



DYLAN WRIGHT
DIRECTOR
OC COMMUNITY RESOURCES

CYMANTHA ATKINSON
ASSISTANT DIRECTOR
OC COMMUNITY RESOURCES

JOANNE VEEDOR
DIRECTOR
ADMINISTRATIVE SERVICES

MONICA SCHMIDT
INTERIM DIRECTOR
OC ANIMAL CARE

JULIA BIDWELL
DIRECTOR
OC HOUSING &
COMMUNITY DEVELOPMENT

RENEE RAMIREZ
DIRECTOR
OC COMMUNITY SERVICES

PAMELA PASSOW
DIRECTOR
OC PARKS

JULIE QUILLMAN
COUNTY LIBRARIAN
OC PUBLIC LIBRARIES

H&CD COMMISSION - REGULAR MEETING AGENDA

Thursday, December 7, 2023 – 10:00 a.m.

County Administration South
601 North Ross, First Floor, Room 103/105
Santa Ana, California 92701

An Nguyen, 1st District
Tracy La, 2nd District
Mike Alvarez, 3rd District
Vacant, 4th District
Stephanie Oddo, 5th District

James Mai, At-Large
Wayne Carvalho, At-Large
Carla Wilkerson, Tenant Representative
Helen Smith-Gardner, Tenant Representative
Mike Frost, City Selection Representative
Cecilia Hupp, Chair, City Selection Representative

The Housing and Community Development (H&CD) Commission has been established to perform two functions. (1) As to Orange County Housing Authority matters, the H&CD Commission is to review and make recommendations on those Agenda items, which will be presented to the Orange County Board of Supervisors, sitting as the Board of Commissioners of the Orange County Housing Authority. These items are noted on this Agenda by the designation "OCHA". (2) As to other matters, the H&CD Commission is to provide advice to the Housing & Community Development Department of the County of Orange. These items are noted on this Agenda by the designation "H&CD".

This Agenda contains a brief general description of each item to be considered. Except as otherwise provided by law, no action shall be taken on any item not appearing on the agenda.

In compliance with the Americans with Disabilities Act, those requiring accommodation for this meeting should notify the Orange County Housing & Community Development Commission Clerk 72 hours prior to the meeting at (714) 480-2920 or via email at: ochcdcommission@occr.ocgov.com

Members of the public may address the H&CD Commission regarding any item in the following ways:

1. Written Comment – You may submit comments to the H&CD Commission by emailing them to ochcdcommission@occr.ocgov.com. The comments will be made available to the H&CD Commission members. If you wish to comment on a specific agenda item, please identify the item in your email. General public comments will be addressed during the general public comment item on the agenda. In order to ensure that staff has the ability to provide comments to the Commission members in a timely manner, please submit your comments by 9:00 a.m. the Tuesday prior to the meeting.

** Except as otherwise provided by law, no action shall be taken on any item not appearing in the agenda. When addressing the H&CD Commission, please state your name (or pseudonym) for the record prior to providing your comments.*

2. In-Person - If you wish to comment on a specific agenda item in-person, please complete a Speaker Request Form(s) identifying the item(s) number, your name, and deposit the completed form(s) in the box located next to the clerk. To speak on a matter not appearing in the agenda, but under the jurisdiction of the H&CD Commission, you may do so during Public Comments item at the end of the meeting. Speaker Request Forms must be deposited prior to the beginning of the consent calendar, the reading of the individual agenda items, the opening of the public hearing and/or the beginning of Public Comments item. Members of the public desiring to speak should address all remarks and questions to the Commission. Speakers may address the Commission on up to three occasions, with three minutes allotted to the speaker per occasion.

** Except as otherwise provided by law, no action shall be taken on any item not appearing in the agenda. When addressing the H&CD Commission, please state your name (or pseudonym) for the record prior to providing your comments.*

All supporting documentation is available for public review in the Orange County Housing Authority office located at 1501 E. St. Andrew Pl., Santa Ana, CA 92705 during regular building hours, 8:00 a.m. – 5:00 p.m., Monday through Thursday.

I. CALL TO ORDER: Chair or Vice-Chair

II. PLEDGE OF ALLEGIANCE: Chair or Vice-Chair

III. ROLL CALL: Commission Clerk

IV. STAFF IN ATTENDANCE:

Julia Bidwell, Director, Housing Community Development/Executive Director of OCHA
January Johnson, Manager, Housing Assistance Division
Craig Fee, Manager, Community Development
Jessica Villa, Commission Clerk

V. APPROVAL OF MINUTES:

RECOMMENDED ACTION:

Approve the Summary of Minutes of the meeting held on October 26, 2023

VI. PRESENTATIONS/INTRODUCTIONS: (None)

VII. PUBLIC COMMENTS: *At this time, members of the public may address the H&CD Commission regarding any items within the subject matter jurisdiction of the Commission, provided that NO action shall be taken on off-agenda items unless authorized by law.*

VIII. CONSENT CALENDAR: (1)

1. PROPOSED 2024 H&CD COMMISSION MEETING SCHEDULE

Julia Bidwell, Executive Director/Secretary

RECOMMENDED ACTION:

1. Adopt the 2024 H&CD Commission Meeting Schedule as outlined; and
2. Direct the H&CD Commission Clerk to publish public notices as required

IX. DISCUSSION CALENDAR: (4)

**1. RESIDENT ADVISORY BOARD FOR THE ORANGE COUNTY HOUSING AUTHORITY
2024 ANNUAL PUBLIC HOUSING AGENCY PLAN**

January Johnson, Manager, Housing Assistance Division

RECOMMENDED ACTION:

Reappoint the members of the H&CD Commission to act as the Resident Advisory Board for OCHA's 2024 Annual Public Housing Agency Plan.

2. ADMINISTRATIVE PLAN UPDATE

January Johnson, Manager, Housing Assistance Division

RECOMMENDED ACTION:

Receive and File

3. RECOMMENDED DEFINITION OF EXCUSED ABSENCE

Julia Bidwell, Executive Director/Secretary

RECOMMENDED ACTION:

Adopt Definition of Excused Absence

4. ELECTION OF OFFICERS

Cecilia Hupp, Chair, H&CD Commission
Wayne Carvalho, Vice-Chair, H&CD Commission

RECOMMENDED ACTION:

The Bylaws state that the Members shall nominate and elect Chair and Vice-Chair from its Membership

1. Election of Chair
2. Election of Vice-Chair

X. PUBLIC HEARINGS: (None)

XI. REPORTS OF STAFF:

A. Community Development:

Craig Fee, Manager

B. Housing Development:

Julia Bidwell, Executive Director/Secretary

C. Orange County Housing Authority Update:

January Johnson, Manager, Housing Assistance Division

D. Executive Director/Secretary's Report:

Julia Bidwell, Executive Director/Secretary

XII. MEMBER COMMENTS: *At this time, Members of the H&CD Commission may comment on agenda or non-agenda matters and ask questions of or give directions to staff; provided that **NO** action shall be taken on non-agenda items unless authorized by law.*

XIII. ADJOURNMENT

XIV. NEXT SCHEDULED MEETING:

January 25, 2024

H&CD COMMISSION - REGULAR MEETING AGENDA MINUTES

Thursday, October 26, 2023 – 10:00 a.m.

County Administration South
601 North Ross, First Floor, Room 103/105
Santa Ana, California 92701

An Nguyen, 1st District
Tracy La, 2nd District
Mike Alvarez, 3rd District
Vacant, 4th District
Stephanie Oddo, 5th District

James Mai, At-Large
Wayne Carvalho, At-Large
Carla Wilkerson, Tenant Representative
Helen Smith-Gardner, Tenant Representative
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Cecilia Hupp, Chair, City Selection Representative

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All supporting documentation is available for public review in the Orange County Housing Authority office located at 1501 E. St. Andrew Pl., Santa Ana, CA 92705 during regular building hours, 8:00 a.m. – 5:00 p.m., Monday through Thursday.

