



AGENDA AND NOTICE OF THE SPECIAL MEETING OF THE
SAN GABRIEL VALLEY REGIONAL HOUSING TRUST FUND BOARD OF
DIRECTORS
MONDAY MAY 18, 2026, 11AM
SGVCOG Office

1333 S. Mayflower Avenue, Suite 360 Monrovia, CA 91016
Zoom Link: <https://us06web.zoom.us/j/85845098920>

SGVRHT Officers

Chair, Emmanuel Estrada
Vice-Chair, Adele Andrade-Stadler

Representatives

Northeast Representative
Karen Davis, Glendora

Northwest Representative
Becky Shevlin, Monrovia

Central Representative
Emmanuel Estrada, Baldwin Park
Brian Gutierrez, West Covina (Alternate)

Southeast Representative
Andrew Chou, Diamond Bar

Southwest District
Adele Andrade-Stadler, Alhambra

At-Large Representatives
Thomas Wong, Monterey Park (Delegate)
Jed Leano, Claremont (Delegate)

Housing/Homeless Experts
Anne Turner
Alma Martinez
Craig Hensley (Alternate)

Members

- Alhambra
- Arcadia
- Azusa
- Baldwin Park
- Claremont
- Covina
- Diamond Bar
- Duarte
- El Monte
- Glendora
- Industry
- Irwindale
- La Cañada Flintridge
- La Verne
- Monrovia
- Montebello
- Monterey Park
- Pasadena
- Pomona
- Rosemead
- San Gabriel
- South El Monte
- South Pasadena
- Temple City
- West Covina

Thank you for participating in today's meeting. The Board of Directors encourages public participation and invites you to share your views on agenda items.

MEETINGS: The agenda packet is available at the San Gabriel Valley Council of Government's (SGVCOG) Monrovia Office, 1333 S. Mayflower Avenue, Suite 360, Monrovia, CA, and on the website, sgvrht.org. Copies are available via email upon request (sgv@sgvcoq.org). A copy of the agenda is also posted for public viewing at the entrance of the SGVCOG Monrovia Office Building. Any additional agenda documents that are distributed to a majority of the Board after the posting of the agenda will be available for review in the SGVCOG office during normal business hours and on the SGVCOG website noted above.

PUBLIC PARTICIPATION: Your participation is welcomed and invited at all Board of Directors meetings. Time is reserved at each regular meeting for those who wish to address the Board. SGVRHT requests that persons addressing the meeting refrain from making personal, slanderous, profane or disruptive remarks. A person who continues to disrupt the orderly conduct of the meeting, after being warned by the Board Chair or designee to cease the disruption, may be precluded from further participation in the meeting.

TO ADDRESS THE COMMITTEE: All public comments will be taken during the public comment portion of the agenda. At a regular meeting, the public may comment on any agenda item as well as on any matter within the subject matter jurisdiction of the SGVRHT that is not listed on the agenda during the public comment period at the beginning of the agenda. At a special meeting, the public may only comment on items that are on the agenda. Members of the public are requested, but not required, to state their name prior to speaking. Comments are limited to a maximum of three minutes per person. The Board President may impose additional time limits if a large number of members of the public seek to provide public comment. Except in limited situations, the Committee may not take action on items not appearing on the agenda and/or discuss them at length.

If you would like to provide a public comment during a Committee meeting, please see "Instructions for Public Comments" below.

AGENDA ITEMS: The Agenda contains the regular order of business of the Board of Directors. Items on the Agenda have generally been reviewed and investigated by the staff in advance of the meeting so that the Board of Directors can be fully informed about a matter before making its decision.



In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the SGVCOG office at (626) 457-1800. Notification 48 hours prior to the meeting will enable the SGVCOG to make reasonable arrangement to ensure accessibility to this meeting.



SGVRHT Board of Directors Special Meeting
Monday May 18, 2026 – 11:00 AM

CONSENT CALENDAR: Items listed on the Consent Calendar are considered to be routine and will be acted upon by one motion. There will be no separate discussion on these items unless a Board member or citizen so requests. In this event, the item will be removed from the Consent Calendar and considered after the Consent Calendar. If you would like an item on the Consent Calendar discussed, simply tell Staff or a member of the Board of Directors.

TELECONFERENCE LOCATIONS: State law allows Board Representatives to teleconference from remote locations as long as certain conditions are met, including listing the teleconference locations in the agenda. The following locations are hereby noticed as teleconference locations, which are accessible to the public for the purposes of observing this meeting and/or addressing the Governing Board.

Thomas Wong (At Large Delegate) Monterey Park City Hall 320 W Newmark Ave. Monterey Park, CA 91754	Dr. Anne K. Turner (Housing/Homeless Expert) Claremont Lincoln University 150 W. First Street Claremont, CA 91711
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Instructions for Public Comments: For those wishing to make public comments on agenda and non-agenda items, but within the SGVRHT’s subject matter jurisdiction, you may submit written comments via email or provide a verbal comment by participating through Zoom.

