CITY HALL STUDY SESSION ROOM  
78-495 Calle Tampico, La Quinta  

REGULAR MEETING WEDNESDAY, MARCH 11, 2020 AT 4:00 P.M.

Roll Call: Commissioners Casto, Davidson, McDonough, Pacheco, and Chairperson Gaeta-Mejia

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA
At this time, members of the public may address the Housing Commission on any matter not listed on the agenda. *Please complete a "Request to Speak" form and limit your comments to three minutes.* The Housing Commission values your comments; however, in accordance with State law, no action shall be taken on any item not appearing on the agenda unless it is an emergency item authorized by GC 54954.2(b).

CONFIRMATION OF AGENDA

ANNOUNCEMENT, PRESENTATIONS, AND WRITTEN COMMUNICATION - NONE

CONSENT CALENDAR

1. APPROVE MINUTES DATED JANUARY 29, 2020

BUSINESS SESSION

1. RECOMMEND REVISED FUNDING OPTION FOR AREA HOMELESS PREVENTION PROGRAMS

2. RECOMMEND FUNDING FOR HABITAT FOR HUMANITY OF THE COACHELLA VALLEY

STUDY SESSION - NONE

DEPARTMENTAL REPORTS

1. LOCAL EARLY ACTION PLANNING (LEAP) GRANTS PROGRAM APPLICATION
2. BROWN ACT INFORMATION

REPORTS AND INFORMATIONAL ITEMS - NONE

COMMISSIONERS' ITEMS

ADJOURNMENT

The next regular quarterly meeting of the La Quinta Housing Commission will be held on June 10, 2020, commencing at 4:00 p.m., at the La Quinta Study Session Room, 78-495 Calle Tampico, La Quinta, CA 92253.

DECLARATION OF POSTING

I, Reyna Camarena, Management Assistant, do hereby declare that the foregoing Agenda for the Housing Commission regular quarterly meeting was posted on the City’s website, near the entrance to the Council Chamber at 78-495 Calle Tampico, and the bulletin boards at 78-630 Highway 111, and 51-321 Avenida Bermudas, on March 6, 2020.

DATED: March 6, 2020

Reyna Camarena, Management Assistant
City of La Quinta, California

PUBLIC NOTICES

The La Quinta City Hall Study Session Room is handicapped accessible. If special equipment is needed for the hearing impaired, please call the City Clerk’s office at 777-7092, twenty-four (24) hours in advance of the meeting and accommodations will be made.

If special electronic equipment is needed to make presentations to the Commission, arrangements should be made in advance by contacting the City Clerk’s office at 777-7092. A one (1) week notice is required.

If background material is to be presented to the Commission during a Housing Commission meeting, please be advised that eight (8) copies of all documents, exhibits, etc., must be supplied to the Secretary for distribution. It is requested that this take place prior to the beginning of the meeting.

Any writings or documents provided to a majority of the Commission regarding any item(s) on this agenda will be made available for public inspection at The Hub counter at City Hall located at 78-495 Calle Tampico, La Quinta, California, 92253, during normal business hours.
A special meeting of the La Quinta Housing Commission (Commission) was called to order at 4:00 p.m. by Chairperson Gaeta-Mejia.

PRESENT: Commissioners: Casto, Davidson, McDonough, Pacheco, and Chairperson Gaeta-Mejia

ABSENT: Commissioner Davidson

PLEDGE OF ALLEGIANCE

Chairperson Gaeta-Mejia led the audience in the Pledge of Allegiance.

PUBLIC COMMENT ON MATTERS NOT ON AGENDA – None

CONFIRMATION OF AGENDA – Confirmed

ANNOUNCEMENTS, PRESENTATIONS, AND WRITTEN COMMUNICATIONS – None

CONSENT CALENDAR

1. APPROVE HOUSING COMMISSION MINUTESDATED DECEMBER 11, 2019

Motion – A motion was made and seconded by Commissioners McDonough/Casto to approve the Consent Calendar as submitted. Motion passed: ayes 4, noes 0, absent 1 (Davidson).

