



AGENDA AND NOTICE OF THE SPECIAL MEETING OF THE  
SAN GABRIEL VALLEY REGIONAL HOUSING TRUST FUND BOARD OF  
DIRECTORS

TUESDAY, MARCH 29, 2022 – 10:30 A.M.

Teleconference Meeting

Zoom Link: <https://us06web.zoom.us/j/86551114043>

Livestream Available at: <https://youtu.be/VKGOiFaRcl>

**SGVRHT Officers**

*Chair*

Jed Leano

*Vice-Chair*

Becky Shevlin

**Jurisdictional**

**Representatives**

*Northeast Representative*

Gary Boyer, Glendora

*Norwest Representative*

Becky Shevlin, Monrovia

*Central Representative*

Maria Morales, El Monte

(Delegate)

Emmanuel Estrada,

Baldwin Park (Alternate)

*Southeast Representative*

Patty Cortez, Covina

*Southwest District*

Adele Andrade-Stadler,

Alhambra

*At-Large Representatives*

Margaret Finlay, Duarte

Jed Leano, Claremont

**Housing/Homeless Experts**

Carol Averell (Delegate)

Benita DeFrank (Delegate)

Alma Martinez (Alternate)

**Members**

Alhambra

Arcadia

Azusa

Baldwin Park

Claremont

Covina

Diamond Bar

Duarte

El Monte

Glendora

Irwindale

La Cañada Flintridge

La Verne

Monrovia

Montebello

Pasadena

Pomona

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) Office, 4900 Rivergrade Road, Suite A120, Irwindale, CA, and on the website, [www.sgvcoq.org](http://www.sgvcoq.org). A copy of the agenda is also viewable at Alhambra City Hall, 111 S 1st St, Alhambra, CA. Copies are available via email upon request ([sgv@sgvcoq.org](mailto:sgv@sgvcoq.org)). Documents distributed to a majority of the Committee after the posting will be available for review in the SGVCOG office and on the SGVCOG website. Your attendance at this public meeting may result in the recording of your voice.

**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.

**TO ADDRESS THE GOVERNING BOARD:** At a regular meeting, the public may comment on any matter within the jurisdiction of the Board of Directors during the public comment period and may also comment on any agenda item at the time it is discussed. At a special meeting, the public may only comment on items that are on the agenda. Members of the public wishing to speak are asked to complete a comment card or simply rise to be recognized when the Chair asks for public comments to speak. We ask that members of the public state their name for the record and keep their remarks brief. There is a three-minute limit on all public comments. Proxies are not permitted, and individuals may not cede their comment time to other members of the public. **The Board of Directors may not discuss or vote on items not on the agenda.**

**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.

**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.



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.



**MEETING MODIFICATIONS DUE TO THE STATE AND LOCAL STATE OF EMERGENCY RESULTING FROM THE THREAT OF COVID-19:** On March 17, 2020, Governor Gavin Newsom issued Executive Order N-29-20 authorizing a local legislative body to hold public meetings via teleconferencing and allows for members of the public to observe and address the meeting telephonically or electronically to promote social distancing due to the state and local State of Emergency resulting from the threat of the Novel Coronavirus (COVID-19).

To follow the new Order issued by the Governor and ensure the safety of Board Members and staff for the purpose of limiting the risk of COVID-19, in-person public participation at the San Gabriel Valley Regional Housing Trust Board of Directors meeting scheduled for March 29, 2022 at 10:30 AM will not be allowed. To allow for public participation, the Executive Committee will conduct its meeting through Zoom Video Communications. To participate in the meeting, download Zoom on any phone or computer device and copy and paste the following link into your browser to access the live meeting: <https://us06web.zoom.us/j/86551114043>. You may also access the meeting via the livestream link on the front of the agenda page.

Instructions for Public Comments: For those wishing to make public comments on agenda and non-agenda items, but within the SGVCOG'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 Acevedo at [bacevedo@sgvrht.org](mailto:bacevedo@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. While there is no page or word count limit for written comments, the time for reading written public comments into the record will be limited to three minutes, which is the same time allotted for verbal comments.
- Verbal Comments (Zoom): Through Zoom, you may provide a verbal comment by using the web interface "Raise Hand" feature. Wait to be called upon by staff, and then you may provide verbal comments for up to 3 minutes. Public comment is taken at the beginning of the meeting for items not on the agenda. Public comment is also accepted at the beginning of each agenda item.

Any member of the public requiring a reasonable accommodation to participate in this meeting should contact Brielle Acevedo at least 48 hours prior to the meeting at (626) 209-9238 or at [bacevedo@sgvrht.org](mailto:bacevedo@sgvrht.org).