- **Written Comments (Email):** If you wish to submit written public comments to be distributed to the committee members prior to or during the meeting, please submit these materials via email to Brielle Salazar at bsalazar@sgvrht.org at least 1 hour prior to the scheduled meeting time. Please indicate in the Subject Line of the email “FOR PUBLIC COMMENT.” Emailed public comments will be read into the record and will be part of the recorded meeting minutes. Written public comments may include, but are not limited to letters, reports, and presentations.
- **Verbal Comments (In Person):** If you would like to make a public comment at the Board of Directors meeting location, please fill out a public comment card. Comment cards will be made available to you by staff at the entrance to the meeting room. If you are attending the meeting at a noticed teleconference location and would like to make a public comment, please raise your hand at the beginning of the Public Comment portion of the meeting.
- **Verbal Comments (Zoom):** Through Zoom, you may provide a verbal comment by using the web interface “Raise Hand” feature. Please raise your hand at the beginning of the Public Comment portion of the meeting. You will then be called upon to provide your verbal comments.

SGVRHT Board of Directors Special Meeting
 Monday May 18, 2026 – 11:00 AM

PRELIMINARY BUSINESS

5 MINUTES

1. Call to Order
2. Roll Call
3. Public Comment *(If necessary, the President may place reasonable time limits on all comments)*
4. Changes to Agenda Order: Identify emergency items arising after agenda posting and requiring action prior to next regular meeting.

CONSENT CALENDAR

5 MINUTES

5. Board of Directors Meeting Minutes – **Page 1**
Recommended Action: Adopt Board of Directors meeting minutes.
6. FY 2025 SGVRHT Financial Audit – **Page 3**
Recommended Action: Receive and file.
7. FY 2025-2026 Budget Amendment – **Page 5**
Recommended Action: Adopt Resolution 26-03 to approve Amendment #2 to the FY 2025-2026 budget.

ACTION ITEMS

20 MINUTES

8. SGVRHT FY 26-27 Budget and Proposed FY 26-27 Administrative Fee – **Page 7**
Recommended Action: 1.) Adopt Resolution 26-04 adopting an amended FY26-27 administrative and affiliate fee schedule, and 2.) Adopt Resolution 26-05 adopting the FY 26-27 Budget
9. Update San Gabriel Valley Regional Housing Trust (SGVRHT) Board of Directors Election and Appointment Process – **Page 11**
Recommended Action: Adopt Resolution 26-06 approving the updated San Gabriel Valley Regional Housing Trust Election and Appointment Process
10. Measure A PPO Awards – **Page 17**
Recommended Action: Adopt Resolution 26-07 authorizing the Executive Director to negotiate and execute Letters of Commitment of Measure A Production, Preservation, and Ownership (PPO) Funds to the following projects as follows:

Project Name	City	Funding Award
<i>Mariposa</i>	<i>Alhambra</i>	<i>\$3,000,000</i>
<i>405 S Del Mar</i>	<i>San Gabriel</i>	<i>\$7,400,000</i>
<i>El Centro Senior</i>	<i>South Pasadena</i>	<i>\$4,400,000</i>
<i>BLVD</i>	<i>Montebello</i>	<i>\$10,160,220</i>
Total		\$24,960,220

UPDATE ITEMS

5 MINUTES

11. Chair’s Report
12. Executive Director’s Report
13. General Counsel’s Report

ADJOURN

**San Gabriel Valley Regional Housing Trust Board Meeting
April 16th, 2026
Unapproved Minutes**

SGVRHT Board of Directors Unapproved Minutes

Date: April 16, 2026
Time: 3:00 PM
Location: SGVRHT Office in Monrovia and Virtual Meeting

PRELIMINARY BUSINESS

1. Call to Order
Chair Leano called the meeting to order at 3:00 pm.

2. Roll Call
A quorum was in attendance.

Members

Jed Leano, At-Large Member
Becky Shevlin, Northwest District
Karen Davis, Northeast District
Andrew Chou, Southeast District
Emmanuel Estrada, Central District
Anne K. Turner, Housing/Homeless Expert
Adele Andrade-Stadler, Southwest District
Thomas Wong, Southwest District Alternate

Members Absent

Alma Martinez, Housing/
Homeless Expert
Craig Hensley, Housing/
Homeless Expert Alternate

Staff

M. Creter, Executive Director, SGVRHT
M. Daudt, General Counsel
B. Salazar
S. Pederson

3. Public Comment
There was no public comment.
4. Changes to Agenda Order
There were no changes to the agenda order.

CONSENT CALENDAR

- 5. Board of Directors Meeting Minutes
Action: Adopt Board of Directors meeting minutes.
- 6. FY 25-26 Annual Report
Action: For information only.
- 7. Pipeline Update
Action: Adopt Resolution 26-01 adopting the Project Pipeline.
- 8. LACAHSAs Production, Preservation, and Ownership (PPO) FY 26-27 Funds
Action: Authorize staff to award LACAHSAs Measure A FY 26-27 PPO New Construction funds (currently estimated at \$12,559,265) as part of the current notice of funding availability (NOFA).
- 9. Pipeline Funding
Action: Adopt Resolution 26-02 adding \$4,065,000 in capital funds to the Project Pipeline.

There was a motion to approve Consent Calendar Items 5-9.

