

REPORT

DATE: June 16, 2022

TO: Governing Board Members & Alternates

FROM: Marisa Creter, Executive Director

RE: **AFFORDABLE HOUSING INCUBATOR – INCLUSIONARY HOUSING ORDINANCE PROJECT**

RECOMMENDED ACTION

Authorize the Executive Director to execute a task order with the selected vendor to complete an inclusionary housing evaluation and ordinance for participating cities for an amount not to exceed \$350,000.

BACKGROUND

SGVCOG received an allocation of approximately \$1.5 million from the Southern California Association of Government (SCAG) Regional Early Action Planning (REAP) Subregional Partnership Program. REAP is intended to help accelerate housing production throughout the SCAG region, which includes the San Gabriel Valley, and have a net-positive effect on housing supply by increasing housing planning and helping to meet the sixth cycle regional housing needs assessment (RHNA) requirements.

For the REAP Program, SGVCOG received funding from SCAG for five different programs. The largest of these programs –the Affordable Housing Incubator Program – was designed to provide technical assistance to cities by creating a bench of consultants in several disciplines. Based on the recommendation of the technical evaluation committee (TEC) and approval from the Governing Board on March 10, 2002, the SGVCOG executed master service agreements with the following vendors:

- Economic & Planning Systems (EPS)
- Harris & Associates
- Kosmont
- LeSar Development Consultants
- Moore Iacofano Goltsman, Inc. (MIG)

Simultaneously, SGVCOG staff surveyed the Planning Directors' Technical Advisory Committee regarding the projects for which they were seeking technical assistance, and many cities expressed interest in getting additional support in developing an inclusionary housing ordinance for their city. An inclusionary housing ordinance refers to municipal and county planning ordinances that require a given share of new construction to be affordable by people with low to moderate incomes. Several cities' housing elements include an activity to develop an inclusionary housing ordinance. To develop an inclusionary housing ordinance requires a rigorous market evaluation & economic feasibility study, making it difficult for cities to tackle or pay for on their own.

DISCUSSION

In May 2022, SGVCOG staff worked with staff from participating cities to develop the scope of work for the inclusionary housing feasibility study and ordinance. The project specifically includes the following tasks:

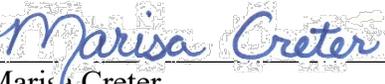
- Market evaluation and economic feasibility studies
- Inclusionary housing ordinance recommendations
- Template inclusionary housing ordinances
- Project coordination and meetings

SGVCOG staff released the inclusionary housing feasibility study and ordinance request for proposals (RFP) to the Affordable Housing Incubator technical bench on Thursday, May 26, 2022. Proposals were due on June 9, 2022, and the TEC will immediately review the proposals and make a recommendation for award. The estimated budget for this project exceeds the Executive Director's approval authority of \$250,000; therefore, staff is recommending that the Governing Board authorize the Executive Director to execute a task order with the selected vendor for the completion of the inclusionary housing feasibility and ordinance for the participating cities.

Concurrently, agreements are being established with participating cities to solidify their participation in this project.

Prepared by: 

Brianne Logasa
Management Analyst

Approved by: 

Marisa Creter
Executive Director