



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

THURSDAY, JULY 21, 2022 – 9:00 A.M.

Teleconference Meeting

Zoom Link: <https://us06web.zoom.us/j/81548456801>

Livestream Available at: <https://youtu.be/pUfMpE5I-LA>

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. 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). 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 July 21, 2022 at 9:00 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/81548456801>. 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 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.

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 Minutes- June 28, 2022 Meeting- Page 1
Recommended Action: Adopt Board of Directors minutes for the June 8, 2022 meeting.
6. Special Findings to Enable SGVRHT Board to continue to hold Teleconference meetings- Page 4
Recommended Action: Adopt Resolution 22-18 making specified findings to enable the SGVRHT Board of Directors to continue to hold meetings via teleconferencing.

UPDATE ITEMS

5 MINUTES

7. Chair's Report
8. Executive Director's Report
9. General Counsel's Report

ADJOURN

SGVRHT Board of Directors Unapproved Minutes

Date: June 28, 2022
Time: 1:00 AM
Location: Zoom Virtual Meeting

PRELIMINARY BUSINESS

1. Call to Order
Chair Leano called the meeting to order at 1:06 PM.

2. Roll Call
A quorum was in attendance.

Members Present

Jed Leano, At-Large Member
Becky Shevlin, City of Monrovia
Adele Andrade-Stadler, City of Alhambra
Carol Averell, City of Baldwin Park
Gary Boyer, City of Glendora

Members Absent

Patty Cortez, City of Covina
Benita DeFrank,
Housing/Homeless Expert
Margaret Finlay, City of Duarte
Maria Morales, City of El Monte

Staff

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

3. Public Comment
There was no public comment.
4. Changes to Agenda Order
Item 7 was pulled from the consent calendar by Director Andrade-Stadler for further information.

CONSENT CALENDAR

5. Board of Directors Minutes- June 8, 2022 Meeting
Recommended Action: Adopt Board of Directors minutes for the June 8, 2022 meeting.
6. Special Findings to Enable SGVRHT Board to continue to hold Teleconference meetings.
Recommended Action: Adopt Resolution 22-16 making specified findings to enable the SGVRHT Board of Directors to continue to hold meetings via teleconferencing.

There was a motion to approve Consent Calendar Items 5 and 6. (M/S: Shevlin/Boyer).

[Motion Passed]

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

CONSENT CALENDAR

- 7. Update Chapel Apartments Funding Commitment to include predevelopment loan term.

Recommended Action: Authorize the Executive Director to execute a predevelopment loan with Related for Chapel Apartments in Alhambra.

There was a motion to approve Consent Calendar Item 7. (M/S: Andrade-Stadler/Shevlin).

[Motion Passed]

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

ACTION ITEMS

- 8. Revolving Loan Fund Guidelines

There was a motion to Adopt Resolution 22-17 Revolving Loan Fund Guidelines (M/S: Boyer/Shevlin).

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

UPDATE ITEMS

There were no update items.

GENERAL COUNSEL’S REPORT

There was no General Counsel’s Report.

EXECUTIVE DIRECTOR’S REPORT

M. Creter noted that the Revolving Loan Fund is a huge milestone for the agency because it allows us to provide something that is very needed in the region to help move forward affordable housing projects and is something that SGVRHT can continue doing in perpetuity. On the funding side, M. Creter updated the Board that on Friday she received notification that the House Appropriations Subcommittee on Transportation, Housing, and Urban Development approved their funding bill. This bill includes a proposed \$4 million earmark for the SGVRHT, requested by Representative Chu. While this bill still needs to go through reconciliation with the Senate side, and there is not a guarantee that this funding will be approved, it is still a good indication that there is a possibility SGVRHT will receive at least some funding. M. Creter noted that while SGVRHT did receive a federal earmark last year, that funding has still not been received since it can be a slow process. Staff will continue to update on the Board on status of this funding. M. Creter

acknowledged that this speaks to the good work that the agency is doing since it was recommended for a second year for an earmark.

CHAIR'S REPORT

Chair Leano noted that the adoption of the Revolving Loan Fund now concludes all of the planned allocations for last year's earmark. He extended a thank you to staff for giving the Board robust choices on how to best allocate these funds.

ADJOURN

Chair Leano adjourned the meeting at 1:38 PM.

REPORT

DATE: July 21, 2022

TO: SGVRHT Board of Directors

FROM: Marisa Creter, Executive Director

RE: **ADOPT RESOLUTION 22-18 MAKING SPECIFIED FINDINGS TO ENABLE THE GOVERNING BOARD TO CONTINUE TO HOLD MEETINGS VIA TELECONFERENCING**

RECOMMENDED ACTION

Adopt Resolution 22-18 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.¹ 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 22-18 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 22-18

¹ 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. 22-18

**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 SGVRHT 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 SGVRHT, and the SGVRHT 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 21st day of July 2022.

SAN GABRIEL VALLEY REGIONAL HOUSING TRUST

Jed Leano, Chair

Attest:

I, Marisa Creter, Executive Director and Secretary of the San Gabriel Valley Regional Housing Trust, do hereby certify that Resolution 22-18 was adopted at a meeting of the Governing Board held on the 21st day of July 2022, by the following vote:

AYES:	
NOES:	
ABSTAIN:	
ABSENT:	

Marisa Creter, Secretary