

**REGULAR MEETING AGENDA - ORANGE COUNTY HOUSING FINANCE TRUST**

**WEDNESDAY, JULY 21, 2021, 10:00 A.M.**

HALL OF ADMINISTRATION - COMMISSION ROOM, FIRST FLOOR  
333 W. Santa Ana Blvd., Santa Ana, California

**JAMEY FEDERICO**  
Chair

**DOUG CHAFFEE**  
Vice Chair

**DON BARNES**  
Director

**LISA A. BARTLETT**  
Director

**STEPHEN FAESSEL**  
Director

**SHARI FREIDENRICH**  
Director

**FRED JUNG**  
Director

**DAVID PENALOZA**  
Director

**ED SACHS**  
Director

Trust Manager  
**Adam Eliason**

Trust Counsel  
**Jacqueline Guzman**

Clerk of the Trust  
**Robin Stieler**

This agenda contains a brief general description of each item to be considered. The Orange County Housing Finance Trust encourages public participation. GUIDANCE FOR PUBLIC ACCESS TO REDUCE RISK OF COVID-19: On June 11, 2021, Governor Gavin Newsom enacted Executive Orders authorizing a local legislative body to continue holding public meetings via teleconference. This meeting will be held both in person, and there are two options to attend the meeting remotely. However, please be advised if you are calling in or signing in via computer, you will NOT have the ability to make a public comment during the meeting.

1) For Video, use the link to join the webinar remotely to view the:

<https://ocgov.webex.com/ocgov/onstage/g.php?MTID=e7f76398a68191ac90326d8379645c3c9> then type first name, last name and email, and then click the Join Now Button.

2) To listen to live meeting, call: +1 415-655-0001

Webinar ID: 177 538 7495

Passcode/Attendee ID: #

The Board is accepting public comments to be submitted by emailing them to [aeliason@ochft.org](mailto:aeliason@ochft.org). The comments will be distributed to all of the Board Members. If you wish to comment on a specific agenda item, please identify the item in your email. General public comments will be addressed during the general public comment item on the agenda. In order to ensure that staff has the ability to provide comments to the Board in a timely manner, please submit your comments by 5:00 p.m. Tuesday, July 20, 2021.

Except as otherwise provided by law, no action shall be taken on any item not appearing in the agenda. When addressing the Orange County Housing Finance Trust in person, please state your name for the record prior to providing your comments.

In compliance with the Americans with Disabilities Act, those requiring accommodation for this meeting should notify the Clerk of the Board's Office 72 hours prior to the meeting at (714) 834-2206

*All supporting documentation is available for public review online at:  
www.OCHFT.org and in the office of the Clerk of the Board of Supervisors located in the  
Hall of Administration Building, 333 W. Santa Ana Blvd., 10 Civic Center Plaza, Room 465,  
Santa Ana, California 92701 during regular business hours,  
8:00 a.m. - 5:00 p.m., Monday through Friday.*

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**CONSENT CALENDAR ITEMS (Item 1):**

1. Approve Orange County Housing Finance Trust minutes from the May 19, 2021, meeting.

**DISCUSSION ITEMS (Items 2-4):**

*At this time, members of the public in attendance may ask the Board to be heard, and emails received by members of the public will be read into the record on the following items as those items are called.*

2. Receive and file State funding advocacy update from Platinum Advisors.
3. Conduct Public Hearing Conduct Public Hearing to consider adopting resolution authorizing the Housing Trust Manager to apply for Local Housing Trust Fund Program, execute Local Housing Trust Fund standard agreement and any subsequent amendments or modifications as well as any other documents related to the Program or the Local Housing Trust Fund Program; and approve a waiver for The Meadows project regarding capitalized operating subsidy reserve; and approve the 2021 Orange County Housing Finance Trust - Notice of Funding Availability Projects
4. Election of Officers for Fiscal Year 2021/2022.

