


Memorandum



Date: July 13, 2022

To: Honorable Chairman Jose “Pepe” Diaz
and Members, Board of County Commissioners

From: Daniella Levine Cava
Mayor 

Subject: Memo in Response to Item 7A Supplement on Today’s Chairman’s Council of Policy Agenda

My Administration is working to expeditiously review the Board of County Commissioners’ (the Board’s) previous conveyances of County-owned land for infill housing development. As stated in the Commission Auditor’s report responding to Board Directive No. 221242, my Administration is working collaboratively with the Commission Auditor and the County Attorney to determine whether any obstacles exist to exercising the County’s reversionary interest in previously conveyed land that has not been developed pursuant to Board rules.

While this review of previously conveyed properties is ongoing, my Administration has also taken additional steps to address identified issues within the previous Administration of the Infill Program.

Steps taken by the Administration:

- The Internal Services Department (ISD) is adding six new staff positions to ensure compliance with Board resolutions, including monitoring and enforcement of the terms of surplus property conveyances and leases.
- ISD has contacted recipients of County property to provide the status of efforts to develop and/or confirm uses for ISD-managed properties in compliance with Board resolutions. As this analysis is accomplished, where appropriate, curative action or reverter enforcement will take place and ISD will advise the Board of this follow-up as it occurs.
- In partnership with the County Attorney’s Office, ISD has developed a new Standard Operating Procedure (SOP) to ensure adherence with Implementing Order 8-4.
- Public Housing and Community Development (PHCD) will be issuing letters of non-compliance and a 30-day notice-to-cure for 142 infill properties to owners/developers by Friday, July 15, 2022.
- To shore-up the monitoring staff of the Infill Program, there will be four new staff positions in PHCD in the next fiscal budget.

My Administration has also been engaged in a separate, more extensive study, of all underused County-owned land that could be used for affordable or workforce housing. This analysis will result in a comprehensive plan and recommendation to the Board for the deployment of County-owned land to address our community’s most pressing challenge – housing affordability.

c: Geri Bonzon-Keenan, County Attorney
Gerald K. Sanchez, First Assistant County Attorney
Jess M. McCarty, Executive Assistant County Attorney
Office of the Mayor Senior Staff
Edward Marquez, Chief Financial Officer
Jimmy Morales, Chief Operations Officer
Morris Copeland, Chief Community Services Officer

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Felix Jimenez, Inspector General, Office of the Inspector General
Cathy Jackson, Director, Audit and Management Services
Michael Liu, Director, Public Housing and Community Development
Alex Muñoz, Director, Internal Services Department
Pedro J. Garcia, Property Appraiser, Office of the Property Appraiser
Basia Pruna, Director, Clerk of the Board
Jennifer Moon, Chief, Office of Policy and Budgetary Affairs
Yinka Majekodunmi, Commission Auditor