 outlines data describing the state of interim and crisis housing (shelter) and permanent supportive housing (PSH) units located in the City, as well as annual housing placements. The Los Angeles Homeless Services Authority (LAHSA) has provided the majority of the data for Fiscal Year 2021-22 (July 1, 2021 to June 30, 2022). Data sources include the Homeless Management Information System (HMIS) and the Los Angeles Continuum of Care (LA CoC) Housing Inventory Count (HIC). A copy of the City's ordinance adopted pursuant to Government Code 8698.4(a)(2) is attached as required by Government Code 8698.4(a)(6).

Attachment 1 – State of California Government Code Section 8698.4(a)(6)
 Attachment 2 – Letter to the State of California Senate Committee on Housing and State of California Assembly Committee on Housing and Community Development

MWS:ECG:BRB:MP:MCF:16230048

GOVERNMENT CODE - GOV

TITLE 2. GOVERNMENT OF THE STATE OF CALIFORNIA [8000 - 22980] (*Title 2 enacted by Stats. 1943, Ch. 134.*)

DIVISION 1. GENERAL [8000 - 8899.72] (*Division 1 enacted by Stats. 1943, Ch. 134.*)

CHAPTER 7.8. Shelter Crisis [8698 - 8698.4] (*Chapter 7.8 added by Stats. 1987, Ch. 1116, Sec. 2.*)

8698.4.

(a) Notwithstanding any other provision in this chapter, upon a declaration of a shelter crisis by a city, county, or city and county, the following shall apply to the respective city, county, or city and county during the shelter crisis:

(1) Emergency housing may include homeless shelters for the homeless located or constructed on any land owned or leased by a city, county, or city and county, including land acquired with low- and moderate-income housing funds.

(2) (A) (i) The city, county, or city and county, in lieu of compliance with local building approval procedures or state housing, health, habitability, planning and zoning, or safety standards, procedures, and laws, may adopt by ordinance reasonable local standards and procedures for the design, site development, and operation of homeless shelters and the structures and facilities therein, to the extent that it is determined at the time of adoption that strict compliance with state and local standards or laws in existence at the time of that adoption would in any way prevent, hinder, or delay the mitigation of the effects of the shelter crisis. For a jurisdiction that adopts an ordinance establishing reasonable local standards, those standards shall, at a minimum, meet the standards provided in the 2019 California Residential Code Appendix X, and California Building Code Appendix O, and any future standards adopted by the Department of Housing and Community Development related to emergency housing or emergency housing facilities, unless the city, county, or city and county adopts findings stating why the standards cannot be met and stating how the standards in the ordinance protect health and safety. Upon the adoption of an ordinance, the city, county, or city and county shall file a copy of the adopted ordinance, and any associated findings, with the department.

(ii) During the shelter crisis, except as provided in this section, provisions of any housing, health, habitability, planning and zoning, or safety standards, procedures, or laws shall be suspended for homeless shelters, provided that the city, county, or city and county has adopted health and safety standards and procedures for homeless shelters consistent with ensuring minimal public health and safety and those standards are complied with. Landlord tenant laws codified in Sections 1941 to 1942.5, inclusive, of the Civil Code providing a cause of action for habitability or tenantability shall be suspended for homeless shelters, provided that the city, county, or city and county has adopted health and safety standards for homeless shelters and those standards are complied with. During the shelter crisis, the local and state law requirements for homeless shelters to be consistent with the local land use plans, including the general plan, shall be suspended.

(B) This section applies only to a public facility or homeless shelters reserved entirely for the homeless pursuant to this chapter.

(3) Homeless shelters constructed or allowed under this chapter shall not be subject to the Special Occupancy Parks Act (Part 2.3 (commencing with Section 18860) of Division 13 of the Health and Safety Code), the Mobilehome Parks Act (Part 2.1 (commencing with Section 18200) of Division 13 of the Health and Safety Code), the Mobilehome Residency Law (Chapter 2.5 (commencing with Section 798) of Title 2 of Part 2 of Division 2 of the Civil Code), or the Recreational Vehicle Park Occupancy Law (Chapter 2.6 (commencing with Section 799.20) of Title 2 of Part 2 of

Division 2 of the Civil Code), except that disposition of any vehicle or its contents abandoned by its owner shall be performed pursuant to Chapter 5 (commencing with Section 1980) of Title 5 of Part 4 of Division 3 of the Civil Code.

(4) The California Environmental Quality Act (Division 13 (commencing with Section 21000) of the Public Resources Code) shall not apply to actions taken by a state agency or a city, county, or city and county, to lease, convey, or encumber land owned by a city, county, or city and county, or to facilitate the lease, conveyance, or encumbrance of land owned by the local government for, or to provide financial assistance to, a homeless shelter constructed or allowed by this section.

(5) (A) On or before July 1, 2019, the Cities of Berkeley, Emeryville, Los Angeles, Oakland, and San Diego, the County of Santa Clara, and the City and County of San Francisco shall develop a plan to address the shelter crisis, including, but not limited to, the development of homeless shelters and permanent supportive housing, as well as onsite supportive services. The city, county, or city and county shall make the plan publicly available.

(B) In the case of a shelter crisis declared by the County of Alameda, a city located within the County of Alameda, the County of Orange, a city located within the County of Orange, or the City of San Jose, the county or the city, as applicable, shall develop the plan described in subparagraph (A) on or before July 1, 2020, and shall include in the plan required by this subparagraph a plan to transition residents from homeless shelters to permanent housing.

(C) In the case of a shelter crisis declared by any other county or city not described in subparagraph (A) or (B) on or before January 1, 2021, the county or the city, as applicable, shall develop the plan described in subparagraph (A) on or before July 1, 2021, and shall include in the plan required by this subparagraph a plan to transition residents from homeless shelters to permanent housing.

(D) In the case of a shelter crisis declared by any other county or city not described in subparagraph (A) or (B) after January 1, 2021, the county or the city, as applicable, shall develop the plan described in subparagraph (A) on or before July 1 of the year following the declaration of the shelter crisis, and shall include in the plan required by this subparagraph a plan to transition residents from homeless shelters to permanent housing.

(6) If the city, county, or city and county has declared a shelter crisis, the city, county, or city and county shall report, by January 1 of each year, all of the following to the Senate Committee on Housing and the Assembly Committee on Housing and Community Development:

(A) The total number of residents in homeless shelters within the city, county, or city and county.

(B) The total number of residents who have moved from a homeless shelter into permanent supportive housing within the city, county, or city and county.

(C) The estimated number of permanent supportive housing units.

(D) The number of residents who have exited the system and are no longer in need of a homeless shelter or permanent supportive housing within the city, county, or city and county.

(E) The number and bed capacity of new homeless shelters built pursuant to this section within the city, county, or city and county. The information regarding the bed capacity shall be included in reports due by January 1, 2022, and by January 1 of each year thereafter. Bed capacity shall not include the parking vehicle capacity of a homeless shelter on a parking lot owned or leased by a city, county, or city and county specifically identified as one allowed for safe parking by homeless and unstably housed individuals.

(F) New actions the city, county, or city and county is taking under the declared shelter crisis to better serve the homeless population and to reduce the number of people experiencing homelessness.

(G) The ordinance and any associated findings adopted by the city, county, or city and county pursuant to paragraph (2).

(b) A declaration of a shelter crisis by a city, county, or city and county and the provisions in this section that are or may be utilized by a city, county, or city and county, including an ordinance adopted by a city, county, or city and county pursuant to clause (i) of subparagraph (A) of paragraph (2) of subdivision (a), shall apply to any land owned or leased by an agency or entity created pursuant to the Joint Exercise of Powers Act (Chapter 5 (commencing with Section 6500) of Division 7 of Title 1 of the Government Code) if the city, county, or city and county that declared a shelter crisis is one of the parties to the agreement creating the entity or agency and the real property owned or leased by the agency or entity is located within the jurisdiction of the city, county, or city and county that declared the shelter crisis.

(c) For purposes of this section, the following terms have the following meanings:

(1) "Homeless shelter" means a facility with overnight sleeping accommodations, the primary purpose of which is to provide temporary shelter for the homeless that is not in existence after the declared shelter crisis. A temporary homeless shelter community may include supportive and self-sufficiency development services. A "homeless shelter" shall include a parking lot owned or leased by a city, county, or city and county specifically identified as one allowed for safe parking by homeless and unstably housed individuals.

(2) "Permanent supportive housing" means housing for people who are homeless, with no limit on length of stay, and that is linked to onsite or offsite services that assist the supportive housing resident in retaining the housing, improving the person's health status, and maximizing the person's ability to live and, when possible, work in the community.

(d) This section shall remain in effect only until January 1, 2026, and as of that date is repealed.

(Amended by Stats. 2020, Ch. 147, Sec. 1. (AB 2553) Effective September 25, 2020. Repealed as of January 1, 2026, by its own provisions.)

MATTHEW W. SZABO
CITY ADMINISTRATIVE OFFICER

CITY OF LOS ANGELES

CALIFORNIA



KAREN BASS
MAYOR

ASSISTANT
CITY ADMINISTRATIVE OFFICERS

PATRICIA J. HURSH
MALAKA BILLORE
BEN CEJA
YOLANDA CHAVEZ
EDWIN GIPSON II

Via email

Date:

Alison Hughes
Chief Consultant
State of California Senate Committee on Housing
alison.hughes@sen.ca.gov

Lisa Engel
Chief Consultant
State of California Assembly Committee on Housing and Community Development
lisa.engel@asm.ca.gov

**RE: City of Los Angeles Shelter Crisis Declaration – Fifth Status Report
Pursuant to Government Code 8698.4(a)(6)**

Dear Ms. Hughes and Ms. Engel:

On April 17, 2018, the City of Los Angeles (City) declared a shelter crisis pursuant to Government Code 8698.4. This is the City's fifth status report to the State of California Senate Committee on Housing and the Assembly Committee on Housing and Community Development, as required by Government Code 8698.4(a)(6), outlining its progress in addressing its shelter crisis.

The Los Angeles Homeless Services Authority (LAHSA) has provided the majority of the data for Fiscal Year (FY) 2021-22 (July 1, 2021 to June 30, 2022). Data sources include the Homeless Management Information System (HMIS) and the Los Angeles Continuum of Care (LA CoC) Housing Inventory Count (HIC).

HMIS is the system used to collect outcome data from organizations that receive LAHSA funding. Organizations that do not receive LAHSA funding may voluntarily report outcome data in HMIS, but it is not required. Therefore, the data in this report does not include outcomes of organizations that do not report in HMIS.

The HIC describes the inventory of projects, including shelter and permanent supportive housing (PSH), dedicated to serving homeless and formerly homeless persons. LAHSA

submits the HIC annually to the U.S. Department of Housing and Urban Development (HUD).

The information required by Government Code 8698.4(a)(6) is provided below.

(A) The total number of residents in homeless shelters within the City
Source: HMIS and LA CoC HIC

- There are 16,640 shelter beds in the City. Of these, 12,077 are in facilities that participate in HMIS and report having served 16,031 people in FY 2021-22.
 - The number of shelter beds in the City increased by 2,525 from the previous year. This can be attributed to the City's investment in additional shelter beds under the City's Homelessness Roadmap, which includes Project Roomkey, Tiny Home Villages, and certain Project Homekey sites. Further information is provided in Section (F).

(B) The total number of residents who have moved from a homeless shelter into PSH within the City
Source: HMIS and LA CoC HIC

- 4,818 people experiencing homelessness were placed into all types of permanent housing in FY 2021-22, including those placed from shelters and those who did not access shelters prior to placement. This represents a small increase from the 4,864 total placements in FY 2020-21.
 - Of this total, 261 residents have moved from shelters that participate in HMIS into PSH. This represents a decrease from the previous year, where 288 residents transitioned from a shelter into PSH. Both the current and previous year have shown a decrease from pre-pandemic year statistics (e.g., 477 placements in 2019). This decline in residents who have moved from a shelter into PSH can be attributed to lingering effects of the COVID-19 pandemic and the impact to government services, including housing placements.
 - 2,086 persons moved from shelter into any type of permanent housing (including both PSH and non-PSH units, such as rapid rehousing, subsidized affordable housing, Section 8 vouchers, etc.). This number is inclusive of the 261 residents who have moved from shelters that participate in HMIS into PSH reported above.
 - 2,732 persons moved into PSH without having accessed shelter prior to placement.
 - This data is not available for homeless shelters that do not participate in HMIS, which represent 4,563 beds.
 - LAHSA notes that these placement numbers are not directly comparable to the 21,213 housing placements reported as part of the 2022 Greater Los Angeles Homeless Point in Time (PIT) Count. The placements reported in the 2022 PIT Count include clients placed into permanent housing outside the City of Los Angeles. The data used for the PIT Count placement number includes placements from other aggregated sources, such as the U.S. Department of Veterans Affairs (VA), that cannot be broken down by those that occurred within the City. Additionally, the number used for the PIT Count is a count of "placements" instead

of "clients placed," and clients may have multiple placements. According to LAHSA's Calendar Year 2021 Permanent Housing Placement report, 7,854 placements had locations in the City of Los Angeles.

(C) Total estimated number of PSH units
Source: LA CoC HIC

- There are 16,005 estimated PSH beds in the City.¹ This number includes beds in City-funded PSH housing developments, as well as tenant-based units, scattered site PSH units, and units that do not participate in HMIS.
- The number of estimated PSH beds in the City reported in the 2021 report was 17,286. LAHSA has advised that the drop in beds is due to data pull timing and HIC processes. Programs may be removed from a given year's HIC if LAHSA finds they are no longer operating or, per LAHSA policy, if they have not responded to the HIC for two consecutive years. A decrease in HIC-reported beds is possible if the number of dropped programs is greater than the number of new beds counted in the HIC. Additionally, the 2021 report used a draft version of the HIC, which had additional programs that had not yet been removed from the final 2021 HIC, contributing to this gap.

(D) The number of residents who have exited the system and are no longer in need of a homeless shelter or PSH within the City
Source: HMIS and LA CoC HIC

- 322 residents have exited the system and are no longer in need of a homeless shelter or PSH within the City. This number is based on persons reported in HMIS as having left a shelter or PSH unit within the City for unassisted permanent housing, such as family reunification or unassisted rental housing.

(E) The number and bed capacity of new homeless shelters built pursuant to this section within the City
Source: Office of the City Administrative Officer

- 6 new interim housing facilities with 829 beds were built in FY 2021-22 pursuant to this section.
- 6 additional shelters were under construction pursuant to this section before the end of FY 2021-22, representing an additional 781 shelter beds.

