

**MEETING MINUTES OF THE  
SOUTH BAY REGIONAL HOUSING TRUST BOARD OF DIRECTORS  
THURSDAY, JUNE 18, 2026 - 3:30 P.M.**

**SBCCOG Offices: 357 VAN NESS WAY, #90, TORRANCE, CA 90501 & Via Zoom  
RECORDING IS ACCESSIBLE VIA THE FOLLOWING LINK: <https://youtu.be/V9mVWDhwqG4>**

**I. CALL TO ORDER**

South Bay Regional Housing Vice Trust Chair Jon Kaji called the meeting to order at 3:35 pm.

**II. ROLL CALL**

SBCCOG Administrative Manager David Leger conducted an attendance roll call. The following Directors and individuals were present:

**In attendance were the following voting members:**

|                                            |                                       |
|--------------------------------------------|---------------------------------------|
| Bernadette Suarez, Lawndale                | Jon Kaji, Torrance                    |
| Bill Uphoff, Lomita                        | Michael Allen, Housing Expert         |
| Eloy Morales, Inglewood, SB 707 non-voting | Michelle Ramirez, Housing Expert      |
| Michelle Keldorf, El Segundo               | Stephen Perestam, Rancho Palos Verdes |
| Nina Tarnay Manhattan Beach                |                                       |
| Rob Saemann, Hermosa Beach                 |                                       |

**Also, in attendance were the following persons**

|                                                 |                               |
|-------------------------------------------------|-------------------------------|
| Brandy Forbes, City of Rancho Palos Verdes      | Philip Rebentisch, LA Forward |
| Jeannie Naughton, City of Rolling Hills Estates | Colleen Farrell, SBCCOG       |
| Eduardo Schonborn, City of El Segundo           | David Leger, SBCCOG           |
| Paul Samaras, City of El Segundo                | Jacki Bacharach, SBCCOG       |
| Adam Eliason, CivicHome (virtual)               | Jake Romoff, SBCCOG           |
| Claudia Lima, LACAHS (virtual)                  | Kevin Umaña, SBCCOG           |
| Grant Henninger, CivicHome                      | Natalie Champion, SBCCOG      |
| Lauren Langer, Best Best & Krieger              | Ronson Chu, SBCCOG            |
| MC Guery, LA Forward                            |                               |
| Thomas Lane, LA Forward                         |                               |

**III. ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA**

The agenda was modified to move agenda Item D Commercial Redevelopment Tool for Cities. before Item C. LACAHS funded TA studies.

**IV. PUBLIC COMMENTS**

No public comments were received.

**V. CONSENT CALENDAR ITEMS**

- A. May 21, 2026 Meeting Minutes** (attachment)
- B. Purchasing and Procurement policies and procedures** (attachment)
- C. CivicHome for On Call Services** (attachment)

**MOTION** by Director Saemann, seconded by Director Keldorf, to **APPROVE** the Consent Calendar, with correction to the May 21 meeting minutes.

Yes: Suarez, Uphoff, Keldorf, Tarnay, Saemann, Kaji, Allen, Ramirez, Perestam.

No: None

Abstain: None

Vote Total: 9

**MOTION PASSES.**

## **VI. DISCUSSION/ACTION ITEMS**

### **A. The Year Ahead at LACAHSa**

Claudia Lima, Chief Strategic Investments Officer with LACAHSa, presented an overview of the agency's funding priorities, including investments in affordable housing production, preservation, homeownership, community land trusts, rental subsidies, and technical assistance. Staff highlighted opportunities for the South Bay Regional Housing Trust to partner with LACAHSa to leverage funding, build local capacity, identify development opportunities, and support affordable housing production. Discussion also covered future social bond issuances, which could significantly increase the Trust's available capital, and current LACAHSa-funded projects in the South Bay, including a rental subsidy development in Carson nearing occupancy.

Her full presentation is available here: [https://www.sbrht.org/wp-content/uploads/2026/06/PRESENTATION\\_LACAHSa-Year-Ahead.pdf](https://www.sbrht.org/wp-content/uploads/2026/06/PRESENTATION_LACAHSa-Year-Ahead.pdf)

### **B. Commercial Redevelopment Tool for Cities**

SBCCOG Staff Jake Romoff presented the REAP 2.0 Sustainable Pathways to Housing Commercial Redevelopment Tool, a GIS-based inventory that identifies underutilized commercial properties with redevelopment potential throughout the South Bay. He demonstrated the tool's parcel scoring methodology and interactive mapping features, including layers for Housing Element sites, SB 535 disadvantaged communities, environmental justice areas, employment centers, and TCAC data. The tool, intended for city planning purposes, will be made available to member cities to support affordable housing planning and redevelopment efforts. Board members discussed its potential use in identifying future housing opportunities.