(M/S: Turner, Andrade-Stadler) [Motion Passed]

AYES:	Leano, Shevlin, Turner, Andrade-Stadler, Chou, Davis, Estrada, Wong
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San Gabriel Valley Regional Housing Trust Board Meeting

April 16th, 2026

Unapproved Minutes

NOES:	
ABSTAIN:	
ABSENT:	Martinez

ACTION ITEM

10. Chair and Vice Chair Elections

There was a motion to appoint Emmanuel Estrada as Chair and Adele Andrade-Stadler as Vice Chair.

(M/S: Shevlin, Davis) [Motion Passed]

AYES:	Leano, Shevlin, Turner, Andrade-Stadler, Chou, Davis, Estrada, Wong
NOES:	
ABSTAIN:	
ABSENT:	Martinez

ADJOURN

The meeting adjourned at 3:30 PM.

REPORT

DATE: May 18, 2026
TO: Board of Directors
FROM: Marisa Creter, Executive Director
RE: **FY 2025 SGVRHT FINANCIAL AUDIT**

RECOMMENDED ACTION

Receive and file.

BACKGROUND

The SGVRHT's auditors Badawi & Associates completed a comprehensive audit of the financial statements for the SGVRHT for the fiscal year ending on June 30, 2025. Attachment A contains the auditor's full report.

DISCUSSION

The audit shows a net position of \$30,936,588, which means assets exceed liabilities by this amount. SGVRHT assets include receivables and the value of the SGVRHT owned property in San Gabriel. The Fiscal Year 2024 net position is \$6,114,648 greater than the 2024 Fiscal Year. This change is largely attributed to an increase in notes receivable, representing the loans that have been made through the Pipeline and Revolving Loan Fund programs and their future repayments.

Prepared by: *Brielle Salazar*
Brielle Salazar
Regional Housing Trust Manager

Approved by: *Marisa Creter*
Marisa Creter
Executive Director

ATTACHMENT

[Attachment A – Basic Financial Statements and Independent Auditor's Report Year Ended June 30, 2025](#)

REPORT

DATE: May 18, 2026
 TO: Board of Directors
 FROM: Marisa Creter, Executive Director
 RE: **FY 2025-2026 BUDGET AMENDMENT**

RECOMMENDED ACTION

Adopt Resolution 26-03 to approve Amendment #2 to the FY 2025-2026 budget.

BACKGROUND

The SGVRHT follows a fiscal year from July 1st through June 30th and adopts its budget in the second quarter of each year. The SGVRHT Board approved the FY 2025-2026 budget in March 2025. The Budget is divided into Operating Budget and Capital (Grants and Lending) Budget to differentiate program administration from grants and loans to affordable housing projects.

DISCUSSION

Staff proposes the amendment to the Operating Budget below. The proposed Amendment removes anticipated operational funding tied to Production, Preservation and Ownership (PPO) funding from the Los Angeles County Affordable Housing Solutions Agency (LACAHSAs) as this funding will be retained by SGVCOG to pay for staff and consultant services. Staffing costs covered by this source will result in a reduction to the staffing agreement between SGVCOG and SGRVHT.

	Original	Proposed Amendment	Notes
Operating Revenue	\$1,040,184	\$841,470	Reduces SGVCOG passthrough administrative funding for Measure A PPO staffing and consultant costs to implement the program based on actual expenditures ¹ ; reflects the actual interest and loan fees collected
Operating Expenses	\$1,035,000	\$822,500	Reduced to reflect Measure A PPO work completed this fiscal year.
Net Income (Loss)	\$5,184	\$18,970	

¹ SGVCOG is the eligible jurisdiction for LACAHSAs Measure A PPO funds and is able to allocate funds to the SGVRHT. The SGVRHT holds contracts with its technical assistance consultant and legal counsel. The SGVCOG will provide passthrough funds to cover the Measure A eligible expenses included in these contracts.

REPORT

The proposed amendment to the Capital (Grants and Lending) Budget removes the anticipated Measure A PPO capital funds that will instead be included in the upcoming FY26-27 budget to align with the PPO NOFA released by SGVRHT in January 2026. The combined total to be awarded in FY 26-27 will be an estimated \$24,960,220, combining this fiscal year’s Measure A allocation and next year’s allocation of an anticipated \$12,559,265.

	Original	Proposed Amendment	Notes
Sources	\$19,456,548	\$9,741,052	Removes \$11,500,000 in anticipated funding from Measure A revenue to align with receipt of LACAHSAs PPO funding and the PPO NOFA released in January 2026.
Uses	\$19,456,548	\$9,741,052	Reduces loan programs by a like amount to reflect that awards will be made in FY 26-27.
Net Income (Loss)	\$0	\$0	

Additional detail can be found in Attachment A.

