

From: [Sarah Letts](#)
To: [Gilbert Portillo](#); [Caroline Torosis](#)
Cc: [Claudia Galliani](#)
Subject: RE: Wilshire Sites - Affordable Housing
Date: Wednesday, February 21, 2024 2:24:41 PM
Attachments: [image001.png](#)

EXTERNAL

Hello Gilbert

Wednesday, March 13th at 4pm for a virtual meeting sounds great. I will send a Microsoft Teams meeting invite to the three email addresses listed below.

Thanks so much!

Sarah

From: Gilbert Portillo <Gilbert.Portillo@santamonica.gov>
Sent: Wednesday, February 21, 2024 2:16 PM
To: Sarah Letts <sletts@hollywoodhousing.org>; Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: Re: Wilshire Sites - Affordable Housing

Hi Sarah,

Could we schedule a virtual meeting for March 13th at 4 pm? If this time works for you, please feel free to send a calendar invite with the meeting link to the email addresses below:

caroline.torosis@santamonica.gov
galliani@usc.edu
council.mailbox@santamonica.gov

Thank you!

Gilbert

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Wednesday, February 14, 2024 4:43 PM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: Gilbert Portillo <Gilbert.Portillo@santamonica.gov>; Claudia Galliani <galliani@usc.edu>
Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

Hello Caroline

March works for me!

Gil and Claudia

My availability on Wednesday and Friday afternoons during the first two weeks of March are as follows.

- Wednesday 3/6: available all afternoon
- Friday 3/8: not available
- Wednesday 3/13: available all afternoon
- Friday 3/15: available all afternoon

Also, I am available any evening with the exception of Thursday, March 7th.

Thanks so much

Sarah

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>

Sent: Wednesday, February 14, 2024 3:53 PM

To: Sarah Letts <sletts@hollywoodhousing.org>

Cc: Gilbert Portillo <Gilbert.Portillo@santamonica.gov>; Claudia Galliani <galliani@usc.edu>

Subject: Re: Wilshire Sites - Affordable Housing

Hi Sarah,

Great to hear from you and apologies for my slow response. I would be happy to meet. Copying Gil and Claudia to help facilitate. Usually Wednesday or Friday afternoons are best - or in the evening. I am going to be out of town the last week of February so perhaps we can shoot for March?

Caroline

From: Sarah Letts <sletts@hollywoodhousing.org>

Sent: Wednesday, February 14, 2024 12:37:24 PM

To: Caroline Torosis <Caroline.Torosis@santamonica.gov>

Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

Hello Councilmember Torosis,

This is Sarah Letts again from Hollywood Community Housing and I'm reaching out to see if you have time to discuss the Wilshire Sites and the possibility of our team developing the three lots as affordable housing. For your convenience, I've attached excerpts from the rather lengthy proposal we submitted to the City.

I'd really appreciate the opportunity to schedule a 30-minute Zoom meeting at a time that is convenient for you.

Thank you so much for your consideration.

Sarah

From: Sarah Letts

Sent: Wednesday, February 7, 2024 9:31 AM

To: caroline.torosis@santamonica.gov

Subject: Wilshire Sites - Affordable Housing

Good morning Councilmember Torosis

My name is Sarah Letts and I am the Executive Director of Hollywood Community Housing Corporation (HCHC) and the former Executive Director of Community Corporation of Santa Monica (from 2011 to 2016). As you may have heard, HCHC responded to the City of Santa Monica's RFP for the Wilshire sites with Kevin Daly Architects (kdA) and The People Concern (TPC). On February 1st, staff recommended to the Housing Commission the selection of HCHC and kdA as the team to design and develop affordable housing on these three sites near Wilshire and 14th Street. We are honored by their recommendation and it is our understanding that Housing Department staff would like to bring this matter to the City Council on March 19th.

<https://santamonica.gov/media/HED/Housing/Proposals/Hollywood%20Community%20Housing%20Corp.%20Proposal.pdf>

Copied above is a link to our proposal on the City's website. I am reaching out to respectfully request an opportunity to discuss questions or concerns you may have about our development team and/or proposed project concept.

Thank you for your consideration.

All my best

Sarah

Sarah Letts | Executive Director (she/her – [what is this?](#))



5020 Santa Monica Blvd. | Los Angeles, CA | 90029-2412

P: [REDACTED] | F: 323.454.4677 | E: sletts@hollywoodhousing.org

www.hollywoodhousing.org | [Facebook](#) | [Instagram](#)

From: [Jesse Zwick](#)
To: [Sarah Letts](#)
Subject: Re: Wilshire Sites - Affordable Housing
Date: Sunday, February 11, 2024 9:13:38 PM
Attachments: [image001.png](#)

Hi Sarah,

Thank you for providing me with the proposal and the opportunity to connect.

I have read through it and while I have relatively few questions, I would appreciate the opportunity to chat before the matter comes before council in March.

I have some flexibility towards the end of this upcoming week or the beginning of the next following the Monday holiday.

Jesse

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Wednesday, February 7, 2024 9:33 AM
To: Jesse Zwick <Jesse.Zwick@santamonica.gov>
Subject: Wilshire Sites - Affordable Housing

EXTERNAL

Good morning Councilmember Zwick,

My name is Sarah Letts and I am the Executive Director of Hollywood Community Housing Corporation (HCHC) and the former Executive Director of Community Corporation of Santa Monica (from 2011 to 2016). As you may have heard, HCHC responded to the City of Santa Monica's RFP for the Wilshire sites with Kevin Daly Architects (kdA) and The People Concern (TPC). On February 1st, staff recommended to the Housing Commission the selection of HCHC and kdA as the team to design and develop affordable housing on these three sites near Wilshire and 14th Street. We are honored by their recommendation and it is our understanding that Housing Department staff would like to bring this matter to the City Council on March 19th.

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From: [Caroline Torosis](#)
To: [Gilbert Portillo](#)
Cc: [Claudia Galliani](#)
Subject: Re: Wilshire Sites - Affordable Housing
Date: Wednesday, February 21, 2024 1:54:43 PM
Attachments: [image001.png](#)

Yes, I can do that!

From: Gilbert Portillo <Gilbert.Portillo@santamonica.gov>
Sent: Wednesday, February 21, 2024 9:35:23 AM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: Re: Wilshire Sites - Affordable Housing

Hi Caroline,

We are hoping to do the business license briefing on March 6th. Would 4 pm on March 13th work for you to meet with Sarah?

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Wednesday, February 14, 2024 4:43 PM
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Cc: Gilbert Portillo <Gilbert.Portillo@santamonica.gov>; Claudia Galliani <galliani@usc.edu>
Subject: RE: Wilshire Sites - Affordable Housing

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Caroline

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Subject: RE: Wilshire Sites - Affordable Housing

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All my best

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Sarah Letts | Executive Director (she/her – [what is this?](#))



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From: [Sarah Letts](#)
To: [Jesse Zwick](#)
Subject: Re: Agenda Items 16-J - comment submitted by HCHC
Date: Tuesday, August 27, 2024 8:00:20 PM
Attachments: [image001.png](#)

EXTERNAL

Good question and thank you for asking. We are now fully behind this alternate proposal. Our Gramercy Place Apartments in mid-City LA is 64 units for people 55 and older and half of the units are PSH for seniors aged 55+. Gramercy is serving the residents and the neighborhood really well, and we think our alternate proposal for Santa Monica will also be an excellent project.

On Aug 27, 2024, at 6:55 PM, Jesse Zwick <Jesse.Zwick@santamonica.gov> wrote:

Hi Sarah,

Is this the course of action you want to pursue, or would you prefer to stick to the original proposal?

Jesse



From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Tuesday, August 27, 2024 11:53 AM
To: councilmtgitems <councilmtgitems@santamonica.gov>
Cc: David White <David.White@santamonica.gov>; Victoria Senna <vsenna@hollywoodhousing.org>; Kristin Gunther <kgunther@hollywoodhousing.org>
Subject: Agenda Items 16-J - comment submitted by HCHC

EXTERNAL

The following comment is submitted for agenda item number 16 J.

Dear Mayor Brock and Councilmembers,

Thank you for selecting Hollywood Community Housing Corporation (HCHC) as the developer for the Wilshire Sites and for authorizing the City to enter into the Exclusive Negotiation Agreement, signed in May 2024. Through the recent community engagement process, we have received, reviewed and categorized hundreds of public comments during in-person meetings, virtual meetings, public comment during council meetings and via the project's website and email address. Based upon this feedback, we have explored other ways to configure the proposed project. The latest concept is to follow through with the plan to develop 45 units of affordable family housing located at 1217 Euclid Street, but to modify the proposal for the other 85 apartments.

As we explore alternate scenarios for the 85 apartments, our goal is to both address the needs of Santa Monicans and to bring housing resources to the City by competing for loans and tax credits from the State of California.

To the first point, we agree with community feedback that the development could prioritize low-income seniors aged 55 and over. The 2024 LA County homeless count identified nearly 1,400 people 55 and over experiencing homelessness in Service Planning Area (SPA) 5 which includes Santa Monica. This amounts to 25% of all homeless persons in SPA 5. As noted in the City's Housing Element, Santa Monica's senior population has grown to over 16,000 residents aged 65 and above. One of the policy priorities in the Housing Element is support for senior housing. Per state tax

credit application regulations Section 10325(g)(2)(A) for senior projects and the California Civil Code, qualifying residents of a senior building utilizing tax credit funding must be aged 55 years or older. This means if the building will include a senior age restriction, all units must be restricted by age not just a portion of the units.

To the second point, public financing from the state to build affordable housing is limited and highly competitive. For projects to successfully secure these resources they must be structured to maximize competitiveness based on funding program and policy priorities. Current public policy is focused on providing funds for developments that include supportive housing units. Projects that don't include supportive housing units are unlikely to secure state resources. For example, on March 5th California voters passed Proposition 1, a \$6.3 billion bond to fund housing for persons experiencing homelessness. There are also state funding programs with special set asides for senior housing that the project could access, but those funding programs also require a certain percentage of the project's units be set aside for supportive housing. To put it simply, the inclusion of 40 supportive housing units for seniors aged 55 and over will allow HCHC to pursue state resources and minimize the amount of funding needed from the City.

For these reasons, HCHC recommends that in addition to developing 45 units of affordable family housing on Euclid, that the development include 85 units of senior housing, including 40 units of supportive housing for seniors aged 55 and over. We sincerely hope to have the opportunity to contribute to the City's legacy of addressing the housing needs of all Santa Monicans.

Thank you for your consideration.
Sarah Letts and the HCHC Development Team

[Sarah Letts](#) | Executive Director (she/her – [what is this?](#))

[<image001.png>](#)

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From: [Caroline Torosis](#)
To: [David White](#)
Subject: Re: City Council Update for the week of Feb 26
Date: Monday, March 4, 2024 9:42:30 AM
Attachments: [image019.png](#)
[image024.png](#)
[image025.png](#)
[image036.png](#)
[image037.png](#)

I wasn't sure - you offered a staff briefing in the weekly on the Wilshire sites process so I wanted to take you up on that.

From: David White <David.White@santamonica.gov>
Sent: Monday, March 4, 2024 4:29:20 PM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Subject: RE: City Council Update for the week of Feb 26

Gilbert has informed me that the Executive Director of Hollywood Housing Corp has a meeting with you next week. Do you still want something just with staff to discuss the overall process and RFP's. Let me know what works best for you. Thank you.



David White
City Manager
santamonica.gov
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From: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Sent: Sunday, March 3, 2024 4:29 AM
To: David White <David.White@santamonica.gov>
Subject: Re: City Council Update for the week of Feb 26

I would like a briefing on the plan for the Wilshire sites before the March 19th meeting.

From: David White <David.White@santamonica.gov>
Sent: Saturday, March 2, 2024 11:43:36 PM
To: David White <David.White@santamonica.gov>
Cc: Department Heads, Atty and Clerk <DeptHeadsAttyClerk@santamonica.gov>; Lauren Howland <Lauren.Howland@santamonica.gov>
Subject: City Council Update for the week of Feb 26

Dear Mayor, Vice Mayor, and City Council,

What a great week! This was the first in-person State of the City for me, and it was great to discuss and celebrate the organization's accomplishments at this event. I am deeply grateful for our Office of Communications (Laren, Tati, Melinda, Hanah, Marcus, and Jordan) and staff from the City Manager's Office (Susan, Christopher, Sandra, Josh, Gilbert, and Alyssa) for all their work planning and facilitating this event and supporting both myself and the Mayor.