### **C. LACAHSa funded TA studies**

Ronson Chu and Kevin Umaña presented two LACAHSa-funded Technical Assistance studies. Mr. Chu noted that LA County homeownership rates have fallen to approximately 44 percent, with most new construction built-to-rent, and described a study evaluating affordable homeownership models under Section 42(i)(7) of the federal tax code. Mr. Umaña presented the second study, the Naturally Occurring Affordable Housing (NOAH) Preservation Strategy, funded through a \$246,000 LACAHSa grant and conducted in partnership with the Gateway Cities Council of Governments, covering 38 cities and nearly three million residents; the study will assess regional housing needs, identify at-risk naturally occurring affordable housing, and develop prioritization and implementation tools. In discussion, Board members and staff noted the studies are complementary to the Commercial Redevelopment Tool, that the build-to-own model would prioritize existing tenants where feasible, and emphasized the value of preserving affordable housing and creating pathways to homeownership.

His full presentation is available here: [https://www.sbrht.org/wp-content/uploads/2026/06/PRESENTATION\\_LACAHSa-funded-TA-studies.pdf](https://www.sbrht.org/wp-content/uploads/2026/06/PRESENTATION_LACAHSa-funded-TA-studies.pdf)

### **D. Brainstorm Session – around the table for ideas – homework – talk to your city about what they want the Trust to do.**

Board members held a roundtable discussion to identify future SBRHT program priorities, including preservation, workforce housing, homeownership assistance, compliance monitoring, tax-default properties, and improving affordable housing inventory data. They also discussed potential funding sources, regional partnerships, rental assistance, and the need to distinguish among COG, LACAHSa, and Trust funding. Members emphasized completing technical assistance studies and developing a strategic framework before committing to funding models. Additional discussion addressed regional compliance monitoring, redevelopment opportunities, and convening housing trusts to share best practices. Staff noted the Trust expects approximately \$8 million in available funding by July 1 and invited further Board input before

finalizing funding priorities. The discussion concluded with consensus on the importance of building a project pipeline, strengthening city engagement, and using future technical assistance studies to guide investment decisions.

**E. SB 799 Update & Hearing in Sacramento (Jon Kaji & David Leger)**

Ms. Bacharach reported that proposed amendments would allow workforce housing only with private funding while continuing to prohibit public funding, and raised concerns about attendance requirements for non-elected alternate Board members. Amendments would also allow the Trust to conduct preservation related activities for low, very low, and extremely low income units. Ms. Bacharach noted she had contacted Senator Allen's office regarding concerns that the bill, as drafted, does not provide the authority needed for the Trust to fulfill its mission. Mr. Leger noted that additional amendments remain possible as the bill advances and that its placement on the Consent Calendar precluded testimony at the scheduled hearing. Board Member Keldorf requested that staff prepare a draft letter for Board members to send to Senator Allen in support of additional amendments.

**F. SBRHT Logo Options**

Recommended Action: Approve a logo for SBRHT

SBCCOG staff Colleen Farrell presented two logo options, noting the original two-color design had been revised to add a third color (green) for greater design flexibility. Chair Kaji asked the Board which options they preferred.

Logo Option No. 1 was chosen by Directors Saemann, Ramirez, Kaji, Uphoff, Perestam

Logo Option No. 2 was chosen by Directors Allen, Keldorf, Suarez, and Tarnay

The Board agreed to move forward with that option, with the modification of incorporating the green tree element into the design.

**G. Accounting Procedures Matrix**

Mr. Leger presented the draft Accounting Procedures Matrix, reviewing the responsibilities and contract/financial approval authority of the Chair, Vice Chair, Treasurer, Executive Director, Finance Manager, and Auditor. Proposed procedures establish authorization for signing checks, establish contract approval thresholds, and clarify authority for budgeted expenditures, emergency purchases, and accounts payable. The procedures are intended to strengthen internal controls during the Trust's startup phase and will be reviewed by the SBCCOG's accounting consultant before returning to the Board for formal approval.

**H. Selection of Vice Chair**

Vice Chair Kaji announced that he would be stepping down as Vice Chair. He noted that during the Trust's initial officer election, Board Member Nina Tarnay had been the runner-up in the Vice Chair election and suggested either reopening nominations or appointing the previous runner-up to fill the vacancy. Board Member Tarnay confirmed her interest in serving as Vice Chair.

**MOTION** by Board Member Uphoff, seconded by Board Member Suarez, to **APPROVE** Board Member Nina Tarnay as the Vice Chair.

Yes: Suarez, Uphoff, Keldorf, Tarnay, Saemann, Kaji, Allen, Ramirez, Perestam.

No: None

Abstain: None

Vote Total: 9

**MOTION PASSES.**

**I. Look Ahead – Future Meeting Agenda Items (Presented by Jacki Bacharach)**

1. Approval of accounting, investment, and conflict of interest policies
2. What is needed from a city to authorize the Trust to discuss potential funding for developments with a developer
3. Approval of Strategic Plan/Work Program

Board Member Perestam requested that staff provide an overall timeline for future decisions and milestones to help guide the Trust's work and strategic planning.

**VII. GENERAL ITEMS FROM THE BOARD**

None.

**VIII & IX. ADJOURNMENT AND NEXT MEETING**

Vice Chair Kaji adjourned the meeting to Thursday, July 16, 2026, at 5:19 p.m. at the SBCCOG office.

Respectfully Submitted,  
Natalie Champion for the SBRHT