BUSINESS SESSION

1. RECEIVE AND FILE FISCAL YEAR 2019/20 MID-YEAR HOUSING AUTHORITY BUDGET REPORT

Senior Accountant Martinez presented the staff report, which is on file in the City Manager’s Department and went over recommended changes.

General discussion followed regarding Housing Authority land purchased by the City, located on Dune Palms Road and Westward Ho; funds that are currently restricted to affordable housing programs; and capital improvement contribution for drainage improvements. Staff said they are requesting a budget increase in rental expenses for repairs and maintenance such as old A/C units or renovations in homes needing to be updated, for properties located in the La Quinta Cove, and for professional consulting services to complete the Housing Element update that will be provided in Spring of 2020. Staff said they have applied for SB2 Grant funding, which is in the process of being secured. Staff said that they would provide the Commission on any updates in a future budget report.

Motion – A motion was made and seconded by Commissioners Casto/McDonough to receive and file fiscal year 2019/20 mid-year housing authority budget, as recommended. Motion passed: ayes 4, noes 0, absent 1 (Davidson).

STUDY SESSION
1. **RECOMMEND FUNDING OPTION FOR AREA HOMELESS PREVENTION PROGRAM**

Management Specialist Kinley presented the staff report, which is on file in the City Manager’s Department.

Management Specialist Kinley provided the Commission with different funding options for the Homeless Prevention Program; gave a brief summary of the budget allocation for 2019; and requested the Commission’s input.

Homeless Program Funding proposed for 2020 is categorized as two funding options to consider. Option one would utilize the same program as 2019: distributing funds amongst three different organizations; the Coachella Valley Rescue Mission (CVRM), Martha’s Village and Kitchen (MVK), and Path of Life Ministries (PoLM), which is run by Coachella Valley Association of Governments (CVAG) and receives Matching funds by Desert Healthcare District (DHD). Option two would still allocate the funds in the same manor and to the same organizations but would have an additional amount that would be allotted to property management company Linc Housing for a Homeless Prevention Trial Program for La Quinta Residents.

The Commission unanimously expressed their recommendation for option two, staff agreed.

**DEPARTMENTAL REPORTS** - None

**REPORTS AND INFORMATIONAL ITEMS**

1. **2019 HOMELESS FUNDING METRICS MEMORANDUM**

Management Specialist Kinley provided a verbal presentation of the 2019 Homeless Funding Metrics Memorandum.

Metrics were provided by CVRM, MVK and PoLM to show the breakdown of how funds were allocated for Quarter 1 (Q1) 2019 and Quarter 2 (Q2) 2019, broken down into the following categories: face to face, phone contact; rentals, utility assistance; sheltering; case management; rapid rehousing, placement and employment services.

**COMMISSIONERS’ ITEMS** - None

**ADJOURNMENT**

There being no further business, it was moved and seconded by Commissioners Gaeta-Mejia/McDonough to adjourn this meeting at 4:33 p.m. Motion passed: ayes 4, noes 0, absent 1 (Davidson).

Respectfully submitted,

Reyna Camarena, Management Assistant
City of La Quinta, California

**HOUSING COMMISSION MINUTES** Page 2 of 2

**SPECIAL MEETING**

**JANUARY 29, 2020**
City of La Quinta

HOUSING COMMISSION MEETING: March 11, 2020

STAFF REPORT

AGENDA TITLE: RECOMMEND REVISED FUNDING OPTION FOR AREA HOMELESS PREVENTION PROGRAMS

RECOMMENDATION

Recommend approval to the Housing Authority (Authority) one of the funding options presented to provide assistance to area homeless service providers and homeless prevention partners: Coachella Valley Rescue Mission (CVRM), Martha’s Village and Kitchen (MVK), Coachella Valley Association of Governments (CVAG), and Linc Housing.

