



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

TUESDAY, FEBRUARY 7, 2023 – 1:00 P.M.

Teleconference Meeting

Zoom Link: <https://us06web.zoom.us/j/88946091914>

Livestream Available at: <https://youtu.be/QtFiUifGL9M>

SGVRHT Officers

Chair

Jed Leano

Vice-Chair

Becky Shevlin

**Jurisdictional
Representatives**

Northeast Representative
Gary Boyer, Glendora

Northwest Representative
Becky Shevlin, Monrovia

Central Representative
Emmanuel Estrada,
Baldwin Park

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) Monrovia Office, 1333 S. Mayflower Avenue, Suite 360, Monrovia, CA, and on the website, www.sgvkog.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. 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 February 7, 2023 at 1:00 PM 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/88946091914>. 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- January 10, 2023 Meeting- Page 1
Recommended Action: Adopt Board of Directors minutes for the January 10, 2023 meeting.
6. Special Findings to Enable SGVRHT Board to continue to hold Teleconference meetings- Page 4
Recommended Action: Adopt Resolution 23-02 making specified findings to enable the SGVRHT Board of Directors to continue to hold meetings via teleconferencing.
7. Regional Housing Trusts SB 20 (Rubio)- Page 7
Recommended Action: Adopt Resolution 23-03 in support of SB 20 (Rubio).
8. Interim Shelter Site Maintenance- Page 14
Recommended Action: For information only.
9. Board Meeting Calendar Update- Page 17
Recommended Action: Approve SGVRHT Board Meeting Calendar
10. Update Prisma Artist Lofts Funding Commitment to include predevelopment loan term- Page 19
Recommended Action: Authorize the Executive Director to execute a predevelopment loan with National Core for Prisma Artist Lofts in Pomona

ACTION ITEMS

5 MINUTES

11. Baldwin Park Affordable Housing Loan Amount Increase- Page 21
Recommended Action: Adopt Resolution 23-04 Authorizing the Executive Director to execute a Letter of Intent to award funding to Baldwin Park Apartments (Baldwin Park)- \$2,500,000.

UPDATE ITEMS

5 MINUTES

12. Chair's Report
13. Executive Director's Report
14. General Counsel's Report

ADJOURN

SGVRHT Board of Directors Unapproved Minutes

Date: January 10, 2023
Time: 1:00 PM
Location: Zoom Virtual Meeting

PRELIMINARY BUSINESS

1. Call to Order
Chair Leano called the meeting to order at 1:01 PM.

2. Roll Call

A quorum was in attendance.

Members Present

Jed Leano, At-Large Member
Becky Shevlin, City of Monrovia
Carol Averell, Housing/Homeless Expert
Gary Boyer, City of Glendora
Benita DeFrank, Housing/Homeless Expert
Emmanuel Estrada, City of Baldwin Park

Members Absent

Adele Andrade-Stadler, City of Alhambra
Patty Cortez, City of Covina
Margaret Finlay, City of Duarte

Staff

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

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

CONSENT CALENDAR

5. Board of Directors Minutes- December 13, 2022 Meeting
Recommended Action: Adopt Board of Directors minutes for the December 13, 2022 meeting.
6. Special Findings to Enable SGVRHT Board to continue to hold Teleconference meetings.
Recommended Action: Adopt Resolution 23-01 making specified findings to enable the SGVRHT Board of Directors to continue to hold meetings via teleconferencing.
7. FY 2022 Q1 Quarterly Financial Report
Recommended Action: For information only.
8. Innovative Affordable Housing and Homeless Program Application
Recommended Action: For information only.

There was a motion to approve Consent Calendar Items 5, 6, 7, and 8. (M/S: Averell/Shevlin).

[Motion Passed]

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

UPDATE ITEMS

There were no update items.

GENERAL COUNSEL’S REPORT

There was no General Counsel’s Report.

