

CRA/LA BOND OVERSIGHT COMMITTEE
Minutes from the Regular Meeting of May 30, 2024

Item 1

Members present: Yolanda Chavez, City Administrative Officer, Chair (CAO)
Chris Espinoza, Chief Legislative Analyst (CLA)
Steve Andrews (Office of the Mayor)

The meeting was called to order at 1:30 pm.

Public Comments

No public comments

Item 1 Approval of minutes for the April 14, 2024 special meeting

DISPOSITION Item was approved 3-0.

Item 2 Approval of report from the Economic and Workforce Development Department (EWDD) requesting review and approval by Council and Mayor of recommendations to appropriate up to \$4,896,486 in CRA/LA Excess Non-Housing Bond Proceeds plus all earned interest from the Pacoima-Panorama City Project Area (Taxable Series 2003-A and 2006-B and Tax-Exempt Series 2006-C and 2009-D) to acquire commercial property located at 13269 Van Nuys Boulevard and associated parcels for the Pacoima Lifestyle Center Acquisition Project in CD-7

Daysi Hernandez (Economic and Workforce Development Department) presented a summary of the project. Ms Hernandez read the following language into the record that would amend the report and be reflected in the CAO transmittal to Council:

Authorize EWDD to execute the negotiated Purchase and Sale Agreement provided that, (a) the purchase price is capped at \$8,000,000; (b) due diligence is completed including the appraisal, asbestos and lead testing, CASp inspection, Phase I Environmental, Phase II Environmental (if required), Property Condition Assessment (including seismic, termite, and pest inspection), Title Report, and Zoning Analysis; and, (c) the purchase is completed by December 31, 2024.

Mr. Andrews expressed concern about the December 31, 2024 deadline in the amendment language. Jeff Lewis (EWDD) confirmed the included language as recommended by the City Attorney. Mr. Espinosa asked if GSD would maintain the property after the acquisition. Mr. Lewis confirmed that EWDD oversees operations of the project and works with GSD to that effect. Blair Miller answered questions about the project. General discussion occurred about the inclusion of the date requiring EWDD to report back to Council should the sale go past six months. Mr. Andrews introduced a friendly amendment to strike the deadline requirement from the amended language. The amendment was not accepted by the other committee members.

DISPOSITION Item was approved 3-0 with the amended language proposed by EWDD.

Item 3 Verbal report from the Office of the City Administrative Officer (CAO) on the project watchlist

Item was discussed in conjunction with Item #4 and Item #5

DISPOSITION No action required.

Item 4 Verbal report from the Chief Legislative Analyst (CLA) on anticipated reprogramming needs

Item was discussed in conjunction with Item #3 and Item #5

DISPOSITION No action required.

Item 5 Verbal presentation on the CRA-LA Excess Bond Proceeds Expenditure Forecast and Discussion of a

Bond Expenditure Agreement Term Extension

Nathan Holmes (CAO) summarized the CRA-LA EBP Forecast. Ms. Chavez (CAO) inquired about the two Safe Routes to School projects that were on the reprogramming list, and instructed staff to confer with the Council Offices before taking any further steps towards reprogramming. General discussion occurred about the approach to any potential reprogramming that may occur in the future. Ms. Chavez requested that the forecast differentiate between funds that are leftover from completed projects and funds that are from stalled projects. Oscar Ixco (CLA) described the NEN project that has the longest implementation timeline. Ms. Chavez offered to set up meetings with BOE, and DOT to resolve projects that are not moving. Ms. Chavez noted that due to capacity issues, an extension may not be sufficient to complete projects. Ms. Chavez noted that Staff should consider the use of third-party contractors for project management to keep the projects on schedule. Ms. Chavez requested that BOC staff: (a) advise the BOC on which projects might require either a meeting with the department management or a meeting with the Council Office and (b) provide an estimate for needed administrative costs over the length of any extension. Mr. Espinoza (CLA) noted that time will be needed for processing invoices within any extension request, and Mr. Lewis noted there are often significant issues with invoices that need to be reconciled before full reimbursement can occur.

DISPOSITION Mr. Andrews made a motion that the BOC make a decision to request a one-year extension. The motion failed by a 2-1 vote. Ms. Chavez made a motion asking BOC staff to report back at the next meeting with a recommendation on the extension request to CRA/LA. This motion passed 3-0.

Item 6 Meeting Time Change: Proposal to amend the CRA/LA Bond Oversight Committee Meeting time from 1:30 pm – 2 pm to 1:30 pm – 2:30 pm

DISPOSITION Item was approved 3-0 without discussion.

Item 7 Adjournment - Next Meeting: June 27, 2024

DISPOSITION No action required.

The CAO Chair adjourned the meeting at 2:31 p.m.