

CITY OF PASADENA

Notice of Interest: Redevelopment for the Desiderio Army Reserve Center
Submitted by: Union Station Foundation and Southern California Housing Development Corporation

ORGANIZATIONAL PROFILE

1. Legal Name of non-profit institution(s) requesting use of buildings or property at the Desiderio Army Reserve Center: **Southern California Housing Development Corporation and Union Station Foundation.**
2. Address and telephone numbers of applicant(s):
 - a. Union Station Foundation; 825 E. Orange Grove Boulevard, Pasadena, CA 91104; (626) 240-4550.
 - b. Southern California Housing Development Corporation; 10681 Foothill Boulevard, Suite 220, Rancho Cucamonga, CA 91730; (909) 291-1400
3. Name and title of contact person:
 - a. Alfredo Izmajtovich, Director of Acquisitions, Southern California Housing Development Corporation.
 - b. Rabbi Marvin M. Gross, Union Station Foundation, Executive Director
4. Name and title of person(s) authorized to complete purchase, and/or execute any lease or agreements. Attach a copy of the legal authority permitting these persons to complete such transactions. **Please see Attachment 1.**
 - a. Richard Whittingham, Chief Financial Officer
 - b. Rabbi Marvin Gross, Executive Director
5. Statement regarding whether applicant is state, political sub-division of state or private non-profit, tax exempt organization under Section 501©(3) exemption status. **Please see Attachments in 2.**
6. A copy of the document showing statutory or legal authority under which the applicant is authorized by law to acquire and hold title to property or to lease property. **Please see Attachment 3.**
- 7A. A description of the organization, year founded and brief history, major accomplishments and organizational goals:

UNION STATION FOUNDATION

- a. A description of the organization, year founded and brief history, major accomplishments and organizational goals.

Founded 1973, Union Station Foundation is the largest and most comprehensive social service agency assisting homeless and very low-income people in the Pasadena and Western San Gabriel Valley. Union Station assists more than 2,300 people each year with intake and assessment, meals, shelter, referrals, case management, career development and job placement assistance, substance abuse recovery support, mental health and basic medical services, money management, life skills classes and specialized family services, all at no cost to participants.

Our mission is to offer our clients the resources they need to transform their lives and become productive, stable, and self-supporting citizens. Our programs are based on a belief in the

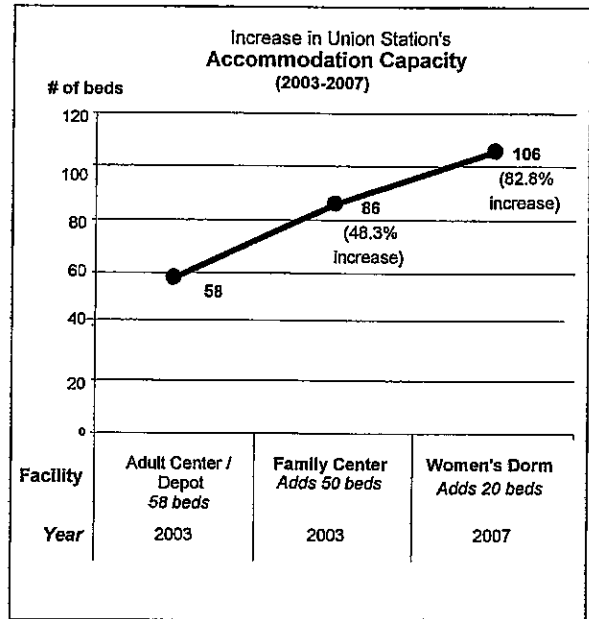
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inherent worth and dignity of every individual, and we strive to provide the highest quality of services based on a foundation of respect for all people.

We have offered meals, shelter, and supportive services everyday of the year since 1984. The *Adult Center*, the site of our 36-bed adult shelter and community meals program, opened in 1989. The meals program serves homeless adults and families, senior citizens, low-income wage earners, and people living with chronic physical or mental illness, or substance addiction. In 1996, specialized family services and a career development and job search assistance program were added. In that same year, Union Station participated in the formation of *Passageways*, a multi-collaborative agency that serves as the entry point to the homeless services network in Pasadena.