EXECUTIVE DIRECTOR’S REPORT

M. Creter shared that AB 361 is expiring on February 28, 2023 and staff will provide information to the board on upcoming changes. SGVCOG Management Analyst, S. Wong, walked the board through the new teleconferencing policy and how-to guide. M. Creter also highlighted the success of the Serenity Homes holiday party and thanked all the board members and staff who helped make the event possible. Lastly, the meeting was concluded with a moment of silence in memory of an Esperanza Villa resident who passed away last week from an existing health condition.

CHAIR’S REPORT

There was no Chair’s Report.

ADJOURN

Chair Leano adjourned the meeting at 1:25 PM.

DATE: February 7, 2023

TO: SGVRHT Board of Directors

FROM: Marisa Creter, Executive Director

RE: **ADOPT RESOLUTION 23-02 MAKING SPECIFIED FINDINGS TO ENABLE THE GOVERNING BOARD TO CONTINUE TO HOLD MEETINGS VIA TELECONFERENCING**

RECOMMENDED ACTION

Adopt Resolution 23-02 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 23-02 making certain findings in order to be able to continue teleconferencing for its meetings.

Prepared by: 
Brielle Acevedo
Regional Housing Trust Manager

Approved by: 
Marisa Creter
Executive Director

ATTACHMENTS

Attachment A – Resolution 23-02

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. 23-02

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 7th day of February 2023.

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 23-02 was adopted at a meeting of the Governing Board held on the 7th day of February 2023, by the following vote:

AYES:	
NOES:	
ABSTAIN:	
ABSENT:	

Marisa Creter, Secretary

REPORT

DATE: February 7, 2023

TO: Board of Directors

FROM: Marisa Creter, Executive Director

RE: **SUPPORT LETTER FOR SB 20 (RUBIO) REGIONAL HOUSING TRUSTS**

RECOMMENDED ACTION

Adopt Resolution 23-03 in support of SB 20 (Rubio).

BACKGROUND

Senator Susan Rubio has introduced new legislation to guide and facilitate the creation of regional housing trusts across California. The bill, SB 20, will establish a state framework for regional housing trusts to fund housing for low income and unhoused individuals and families. The bill allows regional housing trusts to receive public and private financing and funding, in addition to the ability to authorize and issue bonds for the purpose of funding the planning, acquisition, and construction of housing units. It would also require annual financial reporting and auditing requirements to ensure transparency and accountability.

DISCUSSION

SB 20 builds on the success of SB 751 (Rubio), which authorized the formation of the San Gabriel Valley Regional Housing Trust (SGVRHT). The SGVRHT has grown to be a 22-city joint powers authority and a leader in affordable and transitional housing. It has set an example for the rest of the state through its many accomplishments, including the opening of three tiny home bridge housing sites that provide over 100 beds to individuals and families experiencing homelessness, the allocation of additional funding for 11 shovel-ready projects that will create over 637 affordable housing units in multiple cities, and the creation a revolving loan fund to help cities with acquisition and predevelopment expenses for affordable housing development.

SB 20 will provide guidance for other regions to establish their own regional housing trusts. While the SGVRHT was established independently through special legislation, the establishment of statewide standards for regional housing trusts will allow other communities to form regional housing trusts as quickly as possible and replicate the success that the SGVRHT has achieved. The creation of additional housing trusts may also increase the likelihood of direct funding for these organizations.


NEXT STEPS

Staff recommends that the Board of Directors adopt Resolution 23-03 (see Attachment A). The bill is a critical step toward increasing affordable housing in California and ushering in the funding and expertise necessary to transition more unhoused residents

REPORT

into permanent housing. Senator Rubio's staff has requested that SGVRHT submit a letter of support to the Senate Housing Committee and Senate Governance and Finance Committee (see Attachment B).

The bill has been double referred to the Senate Committees of Governance & Finance and Housing. It has passed the 30-day wait period and can be heard in committee anytime between now and mid-April. The bill must pass the policy committees by May 5, 2023. The bill is non-fiscal, meaning it can proceed directly to the Senate floor if passed by the two policy committees.