The following are some updates to share with you before I spend some time at Frieze:

- **Organizational Roadmap:** As we continue to move forward in a post-Covid world and recover, it is increasingly apparent that we have to talk more about the future and what is on the horizon. With some seminal work activities completed or well underway, the City's executive team will be building what we are initially calling an Organizational Roadmap to clearly chart our work over the next 3-5 years. If this all comes together well, the purpose of the Roadmap is to frame big initiatives that have commenced or will launch along with key milestones anticipated over the coming years. The Roadmap will be informed by our resource constraints and five-year forecast along with the exceptional work City teams deliver every day to ensure Santa Monica's quality of life remains exemplary. Our 2023 Enterprise Risk Assessment, Pro-Housing Designation opportunities and department workplans (our first workplan effort post-covid) as well as work in progress such as our two first ever efforts developing a Homelessness Strategic Plan and Citywide Equity Plan will inform our work.

An Executive Team retreat has been scheduled for August 16, with the expectation that all department head positions will be filled by that time. The retreat will be an opportunity to focus on teambuilding and to discuss several specific issues including community engagement as part of the budget process and preparing the Roadmap. We will share more information about the Roadmap as it takes shape over the course of this year. As this comes together, we will also be looking at how we can use this Roadmap, along with the results of outreach and engagement planned in the Fall / Winter for the 2025-2027 Biennial Budget and future priority-setting discussions with City Council.

- **Great Santa Monica Press.** Earlier this week, I learned that Trip Advisor announced that Santa Monica Beach is one of the Top 25 beaches in the United States. We came in at #7. The following is some of the positive press that we received following this announcement along with some additional positive press that was shared with me. Enjoy!
 - Trip Advisor Best Beach Story Mentions
 - **Tripadvisor;** [Travelers' Choice Awards: Best of the Best Beaches](#)
 - **Forbes;** [The Top 10 Beaches in the World – According to a 2024 Trip Advisor Report](#)
 - **New York Post;** [Looking for Sun and Fun? World's Best Beaches for 2024 Revealed by Trip Advisor](#)
 - **Patch California;** [2 SoCal Beaches Rank Among Nation's 25 Best of the Best; Tripadvisor](#)
 - **Fox News;** <https://www.foxnews.com/lifestyle/best-us-beaches-visit-tripadvisor-reviews-see-sandy-spots-made-list>
 - **KNX News;** [These US Beaches Ranked Among the Best in the World](#)
 - **Travel Pulse;** [Tripadvisor Reveals the Best Beaches in the US](#)
 - **Daily Mail (UK);** [America's Best Beaches Revealed – So Did Your Favorite Sandy Spot Make the List?](#)
 - **British Bulletin (UK);** [The Best Beaches in the World for 2024 Ranked by Tripadvisor](#)

- **The British Club (UK);** [The Best Beaches in the World for 2024 Ranked by Tripadvisor](#)
- **UK Times (UK);** [The Best Beaches in the World for 2024 Ranked by Tripadvisor](#)
- **SBS News (Australia);** [Tripadvisor Crowned the Best 25 Beaches Worldwide](#)

In addition to the mentions above, the following was also shared with me:

- Additional Best of Lists from Publications:
 - **Forbes;** [The 20 Best Hotels in Los Angeles](#)
 - **Los Angeles Times;** [18 L.A. Chefs and Restaurants Named Semifinals for 2024 James Beard Awards](#)
 - **Food & Wine;** [Our Favorite Places to Eat, Sleep, and Explore in Los Angeles](#)
 - **Luxury London (UK);** [The Best Luxury Hotels in Los Angeles](#)
 - **Patch Santa Monica;** [Santa Monica College Named Top UC Transfer College for 33rd Year](#)
 - **Forbes;** [6 Best Rooftop Restaurants in L.A.](#)
 - **Forbes Travel Guide;** [The 30 Most Anticipated Hotel Openings of 2024](#)
- Recent Coverage Secured by SMTT:
 - **The Seattle Times;** [12 Must-Visit Cities to See in 2024, According to a Travel Expert](#)
 - **TTG Online;** [The Hottest New Hotels Opening in 2024](#)
 - **9Honey (Australia);** [Santa Monica is the Surprising Foodie Hotspot that Aussie Tourists are Falling in Love With](#)
 - **Michigan's Big Show – WSYM-TV;** [Segment with Lauren Salisbury of Santa Monica Travel and Tourism](#)
 - **Reise Reporter (Germany);** [Strandvergnügen und Pierzauber: Deine Reise durch Santa Monica](#)
 - **House of Coco;** [Blending East Coast Cape Core with California Cool – Shutters on the Beach is the Perfect Marriage](#)
 - **Info Travel (France);** [Tourisme Régénératif et Durable à Santa Monica](#)
 - **Wherever Family;** [Santa Monica Welcomes First Los Angeles Wine and Food Festival](#)

With this wonderful press and all the wonderful events in our community this weekend, I am hopeful for continued growth in our local economy.

- CalTrans Right of Way. Much appreciation to Chief Hallock who has hit the ground running. Attached to this email is a letter that he recently sent to CalTrans regarding issues of maintenance and homelessness on CalTrans right of way and its impact on the City.
- **Out of the Office:** I want to give you awareness that I will be out of the office the following periods of time over the coming months:
 - Tuesday March 12. I will be attending the funeral services for my grandmother-in-law.
 - Saturday April 14 – Saturday April 20. Along with David Martin and two of our councilmembers, I will be attending the social housing study trip. Cities throughout the nation have participated on this trip that is hosted by the Global Policy Leadership Academy (GPLA). GPLA is a school for policymakers and professionals. The 6-day study trip provides the foundational knowledge for why and how the city of Vienna is able to provide housing security for its residents. In preparation for this trip, GPLA has prepared a nearly 100-page briefing book for all participants to read before the trip. In doing research on this study trip, it was notable to me that Vienna is distinguished for having developed and implemented policies that have transformed the city into a global benchmark for inclusive and sustainable urban development. In 2022, I attended the Houston study trip to learn about their approach to addressing homelessness, which resulted in County connections that brought forward a more collaborative partnership. I am eager to learn about what is happening abroad to help inform our work addressing the housing crisis.
 - May 17- May 20. I will be celebrating my daughter's graduation from Spelman and her continued pursuit of education. To date, my daughter has received acceptances from four schools to pursue a PhD in Philosophy – I'll have more on this exciting news once she decides where she wants to go.

Below, please find wonderful department updates on various matters below. If you have any questions or would like additional information, please let me know.

CITY MANAGER'S OFFICE UPDATES

Legislative Affairs

- On Friday, President Biden signed into law the "Extension of Continuing Appropriations & Other Matters Act, 2024," avoiding a government shut down by extending government funding for various agencies and programs at FY23 levels. The House and Senate passed the law, providing Congress more time to discuss FY24 spending bills at a \$1.59 trillion level. The first spending package, including earmarks for the two specific projects we submitted last year, will be released Sunday evening. We remain optimistic two of the five Community Project Funding requests we submitted last year will be funded at the following levels:
 - Lincoln Neighborhood Corridor Safety Enhancements project: \$500,000 (of \$2.2 M request)
 - Santa Monica Affordable Housing Rehab project: \$850,000 (of the \$4 Million request)[\(Read The Ferguson Group's full announcement here\)](#)
- On the topic of Community Project Funding requests (aka federal earmarks), City Departments have been working overtime in gathering the necessary information and budget outlines for projects they'd like to have considered for submission for federal earmark funds. Despite the fact that Congress has yet to release current guidelines (we're using FY24-issued guidelines) defining what types of project requests will or will not be considered, the frantic nature of my late night emails requesting more project information, and constantly changing their assigned deadlines, our outstanding Department leaders and their teams have submitted preliminary info for 10 projects. As they gather the additional information and put together the project budgets that are necessary for the final project request application, the projects are currently being vetted using FY24 guidelines that differ between Senate and House and a heavy reliance on the expertise of The Ferguson Group, specifically our federal lobbyist Charmayne. We have been and will continue reaching out to departments about the projects to sometimes get more info or to explain why the project is unlikely to be awarded and therefore won't be submitted. The Ferguson Group will also begin completing actual applications and identify what additional information is needed from staff. Our final list of projects must be submitted by March 12 – unless the date changes. I will have a final list of about five submitted projects to provide you shortly after March 12. Many thanks to our directors, managers and staff at all levels that, in addition to their regular daily responsibilities, have also been going above and beyond by helping to compile these earmark requests.
- **SB 1417 (Allen) Transit districts: prohibition orders.** - Sponsored by City of Santa Monica
This bill would add Big Blue Bus to the following list of public transit agencies having the authority to issue a prohibition order to any person cited for committing one or more of certain prohibited acts in specified transit facilities. Big Blue Bus would join the following agencies already having this authority: Fresno Area Express, Los Angeles County Metropolitan Transportation Authority, Sacramento Regional Transit District, San

Francisco Bay Area Rapid Transit District, and Santa Clara Valley Transportation Authority.

- [SB 1297 \(Allen\) Speed safety system pilot program](#) Update: Senator Allen has agreed to include all of PCH (from McClure Tunnel through Malibu) and Santa Monica Boulevard (City of Santa Monica through West Hollywood) in his speed camera bill. SMPD is unable to provide the traffic citation data for either Santa Monica Boulevard or PCH due to existing technology challenges, but have committed to providing us with past traffic citation data reported on previous Office of Traffic Safety grant applications – a common source of funds for law enforcement agencies to conduct community education events on traffic safety, DUI checkpoints and other safety related efforts – SMPD has applied for in the past on PCH. This data, along with collision related injury/fatality data from PCH gathered by the City’s Mobility Team will be provided to Sen. Allen who will use it to build his case for the need to expand the pilot program that’s been law for just or over 3 months. Key to the success of the bill, Senator Allen must convince new Assembly Transportation Committee Chair Lori Wilson, a vocal opponent of Friedman’s bill last year that created the speed camera pilot program.

Office of Emergency Management

SMAAlerts is Santa Monica’s mass notification system designed to send push notifications to inform **public to take an immediate action to protect themselves or assist first responders during emergencies or severe public safety events**. Most messages distributed via SMAAlerts are sent to individuals who have registered to receive Public Safety or Severe Traffic messages using the online platform (www.santamonica.gov/alerts). The [platform](#) can also be used to see the history of messages and translate messages. Messages are requested from SMPD, SMFD or Public Works to OEM leadership who distribute a message template or create a new message, based on the scenario.

There is often a high opt-out rate for push notifications. To prevent community opt-out, public safety staff are trained to only send SMAAlerts if the following criteria is met:

- Incident poses imminent, unmitigated threat to public safety and requires public to take immediate protective action OR is expected to cause a severe burden on surrounding areas
- Duration of closure/impact is over 2 hours
- Alert Delivery:
 - 0730 - 2100 hours: Text + Email
 - Afterhours: Email Only UNLESS imminent life safety threat to community
 - Phone calls will only be sent during

Example Incidents	Example Protective Actions
<ul style="list-style-type: none"> • Major, uncontrolled criminal incident • Closure of major roadway that causes severe traffic impacts • Severe weather warning • Long duration utility outage impacting large part of the City 	<ul style="list-style-type: none"> • Evacuate/prepare for evacuation • Shelter-in-place (seek shelter indoors) • Avoid the area/use alternate routes • Do not travel, stay off the roads • Boil water.

During emergency events, OEM also ensures SMAAlert notifications are posted on the City’s social media pages. When SMAAlerts are not utilized, other communications methods can be used to share incident information with the public, such as social media posts.

COMMUNITY DEVELOPMENT UPDATES

Bergamot Objective Design Standards Workshop: On Wednesday night, February 28, 2024, the City Planning Division hosted a virtual workshop on the Bergamot Area Plan (BAP) Objective Design Standards with approximately 10 community members in attendance. The workshop focused on updating the BAP, as part of the Housing Element Program 1.E, to simplify standards and to promote housing projects in the Bergamot area. Staff provided a presentation on key topics such as ground floor activation, open space, and modulation. After the presentation attendees provided feedback on open space, connections through parcels, residential design and uses at the ground floor, and live-work spaces.