(F) New actions the City is taking under the declared shelter crisis to better serve the homeless population and to reduce the number of people experiencing homelessness

- Since declaring a shelter crisis, the City has allocated a total of \$703 million to the A Bridge Home and Homelessness Roadmap programs. This funding includes:

- \$59 million from the City's State of California Homeless Emergency Aid Program (HEAP) grant allocation for capital and operating costs;
- \$62 million from the City's State of California Homeless Housing and Assistance Program (HHAP) grant allocation for capital and operating costs;
- \$67 million in City General Fund dollars allocated for capital and operating costs;
- \$171 million from the City's Federal Coronavirus Relief Fund allocation for capital costs;
- \$182 million from the City's Federal Emergency Shelter Grant (ESG) - COVID for capital and operating costs;
- \$5 million from the City's Federal Community Development Block Grant (CDBG) - COVID for capital costs;
- \$157 million from the Homelessness Efforts - County Funding Agreement Fund for operating costs.
- Announced by the Mayor in April 2018, the A Bridge Home (ABH) program provides low-barrier interim housing beds to unhoused residents. There are currently 26 ABH sites operating with 2,126 beds. These sites provide much needed housing and support services for unsheltered residents in Los Angeles.
- On June 16, 2020, the City reached an agreement with the County of Los Angeles (County) to develop an additional 6,700 homeless interventions to address the COVID-19 emergency within 18 months.
 - This agreement established the following milestones:
 - 700 beds in existing agreements with the County within 10 months;
 - 5,300 new beds within 10 months; and
 - 700 new beds within 18 months.
 - Six thousand of these beds must be new beds, which are not included in any existing agreements between the City and the County. The County has committed to providing the City up to \$60 million in services funding per year over the five-year term of the agreement, for a total of up to \$300 million, based on the number of interventions that are open and occupiable within 60 days of July 1st each year. The target population for this effort includes:
 - People experiencing homelessness and living in the City within 500 feet of freeway overpasses, underpasses, and ramps;
 - People experiencing homelessness within the City who are 65 years of age or older; and
 - Other vulnerable people experiencing homelessness within the City
 - As of June 30, 2022, 7,387 new Roadmap beds were open and occupiable, including 2,246 rapid rehousing/shared housing interventions implemented by LAHSA.
- On June 14, 2022, the City reached an agreement with the LA Alliance for Human Rights to create shelter or housing to accommodate 60% of unsheltered persons experiencing homelessness within the City (based on LAHSA's 2022 Point In Time Count) who can reasonably be assisted by the City because they do not have a serious mental illness. The City is required to provide regular status updates and has already mapped out key milestones per quarter, per council district to ensure that progress is sustained.
- From July 1, 2021 to June 30, 2022, the 15 City Council Members requested assessments of approximately 18 City- or privately-owned properties to determine the

¹ Government Code 8698.4(a)(6) requires a report of the total estimated number of PSH units, however this number is reported by LAHSA as an estimated number of PSH beds. This report uses PSH units and beds interchangeably.

feasibility of establishing new shelter facilities. In total, approximately 365 sites were assessed in the prior three years from July 1, 2018 to June 30, 2021. Fewer assessments were completed this year compared to prior years in part because the City has to date conducted numerous reviews of all available vacant and surplus City properties and has examined the feasibility of all of these properties.

- Proposition HHH (Prop HHH) was approved in 2016, authorizing the City to issue up to \$1.2 billion in General Obligation Bonds for permanent supportive and affordable housing and homeless facilities. As of June 30, 2022, 125 projects with 8,055 units were in the Prop HHH pipeline; 6,536 of these units are PSH.

Attached please find a copy of the City's ordinance adopted pursuant to Government Code 8698.4(a)(2).

The City's next report will continue to reflect our progress in these and other efforts. Should you have any questions, please contact Assistant City Administrative Officer Edwin Gipson at edwin.gipson@lacity.org.

Sincerely,

Matthew W. Szabo
City Administrative Officer

Attachment: City of Los Angeles Ordinance 185490

cc: State of California Senate Committee on Housing
Despina Demas

ORDINANCE NO. 185490

An ordinance amending Section 91.8605 of Division 86 of Article 1 of Chapter IX of the Los Angeles Municipal Code to update the standards applicable to temporary emergency homeless shelters established in response to the City's declaration of a shelter crisis pursuant to California Government Code Section 8698, et seq.

THE PEOPLE OF THE CITY OF LOS ANGELES DO ORDAIN AS FOLLOWS:

Section 1. Section 91.8605 of Division 86 of Article 1 of Chapter XV of the Los Angeles Municipal Code is amended in its entirety to read as follows:

SEC. 91.8605. EMERGENCY HOMELESS SHELTERS.

91.8605.1. Applicability of Standards. The provisions and standards set forth in Section 91.8605.2 shall be applicable to any emergency shelter for the homeless located in new or existing buildings or structures that are established pursuant to the declaration of a shelter crisis under Section 12.80 of the Los Angeles Municipal Code.

91.8605.2. General. Notwithstanding any provisions of this Code to the contrary, the following requirements shall apply to emergency homeless shelters operated during a shelter crisis, as provided for in Government Code Section 8698, et seq. Other than the requirements set forth below, the facilities need not comply with the requirements of this Code for Group R occupancies unless otherwise specified in this Code:

1. The maximum occupant load allowed in these facilities shall be the number determined appropriate by the professional service provider operating the facility and be computed at a rate of 70 square feet for the first occupant and 50 square feet for each occupant thereafter. The Superintendent of Building, with concurrence with the Fire Department, may grant an increase of occupant load provided that an aisle, seating, furniture, and fixed equipment diagram, substantiating the increase in occupant load, be submitted and approved pursuant to Section 91.8605.3 of this Code. Such diagram shall be posted on site for each level where occupant load increase is granted.

2. Fire Safety Requirements.

A. Means of egress shall comply with Section 57.1001 through Section 57.1031 of Article 7 of Chapter V of the LAMC.

B. Smoke alarms shall be provided in all sleeping areas and shall be installed in accordance with Article 7 of Chapter V of the LAMC and CBC Section 907.2.11.

C. A fire alarm system capable of arousing occupants shall be installed in accordance with Article 7 of Chapter V of the LAMC and CBC Section 907.1.

D. The use of any open flames and the possession or storage of any combustibles shall not be permitted.

EXCEPTION: The Superintendent of Building may approve the use of open flames and storage of combustibles in these buildings with concurrence of the Fire Department.

E. Sleeping quarters shall be limited to the ground floor only.

F. Automatic fire sprinklers shall be provided for new and existing buildings or structures as required per Article 7 of Chapter V of the LAMC and CBC Section 903.

G. New shelter buildings or structures shall be located in accordance with the requirements of Table 602 of the CBC, based on the fire-resistance rating of the exterior walls for the proposed type of construction.

H. Portable fire extinguishers shall be provided per Article 7, Chapter V of the LAMC and Title 19 of the California Code of Regulations.

I. Tents and membrane structures shall comply with Section 57.3101 through 57.3104 of Article 7 of Chapter V of the LAMC, and California Code of Regulations, Title 19, Division 1, Chapter 2, Sections 303, 310, 312, 315, 316, 317, 319, 320, 321, 324, 325, 326, 332, 334, 335, 340, and 341. Tents and membrane structures shall be limited to one level located at the level of Fire Department vehicle access road or lane.

J. All interior finishes shall comply with Sections 57.803 and 57.804 of Article 7 of Chapter V of the LAMC.

K. Fire Department access to building and premises identification shall be in compliance with Sections 57.503, 57.504, and 57.505 of Article 7 of Chapter V of the LAMC.

3. Light, Heating, Ventilation and Sanitation.

A. Exterior openings for natural light and ventilation shall be provided as required for Group R occupancy, CBC Sections

1203 and 1205; exterior openings for artificial lighting shall be provided per CBC section 1205.3; and exterior openings for mechanical ventilation shall be provided per the California Mechanical Code.

B. All sleeping areas shall be provided with heating facilities capable of maintaining a room temperature of 70°F at a point 8 feet above the floor.

C. Every building shall be provided with at least one water closet and one bathing facility for every 15 occupants of each sex. Bathing facilities shall be provided with heating equipment that shall be capable of maintaining a temperature of 70 degrees F within such facilities. Lavatories shall be provided and maintained in or adjacent to the toilet facilities.

D. Kitchen facilities, where provided, shall comply with applicable sections of Chapter IX of the LAMC and CBC Section 1208. Where kitchen or cooking facilities are not provided, all food shall be catered or delivered on site.

E. All garbage, kitchen waste and rubbish shall be deposited in approved covered receptacles, which shall be emptied when filled and the contents shall be disposed of in a sanitary manner.

4. Structural Requirements.

A. The structural design for the shelter shall comply with the provisions of this Code unless determined otherwise by the Superintendent of Building pursuant to Section 91.8605.3 of this Code. All structural design documents, where deemed necessary, shall be prepared and stamped by a licensed engineer or architect registered in the State of California.

B. Shelters shall not be located in existing, substandard buildings subject to mandatory earthquake hazard reduction requirements such as:

- Unreinforced masonry (URM) buildings,
- Wood-frame with soft, weak or open-front walls,
- Non-ductile concrete buildings

5. Additional Requirements.

A. Operating procedures including a security plan and service requirements shall be developed by the professional service provider and shown to be consistent with the standards imposed by the Los Angeles Homeless Service Authority (LAHSA) service agreements. These procedures shall be designed to maintain order and safety within the Emergency Homeless Shelter.

B. Emergency homeless shelters required to be accessible must be in compliance with Title 24 of the CBC, Chapters 11A and 11B and federal standards for accessibility, whichever is more stringent and/or the US Access Board Final Guidelines for Emergency Transportable Housing.

91.8605.3. Alternative compliance and/or slight modifications in individual cases, that are reasonably equivalent to the building ordinances of the city and regulations under Articles 1 through 8 of Chapter IX of the LAMC may be granted by the Department pursuant to Section 98.403.1(a)10 of the LAMC.


Sec. 2. URGENT CLAUSE. The City finds and declares that this ordinance is required for the immediate protection of the public peace, health, and safety for the following reasons: The measures contained in the ordinance are designed to protect those without shelter from the life-threatening impacts related to homelessness, including but not limited to exposure to extreme temperatures, weather conditions, and communicable diseases. The City of Los Angeles is already in the midst of a shelter crisis, with the City Council having formally declared a shelter crisis under California Government Code Section 8698, based on a finding that a significant number of homeless people in Los Angeles are without the ability to obtain shelter, resulting in a threat to their health and safety. In order to address the threat to the health and safety of the homeless there must be an increase in the number of shelters available to the homeless to find refuge. For all of these reasons, this ordinance shall become effective upon publication pursuant to Section 253 of the Los Angeles City Charter.

Sec. 3. SEVERABILITY. If any portion, subsection, sentence, clause or phrase of this ordinance is for any reason held by a court of competent jurisdiction to be invalid, such a decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance and each portion or subsection, sentence, clause and phrase herein, irrespective of the fact that any one or more portions, subsections, sentences, clauses or phrases be declared invalid.

Sec. 4. The City Clerk shall certify to the passage of this ordinance and have it published in accordance with Council policy, either in a daily newspaper circulated in the City of Los Angeles or by posting for ten days in three public places in the City of Los Angeles: one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall; one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall East; and one copy on the bulletin board located at the Temple Street entrance to the Los Angeles County Hall of Records.

Approved as to Form and Legality

MICHAEL N. FEUER, City Attorney

By 
ADRIENNE KHORASANEH
Deputy City Attorney

Date April 12, 2018

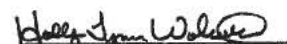
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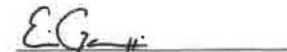
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I hereby certify that the foregoing ordinance was passed by the Council of the City of Los Angeles, by a vote of not less than three-fourths of all its members.

CITY CLERK

MAYOR





Ordinance Passed 04/17/2018

Approved 04/17/2018

Published Date: 04/20/2018
Ordinance Effective Date: 04/20/2018



Sharon Tso <sharon.tso@lacity.org>

Re: Mayor's Emergency Order on Homelessness

1 message

John Wickham <john.wickham@lacity.org>
To: Sharon Tso <sharon.tso@lacity.org>
Cc: Chris Espinosa <Chris.Espinosa@lacity.org>

Fri, Jul 28, 2023 at 9:41 AM

Here's the section of the Ordinance that matters.

(e) Whenever the Mayor declares a local housing and/or homelessness emergency, the Chief Legislative Analyst's Office shall prepare, with the assistance of the City Attorney, a resolution ratifying the existence of a local housing and/or homelessness emergency. Such resolution **shall** be submitted by the Mayor to the City Clerk for presentation to the City Council. Within 30 days from the date of the original declaration by the Mayor, the City Council may consider the resolution and rescind it by majority vote. Thereafter, the declaration shall expire unless the City Council renews it by majority vote every 90 calendar days.

SO....we have prepared a Resolution for presentation. We can submit it and the Council can do nothing with it to be compliant with the ordinance or hear it in 90 days. But it seems we are required to prepare and submit. The word "SHALL" either means something or it doesn't.

John Wickham
Office of the Chief Legislative Analyst
phone: (213) 473-5738
fax: (213) 620-9869

On Thu, Jul 27, 2023 at 2:19 PM Sharon Tso <sharon.tso@lacity.org> wrote:

Hi. Just spoke to Council President's Office. They said the ordinance does not require a resolution now, but one may be required in 90 days for renewal. Please review the ordinance for what we need to do for the renewal. CD2 asked we share with City Attorney as they will prepare language for the agenda. See me if you have questions. Thx.

On Fri, Jul 21, 2023 at 5:23 PM John Wickham <john.wickham@lacity.org> wrote:

I'll get someone on it. Thanks,

John Wickham
Office of the Chief Legislative Analyst
phone: (213) 473-5738
fax: (213) 620-9869

On Fri, Jul 21, 2023 at 4:11 PM Sharon Tso <sharon.tso@lacity.org> wrote:

Yes, we should prepare and submit to Council for approval per the ordinance.

On Fri, Jul 21, 2023 at 4:09 PM John Wickham <john.wickham@lacity.org> wrote:

Sharon,

Should we be preparing a Resolution? Looks like they structured their Emergency Order as a Resolution.

John Wickham
Office of the Chief Legislative Analyst
phone: (213) 473-5738
fax: (213) 620-9869



Sharon Tso <sharon.tso@lacity.org>

CAO REPORT - UNITED TO HOUSE LA (MEASURE ULA) FISCAL YEAR 2023-24 INTERIM PROGRAM GUIDELINES AND EXPENDITURE PLAN

John Wickham <john.wickham@lacity.org>

Fri, Jul 28, 2023 at 2:49 PM

To: Sharon Tso <sharon.tso@lacity.org>

Cc: Chris Espinosa <Chris.Espinosa@lacity.org>, Dora Huerta <dora.huerta@lacity.org>

thank you. We're discussing the Council process for revisions with Charles Hong.

John Wickham

Office of the Chief Legislative Analyst

phone: (213) 473-5738

fax: (213) 620-9869

On Fri, Jul 28, 2023 at 2:45 PM Sharon Tso <sharon.tso@lacity.org> wrote:

In case you haven't seen it. I have not read it yet.

----- Forwarded message -----

From: **Mary Jay Paco** <maryjay.paco@lacity.org>

Date: Fri, Jul 28, 2023 at 12:21 PM


Subject: CAO REPORT - UNITED TO HOUSE LA (MEASURE ULA) FISCAL YEAR 2023-24 INTERIM PROGRAM
GUIDELINES AND EXPENDITURE PLAN

To: CAO Release - Housing & Homelessness Cmte <CAO-Release-Housing-Homelessness-Committee@lacity.org>,
CAO Release - Budget, Finance and Innovation Cmte <cao.release-budget-finance-innovation-cmte@lacity.org>

ATTACHED.