Prepared by: 
Brielle Acevedo
Regional Housing Trust Manager

Approved by: 
Marisa Creter
Executive Director

ATTACHMENT

- Attachment A – Resolution 23-03
- Attachment B – Draft Letter of Support for SB 20 (Rubio)
- Attachment C – SB 20 (Rubio) Fact Sheet

RESOLUTION NO. 23-03

**RESOLUTION OF THE SAN GABRIEL VALLEY REGIONAL HOUSING TRUST
(SGVRHT) SUPPORTING SB 20 (RUBIO)**

WHEREAS, there is a documented shortage of affordable housing in California, accompanied by high capital costs to purchase and develop land; and

WHEREAS, there is a documents shortage of bridge housing sites for unhoused individuals and families in California; and

WHEREAS, on December 5, 2022, State Senator Susan Rubio introduced Senate Bill 20, which would guide and facilitate the creation of regional housing trusts across California; and

WHEREAS, the bill establishes a state framework for regional housing trusts to fund housing for low income and unhoused individuals and families; and

WHEREAS, in 2019, SB 751 (Rubio) was enacted to create the San Gabriel Valley Regional Housing Trust with the goal of funding housing to assist the homeless population and persons and families of extremely low, very low, and low income within the San Gabriel Valley; and

WHEREAS, SB 751 authorized the San Gabriel Valley Regional Housing Trust to fund the planning and construction of housing, receive public and private financing and funds, and authorize and issue bonds; and

WHEREAS, the San Gabriel Valley Housing Trust has had remarkable success in establishing three tiny home bridge housing sites and helping finance more than 637 units of affordable housing; and

WHEREAS, SB 20 will allow other communities to form similar regional housing trusts and help their own residents who are in need of homeless housing and affordable housing.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors does hereby support SB 20 (Rubio) attached hereto and incorporated herein as Exhibit A.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of SGVRHT held, on the 7th day of February, 2023.

San Gabriel Valley Regional Housing Trust

Jed Leano, Chair

Attest:

I, Marisa Creter, Executive Director and Secretary of the Board of Directors of the San Gabriel Valley Regional Housing Trust, do hereby certify that Resolution 23-03 was adopted at a regular meeting of the Board of Directors held on the 7th day of February 2023, by the following roll call vote:

AYES:	
NOES:	
ABSTAIN:	
ABSENT:	

Marisa Creter, Secretary



SGVRHT Officers

Chair

Jed Leano

Vice-Chair

Becky Shevlin

Jurisdictional Representatives

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- La Verne
- Monrovia
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- Pasadena
- Pomona
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- South El Monte
- South Pasadena
- Temple City
- West Covina

The Honorable Anna M. Caballero, Chair
Senate Governance and Finance Committee
California State Capitol, Room 407
Sacramento, CA 95814

The Honorable Scott D. Weiner, Chair
Senate Housing Committee 1021 O Street, Room 3330
Sacramento, CA 95814

Subject: Support Letter for SB 20 (Rubio) Regional Housing Trusts: state framework

Dear Senator Caballero and Senator Wiener,

On behalf of the San Gabriel Valley Regional Housing Trust (SGVRHT), I urge your support of Senate Bill 20 (SB 20) authored by Senator Susan Rubio.

SB 20 will help local governments address California’s affordable housing shortage and homelessness crisis. The legislation will establish a best practices framework for cities seeking to create a regional housing trust to fund the planning and construction of homeless housing, and extremely low, very low, and low-income housing projects.

The establishment of a regional housing trust to receive public and private funds is a proven solution to help finance affordable housing projects for homeless and low-income populations. The San Gabriel Valley is proud of the example we have set with our Regional Housing Trust, which has grown to be a 22-city joint powers authority and a leader in affordable and homeless housing. The SGVRHT has opened three tiny home interim housing sites that provide over 100 beds to individuals and families experiencing homelessness, allocated funding for 11 shovel-ready projects that will create over 600 affordable housing units in multiple cities, and created a revolving loan fund to help cities with acquisition and predevelopment expenses for affordable housing development.