**HOUSING TRUST MANAGER REPORT (Item 5):**

5. Oral Report from the Housing Trust Manager

**PUBLIC COMMENTS:**

*At this time members of the public in attendance may address the Trust, and emails received by deadline will be read into record on any matter not on the agenda but within the jurisdiction of the Trust. The Trust or Chair may limit the length of time each individual may have to address the Trust, and emails received are to be read.*

**DIRECTOR COMMENTS:**

**ADJOURNED:**

**NEXT MEETING:** September 15, 2021 at 10:00 a.m.

# Agenda Item 1

Minutes – May 19, 2021

**REGULAR MEETING SUMMARY ACTION MINUTES  
ORANGE COUNTY HOUSING FINANCE TRUST**

**Wednesday, May 19, 2021, 10:00 A.M.**

**JAMEY FEDERICO**  
Chair

**DOUG CHAFFEE**  
Vice Chair

**DON BARNES**  
Director

**LISA A. BARTLETT**  
Director

**STEPHEN FAESSEL**  
Director

**SHARI FREIDENRICH**  
Director

**FRED JUNG**  
Director

**DAVID PENALOZA**  
Director

**ED SACHS**  
Director

Trust Manger  
Adam Eliason

Trust Counsel  
Jacqueline Guzman

Clerk of the Trust  
Robin Stieler

ATTENDANCE: Directors Barnes, Federico, Bartlett, Chaffee, Faessel, Freidenrich, Jung, Penaloza and Sachs

ABSENT: None

PRESENT: Trust Counsel  
Clerk of the Trust

Jacqueline Guzman  
Robin Stieler

**CALL TO ORDER**

The Chair called the meeting to order at 10:15 A.M.

**PLEDGE OF ALLEGIANCE**

The Chair led the pledge of allegiance

**ROLL CALL**

The Clerk called the roll and confirmed quorum

**CONSENT CALENDAR (Item 1)**

1. Approve Orange County Housing Finance Trust minutes from the March 17, 2021 Meeting.  
**ON THE MOTION OF DIRECTOR FAESSEL, SECONDED BY VICE CHAIRMAN CHAFFEE, BY A VOTE OF 7 TO 0, WITH DIRECTORS BARNES AND BARTLETT ABSTAINING, APPROVED THE ORANGE COUNTY HOUSING FINANCE TRUST MINUTES FROM THE MARCH 17, 2021 MEETING**

**DISCUSSION ITEMS (Items 2-5):**

2. Approve professional services agreement with CivicStone, LLC to provide management and administrative services to the Orange County Housing Finance Trust (not to exceed \$240,000).  
**ON THE MOTION OF VICE CHAIRMAN CHAFFEE, SECONDED BY DIRECTOR FAESSEL, BY A VOTE OF 9 TO 0, APPROVED THE PROFESSIONAL SERVICES CONTRACT AS AMENDED WITH CIVICSTONE, LLC. TO CHANGE CONTRACT FROM A FIXED-FEE CONTRACT TO A TIME AND MATERIALS CONTRACT NOT TO EXCEED \$240,000; AND AMEND BILLING RATE FOR LOCATING AND RESPONDING TO RECORD REQUESTS UNDER THE CALIFORNIA PUBLIC RECORDS ACT REQUESTS FROM \$170.00 PER HOUR TO \$149.00 PER HOUR**

**DIRECTOR FREIDENRICH REQUESTED CIVICSTONE, LLC PROVIDE A BREAKDOWN OF EXISTING AND NEW MANAGEMENT AND ADMINISTRATIVE SERVICES PROVIDED TO THE TRUST; AND SUGGESTED MOVING TRUST WEBSITE TO PLATFORM USED BY THE COUNTY**

**DIRECTORS FREIDENRICH AND BARTLETT SUGGESTED THE TRUST ADOPT THE COUNTY'S TRAVEL POLICY FOR TRAVEL AND REIMBURSEMENTS**

**VICE CHAIRMAN CHAFFEE REQUESTED TO ADVISE THE TRUST HOW GRANT FUNDS (\$600,000) ARE TO BE EXPENDED AND PROVIDE AN EXPENDITURE TIMELINE**

