

# Attachment A

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**Monterey County Board of Supervisors  
Referral Submittal Form**

**Referral No. 2021.31  
Assignment Date: 12/14/21**

**SUBMITTAL - Completed by referring Board office and returned to CAO no later than noon on Thursday prior to Board meeting:**

Date: 12/10/2021	Submitted By: Luis A. Alejo	District #: 1
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**Referral Title: Housing Authority of Monterey County Reorganization and New Governance Structure**

Referral Purpose: To reorganize and consolidate the Housing Authority of Monterey County and its subsidiary, the Housing Development Corporation, under one Executive Director, and have the Monterey County Board of Supervisors serve at its new governing board to oversee its operations and implement needed reforms.

Brief Referral Description: The Housing Authority of the County of Monterey (Housing Authority) was established by the Board of Supervisors on March 1941, as a separate Community Development Commission. On March 24, 1941, the Board of Supervisors appointed the first five-person Commission to oversee the Housing Authority operations. Since the Housing Authority is a fully separate legal entity from the County, the Housing Authority retains authority to appoint its own Executive Director who is responsible for its staffing.

While the Housing Authority has its own Executive Director, its subsidiary, the Housing Development Corporation (HDC), has a separate director. The Housing Authority created the HDC in response to HUD's Rental Assistance Demonstration (RAD) Program. The RAD program was an attempt by HUD to attract private capital to upgrade public housing properties by allowing some market rate units to be included in the development and to allow the development to receive housing voucher subsidies with the goal of stabilizing the development finances and improving the quality of housing. Public housing units in the RAD program are technically no longer public housing.

There are approximately 4,100 households in Monterey County benefiting from the Housing Authority's housing voucher program. The HDC separately operates approximately 1,077 units of family housing; 292 units of farmworker family housing; 345 units for seniors and other special needs populations; and 56 units of transitional housing (1,770 TOTAL). Separate entities governing programs/voucher and housing units may be ineffective and not best serving local residents. This is the time to potentially reorganize the Housing Authority and HDC under one new Executive Director.

As an example, the Los Angeles County Board of Supervisors in 2018 created the Los Angeles County Development Authority by consolidating the Los Angeles County Housing Authority and the Los Angeles County Community Development Commission. The merger was voluntary and placed both under a single Executive Director.

There appear to be numerous other concerns listed in the Board of Supervisors complaint letter to the Monterey County Civil Grand Jury dated Nov. 2, 2021 that will require reforms, oversight and implementation by a new governing board under the Board of Supervisors.

This referral requests staff present options to accomplish the referral purpose.

Classification - Implication	Mode of Response
<input type="checkbox"/> Ministerial / Minor <input type="checkbox"/> Land Use Policy <input type="checkbox"/> Social Policy <input type="checkbox"/> Budget Policy <input checked="" type="checkbox"/> Other: <u>Housing Authority of Monterey County</u>	<input type="checkbox"/> Memo <input checked="" type="checkbox"/> Board Report <input checked="" type="checkbox"/> Presentation
	<b>Requested Response Timeline</b>
	<input type="checkbox"/> 2 weeks <input checked="" type="checkbox"/> 1 month <input type="checkbox"/> 8 weeks <input type="checkbox"/> Status reports until completed <input type="checkbox"/> Other: _____ <input type="checkbox"/> Specific Date: _____

**ASSIGNMENT – Provided by CAO at Board Meeting. Copied to Board Offices and Department Head(s)  
Completed by CAO’s Office:**

Department(s): Housing and Community Development County Counsel	Referral Lead: Erik Lundquist Les Girard	Board Date: 12/14/21
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**REASSIGNMENT – Provided by CAO. Copied to Board Offices and Department Head(s). Completed by CAO’s Office:**

Department(s):	Referral Lead:	Original Date:
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**ANALYSIS - Completed by Department and copied to Board Offices and CAO:**

Department analysis of resources required/impact on existing department priorities to complete referral:	
Analysis Completed By: _____	<b>Department’s Recommended Response Timeline</b>
Date: _____	<input type="checkbox"/> By requested date <input type="checkbox"/> 2 weeks <input type="checkbox"/> 1 month <input type="checkbox"/> 6 weeks <input type="checkbox"/> 6 months <input type="checkbox"/> 1 year <input type="checkbox"/> Other/Specific Date: _____

**REFERRAL RESPONSE/COMPLETION - Provided by Department to Board Offices and CAO:**

Referral Response Date:	Board Item No.:	Referrals List Deletion:
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