

**City of Los Angeles  
Proposition HHH  
Administrative Oversight Committee (AOC)  
Minutes for the Special Meeting held on:  
Tuesday, June 12, 2018**

AOC members in attendance:  
Richard H. Llewellyn, Jr., CAO  
Sharon Tso, CLA  
Matt Szabo, Mayor's Office

The meeting was called to order at 3:06 p.m. by City Administrative Officer, Richard Llewellyn.

**1. General Public Comment, Multiple Agenda Item Comment**

- No public comments were submitted.

**2. Approval of Minutes for May 31, 2018 AOC Meeting**

- The minutes were approved without objection.

**3. Update on Fiscal Year 2017-18 Proposition HHH (Prop HHH) Bond Issuance Projects**

- No action was required on this item.

**4. Prop HHH Citizens Oversight Committee (COC) Recommendations Relative to a Report from the City Administrative Officer (CAO) on a Proposition HHH Fee Study**

- The report was forwarded to Council with the following recommendations:
  - a. Coordinate with the Housing and Community Investment Department, the City Attorney, Public Works Department's Bureau of Engineering, and Board of Public Works, Office of Accounting to initiate a study that would establish the basis for a fee charged by the City to pay for staff costs necessary to implement the Proposition HHH loan program ("Fee Study");
  - b. Work with the City Departments listed above to solicit bids and select a consultant from pre-qualified lists of eligible consultants established by the City Administrative Officer and the Economic and Workforce Development Department;

- c. Negotiate and execute a contract with the selected consultant to perform the Fee Study;
- d. Use up to \$200,000 from Proposition HHH interest proceeds for consultant costs to perform the Fee Study; and,
- e. Report to the Citizens Oversight Committee, Administrative Oversight Committee, City Council and Mayor with recommendations, once the Fee Study has been completed.

**5. Discussion of Motion (Harris-Dawson – Englander) Council File 17-0090-S4 Requesting Comprehensive Recommendations Regarding Changes to the Permanent Supportive Housing Process and Funding Structure to Expedite the Delivery of Homeless Housing**

- Report was forwarded to Council to note and file.

**6. Prop HHH COC Recommendations Relative to a Report from HCID on the Prop HHH Permanent Supportive Housing Program Proposed Guidelines for Fiscal Year 2018-19 Call for Projects**

- The report was forwarded to Council with the following recommendations:
  1. APPROVE the Fiscal Year 2018-19 Proposition HHH Permanent Supportive Housing Program Regulations as amended, and provided as Attachment 1 to this report, and instruct the General Manager of the Housing and Community Investment Department, or designee, to release the Program Regulations;
  2. AUTHORIZE the General Manager of the Housing and Community Investment Department or designee, to:
    - a. Conduct three funding rounds for the Proposition HHH Call for Projects and implement a schedule for the funding rounds;
    - b. Conduct an additional Call for Project in the third round based on recommendations developed by the Proposition HHH Citizens Oversight Committee in response to Motion (Harris-Dawson-Englander, CF # 17-0090-S4), if these recommendations are transmitted by November 2018 and approved by Council by the end of the calendar year;
    - c. Submit recommended applications for each funding round to the Proposition HHH Citizens Oversight Committee, Administrative Oversight Committee, Council and Mayor for consideration and approval; and
  3. AUTHORIZE the General Manager of the Housing and Community Investment Department, or designee, to make any necessary technical adjustments consistent with the Mayor and City Council actions, subject to the approval of the City Administrative Officer, and authorize the Controller to implement these instructions.

**8. Next Scheduled Meeting – July 26, 2018 at 2 P.M.**

The AOC reported that the July meeting will be cancelled.

**9. Adjournment – Meeting was adjourned at 4:30 P.M.**