**PRELIMINARY BUSINESS**

**5 MINUTES**

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

**CONSENT CALENDAR**

**5 MINUTES**

6. Board of Directors Minutes- March 1, 2022 Meeting- Page 4  
*Recommended Action: Adopt Board of Directors minutes for the March 1, 2022 meeting.*
7. Special Findings to Enable SGVRHT Board to continue to hold Teleconference meetings- Page 6  
*Recommended Action: Adopt Resolution 22-09 making specified findings to enable the SGVRHT Board of Directors to continue to hold meetings via teleconferencing*
8. Support SB 1344 (Rubio)- Page 10  
*Recommended Action: Adopt Resolution 22-10 supporting SB 1344 (Rubio)*

**UPDATE ITEMS**

**5 MINUTES**

9. Chair's Report
10. Executive Director's Report
11. General Counsel's Report

**ADJOURN**

**SGVRHT Board of Directors Unapproved Minutes**

Date: March 1, 2022  
Time: 10:00 AM  
Location: Zoom Virtual Meeting

**PRELIMINARY BUSINESS**

1. Call to Order  
Chair Leano called the meeting to order at 10:02 AM.
2. Pledge of Allegiance
3. Roll Call

**A quorum was in attendance.**

**Members Present**

Becky Shevlin, City of Monrovia  
Jed Leano, At-Large Member  
Carol Averell, City of Baldwin Park  
Maria Morales, City of El Monte  
Gary Boyer, City of Glendora  
Benita DeFrank, Housing/ Homeless Expert  
Adele Andrade-Stadler, City of Alhambra  
Patty Cortez, City of Covina

**Members Absent**

Margaret Finlay, City of Duarte

**Staff**

M. Creter, Executive Director, SGVRHT  
B. Acevedo, SGVRHT  
D. DeBerry, General Counsel

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

**CONSENT CALENDAR**

6. Board of Directors Minutes- February 17, 2022 Meeting  
*Recommended Action: Adopt Board of Directors minutes for the February 1, 2022 meeting.*
7. Board of Directors Minutes- February 17, 2022 Meeting  
*Recommended Action: Adopt Board of Directors minutes for the February 17, 2022 meeting.*
8. Special Findings to Enable SGVRHT Board to continue to hold Teleconference meetings  
*Recommended Action: Adopt Resolution 22-07 making specified findings to enable the SGVRHT Board of Directors to continue to hold meetings via teleconferencing*
9. Tiny Home Pilot Program Budget Update  
*Recommended Action: Adopt Resolution 22-08 increasing the Tiny Home Bridge Housing Pilot Program Capital Budget to \$1,285,000*

**There was a motion to approve Consent Calendar Items 6, 7, 8, and 9. (M/S: Shevlin/Andrade-Stadler).**

**[Motion Passed]**

<b>AYES:</b>	Leano, Shevlin, Averell, Boyer, DeFrank, Morales, Andrade-Stadler, Cortez
<b>NOES:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	Finlay

**PRESENTATION**

- 10. Regional Early Action Planning (REAP) grant funded project updates  
*Recommended Action: Receive and file.*  
B. Acevedo provided an update on REAP funded projects including: Surplus Land Inventory, Regional Land Trust, Affordable Housing Incubator, and Revolving Loan Fund which are intended to increase the production of affordable housing in the region.

**UPDATE ITEMS**

There were no update items.

**CHAIR'S REPORT**

There was no Chair's report.

**EXECUTIVE DIRECTOR'S REPORT**

M. Creter noted that initial interest form for the Affordable Housing Incubator is due March 14, 2022. She shared that the SGVRHT is presenting to City Councils to share the SGVRHT's successes and current projects.

**GENERAL COUNSEL'S REPORT**

D. DeBerry shared that the Brown Act Teleconferencing order is in effect until June 2022 and additional information will be shared as it becomes available.

**ADJOURN**

Chair Leano adjourned the meeting at 10:27 AM.

# REPORT

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DATE: March 29, 2022

TO: SGVRHT Board of Directors

FROM: Marisa Creter, Executive Director

RE: **ADOPT RESOLUTION 22-09 MAKING SPECIFIED FINDINGS TO ENABLE THE GOVERNING BOARD TO CONTINUE TO HOLD MEETINGS VIA TELECONFERENCING**

## **RECOMMENDED ACTION**

Adopt Resolution 22-09 making certain findings that the existence of a local and state of emergency in California caused by the ongoing COVID-19 pandemic continues to directly impact the ability of the SGVRHT to hold public meetings safely in person thereby necessitating an ability to continue holding meetings via teleconferencing.

## **BACKGROUND**

Introduced by Assemblymember Robert Rivas (D-Hollister) on February 1, 2021, AB 361 codifies portions of Governor Gavin Newsom's existing Ralph M. Brown Act exemptions pertaining to teleconferencing if a local agency issues an emergency finding, and reissues it every 30 days, that it is unsafe to meet in person. Specifically, the Brown Act exemptions include requirements to provide a public teleconference location, to maintain a member quorum within the agency's jurisdiction and to provide for public comment at each teleconference location, such as a private residence. The legislation expires in December 2024. On September 16, 2021, California Governor Gavin Newsom signed AB 361 into law, effective immediately.