Prepared by: *Brielle Salazar*
 Brielle Salazar
 Regional Housing Trust Manager

Approved by: *Marisa Creter*
 Marisa Creter
 Executive Director

ATTACHMENTS

[Attachment A – Resolution 26-03 Adopting the Amended SGVRHT FY 2025-2026 Budget](#)

REPORT

DATE: May 18, 2026

TO: Board of Directors

FROM: Marisa Creter, Executive Director

RE: **SGVRHT ANNUAL ADMINISTRATIVE AND AFFILIATE FEE CREDIT AND FY26-27 BUDGET**

RECOMMENDED ACTIONS

- 1) Adopt Resolution 26-04 adopting an amended FY26-27 administrative and affiliate fee schedule, and
- 2) Adopt Resolution 26-05 adopting the FY 26-27 Budget

BACKGROUND

Membership fee structure

At its December 1, 2025 meeting, the San Gabriel Valley Regional Housing Trust (SGVRHT) Board of Directors adopted an amended fee schedule reducing dues for cities that dedicated capital funds such as Permanent Local Housing Allocation (PLHA) to the SGVRHT. Since this action was taken, staff have prepared the FY 26-27 budget and analyzed anticipated operational revenues and expenses including funding to implement the Measure A Production, Preservation, and Ownership (PPO) program. As PPO funds represent the largest capital funding source for the SGVRHT, staff time will be proportionally charged to this source. To recognize the impact of this ongoing administrative revenue and to acknowledge city collaboration and investment, staff propose an amended dues schedule reducing dues for cities that provide capital funds and also for cities that do not have an SGVRHT funded project.

The SGVRHT is actively managing and seeking non-Measure A capital sources such as Community Project Funding (Federal), PLHA, and the Revolving Loan Fund (RLF). To support these efforts and to continue innovating, dues will serve as an unrestricted source supporting the essential work of the SGVRHT including staffing and operating expenses that cannot be directly charged to a grant, travel, staff development, and certain consulting expenses. Examples of these expenses are provided below:

- Conference and travel budget
- Consultant support for non-Measure A loans and programs
- In kind labor for affiliated nonprofit
- Legal
- Audit
- Insurance
- Indirect staffing costs that cannot be charged to a grant such as human resources, accounting, administrative services, and rent

Annual Budget Process

In accordance with the SGVRHT’s bylaws, the Board of Directors shall adopt the annual budget prior to July 1 of each calendar year. The SGVRHT follows a fiscal year from July 1st through June 30th. The FY26-27 Budget is divided into Operating Budget and Capital (Grants and Lending) Budget to differentiate program administration from grants and loans to affordable housing projects. The operating budget includes member dues, loan fees, and grant administration income from the Local Housing Trust Fund (LHTF) program which support staffing and consultant expenses. The capital budget reflects Measure A Production, Preservation, and Ownership (PPO) funds¹, Community Project Funds (Federal), and Permanent Housing Allocation (PLHA) from Los Angeles County which will provide loans and grants to affordable and homeless housing projects. The proposed FY26-27 Budget is included in Attachment A and the accompanying workplan is included as Attachment B. As the amount of dues collected will directly affect the SGVRHT FY 26-27 operating budget, these actions are presented jointly in this staff report.

DISCUSSION

During the initial Joint Powers Authority (JPA) discussions with cities as the SGVRHT was formed, member dues were agreed upon to support key staffing and operations to ensure the agency could operate annually. Two levels of membership were established: 1) affiliate membership which demonstrates a commitment to affordable housing in the region with a modest fee but does not provide project funding or board representation, and 2) full membership which provides the opportunity for project funding and board representation. The SGVRHT currently has 25 members, including 4 affiliate members, and has funded projects in 9 cities.

Staff recommends reducing dues for full member cities without funded projects, affiliate member cities that provide capital contributions, and full member cities that provide capital contributions. To reflect the ongoing monitoring costs associated with funded projects, no reductions are recommended in cities with funded projects except in the event of capital funds contributions. To date, staff have received capital contributions from the cities of Duarte (full member with funded project), La Canada Flintridge (affiliate member), and Monrovia (full member without a funded project).

A summary of proposed amended annual administrative fees for full members and affiliate members is below followed by a summary of project funding received per jurisdiction:

Annual Administrative Fee Proposed Update

Member Type	Funded Project	Capital contribution	Dues reduction
Full member	Yes	No	None
Full member	No	No	Affiliate fee
Full member	No	Yes	Waived

¹ Administrative funding for staff and consultant expenses to implement this program will be retained by SGVCOG. In FY27-28 the SGVCOG will pay consultant invoices directly for this work and will pay PPO staff time, thereby reducing the amount of labor charged per Master Services Agreement between the agencies.

Full member	Yes	Yes	50%
Affiliate	N/A	No	Affiliate Fee
Affiliate	N/A	Yes	\$0

Actual Dues For Each Member City Under Proposed Amendment

Member Type	City	Current Dues	Proposed Dues	Funded Project Y/N	Capital Contribution Y/N
Full	Alhambra	\$22,547.62	\$23,224.05	Y	N
Full	Azusa	\$16,910.72	\$17,418.04	Y	N
Full	Baldwin Park	\$22,547.62	\$23,224.05	Y	N
Full	Claremont	\$16,910.72	\$17,418.04	Y	N
Full	El Monte	\$28,184.53	\$29,030.07	Y	N
Full	Montebello	\$22,547.62	\$23,224.05	Y	N
Full	Pomona	\$28,184.53	\$29,030.07	Y	N
Full	San Gabriel	\$16,105.45	\$16,588.61	Y	N
Full	South Pasadena	\$11,273.81	\$11,612.02	Y	N
Full	Duarte	\$11,273.81	\$5,806.01	Y	Y
Full	Arcadia	\$16,910.72	\$3,483.61	N	N
Full	Covina	\$16,910.72	\$3,483.61	N	N
Full	Diamond Bar	\$16,910.72	\$3,483.61	N	N
Full	Glendora	\$16,910.72	\$3,483.61	N	N
Full	Irwindale	\$11,273.81	\$2,322.40	N	N
Full	La Verne	\$16,910.72	\$3,483.61	N	N
Full	Monterey Park	\$16,105.45	\$3,483.61	N	N
Full	Rosemead	\$28,658.52	\$3,483.61	N	N
Full	South El Monte	\$11,273.81	\$2,322.40	N	N
Full	West Covina	\$28,184.53	\$5,806.02	N	N
Full	Monrovia	\$16,910.72	\$0	N	Y
Affiliate	Industry	\$2,254.76	\$2,322.40	N	N
Affiliate	Pasadena	\$5,636.91	\$5,806.02	N	N
Affiliate	Temple City	\$3,382.14	\$3,483.71	N	N
Affiliate	La Canada Flintridge	\$2,254.76	\$0	N	Y