SB 20 will provide local communities with clarity and guidance by establishing a state framework for regional housing trusts. While the San Gabriel Valley Regional Housing Trust was established independently through special legislation, the establishment of statewide standards for regional housing trusts will allow other communities to form regional housing trusts as quickly as possible and replicate the success that our Trust has achieved. We strongly believe that all communities

should have the opportunity and support they need to implement regional housing trusts like ours, which has been so impactful for our residents.

For these reasons, the San Gabriel Valley Regional Housing Trust is proud to support this important measure and respectfully asks for your “Aye” vote. Should you have any questions, please contact SGVCOG Director of Government and Community Relations Ricky Choi at (626) 373-2685 or rchoi@sgvcog.org.

Sincerely,

Jed Leano
SGVRHT Board Chair

Cc: Honorable Members, Senate Governance and Finance Committee
Honorable Members, Senate Housing Committee
The Honorable Senator Susan Rubio



SB 20 (Rubio) Regional Housing Trusts: state framework

Bill Summary

SB 20 will help local governments address California's affordable housing shortage and homelessness crisis by establishing a best practices framework for cities seeking to create a regional housing trust.

Existing Law

Section 6539.6 of the Government Code authorizes multiple local governments within the County of Los Angeles to create the San Gabriel Valley Regional Housing Trust to fund and finance the planning and construction of homeless housing, and extremely low, very low, and low-income housing projects.

Background

California has an affordable housing crisis in communities and regions across the state due to the high cost of housing, even in formerly affordable communities. This challenge is compounded by the homelessness crisis facing many cities.¹ The establishment of a regional housing trust to receive public and private funds is a proven solution to help finance affordable housing projects for homeless and low-income populations.

In 2019, Senator Rubio authored Senate Bill 751 to authorize the creation of the San Gabriel Valley Regional Housing Trust. In a short period of time, the San Gabriel Valley Regional Housing Trust has grown to be a 22-city joint powers authority that has achieved meaningful progress in financing affordable housing projects. Its successes include opening three tiny home bridge housing sites that provide over 100 beds to individuals and families experiencing homelessness, providing funding for 10 shovel-ready affordable housing projects that create over 550 affordable housing units in multiple cities, and establishing a

revolving loan fund to help cities with acquisition and predevelopment expenses for affordable housing development.²

While previous regional housing trusts have been established through individual legislation, the establishment of statewide standards for regional housing trusts will allow communities to form regional housing trusts as quickly as possible and replicate the success that has been achieved by the San Gabriel Valley Regional Housing Trust.

Details of the Bill

SB 20 would provide local communities with clarity and guidance by establishing a state framework for regional housing trusts to fund housing to assist low income and unhoused individuals and families.

The bill allows regional housing trusts to receive public and private financing and funds, as well as to authorize and issue bonds for the purpose of funding the planning, acquisition, and construction of housing units. The bill also requires all regional housing trusts to maximize transparency and accountability through annual financial reporting and auditing requirements.

Support

For More Information

Alex Hirsch, Policy Consultant
 Senator Susan Rubio, District 22
 Office: 916-651-4022
Alex.Hirsch@sen.ca.gov

¹ Politico, "Rising homelessness is tearing California cities apart." September 21, 2022

² <https://www.sgvrht.org/>

REPORT

DATE: February 7, 2023

TO: Board of Directors

FROM: Marisa Creter, Executive Director

RE: INTERIM SHELTER SITE MAINTENANCE

RECOMMENDED ACTION

For information only.