I. CALL TO ORDER: Chair or Vice-Chair
Meeting called to order at 10:07

II. PLEDGE OF ALLEGIANCE:
Cecilia Hupp, Chair

III. ROLL CALL: Commission Clerk
Present: M. Alvarez, J. Mai, W. Carvalho, C. Wilkerson, M. Frost, C. Hupp, S. Oddo
Absent: A. Nguyen, H. Smith-Gardner, T. La

IV. STAFF IN ATTENDANCE:

January Johnson, Manager, Housing Assistance Division
Craig Fee, Manager, Community Development
Michelle Zdeba, Manager, Housing Development
Jessica Villa, Commission Clerk

V. APPROVAL OF MINUTES:

RECOMMENDED ACTION:

Approve the Summary of Minutes of the meeting held on August 24, 2023

Motion to approve minutes: M. Alvarez

Motion was seconded: M. Frost

All in favor: Vote was unanimous

VI. PRESENTATIONS/INTRODUCTIONS: (1)

1. Funding Allocation Policy And Process (FAPP) Presentation

Craig Fee, Community Development Manager

- **Presented a PowerPoint on Funding Allocation Policy and Process as part of the funding cycle for the Urban County.**
- **Discussed the estimated funding goals for eligible housing, community development, and/or economic development activities; the process for distributing funding; funding priorities; any funding exceptions; and overall requirements to be met when using Federal and local funds**

There was much discussion involving various H&CD Commission members and staff

VII. PUBLIC COMMENTS: *At this time, members of the public may address the H&CD Commission regarding any items within the subject matter jurisdiction of the Commission, provided that NO action shall be taken on off-agenda items unless authorized by law.*

VIII. CONSENT CALENDAR: (None)

IX. DISCUSSION CALENDAR: (3)

1. 2024 Annual Utility Allowance Review

January Johnson, Manager, Housing Assistance Division

RECOMMENDED ACTION:

Receive and File

M. Frost asked clarifying questions and J. Johnson answered.

Motion was made to receive and file

2. 2023 - 2024 Payment Standards for Housing Choice Voucher Program

January Johnson, Manager, Housing Assistance Division

RECOMMENDED ACTION:

Receive and File

M. Frost and M. Alvarez asked clarifying questions and J. Johnson answered.

Motion was made to receive and file

3. **2023-2024 Payment Standards for Emergency Housing Voucher Program**
January Johnson, Manager, Housing Assistance Division

RECOMMENDED ACTION:

Receive and File

**C. Wilkerson asked clarifying questions and J. Johnson answered.
Motion was made to receive and file**

X. **PUBLIC HEARINGS: (None)**

XI. **REPORTS OF STAFF:**

A. **Community Development:**

Craig Fee, Manager

- **Discussed his presentation briefing from the beginning of the meeting of the Funding Allocation Policy and Process (FAPP) and the new RFA process that is being worked on**

B. **Housing Development:**

Michelle Zdeba, Housing Development Manager

- **Mentioned that the next Project Review and Advisory Panel (PRAP) meeting was scheduled to be conducted following the Commission meeting**
- **Discussed that the Notice of Funding Availability (NOFA) is being reviewed and recommended changes will be presented to PRAP at the next meeting**

C. **Orange County Housing Authority Update:**

January Johnson, Manager, Housing Assistance Division

- **Mentioned changes to the Administrative Plan**
- **Mentioned HUD changes such as how inspection will be made via NSPIRE**
- **Discussed the waiting list closure after receiving over 61,000 applications being a 19% increase**

D. **Executive Director/Secretary's Report:**

January Johnson, Manager, Housing Assistance Division

- **Mentioned being awarded 10 new VASH voucher**
- **Mentioned the Section 8 Assessment Program grading OCHA at a 100%**
- **Mentioned H&CD Commission Bylaws are being presented at the November 7th Board meeting**

XII. **PUBLIC COMMENTS: (1)**

Dinorah E – Oral re: Discussed her personal experience in coming to America from Cuba. Talked about various housing authorities in Orange County and her experiences in trying to receive a housing voucher.

XIII. **MEMBER COMMENTS:** *At this time, Members of the H&CD Commission may comment on agenda or non-agenda matters and ask questions of or give directions to staff; provided that **NO** action shall be taken on non-agenda items unless authorized by law.*

XIV. **ADJOURNMENT**


Meeting Adjourned at 10:50

XV. **NEXT SCHEDULED MEETING:**

December 7, 2023

December 7, 2023

TO: H&CD Commission

FROM: Julia Bidwell, Director, Housing & Community Development/Executive Director of OCHA 

SUBJECT: Executive Director's Summary for October/November 2023

Individual activity reports are attached from the Managers of Housing Assistance, Accounting, Housing and Community Development:

- I. HOUSING ASSISTANCE DIVISION**
January Johnson, Housing Assistance Manager
 - A. Housing Choice Voucher Program Status and Activities
 - B. Special Housing Programs Section
 - C. Occupancy Section
 - D. Leasing Section
 - E. Administrative Section
 - F. VMS Data Collection Report-Monthly Activity
 - G. Operation Reserves Sources and Uses, Fund 117

- II. ACCOUNTING DIVISION**
Bill Malohn, Manager
 - A. Orange County Housing Assistance (OCHA)
 - B. Housing and Community Development (H&CD)
 - C. Orange County Development Agency (OCDA) Successor

- III. HOUSING & COMMUNITY DEVELOPMENT DIVISION**
Craig Fee, Community Development Manager
Michelle Zdeba, Housing Development Manager
 - A. Community Development
 - B. Housing Development

- IV. ADMINISTRATION**

October 31, 2023	Approve Memorandum of Understanding for CalOptima Health Pilot Program
November 7, 2023	Approve Amended Housing & Community Development Commission Bylaws
November 28, 2023	FY 2024-25 Funding Allocation Policy and Process
November 28, 2023	Approve Shared Use Agreement for Tahiti Apartment Homes and Riviera Motel

2024 H&CD Commission Meeting Schedule

H&CD Commission meetings are held on the fourth Thursday of each month at 10:00 a.m. (except as noted below; meetings are subject to change and will be held according to the date, time and location as stated in the individual meeting agenda). Meetings will be held at: 1501 E. St. Andrew Pl., Santa Ana, CA 92705, Conference Room A (or as otherwise stated in the meeting agenda)

Date	Address
January 25, 2024	1501 E. St. Andrew Pl., Santa Ana, CA. 92705
February 22, 2024	1501 E. St. Andrew Pl., Santa Ana, CA. 92705
March 28, 2024	1501 E. St. Andrew Pl., Santa Ana, CA. 92705
April 25, 2024	1501 E. St. Andrew Pl., Santa Ana, CA. 92705
May 23, 2024	1501 E. St. Andrew Pl., Santa Ana, CA. 92705
June 27, 2024	1501 E. St. Andrew Pl., Santa Ana, CA. 92705
July 25, 2024	1501 E. St. Andrew Pl., Santa Ana, CA. 92705
August 22, 2024	1501 E. St. Andrew Pl., Santa Ana, CA. 92705
September 26, 2024	1501 E. St. Andrew Pl., Santa Ana, CA. 92705
October 24, 2024	1501 E. St. Andrew Pl., Santa Ana, CA. 92705
November – DARK	
December 5, 2024	1501 E. St. Andrew Pl., Santa Ana, CA. 92705

Please note that the Chair of the H&CD Commission has the option to cancel meetings if there are no agenda items for approval consideration.

RECOMMENDED ACTION:

1. Adopt the 2024 H&CD Commission Meeting Schedule as outlined; and
2. Direct the H&CD Commission Clerk to publish public notices as required



MEMORANDUM

Discussion Item #1

DYLAN WRIGHT
DIRECTOR
OC COMMUNITY RESOURCES

CYMANTHA ATKINSON
ASSISTANT DIRECTOR
OC COMMUNITY RESOURCES

JOANNE VEEDOR
DIRECTOR
ADMINISTRATIVE SERVICES

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JULIA BIDWELL
DIRECTOR
OC HOUSING &
COMMUNITY DEVELOPMENT

RENEE RAMIREZ
DIRECTOR
OC COMMUNITY SERVICES

PAMELA PASSOW
DIRECTOR
OC PARKS

JULIE QUILLMAN
COUNTY LIBRARIAN
OC PUBLIC LIBRARIES

DATE: December 7, 2023

TO: H&CD Commission

FROM: January Johnson, Housing Assistance Manager *JJ*

SUBJECT: Resident Advisory Board for the Orange County Housing Authority
2024 Annual Public Housing Agency Plan

The United States Department of Housing and Urban Development (HUD) regulations require all Public Housing Agencies administering the Housing Choice Voucher Program to prepare and submit an Annual Public Housing Agency Plan. The process requires a Resident Advisory Board (RAB), as defined in 24 CFR 903.13, to assist and make recommendations in the development of the Plan.

In past years, the Housing and Community Development (H&CD) Commission appointed its members as the RAB. The RAB worked with staff, reviewed the information in the Plan and recommended adoption to the Board of Commissioners. The Orange County Housing Authority (OCHA) proposes that the members of the H&CD Commission again represent OCHA's assisted Housing Choice Voucher tenants in development of the Plan. This includes allowing for input from members and the public and recommending adoption by the Board next year.

OCHA has begun drafting the 2024 Plan for review. In compliance with 24 CFR 903.17, the Plan will be available to the public via OCHA's website at www.ochousing.org/docs and will be scheduled for discussion at the regularly scheduled H&CD Commission meeting in February 2024. The Plan must be submitted to HUD on or before April 15, 2024.

RECOMMENDED ACTION:

Reappoint the members of the H&CD Commission to act as the Resident Advisory Board for OCHA's 2024 Annual Public Housing Agency Plan.

Attachments -

A -24 CFR 903.13

B -24 CFR 903.17



Displaying title 24, up to date as of 11/16/2023. Title 24 was last amended 11/02/2023.

TITLE 24 – HOUSING AND URBAN DEVELOPMENT

Subtitle B – Regulations Relating to Housing and Urban Development

Chapter IX – Office of Assistant Secretary for Public and Indian Housing, Department of Housing and Urban Development

Part 903 – Public Housing Agency Plans

Subpart B – PHA Plans and Fair Housing Requirements

§ 903.13 What is a Resident Advisory Board and what is its role in development of the Annual Plan?