EXECUTIVE SUMMARY

- The Housing Commission (Commission) and Authority agreed on the allocation of $266,666 of Authority funds to area homeless service providers and homeless prevention partners in previous Fiscal Year (FY) 2018/2019.

- Staff has acquired metrics regarding the success of this funding and is able to track how it positively impacts the City of La Quinta and greater Coachella Valley community.

- Staff offers two funding options for consideration:
  - Option 1: Provide $83,333 to CVRM, $83,333 to MVK, and $83,333 to CVAG.
  - Option 2: Provide $83,333 to CVRM, $83,333 to MVK, and $100,000 to CVAG.

FISCAL IMPACT

Authority funds are available in account number 243-0000-60532.

BACKGROUND/ANALYSIS

After receiving direction on a funding option to present to the Authority, during a special session meeting of the Commission on January 29, 2020, Staff received notice that Desert Healthcare District (DHD) will no longer match
funds provided to CVAG for homelessness prevention. Additionally, discussion around the previously approved $10,000 funding proposed for Linc Housing to use for a homeless prevention program, similar to the current program at Coral Mountain Apartments, has since been designated to require more discussion to ensure the success of the program for all parties involved. As such, the $10,000 funding will be removed from options currently proposed for recommendation for approval to the Authority. Staff proposes the following revised funding options:

**Option 1:**

Provide $250,000 in total contributions as follows:
- Provide CVRM with $83,333 using Authority funding.
- Provide MVK with $83,333 for their continued services that were implemented last year, including a program known as the “Homeless Prevention Trial Program”, a partnership between the City of La Quinta, MVK, and Coral Mountain Apartments, to provide rapid rehousing services, which has been successful at a trial capacity; and
- Provide $83,333 in funding to CVAG, which will not be matched by DHD this year.

**Option 2:**

Provide $266,667 in total contributions as follows:
- Provide CVRM with $83,333 using Authority funding.
- Provide MVK with $83,333 for their continued services that were implemented last year, including a program known as the “Homeless Prevention Trial Program”, a partnership between the City of La Quinta, MVK, and Coral Mountain Apartments, to provide rapid rehousing services, which has been successful at a trial capacity; and
- Provide $100,000 in funding to CVAG, their requested amount for FY 2019/2020, which, unlike last year, will not be matched by DHD this year.

Each organization will continue to be required to provide a quarterly report on their use of the funds.

**ALTERNATIVE**

The Housing Commission can direct staff with a new option.

Prepared by: Doug Kinley, Management Specialist
Approved by: Gil Villalpando, Assistant to City Manager
AGENDA TITLE: RECOMMEND FUNDING FOR HABITAT FOR HUMANITY OF THE COACHELLA VALLEY

RECOMMENDATION

Recommend approval to the Housing Authority an option to fund Habitat for Humanity of the Coachella Valley (Habitat) with an initial contribution of up to $20,000, contingent upon the signing of a Memorandum of Understanding (MOU).

EXECUTIVE SUMMARY

- Habitat recently met with the City Manager’s Office to discuss assistance opportunities that have been provided in the Coachella Valley.

- Staff reviewed the request for funding and discussed an option to provide up to $20,000 under the condition an MOU is signed.

- Habitat was awarded the 2017 Non-Profit of the Year by the Greater Coachella Valley Chamber of Commerce for their outstanding service in the community.

FISCAL IMPACT

Authority funds are available in the Low-Mod Housing Fund.

BACKGROUND/ANALYSIS

Habitat for Humanity of the Coachella Valley was created as an affiliate of Habitat for Humanity on July 18, 1989. It is a religious nonprofit housing organization dedicated to eliminating substandard housing locally and worldwide through constructing, rehabilitating and preserving homes; by advocating for fair and just housing policies; and by providing training and access to resources to help families improve their shelter conditions.