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: July 28, 2023

CAO File No. 0220-00540-1668
Council File No. 23-0038
Council District: CitywideTo: City Council
MayorFrom:  Matthew W. Szabo, City Administrative Officer

Reference: Los Angeles Housing Department transmittal dated July 26, 2023; Received by the City Administrative Officer on July 26, 2023; Additional information received through July 27, 2023

Subject: **REQUEST FOR APPROVAL OF THE UNITED TO HOUSE LA (MEASURE ULA) FISCAL YEAR 2023-24 INTERIM PROGRAM GUIDELINES AND EXPENDITURE PLAN, AND AUTHORITY FOR RELATED ACTIONS****RECOMMENDATIONS**

That the Council, subject to the approval of the Mayor:

1. Adopt Recommendations 3 through 6, 9, 10, 12, and 14 of the Los Angeles Housing Department transmittal, dated July 26, 2023 (Report), relative to the United to House LA (Measure ULA) 2023-24 Interim Program Guidelines and Expenditure Plan;
2. Approve the Measure ULA 2023-24 Expenditure Plan attached to the LAHD Report, which reflects amendments to the ULA Spending Plan categories approved in the 2023-24 Adopted Budget;
3. Approve the 2023-24 Interim Program Guidelines, attached to the LAHD Report, for the following Measure ULA Programs or Categories: Short-Term Emergency Assistance; Tenant Outreach and Education, Protections from Tenant Harassment; and Eviction/Defense Prevention;
4. Direct the LAHD to:
 - a. Prioritize Measure ULA revenue received (\$38.07 million as of July 1, 2023) for the following programs: 1) Short-Term Emergency Assistance; 2) Tenant Outreach and Education; 3) Eviction Defense/Prevention; and, 4) Protections from Tenant Harassment;
 - b. Revise the Multifamily Affordable Housing guidelines, with a proposed spending allocation of \$61.8 million, to ensure the guidelines specifically address each of the

three types of projects the Department intends to expedite, which include existing projects eligible for the proposed Accelerator Plus Program, existing projects eligible under the Fast Track Loan Program, or new projects on City-owned land;

- c. Revise the Income Support for Rent-Burdened At-Risk Seniors and Persons with Disabilities guidelines, with an allocation of \$25 million, to clearly outline the entity(ies) that will implement the program and the proposed operating procedures for the program;
 - d. Report back to the ULA COC, Council, and Mayor with the revised Program Guidelines for the Multifamily Affordable Housing Program and Income Support for Seniors and Persons with Disabilities Program;
 - e. Report back to the Council and Mayor with further detail regarding the Administration allocation included in the 2023-24 Expenditure Plan; and,
 - f. Begin or continue working with the Personnel Department and the Office of the City Administrative Officer's (CAO) Employee Relations Division to establish the appropriate classification and related actions for the Inspector General role/position; and,
5. Authorize the General Manager of the LAHD, or designee, to:
- a. Execute a sole-source contract with Cerida Investment Corp. dba AnswerNet to provide inbound and outbound call center services for the ULA short-term emergency assistance program, with a compensation amount up to \$500,000 and a term of one-year commencing on or about August 1, 2023, subject to contractor performance, funding availability, approval of the City Attorney as to form, and compliance with the City's contracting requirements;
 - b. Execute a sole-source contract with the Southern California Housing Rights Center to perform application screening, eligibility determinations, and disbursement of financial/rental assistance for the ULA short-term emergency assistance program, with a compensation amount up to \$20,700,000 and a term of one-year commencing on or about August 1, 2023, subject to contractor performance, funding availability, approval of the City Attorney as to form, and compliance with the City's contracting requirements; and,
 - c. Execute, on behalf of the ULA Citizens Oversight Committee (COC), a contract with a to-be-determined entity, after a selection process defined by the COC, to serve as an interim Inspector General, with a compensation amount up to \$250,000 and a term of up to two-years, subject to funding availability, review of the City Attorney as to form, and compliance with the City's procurement and contracting requirements;

6. Authorize the Controller to transfer and appropriate up to \$1,335,000 from the House LA Fund No. 66M/43, Account No. 43Y00B, Administration to the Community Investment for Families Department (CIFD), to a to be determined Fund and Account, to fund contracts or amendments to perform application intake services for the ULA short-term emergency assistance program, and expend funds upon written demand of the General Manager of the CIFD, or designee; and,
7. Authorize the General Managers of LAHD or CIFD, or designees, to make technical corrections as necessary to the transaction included in this report to implement the intent of the transaction, subject to the approval of the CAO.

SUMMARY

In its transmittal, dated July 26, 2023 (Report), the Los Angeles Housing Department (LAHD) requests authority for various items related to the United to House LA (Measure ULA) 2023-24 Interim Program Guidelines and Expenditure Plan. This includes requests for the Council and Mayor to: 1) approve the 2023-24 Interim Program Guidelines submitted by LAHD on behalf of the ULA Citizens Oversight Committee (COC); 2) approve the 2023-24 ULA Expenditure Plan submitted by the LAHD; 3) authorize the LAHD to execute sole-source contracts or amend sole-source contracts, consistent with the Mayor's declaration of a local emergency related to homelessness, in order to initiate the Measure ULA Homelessness Prevention Programs; 4) authorize the LAHD to execute a contract with a to-be-determined entity to serve as an interim Inspector General, with a contract amount not to exceed \$250,000 and a contract term of up to two years; and, 5) request that the City Attorney, with assistance from the LAHD, draft ordinances to amend two sections of the Los Angeles Municipal Code related to eviction notices. The LAHD also requests that Council: 1) authorize the Controller to transfer and appropriate \$420,000 from the Administration account within the House LA Fund to the Community Investment for Families (CIFD) to fund contract amendments to the CIFD's FamilySource Center (FSC) contracts for the provision of intake services related to the proposed Measure ULA short-term emergency assistance for tenants program, and 2) authorize the CIFD to execute amendments to the FSC contracts for the this purpose.

ULA Expenditure Plan

Measure ULA requires that LAHD provide an accounting of Measure ULA revenues collected in the previous fiscal year and an expenditure plan for the upcoming fiscal year by July 1, 2023, and by July 1st of each subsequent year, to the COC and Council. The expenditure plan submitted should comply, to the extent possible, with the program guidelines developed pursuant to Measure ULA. The LAHD submitted the required expenditure plan to the COC on June 8, 2023, which was approved by the COC on June 22, 2023. The 2023-24 ULA Expenditure Plan is attached to the LAHD Report for the Council and Mayor's consideration and adoption.

The 2023-24 Adopted Budget projected that \$672 million in ULA receipts would be available in 2023-24. Due to risks associated with Measure ULA's pending litigation, which is discussed in the LAHD Report, the 2023-24 Adopted Budget proposed to spend up to \$150 million of anticipated

receipts (spending plan) for six out of 10 Measure ULA categories or programs: 1) Acquisition and Rehabilitation of Affordable Housing; 2) Short-Term Emergency Assistance; 3) Income Support for Rent-Burdened At Risk Seniors and Persons with Disabilities; 4) Eviction Defense/Prevention; 5) Tenant Outreach and Education; and, 6) Protections from Tenant Harassment. The \$150 million spending plan did not include proposed expenditures under the Administration category.

The proposed ULA 2023-24 Expenditure Plan submitted by the LAHD and COC incorporates the following revisions to the spending plan in the 2023-24 Adopted Budget: 1) includes expenditures for the Multifamily Affordable Housing program instead of the Acquisition and Rehabilitation program, 2) revises expenditure amounts for the Homelessness Prevention categories in order to incorporate up to eight percent of anticipated revenue for ULA Administration (\$12 million); and, 3) includes a set-aside of three percent from the Administration allocation for COC staffing and related expenses (\$360,000).

The LAHD indicates that the Administration allocation is needed because the LAHD, other City departments, and potential partners and/or contractors do not have the resources to absorb ULA implementation costs in 2023-24. The LAHD is proposing to fund multiple contracts that will support ULA programs from the Administration allocation. The Administration allocation is also requested to support staffing and other expenses of the ULA COC, including a contract for an interim Inspector General. Below is the proposed breakdown of the Administration allocation based on the information provided in the LAHD Report:

Table: Administration Allocation Breakdown

Category	Amount
LAHD Contracts	\$ 4,200,000
CIFD FSC contracts	420,000*
Planned capacity building for Alternative Models/Acquisition and Rehabilitation of Affordable Housing categories	300,000
COC Allocation	360,000
Unallocated**	6,720,000
Total	\$ 12,000,000
* Reflects the amount proposed by the LAHD as opposed to the amount proposed by the CAO. The revision is discussed in the Contracts section of the report.	
** \$12 million allocation minus the proposed spending discussed in the LAHD report.	

As of July 1, 2023, the City has received \$38,068,325.88 in Measure ULA revenue. If the recommendations in this report are approved, the LAHD indicates that it will prioritize expenditures for the Short-term Emergency Assistance to Tenants program in light of the August 1, 2023 and February 1, 2024 payment deadlines for COVID-19 rental arrears. The remaining funding priorities are discussed in the LAHD Report.

The CAO recommends approving the 2023-24 Expenditure Plan at this time in order to not delay the proposed rental assistance program but recommends that the LAHD report back to the Council

and Mayor regarding the proposed Administration allocation. This report back is recommended to allow the Council and Mayor to determine whether the allocation is needed and appropriate, or if the ULA revenue that comes in during the fiscal year should be spent in other categories.

Program Guidelines

The LAHD provided Interim Program Guidelines for six House LA Programs: 1) Multifamily Affordable Housing; 2) Short-Term Emergency Assistance; 3) Income Support for Rent-Burdened At Risk Seniors and Persons with Disabilities; 4) Eviction Defense/Prevention; 5) Tenant Outreach and Education; and, 6) Protections from Tenant Harassment. The LAHD notes that the guidelines provided will be for an interim period and, if approved, will be effective until the full ULA program guidelines are provided and approved by the Council and Mayor.

The guidelines for the six proposed programs build upon existing LAHD programs and/or contracts. The CAO does not have any concerns with the guidelines proposed for the Short-Term Emergency Assistance, Eviction Defense/Prevention, Tenant Outreach and Education, or the Protections from Tenant Harassment programs at this time. The CAO, however, recommends that the LAHD revise the program guidelines for the proposed Multifamily Affordable Housing and Income Support for Rent-Burdened At Risk Seniors and Persons with Disabilities programs.

Multifamily Affordable Housing

The LAHD recommends that the proposed spending allocation for the ULA Multifamily Affordable Housing category fund the creation of an Accelerator Plus program. The LAHD indicates that the program is intended to quickly start supportive and/or affordable housing projects of 40 units or more, with entitlements and other leveraged funding sources, by providing an infusion of funding to close funding gaps and allow projects to go forward quickly. Subsequent to the release of its Report, the LAHD clarified that the proposed spending allocation for this category should be \$61,804,680 and not \$57,000,000, the amount listed in the guidelines of the LAHD Report.

Subsequent to the release of its Report, this Office also clarified with the Department that the Multifamily Affordable Housing Guidelines are addressing three types of housing projects, with the goal of expediting the creation of affordable housing units. The proposed guidelines, however, outline the LAHD's current funding guidelines and applying them to projects in different phases of the development and financing process, even if the funding guidelines may not be applicable or appropriate to the projects. The CAO recommends that the guidelines be revised to address the three specific project types, which include:

1. Accelerator Plus Program – According to LAHD, the goal of this new program is to expedite projects that have an existing LAHD funding commitment of up to \$12 million/\$140,000 per unit under the Proposition HHH (Prop HHH) or the Affordable Housing Managed Pipeline (AHMP) and are ready to start construction, but for an additional funding source. In this case, the Department would increase the City's funding commitment needed to cover the missing leveraging source in order to expedite the start of construction. Therefore, the City commitment may increase above the \$12 million/\$140,000 per unit commitment. For these

projects, the guidelines should clearly outline the maximum overall City funding commitment for a project as the City will be increasing its per project and per unit commitment to cover a missing state, county, or federal funding source.

2. Fast Track Loan Program – In 2022-23, the Council and Mayor approved the Fast Track Loan Program (C.F. 23-0206) to fund projects that have secured full funding and have started or are about to start construction but, due to the increase in construction costs or other market conditions as a result of the COVID-19 pandemic, are experiencing a funding gap. For these projects, the CAO recommends that the guidelines be revised to include the information required to verify the funding gap reported in order to prevent overfunding projects. The revised guidelines should include the required information to ensure the project has exhausted all reasonable funding options, including a deferred developer fee requirement, and a rollover of any accrued City interest expense into the principal of the City loan, post permanent loan conversion.
3. Funding for new projects on City-owned land – The proposed guidelines also reference funding for projects on City-owned land that do not have a current funding commitment. For these types of projects, the CAO recommends that the Department consider whether the current guidelines (\$12 million/project and \$140,000/unit) should be revisited given the increased construction costs and construction loan interest rate environment.

The LAHD has also confirmed that the proposed interest rate between zero (0) and three (3) percent listed in the guidelines should be amended to a recommended one (1) to three (3) percent simple interest. A zero percent interest would negatively impact projects with a tax credit allocation because a zero percent interest loan could be viewed as a grant by the Internal Revenue Service and reduce the amount of eligible tax credit basis, resulting in a reduction of tax credit proceeds that could be awarded to a Low Income Housing Tax Credits-financed project. A zero percent interest is also not a prudent financial practice given that all LAHD loans are simple interest residual receipts loans that are only repaid when the project has generated sufficient income to start making payments. Additionally, the aggregate interest expense is drastically lower as a simple interest loan than it would be if the interest were charged against unpaid interest (i.e. compounded interest). Lastly, a simple interest rate of up to three percent is recommended since the LAHD has the ability to reduce this simple interest rate to one percent if the project needs this reduction to make it financially viable.

Income Support for Rent-Burdened Seniors and Persons with Disabilities

The LAHD proposes to use the Income Support for Rent-Burdened Seniors and Persons with Disabilities spending allocation to launch a time-limited subsidy program for seniors and seniors with disabilities who are currently experiencing or at risk of experiencing homelessness. The proposed spending allocation will also be used to create a fund available for moving and transition expenses. The guidelines for this category are missing critical information, such as the entity or entities that will implement the program and other operating procedures, which should be provided to the Council and Mayor prior to authorizing expenditures for this type of program. Subsequent to the release of its Report, the LAHD indicated that this program will supplement and expand on the

LAHD's existing contract with the Los Angeles Homeless Services Authority (LAHSA) for rapid rehousing/time-limited subsidies and that the Department will return to Council requesting the contract authorization for this purpose. The CAO recommends that the guidelines be revised to clarify this intention since the existing language notes that the funding will be allocated to LAHSA or an equivalent provider with experience in managing short-term rental subsidy programs. The revised guidelines should also confirm how much of the allocation will be for direct services to constituents versus administrative costs.

Contract Requests and Other Related Actions

LAHD and CIFD Contracts

In its Report, the LAHD also requests authority to execute contracts or amendments needed to implement the recommended Homelessness Prevention programs. The proposed contracts, including the contractors, funding breakdown, and contractual services, can be found on the Attachment of this report. The recommendations of this report incorporate revisions for the contract authority related to the Cerda Investment Corp. dba. AnswerNet (AnswerNet) and Southern California Housing Rights Center (HRC) contracts for services related to the short-term emergency assistance program. In its Report, the LAHD originally requested authority to execute an amendment to its existing contracts with AnswerNet and HRC. The CAO recommends that the Council authorize the Department to execute new sole-source contracts as opposed to amendments for the ULA rental assistance program since the existing contracts are specific to the Council District 13 Rental Aid Program. The Department concurs with this revision. The LAHD indicates that a sole-source is requested pursuant to the Mayor's declaration of a local emergency related to homelessness. The contractors for the sole-source contracts (CASK, AnswerNet, and HRC) are recommended due to their past experience and proven capacity in assisting the LAHD implement previous rental assistance programs in the City.

The LAHD also recommends an allocation of \$420,000 to the CIFD to fund contract amendments to the FSC contracts for the provision of intake services related to the proposed Measure ULA short-term emergency assistance for tenants program. Subsequent to the release of its Report, the LAHD indicated that CIFD (and the FSCs) would provide a physical, in-person location for tenants and landlords who are applying for the rent relief program to submit documents and get assistance from a staff person to complete and upload application documents. The inclusion of the CIFD's FSC system is recommended to address lack of digital access in vulnerable communities. Subsequent to the release of the LAHD Report, the CIFD provided the CAO a revised estimate for the cost of funding two Intake Coordinators at 15 FSCs for nine months. The cost of salaries and related costs is estimated to be \$1,335,000. As such, the CAO recommends increasing the proposed allocation to the CIFD and FSC contract amendments from \$420,000 to \$1.33 million.