- (a) A Resident Advisory Board refers to a board or boards, as provided in paragraph (b) of this section, whose membership consists of individuals who adequately reflect and represent the residents assisted by the PHA.
 - (1) The role of the Resident Advisory Board (or Resident Advisory Boards) is to assist and make recommendations regarding the development of the PHA plan, and any significant amendment or modification to the PHA plan.
 - (2) The PHA shall allocate reasonable resources to assure the effective functioning of Resident Advisory Boards. Reasonable resources for the Resident Advisory Boards must provide reasonable means for them to become informed on programs covered by the PHA Plan, to communicate in writing and by telephone with assisted families and hold meetings with those families, and to access information regarding covered programs on the internet, taking into account the size and resources of the PHA.
- (b) Each PHA must establish one or more Resident Advisory Boards, as provided in paragraph (b) of this section.
 - (1) If a jurisdiction-wide resident council exists that complies with the tenant participation regulations in part 964 of this title, the PHA shall appoint the jurisdiction-wide resident council or the council's representatives as the Resident Advisory Board. If the PHA makes such appointment, the members of the jurisdiction-wide resident council or the council's representatives shall be added or another Resident Advisory Board formed to provide for reasonable representation of families receiving tenant-based assistance where such representation is required under paragraph (b)(2) of this section.
 - (2) If a jurisdiction-wide resident council does not exist but resident councils exist that comply with the tenant participation regulations, the PHA shall appoint such resident councils or their representatives to serve on one or more Resident Advisory Boards. If the PHA makes such appointment, the PHA may require that the resident councils choose a limited number of representatives.
 - (3) Where the PHA has a tenant-based assistance program of significant size (where tenant-based assistance is 20% or more of assisted households), the PHA shall assure that the Resident Advisory Board (or Boards) has reasonable representation of families receiving tenant-based assistance and that a reasonable process is undertaken to choose this representation.
 - (4) Where or to the extent that resident councils that comply with the tenant participation regulations do not exist, the PHA shall appoint Resident Advisory Boards or Board members as needed to adequately reflect and represent the interests of residents of such developments; provided that the PHA shall provide reasonable notice to such residents and urge that they form resident councils with the tenant participation regulations.
- (c) The PHA must consider the recommendations of the Resident Advisory Board or Boards in preparing the final Annual Plan, and any significant amendment or modification to the Annual Plan, as provided in § 903.21 of this title.
 - (1) In submitting the final plan to HUD for approval, or any significant amendment or modification to the plan to HUD for approval, the PHA must include a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the PHA addressed these recommendations.
 - (2) Notwithstanding the 75-day limitation on HUD review, in response to a written request from a Resident Advisory Board claiming that the PHA failed to provide adequate notice and opportunity for comment, HUD may make a finding of good cause during the required time period and require the PHA to remedy the failure before final approval of the plan.



Displaying title 24, up to date as of 11/16/2023. Title 24 was last amended 11/02/2023.

Title 24 –Housing and Urban Development

Subtitle B –Regulations Relating to Housing and Urban Development

Chapter IX

–Of ice of Assistant Secretary for Public and Indian Housing, Department of Housing and Urban Development

Part 903 –Public Housing Agency Plans

Subpart B –PHA Plans and Fair Housing Requirements

§ 903.17 What is the process for obtaining public comment on the plans?

- (a) The PHA's board of directors or similar governing body must conduct a public hearing to discuss the PHA plan (either the 5-Year Plan and/or Annual Plan, as applicable) and invite public comment on the plan(s). The hearing must be conducted at a location that is convenient to the residents served by the PHA.
- (b) Not later than 45 days before the public hearing is to take place, the PHA must:
 - (1) Make the proposed PHA plan(s), the required attachments and documents related to the plans, and all information relevant to the public hearing to be conducted, available for inspection by the public at the principal office of the PHA during normal business hours; and
 - (2) Publish a notice informing the public that the information is available for review and inspection, and that a public hearing will take place on the plan, and the date, time and location of the hearing.
- (c) PHAs shall conduct reasonable outreach activities to encourage broad public participation in the PHA plans.



MEMORANDUM

Discussion Item #2

DYLAN WRIGHT
DIRECTOR
OC COMMUNITY RESOURCES
CYMANTHA ATKINSON
ASSISTANT DIRECTOR
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JOANNE VEEDOR
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DIRECTOR
OC PARKS
JULIE QUILLMAN
COUNTY LIBRARIAN
OC PUBLIC LIBRARIES

DATE: December 7, 2022
TO: H&CD Commission
FROM: January Johnson, Housing Assistance Manager JJ
SUBJECT: ADMINISTRATIVE PLAN UPDATES

In compliance with statutory requirements, OCHA's Administrative Plan outlines the agency's organizational structure and policies that govern the activities and procedures necessary to administer the Housing Choice Voucher Program. This includes policies that are undertaken to recruit and prioritize applicants, process eligibility, authorize assistance, establish the tenant portion of rent, inspect potential properties, and approve contract rents. The document also outlines annual activities and special housing options administered by OCHA.

The Orange County Housing Authority (OCHA) has revised its Administrative Plan to update local discretionary policies and federal regulations. Substantive updates include:

- OCHA may issue 50% of HCV turnover vouchers, up to the cap allowable by HUD and as recommended by the OC Board of Supervisor's approved Housing Funding Strategy, for homeless individuals and families and/or other persons with special needs, who require supportive services that will be assisted in units designated for Project-Based Vouchers (PBV). Issuance is dependent upon available funding and the number of annual turnover HCVs. OCHA will annually evaluate the number of vouchers available to commit to PBV each calendar year.

A Summary of Changes by chapter is attached to this Memorandum and the entirety of the updated Administrative Plan is available on OCHA's website (www.ochousing.org/docs).

Adoption of the updated Administrative Plan will be considered by the Board of Supervisors acting as OCHA's Board of Commissioners on Tuesday, January 23, 2024.

Recommended Action:
Receive and File

Attachment A - Administrative Plan Substantial Revision For 2024

Orange County Housing Authority

ADMINISTRATIVE PLAN SUBSTANTIAL REVISIONS FOR 2024

1. Chapter 4: Application, Waiting List and Tenant Selection

- Updated list of targeted programs that assist homeless households to include the Emergency Housing Voucher program.
- Removed three targeted categories for HCV turnover vouchers:
 - 50 applicants that are current participants in good standing in OCHA's Continuum of Care Permanent Supportive Housing Program
 - 100 homeless persons and families and/or other persons with special needs, who require supportive services that will be assisted in units designated for project-based vouchers.
 - 60 homeless or formerly homeless persons and families transitioning from the Tenant Based Rental Assistance Program or CoC PSH Program projected referred via the CoC Coordinated Entry System
- Replaced the above targeted categories with revised preference language:
 - OCHA may issue 50% of HCV turnover vouchers, up to the cap allowable by HUD and as recommended by the OC Board of Supervisor's approved Housing Funding Strategy, for homeless persons and families and/or other persons with special needs, who require supportive services that will be assisted in units designated for project-based vouchers (PBV). Issuance is dependent upon available funding and the number of annual turnover HCVs. OCHA will annually evaluate the number of vouchers available to commit to PBV each calendar year.



DATE: December 7, 2023
TO: H&CD Commission
FROM: Julia Bidwell, Director, Housing & Community Development
SUBJECT: Recommended Definition of Excused Absence

Your H&CD Commission approved recommended amendments to the H&CD Commission By-Laws at the June 22, 2023 meeting. Those recommended amendments were approved by the Board of Supervisors at their November 7, 2023 meeting.

One of the amendments seeks to clarify the consequences of unexcused absences as follows:

Any member of the H&CD Commission who has an unexcused absence for three consecutive regular meetings or half the regular meetings in a calendar year should automatically vacate the position of Commission member.

In order to implement the amendment, staff is recommending the H&CD Commission adopt a definition of “excused absence” to use as a guideline as follows:

The following shall be considered to be grounds for an excused absence: (1) serious or contagious illness, serious injury, or maternity leave, (2) serious physical or family medical emergency, (3) religious observances, (4) jury duty, (5) travel or meeting for official business of the Commission or another State or local agency and (6) pre-planned vacation. To be considered an excused absence, the Commissioner's absence shall be reported to the Secretary at the earliest opportunity and prior to the time set for the meeting.

Recommended Action:
Adopt Definition of Excused Absence

DATE: December 7, 2023

TO: H&CD Commission

FROM: January Johnson, Manager, Housing Assistance Division *jj*

SUBJECT: OCHA Status Report for October & November 2023

HOUSING CHOICE VOUCHER PROGRAM STATUS AND ACTIVITIES:

The Lease-up rate for November 2023 was 88.4% with 10,232 households receiving Voucher program rental assistance. VASH veterans represent 818 of the assisted tenants, 31 were in the Non-Elderly Disabled (NED) program, and 147 are in the Mainstream Program. Detailed statistics for the Housing Choice Voucher Program are shown on the attached chart. Additional highlights of October activities are as follows:

SPECIAL HOUSING PROGRAMS (SHP) SECTION:

Staffing

SHP currently has vacancies for two (2) Housing Specialist III, two (2) Housing Specialist I/II.

