



Community Revitalization

Diane Rundles
Assistant Executive Officer

Carrie Harmon
Director, Community
Development & Housing

Marcus Dillard
Chief of Homeless Services

August 20, 2024

Ms. Carol Norris, President
Olen Jones Senior Apartment Community, L.P.
10071 Feron Blvd.
Rancho Cucamonga, CA 91730

Re: 4% Re-syndication – Olen Jones Senior Apartments - 7125 Amethyst Avenue in Rancho Cucamonga

Dear Ms. Norris:

We have received your letter, dated February 7, 2024, requesting written consent from San Bernardino County (County) to support the application of federal tax credits and tax-exempt bonds from the California Tax Credit Allocation Committee and California Debt Limit Allocation Committee. The County supports Olen Jones Senior Apartment Community, L.P. (Borrower) and the managing general partner, Northtown Housing Development Corporation, in their desire to renovate the property to address critical deferred maintenance, improve accessibility, and make health and safety upgrades to enhance the quality of life for residents and extend the property's useful life.

On December 3, 2002, the Board of Supervisors (Board) approved HOME Loan Agreement No. 02-1244 (Agreement), for an amount of \$1,575,000, to the Borrower, for the Olen Jones Senior Apartments located at 7125 Amethyst Avenue in Rancho Cucamonga. The County records indicate that the outstanding loan balance as of December 31, 2023, was \$1,430,811.98, which is comprised of a principal balance of \$1,323,022.06 and interest balance of \$107,789.92.

If the project is awarded funding, an Amendment to the Agreement, which will be subject to meeting the County's requirements and acceptance of due diligence documents, will be presented to the Board for approval.

If you have any questions, please contact me at (909) 382-3983.

Sincerely,

A handwritten signature in black ink, appearing to read "Carrie Harmon".

Carrie Harmon, Director
Community Development and Housing Department

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County of San Bernardino DELEGATED AUTHORITY – DOCUMENT REVIEW FORM

This form is for use by any department or other entity that has been authorized by Board of Supervisors/Directors action to execute grant applications, awards, amendments or other agreements on their behalf. All documents to be executed under such delegated authority must be routed for County Counsel and County Administrative Office review prior to signature by designee.

Note: This process should NOT be used to execute documents under a master agreement or template, or for construction contract change orders. Contact your County Counsel for instructions related to review of these documents.

Complete and submit this form, along with required documents proposed for signature, via email to the department's County Counsel representative and Finance Analyst. If the documents proposed for signature are within the delegated authority, the department will submit the requisite hard copies for signature to the County Counsel representative. Once County Counsel has signed, the department will submit the signed documents in hard copy, as well as by email, to CAO Special Projects Team for review. If approved, the department will be provided routing instructions as well as direction to submit one set of the executed documents to the Clerk of the Board within 30 days.

For detailed instructions on submission requirements, reference Section 7.3 of the Board Agenda Item Guidelines as the Delegation of Authority does not eliminate the document submission requirements.

Department/Agency/Entity: Community Development & Housing Department

Contact Name: Veronica Becerra Telephone: 909-382-3993

Agreement No.: _____ Amendment No.: _____ Date of Board Item 8/20/24 Board Item No.: 35

Name of Contract Entity/Project Name: Approve Letter of Supprt for refinance of Olen Jones Senior Apartments

Explanation of request/Special Instructions:

Community Development and Housing (CDH) requests signature of the CDH Director on the Letter of Support demonstrating the County's support of Olen Jones Senior Apartment Community, L.P. and its managing partner, Northtown Housing Development Corporation's (Borrower) to apply to the California Debt Limit Allocation Committee for an allocation of Federal Tax Credits and Tax-Exempt Bonds to obtain financing to substantially rehabilitate the property and to refinance its existing debt. On August 20, 2024 (Item No. 35), the Board of Supervisors delegated signature authority to the CDH Director, subject to review by County Counsel, to execute the Letter of Support.

Insert check mark that the following required documents are attached to this request:

- Documents proposed for signature (Note: For contracts, include a signed non-standard contract coversheet for contracts not submitted on a standard contract form).
- Board Agenda item that delegated the authority

Department Routed to County Counsel	County Counsel Name: Suzanne Bryant	Date Sent: 8/12/24
Reviewing County Counsel Use Only	Review Date <u>8/12/2024</u> <u>Suzanne Bryant</u> Signature	Determination: <input checked="" type="checkbox"/> Within Scope of Delegated Authority <input type="checkbox"/> Outside Scope of Delegated Authority
CAO-Special Projects Use Only	Review Date <u>8/20/24</u> <u>Christen Miller</u> Signature K.M.	Disposition: <input checked="" type="checkbox"/> Route for signature to: ____ Chair ____ CEO <input checked="" type="checkbox"/> Department <input type="checkbox"/> Return to Department for preparation of agenda item