Lastly, the LAHD requests authority to execute, on behalf of the COC, a contract with a to-be-determined entity, after a selection process defined by the COC, to serve as an interim Inspector General. The CAO concurs with this recommendation, with the condition that the contract be subject to funding availability, review of the City Attorney as to form, and compliance with the City's procurement and contracting requirements. The CAO recommends this contract as a short-term

solution while the LAHD continues to work with the Personnel Department and the Office of the City Administrative Officer's Employee Relations Division to establish the appropriate classification and related actions for the Inspector General role/position since the creation of the position may be a lengthy process.

Amendments to the Los Angeles Municipal Code

The LAHD requests that the City Attorney draft an ordinance to amend Section 151.09.C.9 of Article 1, Chapter XV, and Section 165.05.B.5 of Article 5, Chapter XVI of the Los Angeles Municipal Code in order to require that landlords file notices terminating a tenancy either electronically or on a form prescribed by LAHD in order to enable electronic processing and data capture. This revision is requested to support the City's efforts in tracking eviction noticing and deter illegal evictions. The CAO concurs with this recommendation.

Communication from the COC

The LAHD's Report includes communication from the COC requesting that Council explore all possibilities for expediting Measure ULA program implementation, including advancing the \$150 million that the 2023-24 Adopted Budget proposed to spend. The communication was submitted since the 2023-24 Adopted Budget proposed to spend up to \$150 million of anticipated ULA receipts but it did not include a General Fund appropriation or any other cash flow mechanism to front-fund ULA expenditures. The LAHD did not include a recommendation related to this communication. The CAO also does not recommend any action related to this communication at this time.

ULA Measure Provision Providing LAHD Discretion over funding of \$50 million or less

The CAO would like to highlight that one of the ULA measure provisions provides the LAHD discretionary authority to approve funding in the amount of \$50 million or less for any eligible affordable housing program project, without further Council review. The Department, however, can choose to bring forward all funding commitments to Council and Mayor for consideration.

Recap of Recommendations

This Office concurs with the Department's recommendations related to approval of the 2023-24 Expenditure Plan submitted by the LAHD, approval of multiple contracts or amendments, and the amendments to the Los Angeles Municipal Code related to eviction notices. The CAO proposes the following revisions to the LAHD recommendations: 1) to approve four out of six Measure ULA program guidelines; 2) authorize the LAHD to execute new contracts, as opposed to amendments, with AnswerNet and HRC for the ULA Short-term Emergency Rental Assistance program; 3) add language to the recommendation for the interim Inspector General contract to make it subject to funding availability and the City Attorney's review as to form; and, 4) increase the proposed amount for the FSC contracts from \$420,000 to \$1,335,000 based on a revised funding need provided by the Community Investment for Families Department.

The CAO also recommends additional recommendations not included in the LAHD Report. This includes: 1) directing the LAHD to prioritize ULA revenue for four Homelessness Prevention programs, which memorializes the plan outlined in the LAHD Report; 2) directing the LAHD to revise the Multifamily Affordable Housing and Income Support for Rent-Burdened At-Risk Seniors and Persons with Disabilities guidelines; 3) directing the LAHD to report to the Council and Mayor with further detail regarding the Administration allocation included in the 2023-24 Expenditure Plan; and, 4) instructing the LAHD to continue working with the Personnel Department and the Office of the City Administrative Officer's Employee Relations Division to establish the appropriate classification and related actions for the Inspector General role/position.

FISCAL IMPACT STATEMENT

There is no impact to the General Fund at this time. The actions recommended in this report will be funded by revenue collected from Measure United to House LA (Measure ULA). In the event Measure ULA is invalidated, the City's General Fund may be obligated to cover any spent funds. Up to \$150 million in Federal Emergency Management Agency reimbursements to the General Fund may be available for this purpose in 2024-25 and 2025-26.

FINANCIAL POLICIES STATEMENT

The recommendations stated in this report are in compliance with the City's Financial Policies in that one-time revenues will be used to fund one-time expenditures.

MWS:YC:MOF:02240008e

Attachment

Attachment: Proposed 2023-24 United to House LA (ULA) Contracts

Contractor	ULA Funding Category		ULA Proposed Amount	ULA Contractual Service
	Homelessness Prevention	Administration		
Cask NX LLC	\$ -	\$ 1,000,000	\$ 1,000,000	Application systems for the short-term emergency assistance, tenant outreach and education, and protections from tenant harassment programs.
LA Grants Group dba LAGRANT Communications	\$ 2,000,000		\$ 2,000,000	Expanded tenant outreach and education media campaign.
Cerida Investment Corp. dba AnswerNet.	\$ -	\$ 500,000	\$ 500,000	Inbound and outbound rental assistance call center services for the short-term emergency assistance program.
Southern California Housing Rights Center	\$ 18,400,000	\$ 2,300,000	\$ 20,700,000	Application screening, eligibility determinations, and disbursement of financial assistance for the short-term emergency assistance program.
Legal Aid Foundation of Los Angeles	\$ 26,000,000	\$ -	\$ 26,000,000	Services for the eviction defense and prevention and the tenant outreach and education programs.
Safwac, Inc.	\$ -	\$ 400,000	\$ 400,000	Services for the short-term emergency assistance, tenant outreach and education, and protections from tenant harassment programs by updating and enhancing the LAHD website, databases, and dashboards.
FamilySource Center contracts	\$ -	\$ 1,335,000	\$ 1,335,000	Application intake services for the short-term emergency assistance for tenants program.
Interim Inspector General contract	\$ -	\$ 250,000	\$ 250,000	Interim Inspector General
Total	\$ 46,400,000	\$ 5,785,000	\$ 52,185,000	



Sharon Tso <sharon.tso@lacity.org>

Update - CD 5 Interim Site

Sharon Tso <sharon.tso@lacity.org>
To: Chris Espinosa <Chris.Espinosa@lacity.org>

Fri, Aug 25, 2023 at 9:47 AM

Ok. Thanks for checking.

On Fri, Aug 25, 2023 at 9:45 AM Chris Espinosa <chris.espinosa@lacity.org> wrote:
Hi Sharon

Yes, they were permanent. I looked the sites up and found a library, club room building, and improvements to existing shelters. There were also some navigation centers, but all built or using an existing building.

Thanks,

Chris

On Fri, Aug 25, 2023 at 9:16 AM Sharon Tso <sharon.tso@lacity.org> wrote:
Hi Chris,

Thanks for the update. Glad you are working directly with CD5.

Were the "facilities improvements" funded by HHH in the early years made to permanent structures? I don't recall.

On Fri, Aug 25, 2023 at 9:06 AM Chris Espinosa <chris.espinosa@lacity.org> wrote:
Hi Sharon

I am working with Zach and Gary from CD 5 on identifying a source of funds for construction and operations on the proposed Midvale Ave interim housing site. We have a meeting with Ed Gipson from CAO on Wednesday.

I believe there will be approx \$10M + in HHH Challenge savings due to lack of site control. I am in the process of confirming LAHD procedures and deadlines. I tried to identify HHH as a source of funds for CD 5, but the project would need to be a permanent structure - library, hotel, etc. HHH has not been a source of funds for A Bridge Home sites.

Thank you,

--

Christopher P. Espinosa
Office of the Chief Legislative Analyst
City of Los Angeles
Office: (213) 473-5959
Cell: (213) 241-9494

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Cell: (213) 241-9494

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Bass, and future Mayors, to declare

I THEREFORE MOVE that the City Cou
language for a new LAAC Section 8.33 fo
ordinance with an urgency clause to effect

PRESENTED

SECONDED BY:



Sharon Tso <sharon.tso@lacity.org>

State of emergency on homelessness?

Cavanaugh, Kerry <Kerry.cavanaugh@latimes.com>
To: Sharon Tso <sharon.tso@lacity.org>

Thu, Dec 8, 2022 at 4:12 PM

Thank you. This is helpful!

From: Sharon Tso <sharon.tso@lacity.org>
Sent: Thursday, December 8, 2022 12:53 PM
To: Cavanaugh, Kerry <Kerry.cavanaugh@latimes.com>
Subject: Re: State of emergency on homelessness?

Hi Kerry,

The CLA did not report on this issue. But, the City Attorney prepared a report back in 2015. I have attached the Council File link as well as the link to the report. Hope this helps.

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=15-1138>
https://clkrep.lacity.org/online/docs/2015/15-1138_rpt_ATT_11-13-2015.pdf

On Thu, Dec 8, 2022 at 8:22 AM Cavanaugh, Kerry <Kerry.cavanaugh@latimes.com> wrote:

Thank you

From: Sharon Tso <sharon.tso@lacity.org>
Sent: Thursday, December 8, 2022 8:17 AM
To: Cavanaugh, Kerry <Kerry.cavanaugh@latimes.com>
Subject: Re: State of emergency on homelessness?

Hi Kerry,

I asked staff to look into this. We will respond later today.

On Thu, Dec 8, 2022 at 8:10 AM Cavanaugh, Kerry <Kerry.cavanaugh@latimes.com> wrote:

Hi Sharon,
I'm following up. Is there someone in your office who can talk about what a state of emergency on homeless could allow the mayor to do?
Thank you,
Kerry Cavanaugh
Assistant Editorial Page Editor
Los Angeles Times
cell: 818 421 6896

From: Sharon Tso <sharon.tso@lacity.org>
Sent: Tuesday, December 6, 2022 8:09 AM
To: Cavanaugh, Kerry <Kerry.cavanaugh@latimes.com>
Subject: Re: State of emergency on homelessness?

Hi Kerry,

Sorry, I've been in and out of the office with family issues.

PRA06-CAO-000075-SUPP1

I will ask staff to look into this and get back to you.

On Mon, Dec 5, 2022 at 4:10 PM Cavanaugh, Kerry <Kerry.cavanaugh@latimes.com> wrote:

Hi Sharon.

Hope you are well. My colleague is writing about Mayor-elect Karen Bass' pledge to declare a state of emergency on homeless when she takes office. Has the CLA's office done any analysis of what additional powers the mayor and/or City Council would have under a state of emergency? There was a motion -- CF 19-1412 -- that asked for a report, but it looks like the motion died in committee.

Is there anyone who has looked more closely at what additional powers and possibilities a state of emergency declaration could offer?

Thank you,
Kerry Cavanaugh
Assistant Editorial Page Editor
Los Angeles Times
cell: 818 421 6896



Dora Huerta <dora.huerta@lacity.org>

LAHD report on ULA, 23-0038

1 message

Dora Huerta <dora.huerta@lacity.org>

Thu, Jul 27, 2023 at 12:19 PM

To: John Wickham <john.wickham@lacity.org>, Chris Espinosa <chris.espinosa@lacity.org>

Cc: Travis Rust <travis.rust@lacity.org>, Pranita Amatya <pranita.amatya@lacity.org>

Hi,

A new LAHD report on ULA just posted to CFMS and is attached. LAHD makes a number of recommendations to:

- Approve the Program Guidelines
- Approve the 23-24 Expenditure Plan
- Authorize LAHD to execute/amend sole source contracts listed in the report consistent with the Mayor's declaration of emergency
- Execute/amend contracts and add funding for: short-term assistance program admin (\$1M), tenant outreach (\$2M), rental assistance call centers (\$500k), Housing Rights Center (\$20.7M), Legal Aid Foundations (\$26.M), rental assistance/tenant harassment programs work (\$400k), CIFD for intake (\$420k). (The source of funding for these items is unclear. I plan to reach out to LAHD.)
- Amend FSC contracts as necessary for intake services associated with the short term assistance program
- Fund an Inspector General and approve a two-year term (at \$250k)
- Request City Atty to draft an ordinance to streamline implementation of the eviction defense programs and require landlords to notify the City of evictions

The report also includes a reference to the COC's request for Council to advance all \$150M versus the pay-as-you-go method being followed now.

My understanding is that the CAO is preparing a report so this item makes it to next week's H&H meeting.

--
Dora Huerta
Office of the Chief Legislative Analyst
200 N. Spring Street, Room 255
Los Angeles, CA 90012
(213) 473-5740

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7465K

Ann Sewill, General Manager
Tricia Keane, Executive Officer

Daniel Huynh, Assistant General Manager
Anna E. Ortega, Assistant General Manager
Luz C. Santiago, Assistant General Manager

City of Los Angeles



Karen Bass, Mayor

LOS ANGELES HOUSING DEPARTMENT
1200 West 7th Street, 9th Floor
Los Angeles, CA 90017
Tel: 213.808.8808

housing.lacity.org

July 26, 2023

Council File: 23-0038
Council Districts: Citywide
Contact Persons: Ann Sewill
Tricia Keane

Honorable Members of the City Council
City of Los Angeles
c/o City Clerk, City Hall
200 N. Spring Street
Los Angeles, CA 90012

COUNCIL TRANSMITTAL: LOS ANGELES HOUSING DEPARTMENT REPORT REGARDING THE UNITED TO HOUSE LA (MEASURE ULA) FISCAL YEAR 2023-24 INTERIM PROGRAM GUIDELINES AND EXPENDITURE PLAN

SUMMARY

The United to House LA measure and ordinance (Measure ULA) require that by July 1st of each year, the Los Angeles Housing Department (LAHD) provide an expenditure plan to the Citizen Oversight Committee (COC), and the Mayor and City Council. The expenditure plan shall include: (1) an accounting of Measure ULA revenues collected in the previous fiscal year, by expenditure category, (2) an expenditure plan for the subsequent year, which shall comply, to the maximum extent possible, with the program guidelines provided for in the measure, and (3) projected revenues and expenditures for the subsequent fiscal year and two years following.

The expenditure plan is developed by LAHD with input from the COC and then approved by the City Council and Mayor in the manner provided by law and consistent with the intent of Measure ULA.

Measure ULA also authorizes the COC to develop program guidelines for prioritizing the use of the House LA funds. These program guidelines are developed by the COC, with assistance from LAHD, within the framework of the measure. The program guidelines inform LAHD on competitive selection of partners and projects, on eligibility priorities, and on requirements concerning housing and program operations. The implementation of the House LA programs will comply with the requirements in Measure ULA, in the program guidelines, and in other sections of the City's municipal code.

On June 8, 2023, LAHD submitted the required expenditure plan to the COC. At a subsequent meeting on June 22, 2023, the COC unanimously approved sending the proposed expenditure plan to the City Council. On June 29, 2023, LAHD transmitted the FY23/24 Expenditure Plan to the City Council and Mayor, which is included as Attachment A for reference and explained in more detail below.

On June 29, 2023, LAHD also transmitted the FY23/24 Interim Program Guidelines on behalf of the COC for City Council and Mayoral approval. The interim guidelines are included as Attachment B for reference and explained in more detail below. According to Measure ULA, the City Council must act within 120 days of receiving the COC's recommended program guidelines or the guidelines are deemed approved.

Given the pending litigation challenging Measure ULA, the program guidelines proposed at this time are for an interim period, for a limited number of expenditure categories, and are being proposed concurrently with the expenditure plan. Therefore, LAHD expects that these guidelines will be effective only until full program guidelines are approved.

This transmittal provides additional detail for the FY23/24 Expenditure Plan and Interim Program Guidelines as well as additional information regarding implementation of the programs within the specified expenditure categories. This transmittal also includes recommendations necessary to expeditiously launch these programs. Among other requests, LAHD respectfully recommends that the City Council approve the FY23/24 Expenditure Plan and Interim Program Guidelines. Although the City Council has 120 days to act before the guidelines are deemed approved, LAHD further requests that the City Council consider the guidelines as soon as possible so that the programs can be implemented with urgency.