Family Self-Sufficiency (FSS):

Monthly activity:

Current number of active clients with FSS contracts:	162
Clients currently earning escrow credits:	121
New Enrollees:	1

Cumulative Status

HUD-mandated Initial Contracts:	465
Cumulative FSS Graduates:	359
HUD-mandated remaining Contracts:	106
Clients graduating in May:	2

Coordinated Entry (CE) Set-aside HCV Homeless Vouchers:

From inception (March 2017) to date we have received a total of 323 referrals.

Currently, there are thirteen (13) in/outreach teams from CE who have executed an MOU with OCHA: Illumination Foundation, Pathways of Hope, Colette’s Children Home, City Net, Families Forward, American Family Housing, Friendship Shelter, Mercy House, City of Huntington Beach, Family Assistance Ministries, Wise Place, City of Costa Mesa and HIS-OC.

Vouchers searching:	18
UP to date Inactive:	113
Up to date Lease up:	209

Mainstream Program:

In partnership with the Orange County Health Care Agency (HCA), the OCHA was awarded funding for 44 Mainstream Vouchers to provide rental assistance to non-elderly homeless persons with disabilities on September 4, 2018. This marked the beginning of the Mainstream Voucher Program for OCHA.

In order to align with current County initiatives, OCHA selected a specific target population to collaborate with the Health Care Agency (HCA) and the Whole Person Care (WPC) program to identify persons who are non-elderly disabled homeless households, exiting from recuperative care facilities, have no place to go and are at high risk of readmission to the hospital.

November 14, 2019 OCHA was awarded an additional 33 Mainstream Vouchers. We used this opportunity to expand the assisted population to include non-elderly homeless individuals who were frequent users of Orange County hospitals/emergency rooms. Referrals for these additional vouchers began on March 01, 2020.

On May 18, 2020 HUD awarded OCHA an additional 24 Mainstream Vouchers in a non-competitive process. Referrals for these vouchers began on September 01, 2020 and targeted the expanded population.

On November 17, 2020 HUD awarded OCHA an additional 100 Mainstream Vouchers in a non-competitive process. Referrals for these vouchers began on January 01, 2021 and targeted individuals and families recently transitioned or transitioning from Project RoomKey/HomeKey and connected to Project Tool Belt.

On December 19, 2022 HUD awarded OCHA an additional 50 Mainstream Vouchers in a non-competitive process. Referrals for these vouchers have begun.

OCHA and HCA meet on a monthly basis to evaluate the efficacy of the referral process. The monthly meeting addresses challenges such as document retrieval, client engagement, and housing navigation.

To date, OCHA has received 395 referrals for the Mainstream Voucher Program. 151 families have successfully moved into a unit and 7 referrals have been issued a voucher and are currently searching for a unit. 20 referrals are pending voucher issuance.

Family Unification Program (FUP)

OCHA has been selected as a site in the Evaluation of the Family Unification Program study. The Urban Institute is part of a research team working with the Department of Health and Human Services and HUD to conduct this study for families only (youth were not included). The study team visited OCHA on 3/14/2019 to discuss the logistics of implementing the FUP evaluation in Orange County. The Board approved to execute the MOU between Social Services Agency/ OCHA and Urban Institute on August 13, 2019. OCHA, SSA, and the Urban Institute participate in a conference call on a biweekly basis to discuss success strategies and program implementation. SSA has referred 107 applicants for the study since August 22, 2019.

On April 2, 2020 OCHA was awarded an additional 58 FUP vouchers, 29 of which were allocated for Families and 29 for Foster Youth. Referrals for these vouchers began on August 01, 2020, and all 58 have successfully moved into a unit. In total, we have 325 FUP vouchers available to use, 302 of those have successfully moved into a unit.

Emergency Housing Voucher Program

The Emergency Housing Voucher (EHV) program is a voucher program funded through the American Rescue Plan Act of 2021 (ARPA). ARPA was signed into law on March 11, 2021, and included funding for approximately 70,000 EHVs. HUD announced EHV awards on May 10, 2021, and the Orange County Housing Authority (OCHA) was allocated 557 EHVs.

EHVs are to assist individuals and families who are experiencing homelessness; at risk of homelessness; fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking; or were recently homeless and for whom providing rental assistance will prevent the family's homelessness or having high risk of housing instability.

On July 16, 2021, OCHA executed an MOU with the Orange County Continuum of Care. We began receiving referrals on July 26, 2021. To date we have received 879 referrals, issued 777 vouchers, and leased 487 tenants.

Project Based Voucher Program

OCHA currently has 22 projects completed and leased. We have 14 projects under construction with A-HAP executed with an expected completion date in 2023-2024: Ascent in Buena Park, Mountain View in Lake Forest, Santa Angelina in Placentia, The Salvation Army City of Hope in Anaheim, Villa St. Joseph in Orange, Stanton Inn and Suites in Stanton, Tahiti Motel in Stanton, Riviera Motel in Stanton, Motel 6 in Costa Mesa, Huntington Beach Senior Housing in Huntington Beach, Valencia Gardens in Orange, Paseo Adelanto in San Juan Capistrano, The Crossroads at Washington in Santa Ana, and Cartwright in Irvine.

OCCUPANCY SECTION:

Staffing

Occupancy currently has vacancies for five (5) Housing Specialist I position. We continue to work with HR on the existing vacancies.

Activity

Occupancy Section closed and finalized the 2023 Waiting List. Occupancy is still finalizing eligibility on the initials to issue new vouchers from the 2012 Waiting List. We continue conducting a virtual briefing video to issue vouchers and one to one briefing, as requested by our clients. Occupancy continues to work closely with all our clients.

Occupancy Activities

Occupancy pulled initials from the waiting list in the month of October 2023

Initial voucher issuance:	20
Initial vouchers expired:	1
Ongoing vouchers issued:	55
Ongoing vouchers expired:	0
Initial interviews scheduled:	0
Initial interviews conducted:	0
Total reexaminations completed:	736
Total interim decreases completed:	146
Total interim increases completed:	151
Number of repayments completed:	0

LEASING SECTION:

Staffing

Leasing currently has vacancies for three (3) Housing Specialist I/II positions. Active recruitment is going on.

Leasing Ongoing Activities

Production in the Leasing Section for October 2023:

Annual Inspections Scheduled (OCHA):	457
Follow up re-inspections Scheduled (OCHA):	165
Physical Inspections (OCHA):	165
New Leases - Number of RTA's received (OCHA):	153
Annual Inspections Received (Mobility):	93
Annual Inspections Scheduled (Mobility):	89

Follow up Re-inspections (Mobility):	33
New Leases Received (Mobility):	61
New Leases Scheduled (Mobility):	35
QC Inspections:	18
QC Inspections (Mobility):	0
Rent Increases received:	621
Rent Decreases received:	0
Rent Increase denied:	0

Total Abatement:

Final notices mailed:	22
Were Abated:	0

Owners:

Owners became inactive for the month of October	0
Owners relisted their property:	0
Units added to our vacancy listings:	48
Owner Hotline callers assisted:	206

Outreach Efforts

In October 2023, the Orange County Housing Authority continued to provide excellent customer service assisting 206 callers through the Owner Hotline and 88 callers through the rent increase line to meet the specific needs of OC's landlords and property managers.

ADMINISTRATION SECTION:

Staffing

Administration currently has two (2) Senior Housing Specialist and one (1) Office Technician position vacant.

Operations

Administration's efforts have been focused on OCHA operations, including, but not limited to, purchasing supplies and equipment, managing the physical facility, supporting the needs of the other OCHA sections, and communicating operational information to the public via the OCHA Reception telephone lines, the "OCHA Contact" email hotline, AccessOC and the OCHA webpage. Due to the opening of the waiting list in September 2023, we had an increase of call and mail volume.

Ongoing Activities

Critical tasks completed during October included the following:

Calls and inquiries addressed:	3,037
Mail Processed:	15,240
Public Records Act and Data Requests resolved:	3



OC Community Resources

M E M O R A N D U M

DYLAN WRIGHT
DIRECTOR
OC COMMUNITY RESOURCES

CYMANTHA ATKINSON
ASSISTANT DIRECTOR
OC COMMUNITY RESOURCES

JOANNE VEEDOR
DIRECTOR
ADMINISTRATIVE SERVICES

MONICA SCHMIDT
INTERIM DIRECTOR
OC ANIMAL CARE

JULIA BIDWELL
DIRECTOR
OC HOUSING &
COMMUNITY DEVELOPMENT

RENEE RAMIREZ
DIRECTOR
OC COMMUNITY SERVICES

PAMELA PASSOW
DIRECTOR
OC PARKS

JULIE QUILLMAN
COUNTY LIBRARIAN
OC PUBLIC LIBRARIES

DATE: December 7, 2023
TO: H&CD Commission
FROM: Bill Malohn, Manager, OC Community Resources
Accounting *Bill Mal*

SUBJECT: ACCOUNTING STATUS REPORT - October 2023

ORANGE COUNTY HOUSING ASSISTANCE

1. **Section 8 Housing Assistance Payments**

We issued our October 3rd checks and electronic fund transfers to landlords on time using the HAPPY software system.