A local agency wishing to rely on the provisions of AB 361 must meet one of the following criteria:

1. The local agency holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing; or
2. The local holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees; or
3. The local agency holds a meeting during a proclaimed state of emergency and has determined, by majority vote, that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

On March 4, 2020, Governor Newsom proclaimed a State of Emergency in California due to the threat of COVID-19 and shortly thereafter issued Executive Order N-29-20 suspending certain Brown Act provisions relating to teleconferencing as public meetings

began to be held online.<sup>1</sup> However, this Executive Order expired on September 30, 2021, despite the State of Emergency remaining in place.

The threat that COVID-19 has presented continues to directly impact the ability of the SGVRHT to conduct Board of Directors meetings safely in person. Updated guidelines issued by the Centers for Disease Control and Los Angeles Department of Public Health in July and August 2021 advise governmental entities to refrain from conducting indoor meetings and consider moving operations outdoors, where feasible, to prevent transmission. SGVRHT staff finds it has been unable to find a suitable outdoor space with the requisite audio/visual capabilities at which the monthly Committee meetings can be held safely. Similarly, an indoor space with sufficient capacity to accommodate safe social distance practices among members, staff, and the public could not be identified

In order to continue to conduct meetings in a safe manner and to prevent unnecessary COVID-19 exposure to members, staff and the public, staff is recommending that the Board of Directors adopt Resolution 22-09 making certain findings in order to be able to continue teleconferencing for its meetings.

Prepared by:   
Brielle Acevedo  
Principal Management Analyst

Approved by:   
Marisa Creter  
Executive Director

## **ATTACHMENTS**

Attachment A – Resolution 22-09

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<sup>1</sup> Similarly, on March 4, 2020, the Los Angeles County Board of Supervisors and Los Angeles County Health Officer declared a local and health emergency due to the threat of COVID-19.

**RESOLUTION NO. 22-09**

**RESOLUTION OF THE SAN GABRIEL VALLEY REGIONAL HOUSING TRUST  
(SGVRHT) MAKING SPECIFIED FINDINGS TO ENABLE THE BOARD OF  
DIRECTORS TO CONTINUE TO HOLD MEETINGS VIA TELECONFERENCING**

**WHEREAS**, AB 361 (Rivas), and specifically Government Code section 54953 (“Section 54953”), authorizes local agencies to use teleconferencing without complying with the specified teleconferencing requirements imposed by the Ralph M. Brown Act when the legislative body of a local agency holds a meeting during a declared state of emergency and makes certain findings relating thereto; and

**WHEREAS**, Section 54953 allows for local agencies to teleconference if the legislative body finds, among other things, that state or local official continue to impose or recommend measures to promote social distancing or whether a state of emergency directly impacts the ability of the legislative body to meet safely and that meeting in person would present imminent risks to the health and safety of attendees; and

**WHEREAS**, on March 4, 2020, the Governor of California proclaimed a State of Emergency to exist in California as result of the threat of COVID-19, which state of emergency remains in place; and

**WHEREAS**, on March 4, 2020, the Los Angeles County Board of Supervisors and Los Angeles County Health Officer declared a local and health emergency as result of the threat of COVID-19, which emergency remains in place; and

**WHEREAS**, Los Angeles County and State health officials continue to recommend social distancing as a result of COVID-19; and

**WHEREAS**, due to the resurgence of COVID-19 reported cases and surge of the Delta variant statewide and in particular, in Los Angeles County, the California Department of Public Health’s Best Practice Guidance encourages all governmental entities to refrain from conducting indoor meetings and consider moving operations outdoors, where feasible, in order to prevent transmission; and

**WHEREAS**, SGVCOG’s inability to facilitate Governing Board and Committee meetings using a centralized outdoor space with audio/visual capabilities, as well as the lack of indoor capacity to accommodate safe social distance practices among members and joining staff makes it unsafe for its members and the public to meet safely in person; and

**WHEREAS**, teleconferencing meetings enables the SGVCOG to retain the ability to continue to conduct meetings in a safe manner that would reduce exposure to members and staff to COVID-19; and

**WHEREAS**, public access and participation remain a core value of the SGVCOG, and the SGVCOG has the capability to meet the requirements in Section 54953 to provide



the public with the ability to view, hear, and participate in such meetings in a manner that protects the statutory and constitutional rights of all persons to participate in such meetings; and

**WHEREAS**, as a condition of extending the use of the provisions to conduct remote teleconference meetings without compliance with specified Brown Act teleconference requirements, the SGVRHT must reconsider the circumstances of the state of emergency that exists, and the SGVRHT Board of Directors has done so.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors does hereby find the existence of a local and state of emergency in California caused by COVID-19 continues to directly impact the ability of the SGVRHT to hold public meetings safely in person and local and state health officials continue to recommend social distancing.