RECOMMENDATIONS

That the City Council, with approval of the Mayor:

1. APPROVE the FY23/24 Interim Program Guidelines as submitted by LAHD, on behalf of the United to House LA Citizen Oversight Committee.
2. APPROVE the FY23/24 Expenditure Plan as submitted by LAHD.
3. AUTHORIZE the LAHD General Manager, or designee, to execute and/or amend the sole source contracts listed herein, consistent with the Mayor's declaration of a local affordable housing and homelessness emergency, in order to immediately initiate the Measure ULA Homelessness Prevention Programs.
4. FIND that the services to be performed by the contractors listed below are for the performance of professional, scientific, expert, technical, or other special services of a temporary and occasional character for which competitive bidding is not practicable or advantageous and that the work can be performed more economically or feasibly by independent contractors than by City employees in accordance with Charter Section 1022.
5. AUTHORIZE the LAHD General Manager, or designee, to negotiate and execute a new sole-source contract with Cask NX LLC in an amount not to exceed \$1,000,000, to support the application systems for the short-term emergency assistance, tenant outreach and education, and protections from tenant harassment programs, for a term of one year to commence on or about August 1, 2023, subject to contractor's performance, funding availability, and approval of the City Attorney as to form.

6. AUTHORIZE the LAHD General Manager, or designee, to execute an amendment to Contract No. C-143116 with the LA Grants Group dba LAGRANT Communications. This amendment will extend the term of the contract by twelve months to end on April 16, 2025, and increase the contract by \$2,000,000, for a revised contract amount not to exceed \$2,500,000, to conduct an expanded tenant outreach and education media campaign, subject to contractor's performance, funding availability, and approval of the City Attorney as to form.
7. AUTHORIZE the LAHD General Manager, or designee, to execute an amendment to Contract No. C-141773 with Cerida Investment Corp. dba AnswerNet. This amendment will extend the term of the contract by twelve months to end on September 30, 2024, and increase the contract by \$500,000 for a revised contract amount not to exceed \$637,439, to provide inbound and outbound rental assistance call center services for the short-term emergency assistance program, subject to contractor's performance, funding availability, and approval of the City Attorney as to form.
8. AUTHORIZE the LAHD General Manager, or designee, to execute an amendment to Contract No. C-142421 with the Southern California Housing Rights Center. This amendment will extend the term of the contract by twelve months to end on October 12, 2024, and increase the contract by \$20,700,000 for a revised contract amount not to exceed \$25,262,061, to perform application screening, eligibility determinations, and disbursement of financial assistance for the short-term emergency assistance program, subject to contractor's performance, funding availability, and approval of the City Attorney as to form. Of the \$20,700,000, up to \$18,400,000 will be available for disbursement for financial assistance and \$2,300,000 is for performing application screening and eligibility determination.
9. AUTHORIZE the LAHD General Manager, or designee, to execute an amendment to Contract No. C-138260 with the Legal Aid Foundation of Los Angeles. This amendment will increase the contract by \$26,000,000 for a revised contract amount not to exceed \$53,576,824.20, to perform services for the eviction defense and prevention and the tenant outreach and education programs, subject to contractor's performance, funding availability, and approval of the City Attorney as to form.
10. AUTHORIZE the LAHD General Manager, or designee, to execute an amendment to Contract No. C-139113 with Satwic, Inc. This amendment will increase the contract by \$400,000 for a revised contract amount not to exceed \$5,756,711, to perform services for the short-term emergency assistance, tenant outreach and education, and protections from tenant harassment programs by updating and enhancing the LAHD website, databases, and dashboards, subject to contractor's performance, funding availability, and approval of the City Attorney as to form.
11. AUTHORIZE the Controller to transfer and appropriate \$420,000 from LAHD United LA Fund No. 66M/43 Appr. No. 43Y00B - Admin Acct, to the Community Investment for Families Department (CIFD) Fund No. XXXX, Dept. 21, Appr # XXX to be established, for contracts to perform application intake services for the short-term emergency assistance program and expend funds from the above accounts upon written demand of the CIFD General Manager, or designee.

12. AUTHORIZE the CIFI General Manager, or designee, to amend Family Source Center contracts as necessary to perform application intake services for the short-term emergency assistance program, subject to contractor's performance, funding availability, and approval of the City Attorney as to form.
13. AUTHORIZE the LAHD General Manager, or designee, on behalf of the United to House LA Citizen Oversight Committee (COC), to execute a contract with a to-be-determined entity, after a selection process defined by the COC, for up to a two-year term and not to exceed amount of \$250,000, to serve as interim Inspector General.
14. REQUEST the City Attorney, with the assistance of LAHD, to draft an ordinance to amend Section 151.09.C.9 of Article 1, Chapter XV, and Section 165.05.B.5 of Article 5, Chapter XVI of the Los Angeles Municipal Code, in order to streamline implementation of the eviction defense and prevention program, to require landlords to provide notification to the City of any notice to terminate tenancy either electronically as prescribed by LAHD or by completing a form approved by the LAHD for this purpose.

BACKGROUND

Pending Litigation and Ballot Measure

The United to House LA measure and ordinance (Measure ULA) is currently in effect, and the collection of the transfer tax began on April 1, 2023. Although lawsuits have been filed challenging Measure ULA, the implementation of the measure has not been enjoined, and the City is obligated to fulfill the mandates of the measure.

Three lawsuits challenging Measure ULA are currently pending. The two state lawsuits have been consolidated and will be heard together in Los Angeles Superior Court. The federal lawsuit will be heard in Federal District Court. In addition, a new ballot measure, called the Taxpayer Protection and Government Accountability Act, has qualified for the fall 2024 statewide ballot. If approved by 50% of the voters, the ballot measure would invalidate Measure ULA and other similar measures passed in California between January 2022 and November 2024.

Because the Taxpayer Protection and Government Accountability Act applies prospectively, it is expected that the City would not have to refund the taxes collected under Measure ULA if it wins. However, if the City loses either the state or federal litigation, the City will most likely be required to refund any Measure ULA revenues collected.

Expenditure Plan and Program Guidelines Framework

Measure ULA requires that by July 1st of each year, the Los Angeles Housing Department (LAHD) submit an expenditure plan to the Citizen Oversight Committee (COC), and the Mayor and City Council. Measure ULA also authorizes the COC, with the assistance of LAHD, to develop program guidelines for prioritizing the use of the revenue received pursuant to the measure. According to the measure, the expenditure plan shall comply to the maximum extent possible with the program guidelines.

Given the pending litigation and a ballot measure challenging Measure ULA's validity, the City's approved FY23/24 Budget only authorizes LAHD to spend up to \$150 million in Measure ULA revenue as that revenue comes in, and it limits spending to six designated program categories. This amount can be backstopped by FEMA reimbursements owed to the General Fund if the City is required to refund taxes collected under Measure ULA, and the six designated categories are intended to prioritize interim programs that:

- Support and leverage, to the greatest extent possible, the City's on-going efforts in reducing homelessness;
- Result in demonstrable impact and measurable results within 18-24 months;
- Are achievable within the \$150 million budget, or are able to be absorbed by other LAHD funds if required, given the lack of guarantee of future funding until the litigation is resolved;
- Require limited or no new hiring authorities for program implementation from the \$150 million; and
- Produce fast results to address housing insecurity and homelessness, rather than developing new programs at this time that would require capacity building for participants and partners.

The FY23/24 Expenditure Plan and the corresponding FY23/24 Interim Program Guidelines propose the framework for allocating and spending up to \$150 million in Measure ULA revenues, as such revenue is received, across the six priority programs outlined in the City's approved budget.

Measure ULA Revenue Update

As of June 1, 2023, the Office of Finance had received \$15.5 million in Measure ULA revenue from 24 taxable transactions since April 1, 2023. The Los Angeles County Registrar-Recorder collects the taxes on behalf of the City and provides monthly reports on the previous month's taxable transactions. While the total receipts to date fall short of the City's estimates, there appears to be an upward trend suggesting that market behavior is returning to normal.

FY23/24 EXPENDITURE PLAN DETAIL

On June 22, 2023, LAHD submitted the FY23/24 Expenditure Plan to the COC for review. By a unanimous vote, the COC recommended moving the plan forward to the Council and Mayor. On June 29, 2023, LAHD transmitted the FY23/24 Expenditure Plan to the City Council and Mayor. This current transmittal again includes the expenditure plan for reference, provides additional detail, and requests City Council approval.

The City Council and Mayor authorized LAHD to spend up to \$150 million in Measure ULA revenue in the approved FY23/24 Budget, based on a CAO estimate of \$672 million in ULA revenue for FY23/24. The FY23/24 Expenditure Plan contemplates spending up to the allocated \$150 million, assuming receipt of such revenues. The Expenditure Plan for the two subsequent fiscal years, included as required by Measure ULA, borrows the same revenue estimate as a base, and assumes resolution of the pending litigation by December 2024. Revenue collected in addition to the budgeted \$150 million in FY23/24 will be added to FY24/25 projected revenues and expenditures.

The six expenditure categories are substantially consistent with the categories as approved in the City's budget, with the following exceptions:

1. Moving the Affordable Housing allocation from the Acquisition and Rehabilitation program to the Multifamily Affordable Housing program.

The COC and LAHD recommend moving the \$61.8 million allocation for the Acquisition and Rehabilitation of Affordable Housing category to the Multifamily Affordable Housing category—specifically for the proposed Accelerator Plus program. The potential acquisitions that meet the requirements for the Acquisition and Rehabilitation program would be time and resource intensive, while yielding minimal new housing units in the short term. This program is better suited for a long-term investment approach that would be possible upon successful resolution of the pending litigation. Therefore, to maximize the production of new housing units within the resources allocated, the COC and LAHD recommend allocating the \$61.8 million to the creation of an Accelerator Plus program modeled on the City's Fast Track Loan program. The Accelerator Plus program would make loans to stalled projects that already have additional leveraged sources, are ready for construction, and are able to comply with Measure ULA labor provisions but face a financing gap. This program could yield hundreds of units within the next two years.

2. Incorporating 8% of allocated revenue for administration in the Expenditure Plan.

Measure ULA allows for up to 8% of annual revenue to be allocated to "House LA Fund-Administration" for "compliance, implementation and administration." The City's approved FY23/24 budget did not include these administration costs in the Measure ULA allocations. Neither LAHD nor any of its potential partners have the resources to absorb implementation costs. This funding is required for the successful launch of the programs called for in the City's approved budget.

3. Incorporating 3% of revenue allocated for House LA Fund-Administration to COC staffing and expenses

Measure ULA provides for resources to allow the COC to hire an Inspector General, produce an annual community Town Hall, engage annual audits of the program, pay for meeting costs, and fund COC member training. The COC plays an important role in the implementation of the measure and requires staffing and resources to fulfill its duties. Because of the pending litigation, LAHD proposes to fill the Inspector General role with an interim consultant, and to do so as soon as possible to support the COC in meeting its ongoing obligations in FY23/24.

Finally, LAHD proposes the allocation of \$300,000 from the House LA Fund-Administration monies to initiate capacity-building funding in preparation for full implementation of the Acquisition and Rehabilitation of Affordable Housing and Alternative Models for Permanent Affordable Housing programs once the Measure ULA litigation is resolved. These capacity-building grants and contracts will fund outside entities, including experts and community-based organizations, to develop the capacity of Community Land Trusts and other organizations that serve and have representative leadership from Disadvantaged Communities, and facilitate tenant ownership.

Expenditure Priorities

Because the full amount of allocated revenues may not be available for a period of time, LAHD recommends prioritizing the use of initial revenue to mitigate the impacts of the August 1, 2023 and February 1, 2024 expiration of eviction protections. These represent the points at which landlords can evict for failure to pay COVID-era back rent as long as those actions are taken consistent with the recently-approved tenant protection ordinances.

Once the Expenditure Plan and Interim Guidelines are approved, LAHD will move to quickly spend up to the amount allocated for Short-Term Emergency Assistance. Based on revenue, LAHD will then execute the recommended contracts for Tenant Outreach and Education and Eviction Defense and Prevention. The initial focus of those contracts will be on ensuring tenants and landlords are aware of the emergency assistance program, and providing legal assistance and financial support for landlord/tenant settlements where appropriate.

FY23/24 INTERIM PROGRAM GUIDELINES DETAIL

The primary objectives of the FY23/24 Interim Program Guidelines are to generate new affordable housing quickly, prevent additional Angelenos from falling into homelessness, and limit new ongoing liabilities for the City. The interim guidelines propose utilizing the \$150 million as follows:

- Short-Term Emergency Assistance: Provide up to six months of rent for low-income tenants at risk of homelessness because of rental arrearages due to one-time economic shocks such as COVID-19 or job loss;
- Tenant Outreach and Education: Launch a multimedia campaign to educate and inform tenants and landlords of their rights and obligations, with immediate focus on the Short-Term Emergency Assistance program; enhance LAHD social media, website, and outreach tools; and increase outreach support for the StayHousedLA eviction prevention and education program;
- Multifamily Affordable Housing: Create an Accelerator Plus program to quickly start supportive and/or affordable housing projects of 40 units or more, with entitlements and other leveraged funding sources, with an infusion of funding to close funding gaps and allow projects to go forward quickly;
- Protections from Tenant Harassment: Expand investigative team, develop a technology platform to effectively track patterns and practices by landlords, and expanded “Know your Rights and Obligations” outreach and service navigation tools;
- Eviction Defense/Prevention: Expand anti-displacement and eviction prevention services in the StayHousedLA program; and
- Income Support for Rent-Burdened At-Risk Seniors and Persons with Disabilities: Launch time-limited subsidy program for seniors and seniors with disabilities; and create a fund available for moving and transition expenses.

Each set of guidelines carefully incorporates the requirements set forth in Measure ULA. For example, the Multifamily Affordable Housing program will require compliance with the labor standards and affordability covenants spelled out in the measure.

ADDITIONAL RECOMMENDATIONS FOR EFFECTIVE IMPLEMENTATION

Ordinance Amendment - Eviction Prevention

Measure ULA allocates ten percent of funding for eviction defense and prevention, including \$25 million approved in the City budget for FY23/24. Ordinance No. 186,191 became effective January 27, 2023, as part of a series of protections designed to prevent tenant displacement in the aftermath of the COVID-19 pandemic and included a new requirement that any written notice terminating a tenancy must be filed with LAHD within three business days of service on the tenant. A tenant may raise the failure of the filing of the notice as an affirmative defense in a court action. Since the implementation of this new requirement, the City has received approximately 40,000 eviction notices, many as paper copies that must be scanned and entered into LAHD's system to be searchable by the tenant when needed. LAHD therefore recommends a technical amendment to the ordinance, requiring that landlords file the notices either electronically or on a form prescribed by LAHD, to enable electronic processing and data capture of this important new tool in the City's efforts to track evictions and deter illegal evictions.

Inspector General

Under the measure and ordinance, the COC is authorized to hire staff to provide administrative support to its operations. Most urgently, the ordinance requires the COC to hire an Inspector General to serve as "the lead staff person serving the Oversight Committee."

Given the pending litigation and ballot measure seeking to invalidate Measure ULA, LAHD does not recommend establishing a new exempt position. Instead, the department recommends that Council grant it authority to contract with an interim Inspector General, on behalf of the COC, to fulfill this role until resolution is reached in the litigation and at the ballot box.