2. **Landlord and Tenant Overpayments**

- Active: There are 26 tenant repayment agreements with a total balance of \$36,149 as of October 31, 2023.
- Inactive: There are 348 outstanding cases with a total amount of \$742,038 as of October 31, 2023. Of the 348 cases, 229 are for tenants (66%) and 119 are for landlords (34%).
- Grand total of active and inactive for October 2023: \$778,187.

3. **Operating Reserves Loan**

All loan payments were made through October 31, 2023, in accordance with the amortization schedule.

4. We completed the Family Self-Sufficiency (**FSS**) reconciliation through September 2023. There were zero payments to program participants under the Enhancement Program for the month of October.

HOUSING AND COMMUNITY DEVELOPMENT

5. **CDBG, HOME, ESG, CALHOME, and General Fund**

- The Community Development Block Grant (CDBG), Home Investment Partnership Act (HOME), and Emergency Shelter Grant (ESG) IDIS Vouchers and drawdown for September 2023 have been completed for all available funding.
- The HUD Status Report, including reconciliation with IDIS for CDBG, HOME, and ESG for September 2023 has been completed.
- General & Other Fund Projects report was updated through 1st quarter, September 2023.
- Program Income Status Report for September 2023 has been completed.

- We were awarded \$1,000,000 in CalHome funds in March 2010. We received \$1,000,000 in advanced funds as of February 28, 2014 and we funded 44 Owner Occupied Rehabilitation loans. A new 2011 CalHome grant for \$1,000,000 was awarded and \$250,000 was received on June 5, 2014, another \$250,000 was received on April 15, 2015 and another \$250,000 was received on March 8, 2016. We funded 7 Mortgage Assistance Program loans and 14 Owner Occupied Rehabilitation loans. As of June 2017, the 2011 CalHome grant is closed.

ORANGE COUNTY DEVELOPMENT AGENCY (OCDA) SUCCESSOR

6. The Orange County Development Agency (OCDA) Successor status report was updated through September 2023 and can be viewed on the shared drive.
7. Successor Notes Receivable interest and loan monitoring fees are calculated monthly and are up to date as of November 2023. Balances are reconciled for Successor Notes Receivables every April and June.



**FY 23-24 OCHA OPERATING RESERVES
SOURCES AND USES OF CASH, FUND 117
AS OF 10/31/23**

	FY 23-24 Budget	YTD Exp/Rev Actual - Cash	FY 23-24 Y/E Cash
Beginning Cash Balance as of 07/01/23	7,716,985	7,716,985	7,716,985
Less: Other Miscellaneous Obligations			
Available Cash Balance as of 10/31/23	7,716,985	7,716,985	7,716,985

Additional Sources of Cash

Principal Received from Ops Reserve Loans	0	0	0
Interest Received from Ops Reserve Loans	12,518	0 (1)	12,518
Residual Receipts Payment - Laguna Canyon Housing & Tustin Heritage Place	0	0	0
County Investment Pool Interest Income	169,011	169,713 (2)	678,851
Miscellaneous Revenue - El Modena Rental Property	8,520	2,840	8,520
Miscellaneous Revenue - TBRA reimbursement from Fund 15G HOME	100,000	9,260	100,000
Miscellaneous (Fund Balance Unassigned)	8,644,810	0	0
TOTAL SOURCES OF CASH:	16,651,844	7,898,798	8,516,874

Uses of Cash

Admin./Accounting staffs support to OCHA Ops Reserve	38,735	15,493 (4)	38,735
HCD Staff Support to OCHA Ops Research (KG00117)	150,000	(10,992) (4)	150,000
Affordable Housing/OCHA Rental Obligation (Fund Balancer)	3,458,058	0	0
Building & Improvements Maintenance - El Modena/Esplanade Property	2,500	14,538	14,538
County Investment Pool Admin Cost (Treasurer)	5,000	1,740	20,874
County-wide Cost Allocation Plan (CWCAP)	5,500	0	0
Family Self-Sufficiency Enhancement Payments	25,000	0	25,000
OC ARPA Landlord Incentives	0	0	0
Landlord Incentive Program / Tenant Assistance (KG017004)	5,000,000 (5)	160,033	1,000,000
OCHA District Attorneys MOU - FY 23-24	150,000	0	150,000
Single All Funds Audit	66	0	66
Tenant Based Rental Assistance Program (Fund 15G HOME)	100,000	9,260	100,000
TOTAL USES OF CASH:	8,934,859	190,072	1,499,213

TOTAL FY 23-24 UNCOMMITTED CASH:	7,708,726	7,017,661
LESS: Future Year's Non-discretionary Obligations		
OCHA Monthly Rental Obligations (3)		(4,757,807) (3)
TOTAL FY 23-24 DISCRETIONARY CASH:		2,259,854

- (1) Budgeted amount represents interest amount only.
- (2) The Treasurer is three months behind in dispersing interest.
- (3) The \$ 4.7 million is the amount reserved for the monthly OCHA HAP payments, Shelter Plus Care payments & FSS payments in case the monthly HUD payments are late.
- (4) There were coding corrections for FY 22-23 during July's Per 13 (\$10,943.96) that has been applied to Acctg staff support and HCD staff support to OCHA Ops Reserve, as well as Labor Burden and Acctg Allocations. This action follows previous years' protocol.
- (5) For FY 23-24, OC ARPA Landlord Incentives has been replaced with Landlord Incentive Program / Tenant Assistance (KG017004). Correction to name was made for October's report.

Note: This document does not account for the accounts receivable reserve for housing loans.
See Attachments (1. Payment Schedule 2. Terms and Conditions) for current details of the accounts receivable.



DATE: December 7, 2023
TO: H&CD Commission
FROM: Julia Bidwell, Director
Housing and Community Development
Julia Bidwell
SUBJECT: Housing and Community Development Division
Status Report October & November 2023

COMMUNITY DEVELOPMENT

The FY 2024-25 Funding Allocation Policy and Process (FAPP) for the FY 2024-25 Community Development Block Grant, Emergency Solutions Grant, and HOME Investment Partnerships funding year is scheduled to go to the Board of Supervisors on November 28, 2023 and is the start of the FY 2024-25 Annual Action Plan funding cycle.

HOUSING DEVELOPMENT

Project Review Advisory Panel (PRAP)

- I. The Project Review Advisory Panel (PRAP) met on October 26, 2023, at 11:00 a.m. after the Commission meeting.
 - PRAP concurred with staff recommendations to pass Motel 6 Homekey project (located in the City of Costa Mesa and developed by Community Development Partners and Mercy House CHDO) on underwriting and proceed to the Board of Supervisors for authorization to utilize ten (10) additional Housing Choice Project-Based Vouchers for the development of Motel 6.
 - PRAP concurred with staff recommendations to pass Lincoln Avenue Apartments (located in the City of Buena Park and development by C&C Development) on underwriting and proceed to the Board of Supervisors for approval to commit \$1,384,230 in Mental Health Services Act, 15G Reserves funding and thirteen (13) Housing Choice Project-Based Vouchers for the development of Lincoln Avenue Apartments.
- II. Future PRAP meeting date: December 18, 2023, at 2:00 p.m. virtually via Teams.

Affordable Rental Housing Programs

Projects Under Development

Legacy Square (Completed) – The Board authorized submittal of a joint competitive No Place Like Home (NPLH) funding application for \$6,013,136 and approved \$3,025,480 in Special Needs Housing Program (SNHP) funding for 10 MHSA units. Legacy Square is 93 units of affordable housing for low- to extremely-low income set-aside for households who are homeless or at-risk of homelessness, including residents who meet the MHSA eligibility. The developer, National Community Renaissance of California, secured 4% low income housing tax credits and closed on the construction loan in February 2021. Construction was completed in March 2023.

Casa Paloma (formerly 15162 Jackson Street) (Completed) – The Board approved a \$950,000 HOME Investment Partnership Act loan and forty-eight (48) Housing Choice and/or Mainstream Project-Based Vouchers for homeless households earning at or below 30% AMI. Casa Paloma is new construction of 71 units (69 rental units and two manager's) of affordable housing for low- to extremely-low income homeless households with 24 units set-aside for households who meet the MHSA eligibility criteria. The developer, American Family Housing, secured 9% low income housing tax credits and closed on the construction loan in April 2021. Construction was completed in September 2022. The project converted to permanent financing in September 2023 and the County's loan was funded.

The Groves (Completed) – The Board approved a \$567,000 Housing Successor Agency loan and eight (8) Project-Based Vouchers for homeless households earning at or below 30% AMI. The Groves Senior Apartment is new construction of 75 units (74 rental units) of affordable housing for low- to extremely-low income seniors, including 10 units set aside for senior individuals experiencing homelessness. The developer, C&C Development, secured 4% low income housing tax credits and closed on the construction loan in September 2020. Construction was completed in September 2022.