Total SGVRHT Funding Awarded to Projects per Member City

Member City	Funding Awarded to Projects ²	Projects Funded
Alhambra	\$6,152,500	Lantern Terrace, Mariposa (RLF, LHFT)
Azusa	\$336,000	Angeleno

² Prior to proposed awards at today’s board meeting which will increase the amount awarded to several cities with funded projects. Housing Innovation grant funding provided to service providers or for project evaluation is not included in the calculation and would increase the amounts provided to Azusa, Baldwin Park, Duarte, Montebello, and Pomona.

Baldwin Park	\$5,250,000	Baldwin Park Apartments, Torch Street, Esperanza Villa*, Serenity Homes*
Claremont	\$6,901,223	Larkin Place, Mercy Claremont
Duarte	\$4,460,000	Gabrielino Place (RLF, LHTF)
El Monte	\$3,247,807	Willow Way, Plaza Ortiz
Montebello	\$9,100,000	Vista de JJ Rodrigez, BLVD (RLF, CPF), OSS
Pomona	\$5,899,100	Prisma Artist Lofts (LHTF), Garey Ave (RLF), Villa Esperanza
San Gabriel	\$7,915,000	405 S Del Mar (RLF, LHTF, land)
South Pasadena	\$2,000,000	El Centro (RLF)

*capital funding only included in calculation

City Capital Contributions FY26-27

Member City	Amount	Source
Duarte	\$54,369	PLHA
La Canada Flintridge	\$26,382	PLHA
Monrovia	\$110,372	PLHA
TOTAL	\$191,123	

NEXT STEPS

If approved, this policy would be applied to administrative and affiliate fees for FY 2026-2027 and staff will incorporate the amended rates into the FY26-27 invoices sent to cities. The ability to provide a dues offset will be reconsidered annually and the Board can reconsider this approach as part of the FY27-28 budget.

Prepared by: *Brielle Salazar*
 Brielle Salazar
 Regional Housing Trust Manager

Approved by: *Marisa Creter*
 Marisa Creter
 Executive Director

ATTACHMENTS

- [Attachment A – Resolution 26-04](#)
- [Attachment B – Resolution 26-05](#)
- [Attachment C – FY26-27 Workplan](#)

REPORT

DATE: May 18, 2026

TO: SGVRHT Board of Directors

FROM: Marisa Creter, Executive Director

RE: **UPDATE SAN GABRIEL VALLEY REGIONAL HOUSING TRUST (SGVRHT) BOARD OF DIRECTORS ELECTION AND APPOINTMENT PROCESS**

RECOMMENDED ACTION

Adopt Resolution 26-06 approving the updated San Gabriel Valley Regional Housing Trust Election and Appointment Process.

BACKGROUND

SB 751 (Rubio) established that the San Gabriel Valley Regional Housing Trust (SGVRHT) would be governed by a nine-member Board of Directors – made up of seven elected officials that serve on the Governing Board that represent jurisdictions that are parties to the SGVRHT joint powers agreement and two housing/homeless experts – appointed by the SGVCOG Governing Board.

In September 2020, Governor Newsom signed SB 1212 (Rubio) which updated the requirements to serve on the SGVRHT Board of Directors and provided a requirement for staggered term lengths. The updated requirements to serve on the SGVRHT Board of Directors are as follows:

- 1) Seven Directors who are local elected officials from the County of Los Angeles or members of a city council from a city that is a member of the San Gabriel Valley Council of Governments that represents either of the following (i) a County of Los Angeles board of supervisor district that is located wholly or partially within the territory of the San Gabriel Valley Council of Governments, provided the County of Los Angeles is a Party to the Agreement; or (ii) a city that is a Party to the Agreement.
- 2) Two Directors that are experts in homeless or housing policy with five years of experience in multiple jurisdictions. The experts cannot be elected officials or staff from a jurisdiction that currently has a representative on the board of directors.

In addition, SB 1212 stated that that five (5) Directors should be appointed in odd-numbered years and four (4) Directors should appointed in even-numbered years. Seats were assigned to odd or even year via randomized lot as required in SB 1212.