3. Receive the State funding advocacy update from Platinum Advisors.  
**RECEIVED STATE FUNDING ADVOCACY UPDATE FROM DARIUS ANDERSON, PLATINUM ADVISORS**
4. Approve 2021 Orange County Housing Finance Trust Notice of Funding Availability (NOFA) projects for project funding; waive per-project maximum funding amount for Paseo Adelanto (not to exceed \$3,303,314.50); and authorize Trust Manager to execute a contingent Letter of Intent to funding awardees and modify final LHTF project funding reallocation formula under certain conditions  
**ON THE MOTION OF DIRECTOR FREIDENRICH, SECONDED BY DIRECTOR BARNES, BY A VOTE OF 7 TO 0, WITH DIRECTORS BARTLETT AND SACHS BEING ABSENT, APPROVED ITEM AS RECOMMENDED**

**DIRECTOR BARNES SUGGESTED PLACING AN EMPHASIS ON THE RETURN ON VALUE OF DOLLARS AND INCENTIVIZE PROJECTS TO MAXIMIZE RETURN OF INVESTMENT**

**DIRECTOR FREIDENRICH SUGGESTED INCORPORATING FILTERS (I.E., BROADBAND, BUS SERVICES) FOR PROJECT FUNDING**

5. Approve a waiver of City Member contributions for Fiscal Year 2021-22; and approve Fiscal Year 2021-22 Orange County Housing Finance Trust Budget  
**ON THE MOTION OF VICE CHAIRMAN CHAFFEE, SECONDED BY DIRECTOR BARNES, BY A VOTE OF 7 TO 0, WITH DIRECTORS BARTLETT AND SACHS BEING ABSENT, APPROVED ITEM AS RECOMMENDED**

**HOUSING TRUST MANAGER REPORT (Item 6)**

6. Oral Report from the Housing Trust Manager

**WILL BE PROVIDING A PRESENTATION REGARDING THE TRUST'S ACCOMPLISHMENTS TO LOCAL COMMUNITIES AND ELECTED OFFICIALS THROUGHOUT ORANGE COUNTY AND WILL REACH OUT TO NON-MEMBER CITIES TO SEE IF THEY WOULD LIKE TO JOIN THE TRUST**

**PUBLIC & TRUST COMMENTS:**

**PUBLIC COMMENTS**

**David Duran**– Oral Re: Thanked the Board for considering his recommendation regarding cost per unit for permanent supportive housing; individuals who died without fixed abode; urgent need to increase funding for the homeless for permanent supportive housing and wrap around services.

**DIRECTOR COMMENTS**

**Director Faessel**– Oral re: Congratulated Trust and staff for their funding achievements

**Director Federico**– Oral re: Thanked Trust and County staff for helping the Trust accomplish their mission

**ADJOURNED:** 11:58 A.M.

**NEXT MEETING:** July 21, 2021, 10:00 A.M.

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**JAMEY FEDERICO**  
*Chair, Orange County Housing Finance Trust*

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**ROBIN STIELER**  
*Clerk of the Orange County Housing Finance Trust*

## Agenda Item 2

State funding advocacy update

**REQUEST FOR ORANGE COUNTY HOUSING FINANCE TRUST (TRUST) BOARD ACTION**

**MEETING DATE:** July 21, 2021

**SUBJECT:** Receive and file State funding advocacy update from Platinum Advisors.



Adam B. Eliason, Manager

**RECOMMENDED ACTION:**

RECEIVE AND FILE STATE FUNDING ADVOCACY UPDATE FROM PLATINUM ADVISORS.

**BACKGROUND:**

Attachment A is a memo summarizing funding advocacy efforts from Platinum Advisors to date. The Trust Board will receive a full update at the meeting and Platinum Advisors will be available to answer any questions from the Board.

**ATTACHMENT:**

Attachment A – Memo from Platinum Advisors - OCHFT Lobbying Update



# PLATINUM | ADVISORS

July 15, 2021

To: Adam Eliason  
Orange County Housing Finance Trust

From: Darius Anderson  
Nick Garcia

Subject: Sacramento Legislative Update

As you are aware, the State of California is still working on finishing a budget for Fiscal Year 2021-2022. This record state budget includes unprecedented increases in state spending given the Federal CARES Act that was passed by Congress and signed into law by the President earlier this year. As of today, the State Budget framework has been passed and signed into law and now the Legislature is busy at work on Budget Trailer Bills that appropriate the funds.