Bergamot Station Frieze Weekend: Our fully leased arts center is excited to welcome Frieze LA visitors to Santa Monica. They will be holding the Bergamot Frieze Weekend event this Saturday, March 2. Stop by to welcome our three newest tenants at Bergamot – NuArt Gallery, Social and Public Art Resource Center (SPARC), and E2 Artspace. Also be sure to check out our fantastic restaurant tenant – Le Great Outdoor voted Best new Restaurant 2023 in [The Infatuation](#), and featured in EaterLA, Time Out, TripAdvisor and even Goop! <https://bergamotstation.com/new-page-1>

2601 Lincoln Boulevard (Gelson’s) at Architectural Review Board: The ARB is scheduled to meet on Monday, March 4 to review the design, colors, materials, and landscape plans for the construction of a Tier 1, six-story, 65’ tall, mixed-use housing development consisting of 521 residential units and 30,200 square feet of ground floor commercial space located at 2601 Lincoln Boulevard in the Mixed-Use Boulevard Low (MUBL) zoning district. The staff report and plans are available in the meeting’s [agenda](#).



Southeast view from intersection of Lincoln Boulevard and Ocean Park Boulevard

FINANCE UPDATE

It’s March and that means it is time to celebrate the procurement profession! March is National Procurement Month, celebrated by The Institute for Public Procurement (NIGP) and public procurement departments across the country. This month, we take time to thank our Procurement team and recognize thousands of buyers, purchasing agents and procurement professionals throughout the public sector. A big thank you to our Procurement Team for all of their hard work in support of the City.

To celebrate our Procurement team, the Finance Department will be hosting a number of events throughout March. This will be an opportunity for our colleagues across departments to meet the newest members of the team, enjoy a tasty treat, learn something new about Procurement, and maybe

win a prize!

FIRE DEPARTMENT UPDATES

EMS

- The EMS Division held its quarterly EMS Continuous Quality Improvement meeting. Continuous Quality Improvement (CQI) is a quality management process that encourages all EMS team members to continuously ask the questions, "How are we doing?" and "Can we do it better?" To address these questions, the Santa Monica Fire Department introduced structured clinical and administrative data. Through the use of electronic patient care reports, this data has been captured efficiently and effectively, thereby transforming patient care in ways that might have been difficult or impossible with paper records alone.
- Local hospitals are still at capacity and often holding 30 patients in a 21-bed ER. Relief may be near with a new UCLA hospital opening in West Hills. Interfacility transports may not be common but services such as oncology will be moved to West Hills. On Feb 27 and 28, DMV will be visiting SMH to assess to evaluate if SMH may become thrombectomy capable.
- SMFD's EMS Educator shared QI results for dispatch 911 cardiac arrest calls for the 3rd quarter of 2023. She also shared QI for ETCO2 for cardiac arrest calls and overdoses where Narcan is administered, with and without oxygen administration. SMFD's EMS Educator is also working on ROSC/rearrest study in 2024 with the Cal Nep nurse committee. Borman will share this at the next QI meeting.
- SMFD leadership met with the City Manager and presented a proposal to establish an inhouse Ambulance Operator program. Currently, the City contracts for these services with McCormick Ambulance. Approval of this program would mark the first time in the department's 135-year history that the City would provide in-house transportation.
- The EMS Division continues to meet weekly with city partners regarding the operation of the DMH Therapeutic Transport Team. There have been 11 total transports by the new DMH van.

Training

- The Training Division began Week 7 of our 2024-1 Recruit Academy. The focus this week has been Truck Company operations. We have spent the week specifically introducing the ground ladders that we carry such as the 20' and 24' straight ladders, the 35' extension ladder, the 'Captain's ladder, the 'Attic' ladder, roof ladders, and the 10' extension ladder aka the 'Baby-Bangor'. The 13 recruits are quickly learning the ladders after completing 6 weeks of Engine Company operations.



- Training also hosted a State Fire Training Driver/Operator Aerial Apparatus 1C course for 10 of our SMFD members. This course was instructed by two of our personnel – FF Andrew Chavez and Engineer Ruben Flores. The focus of this course was the positioning and use of the aerial ladder on our Truck Company. Students learned about the capabilities and limitations of the aerial ladder. In addition, the class utilized our apparatus in locations throughout our city. Most of these students are preparing for the upcoming Engineer's Exam, however, we also had students who were looking to increase their knowledge, skills, and abilities regardless of their current position.



Operations

- Engine 6 responded to 425 Colorado for a reported car fire at 1627 hours. Following the initial dispatch, Fire Com received additional information and upgraded the response to a structure assignment. Engine 6 arrived at a vehicle on fire in the underground parking located on sub-level 1. SMFD rapidly deployed hose lines and aggressively attacked the underground fire in very low visibility conditions. Due to the swift actions during the initial response, the fire could not spread and was contained to the vehicle of origin. SMFD companies remained on the scene for extensive smoke removal from the parking area and interior of the structure. If not for the actions of Fire Com to upgrade the assignment, and the swift aggressive actions taken by SMFD Engines 1/2/3/6 and Truck 1, the damage would be much greater.

Prevention

- This week, our investigators responded to one fire incident. Additionally, one of our investigators provided testimony in court regarding a fire investigation. In a separate legal proceeding concerning multiple arson incidents within the city, the defendant pleaded guilty and received a four-year sentence.

Annual Fire Inspections	186
Alarm/Sprinkler Plan Check & Inspections	26
New Construction Plan Reviews/Meetings	17
Special Event Plan Reviews/Meetings	5

Types of Fires	Quantity
Natural Vegetation Fire	1
Recreational Vehicle Fire	1
Trash or Rubbish Fire	2

Weekly Homeless Data:

Weekly Homeless Data.xlsx	02/22/2024 - 02/28/2024
SMFD Total Calls	291
SMFD Homeless-Related Calls	47
SMFD Fires related to homelessness	5
West Coast Care Data	02/22/2024 - 02/28/2024
Total number of referrals	26
Service Connection Types	
Multi Services	5
Pacific Sunset Shelter	
Salvation Army ARC	
SHARE Collaborative Housing	
Safe Place for Youth (SPY)	
Veterans Affairs	
People Concern	9
St Joseph Center	3
Step Up On Second	
Venice Family Clinic	1
Housed	2
Malibu Labor Exchange	
Salvation Army	4
General Relief	
Chrysalis	2

HOUSING AND HUMAN SERVICES UPDATES

SAMOSHEL Updates: The Homelessness Prevention and Intervention (HPI) Team proactively and regularly engages with TPC staff about how to maximize the use of beds. For example, during the recent storms, five beds were designated as "emergency beds" (or e-beds) for people who are more vulnerable due to age and/or disability (regardless of referral source), and additional beds were also allocated to the HLP Team.

SAMOSHEL is a vital resource to support people in taking the first step towards stabilization and engagement in services by being able to move indoors. This past week, a chronically homeless elderly mother and adult son, which multiple teams have been working with (including The People Concern (TPC)'s Access Center, the C3 Outreach Team, and the HLP Team), agreed to go into SAMOSHEL. Having this resource readily accessible was instrumental in supporting these team's collaborative efforts to connect these individuals to services and moving off of the streets.

SAMOSHEL is nearing the end of renovation work to create an intake room which will allow the facility to accept referrals from first responders 24/7 without disturbing clients who are already residing there. The final electrical inspection and project inspection are scheduled for early March. Once completed, the SAMOSHEL team is staffed up and ready to accept 24/7 referrals. In the meantime, SAMOSHEL continues to accept referrals from city-funded outreach teams as well as the HLP Team, and received its first referral from the recently launched CAO Services, Treatment, and Empowerment Program (STEP) Court program.

Development Team Recommendation for City-Owned Wilshire Sites: At the February 1 Housing Commission meeting, Housing Division staff presented its development team recommendation for the future developer of affordable housing on three City-owned sites located at 1217 Euclid Street, 1211-1217 Fourteenth Street and 1146 Sixteenth Street (the Wilshire sites). The Wilshire sites were identified in the Housing Element, which included specific City-owned sites for the development of 100% affordable housing to meet the City's share of regional housing need. The development team selected is led by Hollywood Community Housing Corporation (HCHC). The Housing Commission staff report and attachments are available [here](#) (Agenda Item #3). City Council will consider staff's recommendation and select a development team at the March 19 City Council meeting. If any Councilmembers would like to receive a briefing in advance of the meeting, please reach out to the City Manager's office.

Preserving Our Diversity (POD) Information Session: An information session for the City's Preserving Our Diversity (POD) program was held during the evening of Tuesday, February 27 at Virginia Avenue Park. More than 25 people attended to learn about this program which helps eligible low-income, long-term Santa Monica senior renters (65+ years old) with monthly cash assistance to meet their basic needs. A 20-minute presentation was followed by a 30-minute audience Q&A. The presentation and Q&A session were conducted in both Spanish and English. Additionally, staff conducted one-on-one meetings to answer questions about individual applications. The event was informative and connected staff with residents, many of whom shared valuable feedback. A copy of the presentation can be found [here](#). Many thanks to Housing staff Rene Ortega, Kevin Burciaga, Brittany Aguirre, and Richard Diaz for coordinating and conducting this important meeting to support community members.

Black History Greens Festival: On Saturday, February 24, the Black Santa Monica Community Group hosted the Annual Black History Greens Festival at Virginia Avenue Park. Over 500 local residents in attendance enjoyed drumming and dance performances by the Olokun Cultural Group, as well as original music by local Santa Monica performers \$AMARA and Malikah Muied. On stage, the Mayor presented centenarian Mr. Lloyd Allen with a proclamation. Mr. Allen, a prominent Santa Monica business owner, was recognized as a champion for civil rights and a trailblazer as the first Black member of the Santa Monica Rotary Club and the Santa Monica Recreation and Parks Commission. Attendees also had the opportunity to taste three types of greens cooked by local chefs, browse the wares of various vendors, and gather information from resource booths. Thank you to all Human Services staff at Virginia Avenue Park, who are led by Carla Fantozzi, for all of your hard work and efforts in coordinating the festival.



LIBRARY UPDATES

Smart Gardening Workshop: Experts from Los Angeles County Public Works presented a workshop on all things smart gardening, including backyard composting, worm composting, grasscycling, and water-wise gardening. Beginners and experienced gardeners participated in a lively discussion.

Living a Brain Healthy Lifestyle: Monica Moore from the Mary C. Easton Center for Alzheimer's Research and Care at UCLA returned to the Library with a program on "Living a Brain Healthy Lifestyle." The outstanding presentation covered what is dementia vs normal aging, research on lifestyle and dementia, and tips on how to keep the brain healthy ("what's good for the heart is good for the brain").



Decoden Design: Capitalizing on the popularity of Decoden on TikTok and that it's generally a commercially expensive craft, we were able to offer tweens and teens the opportunity to decorate a picture frame or a hair clip with various charms. The teen volunteers who participated, helped, and encouraged the younger kids on how to do it.



MORE Love Letters to the Library: Throughout the month of February, custom I *heart* SMPL stationery was available at all the library branches for patrons to write what they love about the library. This was a teen lead initiative where they popped up at the Montana Branch Open House, the lobby at Main, and in front of Pico during the Farmer's Market. Over 100 love letters were received. They also created social media content reading out some of the more precious love letters. Teen Leadership Council member Felix created the flier and presented on the importance of advocating for the library at the January Teen Leadership Council Meeting. As the teen in the middle photo wrote, our Library "Slays"!!!



POLICE DEPARTMENT UPDATES

SMPD statistical reporting and HLP Team highlights for the week of February 18, 2024-February 24, 2024.