Subsequently, SGVCOG adopted Resolution 21-12, which established the updated San Gabriel Valley Regional Housing Trust Election Process, incorporating the changes required by SB 1212. In summary, the election process required interested applicants submit an application. Five of the seven Jurisdictional Representatives represent a “District Seat” and two are at At-Large. For District Seats, in the event of an election, cities in that district had the opportunity to submit a ranked list of the proposed candidates.

REPORT

There was no equivalent process for the At-Large seats. The applications and district ranked lists were then provided to the SGVCOG Executive Committee for review. The Executive Committee recommended a slate of appointments for all seats for final consideration by the SGVCOG Governing Board.

In February 2026, the SGVCOG Governing Board adopted Resolution 26-03 to update the process of SGVRHT appointments by rescinding Resolution 21-12 and establishing the following:

- Transfer responsibility for soliciting nominations and recommending a slate of delegates and alternates to the SGVCOG Governing Board for final appointment annually, or as vacancies arise, to the SGVRHT Board of Directors;
- Retain its authority and mandate to appoint the recommended slate of delegates and alternates to the SGVRHT Board of Directors. In so doing, the SGVCOG Governing Board shall not interfere with or otherwise change the recommendations provided by the SGVRHT Board of Directors; and
- Retain its authority and mandate to appoint delegates to fill a vacancy on the SGVRHT Board of Directors within 60 days.

UPDATED SGVRHT APPOINTMENT PROCESS

To implement the action by the SGVCOG Governing Board, staff is proposing several updates to the SGVRHT election and appointment process. Specifically, the revised SGVRHT Election and Appointment Procedures include the following modifications:

- 1) *Convert Jurisdictional Representative District Seats to At-Large Representatives:*
 The District based appointment system is not required as part of the SGVRHT statute and can create unnecessary competition amongst interested candidates. The issue of jurisdictional equity, which was a concern at the inception of the election process, has proven a non-issue. In fact, some districts have consistently had more interested individuals than seats, and other districts have had difficulty finding sufficient interested individuals to fill both the delegate and alternate seats. The district system may keep qualified and enthusiastic candidates from joining the SGVRHT Board simply because they are from the same district as another qualified candidate. As a result, staff are recommending that the District Seats be converted to numerical At-Large Seats based on the following:

Existing Seat	Current Representative	Updated Seat	Appointment Term
Northeast	Karen Davis, City of Glendora	1	2025-2027 (Odd)
Northwest	Becky Shevlin, City of Monrovia	2	2024-2026 (Even)
Southeast	Andrew Chou, City of Diamond Bar	3	2025-2027 (Odd)
Southwest	Adele Andrade-Stadler, City of Alhambra	4	2025-2027 (Odd)
Central	Delegate: Emmanuel Estrada, City of Baldwin Park Alternate: Brian Gutierrez, City of West Covina	5	2025-2027 (Odd)
At-large Representative (2)	Thomas Wong, City of Monterey Park	6	2024-2026 (Even)

REPORT

At-large Representative (1)	Jed Leano, City of Claremont	7	2025-2027 (Odd)
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2) *Update responsibility for soliciting nominations to the SGVRHT Board of Directors and establish an Application Review Committee for evaluating nominations:* This update will allow nominations and for all seats to go through the SGVRHT Board of Directors prior to final appointment to the SGVCOG Governing Board. The Application Review Committee will be composed of members as follows:

- *For the jurisdictional seats:* Both Housing and Homeless Expert representative as well as the RHT Chair. If the RHT Chair’s seat is up for appointment, the RHT Vice-Chair shall serve. If both the RHT Chair and Vice-Chair’s seats are up for appointment, the most long-tenured jurisdiction representative on the RHT Board of Directors whose seat is up not up for appointment shall serve.
- *For the Housing and Homeless Expert Chair:* The RHT Chair, Vice-Chair, and one additional jurisdictional representative to be selected by the Chair.

The Application Review Committee will complete its evaluation, as follows:

- a. In the event the nominations received are equal to or less than the number of vacancies, the Application Review Committee will recommend these nominations for appointment to the SGVRHT, which will then submit nominees to the SGVCOG Governing Board.
- b. If there are more nominations received than open positions, the Application Review Committee will determine the nominees to submit to the SGVRHT Board, which will then submit nominees to the SGVCOG Governing Board. The Review Committee may establish a scoring system to evaluate the nominations to account for geographic equity and population size.

3) *Assign Alternates to serve on a specific jurisdictional seat or Housing/Homeless Expert Seat and allow jurisdictional representatives to select alternates.* Currently, appointed alternates may vote in place of any missing jurisdictional representative delegate. For clarity, staff is recommending that alternates be appointed to a specific jurisdictional (At-Large) seat or Housing/Homeless Expert seat. Alternate appointments will be made by reviewing all of the candidates that were not recommended for any seat up for nomination. If there are not sufficient applicants to fill the alternate positions for any at-large seats, the delegate of the at-large seat with an alternate vacancy may appoint an alternate from its Member agency’s governing body. For Housing/Homeless Expert alternate seats, the SGVRHT Board can solicit additional applications at its discretion for alternates if there are not enough applications received in the initial call for nominations to appoint alternates. The term dates for the alternate will be the same as the delegate, regardless of when the alternate is appointed.