Ascent (formerly Airport Inn) (Completed) – The Board approved fifty-seven (57) Project-Based Vouchers for homeless households earning at or below 30% AMI and with 28 units set-aside for individuals experiencing homelessness who meet the MHSA eligibility criteria. Ascent is an acquisition and rehabilitation of an existing 60-room motel into 58 units of affordable. The developer, Jamboree Housing Corporation, secured 9% low income housing tax credits and closed on the construction loan in December 2020. Construction was completed in November 2022. The project is in the process of converting to permanent financing.

Mountain View Apartments – The Board approved a \$453,600 Housing Successor Agency loan and eight (8) Project-Based Vouchers for individuals experiencing homelessness earning at or below 30% AMI. Mountain View Apartments is new construction of 71 units (70 rental units) of affordable housing for low- to extremely-low income homeless households with eight units set-aside for households who meet the MHSA eligibility criteria. The developer, National Community Renaissance of California, secured 9% low income housing tax credits and closed on the construction loan in December 2021. Construction is anticipated to be completed in November 2023.

Pelican Harbor (formerly Huntington Beach Senior Housing) – The Board approved a \$3,603,160 MHSA loan and thirty-three (33) Project-Based Vouchers for individuals experiencing homelessness earning at or below 30% AMI. Huntington Beach Senior Housing

is new construction of 43 units (42 rental units) of affordable housing for low- to extremely-low income homeless households with 21 units set-aside for households who meet the MHPA eligibility criteria and the remaining 12 units will be used for non-MHPA seniors. The developer, Jamboree Housing Corporation, secured 4% low income housing tax credits and closed on the construction loan in February 2022. Construction is anticipated to be completed in July 2024.

Center of Hope Apartments (The Salvation Army) (Completed) – The Board approved a \$655,120 MHPA loan and sixteen (16) Project-Based Vouchers for individuals experiencing homelessness earning at or below 25% AMI. Center of Hope Apartments is new construction of 72 units (70 rental units and two manager’s units) of affordable housing extremely-low income homeless households with 20 units set-aside for households who meet the MHPA eligibility criteria. The developer, The Salvation Army, secured 4% low income housing tax credits and closed on the construction loan in February 2022. Construction was completed in September 2023. A Grand Opening was held on October 9, 2023.

Valencia Gardens (formerly Orange Corporate Yard) – The Board approved a \$479,520 loan (Fund 135) and eight (8) Project-Based Vouchers for individuals experiencing homelessness earning at or below 30% AMI. Valencia Gardens is new construction of 61 units (60 rental units and one manager’s unit) of affordable housing for low to extremely-low income households. The developers, Orange Housing Development Corporation and C&C Development, secured 4% low income housing tax credits and closed on the construction loan in March 2022. Construction is anticipated to be completed in March 2024.

Santa Angelina Senior Community – The Board approved a \$500,000 loan (Fund 15B) and twenty one (21) Project-Based Vouchers for Santa Angelina Senior, the new construction of 65 units (64 rental units and one manager’s unit) of affordable housing extremely-low income homeless households with 21 units set-aside for households who meet the MHPA eligibility criteria. The developer, National CORE, secured California Housing Accelerator funds and closed on the construction loan in June 2022. Construction is anticipated to be completed in June 2024.

The Crossroads at Washington – The Board approved a \$2,650,701 HOME loan and forty-three (43) Project-Based Vouchers for individuals experiencing homelessness earning at or below 30% AMI. The Crossroads at Washington is new construction of 86 units (85 rental units and one manager’s unit) of affordable housing for extremely-low income households with 43 units set-aside for formerly homeless households. The developer, The Related Companies of California, secured 9% low income housing tax credits and closed on the construction loan in July 2022. Construction is anticipated to be completed in March 2024.

Villa St. Joseph – The Board approved a \$1,020,600 HOME loan, \$1,400,000 MHPA loan and eighteen (18) Project-Based Vouchers for Villa St. Joseph, a rehabilitation of 50 units (49 rental units and one manager’s unit) of affordable housing for very low and extremely-low income households with 18 units set-aside for individuals experiencing homelessness earning at or below 20% AMI. The developer, Mercy Housing California, secured 4% tax-exempt bond and a 4% supplemental bond allocation from CDLAC. The project closed on construction loan financing and started construction in December 2022. Construction is anticipated to be completed in October 2024.

Paseo Adelanto – The Board approved a \$2,384,630 loan (MHPA) and thirty (30) Housing Choice and ten (10) Veterans Affairs Supportive Housing (VASH) Project-Based Vouchers for individuals experiencing homelessness earning at or below 30% AMI. Paseo Adelanto is

a mixed-use development of 50 units (49 rental units and one manager's unit) of affordable housing for extremely-low income households with up to 24 units set-aside for individuals experiencing homelessness who meet the MHSA eligibility criteria. The developer, Jamboree Housing Corporation, secured 9% low income housing tax credits and closed on the construction loan in December 2022. The project closed on construction loan financing and started construction in December 2022. Construction is anticipated to be completed in October 2024.

Archways Santa Ana (formerly Westview House) – The Board approved a \$4,258,280 loan (MHSA) for 26 units for individuals experiencing homelessness who meet the MHSA eligibility criteria and earning at or below 30% AMI. Westview House is new construction of 85 units (84 rental units and one manager's unit) of affordable housing for individuals experiencing homelessness. The developer, Mercy House CHDO Inc. and Community Development Partners, secured 4% low income housing tax credits. The project closed on construction loan financing and started construction in June 2022. Construction is anticipated to be completed in February 2024.

The Meadows Senior Apartments – The Board approved a \$1,540,000 ARPA-SLFRF loan for 7 units for households experiencing homelessness that meet the MHSA eligibility criteria earning 30% of the AMI or below. The Meadows Senior Apartments is new construction of 65 units (64 rental units and one manager's unit) of affordable housing for seniors (62 years or older) earning between 30% to 60% AMI. The developer, C&C Development, secured 4% low income housing tax credits. The project closed on construction loan financing and started construction in December 2022. Construction is anticipated to be completed in June 2024.

Iluma (formerly Stanton Inn and Suites) (Completed) – The Board approved a \$1,085,000 MHSA loan and seventy-one (71) Project-Based Vouchers for individuals experiencing homelessness. Stanton Inn and Suite is a rehabilitation of 72 units (71 rental units and one manager's unit). The developer, Jamboree Housing, secured 9% low income housing tax credits and closed on the construction loan in April 2022. Construction on permanent phase was completed in October 2023.

Clara Vista (formerly Tahiti Motel) – The Board approved a \$2,400,000 HSA loan, forty-nine (49) Housing Choice and ten (10) VASH Project-Based Vouchers for individuals experiencing homelessness. Tahiti Motel is a rehabilitation of 60 units (59 rental units and one manager's unit). The developer, Jamboree Housing, secured 9% low income housing tax credits and closed on the construction loan in April 2022. Construction is anticipated to be completed in December 2023.

Riviera Motel – The Board approved a \$1,532,983 MHSA loan, \$500,000 HOME loan, \$1,000,000 ARPA loan and ten (10) Housing Choice and ten (10) VASH Project-Based Vouchers for individuals experiencing homelessness. Riviera Motel is a rehabilitation of 21 units (20 rental units and one manager's unit). The developer, Jamboree Housing, secured 9% low income housing tax credits and closed on the construction loan in April 2022. Construction is anticipated to be completed in March 2024.

Mesa Vista (formerly Motel 6) – The Board approved a \$4,500,000 MHSA loan, \$850,000 ARPA loan and thirty (30) VASH Project-Based Vouchers for individuals experiencing homelessness. Mesa Vista is a two-phase conversion/rehabilitation of a 94-room motel into 88 units of permanent housing (87 rental units and one manager's unit). The developers, Community Development Partners and CM Mercy House CHDO LLC, closed on construction loan financing for Phase I in December 2022 and is under construction on 40 units of permanent supportive housing. Construction on Phase I is anticipated to be completed in December 2023. The Developers are working on securing financing for Phase II.

Cartwright Family Apartments – The Board approved a \$1,574,810 MHSA loan, \$2,067,000 ARPA-SLFRF loan and eight (8) Project-Based Vouchers for individuals experiencing homelessness earning at or below 30% AMI. Cartwright Family Apartments is new construction of 60 units (59 rental units and one manager’s unit) of affordable housing for low to extremely low-income households. The developers, a partnership between Waterford Group, the Riverside Charitable Corporation and C&C Development, secured 4% low-income housing tax credits and closed on the construction loan in May 2023. Construction is anticipated to be completed in February 2025.

WISEPlace PSH – District 2 committed \$1,500,000 ARPA loan and will be restricted to 30% AMI. WISEPlace PSH has 48 units (47 rental units and one manager’s unit) of affordable housing developed by Jamboree Housing Corporation. The project closed on the construction loan in March 2023. Construction is anticipated to be completed in November 2024.