POLICE DEPARTMENT-Wide stats for the week

- 2,528 Total CFS (Calls for Service) / YTD is 18,494 CFS
- 339 Homeless related CFS (13% of total) / YTD is 2,455 Homeless related CFS (13% of total)
- 12 Total Encampment CFS (202 YTD)
- 9 Total 5150 CFS (83 YTD)
- 57 Total arrests (54 prior week and 405 YTD)
- 43 Arrests of homeless individuals (75% of total weekly PD arrests and 298 YTD homeless arrests-74% of total)

Current HLP Team Staffing

1 Sergeant

7 Field deployed officers (9 officer detail - 1 IOD, 1 Light Duty)

HLP Team Stats

- 73 - calls for service
- 9 - 311 requests handled
- 2 - City Staff Generated 311
- 46 - Self-initiated activity
- 0 - Felony arrest
- 0 - Misdemeanor arrests
- 32 - Field interviews/advisals
- 0 - Citation
- 44 - Referrals to services
- 0 - 5150 holds completed
- 2 - Encampments addressed

DMH/HLP Clinician Stats

- 5 - Referral to services thru DMH
- 5 - 5150 evaluations (1 hold)

Touchpoint Contacts by HLP

- An individual who has been the subject of multiple 311 requests and contacted by HLP Team Officers multiple times was contacted by DMH and provided services for mental health treatment. The HLP assigned DMH Clinician wrote a referral to the HOME Program in attempt to provide her the necessary care she needs.



Future Projects

- The HLP Team, along with DMH, the Salvation Army, C3, and HOST will be participating in joint operations from March 4 to March 7 in the area of the Santa Monica Corridor to address quality of life issues and provided necessary referrals to services for those in need.

SMPD's Weekly Crime Recap

- Assault Against a Police Officer Arrest (800 block of Bay St) – Officers responded to a subject experiencing a mental health crisis and contacted the subject and his brother. When officers detained the subject, his brother assaulted the officers and a use of force occurred. No injuries to officers or the suspects. The suspect was placed on a mental health hold pending criminal charges upon release.
- Vehicle Burglary Arrest (1300 block of Princeton St) – Responding officers observed a suspicious person in the alley with a flashlight in the area of a recent vehicle burglary. The subject was detained, and the investigation revealed that a nearby vehicle had its rear windshield shattered and items stolen from inside. The subject had a hammer and other tools on him as well as the stolen items. The subject was taken into custody without incident.

- Assault w/ a Deadly Weapon Arrest (2900 block of Main St) – Patrol officers observed a verbal argument between three subjects on the sidewalk. One subject then picked up a metal stool from a nearby eatery and struck both victims with it (minor injuries). Officers quickly exited their vehicle and detained the subject who attempted to flee upon seeing the officers. He was taken into custody without further incident.
- Attempted Burglary Arrest (Apple Store / 1415 3rd St) – The suspect used a metal sign attached to a metal pole and attempted repeatedly to smash the location's large glass store front windows. Arriving officers detained the suspect, preventing him from shattering the windows. The investigation revealed that the suspect was attempting to break in to steal iPhones. He was arrested without further incident.
- Peeping Arrest (Santa Monica Pier Restrooms) – A witness noticed the suspect inside a stall in the female restroom and believed he was filming her minor daughter who was in the next stall. The witness and other adults detained the suspect until police arrived. The suspect was taken into custody without incident.

Points of Interest:

- Members from the Planning and Intelligence Unit monitored the 39th Film Independent Spirit Awards at the Santa Monica Pier parking lot. Officers worked the event, and it went well. Additionally, the Frieze LA Art Festival at Airport Park is in town this week (Thursday – Sunday) for a multi-day event. Officers will be assigned to it each day.
- Unite Here! Local 11 continue to periodically protest at the Viceroy Hotel. On Sunday, 2/25/24, the group decided to march up Pico Blvd from Ocean Ave to the Le Meridien Delfina Hotel (530 Pico Blvd). Although police dispatch received some calls from citizens about this, officers monitored the march and reported no further activity.
- The Santa Monica Black Lives Association Resource Center (520 Arizona Ave) had its grand opening on Wednesday (2/28/24). The Chief, members from the Neighborhood Resource Officer Unit, and members from the Department of Mental Health were in attendance.



- On Thursday (2/29/24), Lieutenant Salvador Lucio had his retirement ceremony in the PSF's atrium. It was a large event, with a mariachi band and refreshments. Congratulations Sal!



PUBLIC WORKS UPDATES

SWIP Shortlisted as a Top 4 Water Reuse Project in the World: The Water Resources Division received word late last week that the Sustainable Water Infrastructure Project (SWIP) was shortlisted as one of the Top 4 Water Reuse Project of the Year in the world for the Global Water Awards. The Global Water Awards recognizes the most notable achievements and projects in the international water industry that strive to move the global water industry forward through improved operating performance, innovative technology adoption, and sustainable financial models. Additional details on the Top 4 Water Reuse Projects are provided in the link below, and the final winner and runner up will be announced at the April Global Water Summit in London.

<https://globalwaterawards.com/2024-water-reuse-project-of-the-year/>

The SWIP was nominated by one of the facility's equipment suppliers, and it is rare, almost never, for a small City and project of our size to make this prestigious shortlist in the global water industry. In looking at the company SWIP is in, the other three shortlisted projects are much larger in scope than SWIP's 1 million gallons per day capacity. The other three shortlisted projects include Orange County Water District's Groundwater Replenishment System (130 million gallons per day), which is the largest potable reuse – groundwater recharge facility in the world, a water recycling program in the United Arab Emirates that achieved its goal of 80% recycling of wastewater generated (240 million gallons per day), and the mega project that recycles and reuses water from the Nile in Egypt (1980 million gallons per day). The SWIP made the shortlist due to its innovative technologies and solutions that were implemented to harvest stormwater/urban runoff and leverage a drought resilient wastewater source to produce purified water that will be used to recharge local drinking water aquifers while improving water quality in the Santa Monica Bay.



Community Garden Update: A “Nourishing our Roots” community garden potluck took place this past Tuesday evening at the Santa Monica Public Library. Organized by the Community Garden Advisory Committee’s Events Team, in an effort to enhance a feeling of community, invitations went out to all permitted gardeners, the program’s registered volunteers, and community members on the waitlist. Approximately 35 people showed up to share stories about their own gardens and begin the discussion on celebrating 30 Years of Sustainability this year and an upcoming 50th Year Anniversary of our Community Garden Program in 2026. Bringing together different cultures and ages was a great step as we move urban agriculture programs forward.



RECREATION AND ARTS UPDATES

Frieze Los Angeles Fair: For the second year, Frieze Los Angeles has partnered with the City of Santa Monica on a new acquisition to join the municipal Art Bank collection. The artwork comes from the Focus section of the Fair, which features galleries in existence for twelve years or less, many featuring artwork by emerging artists from the Southern California region. A jury comprised of Amanda Sroka (Senior Curator, ICA LA), Christine Messineo (Director of Americas, Frieze), and Laurie Yehia (City of Santa Monica Arts Commissioner), selected a 2024 quilt work by Gary Tyler entitled *In Memoriam of an Ashanti Warrior*. Wrongly convicted of murder, Tyler was sentenced to death and spent 42 years incarcerated. His work often uses fabric quilting techniques he learned in prison. The Los Angeles-based artist is the recipient of the 2024 Frieze Impact Prize. The prize recognizes an artist who has made a significant impact on society with their work.



Image of Gary Tyler's *In Memoriam of an Ashanti Warrior*, 2024



Image of Cynthia Talmadge's *Class Gift* from "Winter Break, 2022" exhibition at Carl Kostyal, London



Image of Matt Johnson's *Giant Shell Swan* courtesy of the artist

A key part of Frieze Los Angeles 2024 is an on-site public program called **'Set Seen'**, which features eight artworks by seven artists that speak to constructed environments and how they relate to our perception of reality and understanding of space. These projects are in dialogue with the rich history of set design in Los Angeles and specifically the role that set designers played in camouflaging the former Douglas Aircraft Company factory at Santa Monica Airport. The program is free to the public, and two of the installations, *Class Gift* by Cynthia Talmadge and *Giant Shell Swan* by Matt Johnson will remain on view in Airport Park through April 7, 2024. Talmadge's work adopts the style of large civic or campus sculpture. The lugubriously biomorphic artwork appears to have been treated like a bulletin board rather than an object of aesthetic contemplation; a "gift" from a departed class of students, the work hints at unfulfilled promises of academia and our aspirational views of institutions. Johnson's painted bronze sculpture is in the form of a swan made out of seashells, a seaside holiday tourist trinket made unexpectedly massive. Encompassing the appeal of beauty and kitsch, the fragility of life and the enigma of death, the jaunty bird carries symbolic weight. See below for images of the sculptures.

An additional art exhibition is of the project *PROCESSIONAL*, by artist Derek Fordjour, which presents an installation of 33 vinyl light pole banners that each feature a different painting by the artist. Fordjour's work draws inspiration from wanted posters, athletic trading cards, mugshots, and yearbook photos.

For more information on the 8 'Set Seen' projects, click [here](#).



PROCESSIONAL, Derek Fordjour, 2024



Giant Shell Swan, Matt Johnson, 2023



Class Gift, Cynthia Talmadge, 2022



Installation of Giant Shell Swan, Matt Johnson, 2023

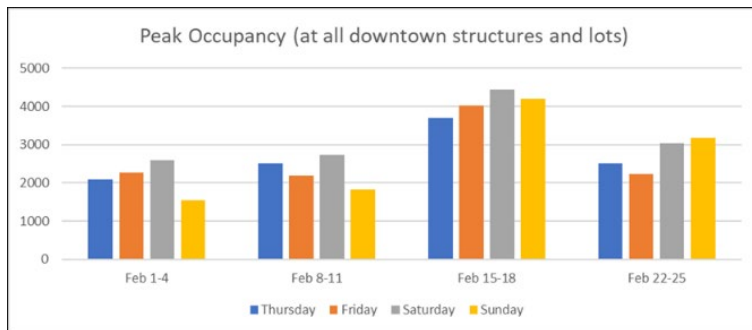
Annenberg Community Beach House: City Council members are invited to Julia Morgan Legacy Day, Sunday, March 3, 11 am – 2pm. Join us for a talk by Morgan expert Karen McNeill, Ph.D. presenting *Julia Morgan: Engineering a Legacy*. From noon to 2pm, guests may visit the Marion Davies Guest House and the historic pool deck to view Morgan's work firsthand. We hope to see you there!
<https://www.eventbrite.com/e/julia-morgan-legacy-day-2024-registration-819245815287?aff=oddtcreator>

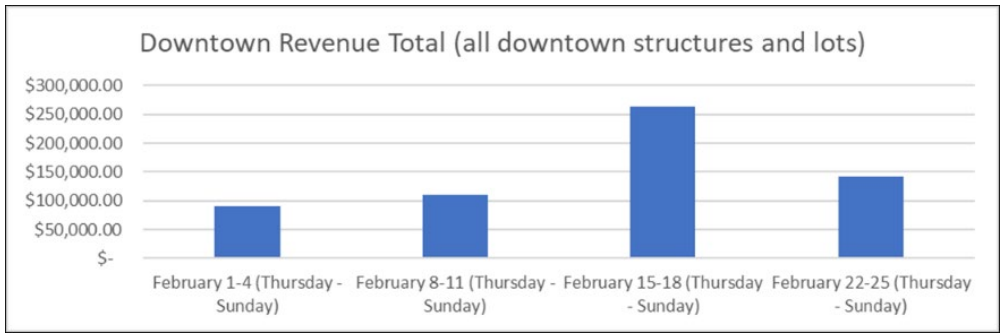
TRANSPORTATION (DOT) UPDATES

Genesis Open Golf Provides Parking Boost: The City again benefited this year from the partnership with the organizers of the Genesis Invitational Golf tournament at the Riviera Country Club from Feb. 15-18. The City saw a significant surge in occupancy and revenue at downtown parking lots and structures, and sold a significant number of parking passes for the Beach lots during this event. For years the PGA has hosted the tournament at Riviera and utilized parking in Santa Monica for the event. Organizers purchase parking spaces from the City's beach lots 4 South and 5 South for event staff and run shuttles to the Riviera. This year, the City's beach lots sold \$21,425 in parking passes directly to the golf event organizers.

Spectators are encouraged through the tournament website to park in Downtown Santa Monica and ride a free shuttle to the tournament that runs all day from Thursday through Sunday. Peak Occupancy and Revenue data is shown below for each 4-day weekend period of February 2024, demonstrating the impact of the tournament. As an illustration, occupancy from February 15-18 was 92% higher than the period of February 1-4, while revenue during that period was 190% higher than the period of February 1-4.

Parking Division staff worked with tournament organizers to prepare for the event by helping them to purchase beach parking passes, and to provide staffing during the 4-day event. City parking staff worked with City's parking vendor to provide extra staffing in the beach lots and downtown areas to manage additional vehicle traffic.