For the past six-months, our team worked closely with the Orange County Legislative delegation to request one-time dollars of approximately \$68 million to continue the Trust's efforts in the region. We did this by working with Trust staff to brief all legislators in the delegation so they felt ownership in the request. Legislators, led by Assemblywoman Cottie Petrie-Norris, signed onto a letter to the Senate and Assembly Budget Chairs with the formal request. It was an unprecedented show of unity.

Working with Budget Committee staff, we pressed for the ask to be included in the eventual housing related budget trailer bill. In addition, Assemblywoman Petrie-Norris made a personal member request for the dollars to Assembly leadership. Her – and her staff's – work is commendable and her commitment to housing and homelessness is solid.

During the course of outreach, we also learned of the Department of Finance's position on housing dollars and how a large amount of funds from the Federal CARES Act were either tied to matching dollars or competitive grant processes. This is the case for federal funds that are being appropriated at the California Department of Housing and Community Development. Affordable housing, Project Roomkey, and permanent supportive housing for homelessness will be granted through HCD's existing block-grant system, which the Trust has been extremely successful at securing in the past.

Currently, we continue to engage our legislative delegation to learn more about next steps for the budget trailer bills that the legislature will work on following their summer recess. We have been told that additional member requests and budget line items will be adjusted when the

legislature reconvenes on August 16. We will continue to press for one-time dollars to be included in what is being called "Budget Junior No. 5." To do so, we recommend a shift in our approach:

- During summer recess set up in-person meetings with Orange County legislators in-district.
- Host tours of potential affordable housing locations that would be funded by a one-time allocation for Assemblymembers Tom Daly and Sharon Quirk-Silva.
- Encourage development partners to target Orange County legislators for project updates and facility tours.
- Develop and host a "Town Hall" for Orange County legislators to participate in that brings in all the Trust partners to deep-dive into the regionalized approach model to ending homelessness and making housing affordable.

The Trust's partners came together and produced letters of support that showed the true impact of your efforts. This is momentum that we would like to continue and will use their efforts in a continual push for any one-time funds that the legislators can secure for the Trust. In addition, we have scheduled a briefing with Housing and Community Development to further understand their plan for the grant process and to press them to move quickly with disbursement.

Thank you.

Agenda Item 3  
2021 NOFA Public Hearing

**REQUEST FOR ORANGE COUNTY HOUSING FINANCE TRUST (TRUST) BOARD ACTION**

**MEETING DATE:** July 21, 2021

**SUBJECT:** Conduct Public Hearing to consider adopting resolution authorizing the Housing Trust Manager to apply for Local Housing Trust Fund Program, execute Local Housing Trust Fund standard agreement and any subsequent amendments or modifications as well as any other documents related to the Program or the Local Housing Trust Fund Program; and approve the 2021 Orange County Housing Finance Trust - Notice of Funding Availability Projects listed as for project funding.



Adam B. Eliason, Manager

**RECOMMENDED ACTION:**

CONDUCT PUBLIC HEARING:

1. TO CONSIDER ADOPTING RESOLUTION (ATTACHMENT C) AUTHORIZING THE HOUSING TRUST MANAGER TO APPLY FOR LOCAL HOUSING TRUST FUND PROGRAM, EXECUTE LOCAL HOUSING TRUST FUND STANDARD AGREEMENT AND EXECUTE ANY SUBSEQUENT AMENDMENTS OR MODIFICATIONS AS WELL AS ANY OTHER DOCUMENTS RELATED TO THE PROGRAM OR THE LOCAL HOUSING TRUST FUND PROGRAM; AND
2. APPROVE A WAIVER FOR THE MEADOWS PROJECT REGARDING THE MENTAL HEALTH SERVICES ACT TERM SHEET POLICY REQUIRING CAPITALIZED OPERATING SUBSIDY RESERVE FOR PROJECTS WITHOUT RENTAL ASSISTANCE VOUCHERS TO SUBSIDIZE OPERATING COSTS.
3. APPROVE THE 2021 ORANGE COUNTY HOUSING FINANCE TRUST - NOTICE OF FUNDING AVAILABILITY PROJECTS LISTED AS ATTACHMENT A FOR PROJECT FUNDING.