The COC has established a meeting calendar for FY23/24 to include at least seven meetings. Moreover, the COC is required under the ordinance to fulfill a number of duties over the course of the year, including but not limited to, hosting a community Town Hall meeting, developing permanent program guidelines, conducting a housing needs assessment, and engaging a performance audit of programs. These endeavors need to be initiated soon and neither the COC nor LAHD have the staff capacity to meet these obligations without the support of an interim Inspector General.

The cost of the Inspector General, and any subsequent staffing for the COC, will be paid for out of the ordinance-mandated COC administration allocation, estimated at \$360,000 for this fiscal year. LAHD will support the COC in identifying and selecting its interim Inspector General.

COMMUNICATION FROM THE CITIZEN OVERSIGHT COMMITTEE

At its June 22, 2023 meeting, the COC discussed the possibility of the City Council advancing funds to the House LA Fund up to the budgeted \$150 million approved in the City's FY23/24 Budget. In part, the impetus for this discussion was substantial public comment calling for the advancement of the funding and requesting that the COC forward that request to the City Council. The COC voted unanimously to request that the City Council explore all possibilities for expediting program implementation, including advancing the funding allocated in the FY23/24 Budget. The COC's request is included as Attachment C for City Council's consideration.

FISCAL IMPACT

There is no impact on the City's General Fund through the actions recommended in this report. As approved in the City's FY23-24 adopted budget, up to \$150 million will be committed, per the expenditure plan, upon receipt of the Measure ULA revenue.

Approved By:



ANN SEWILL
General Manager
Los Angeles Housing Department

ATTACHMENT A: FY23/24 Expenditure Plan
ATTACHMENT B: FY23/24 Interim Program Guidelines
ATTACHMENT C: Measure ULA COC Correspondence to the City Council

LAHD - UNITED TO HOUSE LA PROPOSED FISCAL YEAR 23/24 Expenditure Plan

Three-Year Revenue Projection		FY23/24	FY24/25	FY25/26	*Given the multiple variables and to-be-determined behavior of the real estate market in the context of ULA, LAHD is assuming similar approximate revenues for the first three years of the program. After Year 1, LAHD anticipates being able to forward more precise projections, in conjunction with the CAO. **This total includes the approximate \$522m unspent remainder from FY23/24
ULA Revenue (est.by CAO)		\$671,790,000	\$671,790,000*	\$671,790,000*	
ULA Revenue to Spend Assuming Favorable Resolution of Litigation by end of 2024 Calendar Year		\$150,000,000	\$1,193,580,000**	\$671,790,000	

LAHD Three-Year Proposed Expenditures

Expenditure Categories	ULA Prescribed Allocation %	Approved FY23/24 City Budget	Proposed ULA Expenditure for FY23/24	Proposed ULA Expenditure for FY24/25	Proposed ULA Expenditures for FY25/26
Affordable Housing Programs	70%				
Multifamily Affordable Housing	22.50%		\$56,860,306	\$221,260,754	\$139,060,530
Alternative Models for Permanent Affordable Housing	22.50%			\$278,121,060	\$139,060,530
Acquisition & Rehabilitation of Affordable Housing	10%	\$61,804,680		\$123,609,360	\$61,804,680
Homeownership Opportunities, Capacity-Building & Operating Assistance	10%			\$123,609,360	\$61,804,680
Program Stabilization Fund	5%			\$61,804,680	\$30,902,340
Affordable Housing Program Subtotals		\$61,804,680	\$56,860,306	\$808,405,214	\$432,632,760
Homelessness Prevention Programs	30%				
Short-term Emergency Assistance	5%	\$20,000,000	\$18,400,000	\$43,404,680	\$30,902,340
Income Support for Rent-Burdened At-Risk Seniors & Persons with Disabilities	10%	\$25,000,000	\$23,000,000	\$100,609,360	\$61,804,680
Eviction Defense/Prevention	10%	\$25,000,000	\$23,000,000	\$100,609,360	\$61,804,680
Tenant Outreach & Education	2%	\$6,000,000	\$5,520,000	\$19,201,872	\$12,360,936
Protections from Tenant Harassment	3%	\$12,195,320	\$11,219,694	\$25,863,114	\$18,541,404
Homelessness Prevention Subtotals	30%	\$88,195,320	\$81,139,694	\$289,688,386	\$185,414,040
Overall Program Subtotal	100%	\$150,000,000	\$138,000,000	\$1,098,093,600	\$618,046,800
Administration (to include contracts, grants, Tenant Council, COC, staff costs, indirect allocation, collateral materials, translation, meeting costs, etc.)*** & ****	8%		\$12,000,000	\$95,486,400	\$53,743,200
TOTAL EXPENDITURES		\$150,000,000	\$150,000,000	\$1,193,580,000	\$671,790,000

***To include \$300,000 in FY23/24 for grants/contracts for capacity building for eligible organizations that will undertake Alternative Models/Acquisition & Rehabilitation projects at resolution of litigation.

**** 3% of monies allocated to Administration shall be used for COC expenses; for FY23/24, that will amount to \$360,000

**CITY OF LOS ANGELES
LOS ANGELES HOUSING DEPARTMENT**

**UNITED TO HOUSE LA
INTERIM PROGRAM GUIDELINES
JUNE 22, 2023**

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Introduction

The United to House LA measure (“ULA”) approved by the City’s voters in November 2022 requires that the Los Angeles Housing Department (“LAHD”) assist the Citizens Oversight Committee (“COC”) in developing program guidelines for eleven programs spelled out in ULA’s nine expenditure categories. These program guidelines will be the framework for using the funds in the Expenditure Plan adopted by the COC and approved by the Mayor and City Council.

In FY 23/24 the Expenditure Plan will be different from subsequent years. It will be the first year, with little information on which to base revenue projections. And it will be a Plan to expend ULA funds while the validity of the measure is litigated, with uncertainty about whether or not the City will be required to repay ULA proceeds used if the litigation is successful in blocking the measure. The City has committed up to \$150 million of City General Funds to repay ULA funds if needed, and the City’s approved FY23-24 budget includes \$150 million allocated to six of the eleven programs.

These program guidelines are proposed for ULA programs launched in FY 23/24, using the following principles:

- Programs should support the City’s goals in producing housing to serve people experiencing or at risk of homelessness, and in preventing people from becoming homeless.
- Programs should maximize the number of units produced, or number of households served to show greatest impact of ULA funds.
- The COC and City should keep in mind that ULA may not be an ongoing source of funding so programs should be designed to meet goals without the need for ongoing ULA funds such as rental subsidies or salaries that cannot be covered by other sources.
- Programs should build the framework for a successful launch of the full ULA program that will be set forth in guidelines promulgated and approved by the COC in FY 23/24.
- Implementation of ULA will occur within the framework set forth in the measure, and in the framework of other City codes and ordinances governing contract requirements, procurement, financial management, budgeting and hiring.

Coordination of United to House LA and Other City Administrative Code Policies

ULA is now codified as an ordinance in the Los Angeles Administrative Code and will stand as applicable law until otherwise determined by a court. Except for instances in which it may conflict with other provisions of the Administrative Code or where other exigent circumstances, including emergency declarations, supersede, ULA programs are subject to the City's procurement and contracting requirements, financial management and budgeting requirements, and hiring procedures.

In some cases, these Interim Program Guidelines call for extension or expansion of existing contracts, while in others they may require use of competitive processes for selecting partners or projects, such as Notices of Funding Availability (NOFAs) or Requests for Proposals (RFPs). In all cases, the Program Guidelines will comply with relevant Administrative Code requirements.

The Interim Program Guidelines are also developed to describe programs funded by ULA revenue as it is paid and transferred to the City, rather than by funds available entirely at the start of the fiscal year. The guidelines may need to be adjusted to reflect cash management needs.

United to House LA Interim Program Guidelines - FY23/24-24/25

Eviction Defense and Prevention - \$25,000,000

June 22, 2023

Program Summary

With ULA support, the Eviction Defense/Prevention Program will ensure that the City's existing Stay Housed LA (SHLA) program continues to prevent and defend evictions of low-income renters through at least the end of its current contract period of June 30th, 2025, and possibly beyond. Moreover, it will provide for an expansion of eviction prevention work via limited-scope legal services and rental assistance.

SHLA is a city-funded partnership between Los Angeles County, the City of Los Angeles, and local community and legal service providers. This partnership represents a comprehensive eviction prevention and defense program that prevents renter households from being displaced from their homes and falling into homelessness by providing low-income Los Angeles City renters with free full-scope and limited-scope legal services, as well as rental assistance to help stabilize their housing and protect against an eviction.

Full-scope legal services are provided by attorneys and staff who represent renters in Unlawful Detainer eviction trials. Renters living in zip codes that are at higher risk of eviction are prioritized for full-scope legal services. As more resources become available, more zip codes will be prioritized for full-scope legal services. Limited-scope legal services include the Tenant Empowerment Program, an intensive series of clinics that enable tenants to answer eviction complaints and prepare for eviction trials, as well as the aforementioned rental assistance program which allows legal services providers to pay unpaid rent to settle an eviction.

Eligible Activities

To the extent resources allow, the SHLA program provides low-income renters (renters in the City of Los Angeles with incomes at or below 80% of area-median income) with full-scope legal representation in evictions, which includes representing tenants in evictions at trial. It also provides limited-scope legal representation which includes, but is not limited to legal consultation/advice and assistance with filing or completing forms or sending letters to landlords. The limited-scope legal services program also includes the Tenant Empowerment Program, an intensive series of clinics that enable tenants to answer eviction complaints and prepare for eviction trials.

SHLA also educates renters about their rights and conducts outreach to tenants to alert them to potential eviction or displacement risks. ULA has a separate funding category focused on tenant education and outreach, thus this program guideline will fund only full-scope and limited scope legal services, including rental assistance to resolve evictions. Eligible activities may also include establishment of a pre-litigation filing dispute resolution or mediation pilot or program.

Eligible Participants, Borrowers or Grantees

The eligible recipients of the funding are nonprofit legal services providers who are part of the Stay Housed LA contract with the City. These nonprofit legal services providers have substantial experience defending renters in Unlawful Detainer eviction actions, preventing evictions from being filed in the first place; and in administering rental assistance to resolve evictions.

Eligible Forms of Funding - Grants, Loans, Purchases

The funding for legal services and rental assistance would be allocated via grants to SHLA legal services providers under the existing SHLA contract. Because there is an existing SHLA program, new funding of any amount would be used to ensure the program services are provided through the contract term of June 30, 2025, and to expand limited-scope legal services and rental assistance. As soon as the funding is allocated, SHLA would provide its services.

Funding Priorities

Currently, the City's SHLA contract runs through June 30, 2025 but the City has not yet allocated full funding for the contract services. ULA funding will continue the full panoply of SHLA services through June 30, 2025. The remaining funding would be prioritized to expand the limited-scope legal services, including the Tenant Empowerment Program, and Rental Assistance.

In addition to legal representation and limited-scope legal services, SHLA provides one-time financial assistance to tenants and owners to facilitate agreements to keep tenants in homes, such as to pay back rent or deposits. The current rental assistance program annual budget is approximately \$1 million. With ULA funding, the rental assistance program could be increased to approximately \$6 million.

Rental assistance will prioritize tenants in small mom-and-pop buildings, with an allowable increase in rental assistance to tenants in mom and pop buildings from \$20,000 per eligible household to \$25,000.

Program Funding - Caps and Limits

For legal services, program recipients must be renters in the City of Los Angeles and have incomes at or below 80% of area-median income.

For the SHLA rental assistance program, SHLA-eligible households (see above) may receive up to \$20,000 in rental assistance to prevent eviction or displacement. SHLA prioritizes households that are most at-risk of homelessness should they lose their housing.

Number of Units or Participants Served in Year 1, and Year 2 at allocated funding levels

- Number of households whose housing is stabilized by rental assistance: **500 households**
- Number of households whose housing is stabilized by legal representation in eviction complaints: **3,500 households**
- Number of households whose housing is stabilized by limited scope legal services, including clinics: **600 households**

United to House LA Interim Program Guidelines - FY23/24

Income Support for Rent-Burdened At-Risk Seniors & Persons with Disabilities –

\$25,000,000

June 22, 2023

Program Summary

The Income Support program will provide rental subsidies and move-in assistance to seniors and people with disabilities who are currently experiencing or at imminent risk of experiencing homelessness. According to the most current Los Angeles Homeless Count, there are an estimated 2,600 seniors experiencing homelessness. The Income Support program will create time limited rental subsidies to transition the City's most vulnerable into housing, with a specific focus on seniors and those with disabilities. The intention of the program is to transition individuals to other permanent federal or state benefit programs and establish a bridge to future City-financed affordable housing projects. The program will build upon existing infrastructure: LAHSA's Time-Limited Subsidy (TLS) program provides rental assistance for a period of up to twenty-four months with case management and housing navigation services to ensure that participants have options to move to supportive or affordable housing, or to receive other rental assistance.

Eligible Activities

The Rental Subsidy and Income Support Program for FY 23/24 will fund two primary activities:

- 1) Provide time limited rental subsidies for eligible participants for rental assistance, housing navigation and case management; and
- 2) Create a flexible pool of funds to support move-in costs

Income Support will be used to provide monthly rental assistance and additional case management services for participants. Among other activities, case management will be focused on transitioning participants to other benefit programs. In addition, up to \$3 million in a flexible pool of funds will be created to address existing barriers to accessing housing. These funds can be used to cover move-in costs, such as security deposits, furnishing, accessibility modifications, etc.

Eligible Participants, Borrowers or Grantees

The target population for this program are seniors and people with disabilities who are experiencing homelessness – both unsheltered and sheltered.

The following are the basic eligibility requirements:

1. System engagement with the individual occurred somewhere in the City of Los Angeles
2. Experiencing Homelessness - a person who lacks a fixed, regular, and adequate nighttime residence, meaning: 1) has a primary nighttime residence that is a public or private place

not meant for habitation; or ii) is living in a publicly or privately operated shelter designated to provide temporary living arrangements.

3. Senior - person who is at least 65 years of age or older at the time of application.
4. Person with Disability - a person who has a physical or mental impairment that substantially limits one or more major life activities, such as hearing, seeing, speaking, walking, breathing, performing manual tasks, caring for oneself, learning, or working.
5. Income must be below 50% of area median income.

Initial awards will be for up to twenty-four months. Participants may be eligible for extended subsidies if the program is extended under the permanent ULA program, or some other funding source.

The City will provide funding to LAHSA or an equivalent provider with experience in managing short term rental subsidy programs, and the required case management and housing navigation services.

Eligible Forms of Funding - Grants, Loans, Purchases

The Income Support program will fund housing placement and retention for participants in the form of rental subsidies with direct payment to property owners. Case management will be included with these subsidies, and payments for additional forms of move-in assistance will also be made directly to property owners or service providers where applicable.

Funding Priorities

The Income Support program will first prioritize seniors with disabilities who are experiencing homelessness, and then seniors or people with disabilities who are not seniors.

In addition to the basic eligibility requirements for the program, the following priorities will be considered, but not limited to:

1. Duration - the length of time the person has been experiencing homelessness
2. Health - a person who has one or more chronic illnesses or diseases.

Program Funding - Caps and Limits

The Income Support program has been allocated a budget of \$25 million. From the total budget, \$22 million will be used for rental subsidies and related costs. Each subsidy will require an estimated \$45,000 to cover rental payments and case management for an average of 24 months. The flexible funding pool to provide move-in assistance will be a total of \$3 million.

Number of Units or Participants Served

An estimated 488 seniors and people with disabilities will be provided rental subsidies and income support.