Complete Streets Award for Safe Streets for 17th Street & Michigan Ave. Project: DOT and PW are excited to announce that the Safe Streets for 17th Street and Michigan Avenue project has been chosen to receive the Complete Streets award from the [Outstanding Local Streets and Roads Project Awards Program](#) sponsored by the League of California Cities and others! The project will be highlighted, and an award will be given, at the League's Public Works Officers Institute Opening General Session on Wednesday, March 13 at the Portola Hotel in Monterey. Mobility Manager Jason Kligier will attend on behalf of the City to receive the well-deserved honor.

Removal of Unused K-Rail: On February 29, staff arranged for the removal of 9 unused k-rails from our City streets. As a result, a total of 6 metered parking spaces will be restored at the following locations:

- La Vecchia - 2654 Main St (2 parking spaces)
- Bluestone Lane Coffee - 631 Wilshire Blvd (3 parking spaces)
- Modern Bread & Bagel - 1511 Montana Ave (1 parking space)

Below is a before and after shot at 631 Wilshire Blvd. The parking meter heads will be restored soon as part of the Wilshire repaving work.

Before



After



Thank you.



David White
 City Manager
santamonica.gov
[Facebook](#) | [Twitter](#) | [Instagram](#)
[Subscribe to City of Santa Monica Email Updates](#)

From: [Sarah Letts](#)
To: caroline.torosis@santamonica.gov
Subject: RE: Wilshire Sites - Affordable Housing
Date: Wednesday, February 14, 2024 12:37:46 PM
Attachments: [image001.png](#)
[HCHC Proposal Summary - abbreviated.pdf](#)

EXTERNAL

Hello Councilmember Torosis,

This is Sarah Letts again from Hollywood Community Housing and I'm reaching out to see if you have time to discuss the Wilshire Sites and the possibility of our team developing the three lots as affordable housing. For your convenience, I've attached excerpts from the rather lengthy proposal we submitted to the City.

I'd really appreciate the opportunity to schedule a 30-minute Zoom meeting at a time that is convenient for you.

Thank you so much for your consideration.

Sarah

From: Sarah Letts
Sent: Wednesday, February 7, 2024 9:31 AM
To: caroline.torosis@santamonica.gov
Subject: Wilshire Sites - Affordable Housing

Good morning Councilmember Torosis

My name is Sarah Letts and I am the Executive Director of Hollywood Community Housing Corporation (HCHC) and the former Executive Director of Community Corporation of Santa Monica (from 2011 to 2016). As you may have heard, HCHC responded to the City of Santa Monica's RFP for the Wilshire sites with Kevin Daly Architects (kdA) and The People Concern (TPC). On February 1st, staff recommended to the Housing Commission the selection of HCHC and kdA as the team to design and develop affordable housing on these three sites near Wilshire and 14th Street. We are honored by their recommendation and it is our understanding that Housing Department staff would like to bring this matter to the City Council on March 19th.

<https://santamonica.gov/media/HED/Housing/Proposals/Hollywood%20Community%20Housing%20Corp.%20Proposal.pdf>

Copied above is a link to our proposal on the City's website. I am reaching out to respectfully request an opportunity to discuss questions or concerns you may have about our development team and/or proposed project concept.

Thank you for your consideration.

All my best

Sarah

Sarah Letts | Executive Director (she/her – [what is this?](#))



5020 Santa Monica Blvd. | Los Angeles, CA | 90029-2412

P: [REDACTED] | F: 323.454.4677 | E: sletts@hollywoodhousing.org

www.hollywoodhousing.org | [Facebook](#) | [Instagram](#)

From: [Sarah Letts](#)
To: jesse.zwick@santamonica.gov
Subject: RE: Wilshire Sites - Affordable Housing
Date: Wednesday, February 14, 2024 12:38:14 PM
Attachments: [image001.png](#)
[HCHC Proposal Summary - abbreviated.pdf](#)

EXTERNAL

Hello Councilmember Zwick,

This is Sarah Letts again from Hollywood Community Housing and I'm reaching out to see if you have time to discuss the Wilshire Sites and the possibility of our team developing the three lots as affordable housing. For your convenience, I've attached excerpts from the rather lengthy proposal we submitted to the City.

I'd really appreciate the opportunity to schedule a 30-minute Zoom meeting at a time that is convenient for you.

Thank you so much for your consideration.

Sarah

From: Sarah Letts
Sent: Wednesday, February 7, 2024 9:34 AM
To: 'jesse.zwick@santamonica.gov' <jesse.zwick@santamonica.gov>
Subject: Wilshire Sites - Affordable Housing

Good morning Councilmember Zwick,

My name is Sarah Letts and I am the Executive Director of Hollywood Community Housing Corporation (HCHC) and the former Executive Director of Community Corporation of Santa Monica (from 2011 to 2016). As you may have heard, HCHC responded to the City of Santa Monica's RFP for the Wilshire sites with Kevin Daly Architects (kdA) and The People Concern (TPC). On February 1st, staff recommended to the Housing Commission the selection of HCHC and kdA as the team to design and develop affordable housing on these three sites near Wilshire and 14th Street. We are honored by their recommendation and it is our understanding that Housing Department staff would like to bring this matter to the City Council on March 19th.

<https://santamonica.gov/media/HED/Housing/Proposals/Hollywood%20Community%20Housing%20Corp.%20Proposal.pdf>

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Thank you for your consideration.

All my best

Sarah

Sarah Letts | Executive Director (she/her – [what is this?](#))



5020 Santa Monica Blvd. | Los Angeles, CA | 90029-2412

P: [REDACTED] | F: 323.454.4677 | E: sletts@hollywoodhousing.org

www.hollywoodhousing.org | [Facebook](#) | [Instagram](#)

From: [Caroline Torosis](#)
To: [Joe Sullivan](#)
Cc: [Antonio Sanchez](#)
Subject: Re: Hollywood Community Housing Corporation
Date: Tuesday, February 25, 2025 4:20:50 PM

Sounds good!

From: Joe Sullivan <sullivan@la-ibew-neca.com>
Sent: Tuesday, February 25, 2025 3:22:07 PM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: Antonio Sanchez <sanchez@ibew11.org>
Subject: RE: Hollywood Community Housing Corporation

EXTERNAL

Great Caroline! Thank you.

How about I circle with our team and discuss potential workforce language and get back to you?

Best,

Joe Sullivan
Director of Energy & Workforce Solutions
IBEW 11/NECA L.A./LMCC
| Mobile Phone: (626) 755 9892 |
sullivan@la-ibew-neca.com

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From: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Sent: Monday, February 24, 2025 5:51 PM
To: Joe Sullivan <sullivan@la-ibew-neca.com>
Cc: Antonio Sanchez <sanchez@ibew11.org>
Subject: Re: Hollywood Community Housing Corporation

Hi Joe,

Appreciate the email. It's definitely not too late - I will bring it up with staff and see what we can do.

If you all wanted to push for standards across all projects approved by council, I think

there are several councilmembers who may be supportive.

Caroline

From: Joe Sullivan <sullivan@la-ibew-neca.com>
Sent: Monday, February 24, 2025 3:38:30 PM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: Antonio Sanchez <sanchez@ibew11.org>
Subject: Hollywood Community Housing Corporation

EXTERNAL

Hi Caroline, It's been a while—I hope you're doing well.

I recently saw that Santa Monica a couple of months ago Santa Monica was looking at approving lease and development agreements with HCHC to build affordable housing. I realize I may be reaching out a bit late, but is there still an opportunity to explore workforce standards for the construction of this project?

Thanks!

Joe Sullivan
Director of Energy & Workforce Solutions
IBEW 11/NECA L.A./LMCC
| Mobile Phone: (626) 755 9892 |
sullivan@la-ibew-neca.com

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From: [Sarah Letts](#)
To: jesse.zwick@santamonica.gov; [Dan Hall](#); [Barry Snell](#); Ellis.Raskin@santamonica.gov; [Natalya Zernitskaya](#); caroline.torosis@santamonica.gov; ana.negrete@santamonica.gov
Cc: [Kristin Gunther](#); [CJ Horvath](#); [Victoria Senna](#); [Natalie Verlinich](#); [Ayala Scott](#)
Subject: Tierra Apts - Application to HCD's Disaster NOFA for the Multifamily Housing Program (MHP)
Date: Wednesday, August 6, 2025 4:29:18 PM
Attachments: [image001.png](#)

EXTERNAL

Dear Mayor Negrete and Santa Monica City Councilmembers:

I am writing on behalf of Hollywood Community Housing Corporation (HCHC) and Tierra Apts, L.P. to notify you that HCHC will be submitting a funding application to the California Department of Housing and Community Development (HCD) for the 2025 Los Angeles Disaster NOFA Multifamily Housing Program (MHP) for the 100% affordable senior rental housing development proposed at 1211-1217 Fourteenth St and 1402 Wilshire Blvd, now called Tierra Apartments. HCHC is the Sponsor and Applicant for this application and Tierra Apts, L.P., a tax credit limited partnership controlled by HCHC, will be the ultimate borrower of the HCD funds. The application is due on August 21, 2025.

1211-1217 Fourteenth St is a City-owned surface parking lot and 1402 Wilshire Blvd is a privately-owned site acquired by HCHC in May 2025. Tierra Apartments (the "Project") will be developed across both sites per the Disposition and Development Agreement executed on February 27, 2025 by and between Tierra Apts, L.P. and the City of Santa Monica. The Project includes the new construction of 82 residential units, 80 of which will be restricted affordable units and two which will be unrestricted for on-site managers. The 80 restricted units will each have one-bedroom and the two manager units will each have two-bedrooms. Of the 80 affordable units, 40 units will be reserved for seniors experiencing homelessness and 40 units will be reserved for low-income seniors.

This application for the 2025 Los Angeles Disaster NOFA MHP funds is in conjunction with HCD's SuperNOFA program. Per MHP regulations and pursuant to Health & Safety guidelines Health & Safety Code (HSC) Section 50675.7(e), the Project Sponsor is required to notify the local legislative body of the application prior to submission.

Please let me know if you have any questions.

Thank you so much,

Sarah

Sarah Letts | Executive Director



5020 Santa Monica Blvd. | Los Angeles, CA | 90029-2412

P: [REDACTED] | F: 323.454.4677 | E: sletts@hollywoodhousing.org

www.hollywoodhousing.org | [Facebook](#) | [Instagram](#)

From: [Sarah Letts](#)
To: [Caroline Torosis](#)
Subject: RE: Wilshire Sites - Affordable Housing
Date: Tuesday, July 2, 2024 7:56:22 PM

EXTERNAL

Yes, I do. I'll send a text to the number below.

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Sent: Tuesday, July 2, 2024 7:51 PM
To: Sarah Letts <sletts@hollywoodhousing.org>
Subject: Re: Wilshire Sites - Affordable Housing

Sarah,

Do you have time to talk?

Caroline



From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Tuesday, June 25, 2024 7:41:30 PM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: Re: Wilshire Sites - Affordable Housing

EXTERNAL

Thank you!

On Jun 25, 2024, at 5:45 PM, Caroline Torosis
<Caroline.Torosis@santamonica.gov> wrote:

This is great! We will post on social media and make sure folks are aware.

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Tuesday, June 25, 2024 3:49:29 PM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: Claudia Galliani <galliani@usc.edu>

Subject: Wilshire Sites - Affordable Housing

EXTERNAL

Hello Councilmember Torosis,
I hope you are doing well. I'm reaching out to make sure you've heard that HCHC will host two more community meetings to discuss the proposed affordable housing on the city-owned parking lots near Wilshire. Attached is the flyer for the community meetings on Monday, July 8th (in-person at St. Anne's) and Wednesday, July 10th (Zoom). If you want to share information with your constituents, we are asking people to register for the community meetings via the project website so we can estimate the number of attendees.

<https://hchcsantamonica.org/community-meetings/>

Please let me know if you have questions or would like to schedule a time to talk.

Thanks so much,

Sarah

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>

Sent: Monday, May 20, 2024 11:01 AM

To: Sarah Letts <sletts@hollywoodhousing.org>

Cc: Claudia Galliani <galliani@usc.edu>

Subject: Re: Wilshire Sites - Affordable Housing

Fantastic - thanks Sarah for the heads up! I will try to make it.