In order to serve the growing number of homeless families and individuals in our community, Union Station embarked on the *Rebuilding Lives* Capital Campaign in 2000 to expand our programs and facilities. In 2003, we opened the Family Center, a nurturing, home-like environment that offers a safe haven for up to 50 children and parents every night. Expansion of our Adult Center is underway with a schedule completion date of April 2007; the expansion will create a new 20-bed women's dormitory, offices, and community room space, and improved food storage and preparation areas. The addition of the Family Center and the expansion of the Adult center will increase Union Station's nightly accommodation capacity from 58 beds in 2003, to 106 beds by April 2007, facilitating an 83% total increase in the number of clients served.



- b. A listing of all principals in the organization and any proposed on-site program managers who would participate in management activities of any proposed program. Provide appropriate credentials, as well as a description of previous related experience.

Rabbi Marvin Gross has been Union Station's **Executive Director** since 1995, and has led the agency through an unprecedented period of growth. He was a senior executive with the Jewish Federation Council of Greater Los Angeles for seven years, with varied responsibilities in community relations, fundraising and regional management. He has also served as a congregational rabbi.

Larry Johnson, LCSW, Director of Program Services, is responsible for program design and development, and for the supervision of all of Union Station's social services personnel and programs. He has more than 30 years of professional experience in social service management, including 16 years as Assistant Director in the Los Angeles County Department of Community and Senior Citizens Affairs, and 13 years at Union Station.

CITY OF PASADENA

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Sandra Peterson, CADC, Director of Program Standards and Evaluation, has been at Union Station Foundation since 1994. Her specialty in social services is Substance Abuse and Community Mental Health, and she possesses both state and national certification for Alcohol and Drug counseling.

Cynthia Foster, Director of Finance and Administration, joined Union Station Foundation in 1997. She has more than 15 years of finance and administrative experience in the for-profit and non-profit sectors. She provides oversight for the organization's finance, human resources, facilities, and administrative functions. She is responsible for the design and development of policy and procedures for each of these departments.

- c. An organizational chart for the organization.

Please see Attachments in 4.

- d. Guidelines of personnel procedures for recruiting, affirmative action and equal opportunity outreach, resident hiring, personnel selection, training, evaluation and discipline.

Union Station has and will continue to practice a policy of providing equal opportunities to all persons, and administers all policies and procedures without regard to age, race, religion, gender, or disability.

All job openings are posted on Union Station Foundation bulletin boards for employees to review. Employees may be considered for internal vacancies, and we encourage the development and promotion of employees; however, it is our policy to fill the position with the candidate who best meets the requirements of the position and the agency. Positions are advertised externally based upon need and budget requirements.

The Department Director and the hiring supervisor screen and interview applicants, and conduct an initial reference check. A second interview with recommended applicant(s) is conducted by the Human Resources department to review application thoroughness, employment history, criminal background (if applicable), and/or any other pertinent employment information that may be necessary. All results and recommendations are forwarded to the Executive Director for final interview. Union Station Foundation has an at-will employment policy.

Annual performance reviews, which evaluate employee effectiveness, are designed to assess job knowledge, organization, quality, quantity of work, attitude, dependability, and future goals.

- e. Provide organization's connection to the community and the community interest that will be served.

For 33 years, Union Station has successfully provided our poor and homeless community members with the resources, support services, and safe accommodation necessary for fostering healthy, fulfilling, and independent lives. Union Station is an active participant in the Pasadena Housing and Homeless Network, a coalition established as part of an overall strategy to address homelessness in Pasadena. Union Station has a long history of establishing effective collaboration with partner agencies to best serve our clients. Two key examples are the Passageways and Euclid Villa facilities.

CITY OF PASADENA

Notice of Interest: Redevelopment for the Desiderio Army Reserve Center
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Passageways: Operated by Pacific Clinics, Union Station, the City of Pasadena Health Department, and AIDS Service Center, Passageways offers outreach, intake and assessment, referrals, and medical and mental health services for all homeless people seeking assistance in Pasadena.

Euclid Villa: A 14-unit transitional housing complex for homeless families, Euclid Villa is owned and operated by 160 Euclid Partners, LP, a partnership comprised of Union Station and Pacific Housing Alliance.

Our main priority is to help our clients find permanent solutions to their homelessness and find long-term housing and employment. The dire lack of affordable housing in Pasadena, Los Angeles, and the surrounding areas is both a lead contributor to our homeless crisis, and a fundamental barrier to our clients' ability to overcome homelessness. Because our poorest community members pay the largest portion of their income for rent, a growing number of working people are homeless or at high risk for becoming homeless. To find our homeless clients stable living amidst severe affordable housing shortages, we often have had to look far beyond the San Gabriel Valley to such areas as the High Desert, the Antelope Valley and even as far as Las Vegas.