In February, staff met with the newly appointed Executive Director of Habitat, Dave Thornton, a discussion was held regarding the recent success and growth of the organization, and local efforts and services that can be provided to La Quinta residents. In addition to the home building effort they are known for,
the organization has provided assistance to locals with the "A Brush with Kindness" program, helping low-income homeowners impacted by age, disability and family circumstances, who struggle to maintain the exterior of their homes, to reclaim their homes with pride and dignity. Additionally, Habitat has been known to provide services beyond this, such as major appliance repair such as broken-down AC Units in the summer, to temporary housing during times of need such as an unexpected flooding or fire. Funding will be accompanied by an agreed upon MOU that defines the use of these funds, which will be primarily used for City of La Quinta low-income seniors. Services could include critical repairs such as leaking roofs, broken AC units, overgrowth of landscaping, emergency needs, etc.

Through earnest networking and a track record of care, Habitat boasts the ability to call upon miscellaneous tradesmen, shops, and charitable individuals, that work together to provide affordable solutions to those in need, and have stated they will be able to do the same with this funding for La Quinta residents.

**ALTERNATIVE**

The Housing Commission can direct staff to:

1) Not provide funding
2) Provide funding of a different amount

Prepared by: Doug Kinley, Management Specialist
Approved by: Gil Villalpando, Assistant to City Manager
The Local Early Action Planning (LEAP) Grants Program is part of the broader program formerly known as the Local Government Planning Support Grants Program, which was established as part of the 2019-20 Budget Act. The 2019-20 Budget Act provides a spectrum of support, incentives, resources and accountability to meet California’s housing goals. Some specific elements include:

- Planning Support (local and regional planning grants)
- Incentives (Pro-housing preference and infill incentive grants)
- Funding Resources
- Accountability (penalties for noncompliant housing plans)
- Reform (collaborative processes to reform regional housing needs)

LEAP provides one-time grant funding to regions and jurisdictions for technical assistance, preparation and adoption of planning documents, and process improvements. The over-arching goals of the Program are to (1) accelerate housing production; and (2) facilitate compliance to implement the sixth cycle of the regional housing need assessment (RHNA). Maximum award amounts are based on population estimates as of January 1, 2019. The maximum award amount the City of La Quinta is eligible for is $150,000 based on an estimated population size of 40,000 residents.

Pending the Housing Authority’s Approval, Staff will be submitting the City’s application by the end of April 2020. It is anticipated that the $150,000 will assist in the creation of a minimum 10-15 Affordable Housing Multi-Family Units and provide opportunity to streamline implementation of the sixth cycle RHNA requirements within our General Plan’s Housing Element update.
The Ralph M. Brown Act is an act of the California State Legislature passed in 1953 that guarantees the public’s right to attend and participate in meetings of local legislative bodies, as well as acting as a guide for conduct and decorum of said meetings. To better interpret the standards applied by the act, and suit needs within the City of La Quinta, the City adopted Rules of Procedure, Resolution 2015-023.

Types of meetings stipulated within the Brown Act:

- **Regular Meetings** – Have a set agenda and allow for public comment, including an opportunity to address items not on the agenda. Must have their agenda posted 72 hours in advance.
- **Special Meetings** – Requires discussion and actions to be limited to matters listed on the agenda. Must have their agenda posted 24 hours in advance.
- **Joint Meetings** – Meetings that allow for local agency boards, commissions and committees to meet and discuss items together, but must follow the same rules as Special Meetings, such as an agenda posted 24 hours in advance, and discussion to be limited to matters listed on the agenda.
- **Teleconference Meetings** – Meetings may be conducted by teleconferencing (i.e., any electronic audio or video connection) but must adhere to a set of regulations that provide for accessibility to the public at any venue the teleconference takes place. Should a regular or special meeting be via teleconference, the agenda requirements would be applied accordingly.

The Housing Commission conducts regular meetings every 2nd Wednesday of September, December, March and June at 4:00 p.m., and holds special meetings as necessary.