From: Sarah Letts <sletts@hollywoodhousing.org>

Sent: Monday, May 20, 2024 10:31 AM

To: Caroline Torosis <Caroline.Torosis@santamonica.gov>

Cc: Claudia Galliani <galliani@usc.edu>

Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

Good morning Councilmember Torosis,
I hope you had a nice weekend and you are doing well. I'm reaching out to make sure you have received notices that an in-person and a virtual community meeting will take place this week for the proposed affordable housing on the 3 city-owned parking lots near Wilshire. Attached is the community meeting flyer and we have created a project website www.hchcsantamonica.org that includes meeting information and additional descriptions of the proposal to develop 130-

units of affordable housing.
Please let me know if you have any questions/comments.
Thanks so much and have a good week.
All my best
Sarah

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Sent: Wednesday, March 20, 2024 12:34 PM
To: Sarah Letts <sletts@hollywoodhousing.org>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: Re: Wilshire Sites - Affordable Housing

Of course!! Here to support.

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Wednesday, March 20, 2024 11:25:20 AM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

Good morning Councilmember Torosis,
It was good to see you in person last night at the City Council meeting. I want to reiterate what I said in my brief remarks – that this development team is committed to doing our best work for the City of Santa Monica. Thank you for this opportunity to create more affordable and permanent supportive housing.
All my best
Sarah

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Sent: Wednesday, February 14, 2024 3:53 PM
To: Sarah Letts <sletts@hollywoodhousing.org>
Cc: Gilbert Portillo <Gilbert.Portillo@santamonica.gov>; Claudia Galliani <galliani@usc.edu>
Subject: Re: Wilshire Sites - Affordable Housing

Hi Sarah,

Great to hear from you and apologies for my slow response. I would be

happy to meet. Copying Gil and Claudia to help facilitate. Usually Wednesday or Friday afternoons are best - or in the evening. I am going to be out of town the last week of February so perhaps we can shoot for March?

Caroline

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Wednesday, February 14, 2024 12:37:24 PM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

Hello Councilmember Torosis,
This is Sarah Letts again from Hollywood Community Housing and I'm reaching out to see if you have time to discuss the Wilshire Sites and the possibility of our team developing the three lots as affordable housing. For your convenience, I've attached excerpts from the rather lengthy proposal we submitted to the City. I'd really appreciate the opportunity to schedule a 30-minute Zoom meeting at a time that is convenient for you.
Thank you so much for your consideration.
Sarah

From: Sarah Letts
Sent: Wednesday, February 7, 2024 9:31 AM
To: caroline.torosis@santamonica.gov
Subject: Wilshire Sites - Affordable Housing

Good morning Councilmember Torosis
My name is Sarah Letts and I am the Executive Director of Hollywood Community Housing Corporation (HCHC) and the former Executive Director of Community Corporation of Santa Monica (from 2011 to 2016). As you may have heard, HCHC responded to the City of Santa Monica's RFP for the Wilshire sites with Kevin Daly Architects (kdA) and The People Concern (TPC). On February 1st, staff recommended to the Housing Commission the selection of HCHC and kdA as the team to design and develop affordable housing on these three sites near Wilshire and 14th Street. We are honored by their recommendation and it is our understanding that Housing Department staff would like to bring this matter to the City Council on March 19th.

<https://santamonica.gov/media/HED/Housing/Proposals/Hollywood%20Commu>

[nity%20Housing%20Corp.%20Proposal.pdf](#)

Copied above is a link to our proposal on the City's website. I am reaching out to respectfully request an opportunity to discuss questions or concerns you may have about our development team and/or proposed project concept.

Thank you for your consideration.

All my best

Sarah

Sarah Letts | Executive Director (she/her – [what is this?](#))

[<image001.png>](#)

5020 Santa Monica Blvd. | Los Angeles, CA | 90029-2412

P: [REDACTED] | F: 323.454.4677 | E: sletts@hollywoodhousing.org

www.hollywoodhousing.org | [Facebook](#) | [Instagram](#)

From: [Sarah Letts](#)
To: [Caroline Torosis](#)
Cc: [Claudia Galliani](#)
Subject: Wilshire Sites - Affordable Housing
Date: Tuesday, June 25, 2024 3:49:45 PM
Attachments: [image001.png](#)
[July meeting Flyer \(8.5 x 11 in\).pdf](#)

EXTERNAL

Hello Councilmember Torosis,

I hope you are doing well. I'm reaching out to make sure you've heard that HCHC will host two more community meetings to discuss the proposed affordable housing on the city-owned parking lots near Wilshire. Attached is the flyer for the community meetings on Monday, July 8th (in-person at St. Anne's) and Wednesday, July 10th (Zoom). If you want to share information with your constituents, we are asking people to register for the community meetings via the project website so we can estimate the number of attendees.

<https://hchcsantamonica.org/community-meetings/>

Please let me know if you have questions or would like to schedule a time to talk.

Thanks so much,

Sarah

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Sent: Monday, May 20, 2024 11:01 AM
To: Sarah Letts <sletts@hollywoodhousing.org>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: Re: Wilshire Sites - Affordable Housing

Fantastic - thanks Sarah for the heads up! I will try to make it.

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Monday, May 20, 2024 10:31 AM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

Good morning Councilmember Torosis,

I hope you had a nice weekend and you are doing well. I'm reaching out to make sure you have received notices that an in-person and a virtual community meeting will take place this week for the proposed affordable housing on the 3 city-owned parking lots near Wilshire.

Attached is the community meeting flyer and we have created a project website www.hchcsantamonica.org that includes meeting information and additional descriptions of the proposal to develop 130-units of affordable housing.

Please let me know if you have any questions/comments.

Thanks so much and have a good week.

All my best

Sarah

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>

Sent: Wednesday, March 20, 2024 12:34 PM

To: Sarah Letts <sletts@hollywoodhousing.org>

Cc: Claudia Galliani <galliani@usc.edu>

Subject: Re: Wilshire Sites - Affordable Housing

Of course!! Here to support.

From: Sarah Letts <sletts@hollywoodhousing.org>

Sent: Wednesday, March 20, 2024 11:25:20 AM

To: Caroline Torosis <Caroline.Torosis@santamonica.gov>

Cc: Claudia Galliani <galliani@usc.edu>

Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

Good morning Councilmember Torosis,

It was good to see you in person last night at the City Council meeting. I want to reiterate what I said in my brief remarks – that this development team is committed to doing our best work for the City of Santa Monica. Thank you for this opportunity to create more affordable and permanent supportive housing.

All my best

Sarah

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>

Sent: Wednesday, February 14, 2024 3:53 PM

To: Sarah Letts <sletts@hollywoodhousing.org>

Cc: Gilbert Portillo <Gilbert.Portillo@santamonica.gov>; Claudia Galliani <galliani@usc.edu>

Subject: Re: Wilshire Sites - Affordable Housing

Hi Sarah,

Great to hear from you and apologies for my slow response. I would be happy to meet. Copying Gil and Claudia to help facilitate. Usually Wednesday or Friday afternoons are best - or in the evening. I am going to be out of town the last week of February so perhaps we can shoot for March?

Caroline

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Wednesday, February 14, 2024 12:37:24 PM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

Hello Councilmember Torosis,

This is Sarah Letts again from Hollywood Community Housing and I'm reaching out to see if you have time to discuss the Wilshire Sites and the possibility of our team developing the three lots as affordable housing. For your convenience, I've attached excerpts from the rather lengthy proposal we submitted to the City.

I'd really appreciate the opportunity to schedule a 30-minute Zoom meeting at a time that is convenient for you.

Thank you so much for your consideration.

Sarah

From: Sarah Letts
Sent: Wednesday, February 7, 2024 9:31 AM
To: caroline.torosis@santamonica.gov
Subject: Wilshire Sites - Affordable Housing

Good morning Councilmember Torosis

My name is Sarah Letts and I am the Executive Director of Hollywood Community Housing Corporation (HCHC) and the former Executive Director of Community Corporation of Santa Monica (from 2011 to 2016). As you may have heard, HCHC responded to the City of Santa Monica's RFP for the Wilshire sites with Kevin Daly Architects (kdA) and The People Concern (TPC). On February 1st, staff recommended to the Housing Commission the selection of HCHC and kdA as the team to design and develop affordable housing on these three sites near Wilshire and 14th Street. We are honored by their recommendation and it is our understanding that Housing Department staff would like to bring this matter to the City Council on March 19th.

<https://santamonica.gov/media/HED/Housing/Proposals/Hollywood%20Community%20Hou>

[sing%20Corp.%20Proposal.pdf](#)

Copied above is a link to our proposal on the City's website. I am reaching out to respectfully request an opportunity to discuss questions or concerns you may have about our development team and/or proposed project concept.

Thank you for your consideration.

All my best

Sarah

Sarah Letts | Executive Director (she/her – [what is this?](#))



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P: [REDACTED] | F: 323.454.4677 | E: sletts@hollywoodhousing.org

www.hollywoodhousing.org | [Facebook](#) | [Instagram](#)

From: [Sarah Letts](#)
To: jesse.zwick@santamonica.gov
Subject: Wilshire Sites - proposed affordable housing
Date: Tuesday, June 25, 2024 3:55:02 PM
Attachments: [image001.png](#)
[July meeting Flyer \(8.5 x 11 in\).pdf](#)

EXTERNAL

Hello Councilmember Zwick,

I hope you are doing well. I'm reaching out to make sure you've heard that Hollywood Community Housing will host two more community meetings to discuss the proposed affordable housing on the city-owned parking lots near Wilshire. Attached is the flyer for the community meetings on Monday, July 8th (in-person at St. Anne's) and Wednesday, July 10th (Zoom). If you want to share information with your constituents, we are asking people to register for the community meetings via the project website so we can estimate the number of attendees. <https://hchcsantamonica.org/community-meetings/>

Please let me know if you have questions or would like to schedule a time to talk.

Thanks so much,

Sarah

Sarah Letts | Executive Director (she/her – [what is this?](#))



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P: [REDACTED] | F: 323.454.4677 | E: sletts@hollywoodhousing.org
www.hollywoodhousing.org | [Facebook](#) | [Instagram](#)

From: [Sarah Letts](#)
To: [Caroline Torosis](#)
Cc: [Claudia Galliani](#)
Subject: RE: Wilshire Sites - Affordable Housing
Date: Thursday, December 12, 2024 4:01:18 PM
Attachments: [Santa Monica Project One Pager 2024.12.12v4.pdf](#)

EXTERNAL

Good afternoon Caroline,
Congratulations on becoming Mayor Pro Tem for the City of Santa Monica!!
For your convenience, I have attached updated 1-pagers for the proposed housing near Wilshire. There are small updates, including the table summarizing the number of units at each affordability level for Euclid. If you decide you'd like a briefing, just let me know and we'll get a meeting on the calendar.
Thanks so much
Sarah

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Sent: Friday, December 6, 2024 7:23 PM
To: Sarah Letts <sletts@hollywoodhousing.org>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: Re: Wilshire Sites - Affordable Housing

Hi Sarah,

Thanks for the email. I don't have any concerns and I'm supportive of the projects. Is there anything in writing you can send me?

Caroline

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Friday, December 6, 2024 5:57:49 PM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

Good evening Caroline,
I hope you are doing well. I am reaching out to ask if you have time for a briefing on HCHC's updated plans to create 130-units of affordable housing on the City-owned sites near Wilshire. Kevin Daly and his team have made progress and the design for 48

units of family housing on Euclid Street is on track to be considered by ARB on December 16th. We hope the design for the 82-units of senior/PSH housing on 14th Street will go to ARB in January.

HCHC staff have been working with Housing Department staff on the Term Sheets for Euclid and for 14th Street. The sites will be financed separately so there are two separate Term Sheets.

If you would like to discuss the proposed developments, please let me know and we can schedule time to meet.

Thanks so much

Sarah

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>

Sent: Tuesday, July 2, 2024 7:51 PM

To: Sarah Letts <sletts@hollywoodhousing.org>

Subject: Re: Wilshire Sites - Affordable Housing

Sarah,

Do you have time to talk?

