



HOMEKEY ROUND 1 Status Report

Last Updated: 04/29/2022

HCD Contract Number:	20-HK-00130	Project Name:	Pacific Village
Sponsor Organization(s)	San Bernardino County Community Development and Housing	Preparer Name and Title:	
Preparer Email:		Preparer phone number:	

EXPENDITURE BREAKDOWN

Fund Type	Award Amount	Expended Amount	Remaining Balance	Will Funds be Fully Expended by June 30, 2022?
Coronavirus Relief Funds (CRF)	\$3,450,000.00	\$3,450,000.00	\$0.00	
*24 Month Operating Subsidy funded from State General Fund (pursuant to NOFA \$308)			\$0.00	
Enterprise Philanthropic Funds	\$672,000.00	\$672,000.00	\$0.00	Yes

DOCUMENTATION

Requirement	Current Status	Has this document been amended since last submission?	Affordability Covenant Expiration Date
55 year affordability covenant (pursuant to NOFA \$305 ii, permanent housing projects only)	N/A	N/A	
Recordation of 10 year use restriction (pursuant to Standard Agreement Exhibit D 23. & Exhibit E 6., interim housing projects only).	Recorded	No	
Relocation plan for individuals being displaced as a result of rehabilitation of existing units (pursuant to NOFA \$305 vi.)	N/A	N/A	

Comments:

CERTIFICATION

***By signing this request, I certify to the best of my knowledge and belief that the request is true, complete, and accurate, and the expenditures, disbursements and cash receipts will be for the purposes and objectives set forth in the terms and conditions of the State award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812)

Signature Method:	Certification by Printed Name
Name of Authorized Representative	Title of Authorized Representative
Curt Hagman	Chairman, San Bernardino County Board of Supervisors
Signature of Authorized Representative	Date
	05/06/2022

HOMEKEY PROGRAM Project Details

Contract # and Sponsor 20-HK-00130		San Bernardino County Community Development and Ho								
How many unique project sites are receiving Homekey funds under this contract?		1								
Site Name or Identifier	Project Site Full Address	Project County	Geographic Region	Type of Conversion	Project Type, per Standard Agreement	Current Project Status	Number of Doors Acquired (INCEA 1523)	Number of Manager Units Created	Number of Assisted Homekey Units Created	Number of On-Site Assisted Units Currently Occupied
Pacific Village	2626 Pacific Street, San Bernardino CA 92346	San Bernardino	Southern California	Acquisition and Rehab - Other	Interim to Permanent Conversion	Interim	28	0	28	28

Number of Offsite Interim Units								
Currently Occupied (If project is under construction)	Total Units Occupied	Occupancy Rate	Number of Individuals Currently Housed On- Site	Number of Individuals Currently Housed Off-Site (If project is under construction)	Total Number of Individuals Housed	Construction/Rehab Start Date	Construction/Rehab End Date (Projected or actual)	Comments
0	28	100%	30	0	30	1/13/2021	2/28/2021	

HOMEKEY PROGRAM Report Narrative	
Instructions: Provide thorough responses to each of the narrative questions. Include as much detail as possible.	
1. Provide the timeline to date for the completion of the Project. Include dates of property acquisition, initial plan for use, changes of use and what prompted changes, construction or rehabilitation start date, date of completion of rehabilitation and construction and other anticipated or actual dates of completion for the performance milestones as listed in Exhibit E of the Standard Agreement.	Site was acquired on 12/4/2020. Construction start date was 1/13/21, completion date 2/26/2021, 50% occupied 3/1/2021. The County desired to acquire, rehabilitate and operate the project as non-congregate interim housing. The initial planned use the campus included residential units, a commercial kitchen, a multi-purpose room, several office buildings, park-like landscaping, multiple outdoor recreation areas, a covered pavilion and three double-wide modular units. The facility was to be acquired by December 31, 2020, and have full occupancy within 90 days. The project was to be developed in two phases and serve those who are at risk of or experiencing homelessness within the county and impacted by the pandemic. The first phase to provide 28 "doors" of interim housing for up to 49 individuals, until permanent solutions become available. The second phase would increase capacity to up to 135 individuals. All clients would be prioritized by and referred through Coordinated Entry System (CES), based upon vulnerability. Currently the project is in the design phase to create the permanent housing units and other ancillary uses. The design phase is expected to be completed and approved mid-July 2022.
2. Describe how tenant outreach and selection is being conducted. Is Coordinated Entry being used? If not, what is the referral process for individuals to become housed in this site?	Currently tenant outreach has not been necessary. CES was utilized for both the initial and ongoing tenant selection process.
3. Describe the average rate of yearly turnover for this project. How many tenants exit to permanent housing or back to homelessness? How long do tenants stay at the Homekey site before exiting? If converting to permanent, will tenants be relocated and brought back or moved elsewhere? Please provide thorough detail.	