United to House LA Interim Program Guidelines - FY23/24
Multifamily Affordable Housing - \$57,000,000
June 22, 2023

Program Summary

The Multifamily Affordable Housing program is one of the Affordable Housing Programs in the United to House LA ordinance. While the ordinance is currently in litigation, the Mayor and City Council have budgeted \$150 million dollars for Fiscal Year 23/24. The Multifamily Affordable Housing program in FY 23/24 and 24/25 will be used to increase affordable housing units in the City with an initiative called "Accelerator Plus." The program will fund "shovel-ready" affordable housing projects that are ready to quickly start or complete construction with an additional loan of no more than \$12 million to close a financing gap. This will produce affordable housing units that comply with the ULA program requirements for prevailing wage and project labor agreements (PLAs) and with the City's accessibility and income targeting.

Eligible Activities

Eligible activities include making subordinate, residual receipts loans to projects that are under, or about to start construction for the purpose of preventing those projects from missing critical milestones that place them in jeopardy of losing leveraging resources or endangering their long-term project viability. These projects may have stalled due to any number of current financial challenges, ranging from the need to wait for state funding programs, to rising interest rates.

Projects that are currently admitted into the Affordable Housing Managed Pipeline or that have a loan commitment from the City such as an HHH or Affordable Housing Sustainable Communities, or tax exempt loans, are eligible. Eligible projects are new construction or substantial rehabilitation that will add to the City's affordable housing stock. In addition, city-owned sites for the purposes of building affordable housing that have an Exclusive Negotiation Agreement or a Disposition and Development Agreement are eligible. Some of these projects have been stalled waiting for one source of funding, and Accelerator Plus support will close that gap and allow those projects to move forward.

Eligible Participants, Borrowers or Grantees

Eligible Borrowers will be Qualified Affordable Housing Organizations as defined in Section 21.9.14 of Chapter II, Article 1.9 of the City of Los Angeles Municipal Code ("ULA measure"), including non-profit developers, or partnerships, joint ventures, limited liability corporations, and limited partnerships comprised of a bona fide nonprofit organization and a for-profit entity, that have a City of Los Angeles financial award to support multi-family affordable rental housing developments or an exclusive negotiation agreement on a city-owned site.

Eligible Forms of Funding - Grants, Loans, Purchases

The funding will be in the form of a residual receipts loan for Construction and/or Permanent Financing. Interest rate shall be between 0 and 3% based on LAHD underwriting and the determination of the project's ability to pay. Accelerator Plus loans will be underwritten using the Affordable Housing Managed Pipeline regulations approved by the City Council and Mayor in Council File 22-0876. If the requirements in Section 22.618.3(d)(1)(i) are different from the AHMP regulations, the ULA requirements shall apply, particularly in order to comply with the Project Labor Agreement requirements of ULA.

Funding Thresholds

Implementation of Accelerator Plus will occur within the framework set forth in the measure, and in the framework of other City codes and ordinances governing contract requirements, procurement, financial management, budgeting and hiring. The projects to be funded are those that set-aside all of the units, except for manager's units, for households earning up to 80% Area Median Income. All eligible borrowers will be responsible for complying with applicable Accessibility Standards and obtaining necessary clearances from LAHD's Accessible Housing Program (AHP). Projects to be funded must be at pre-construction or, if construction has commenced, operating under an existing Project Labor Agreement. All other projects shall constitute public work for which prevailing wage requirements shall apply.

Funding Priorities

The projects to be prioritized are those projects that demonstrate a financial need but that already have an existing loan commitment, or executed loan documents for construction financing, or an executed Exclusive Negotiation Agreement with the City. Priority will be given to projects that can start construction within three months, and complete construction within twenty-four months, and that serve people experiencing or at risk of homelessness.

Program Funding - Caps and limits Per Project, Loan, Unit, Participant

The maximum loan per unit will be \$140,000 and the maximum loan per project will be \$12 million. To limit the need for new funds, the amount of LAHD accrued construction period interest would be deferred and added to the loan balance. In addition, priority will be given to projects that need less than \$75,000 per unit.

Number of Units That Could Be Produced

There are currently 28 projects totaling over 2,300 units in the pipeline that could benefit from Accelerator Plus. Of these, four projects with 392 units are already under construction, and another 13 with 1317 units could start within six to nine months if funded. At a \$75,000 per unit average loan, the Multifamily Affordable Housing Program – Accelerator Plus – could produce almost 750 units.

United to House LA Interim Program Guidelines - FY23/24

Protections from Tenant Harassment - \$12,195,320

June 22, 2023

Program Summary

The Protections from Tenant Harassment Program will monitor and enforce protections against tenant harassment and other tenant rights, and inform tenants of these safeguards and support them in exercising their rights. The program will also inform landlords of their obligations and support them in being the most responsible housing providers possible. The City adopted the Tenant Anti-Harassment Ordinance (TAHO), effective August 6, 2021, to protect tenants residing in the City of Los Angeles from harassment by landlords. This program establishes structure, review and technology infrastructure for harassment investigations; outreach and education to both renters and landlords; and an enforcement regime, subject to approval of the City Council and Mayor of new or expanded ordinances such as the Administrative Citation Enforcement Ordinance.

Eligible Activities

The following are eligible activities:

- Investigation of harassment allegations filed by tenants, review of landlords that have a history of non-compliance with LAHD Code or Rent Divisions, or other regulatory enforcement for which non-compliance is associated with tenant displacement or retaliation against tenants.
- Education and outreach to tenants and landlord groups describing what constitutes a violation, what evidence is relevant, and how to make a complaint.
- Targeted outreach to tenants in units and buildings where harassment or potential harassment is suspected based on complaints and on landlord histories of non-compliance with LAHD enforcement that correlates with tenant displacement or retaliation against tenants.
- Education and outreach with landlord groups such as the Coalition of Small Rental Property Owners, AAGLA, or CAA to train small landlords on TAHO, including understanding their responsibilities, and where appropriate, providing technical assistance to support them in compliance.
- Subject to the approval of the City Council and Mayor of necessary ordinances, enforcement in the form of civil remedies, which may include fines under the Administrative Citation Enforcement program or misdemeanor criminal prosecution in cases where adequate evidentiary standards are met.
- Expansion of a case management information technology platform to streamline case creation and file keeping, centralize communications, track complaints and compliance, and help establish patterns and practice of potential TAHO violators.

Eligible Participants, Borrowers or Grantees

In order for TAHO enforcement to apply, the constituent must:

- Reside in a residential unit in the City of Los Angeles
- Meet the definition of a tenant under the Los Angeles Municipal Code
- Make an allegation that can be supported by documentation or proof sufficient to establish evidence of harassing conduct by a landlord

Landlords groups will receive education about rights and responsibilities, will be outreached to or may request technical support to better ensure TAHO compliance.

Eligible Forms of Funding

The ULA ordinance mandates that at least 30% of the Protections from Tenant Harassment expenditures shall fund programs led by nonprofit organizations. Nonprofits will provide education and targeted outreach to tenants at risk of harassment.

Support to these nonprofit organizations will be provided in the form of grants awarded through a competitive procurement process. The grant or contract term and funding of the described eligible activities will be subject to the scope of work.

The Department's expansion of the TAHO enforcement team, investment in technology infrastructure, and contracting with other providers are also eligible activities.

There is a dedicated amount of \$12,195,320 to fund the program in FY23/24 and FY24/25, and/or up to the resolution of ULA litigation.

Program Priorities

Priority will be given to tenants filing complaints that are or can be supported by evidence (notices, pictures, declarations, affidavits, testimony, video/audio footage, etc.) of alleged harassment that meets the evidentiary standard for enforcement and/or referral to the City Attorney. Even at a funding level of \$12,195,320, the City's investigative reach will be limited. Therefore, priorities for enforcement will include one or all of the following:

- Households that are at high risk of becoming homeless
- Tenants in communities experiencing heightened displacement, as flagged by the City's new anti-displacement tool to identify communities, streets, and parcels most at risk for displacement by harassment
- Buildings where low-income tenants may be targeted for displacement based on being long-term, low-income RSO tenants for whom rents are substantially below market
- Owners with track records of harassment, illegal displacement, and noncompliance

In order to maximize impact, the TAHO Program will target owners with a history of Code or Rent violations, or other regulatory non-compliance where their non-compliance has facilitated tenant displacement or is in retaliation against a tenant. The program will provide a comprehensive investigative review of citywide harassment allegations, examination of Rent and Code Enforcement complaints, case history, and prior violations. Non-compliant cases will be prepared for referral to the City Attorney for further evaluation and potential prosecution.

Program Funding Needed

To fully implement the TAHO Program, the City of LA needs additional staffing, software and system development, as well as outreach and education to promote program awareness.

- For the development of a strong TAHO Enforcement Team, we need additional staff to carry out investigations for rental units citywide, examine inspections to identify patterns and practices of harassment, provide translation services to facilitate communication across communities, conduct legal and public records information research; the program will also require additional City Attorney personnel to support the enforcement and criminal prosecution functions.
- LAHD requires contracted services for systems programming and software development, maintenance, and support for an online file and case management platform. This system will be designed to streamline TAHO referral case creation, file keeping, and centralize communications into one easy-to-access electronic file. This will promote effective and timely response to renter harassment complaints.
- Community based organizations (CBO's) to conduct broad and targeted outreach to tenants in units and buildings where harassment or potential harassment is suspected.

Number of Participants Served

The table below provides a projection of the number of TAHO complaints that are expected in FY 2023-24 and FY 2024/ 25:

Years	Projected Number of TAHO Complaints Reviewed and Resolved
1	6,000
2	8,000

United to House LA Interim Program Guidelines - FY 23/24
Short-Term Emergency Assistance Program - \$20,000,000
June 22, 2023

Program Summary

The Short-Term Emergency Assistance Program has an objective to prevent homelessness and stabilize housing by providing short-term emergency financial assistance to low-income tenant households in the City of Los Angeles who are experiencing a loss or decrease in household income due to a one-time economic hardship for a short-term period of up to 6 months. Priority eligibility shall be established for lower-income households. Promotion of the short-term emergency assistance program will be coordinated with the ULA outreach and education efforts to promote participation by tenants at risk of displacement and eviction, as well as by mom-and-pop landlords.

Eligible Activities

Funds will be exclusively used for rental arrears payments to eligible property owners on behalf of eligible tenants.

LAHD will contract with a provider to accept, review and process approved applications using guidelines similar to those used in the Emergency Rental Assistance Program (Attachment A). These guidelines will be amended as needed to ensure streamlining, accessibility for vulnerable communities, and prevention of fraud.

Eligible Participants, Borrowers or Grantees

In order to be eligible for the program, applicants must meet the following requirements:

- Reside in the City of Los Angeles
- Must be obligated to pay rent on a residential rental dwelling
- Experiencing or have experienced a loss or decrease in household income due to an economic hardship¹
- Household income, as of December 31st of the year prior to application date, is at or below 80% of the Area Median Income (AMI) pursuant to HUD thresholds.

2023 HUD LOW INCOME LIMITS FOR LOS ANGELES

Household Size	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person
Income Limit	70,650	\$80,750	\$90,850	\$100,900	\$109,000	\$117,050

¹ **Economic Hardship ("Economic Shock"):** One or more individuals within the household have qualified for unemployment benefits or experienced a reduction in household income, incurred significant costs, or experienced other economic hardship, which the applicant shall attest in writing.

Eligible Forms of Funding

The program will provide a one-time payment for up to the entirety of rent payments owed in arrears for up to six (6) months.

Payments will be made directly to the applicant's landlord, property management firm, or the landlord's designated agent. Only one payment will be made to a landlord per eligible household equal to the total amount awarded for the covered period based on the eligibility of the current household occupants. No direct payments will be made to program applicants.

Funding Thresholds

There is a dedicated amount of \$20 million for temporary rental assistance for the fiscal year 2023-2024. The program will provide a one-time payment of up to six months of the entirety of rent payments.

Funding Priorities

Priority will be given to tenants who meet one or more of the following eligibility requirements:

- Households considered extremely low income at/or below 30% AMI;
- Households with minor children and/or seniors aged 65 and above or people with disabilities;
- Households for whom up to six months' rent in its entirety will satisfy their entire debt for the unit they currently inhabit; or who have entered into an agreement to repay the remaining balance affordably;
- Households that are extremely rent burdened, paying more than 50% of total household income for rent each month.
- Households that are at high risk of becoming homeless (includes but is not limited to households with past due rent or an eviction notice, unsafe or unhealthy living conditions; or any other evidence of such risk); and

Number of Participants Served

Approximately 3,000 households are expected to be served in year 1 at the current allocation funding level.

Attachment A
Short-Term Emergency Assistance
Proposed Operating Procedures

NOTE: These operating procedures were used by LAHD in the Emergency Rental Assistance Program to establish procedures to prevent fraud and determine eligibility. These may be amended by LAHD and the Short Term Emergency Assistance program contractor to streamline procedures and reduce paperwork, within the framework of the approved Program Guidelines.

Eligible Applicants: Any adult member of a household is eligible to apply for the program. In order to qualify, the renter household must demonstrate:

- The household has a household income at or below 80% AMI before taxes; and
- At the time of application ('eligibility period') one or more individuals within the household have (i) qualified for unemployment benefits or (ii) experienced a reduction in household income, incurred significant costs, or experienced other economic hardship.

Household Income: The total household income of all adults in the household will be considered for program eligibility. Household income is the total pre-tax household income of all adult members of the household, including unemployment income.

Documentation Requirements: Applicants are required to provide (1) proof of identification, (2) proof of residential tenancy and current monthly rent, (3) proof of current and past due rent amount (4) proof of annual 2022 household income or monthly 2023 income (5) proof of unemployment and/or economic hardship, and a completed (6) City of Los Angeles Tenant Rental Assistance Participation Agreement.

- **Proof of Identification:** An applicant must provide identification such as:
 - Government-issued birth certificate, driver's license or identification card, Passport; or
 - Government/Consulate Card, Permanent Resident Card or Visa; or
 - Military or other Government Identification; or
 - Employment identification card; or
 - Marriage license/certificate or certified divorce decree; or
 - Current school records documenting the full-time student status at a degree or certificate-granting institution of a household member aged 18 or older
- **Proof of Residential Tenancy:** All adult household members must provide documentation of a residential tenancy such as:
 - A Rental Agreement or lease with the applicant's and landlord's name and address; or
 - A Notice provided by the current landlord addressed to the tenant with the landlord's name and the landlord's address, phone number, or email address; or
 - A bank statement with the applicant's name and address; or
 - A letter from a government or official agency with a postmark from the United States Postal Service; or
 - A receipt for previously paid rent provided by the tenant's landlord bearing the applicant's and landlord's name and address.