Caroline



From: Sarah Letts <sletts@hollywoodhousing.org>

Sent: Tuesday, June 25, 2024 7:41:30 PM

To: Caroline Torosis <Caroline.Torosis@santamonica.gov>

Cc: Claudia Galliani <galliani@usc.edu>

Subject: Re: Wilshire Sites - Affordable Housing

EXTERNAL

Thank you!

On Jun 25, 2024, at 5:45 PM, Caroline Torosis
<Caroline.Torosis@santamonica.gov> wrote:

This is great! We will post on social media and make sure folks are aware.

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Cc: Claudia Galliani <galliani@usc.edu>
Subject: Wilshire Sites - Affordable Housing

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Thanks so much,
Sarah

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To: Sarah Letts <sletts@hollywoodhousing.org>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: Re: Wilshire Sites - Affordable Housing

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From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Monday, May 20, 2024 10:31 AM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: RE: Wilshire Sites - Affordable Housing

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Thanks so much and have a good week.

All my best

Sarah

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Sent: Wednesday, March 20, 2024 12:34 PM

To: Sarah Letts <sletts@hollywoodhousing.org>

Cc: Claudia Galliani <galliani@usc.edu>

Subject: Re: Wilshire Sites - Affordable Housing

Of course!! Here to support.

From: Sarah Letts <sletts@hollywoodhousing.org>

Sent: Wednesday, March 20, 2024 11:25:20 AM

To: Caroline Torosis <Caroline.Torosis@santamonica.gov>

Cc: Claudia Galliani <galliani@usc.edu>

Subject: RE: Wilshire Sites - Affordable Housing

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Sarah

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>

Sent: Wednesday, February 14, 2024 3:53 PM

To: Sarah Letts <sletts@hollywoodhousing.org>

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Subject: Re: Wilshire Sites - Affordable Housing

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Thank you so much for your consideration.
Sarah

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To: caroline.torosis@santamonica.gov
Subject: Wilshire Sites - Affordable Housing

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<https://santamonica.gov/media/HED/Housing/Proposals/Hollywood%20Community%20Housing%20Corp.%20Proposal.pdf>

Copied above is a link to our proposal on the City's website. I am reaching out to respectfully request an opportunity to discuss questions or concerns you may have about our development team and/or proposed project concept.

Thank you for your consideration.

All my best

Sarah

Sarah Letts | Executive Director (she/her – [what is this?](#))

[<image001.png>](#)

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P: [REDACTED] | F: 323.454.4677 | E: sletts@hollywoodhousing.org

www.hollywoodhousing.org | [Facebook](#) | [Instagram](#)

From: [Sarah Letts](#)
To: jesse.zwick@santamonica.gov
Subject: RE: HCHC's proposal for the Wilshire sites
Date: Thursday, December 12, 2024 5:47:04 PM
Attachments: [Santa Monica Project One Pager 2024.12.12v4.pdf](#)

EXTERNAL

Good evening Jesse,

I hope you are doing well and looking forward to the holidays.

Following-up on my email from last week, attached is an updated version of the 1-pagers that provide a brief overview of the affordable family housing proposed for Euclid Street and the senior/PSH property on 14th Street. If you would like a briefing on the projects, please let me know and we can find a time that suits your schedule.

All my best,

Sarah

From: Sarah Letts
Sent: Friday, December 6, 2024 5:54 PM
To: jesse.zwick@santamonica.gov
Subject: HCHC's proposal for the Wilshire sites

Good evening Jesse,

I hope you are doing well. I am reaching out to ask if you have time for a briefing on HCHC's updated plans to create 130-units of affordable housing on the City-owned sites near Wilshire. Kevin Daly and his team have made progress and the design for 48 units of family housing on Euclid Street is on track to be considered by ARB on December 16th. We hope the design for the 82-units of senior/PSH housing on 14th Street will go to ARB in January.

HCHC staff have been working with Housing Department staff on the Term Sheets for Euclid and for 14th Street. The sites will be financed separately so there are two separate Term Sheets.

If you would like to discuss the proposed developments, please let me know and we can schedule time to meet.

Thanks so much and have a good evening.

Sarah

From: [Caroline Torosis](#)
To: [Sarah Letts](#)
Subject: Re: Wilshire Sites - Affordable Housing
Date: Saturday, December 14, 2024 2:58:47 PM

Sarah,

Thanks for the updated one pager. Can you remind me, how much subsidy from the city's housing trust fund does the project currently need to pencil? Do you have the latest pro forma by chance?

And if we were not restricting the supportive housing just to be for seniors, would we have better financing options?

Caroline

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Thursday, December 12, 2024 7:01:10 PM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

Good afternoon Caroline,

Congratulations on becoming Mayor Pro Tem for the City of Santa Monica!!

For your convenience, I have attached updated 1-pagers for the proposed housing near Wilshire. There are small updates, including the table summarizing the number of units at each affordability level for Euclid. If you decide you'd like a briefing, just let me know and we'll get a meeting on the calendar.

Thanks so much

Sarah

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Sent: Friday, December 6, 2024 7:23 PM
To: Sarah Letts <sletts@hollywoodhousing.org>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: Re: Wilshire Sites - Affordable Housing

Hi Sarah,

Thanks for the email. I don't have any concerns and I'm supportive of the projects. Is there anything in writing you can send me?

Caroline

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Friday, December 6, 2024 5:57:49 PM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

Good evening Caroline,

I hope you are doing well. I am reaching out to ask if you have time for a briefing on HCHC's updated plans to create 130-units of affordable housing on the City-owned sites near Wilshire. Kevin Daly and his team have made progress and the design for 48 units of family housing on Euclid Street is on track to be considered by ARB on December 16th. We hope the design for the 82-units of senior/PSH housing on 14th Street will go to ARB in January.

HCHC staff have been working with Housing Department staff on the Term Sheets for Euclid and for 14th Street. The sites will be financed separately so there are two separate Term Sheets.

If you would like to discuss the proposed developments, please let me know and we can schedule time to meet.

Thanks so much
Sarah

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Sent: Tuesday, July 2, 2024 7:51 PM
To: Sarah Letts <sletts@hollywoodhousing.org>
Subject: Re: Wilshire Sites - Affordable Housing

Sarah,

Do you have time to talk?

Caroline


From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Tuesday, June 25, 2024 7:41:30 PM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: Re: Wilshire Sites - Affordable Housing

EXTERNAL

Thank you!

On Jun 25, 2024, at 5:45 PM, Caroline Torosis
<Caroline.Torosis@santamonica.gov> wrote:

This is great! We will post on social media and make sure folks are aware.

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Tuesday, June 25, 2024 3:49:29 PM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: Wilshire Sites - Affordable Housing

EXTERNAL

Hello Councilmember Torosis,
I hope you are doing well. I'm reaching out to make sure you've heard that HCHC will host two more community meetings to discuss the proposed affordable housing on the city-owned parking lots near Wilshire. Attached is the flyer for the community meetings on Monday, July 8th (in-person at St. Anne's) and Wednesday, July 10th (Zoom). If you want to share information with your constituents, we are asking people to register for the community meetings via the project website so we can estimate the number of attendees.

<https://hchcsantamonica.org/community-meetings/>

Please let me know if you have questions or would like to schedule a time to talk.

Thanks so much,

Sarah

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Sent: Monday, May 20, 2024 11:01 AM
To: Sarah Letts <sletts@hollywoodhousing.org>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: Re: Wilshire Sites - Affordable Housing

Fantastic - thanks Sarah for the heads up! I will try to make it.

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Monday, May 20, 2024 10:31 AM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

Good morning Councilmember Torosis,
I hope you had a nice weekend and you are doing well. I'm reaching out to make sure you have received notices that an in-person and a virtual community meeting will take place this week for the proposed affordable housing on the 3 city-owned parking lots near Wilshire. Attached is the community meeting flyer and we have created a project website www.hchcsantamonica.org that includes meeting information and additional descriptions of the proposal to develop 130-units of affordable housing.
Please let me know if you have any questions/comments.
Thanks so much and have a good week.
All my best
Sarah

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Sent: Wednesday, March 20, 2024 12:34 PM
To: Sarah Letts <sletts@hollywoodhousing.org>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: Re: Wilshire Sites - Affordable Housing

Of course!! Here to support.

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Wednesday, March 20, 2024 11:25:20 AM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

Good morning Councilmember Torosis,
It was good to see you in person last night at the City Council meeting. I want to reiterate what I said in my brief remarks – that this development team is committed to doing our best work for the City of Santa Monica. Thank you for this

opportunity to create more affordable and permanent supportive housing.
All my best
Sarah

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Sent: Wednesday, February 14, 2024 3:53 PM
To: Sarah Letts <sletts@hollywoodhousing.org>
Cc: Gilbert Portillo <Gilbert.Portillo@santamonica.gov>; Claudia Galliani <galliani@usc.edu>
Subject: Re: Wilshire Sites - Affordable Housing

Hi Sarah,

Great to hear from you and apologies for my slow response. I would be happy to meet. Copying Gil and Claudia to help facilitate. Usually Wednesday or Friday afternoons are best - or in the evening. I am going to be out of town the last week of February so perhaps we can shoot for March?

Caroline

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Wednesday, February 14, 2024 12:37:24 PM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

Hello Councilmember Torosis,
This is Sarah Letts again from Hollywood Community Housing and I'm reaching out to see if you have time to discuss the Wilshire Sites and the possibility of our team developing the three lots as affordable housing. For your convenience, I've attached excerpts from the rather lengthy proposal we submitted to the City. I'd really appreciate the opportunity to schedule a 30-minute Zoom meeting at a time that is convenient for you.
Thank you so much for your consideration.
Sarah

From: Sarah Letts
Sent: Wednesday, February 7, 2024 9:31 AM
To: caroline.torosis@santamonica.gov

Subject: Wilshire Sites - Affordable Housing

Good morning Councilmember Torosis

My name is Sarah Letts and I am the Executive Director of Hollywood Community Housing Corporation (HCHC) and the former Executive Director of Community Corporation of Santa Monica (from 2011 to 2016). As you may have heard, HCHC responded to the City of Santa Monica's RFP for the Wilshire sites with Kevin Daly Architects (kdA) and The People Concern (TPC). On February 1st, staff recommended to the Housing Commission the selection of HCHC and kdA as the team to design and develop affordable housing on these three sites near Wilshire and 14th Street. We are honored by their recommendation and it is our understanding that Housing Department staff would like to bring this matter to the City Council on March 19th.

<https://santamonica.gov/media/HED/Housing/Proposals/Hollywood%20Community%20Housing%20Corp.%20Proposal.pdf>

Copied above is a link to our proposal on the City's website. I am reaching out to respectfully request an opportunity to discuss questions or concerns you may have about our development team and/or proposed project concept.

Thank you for your consideration.

All my best

Sarah

Sarah Letts | Executive Director (she/her – [what is this?](#))

[<image001.png>](#)

5020 Santa Monica Blvd. | Los Angeles, CA | 90029-2412
P: [REDACTED] | F: 323.454.4677 | E: sletts@hollywoodhousing.org
www.hollywoodhousing.org | [Facebook](#) | [Instagram](#)

From: [Caroline Torosis](#)
To: [Michael Soloff](#)
Subject: Fw: Wilshire Sites - Affordable Housing
Date: Saturday, December 14, 2024 3:12:40 PM
Attachments: [Santa Monica Project One Pager 2024.12.12v4.pdf](#)

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Sent: Saturday, December 14, 2024 6:07 PM
To: Caroline Torosis [REDACTED]
Subject: Fw: Wilshire Sites - Affordable Housing

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Thursday, December 12, 2024 7:01:10 PM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

Good afternoon Caroline,
Congratulations on becoming Mayor Pro Tem for the City of Santa Monica!!
For your convenience, I have attached updated 1-pagers for the proposed housing near Wilshire. There are small updates, including the table summarizing the number of units at each affordability level for Euclid. If you decide you'd like a briefing, just let me know and we'll get a meeting on the calendar.
Thanks so much
Sarah

From: [Caroline Torosis](#)
To: [David White](#)
Subject: Re: Pro Formas for Proposed Affordable Housing and Permanent Supportive Housing - Wilshire Corridor
Date: Monday, December 16, 2024 6:09:46 PM

Thanks.