HOMEKEY PROGRAM Report Narrative	
Overall, the project has had limited yearly turnover. No participants have exited the program within the exception of one deceased client. County is exploring various funding options for conversion.	
4. Describe the proposed development vision that identifies the financial and regulatory mechanisms to be used to maintain this project. What sources of funding are committed to sustaining this Homekey project for the next five years? Are you pursuing additional HCD funding sources? What are your concerns, if any, for maintaining project feasibility?	The site will provide Interim Housing for the homeless or at risk of homelessness population. The site provides 28 "doors" based on a number of variety of housing types, including: a single-family house, two apartment units, and 20 modular units. The County utilizes a variety of County funding to provide supportive services to the residents of Pacific Village. As the County explores options for the conversion of the site, all potential funding sources are explored for viability and compatibility with the Homekey regulations and the development vision. The Regulatory Use Agreement has been recorded on this property to maintain the requirements of Homekey. For property management, the County has been working with LaBarge Industries. The County utilizes PLHA funds and Enterprise funds for ongoing operations and is exploring other funding sources for ongoing operations to fulfil the required 10-year covenant term. The County is exploring all appropriate HCD funding opportunities to assist in conversion of the property. Current concerns for conversion is identifying a funding source of the ongoing operations with the income restrictions for the longer term covenant period required upon conversion to permanent housing.
4a. Has your proposed development vision changed since the execution of your Standard Agreement? If yes, please explain.	The proposed development vision has not changed since the execution of the Standard Agreement.

HOMEKEY PROGRAM
Report Narrative

5. If converting your site from interim use to permanent, will there be enough space in the rehabilitated site for existing tenants to return? If tenants will not be brought back, please describe the plan for rehousing them in permanent or interim units. If displacing tenants, please describe the assistance and benefits to be provided in compliance with local, state, and federal law (pursuant to NOFA §305 vi.)
Note: Sponsors must fill out an [Interim to Permanent Notice Form](#) prior to beginning construction.

To date the property is not converting to permanent.

**Homekey 2.0
Unit Mix****HCD Contract #**

20-HK-00130

Project Name

Pacific Village

Instructions: Input the number of doors acquired, units created and bedrooms per unit. "Door" refers to units at the time of the acquisition, which may differ from the number of units that are available after a conversion of the property to housing. If funding multiple sites, combine units for all sites in this table and explain breakdown of unit sizes in the comments section below.

Bedroom Size of Units Created	Number of Units Created	Original Number of Doors Acquired
1 BR	20	20
3 BR	6	6
2 BR	2	2
TOTALS	28	28

Comments



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 and Housing

Contact Name: Supriya Barrows

Telephone: 387-4411

Agreement No.: 20HK130 Amendment No.: _____ Date of Board Item 9/15/20 Board Item No.: 39

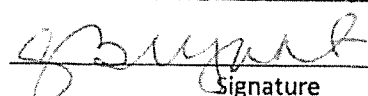
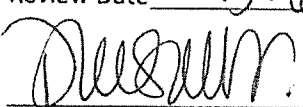
Name of Contract Entity/Project Name: Homekey Program Expenditure Report - Pacific Village

Explanation of request/Special Instructions:

On September 15, 2020, the Board of Supervisors (Board) approved Item No. 39, Resolution 2020-171, which authorized the Chairman of the Board, to execute the Homekey Program application and documents for participation in the program, as required by the California Department of Housing and Community Development (HCD). This required report (as part of the Homekey Standard Agreement) mandates San Bernardino County to complete, sign and return the report to HCD.

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: 5-6-22
Reviewing County Counsel Use Only	Review Date <u>5-6-22</u>  Signature	Determination: ☒ Within Scope of Delegated Authority ☐ Outside Scope of Delegated Authority
CAO-Special Projects Use Only	Review Date <u>5.6.2022</u>  Signature Pamela Williams.	Disposition: ☒ Route for signature to: ☒ Chair ☐ CEO ☐ Department ☐ Return to Department for preparation of agenda item