HB Oasis – The Board approved a \$5,121,130 APRA-SLFRF loan, and sixty-two (62) Housing Choice Project-Based Vouchers for individuals experiencing homelessness. HB Oasis is an adaptive re-use of a 64-room Quality Inn and Suites. The Developers closed on acquisition and completed the necessary rehab for the interim phase. Developers are working towards converting to 62 permanent rental housing units and one manager’s unit).– The Developers received a 9% low income housing tax credit award and anticipates closing on the construction loan in April 2024. Construction is anticipated to be completed in October 2025.

Grand Openings/Groundbreakings/Events – None to report.

2016 Permanent Supportive Housing Notice of Affordability

On November 10, 2015, the Board authorized the OC Community Resources Director, or designee, to issue a Permanent Supportive Housing Notice of Funding Availability (2016 PSH NOFA) with an emphasis on developing extremely low-income housing in a combination of up to \$8 million in Orange County Housing Successor Agency funds and Federal HOME Investment Partnerships Program funds and utilize up to 100 Housing Choice Project-Based Vouchers. Staff will return to the Board for funding commitments to individual projects. The Project Review Advisory Panel (PRAP) concurred with staff’s 2016 PSH NOFA policy recommendations at the December 10, 2015 PRAP meeting.

On April 24, 2018, the Board of Supervisors approved adding \$4 million and up to a combined 100 VASH and/or Housing Choice Vouchers to the 2016 PSH NOFA. On December 18, 2018 the Board approved adding \$2 million in Orange County Housing Successor Agency (HSA) funds and/or Federal HOME Investment Partnership Programs and up to an additional of 50 HUD-VASH. Staff received fourteen applications listed below requesting \$13,020,361 in HOME/HSA funds and 200 Housing Choice, 15 Mainstream and 13 VASH Project-Based Vouchers. Only one project remains under construction at this time.

Developer	Project Name	Funding Request	Project-Based HCV/ Request	Project-Based VASH Request	Project-Based Mainstream Voucher Request	No. Units	Type	City	Status
American Family Housing	Potter's Lane	\$1,458,000	0	0	0	16	Veterans	Midway City	Project Completed
National Core	Oakcrest Heights	\$1,644,300	8	0	0	54	Families/ MHSA	Yorba Linda	Project Completed
Community Development Partners	Newport Veterans Housing*	\$0	0	0	0	12	Veterans	Newport Beach	Did not pass Threshold Review
Mercy Housing	Placentia Veterans Village	\$2,754,000	0	0	0	50	Veterans	Placentia	Project Completed
Affirmed Housing, Inc.	Della Rosa	\$1,166,400	25	0	0	50	Permanent Supportive Housing	Westminster	Project Completed
Chelsea Investment Corporation	Salerno at Cypress Village (formerly Cypress Village)	\$1,462,860	10	5	0	80	Families/ Veterans/ Developmentally Disabled	Irvine	Project Completed
Jamboree Housing Corporation	Buena Esperanza (formerly Jamboree PSH)	\$0	0	0	0	70	Permanent Supportive Housing/ MHSA/ Veterans	Anaheim	Project Completed
Meta Housing Corporation	Westminster Crossing	\$850,500	20	0	0	65	Permanent Supportive Housing/SNHP	Westminster	Project Completed
Orange Housing Dev. Corp. & C&C Development	Altrudy Senior Apartments	\$0	8	0	0	48	Senior/ NPLH	Yorba Linda	Project Completed
The Related Companies of California, LLC	The Prado Fountain Valley Housing	\$453,600	0	8	0	50	Families/ Veterans	Fountain Valley	Project Completed
American Family Housing	Casa Paloma (15162 Jackson Street)	\$950,000	33	0	15	71	Permanent Supportive Housing/ SNHP/HHC	Midway City	Project Completed
C&C Development	The Groves	\$0**	8	0	0	75	Seniors/ SNHP	San Juan Capistrano	Project Completed
The Related Companies of California, LLC	The Crossroads at Washington	\$2,280,701	43	0	0	86	Families/ Permanent Supportive Housing	Santa Ana	Under Construction
Jamboree Housing	Ascent (formerly Airport Inn Apartments)	\$0	45	0	0	58	Permanent Supportive Housing /SNHP/NPLH	Buena Park	Project Completed
TOTALS		\$13,020,361	200	13	15	785			

* Newport Veterans Housing applied for funding but did not pass threshold.

** Developer was able to secure additional permanent funding and not moving forward with \$567,000 County loan

2020 Supportive Housing Notice of Affordability

On December 17, 2019, the Orange County Board of Supervisors authorized the OC Community Resources Director, or designee, to issue a 2020 Supportive Housing Notice of Funding Availability (2020 NOFA) with an emphasis on developing extremely low-income housing in a combination of up to \$13 million in Orange County Housing Successor Agency (HSA) funds, Federal HOME Investment Partnerships Program (HOME) funds and Mental Health Services Act (MHSA) funds and utilize up to 200 Housing Choice Project-Based Vouchers and return to the Board for funding commitments to individual projects.

The Board also approved the changes in policy and process for the 2020 NOFA. The 2020 NOFA was released on January 27, 2020. Subsequently, on May 19, 2020, after the discontinuance of the Special Needs Housing Program and anticipation of remaining funds being returned to the County, the Board approved increasing the MHSA funding in the 2020 NOFA by up to \$5.5 million.

On October 20, 2020, the Board approved an increase and decrease to the 2020 NOFA by \$1,085,000 in MHSA to commit to Stanton Inn and Suites to satisfy the required capital match under the Homekey Program. On November 17, 2020, the Board approved an increase in the amount of HSA, HOME, Fund 15B and Fund 135 funds in the 2020 NOFA by up to \$3.5 million and a decrease the amount of HSA funds in the 2020 NOFA by \$2.4 million to include the Tahiti Motel, located at 11850 Beach Boulevard, Stanton and, shift funds to accommodate projects that have pending applications for funding under the 2020 NOFA.

On May 25, 2021, the Board approved an increase to the 2020 NOFA \$6.5 million in American Rescue Plan Act-HOME Supplemental Funds and Federal HOME funding to the 2020 Supportive Housing NOFA and 157 Project Based VASH, Mainstream and/or Housing Choice Vouchers. As required by the recently released HOME-ARP guidance, staff will be submitting an Allocation Plan to HUD for the use of the funds.

On November 16, 2021, the Board approved to increase the 2020 NOFA by \$1,069,462 in Mental Health Services Act funding and to add 10 Project-Based VASH and up to 100 Project Based Housing Choice Vouchers with a preference for Homekey approved projects.

On June 28, 2022, the Board approved to increase the 2020 NOFA by \$500,000 and approved commitment of the funds as a construction to permanent loan to the Riviera Motel.

On September 13, 2022, the Board approved of an Amended and Restated Memorandum of Understanding between OC Community Resources (OCCR) and OC Health Care Agency (HCA) for transfer of up to an additional \$30,000,000 in MHSA funding and increase to the 2020 NOFA (or subsequent NOFA as approved by the Board) by up to \$30,000,000 in MHSA funding.

On September 27, 2022, the Board authorized to utilize previously appropriated American Rescue Plan Act Coronavirus State and Local Fiscal Recovery Funds (ARPA-SLFRF) to add up to \$21 million to the 2020 NOFA (or subsequent NOFA as approved by the Board) for the development of permanent supportive housing.

On October 18, 2022, the Board approved to increase the 2020 NOFA by up to \$3.5 million in MHSA, ARPA-SLFRF and Southern California Home Financing Authority (SCHFA) funding and commitment of the funds for loan financing to Homekey approved projects.

On December 6, 2022, the Board considered approval to increase the 2020 NOFA by up to \$850,000 in ARPA-SLFRF funding and commitment of the funds as a construction to permanent loan to the Motel 6 Homekey Project for a total amount not to exceed \$5,350,000 in County funding.

Staff received 18 applications listed below requesting \$31,053,493 in HOME/HSA/MHSA/Fund 15B/Fund 135/ARPA-SLFRF/SCHFA funds, 292 Housing Choice Project-Based Vouchers and 60 Project-Based VASH Vouchers. 1 project was withdrawn.