BACKGROUND

At its September 15, 2022 meeting, the SGVRHT Board expanded the uses for Homeless Pilot Program funds to include site support for utility connections, improvements, maintenance, and repairs. To access site maintenance funds, City staff submit a preapproval form with a description of the request, cost estimate, and available supporting documentation. Staff review the request and provide approval by signing and returning the form. Repairs requested to date include the following:

Serenity Homes (Baldwin Park):

- Upgrade second garage for use as indoor dining and meeting space
 - Repair and epoxy floor
 - Purchase tables and chairs
 - Replace garage door with large window for visibility and structural support
- Install ramp to laundry unit for ADA access, improve access to restrooms, and reduce wear on trailer doors
- Repair leak in community room ceiling
- Install camera doorbell and buzzer at pedestrian gate on Garvey Ave.

Operation Stay Safe (Montebello):

- Upgrade to office electrical connection to support outdoor heaters for staff
- Purchase and installation of high-pressure toilets to avoid clogs
- Installation of awning near security and case management office to protect from rain and sun exposure
- Installation of fence in center median to prevent damage to electrical conduit in the median and reduce trip hazards

NEXT STEPS

Staff will oversee the completion of approved site maintenance and will process reimbursement payments to the City for actual costs as final invoices are received.

Prepared by: Brielle Acevedo
Brielle Acevedo
Regional Housing Trust Manager

Approved by: Marisa Creter
Marisa Creter
Executive Director

ATTACHMENTS

Attachment A- Site Reimbursement pre-approval form

Reimbursement Pre-Approval Form

Date	
City	
Contact	

Description	Amount	
<p>Select Eligible Category:</p> <ul style="list-style-type: none"> Site Improvement/ Maintenance Direct Client Support Meal Service Gaps in Services <p>Provide brief description of improvement/service(s):</p> <p style="text-align: center; color: red; font-weight: bold;">Please attach invoice or estimate as backup.</p>	\$	
	Total	\$

For SGVRHT Staff only:

Reimbursement request approved: Yes No

REPORT

DATE: February 7, 2023
TO: Board of Directors
FROM: Marisa Creter, Executive Director
RE: **BOARD MEETING CALENDAR UPATE**

RECOMMENDED ACTIONS

Approve SGVRHT Board Meeting Calendar

BACKGROUND

The San Gabriel Valley Regional Housing Trust Board of Directors (SGVRHT Board) intends to meet quarterly to address general organizational needs. For the past year, the SGVRHT has been meeting monthly in accordance with AB361 which allowed local agencies to meet virtually by issuing an emergency finding every 30 days. AB 361 expires on February 28, 2023, and the SGVRHT Board will follow traditional Brown Act meeting requirements. Staff proposes adopting following the SGVRHT Board meeting calendar:

Proposed Meeting Schedule

Meeting Date	Topics
February 28, 2023 (virtual)	General business, Audit Presentation, MSA Update
March 30, 2023 (in-person)	General business, Housing Innovation Awards, Real Property Purchase, FY23-24 Budget
May 11, 2023 (in-person)	General business, Bond Study Presentation, Approve LHTF application
August 10, 2023 (in-person)	General business
November 9, 2023 (in-person)	General business

In addition to the above scheduled SGVRHT Board meetings, staff anticipates there may be occasional special meetings to address urgent business needs such as project financing approval to leverage other funding sources. Staff will work to minimize the need for special meetings.

Prepared by: 
Brielle Acevedo
Regional Housing Trust Manager

Approved by: Marisa Creter
Marisa Creter
Executive Director

REPORT

DATE: February 7, 2023

TO: Board of Directors

FROM: Marisa Creter, Executive Director

RE: **UPDATE PRISMA ARTIST LOFT FUNDING COMMITMENT TO INCLUDE PREDEVELOPMENT LOAN TERM**

RECOMMENDED ACTION

Authorize the Executive Director to execute a predevelopment loan with National Core for Prisma Artist Lofts in Pomona.

BACKGROUND

At its January 4, 2022 meeting, the San Gabriel Valley Regional Housing Trust (SGVRHT) Board of Directors approved a funding allocation of \$2,000,000 in State Budget Earmark Funds for Prisma Artist Lofts in Pomona.

