



**San Gabriel Valley Council of Governments\***  
**AGENDA AND NOTICE OF THE REGULAR MEETING OF THE  
PLANNING DIRECTORS TECHNICAL ADVISORY COMMITTEE**  
**TELECONFERENCE MEETING**  
**Thursday, September 24, 2020 – 12:00 PM**  
**Livestream Available: <https://youtu.be/Pemv3ejiz2I>**

- Chair  
**Craig Hensley**  
City of Duarte
- Vice-Chair  
**Brad Johnson**  
City of Claremont
- Members**  
*Alhambra*  
*Arcadia*  
*Azusa*  
*Baldwin Park*  
*Claremont*  
*Covina*  
*Diamond Bar*  
*Duarte*  
*El Monte*  
*Glendora*  
*Irwindale*  
*La Verne*  
*Monrovia*  
*Montebello*  
*Monterey Park*  
*Rosemead*  
*San Dimas*  
*San Gabriel*  
*Sierra Madre*  
*South El Monte*  
*South Pasadena*  
*Temple City*  
*West Covina*  
*L.A. County DRP*

Thank you for participating in today's meeting. The Planners' Technical Advisory Committee encourages public participation and invites you to share your views on agenda items.

**MEETINGS:** *Regular Meetings of the Planners' Technical Advisory Committee are held on the fourth Thursday of each month at 12:00 PM at the Monrovia Community Center (119 West Palm Avenue, Monrovia, CA 91016).* The Planners' Technical Advisory Committee agenda packet is available at the San Gabriel Valley Council of Government's (SGVCOG) Office, 1000 South Fremont Avenue, Suite 10210, Alhambra, CA, and on the website, [www.sgvkog.org](http://www.sgvkog.org). Copies are available via email upon request ([sgv@sgvcog.org](mailto:sgv@sgvcog.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.

**CITIZEN PARTICIPATION:** Your participation is welcomed and invited at all Planners' Technical Advisory Committee meetings. Time is reserved at each regular meeting for those who wish to address the Board. SGVCOG requests that persons addressing the Committee refrain from making personal, slanderous, profane, or disruptive remarks.

**TO ADDRESS THE PLANNERS' TECHNICAL ADVISORY COMMITTEE:** At a regular meeting, the public may comment on any matter within the jurisdiction of the Committee 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. If several persons wish to address the Committee on a single item, the Chair may impose a time limit on individual remarks at the beginning of discussion. **The Planners' Technical Advisory Committee may not discuss or vote on items not on the agenda.**

**AGENDA ITEMS:** The Agenda contains the regular order of business of the Planners' Technical Advisory Committee. Items on the Agenda have generally been reviewed and investigated by the staff in advance of the meeting so that the Committee 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 Committee 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 Planners' Technical Advisory Committee.

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 Planning Directors' Technical Advisory Committee meeting scheduled for September 24, 2020 at 12:00pm will not be allowed. Members of the public may view the meeting live at <https://youtu.be/Pemv3ejiz2I>.

**Submission of Public Comments:** For those wishing to make public comments on agenda and non-agenda items you may submit comments via email or by phone.

- **Email:** Please submit via email your public comment to SGVCOG Management Analyst, Alexander Fung ([afung@sgvcog.org](mailto:afung@sgvcog.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 part of the recorded meeting minutes but will not be read aloud. A copy of all public comments will be forwarded to the Committee.
- **Phone:** Please email your name and phone number to SGVCOG Management Analyst, Alexander Fung ([afung@sgvcog.org](mailto:afung@sgvcog.org)), at least 1 hour prior to the scheduled meeting time for the specific agenda item you wish to provide public comment on. Please indicate in the Subject Line of the email "FOR PUBLIC COMMENT." You will be called on the phone number provided at the appropriate time, either during general public comment or specific agenda item. Wait to be called upon by staff, and then you may provide verbal comments for up to 3 minutes.

Any member of the public requiring a reasonable accommodation to participate in this meeting should contact SGVCOG Management Analyst, Alexander Fung, at least 48 hours prior to the meeting at (626) 457-1800 or email [afung@sgvcog.org](mailto:afung@sgvcog.org).