**BACKGROUND:**

The Board approved the second recommended action at its May 19, 2021, Board Meeting. One of the Trust project funding sources mentioned in that Staff Report comes from the State of

California Housing & Community Development (HCD) through their Local Housing Trust Fund Program (LHTF). The final guidelines for the LHTF Program (Program Guidelines) are that the Trust hold a public hearing to discuss and describe the criteria used to select projects to be funded and describe the details related to the projects that will be funded. In addition, HCD issued a resolution template that also must be approved by the Board. If adopted, the attached resolution would authorize the Housing Manager to apply for the LHTF Program and execute the LHTF Standard Agreement and any subsequent amendments or modifications thereto, as well as any other documents which are related to the Program or the LHTF Award to the Trust, as the State may deem appropriate.

This agenda item reiterates the May 19<sup>th</sup> agenda item relating to the NOFA projects but only to the project funding recommendations from the previous Staff Report, in order to fully conform to the Program Guidelines. In addition, Staff published the required public notice in a newspaper of general circulation and posted the notice on the Trust website on July 8, 2021 thereby meeting the Program Guidelines' 10-day noticing requirement.

### **PROJECT FUNDING RECOMMENDATIONS**

The applications were reviewed by the following panel:

- Overall application review
  - Manager, Orange County Housing Finance Trust
  - Executive Assistant, Orange County Housing Finance Trust
  - Program Manager I, OC Health Care Agency
  - OCCR, Director, Housing & Community Development
- Project Proforma – Corporation for Supportive Housing (CSH)
- Financial Statements - Accounting Manager from the OC Auditor-Controller office

The Review Panel considered four selection criteria mentioned in the NOFA. They are presented here in the following priority order.

1. **FUNDING SOURCE:** As indicated in the NOFA, the Review Panel divided the applications into two groups, those that were applying for MHSA funding and those that were not. Each group of projects were scored competitively against one another. Any applications that requested Trust MHSA funding are recommended because the Trust has \$9,084,640 in MHSA specific funding and there were only \$6,758,286.50 in revised Trust MHSA funding requests.
2. **SPA:** The NOFA specified that funding would be initially available equally among the three County Service Planning Areas (SPA). However, since only one application was submitted from each SPA for each project category the Review Panel did not need to make any adjustments to accommodate funding by SPA.
3. **THRESHOLD REQUIREMENTS:** Section 3 of the NOFA listed a set of threshold requirements that all projects must meet in order to be considered for funding by the

Trust through the NOFA. The Review Panel reviewed each application to ensure that each one met the NOFA threshold requirements.

4. **SCORING:** The NOFA specified that applications will be competitively scored and ranked against other projects located within the same County Service Planning Area (SPA). The NOFA further stated that scoring serves as a basis to compare applications but ultimately the decision to award funds is based upon the Trust Board approval. Projects were evaluated based upon the NOFA scoring points in several categories such as project readiness, experience, and proximity to community amenities such as grocery stores, medical care, community centers, public parks/libraries, and transit.

All six (6) projects met threshold requirements and scored between 83 and 93 points out of a maximum score of 100 (See Attachment B). The projects have a total of 434 affordable units of which 47 are affordable units funded by the Trust and 40 are MHSA units funded by the Trust. All the Trust funded units are reserved for households that have an income at or below 30% of area median income.

Attachment A includes a summary of the projects that staff is recommending for funding, along with the recommended funding levels and sources of funding (Attachment B).

#### THE MEADOWS PROJECT

The MHSA Term Sheet that is part of the NOFA states that a “Capitalized Operating Subsidy Reserve (COSR) shall be required for projects without rental assistance vouchers to subsidize operating costs for the MHSA regulated units.”

The Meadows project may not be able to obtain all 7 project-based vouchers requested to the Orange County Housing Authority. However, the Meadows project proforma has sufficient income to subsidize the operating costs over the term of the project. In the event The Meadows project obtains anything less than the 7 requested vouchers, a waiver of the COSR is necessary.

Staff recommends approval of this agenda item.

ATTACHMENTS: Attachment A – 2021 Trust NOFA Funding Recommendation

Attachment B – 2021 Trust NOFA Application Scoring

Attachment C - Resolution of the Board of Directors of the Orange County Housing Finance Trust authorizing the Trust to apply to and comply with the LHTF Program.