4) *Implement the updated At-Large nominations and election process starting with the 2027-2029 call for nominations:* Staff is recommending this because 4 of the 5 district seats are elected in odd years, so waiting to implement the fully at-large representation system will allow for an easier implementation process. In 2026, the appointment process will remain as is, with the Northwest seat being limited to eligible cities within the Northwest District (Arcadia, Bradbury, Duarte, La Canada

REPORT

Flintridge, Monrovia, Pasadena, San Marino, Sierra Madre) and At-Large Seat #2 being open to all RHT member agencies.

NEXT STEPS

Staff recommend implementing the updates related to the At-Large seat appointments starting with the 2027-2029 call for nominations. All other proposed updates to the SGVRHT appointment and election process will be implemented upon approval by the SGVRHT Board of Directors, including the updates related to the SGVRHT Board soliciting nominations and establishment of an Application Review Committee. This will allow staff to initiate the call for nominations process for the upcoming end of term (June 2026) for the even appointment seats using the existing district-based seat, while still allowing the SGVRHT board the ultimate authority to recommend the final recommendations to the SGVCOG Governing Board.

The schedule to roll out the updated call for nomination process is outlined below.

Schedule (Even Year Appointments, 2026-2028 Term):

Call for Nominations Released (Even Appointment Year)	May 19, 2026
Nominations Due	June 3, 2026
Applications Distributed to Application Review Committee	June 4, 2026
Application Review Committee Recommendations Due	June 9, 2026
SGVRHT Board Application Review	Week of June 15, 2026
Governing Board SGVRHT Appointments	June 25, 2026

Schedule (Odd Year Appointments, 2027-2029 Term):

Call for Nominations Released (Odd Appointment Year)	March 1, 2027
Nominations Due	March 16, 2027
Applications Distributed to Application Review Committee	March 17, 2027
Application Review Committee Recommendations Due	March 24, 2027
SGVRHT Board Application Review	April 2027 Meeting
Governing Board SGVRHT Appointments	May 20, 2027

Prepared by: Brielle Salazar
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 Regional Housing Trust Manager

Approved by: Marisa Creter
 Marisa Creter
 Executive Director

REPORT

ATTACHMENT

[Attachment A - Resolution 26-06 Updated San Gabriel Valley Regional Housing Trust Election Process](#)

REPORT

DATE: May 18, 2026
 TO: Board of Directors
 FROM: Marisa Creter, Executive Director
 RE: **MEASURE A PPO AWARDS**

RECOMMENDED ACTION

Adopt Resolution 26-07 authorizing the Executive Director to negotiate and execute Letters of Commitment of Measure A Production, Preservation, and Ownership (PPO) Funds to the following projects as follows:

Project Name	City	Funding Award
Mariposa	Alhambra	\$3,000,000
405 S Del Mar	San Gabriel	\$7,400,000
El Centro Senior	South Pasadena	\$4,400,000
BLVD	Montebello	\$10,160,220
Total		\$24,960,220

BACKGROUND

At its December 1, 2025 meeting, the San Gabriel Valley Regional Housing Trust (SGVRHT) Board of Directors approved the release of a Measure A Production, Preservation, and Ownership (PPO) NOFA for its FY 25-26 Los Angeles County Affordable Housing Solutions Agency (LACAHSAs) PPO New Construction funds totaling \$12,480,955. The NOFA was released in January and resulted in \$45,061,600 in funding requests. Subsequently, at its April 16, 2026 meeting, the Board of Directors authorized the Executive Director to award FY 26-27 PPO New Construction funds, which are currently estimated at \$12,559,265, to eligible projects identified through the PPO NOFA to support shovel ready project and meet the 3 year LACAHSAs expenditure deadline for PPO funds. The San Gabriel Valley Council of Governments (SGVCOG) directly receives the Measure A funding from LACAHSAs and allocates the PPO funds to the SGVRHT to implement. SGVCOG took action at their April 2026 meeting to authorize the Executive Director to submit the Measure A PPO budget to LACAHSAs, which included the approach to award funds from both fiscal years in this current NOFA round, resulting in the availability of \$24,960,220¹ in PPO New Construction funds to award to eligible affordable housing projects that responded to the NOFA.

The NOFA was released on January 20, 2026 and 6 applications were received by the February 20, 2026 deadline. All 6 projects also applied directly to LACAHSAs for their PPO NOFA. SGVRHT PPO awards were originally contemplated for April, but were postponed to align with the amended LACAHSAs timeline which announced its recommended awards in late April. As the projects had requested residual receipts loans from both sources, it

¹ This figure represents the anticipated total from both fiscal years, \$25,040,220, minus \$80,000 in staff administration expenses.