**PRELIMINARY BUSINESS**

**5 MINUTES**

1. Call to Order
2. Roll Call
3. Public Comment (*If necessary, the Chair 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 (*It is anticipated that the Committee may take action on the following matters*)

**CONSENT CALENDAR**

**10 MINUTES**

*(It is anticipated that the Committee may take action on the following matters)*

5. Planners TAC Meeting Minutes – 07/23/2020 (**Page 1**)  
*Recommended Action: Approve.*
6. Election of the FY 2020-2021 Committee Chair and Vice Chair  
*Recommended Action: Elect Craig Hensley from the City of Duarte as the FY 2020-2021 Planners TAC Chair and Brad Johnson from the City of Claremont as the FY 2020-2021 Planners TAC Vice Chair.*

**PRESENTATION**

**25 MINUTES**

7. San Gabriel Valley Regional Housing Trust Programs – Brielle Acevedo, Regional Housing Trust Administrator, San Gabriel Valley Regional Housing Trust (**Page 4**)  
*Recommended Action: For information only.*

**CHAIR'S REPORT**

**15 MINUTES**

8. Housing Element Update Discussion – Craig Hensley, Community Development Director, City of Duarte & Brad Johnson, Community Development Director, City of Claremont  
*Recommended Action: For information only.*

**STAFF ANNOUNCEMENT**

**5 MINUTES**

9. San Gabriel Valley Energy Wise Partnership – Energy Work Group Meeting  
*Recommended Action: For information only.*
10. Next Committee Meeting  
*Recommended Action: For information only.*

**ANNOUNCEMENTS**

**ADJOURN**



## SGVCOG Planners TAC Meeting Minutes

Date: July 23, 2020  
Time: 12:00 P.M.  
Location: Zoom Virtual Meeting

### PRELIMINARY BUSINESS

1. Call to Order.  
C. Hensley called the meeting to order at 12:01pm.
2. Roll Call

#### Members Present

L. Flores; Arcadia  
M. Marquez; Azusa  
R. Garcia; Baldwin Park  
B. Johnson; Claremont  
C. Hensley, J. Golding; Duarte  
M. Carnahan; Glendora  
M. Simpson; Irwindale  
E. Scherer; La Verne  
T. Santilena; Monrovia  
J. Palombi; Montebello  
L. Valenzuela; Rosemead  
F. Zelaya Melicher, A. Garcia; San Dimas  
M. Chang; San Gabriel  
V. Gonzalez; Sierra Madre  
I. McAleese; South El Monte  
M. Lin; South Pasadena  
S. Reimers; Temple City  
J. Drevno, M. Kim, C. Chung, S. Tae; Los Angeles County DRP

#### Members Absent

Alhambra  
Covina  
Diamond Bar  
El Monte  
Monterey Park  
West Covina

#### SGVCOG Staff

M. Creter, Executive Director  
C. Sims, Staff  
A. Fung, Staff  
A. Bordallo, Staff

#### Guests

E. Stadnicki, City of La Cañada Flintridge  
A. Tellez, City of La Puente  
A. Gutierrez, City of Pomona  
V. Tam, City of Pomona  
A. Ross, Los Angeles County DPW  
S. Lai, Los Angeles County DPW

3. Public Comment  
No public comments were given at this meeting.
4. Changes to the Agenda Order  
No changes were made to the agenda order.

### CONSENT CALENDAR

5. Planners TAC Meeting Minutes – 05/28/2020

*Recommended Action: Approve.*

**There was a motion made to approve the 05/28/2020 Planners' TAC Meeting Minutes (M/S: C. Hensley/B. Johnson).**

**[Motion Passed]**

<b>Ayes:</b>	Arcadia, Baldwin Park, Claremont, Duarte, Glendora, Irwindale, La Verne, Rosemead, San Dimas, San Gabriel, South Pasadena, Temple City, Los Angeles County DRP
<b>Noes:</b>	
<b>Abstain:</b>	
<b>No Vote Recorded:</b>	Azusa, Monrovia, Montebello, Sierra Madre, South El Monte
<b>Absent:</b>	Alhambra, Covina, Diamond Bar, El Monte, Monterey Park, West Covina

**DISCUSSION ITEM**

6. Regional Early Action Planning (REAP) Projects Discussion  
SGVCOG Principal Management Analyst, Caitlin Sims, provided a brief overview on this item and guided the committee to discuss possible REAP projects, which will provide funding to the region to facilitate the production of housing in the region. The SGVCOG submitted a preliminary application to the Southern California Association of Governments (SCAG) that includes completion of regional site inventories to identify potential affordable housing and homeless housing opportunities, planning work to support long-term success of the San Gabriel Valley Regional Housing Trust, development of targeted funding and financing programs to increase and/or maintain the supply of affordable housing in the region, and feasibility studies for tax-increment financing and other tools to provide funding resources for affordable housing.

