

THE CALIFORNIA TAX CREDIT ALLOCATION COMMITTEE
March 29, 2022

**CONSIDERATION OF THE ADOPTION OF A RESOLUTION AUTHORIZING THE EXECUTIVE
DIRECTOR OF THE CALIFORNIA TAX CREDIT ALLOCATION COMMITTEE TO SIGN AND EXECUTE
A CONTRACT WITH SPECTRUM ENTERPRISES, INC. FOR PROFESSIONAL TENANT
DEMOGRAPHIC DATA COLLECTION SERVICES**

(Agenda Item No. 4)

ACTION:

Effective March 1, 2021, Nancee Robles was designated the Executive Director of the California Tax Credit Allocation Committee (CTCAC). Pursuant to Health and Safety Code 50199.8, the Committee may delegate to the Executive Director the power to enter contracts on its behalf. The maximum amount of the contract with Spectrum Enterprises, Inc. exceeds the aggregate limit of the Executive Director of the Committee's delegated authority.

BACKGROUND:

In 2008, Congress passed the Housing and Economic Recovery Act (HERA), which directed CTCAC to collect and submit to the U.S. Department of Housing and Urban Development (HUD) on an annual basis, certain demographic and economic information on tenants residing in Low-Income Housing Tax Credit (LIHTC) financed properties. The data collection includes tenant specific information and property specific information. Due to the large volume of data required to be captured in the 4,500 projects and over 650,000 residents throughout California, the tenant specific information has been contracted out for collection and submission to HUD on behalf of CTCAC.

DISCUSSION:

Approval of the resolution authorizing the Executive Director authority to sign and execute the contract with Spectrum Enterprises, Inc. on behalf of the Committee will ensure the required tenant demographic data is collected and submitted to HUD on an annual basis to meet the mandate under HERA.

RECOMMENDATION:

Staff recommend approval of the attached Resolution No. 21/22-004, authorizing the Executive Director, the Committee chair and her designees to sign and execute the contract with Spectrum Enterprises, Inc. on behalf of the Committee for professional tenant demographic data collection services.

THE CALIFORNIA TAX CREDIT ALLOCATION COMMITTEE

March 29, 2022

CONSIDERATION OF THE ADOPTION OF A RESOLUTION DELEGATING AUTHORITY TO THE EXECUTIVE DIRECTOR TO GRANT EXTENSIONS TO READINESS TO PROCEED DEADLINES FOR PROJECTS ALLOCATED FEDERAL NINE PERCENT (9%) LOW INCOME HOUSING TAX CREDITS (LIHTCs) WITH USDA

COMPONENTS

(Agenda Item No. 5)

ACTION:

Effective March 1, 2021, Nancee Robles was designated the Executive Director of the California Tax Credit Allocation Committee. In order to ensure that the Executive Director is able to carry out the functions of the organization, this item provides the necessary authority to allow the Executive Director to grant extensions to readiness to proceed deadlines for projects allocated federal nine percent (9%) low-income housing tax credit (LIHTCs) with USDA components.

Section 50199.8 of the Health and Safety Code provides that the Committee may delegate to the Executive Director, by resolution, any power and duties that it may deem proper.

BACKGROUND:

In 2020 the USDA Multifamily Housing Program underwent significant changes that impacted projects applying for allocation of tax credits. These changes included consolidating work into one centralized location, which had previously been conducted in 47 regional offices, and creating a new computer system. While USDA is streamlining and standardizing its process, it has acknowledged that this is a shift in the review and approval process and timeline for many. Long term, USDA will most likely have approval timelines equal to or greater than the readiness to proceed deadlines for projects allocated federal 9% low-income housing tax credits.

DISCUSSION:

Delegating the Executive Director authority to grant extensions to the readiness to proceed deadlines, when necessary, for projects with a USDA component, without bringing each project to the Committee, will accommodate fluctuations in USDA's timing and ensure developers are not discouraged from layering in this Federal resource.

RECOMMENDATION:

Staff recommend approval of the attached Resolution No. 21/22-005, granting delegated authority to the Executive Director to grant extensions to the readiness to proceed deadlines, when necessary, for projects with USDA components.