The developer, National Core, has requested to utilize the loan, or a portion thereof, for predevelopment expenses including architectural fees, application fees, and permit fees. Updates to the SGVRHT's commitment, if amended to a predevelopment loan, would include an assignment of project documents as collateral which would allow the SGVRHT to assume any work product and take on the project if the developer is unable to secure all financing to complete the project. The term of the predevelopment loan would run through 2025, allowing the developer multiple opportunities to apply for tax credits if necessary. The award of City funds and SGVRHT funds will increase the project's tie-breaker score which is based on committed soft financing. Once the project begins construction, the SGVRHT loan will convert to a construction to permanent loan and will be secured by the property.

The previously approved project structure will remain. A description of the project follows:

- **Prisma Artist Loft (Pomona)** is a 75-unit affordable housing project for artists and families, including 15 live-work artist lofts. All units will be at or below 60% AMI, with 8 units set at 30% AMI. The developer for this project is National Core, an affordable housing developer with 30 years of experience. The City of Pomona is providing a land loan and additional \$1,000,000 development loan. The project has an \$800,000 Federal Earmark. The project will apply for tax credits in summer 2023. The funding award for this project is \$2,000,000. The total development cost for this project is anticipated to be \$43 million, or \$573k per unit. Therefore, every dollar invested by the SGVRHT will leverage \$22 from another source.

REPORT

The SGVRHT issued its first predevelopment loan in June 2022 and will utilize those loan documents as a basis for this project. Staff recommends that the Board Authorize the Executive Director to execute predevelopment loan documents for this project.

NEXT STEPS

If the updated structure is approved, staff will finalize loan documents and disburse funds to the developer for eligible predevelopment expenses.

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

Approved by: *Marisa Creter*
Marisa Creter
Executive Director

DATE: February 7, 2023
TO: Board of Directors
FROM: Marisa Creter, Executive Director
RE: **Project Pipeline Capital Allocations**

RECOMMENDED ACTION

Recommended Action: Adopt Resolution 23-04 Authorizing the Executive Director to execute a Letter of Intent to award funding to Baldwin Park Apartments (Baldwin Park)- \$2,500,000.

BACKGROUND

At its May 10, 2022 meeting, the San Gabriel Valley Regional Housing Trust (SGVRHT) Board of Directors allocated \$500,000 in Project Pipeline Capital to Baldwin Park Apartments, a proposed 51 unit affordable housing project in the City of Baldwin Park. In May 2022, the SGVRHT anticipated including the project in its 2022 LHTF application, however, due to an update in LHTF requirements, the project was ineligible because the City of Baldwin Park did not have an approved Housing Element prior to the LHTF application date of May 25, 2022.

In December 2022, the developer, Cesar Chavez Foundation, submitted an updated application requesting \$2.5 million, which is below the maximum per unit amount of \$50,000 and within the per project amount of \$2.5 million. The increased funding request is a result of increased construction hard costs and financing rates, and a reduction in the project's funding request to the Los Angeles County Development Authority (LACDA) to be more competitive for an allocation of funds. The project was unsuccessful in securing LACDA funds in February 2022 for NOFA 27 which was highly oversubscribed. The project submitted an application to LACDA in December 2022 for NOFA 28 and has scored higher than its previous application based on self-assessment scores. The project is ranked 16 out of 31 projects compared to 34 out of 36 projects. The project is also pursuing additional sources from the California Department of Housing and Community Development (HCD) to ensure the project is fully funded. The project remains 100% affordable and the unit mix has been updated to include deeper levels of affordability with additional units at extremely low (30% AMI) and very low-income levels (50% AMI). The project will pursue tax credits later this year, and an increased commitment from the SGVRHT would help the project with its tiebreaker score for tax credits which is based on commitment of soft financing.