Discussions/Questions:

- A committee member recommended that the San Gabriel Valley Regional Housing Trust should be one of the focuses to develop affordable housing units given that the Trust has the potential of becoming one of the main funding sources for housing developments in the San Gabriel Valley.
- Another committee member commented that Community Revitalization and Investment Authorities (CRIAs) and Enhanced Infrastructure Financing Districts (EIFDs) should be a focus given that some cities are preparing for major projects that require infrastructure support.
- A committee member inquired about the role of the SGVCOG in implementing the proposed REAP projects. Ms. Sims responded that the SGVCOG plans on managing the REAP projects and bringing in cities to be actively involved with these projects. Additionally, cities will be responsible for working with the selected consultants to implement projects within their jurisdictions.

**PRESENTATIONS**

7. 2020 San Gabriel Valley Energy Champion Awards Structure  
SGVCOG Management Analyst, Alexander Fung, provided a presentation on this item. The SGVCOG proudly introduces the 2020 San Gabriel Valley Energy Champion Awards to recognize San Gabriel Valley cities' efforts for increasing energy efficiency in municipal facilities. San Gabriel Valley cities that meet certain thresholds in municipal and community

energy efficiency and community outreach will receive awards and recognition from the SGVCOG. Mr. Fung announced that the Cities of South El Monte and South Pasadena recently reached the Silver Tier and the Cities of Alhambra, Arcadia, Diamond Bar, El Monte, Irwindale, Monrovia, Pomona, San Dimas, San Gabriel, and Walnut are close to achieving the Bronze Tier.

Discussions/Questions:

- A committee member inquired about rebates or other financial incentive programs that are associated with the San Gabriel Valley Energy Champion Awards. Mr. Fung responded that cities will be rewarded through recognition and plaques; however, no rebates or financial incentives will be provided along with the Awards this year.
8. Los Angeles County Department of Regional Planning FY 2020-2021 Priorities  
Representatives from the Los Angeles County Department of Regional Planning (DRP), Connie Chung and Susie Tae, provided a presentation on this item. DRP staff strives to assist with supporting transit-oriented communities, safety element updates, climate action plan updates, environmental justice/green zones programs, housing element updates, and housing ordinances in this fiscal year.

**CHAIR'S REPORT**

9. Municipal Best Practice Sharing on COVID-19 Response  
Committee Chair, Craig Hensley, led the discussion on this item.

Discussions/Questions:

- The City of Duarte shared that the City is open to the public by appointments only. The City Council and Planning Commission meetings are held virtually via Zoom and other city commissions are currently not meeting at this time.
- The City of Claremont shared that city facilities are currently closed to the public and that several major projects will be delayed. The City continues to host City Council and commission meetings via Zoom. Additionally, outdoor dining permits are being issued to local restaurants; however, there are no plans to close city streets.
- The City of Pomona shared that the City Hall is open to the public for walk-ins in the morning and for appointments only in the afternoon with reduced hours. City Council and commission meetings are held online via Zoom with members of the public being allowed to join the commission meetings. The City also launched Activate Pomona to allow outdoor dining, retail, and barber shops to operate and expand into right-of-way based on Governor Newsom's Order.
- The Los Angeles County Department of Regional Planning clarified that one-day turnaround permits are only offered by the Department for private and on-site dining businesses only. The Department's Planning Commission is currently holding meetings via Zoom and members of the public are asked to swear in before speaking at the meetings to ensure that they are on their best behavior.

**ANNOUNCEMENTS**

Committee Chair, Craig Hensley, announced that the committee is expected to reconvene on Thursday, September 24, 2020 at 12:00pm.

**ADJOURN**

The meeting adjourned at 1:02pm.

# REPORT

DATE: September 24, 2020  
TO: Planning Directors' Technical Advisory Committee  
FROM: Marisa Creter, Executive Director  
RE: **SAN GABRIEL VALLEY REGIONAL HOUSING TRUST PROGRAMS**

## **RECOMMENDED ACTION**

For information only.

## **ABOUT THE SAN GABRIEL VALLEY REGIONAL HOUSING TRUST**

Established in February 2020, the San Gabriel Valley Regional Housing Trust (SGVRHT) is a Joint Powers Authority formed by SB 751 (Rubio) to fund and finance the planning and construction of homeless housing and extremely low, very low, and low-income housing projects. The Trust is governed by a nine-member Board of Directors, including seven representatives from SGVRHT member cities and two housing and homelessness experts. Members of the SGVRHT Board of Directors are appointed by the SGVCOG Governing Board. As stated in SB 751, the Trust can receive and leverage both public and private financing.