# 2021 Trust NOFA Funding Recommendation

Project Information				Funding Request			Funding Recommendation					
Project Name	Service Planning Area	Trust Funded Units	Total Units	MHSA Funding Request	Non-MHSA Funding Request	Total Request	County General Fund	MHSA	LHTF	Total Recommended Funding	Unfunded Request	Funding %
Paseo Adelanto	South	26	50	\$ 1,703,314.50	\$ 1,600,000.00	<b>\$ 3,303,314.50</b>	\$ -	\$ 1,703,314.50	\$ 1,600,000.00	<b>\$ 3,303,314.50</b>	\$ -	100%
Westview House	Central	25	85	\$ -	\$ 2,500,000.00	<b>\$ 2,500,000.00</b>	\$ 791,139.00	\$ -	\$ 659,210.19	<b>\$ 1,450,349.19</b>	\$ 1,049,650.81	58%
Orange Corporate Yard	North	6	62	\$ -	\$ 660,000.00	<b>\$ 660,000.00</b>	\$ 208,861.00	\$ -	\$ 175,233.09	<b>\$ 384,094.09</b>	\$ 275,905.91	58%
Anaheim Midway	North	8	86	\$ 1,362,652.00	\$ -	<b>\$ 1,362,652.00</b>	\$ -	\$ 738,455.08	\$ 624,196.92	<b>\$ 1,362,652.00</b>	\$ -	100%
Crossroads at Washington	Central	15	86	\$ 2,500,000.00	\$ -	<b>\$ 2,500,000.00</b>	\$ -	\$ 1,354,812.29	\$ 1,145,187.71	<b>\$ 2,500,000.00</b>	\$ -	100%
Meadows Senior Apartments	South	7	65	\$ 1,192,320.00	\$ -	<b>\$ 1,192,320.00</b>	\$ -	\$ 646,147.91	\$ 546,172.09	<b>\$ 1,192,320.00</b>	\$ -	100%
<b>Total</b>		<b>87</b>	<b>434</b>	<b>\$ 6,758,286.50</b>	<b>\$ 4,760,000.00</b>	<b>\$ 11,518,286.50</b>	<b>\$ 1,000,000.00</b>	<b>\$ 4,442,729.78</b>	<b>\$ 4,750,000.00</b>	<b>\$ 10,192,729.78</b>	\$ 1,325,556.72	88%

# 2021 Trust NOFA Application Scoring

				Affordable Applications			MHSA Applications		
Category	Maximum Points	Scoring Criteria	Totals	Paseo Adelanto	Westview House	Orange Corporate Yard	Anaheim Midway	Crossroads at Washington	Meadows Senior Apartments
<b>Developer</b>				Jamboree	Community Development Partners	C&C Development	National CORE	Related	C&C Development
<b>City</b>				San Juan Capistrano	Santa Ana	Orange	Anaheim	Santa Ana	Lake Forest
<b>Service Planning Area</b>				South	Central	North	North	Central	South
<b>Total Number of units</b>			434	50	85	62	86	86	65
<b>Trust Funded Units</b>			87	26	25	6	8	15	7
<b>Affordable Housing Funding Request</b>			\$ 4,780,000.00	\$ 1,600,000.00	\$ 2,520,000.00	\$ 660,000.00	\$ -	\$ -	\$ -
<b>MHSA Funding Request</b>			\$ 6,758,286.50	\$ 1,703,314.50	\$ -	\$ -	\$ 1,362,652.00	\$ 2,500,000.00	\$ 1,192,320.00
<b>Total Funding Request</b>			\$ 11,538,286.50	\$ 3,303,314.50	\$ 2,520,000.00	\$ 660,000.00	\$ 1,362,652.00	\$ 2,500,000.00	\$ 1,192,320.00
<b>Project Rediness</b>	35	Projects will receive a maximum of 35 points for project readiness. For acquisition/rehab projects, projects will be deducted one point for each month past June 1, 2022 for its scheduled loan closing. For new construction projects, projects will be deducted one point for each month past December 1, 2022 for its scheduled loan closing.		35	35	35	35	35	35
<b>Developer Experience &amp; Financial Strength</b>	40	One point will be awarded for every ten (10) units of Permanent Supportive and Affordable Housing that the applicant developed and currently operates		40	40	40	40	40	40
<b>Service Enriched Location</b>	25			18	13	5	15	13	8
Grocery Store	5	Projects will be awarded 5 points if they are within 0.25 miles of a full-scale grocery store. Projects will be awarded 2 points if they are within 0.50 miles of a grocery store.		5	0	0	2	0	0
Medical Care	5	Projects will be awarded 5 points if they are within 0.5 miles of a hospital. Projects will be awarded 3 points if they are within 0.5 miles of an urgent care facility or qualifying medical clinic		3	3	0	5	3	0
Community Center	5	Projects will be awarded 5 points if they are within 0.5 miles of a public library or community center		0	0	0	0	0	0
Public Park	5	Projects will be awarded 5 points if they are within 0.5 miles of a public park		5	5	0	5	5	5
Transit	5	Projects will be awarded 5 points if they are within 0.5 miles of a bus station, or bus stop that provides service at least every 30 minutes during the hours of 7-9 a.m. and 4-6 p.m., Monday through Friday. If frequency and hours cannot be met but the project is still within 0.5 miles, 3 points will be awarded.		5	5	5	3	5	3
<b>Total Score</b>				<b>93</b>	<b>88</b>	<b>80</b>	<b>90</b>	<b>88</b>	<b>83</b>



RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE ORANGE COUNTY HOUSING FINANCE TRUST  
July 21, 2021

The Board of Directors of the Orange County Housing Finance Trust, (“Applicant”) by majority vote, hereby consents to, adopts and ratifies the following resolution:

WHEREAS, the State of California (the “State”), Department of Housing and Community Development (“Department”) issued a Notice of Funding Availability (“NOFA”) dated 05/3/2021 under the Local Housing Trust Fund (LHTF) Program;

WHEREAS, the Department is authorized to provide up to \$57 million under the LHTF Program from the Veterans and Affordable Housing Bond Act of 2018 (Proposition 1) (as described in Health and Safety Code section 50842.2 et seq. (Chapter 365, Statutes of 2017 (SB 3)) (“Program”));

WHEREAS, the Department may approve funding allocations for the LHTF Program, subject to the terms and conditions of H&S Code Section 50842.2, the LHTF Program Guidelines, NOFA, Program requirements, the Standard Agreement and other related contracts between the Department and LHTF award recipients;

WHEREAS, Applicant is an eligible Local or Regional Housing Trust Fund applying to the Program to administer one or more eligible activities using Program Funds.

NOW, THEREFORE, BE IT RESOLVED that

1. That the Applicant is hereby authorized to act as the trustee in connection with the Department's funds to Eligible Projects pursuant to the above-described NOFA in an amount not to exceed \$5,000,000 (the "LHTF Award") NOTE: Dollar amount must include amount used for administrative costs, pursuant to Section 105(b) of the Guidelines.
2. Applicant hereby agrees to match on a dollar-for-dollar basis the LHTF Award pursuant to Guidelines Section 104. Applicant hereby agrees to utilize matching finds on a dollar-for-dollar basis for the same Eligible Project for which Program Funds are used, as required by HSC Section 50843.5(c).
3. If Applicant receives an award of LHTF funds from the Department pursuant to the above referenced LHTF NOFA, it represents and certifies that it will use all such funds on Eligible Projects in a manner consistent and in compliance with all applicable state and federal statutes, rules, regulations, and laws, including, without limitation, all rules and laws regarding the LHTF Program, as well as any and all contracts Applicant may have with the Department (“Eligible Project”).

AGENDA ITEM 3.0  
ATTACHMENT C

4. Applicant hereby agrees to match on a dollar-for-dollar basis the LHTF Award pursuant to Guidelines Section 104. Applicant hereby agrees to utilize matching finds on a dollar-for-dollar basis for the same Eligible Project for which Program Funds are used, as required by HSC Section 50843.5(c).
5. Pursuant to Attachment 1 and the Applicant's certification in this resolution, the LHTF funds will be expended only for Eligible Projects and consistent with all program requirements.
6. Applicant shall be subject to the terms and conditions as specified in the Standard Agreement, H&S Section 50842.2 and LHTF Program Guidelines.
7. Adam Eliason, Housing Manager is authorized to apply and execute the LHTF Program Application, the LHTF Standard Agreement and any subsequent amendments or modifications thereto, as well as any other documents which are related to the Program or the LHTF Award to Applicant, as the Department may deem appropriate.