A description of the project is below:

Baldwin Park Affordable Housing (Baldwin Park) is a 51-unit affordable housing project with a set aside for a special needs population such as survivors

REPORT

of domestic violence. All units will be rented to households earning 30 to 60% Area Median Income (AMI). The project received project-based vouchers from the City of Baldwin Park Housing Authority for all units. The project applied to LACDA for capital funds and will seek 9% tax credits from the California Tax Credit Allocation Committee in summer 2023. Construction is anticipated to begin in April 2024 with an anticipated occupancy date of November 2025. The funding recommendation for this project is \$2,500,000. The total development cost for this project is anticipated to be \$40,457,842 or approximately \$793k per unit. Therefore, every dollar invested by the SGVRHT would leverage \$16 from another source.

As shown in the table below, if the RHT Board awards funding to this project, \$7.58 million in funding will remain to support additional pipeline projects.

Pipeline Funding (FY22, FY 23)	\$17,800,000
<i>Project awards</i>	(\$8,220,000)
<i>Recommended 2.1.23 Pipeline Awards</i>	(2,000,000) ¹
Funds Remaining	\$7,580,000


NEXT STEPS

Staff and representatives from the projects' development team will be available to answer questions during the presentation. If the funding recommendation is approved, staff will issue an updated Letter of Intent for the recommended project. Staff and the consulting team from Harris and Associates will continue to work with the development team to ensure successful project closing.

Additional Project Pipeline Capital allocations will be made at future board meetings on a rolling basis.

Prepared by: 

Brielle Acevedo
Regional Housing Trust Manager

Approved by: 

Marisa Creter
Executive Director

ATTACHMENTS

Attachment A – Baldwin Park Apartments project narrative and schedule
Attachment B– Resolution 23-04 Authorizing the Executive Director to execute a Letter of Intent to awarded project

¹ \$2,500,000 minus previously awarded \$500,000.

Baldwin Park Affordable Housing Project Narrative

PROJECT DESCRIPTION

The Proposed Project is currently is envisioned as a 51-unit development of 100% affordable housing for families. Originally, the proposed site was 53 units, but the unit mix was redesigned to a 51- multifamily development to be more competitive for tax credit financing.

The City of Baldwin Park Housing Authority (BPHA) released a Project Based Vouchers (PBV) Request for Proposals (RFP) that is due August 17, 2020. CCF Staff was able to win an allocation of 53 project-based vouchers (PBV) on November 3, 2020. It is CCF's intent to leverage these PBVs to win an allocation of public funds to eventually win an allocation of 4%/9% tax credits.

Proposed Unit Mix

The current proposed unit mix is a total of 51 units, which will consist of 15 one-bedroom/one-bathroom units, 16 two-bedroom/one-bathroom units, which includes a manager's unit, 15 three-bedroom/one-bathroom units, and 5 four-bedroom/one-bathroom units. The average square footages will be 520 square feet (SF), 750 SF, 1,020 SF, and 1,305 SF for the one-, two-, three-, and four- bedroom units, respectively. All units will have a full bathroom, a full kitchen with all appliances provided by the Proposed Project, a clothing closet, storage space, a living room, and a balcony.

Below is a summary of the proposed unit mix and selected PBV units:

BEDROOMS	UNITS	MGR	PBV UNITS	AVG SF
1	15	0	15	520
2	16	1	16	750
3	15	0	15	1,020
4	5	0	5	1305
TOTAL	51	1	50	789

Site Acquisition

CCF purchased the site in November 2021 for \$4,000,000 from seller who owned a heating and air conditioning business on the site and two residential homes that are currently rented on the site. The Proposed Project is located at 14617 Ramona Blvd, Baldwin Park, CA 91706 at the northwest corner of Ramona Boulevard and Valley Downing Avenue. The Proposed Project is comprised of 7 contiguous parcels with the following Assessor Parcel Numbers (APNs): 8437-006-016, 8437-006-017, 8437-006-019, 8437-006-020, 8437-006-021, 8437-006-023, and 8437-006-024. The estimated gross square footage of these parcels is 47,044 square feet site, or 1.08 acres.