As of this month, the following 20 jurisdictions are member cities of the SGVRHT:

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

Cities within the SGVCOG's jurisdictions are eligible to join the SGVRHT and the Trust's annual administrative fee is charged based on population size:

<b>Population Size</b>	<b>Annual Administrative Fee</b>
Up to 30,000	\$10,000
30,001 – 60,000	\$15,000
60,001 – 100,000	\$20,000
100,001 – 175,000	\$25,000
County (Per District)	\$25,000

## **PROJECTS AND FUNDING**

The SGVRHT submitted an application to the State's Local Housing Trust Fund (LHTF) Program in August 2020. The LHTF application request was for an amount of \$1,236,842 and requires matching funds to be provided by the Trust. Three projects were recommended for funding based on program requirements and it is anticipated that these projects will provide a total of 125

# REPORT

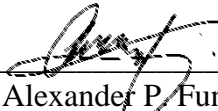
affordable housing units to the San Gabriel Valley region. Details of the three recommended projects are as follows:


<b>Project Name</b>	<b>City</b>	<b>Number of Units</b>
West Mission Family Apartments	Pomona	56
Claremont PSH Development	Claremont	15
Vista del Monte Affordable Housing Development	El Monte	54
<b>Total Number of Units:</b>		<b>125</b>

Additionally, the SGVRHT Board of Directors recently approved the San Gabriel Valley Project Pipeline (Attachment A), which identified 13 projects that can lead to the construction of 585 affordable housing units. As mentioned above, three of the projects have been awarded funding.

In order to be added to the pipeline and seek funding from the SGVRHT, an “Initial Project Application” form is available at [sgvrht.org](http://sgvrht.org). The SGVRHT requires member cities’ support for a project in order to allocate funding and awards will be made based on the availability of funds and the requirements of available sources of funding. The SGVRHT Board of Directors has embarked on a capital campaign to recruit additional private and public funding.

Additional information regarding the SGVRHT can be found at [sgvrht.org](http://sgvrht.org) and questions can be directed to SGVRHT Regional Housing Trust Administrator, Brielle Acevedo, at [bacevedo@sgvrht.org](mailto:bacevedo@sgvrht.org). SGVRHT staff will provide a detailed presentation at this meeting.

Prepared by:   
Alexander P. Fung  
Management Analyst

Approved by:   
Marisa Creter  
Executive Director

## **ATTACHMENTS**

Attachment A – San Gabriel Valley Project Pipeline



**RESOLUTION NO. 20-13**

**RESOLUTION OF THE SAN GABRIEL VALLEY REGIONAL HOUSING TRUST  
ADOPTING SAN GABRIEL VALLEY PROJECT PIPELINE**

**WHEREAS**, on June 3, 2020, the San Gabriel Valley Regional Housing Trust Board of Directors adopted an initial San Gabriel Valley Project Pipeline; and

**WHEREAS**, it is understood that the pipeline will continue to evolve as additional funding requests are received; and

**WHEREAS**, the Board adopted resolution 20-09 to update the pipeline on July 22, 2020,

**WHEREAS**, additional projects have since submitted applications for funding to the SGVRHT;

**WHEREAS**, the additional projects have been added to the San Gabriel Valley Project Pipeline; and

**WHEREAS**, Resolution 20-13 supersedes resolution 20-09 in its entirety.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Trust adopts the San Gabriel Valley Project Pipeline, attached hereto and incorporated herein as Exhibit A.

**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 5<sup>th</sup> day of August 2020.

San Gabriel Valley Regional Housing Trust

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Jed Leano, Chair

**Exhibit A**

<b>San Gabriel Valley Project Pipeline</b>		
<b>City</b>	<b>Project Description</b>	<b>Funding Gap/Request</b>
Alhambra	50 units of low and extremely low-income housing including special needs set aside	\$3,000,000
Arcadia	9 units of affordable housing	\$1,800,000
Baldwin Park	120 units of affordable housing for low income families and homeless veterans	\$7,500,000
Baldwin Park	Metro Central Place: 55 units of affordable housing	\$1,500,000
Baldwin Park	14404-14412 Ramona: 13 units of affordable housing and additional units of workforce housing	\$6,000,000
Claremont	15 units of affordable housing for low-income and homeless seniors	\$500,000
Duarte	60-70 units of affordable housing adjacent to the Duarte Gold Line station	\$7,000,000
El Monte	Up to 100 units of transitional housing units for homeless families	\$37,000,000
El Monte	54 units of affordable housing for families; potential special needs set-aside	\$500,000
Pomona	56 units of affordable housing, including housing for families, homeless veterans, and homeless households. Shovel-ready project.	\$1,375,000
Pomona	125 units of affordable housing for low and very low-income families	\$2,000,000
South El Monte	Rehabilitation project to provide transitional housing units for homeless families	\$4,000,000
South Pasadena	Purchase and rehabilitation of excess Caltrans properties to preserve for affordable housing	\$14,000,000