PASSED, APPROVED, and ADOPTED by the Board of Directors of the San Gabriel Valley Regional Housing Trust, on the 29<sup>th</sup> day of March 2022.

SAN GABRIEL VALLEY REGIONAL HOUSING TRUST

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Jed Leano, Chair

**Attest:**

I, Marisa Creter, Executive Director and Secretary of the San Gabriel Valley Regional Housing Trust, do hereby certify that Resolution 22-09 was adopted at a meeting of the Governing Board held on the 29<sup>th</sup> day of March 2022, by the following vote:

<b>AYES:</b>	
<b>NOES:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	

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Marisa Creter, Secretary

DATE: March 29, 2022  
TO: Board of Directors  
FROM: Marisa Creter, Executive Director  
RE: **SB 1344 (RUBIO)**

## **RECOMMENDED ACTION**

Adopt Resolution 22-10 to support, Senate Bill 1344 (Rubio).

## **BACKGROUND**

SB 1344 (Rubio) would authorize the Cities of Chino, Montclair, and Ontario to enter into a Joint Powers Agreement (JPA) to join the San Gabriel Valley Regional Housing Trust (SGVRHT). This expanded jurisdiction would match the updated jurisdiction of Senator Rubio who was instrumental in establishing the SGVRHT in 2020 and securing a \$20 million earmark for the SGVRHT in 2021.

SB 1344 would increase the SGVRHT Board from 9 members to 10 to include an elected official representative from one of the three additional cities provided one or more of the cities is a party to the JPA. This seat would rotate across elected official representatives the cities of Chino, Montclair, and Ontario every two years. Additionally, SB 1344 would amend the homelessness and housing expert seats such that one expert is a voting member of the Board and the other is an advisor without voting rights. The definition of homelessness and housing expert would amend slightly to include eligible representatives with five or more years of regional experience in homelessness or housing policy within the SGVRHT's jurisdiction.

The Board would continue to serve staggered terms with five representatives elected in odd-numbered years, and five representatives elected in even-numbered years.

## **DISCUSSION**

SB1344 would increase the jurisdiction of the SGVRHT and increase its ability to advocate for regional funding. SGVRHT staff has advised Councils of Government and Cities in the creation of housing trusts in an effort to expand the number of cities represented by a housing trust to incentivize direct State investment in housing trusts. SB1344 would increase the number of cities represented by a housing trust and staff recommends that the Board of Directors adopt Resolution 22-10 in support of SB 1344 (Rubio).

# REPORT

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SB 1344 (Rubio) is currently scheduled for a hearing by the Appropriations Committee on March 31, 2022. If the resolution is adopted by the Board, a representative of the SGVRHT will provide verbal support for the bill at the committee meeting.

Prepared by: *Brielle Acevedo*  
Brielle Acevedo  
Principal Management Analyst

Approved by: *Marisa Creter*  
Marisa Creter  
Executive Director

## **ATTACHMENTS**

Attachment A – Resolution 22-10

**RESOLUTION NO. 22-10**

**RESOLUTION OF THE SAN GABRIEL VALLEY REGIONAL HOUSING TRUST  
(SGVRHT) SUPPORTING SENATE BILL 1344 (RUBIO)**

**WHEREAS**, this bill would authorize the Cities of Chino, Ontario, and Montclair to adopt the Joint Powers Agreement to join the San Gabriel Valley Regional Housing Trust (SGVRHT); and

**WHEREAS**, this bill would increase the SGVRHT Board from 9 to 10 members, including a representative from Chino, Ontario, or Montclair, provided one or more cities is a Party to the JPA; and

**WHEREAS**, this bill increases the number of cities represented by a housing trust; and

**WHEREAS**, the SGVRHT anticipates that additional city representation by housing trusts will lead to increased direct State investment in housing trusts; and

**WHEREAS**, this bill aligns with the SGVRHT's purpose to fund the planning and construction of affordable and homeless housing.

**NOW, THEREFORE, BE IT RESOLVED** that the Board does hereby support Senate Bill 1344 (Rubio).

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of SGVRHT held, on the 29<sup>th</sup> day of March, 2022.

San Gabriel Valley Regional Housing Trust

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Jed Leano, Chair

**Attest:**

I, Marisa Creter, Executive Director and Secretary of the San Gabriel Valley Regional Housing Trust, do hereby certify that Resolution 22-10 was adopted at a meeting of the Governing Board held on the 29<sup>th</sup> day of March 2022, by the following vote:

<b>AYES:</b>	
<b>NOES:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	

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Marisa Creter, Secretary