CCF Staff obtained a Mercy Capital a \$3,375,000 acquisition loan and a \$1,000,000 predevelopment loan.

PROPOSED OWNERSHIP

The Proposed Project will be owned and operated by *Baldwin Park Housing Development, LP* that will be managed by a General Partner, *Baldwin Park Housing Development, LLC*, a single asset Limited Liability Company ("Managing General Partner"), whose sole Manager and Member will be *Vista del Monte Affordable Housing, Inc.*, a California non-profit corporation whose affiliate is *Cesar Chavez Foundation*. A tax credit investor will hold a 99.99% Limited Partner interest in the Partnership.

PROPOSED SCHEDULE

Site Purchase	11/01/21
HCD MHP/IIG Projected Notice of Intent to Award	1/15/23
LACDA Application Due	12/15/22
LACDA NOFA Projected Notice of Intent to Award	02/28/23
Plan Check- Construction Documents Submittal	12/31/22
Plan Check- Construction Documents Approval	03/15/23
Relocation of Tenants	04/15/23
Begin Utility Relocation	05/01/23
9% TCAC 2nd Round Application Deadline	08/08/23
9% TCAC 2nd Round Project Rankings	08/13/23
9% TCAC 2nd Round Application Funding Awards	11/08/23
Estimated Construction Loan Closing	04/01/24
Construction Completion	11/01/25
Conversion	08/15/26

PROPOSED FINANCING

The project would be financed with 9% LIHTC through TCAC, San Gabriel Valley Regional Housing Trust, and LACDA funds. CCF would be the developer and \$683 thousand would be deferred and paid back by year 10. Greenfield would be the general contractor.

The projected total development cost to acquire and construct the project is estimated at \$40.5 M; it includes an acquisition price of \$4.25 M, \$22.6 M in hard construction costs, and \$2.5M in financing and soft costs. Construction is expected to begin in April 2024 and be completed in November 2025. Supportive services will be provided under the proposed operating budget.





RESOLUTION NO. 23-04

RESOLUTION OF THE SAN GABRIEL VALLEY REGIONAL HOUSING TRUST (TRUST) AUTHORIZING EXECUTIVE DIRECTOR TO ISSUE LETTERS OF INTENT FOR RECOMMENDED PROJECTS

WHEREAS, in September 2021 the San Gabriel Valley Regional Housing Trust (SGVRHT) Board of Directors allocated \$8 million to Project Pipeline Capital to support projects on the San Gabriel Valley Project Pipeline; and

WHEREAS, in November 2022 the SGVRHT Board allocated \$10 million to Project Pipeline Capital to support projects on the San Gabriel Valley Project Pipeline; and

WHEREAS, the Board adopted evaluation criteria to review projects for Project Pipeline Capital; and

WHEREAS, the SGVRHT Board adopted the San Gabriel Valley Project Pipeline at its December 2022 meeting; and

WHEREAS, funding awards for the recommended projects would be designated with a Letter of Intent (LOI).

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors authorizes the Executive Director to issue a Letter of Intent (LOI) to award to the recommended project below:

Baldwin Park Affordable Housing (Baldwin Park) in the amount of \$2,500,000.

PASSED AND ADOPTED by the Board of Directors of the San Gabriel Valley Regional Housing Trust, in the County of Los Angeles, State of California, on the 7th day of February 2023.

San Gabriel Valley Regional Housing Trust

Jed Leano, Chair

Attest:

I, Marisa Creter, Executive Director and Secretary of the Board of Directors of the San Gabriel Valley Regional Housing Trust, do hereby certify that Resolution 23-04 was adopted at a regular meeting of the Board of Directors held on the 7th day of February 2023, by the following vote:

AYES:	
NOES:	
ABSTAIN:	
ABSENT:	

Marisa Creter, Secretary