## Attachment 1

Six projects in five different cities will create a total of 434 affordable and permanent supportive housing units. Funding from the Local Housing Trust Fund (LHTF) Program will be used for construction and permanent loan financing. All 87 Trust funded units will be restricted to individuals and families earning 30% of the area median income and below.

Project Information					Funding Recommendation				
Project Name	City	Trust Funded Units	% AMI	Total Units	County General Fund	MHSA	LHTF	% of LHTF	Total Recommended Funding
Paseo Adelanto	San Juan Capistrano	26	30%	50	\$ -	\$ 1,703,314.50	\$ 1,600,000.00	32.00%	\$ 3,303,314.50
Westview House	Santa Ana	25	30%	85	\$ 791,139.00	\$ -	\$ 659,210.19	13.18%	\$ 1,450,349.19
Orange Corporate Yard	Orange	6	30%	62	\$ 208,861.00	\$ -	\$ 175,233.09	3.50%	\$ 384,094.09
Anaheim Midway	Anheim	8	30%	86	\$ -	\$ 738,455.08	\$ 624,196.92	12.48%	\$ 1,362,652.00
Crossroads at Washington	Santa Ana	15	30%	86	\$ -	\$ 1,354,812.29	\$ 1,145,187.71	22.90%	\$ 2,500,000.00
Meadows Senior Apartments	Lake Forest	7	30%	65	\$ -	\$ 646,147.91	\$ 546,172.09	10.92%	\$ 1,192,320.00
<b>Capital Funding Total</b>		<b>87</b>		<b>434</b>	<b>\$ 1,000,000.00</b>	<b>\$ 4,442,729.78</b>	<b>\$ 4,750,000.00</b>		<b>\$ 10,192,729.78</b>
LHTF Administrative Funding Total							\$ 250,000.00	5.00%	
LHTF Grand Total							\$ 5,000,000.00	100.00%	

PASSED AND ADOPTED at a regular meeting of the Orange County Housing Finance Trust this 21 day of July 2021 by the following vote:

AYES:

ABSTENTIONS: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT:

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Chair, Orange County Housing Finance Trust

#### CERTIFICATE OF THE ATTESTING OFFICER

The undersigned, Clerk of the Orange County Housing Finance Trust does hereby attest and certify that the attached Resolution is a true, full and correct copy of a resolution duly adopted at a meeting of the Orange County Housing Finance Trust which was duly convened and held on the date stated thereon, and that said document has not been amended, modified, repealed or rescinded since its date of adoption and is in full force and effect as of the date hereof.

ATTEST:

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Signature of Attesting Officer  
***Robin Stieler, Clerk of the Trust***

Agenda Item 4  
Election of Officers

**REQUEST FOR ORANGE COUNTY HOUSING FINANCE TRUST (TRUST) BOARD ACTION**

**MEETING DATE:** July 21, 2021

**SUBJECT:** Election of Officers for Fiscal Year 2021/2022



Adam B. Eliason, Manager

**RECOMMENDED ACTION:**

ELECTION OF OFFICERS FOR FISCAL YEAR 2021/2022

**BACKGROUND:**

Per Section 5(e)(6) of the Joint Power Agreement, the Board of Directors shall select a Chairperson and Vice-Chairperson at the first meeting held in each fiscal year. The OCHFT Fiscal Year is from July 1<sup>st</sup> to June 30<sup>th</sup>. Therefore, this election will be for the 2021-2022 Fiscal Year.

The Chairperson will conduct the election process and the Clerk of the Trust will record the election results.

Pursuant to the Article III, Section D of the Trust's adopted bylaws, if a County representative is the Chair for any one period, a City representative shall serve as Vice-Chair. In turn, if a City representative is Chair for any one period, a County representative shall serve as Vice-Chair.