Redevelopment of the Desiderio Army Reserve Center to create permanent, supportive housing for homeless families and individuals will significantly improve our ability to meet the housing needs of homeless and very low-income people in the San Gabriel Valley.

THE SOUTHERN CALIFORNIA HOUSING DEVELOPMENT CORPORATION

7A. A description of the organization, year founded and brief history, major accomplishments and organizational goals.

The Southern California Housing Development Corporation (SCHDC) is a non-profit 501(c)(3) developer of affordable housing whose goal is to offer creative, workable solutions to Southern California's severe affordable housing shortage. SCHDC specializes in creating affordable housing through acquisition/rehab projects. SCHDC has received numerous awards and recognition for its success in rehabilitating blighted projects and transforming them into quality affordable housing communities. Since its founding in 1992, the company has acquired, rehabbed and constructed in excess of 5,150 housing units throughout Southern California.

SCHDC achieves its low income housing objectives by working with city and county agencies throughout Southern California to help assess their affordable housing needs and develop responsive programs either through the acquisition and renovation of existing properties or through construction of new multi-family housing. When units are being acquired, SCHDC works to obtain loans and grants necessary to fund the acquisition and develops financial structures that ensure both the long-term maintenance of affordable rents and servicing of the permanent loans. Both public and private sources of capital are utilized, often matched with local housing set-aside funds to create the optimum financing structure for each project. The main goal at all times is to identify projects that are politically, socially and economically viable.

CITY OF PASADENA

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In evaluating sites and projects for possible acquisition, SCHDC gives priority to those serving low and very-low income families, as well as seniors and other special-needs residents. SCHDC's affordable housing experts work closely with local officials to locate sites, perform feasibility and financial analysis, determine affordability thresholds, develop management plans and obtain necessary entitlements. SCHDC currently employs in excess of 200 people and is a vertically integrated company with its own construction, property management, accounting and social programs/services departments. The organization is also responsible for project design, construction management, resident/homeowner screening, community relations and compliance. Having all personnel "in-house" allows for strict quality control and cost savings in all facets of our business.

SCHDC continues to own and manage all of its properties in perpetuity, thus ensuring long-term affordability as well as the maintenance of decent, safe living conditions at each community. One of the goals of SCHDC is to provide a positive living environment for all of its residents that will extend out to the surrounding community. SCHDC is focused on providing housing for families and seniors burdened by Southern California's high housing costs. Our housing communities are designed to provide people of all ages with not only quality housing, but with a safe environment in which they can live, learn, play and improve their quality of life.

In "**Attachments 4**" we invite you to review photographs, renderings and site plans of some of our more recent accomplishments. Here, you will find additional information and renderings about our newest properties in the San Diego region—Vista Terraza (created in partnership with D.R. Horton as part of an Inclusionary Zoning Requirement), Talmadge (formerly a blighted hotel in San Diego) and Melrose Villas (also known as University Commons is part of a master plan in the City of San Marco near the University).

These projects, like all, are hard work and require a strong partnership with local agencies, our general contractor partners, architects and development partners; and on those we build in house, a constant knowledge of where we are on budget and time. We hope you will agree that this sampling of our portfolio is a testament to our mission of delivering the highest quality affordable housing in every community we serve.

7B. A listing of principals in the organization and any proposed on-site program managers who would participate in management activities of any proposed program. Provide appropriate credentials, as well as a description of previous related experience.

Please see Attachment 6.

7C. An organizational chart for the organization.

Please see Attachment 5.

7D. Guidelines of personnel procedures for recruiting, affirmative action and equal opportunity outreach, resident hiring, personnel selection, training, evaluation and discipline.

Please see Attachment 7.

7E. Provide organization's connection to the community and the community interest that will be served.

CITY OF PASADENA

Notice of Interest: Redevelopment for the Desiderio Army Reserve Center
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While SCHDC has not yet built affordable housing in the City of Pasadena, the company has been steadily growing a portfolio in Los Angeles County and already has projects built in Eagle Rock, Santa Fe Springs, West Covina, Downey, Bell, Bell Gardens, Hawthorne, South Whittier and Palmdale and more underway in South Los Angeles and Santa Clarita. We look forward to the opportunity to partner with the City to help meet its affordable housing goals, as well as helping to implement some portion of the 10 Year Plan to End Homelessness. SCHDC takes great pride in contributing to the lives of our residents and the communities we build.

8. A copy of current constitution/charter/by-laws or Articles of Incorporation as appropriate.

Please see Attachments in 8.