Developer	Project Name	Funding Request	Project-Based HCV Request	Project-Based VASH Request	Total Units	Type	City	Status
National CORE	Mountain View	\$453,600	8	0	71	Families / MHSA	Lake Forest	Under Construction
National CORE	Santa Angelina Senior	\$500,000	21	0	65	Seniors / MHSA	Placentia	Under Construction
National CORE	Orchard View Gardens	\$453,600	8	0	66	Seniors / MHSA	Buena Park	Under Construction
Jamboree Housing Corp.	Ascent (formerly Airport Inn Apartments)	\$0	12	0	58	Homeless Individuals / MHSA	Buena Park	Project Completed
The Salvation Army	The Salvation Army Anaheim Center of Hope	\$655,120	16	0	72	Homeless Individuals / MHSA	Anaheim	Project Completed
C&C Development	Cartwright Family Apartments	\$567,000	8	0	60	Large Families / MHSA	Irvine	Under Construction
Mercy Housing California	Villa St. Joseph	\$2,420,600	18	0	50	Senior Individuals / MHSA	Orange	Under Construction
Jamboree Housing Corp.	Pelican Harbor (formerly Huntington Beach Senior Housing)	\$3,603,160	33	0	43	Senior Individuals / MHSA	Huntington Beach	Under Construction
Orange Housing Dev. Corp. & C&C Dev.	Valencia Gardens (formerly Orange Corporate Yard)	\$479,520	8	0	62	Families / MHSA	Orange	Under Construction
Jamboree Housing Corp.	Paseo Adelanto	\$2,384,630	30	10	50	Homeless Individuals / MHSA	San Juan Capistrano	Under Construction
Community Development Partners	Archways Santa Ana (formerly Westview House)	\$4,258,280	0	0	85	Large Families / MHSA	Santa Ana	Under Construction
C&C Development	The Meadows Senior Apartments	\$1,540,000	0	0	65	Seniors / MHSA	Lake Forest	Under Construction
C&C Development	Lincoln Avenue	\$0	0	0	0	Low-Income and Homeless Families	Buena Park	Project Withdrawn
Jamboree Housing Corp.	Iluma (formerly Stanton Inn and Suites)	\$1,085,000	71	0	72	Homeless/At-risk/COVID-19/MHSA	Stanton	Project Completed
Jamboree Housing Corp.	Clara Vista (formerly Tahiti Motel)	\$2,400,000	49	10	60	Homeless/At-risk/COVID-19	Stanton	Under Construction
Jamboree Housing Corp.	Riviera Motel	\$3,032,983	10	10	21	Homeless/At-risk/COVID-19/MHSA	Stanton	Under Construction
Community Development Partners	Mesa Vista (formerly Motel 6)	\$5,350,000	0	30	88	Homeless/At-risk/COVID-19/MHSA	Costa Mesa	Under Construction
The Related Companies of California, LLC	The Crossroads at Washington	\$370,000	0	0	86	Families/ Permanent Supportive Housing	Santa Ana	Under Construction
Jamboree Housing Corp.	WISEPlace Supportive Housing	\$1,500,000	0	0	48	Families/ Permanent Supportive Housing	Santa Ana	Under Construction
TOTALS		\$31,053,493	292	60	1,122			

2023 Supportive Housing Notice of Affordability

On February 7, 2023, the Orange County Board of Supervisors authorized the OC Community Resources Director, or designee, to issue a 2023 Supportive Housing Notice of Funding Availability (2023 NOFA) with an emphasis on developing extremely low-income housing for a combination of up a total of \$67.1 million in Federal HOME Investment Partnerships Program (HOME) funds, Federal HOME American Rescue Plan Act funds, State Mental Health Services Act (MHSA) funds and American Rescue Plan Act Coronavirus State and Local Fiscal Recovery Funds and utilize up to 210 Housing Choice and/or Veterans Affairs Project-Based Vouchers and return to the Board for funding commitments to individual projects. The 2023 NOFA was released on March 20, 2023.

Staff received 9 applications listed below requesting \$26,675,705 in HOME/HSA/MHSA/Fund 15B/Fund 135/ARPA-SLFRF/Fund 15G/SCHFA funds, 192 Housing Choice Project-Based Vouchers and 10 Project-Based VASH Vouchers.

Developer	Project Name	Funding Request	Project-Based HCV Request	Project-Based VASH Request	Total Units	Type	City	Status
National CORE & American Family Housing	HB Oasis	\$5,121,130	62	0	63	Homeless Individuals	Huntington Beach	Application received in May 2023. PRAP concurred with passing project on threshold and underwriting review. On July 18, 2023, the Board approved commitment of funding and PBVs.
American Family Housing	15081 Jackson	\$7,809,605	30	0	71	Homeless, MHSA eligible individuals	Midway City	Application received in May 2023. PRAP concurred with passing project on threshold on August 10, 2023 and continue to underwriting.
Mercy Housing	Baker Street Placentia	\$3,000,000	17	0	68	Low-Income and Homeless Families, MHSA eligible individuals	Placentia	Application received in June 2023. PRAP concurred with passing project on threshold on August 10, 2023 and continue to underwriting.
C&C Development	Lincoln Avenue	\$1,384,230	13	0	55	Low-Income and Homeless Families, MHSA eligible individuals	Buena Park	Application received in June 2023. PRAP concurred with passing project on threshold and underwriting review. The project is anticipated to go to the Board in February 2024.
American Family Housing	1400 Bristol	\$6,781,520	38	10	78	Homeless, MHSA eligible individuals	Costa Mesa	Application received in July 2023. PRAP concurred with passing project on threshold and underwriting review. On July 18, 2023, the Board approved commitment of funding and PBVs.
Community Development Partners.	Mesa Vista (formerly Motel 6)	\$0	10	0	40	Homeless/At-risk/COVID-19/MHSA	Costa Mesa	Application received for additional PBV in October 2023. PRAP concurred with passing project on threshold review and underwriting. The project is anticipated to go to the Board on December 19, 2023. The project is under construction
Pathways of Hope	Amerige	\$0	0	0	0	Homeless Individuals	Fullerton	Project Withdrawn
Orange 702, L.P.	The Orion Apartments	\$0	8	0	164	Homeless Individuals	Orange	Application received in October 2023 and is under threshold review.
American Family Housing2	Goldenwest Apartments	\$2,579,220	14	0	29	Homeless, MHSA eligible individuals	Westminster	Application received in October 2023 and is under threshold review.
TOTALS		\$26,675,705	192	10	568			

Homekey Program

Round 1: The County applied for Homekey funding for three projects and received awards and funding for the Tahiti Motel and Stanton Inn and Suites in October 2020, and closed on acquisition of both properties in December 2020.

- \$13.4 million for a 60-unit motel (Tahiti Motel- Stanton)
- \$12.7 million for a 72-unit motel (Stanton Inn and Suites- Stanton)
- \$2 million for a 21-unit motel (Riviera Motel-Stanton)

Round 2: On December 14, 2021, the Board approved various actions necessary to move forward with three Homekey applications. All three applications were submitted to the state, prior to January 31, 2022, deadline for the geographic pool and all three received awards.

- \$6.07 million for a 20-unit motel conversion (Riviera Motel, Stanton)
- \$17 million for a 62-unit interim to permanent conversion (HB Oasis, Huntington Beach)
- \$10,550,000 for an 88-unit motel conversion (Motel 6, Costa Mesa)

Round 3: On March 29, 2023, the State announced the availability of \$736 Million in Round 3 Homekey Funds for applications to be submitted on a continuous, over-the-counter basis starting April 24, 2023, through July 28, 2023, or until the available funds are exhausted, whichever occurs first. Staff released a Request for Information (RFI) on March 13, 2023, seeking developers that have experience with the acquisition, rehabilitation and use of property for permanent supportive housing and may have identified sites or are willing to work with the County on potential sites and qualified six developers through the process. The list of qualified developers are posted on HCD's website at www.ochcd.org/housing-development.

On July 18, the Board approved various actions necessary to move forward with submitting a Homekey NOFA application for 1400 Bristol (Costa Mesa) with co-applicant and developer, American Family Housing. The Homekey request is for up to \$29 million to finance the conversion of a 120-room Travelodge into a 78-unit supportive housing community and was submitted on July 28, 2023. Awards are expected to be announced 60 to 90 days from application submittal, however, State HCD indicated there was a delay in their review of applications and have announced the two tranches of awards to date.

On November 15, 2023, State HCD released an amendment to the Homekey Round 3 NOFA which included supplemental funding for all geographic regions. For Southern California, the supplemental allocation is \$13,535,272, for a combined total of \$82,318,910. State HCD is continuing to review pending applications until funds are exhausted. Awards are anticipated to be announced through December 2023.

Homeownership Activities

The County of Orange homeownership program information can be found on the website at www.ochcd.org/housing-development/homeowner-program.

Mortgage Assistance Program/CalHome Grant

On August 25, 2020 the Board of Supervisors approved the recommended policy changes to the Mortgage Assistance Program (MAP) guidelines. The County's MAP Program provides silent (deferred payment) down payment assistance loans to assist low-income first-time homebuyers (FTHB). The revised guidelines have allowed the County to effectively support FTHB by increasing the maximum loan amount of down payment assistance to qualified individuals and reducing some barriers for eligibility. The guidelines were also revised to make them consistent with changes in funding, Department name changes and the needs of low-income homebuyers in Orange County. For more information on the MAP program, please contact Sherluna Vien of Housing & Community Development at 714-480-2936 or [Sherluna Vien@occr.ocgov.com](mailto:Sherluna.Vien@occr.ocgov.com).

Since the update to the MAP program in August 2020, H&CD has 102 applications processed for eligibility of which 8 have closed escrow, and 12 have received a funding commitment pre-approved and are actively searching for a home.

The MAP program re-opened as of January 23, 2023, and is accepting applications. Funds are limited for this program. Applications are accepted on a first-come first-serve basis. At this time, it is anticipated that 4 more CalHome projects can be funded. Once funds are depleted, the program will be closed and the remaining applicants who have been pre-approved will be placed on a waiting list, in anticipation of future CalHome funds.