Attachment A
Short-Term Emergency Assistance
Proposed Operating Procedures

- If a household does not have a signed lease, documentation of residence may include
 - evidence of paying utilities for the residential unit, an attestation by a landlord who can be identified as the verified owner or managing agent of the unit,
 - or other reasonable documentation as determined by the grantee.
- **Proof of Current and Past Due Rent Amount:** All adult household members must provide documentation demonstrating current and/or past due monthly rent such as:
 - Lease/Rental Agreement or lease addendum, signed by the applicant and landlord or sub lessor, that identifies the unit where the applicant resides and establishes the rental payment amount, including any Notice of Rent Increase signed on or after January 1, 2020; or
 - Rent ledger, rent receipts from no earlier than June 1, 2023, or a Notice to Pay Rent or Quit that lists the current monthly rent and the amount owed; or
 - Any document that states current and/or past due monthly rent.
 - In the absence of a signed lease, evidence of the amount of a rental payment may include bank statements, check stubs, or other documentation that reasonably establishes a pattern of paying rent, documentation provided by the landlord, or a written attestation by a landlord who can be verified as the legitimate owner or management agent of the unit, or other reasonable documentation.
 - If an applicant is able to provide satisfactory evidence of residence but is unable to present adequate documentation of the amount of the rental obligation, and the landlord declines to participate in the program, staff will accept a written attestation from the applicant to support payment assistance of up to a monthly maximum of 100% of the greater of the Fair Market Rent or the Small Area Fair Market Rent for the area in which the applicant resides, as most recently determined by HUD and made available at <https://www.huduser.gov/portal/datasets/fmr.html>. In this case, the applicant must also attest that the household has not received, and does not anticipate receiving, another source of public or private subsidy or assistance for the rental costs that are the subject of the attestation.
- **Proof of Annual 2022 Household Income for All Adult Household Members:** All adult household members must provide documentation showing the annual 2022 household income for all household members such as:
 - 2022 household tax returns (AGI), Form 8879, Interest income on 1099, or Net Profit on Schedule C; or if a household is not required to complete a tax return, a Form W-2 for all wage earners: records showing wages, tips, and other compensation or other tax statements; or
 - Unemployment recent statements or benefits letters (with name, amount of benefit, and dates of coverage); or
 - Social Security and Social Security Disability Insurance recent statements or benefits letters (with name, amount of benefit, and dates of coverage); or

Attachment A
Short-Term Emergency Assistance
Proposed Operating Procedures

- Documentation of current participation in any one of the below (with name, amount of benefit, and dates of coverage):
 - Medicaid, known as Medi-Cal in California
 - Women, Infants, and Children (WIC) benefits
 - Free and Reduced Lunch participation
 - Supplemental Nutrition Assistance Program (SNAP), known as Cal Fresh in California
 - Food Distribution Program on Indian Reservations (FDPIR)
 - Temporary Assistance for Needy Families (TANF), known as CalWORKs in California
 - School Nutrition Programs (SNP), such as the Free and Reduced Lunch program for California families
 - General Relief
 - Veterans Benefits
 - Any household income-based state or federally-funded assistance program for low-income persons or households
 - Any locally operated assistance program for low-income persons or households that requires household income verification and uses federal income limits
 - Written attestation by the applicant under penalty of perjury that the applicant does not have any documentation to prove the applicant's annual 2022 household income
- **Proof of Unemployment and/or Economic Hardship:** An applicant must provide documentation to demonstrate economic hardship for at least one household member such as:
 - Recent unemployment benefits/insurance statement/letter showing household member's name and benefit amount; or
 - Layoff, Work Furlough, or Reduction letter from employer (with employer name and at least employer's address, phone number, or email address) with employee name; or
 - Letters of termination; or
 - Two consecutive pay stubs (use gross pay), or if consecutive pay stubs are not available, provide at least two non-consecutive pay stubs (for example, for sporadic work in entertainment, construction, rideshare, or other like industries); or recent bank statements which must have two itemized statements (no summaries or screenshots); or
 - Last-received pay stub with employer's information; or
 - Evidence of application for unemployment benefits; or
 - Evidence of recently expired unemployment benefits, including unemployment benefits provided through the CARES Act; or
 - Medical expenses related to an illness such as COVID-19 or any other illness; or

Attachment A
Short-Term Emergency Assistance
Proposed Operating Procedures

- A recent letter addressed to a household member from a childcare or adult services provider if service was discontinued; or
- Employer statement with employee name, dates of employment, income earned, and the employer's name, address, phone number, or email; or
- For self-employed persons, tax records, statements, or other documentation of loss of income; or
- Written attestation under penalty of perjury that the applicant does not have any documentation to prove the applicant's economic hardship.

Los Angeles City Tenant Rental Assistance Participation Agreement: Each applicant is required to submit a City of Los Angeles ("Program") Participation Agreement ("Agreement") certifying the applicant's understanding of all of the following:

- All of the information and supporting documentation provided with the Participation Agreement and Application is accurate and correct to the best of the applicant's knowledge.
 - Neither the City of Los Angeles, nor its affiliates are providing the applicant with legal representation, counsel, or advice and will not represent the applicant in any legal action that might arise from the Program or Agreement or concerning the applicant's tenancy.
 - By applying for the Program, the applicant is not guaranteed financial assistance.
 - Anyone who commits fraud or wrongfully receives or accepts any funds under the Program may be held civilly and criminally liable to the fullest extent of the law and may have to repay such funds with the imposition of legal penalties.
 - LAHD retains the discretion to make final determinations on applicants to be funded.
- **Written Attestation Without Further Documentation:**
 - To the extent that a household's income, or a portion thereof, is not verifiable (for example, because a place of employment has closed) or has been received in cash, or if the household has no qualifying income, LAHD may accept a written attestation from the applicant regarding 2022 and/or 2023 household income.
 - In appropriate cases, the contractor may accept an attestation from a caseworker or other professional with knowledge of a household's circumstances to certify that a household income qualifies for assistance.

Landlord Requirements: Landlord applicants or landlord representatives completing the paperwork on behalf of the landlord are required to provide (1) proof of the landlord's identification, (2) proof of property ownership, (3) executed W-9 Form, and (4) proof of tenants' current monthly and past due rent for the eligibility period.

Attachment A
Short-Term Emergency Assistance
Proposed Operating Procedures

- **Landlord Identification:** A landlord must provide a government-issued photo identification such as:
 - State-issued Driver's License or Identification, Passport; or
 - Government/Consulate Card, Permanent Resident Card or Visa; or
 - Military or other Government Identification
- **Landlord Proof of Property Ownership:** A landlord must provide proof of property ownership such as:
 - Grant Deed for the rental unit; or
 - Tax records for the rental unit; or
 - Copy of Articles of Incorporation or Limited Partnership if the owner is not a natural person, with evidence that the owner is authorized to act on behalf of the corporation or limited partnership to execute the Participation Agreement
- **Completed W-9 Request for Taxpayer Identification Number** matching the name of the rental assistance payee
- **Proof of the Tenant's Monthly and Past Due Rent:** A landlord must provide documentation to demonstrate current and/or past due monthly rent such as:
 - Lease/Rental Agreement or lease addendum signed by the applicant and landlord or sub lessor, that identifies the unit where the applicant resides and establishes the rental payment amount, including any Notice of Rent Increase signed on or after June 1, 2023; or
 - If a household does not have a signed lease, documentation of residence such as a rent ledger, rent receipts from no earlier than March 1, 2020, or any Notice to Pay Rent or Quit that lists the current monthly rent and the amount owed, evidence of paying utilities for the rental unit, or other reasonable documentation; or
 - Any reliable document that states current and/or past due monthly rent during the eligibility period.

United to House LA Interim Program Guidelines - FY23/24

Tenant Outreach and Education - \$6,000,000

June 22, 2023

Program Summary

Measure ULA allocates 2% of overall program revenue, minus administration costs, for tenant outreach. In the 2023-24 approved budget, up to \$6 million is allocated for this purpose.

With the expiration of the City and County COVID-19 eviction protections in January and March 2023, outreach that is focused on eviction prevention is critical at this time. Funding will be allocated both for contracted tenant education outreach services, including workshops, legal clinics and targeted social media, as well as for upgrades to the SHLA website and the SHLA eviction self-help tool.

Eligible Activities

Eligible activities include outreach, education and navigation services, including, but not limited to, providing access to programs and information about tenant rights, services and homelessness prevention programs. These services may include workshops and presentations, legal rights clinics, mass mailings, targeted advertising and marketing, hotlines and call centers, social media, public websites and mass communication campaigns to educate tenants and landlords about existing City, state and federal laws and programs designed to protect tenants and prevent displacement and homelessness.

ULA funding will continue services and increase the outreach portfolio of the current SHLA outreach contractor and its subcontractors. These community groups currently provide eviction prevention outreach, education and navigation services under the City's eviction defense program, as well as referrals to appropriate wrap-around and support services. The scope of work of the eviction prevention program, and Stay Housed LA, includes:

- Citywide multi-lingual public awareness, outreach and education on topics such as tenant rights and protections, habitability and code enforcement, Section 8 housing, tenant anti-harassment, known as the "Know Your Rights" campaign
- Organizing and hosting public awareness and education events, both in person and virtual
- Tenant navigation services, including answering tenant questions regarding their housing situation via email, phone, text, video chat, and in-person; assisting tenants with completing intake forms and/or enrolling in programs and workshops
- Social media campaigns and digital advertisements
- Preventing and reducing homelessness by connecting residents to resources such as rental assistance, wrap-around supportive services

Principles guiding tenant outreach efforts include:

- Focusing on eviction and displacement prevention
- Tenant engagement and empowerment

- Maintaining and preserving the affordable housing stock by informing tenants of their rights, how to seek repairs, file complaints with the City and address code violations, and other available programs
- Providing information and services that are:
 - Accessible, ADA compliant and language justice informed
 - Culturally relevant and attuned to the needs and realities of different historically marginalized communities
 - Available to all regardless of immigration status, literacy, or digital access, and available in multiple languages

ULA funding may be allocated to continue and expand the ongoing efforts including:

- Conduct “*Know Your Rights*” workshops and clinics
- Produce print advertisements such as fliers, postcards, mailers, banners, or other appropriate assets
- Website updates and graphic design
- Dissemination of information on the City’s Rent Stabilization (RSO) and Just Cause ordinances, available resources, and other relevant tenant rights information for L.A. City renters, as well as relevant County, State, and Federal tenant protections
- Phone and text banking
- Canvassing
- Distribution of informational materials to low income households, essential businesses, grocery stores, hardware stores, pharmacies, medical facilities, foodbanks, and locations where homeless services are provided
- Door to door outreach to low-income households in targeted buildings or neighborhoods at high risk of displacement
- Facilitating the submission of any tenant complaints related to the City’s Rent Stabilization Ordinance (RSO) housing, Just Cause eviction ordinance, Code Enforcement, harassment, and/or fair housing issues to the appropriate agency
- Providing tenant referrals to:
 - EDP legal service providers via the Stay Housed LA website to receive emergency rental assistance (when available), pre-eviction services, legal representation/consultation or any other legal issues
 - Wrap around services for tenants who need rental assistance or other services to ensure housing stability
- Collecting and maintaining program metrics and participant data, including:
 - Number of virtual workshops, webinars, clinics, or other engagement events
 - Number of tenants reached through online public awareness, outreach, digital ads, and educational platforms
 - Narrative reports with overviews of communications, outreach and education activities
 - As available, document and preserve oral histories to highlight program participant and service provider success stories

In May 2023, the City embarked on a robust media engagement campaign designed to promote tenant and landlord awareness of the new and continuing tenant protections and how tenants may obtain assistance if threatened with eviction. The media campaign is funded to run through June 2023. As the August 1, 2023 and February 1, 2024 payment deadlines for COVID-19 rental arrears approach, the continuation of a robust media campaign through January 2024 is critical to support tenants in knowing their rights and learning how to seek assistance. Funding will be allocated for a continuation of the tenant protections media campaign through January 2024, which may include promoting media placements about tenant protections, rights and services provided by the City of Los Angeles at major print, television, and radio outlets, housing specific publications, local media, and non-English outlets.

Additionally, upgrades to the LAHD website, eviction filing and Tenant Buyout systems will expand access to information on the services and programs available to tenants to assert their rights and stay safely housed in their current housing, whether subject to the City's Rent Stabilization Ordinance or the new Just Cause evictions protection ordinances. One important tool in providing tenants (and others) transparency and access to critical information about their rights is the new LAHD Property Look Up system, which is pending further upgrades to strengthen tenant awareness of the status and history of complaints, filings and management of their rental property.

Eligible Participants, Borrowers or Grantees

The City's tenant protections ordinances, including the Rent Stabilization Ordinance (RSO) and Just Cause Ordinance, apply to all tenancies in the City. Tenant rights information and education will be communicated citywide, with an emphasis on targeted outreach to areas of the City where tenants are at highest risk of eviction and displacement.

Tenant navigation services provided under the SHLA are limited to low income households at or below 80% of the Area Median Income.

Current Stay Housed LA outreach community partners include:

- Legal Aid Foundation
- Liberty Hill
- Alliance of Californians for Community Empowerment (ACCE)
- Communities for a Better Environment (CBE)
- Los Angeles Community Action Network (LACAN)
- Los Angeles Center for Community Law and Action
- Strategic Actions for a Just Economy (SAJE)
- Coalition for Economic Survival (CES)
- Inquilinos Unidos (IU)
- People Organized for Westside Renewal (POWER)

This list represents only those currently engaged in this outreach work. Other community-based organizations are eligible and may participate as well.

Eligible Forms of Funding - Grants, Loans, Purchases

Funding for outreach contractors, subcontractors and vendors will be provided by direct purchases, contracts or amendments of existing contracts.

Funding Priorities

Because of the uncertainty of continued funding, year one implementation plans will emphasize investments and improvements that are achievable in the short term, such as media outreach and investment in website and systems enhancements. Priority for funding will be assigned to leveraging and continuation of existing outreach partnerships and efforts, as well as investment in strengthening existing tools (websites, dashboards, online look-up tools) that will have a useful life beyond the initial implementation period. The following program components will be first considered for funding:

- Continuation of the tenant rights media communications campaign
- Enhancements to LAHD and SHLA websites, tenant information dashboards, and targeted social media
- Augmenting SHLA outreach and navigation services

Number of Units or Participants Served in Year 1, and Year 2 at allocated funding levels

The goal of the outreach campaign is to reach over 1 million Los Angeles City tenant households annually.

Michelle Espinosa Coulter, Chair

Charlie Cea
Debbie Chen
Steve Diaz
Jennifer Gaeta
Quaneshia Jeffery
Leilani Reed



**United to House LA
Citizen Oversight Committee**

Alan Greenlee, Vice-Chair

Jacob Lipa
Emily Martiniuk
Elda Mendez-Lemus
Alma Morales
Laura Raymond
Antonio Sanchez
Deepika Sharma

July 26, 2023

Honorable Members of the City Council
City of Los Angeles
c/o City Clerk, City Hall
200 N. Spring Street
Los Angeles, CA 90012

Honorable Members of the Los Angeles City Council,

We write to express our gratitude for your continued efforts to address the pressing issue of affordable housing and homelessness in Los Angeles. The voter-approved Measure ULA, projected to raise over \$600 million annually, stands as a testament to Los Angeles' collective commitment to tackling this crisis.

The United to House LA Citizen Oversight Committee (COC) embodies the collaborative spirit that led to Measure ULA's realization, uniting housing advocates, labor unions, and community organizations into an informed coalition. The dedication of those stakeholders and LAHD staff in crafting emergency, temporary program guidelines for six of the ten programs under the Measure, which range from Protections from Tenant Harassment and Short-term Emergency Assistance to Multifamily Affordable Housing production, showcases some of the remarkable achievements of this collaboration. In June, the COC proudly recommended temporary guidelines for the City Council's adoption. We will continue to work in close partnership with stakeholders and LAHD to develop permanent program guidelines for all ULA programs, and we look forward to recommending these permanent guidelines in the future.

The seriousness and urgency with which the City Council and Mayor Bass have approached this matter are truly commendable, particularly with the approval to spend up to \$150 million of Measure ULA revenue for this fiscal year.

The COC and numerous stakeholders are eager to maximize the impact of this commitment of ULA revenue in the measure's inaugural year. Our shared goal is to accelerate and enhance homelessness prevention programs and affordable housing production. To achieve this, we recommend the exploration of all possible options to hasten program readiness, including a means of program allocation and expenditure that is front-funding rather than pay as you go.

Your consideration of these possibilities is greatly appreciated, as is your dedication to this critical cause.

Sincerely,

Michelle Espinosa Coulter

Michelle Espinosa Coulter
Chair, United to House LA Citizen Oversight Committee