

**Appendix B:  
Summary List of Recommendations**

## **Program Sustainability**

### **Goal 1: Improve Fiscal Sustainability**

#### **Strategy 1: Establish System for Fee Collection and Tracking**

1. Establish a direct assessment with the Los County Auditor-Controller to collect contract maintenance fees.
2. Create a dedicated Mills Act account to ensure fee revenue is directly supporting the program.
3. Amend pre-2014 Mills Act contracts to enable fee collection under state law and current City ordinance.

#### **Strategy 2: Expand Program Fees**

4. Develop additional fee to recover administrative costs for contract noncompliance.
5. Refine existing fee schedule to address variable costs associated with the periodic inspections of different property types.

### **Goal 2: Facilitate Compliance with State Law and Mills Act Ordinance**

#### **Strategy 1: Expand Enforcement Policies**

6. Amend the Mills Act ordinance to include additional contract compliance and enforcement provisions, and utilize the Los Angeles Municipal Code for contract enforcement.

#### **Strategy 2: Facilitate Contract Compliance**

7. Establish Mills Act compliance and noncompliance protocols and procedures that document and track compliance and follow-up correspondence.
8. Pursue cancellation of habitually noncompliant properties due to non-responsive owners.

### **Goal 3: Expand Program Staffing**

#### **Strategy 1: Provide Additional Staffing to Effectively Manage the Program**

9. Expand staffing to include 1 full-time Architect, 1 full-time City Planning Associate/Assistant, and 1 full-time Management Analyst, utilizing program revenue.

## Goal 4: Refine Program Capacity

### Strategy 1: Establish a Sustainable, Manageable Number of Contracts

10. Enact a cap of 1,500 Mills Act contracts.
11. Record 25 contracts per year to align with the General Plan Housing Element goal.
12. Revise contract term limits to be 20-years for new contracts and not renew existing contracts older than 10 years.

### Strategy 2: Address Program's Fiscal Capacity

13. Update the Mills Act ordinance to eliminate the annual threshold of unrealized property tax revenue.
14. Increase pre-contract assessed value limit for single-family dwellings from \$1,500,00 to \$2,500,000.
15. Separate pre-contract assessed value limits for multi-family buildings from commercial and industrial buildings, and increase pre-contract assessed value limits for multi-family buildings to \$10,000,000.
16. Eliminate the current valuation exemption areas of Hollywood and Greater Downtown Los Angeles, and apply the exemption from property valuation limits to Adaptive Reuse Ordinance projects citywide.

### Strategy 3: Expand Program Eligibility

17. Revise the eligibility requirements to include National and California Register-listed properties, SurveyLA-identified eligible properties, and CPA-, CPIO-, CDO- identified properties.

## Goal 5: Address Program Management

### Strategy 1: Effectively Manage Data and Expand Communication

18. Create a database system to track individual contracts, contract compliance status, inspections, correspondence with contract holders, fee collection, covenanted affordable units, annual assessment valuations, and ownership email addresses and phone numbers.
19. Maintain a list of Mills Act properties on City Planning's website.
20. Communicate annually with all Mills Act program participants to confirm email addresses and contact information.

## Program Equity

### Goal 1: Retain and Preserve Affordable Multi-Family Housing

#### Strategy 1: Prioritize Multi-Family Properties and ARO Projects with Affordable Housing

21. Codify prioritization of applications from multi-family properties and ARO projects with affordable housing components in high barriers to opportunity areas.
22. Track the retention of rental units at affordable rates.
23. Contractually require no net loss of affordable rental units.

#### Strategy 2: Implement tenant anti-displacement safeguard measures

24. Require the preparation of a tenant retention and tenant habitability plan as part of the contract.

### Goal 2: Expand Mills Act Benefit in Areas Facing Higher Barriers to Opportunity

#### Strategy 1: Prioritize New Contracts in Areas Facing Higher Barriers to Opportunity

25. Add new Priority Consideration Criteria for properties in high barriers to opportunity areas.
26. Establish an annual application goal to encourage participation in areas facing higher barriers to opportunity.
27. Collect socio-demographic data as part of the application to assess equity among applicants.

#### Strategy 2: Prioritize Outreach to Underserved Areas

28. Prepare and implement a strategic outreach plan that provides education, access, and multilingual support to equity priority implementation areas.
29. Identify dedicated equity-related funding sources.

#### Strategy 3: Lessen Barriers to Program Participation

30. Reduce or eliminate application fees for properties located in equity priority areas.
31. Exempt citywide equity priority properties from the assessed valuation limits.
32. Provide for program assessments every five years to ensure program goals and efficacy are being met.