REPORT

was anticipated that any project awarded LACAHSAs funds may not require SGVRHT funds or would likely need a smaller allocation of SGVRHT’s funds, allowing SGVRHT to award funding to more projects, or to projects that did not receive LACAHSAs funds. Below is a summary of the applications received and the amount of funding requested:

Project Name	Developer	Jurisdiction	Funding Request
Aldersgate Place	Wakeland Housing	Covina	\$10,000,000
BLVD	Cesar Chavez Foundation	Montebello	\$12,000,000
El Centro Senior	Related	South Pasadena	\$4,400,000
Mariposa	Cesar Chavez Foundation	Alhambra	\$3,000,000
Mercy Claremont	Mercy Housing	Claremont	\$8,261,600
405 S Del Mar	Related	San Gabriel	\$7,400,000
Total			\$45,061,600

The applications were reviewed by SGVRHT staff and technical consultants, Harris & Associates. Scoring criteria included:

- Developer Experience
- Developer Financial Strength
- Loan to Cost Ratio
- Debt Service Coverage Ratio
- Reserves
- Onsite Services
- Public Fund Leveraging

Based on the scoring criteria, the projects were ranked as follows:

1. Mercy Claremont (Claremont)
2. Mariposa (Alhambra)
3. 405 S Del Mar (San Gabriel)
4. El Centro (South Pasadena)
5. BLVD (Montebello)
6. Aldersgate Place (Covina) – not scored, ineligible

Mercy Claremont, the top scoring project, received \$10 million in funds directly from the LACAHSAs NOFA. After LACAHSAs announced this award, staff reached out to the developer, Mercy Housing, to confirm if a funding gap still required an award from the SGVRHT. Mercy Housing confirmed that they no longer need SGVRHT funding to close the gap. Therefore, staff is recommending awards for the next four eligible projects. Aldersgate Place in Covina does not meet the SGVRHT requirement of member city support from the city where the project is located and is ineligible to be considered for funding.

DISCUSSION

Based on the NOFA scores and project need for funds, staff recommend the following award allocations:

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Project Name	Funding Award	Total Score (out of 100)	# of units	Full or Partial Award	PLA required Y/N
Mariposa	\$3,000,000	85	36	Full	N
405 S Del Mar	\$7,400,000	85	73	Full	Y
El Centro Senior	\$4,400,000	83	52	Full	Y
BLVD	\$10,160,220	78	51	Partial	Y
TOTAL	\$24,960,220		212		

All projects with 40 units or more are subject to a Project Labor Agreement (PLA) and the SGVRHT must meet a portfolio requirement such that 80% of PPO funds are spent on a PLA project. Based on the recommendations, 88% of the funding (and 83% of the units) will be subject to a PLA, which exceeds that 80% requirement.

A summary of the projects including cost per unit, population served, unit mix, and previous SGVRHT awards is shown below. A more detailed description of the construction timeline, sources and used, and breakdown of the scoring can be found in the attached Loan Review Memos.

Mariposa (Alhambra)- 36 units of affordable housing for low income households and households experiencing or at risk of homelessness

- Total development cost: \$35,765,374
- Per Unit development cost: 993,483
- SGVRHT per unit investment: \$111,111
- SGVRHT Sources: PPO- \$3,000,000, LHTF- \$1,000,000; RLF- \$3,392,500 (to be paid off prior to closing of LHTF and PPO loans)
- Unit Mix: 27 at or below 30% AMI, 2 at or below 50% AMI, 6 at or below 80% AMI; 1 managers unit

405 S Del Mar (San Gabriel)- 73 units of affordable housing for seniors

- Total Development Cost: \$65,234,127
- Per unit cost: \$893,618
- SGVRHT per unit investment: \$192,382
- SGVRHT sources: PPO- \$7,400,000; RLF \$1,810,000, LHTF \$2,000,000, land value \$4,105,000
- Unit Mix: 18 at or below 30% AMI, 34 at or below 50% AMI, 20 at or below 80% AMI; 1 managers unit

El Centro Senior (South Pasadena)- 52 units of affordable housing for seniors

- Total Development Cost: \$44,425,959
- Per unit cost: \$854,345
- SGVRHT per unit investment: \$128,115
- SGVRHT sources: PPO- \$4,400,000; RLF \$2,000,000
- Unit Mix: 6 at or below 30% AMI, 6 at or below 50% AMI, 39 at or below 80% AMI; 1 managers unit

REPORT

The BLVD (Montebello)- 51 units of affordable housing for families and domestic violence survivors

- Total Development Cost: \$44,189,422
- Per unit cost: \$866,459
- SGVRHT per unit investment: \$248,240
- SGVRHT sources: Project Pipeline \$2 million, PPO- \$10,160,000; RLF \$4,000,000 (paid off prior to closing of Pipeline and PPO loan)
- Unit Mix: 20 at or below 30% AMI, 15 at or below 50% AMI, 15 at or below 80% AMI; 1 managers unit

As noted in the project descriptions above, several of the projects have Revolving Loan Fund (RLF) loans from the SGVRHT. Closing the PPO loans will paydown these RLF loans and make \$11,202,500 available for reinvestment into future projects.

NEXT STEPS

If the funding recommendation is approved, staff will issue a Letter of Commitment for the recommended projects. Staff will continue to work with the development teams to execute loan documents and ensure successful project closing. Once awarded, Measure A funds are required to be spent within 3 years.

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Reviewed by:

Brielle Salazar
 Brielle Salazar
 Regional Housing Trust Manager

Approved by:

Marisa Creter
 Marisa Creter
 Executive Director

ATTACHMENTS

- [Attachment A – Mariposa Loan Review Memo](#)
- [Attachment B – 405 S Del Mar Loan Review Memo](#)
- [Attachment C – El Centro Senior Loan Review Memo](#)
- [Attachment D – BLVD Loan Review Memo](#)
- [Attachment E – Resolution 26-07](#)