From: David White <David.White@santamonica.gov>
Sent: Monday, December 16, 2024 8:17:59 PM
To: David White <David.White@santamonica.gov>
Cc: Heather Averick <Heather.Averick@santamonica.gov>
Subject: Pro Formas for Proposed Affordable Housing and Permanent Supportive Housing - Wilshire Corridor

Dear Mayor, Vice Mayor, and City Council,

I wanted to share the attached pro formas with you heading into the meeting tomorrow night. These were prepared by Hollywood Housing. Please let me know if you have any questions.

Thank you.



David White

City Manager

santamonica.gov

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From: [Caroline Torosis](mailto:Caroline.Torosis)
To: lauraleeasch@gmail.com
Subject: Re: Neighborhood Issues for DDA
Date: Tuesday, December 17, 2024 7:37:23 AM

Thanks Lauralee. This is helpful as I'm talking to Sarah Letts and City staff to push for a development that better integrates into the community.

From: Lauralee asch [REDACTED]
Sent: Monday, December 16, 2024 4:08:17 PM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Subject: Neighborhood Issues for DDA

EXTERNAL

This is the list of issues our neighborhood asks the City Council, and staff, to address as part of the development agreement(s):

1. Parking & Euclid Court alley access
 - Public Parking Requirement: The original RFP explicitly intended to maintain public parking. The complete removal of public parking threatens the viability of Wilshire Blvd businesses and residents.
 - New parking restrictions are needed to protect R4 zones from overflow.
 - There is a critical need to address traffic flow through Euclid Court alley, where additional ingress and egress points through the parking lot will be removed.
2. Community and Neighborhood Safety
 - A comprehensive "Good Neighbor Agreement" between the Developer (HCHC), The People Concern (TPC), and residents of the neighboring community is needed.
 - On-site property management during business hours with 24/7 emergency contact availability is necessary.
 - 24/7 security guards for the 14th Street project (3-year term requirement)
 - Additional street lighting on 1100 & 1200 Euclid Street & 14th Street. There are no light standards mid block making the street dark and unsafe.
 - Daily sidewalk cleaning, including surrounding areas.
 - 24-hour response for:
 - Graffiti removal
 - Encampment issues
 - Safety concerns
 - Clear protocols for neighbors to report any issues, and an escalation protocol to be established.
 - A zero-tolerance policy for illicit drug use, loitering, and trespassing

with clear enforcement procedures.

- Annual community meetings with the neighbors are important for the well being of all residents.
- Quarterly property inspection with reports to the City.

Please let me know if you have any questions.

We are hopeful that working together we can succeed at gracefully integrating new developments into our community.

Regards,

Lauralee

On behalf of Mid Wilshire Neighbors

From: [Caroline Torosis](#)
To: [Michael Soloff](#)
Subject: Fw: Pro Formas for Proposed Affordable Housing and Permanent Supportive Housing - Wilshire Corridor
Date: Monday, December 16, 2024 6:09:27 PM
Attachments: [Euclid - 48 LF 9percent 24.11.13.pdf](#)
[14th ^LLM Petco SN MHP 82units 4per 24.11.13 40 PSH.pdf](#)

From: David White <David.White@santamonica.gov>
Sent: Monday, December 16, 2024 8:17:59 PM
To: David White <David.White@santamonica.gov>
Cc: Heather Averick <Heather.Averick@santamonica.gov>
Subject: Pro Formas for Proposed Affordable Housing and Permanent Supportive Housing - Wilshire Corridor

Dear Mayor, Vice Mayor, and City Council,

I wanted to share the attached pro formas with you heading into the meeting tomorrow night. These were prepared by Hollywood Housing. Please let me know if you have any questions.

Thank you.



David White

City Manager

santamonica.gov

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From: [Caroline Torosis](#)
To: mike.soloff@mto.com
Subject: Re: PRELIMINARY COMMENTS AND SUPPORTING FACTS AND ANALYSES BY MICHAEL SOLOFF REGARDING ITEM 11-A on 12.17.24 CC Agenda (HCHC Revised Proposal).pdf
Date: Tuesday, December 17, 2024 2:21:40 PM

Mike this is so extensive and much appreciated. Sarah will probably have already talked to you by now. The only item I might eliminate is point 5. She probably let you know that the project is more competitive for funding if it's senior supportive housing.

Caroline

From: Soloff, Michael <Mike.Soloff@mto.com>
Sent: Tuesday, December 17, 2024 8:07:29 AM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Subject: PRELIMINARY COMMENTS AND SUPPORTING FACTS AND ANALYSES BY MICHAEL SOLOFF REGARDING ITEM 11-A on 12.17.24 CC Agenda (HCHC Revised Proposal).pdf

EXTERNAL

Caroline:

Attached hereto are my preliminary comments, and the supporting facts and analyses, regarding the HCHC proposal before you tonight as item 11-A. I hope to speak with Sarah Letts before the meeting (and will be speaking to Heather Averick late this afternoon). And I have not yet decided whether to submit all or part of this to the clerk for online publication. However, because time is short, I thought it made sense to share these preliminary thoughts with you and other council members.

As you will see, my biggest concerns are that (1) the revised proposal will help considerably fewer people than the original proposal because the revised proposal produces 55 fewer bedrooms (25% less) than the original proposal, and (2) the revised proposal raises the cost per bedroom by 30% compared to the original proposal. I wonder if we can meaningfully mitigate these concerns by at a minimum making the building at the Wilshire/14th Street site six stories throughout the site and/or by putting some multi-bedroom units on the site. The information needed to make that judgment has not yet been provided to the public.

Let me know if you have any questions. Otherwise, I likely will see you at Council Chambers tonight.

From: [Jesse Zwick](#)
To: mike.soloff@mto.com
Subject: Re: PRELIMINARY COMMENTS AND SUPPORTING FACTS AND ANALYSES BY MICHAEL SOLOFF REGARDING ITEM 11-A on 12.17.24 CC Agenda (HCHC Revised Proposal).pdf
Date: Tuesday, December 17, 2024 10:13:51 PM

Thanks Michael, yes my position has been to support whatever helps Sarah make this happen and had a similar conversation with her a while back where she averred this is the best option.

I am also for making the project a more uniform height without the step downs if it helps. I think the multi bedroom units would only add costs, as I don't think we have the ability to do shared housing with the financing and management framework that we're operating in.

From: Soloff, Michael <Mike.Soloff@mto.com>
Date: Tuesday, December 17, 2024 at 2:34 PM
To: Jesse Zwick <Jesse.Zwick@santamonica.gov>
Subject: RE: PRELIMINARY COMMENTS AND SUPPORTING FACTS AND ANALYSES BY MICHAEL SOLOFF REGARDING ITEM 11-A on 12.17.24 CC Agenda (HCHC Revised Proposal).pdf

EXTERNAL

As promised, here are my further thoughts after my conversation with Sarah.

Michael E. Soloff | Munger, Tolles & Olson LLP
350 South Grand Avenue | Los Angeles, CA 90071
Tel: 213.683.9159 | Fax: 213.683.5159 | mike.soloff@mto.com | www.mto.com

From: Soloff, Michael <Mike.Soloff@mto.com>
Sent: Tuesday, December 17, 2024 11:41 AM
To: jesse.zwick@santamonica.gov
Subject: RE: PRELIMINARY COMMENTS AND SUPPORTING FACTS AND ANALYSES BY MICHAEL SOLOFF REGARDING ITEM 11-A on 12.17.24 CC Agenda (HCHC Revised Proposal).pdf

FYI, I had a very helpful conversation with Sarah Letts this morning that satisfies me that feasibility of funding makes the revised proposal appropriate for these sites at this time, notwithstanding the loss of bedrooms and the increased cost per bedroom. I am preparing further comments explaining why that is so that I will send to you, both for your benefit and because I believe it is important to maintaining support for affordable housing programs to show the public that the City is doing everything reasonably possible to spend their land and tax money efficiently and wisely (not simply to do so behind the scenes without explanation).

Michael E. Soloff | Munger, Tolles & Olson LLP
350 South Grand Avenue | Los Angeles, CA 90071
Tel: 213.683.9159 | Fax: 213.683.5159 | mike.soloff@mto.com | www.mto.com

From: Soloff, Michael <Mike.Soloff@mto.com>

Sent: Tuesday, December 17, 2024 5:13 AM

To: jesse.zwick@santamonica.gov

Subject: PRELIMINARY COMMENTS AND SUPPORTING FACTS AND ANALYSES BY MICHAEL SOLOFF REGARDING ITEM 11-A on 12.17.24 CC Agenda (HCHC Revised Proposal).pdf

Jesse:

Attached hereto are my preliminary comments, and the supporting facts and analyses, regarding the HCHC proposal before you tonight as item 11-A. I hope to speak with Sarah Letts before the meeting (and will be speaking to Heather Averick late this afternoon). And I have not yet decided whether to submit all or part of this to the clerk for online publication. However, because time is short, I thought it made sense to share these preliminary thoughts with you and other council members.

As you will see, my biggest concerns are that (1) the revised proposal will help considerably fewer people than the original proposal because the revised proposal produces 55 fewer bedrooms (25% less) than the original proposal, and (2) the revised proposal raises the cost per bedroom by 30% compared to the original proposal. I wonder if we can meaningfully mitigate these concerns by at a minimum making the building at the Wilshire/14th Street site six stories throughout the site and/or by putting some multi-bedroom units on the site. The information needed to make that judgment has not yet been provided to the public.

Let me know if you have any questions. Otherwise, I likely will see you at Council Chambers tonight.

From: [Sarah Letts](#)
To: iana.negrete@santamonica.gov; Caroline.Torosis@santamonica.gov; jesse.zwick@santamonica.gov; Dan.Hall@santamonica.gov; Ellis.Raskin@santamonica.gov; Barry.Snell@santamonica.gov; Natalya.Zernitskaya@santamonica.gov; councilmtgitems@santamonica.gov; info@santamonicaforward.org
Cc: [Tara Barauskas](#)
Subject: HCHC SUPPORTS Agenda item 16B
Date: Monday, June 9, 2025 1:00:41 PM
Attachments: [image001.png](#)

EXTERNAL

Dear Mayor Negrete and Councilmembers,

On behalf of Hollywood Community Housing Corporation (HCHC), a non-profit organization committed to developing and operating affordable rental housing, I am writing to express our strong support for Item 16.B as written because it would expand flexibility in how developers meet their affordable housing obligations—specifically by allowing the construction of off-site affordable units in partnership with mission-driven, non-profit developers like HCHC.

I am reminded of The Arroyo (64 affordable apartments located at 1626 Lincoln Blvd) that I started while I worked at CCSM up through 2016, and that Tara Barauskas expertly completed in 2018. The Arroyo fulfilled the inclusionary housing requirements of a market rate development to be constructed within ¼ of a mile of The Arroyo. It was challenging to find a site within ¼ mile of the market rate development, so I applaud the plan to develop a pilot program that allows for more flexibility in how affordable housing units are provided off-site.

Allowing developers to fulfil their affordable housing requirements through off-site construction and partnerships is a practical, cost-effective solution to the challenge of housing community members across income levels. These collaborations could enable us to build high-quality, 100% affordable communities that serve those most in need.

We urge the Council to approve this item as written—without requiring feasibility analyses or justifications that could delay construction of new homes. Instead, let's focus on getting units built. Every delay prolongs the housing crisis for Santa Monica residents and workers who face rent burdens, housing insecurity, or are forced into long commutes.

While there is value in creating mixed-income buildings, creating a truly inclusive, mixed-income *city* must be the primary goal. Concerns about whether below-market-rate units are co-located with market-rate units should not override the urgent need for actual homes. We can—and must—pursue both equity and scale.

We look forward to working with the City of Santa Monica to bring more affordable housing to life.

Sincerely,

[Sarah Letts](#) | Executive Director



5020 Santa Monica Blvd. | Los Angeles, CA | 90029-2412
P: [REDACTED] | F: 323.454.4677 | E: sletts@hollywoodhousing.org
www.hollywoodhousing.org | [Facebook](#) | [Instagram](#)

From: [Jesse Zwick](#)
To: [Ted Winterer](#)
Subject: Re: Item 11-A, 3/29/24 Council agenda
Date: Tuesday, March 19, 2024 8:31:24 PM

Thanks Ted!

From: Ted Winterer [REDACTED]
Date: Monday, March 18, 2024 at 5:57 PM
To: Phil Brock <Phil.Brock@santamonica.gov>, Lana Negrete <Lana.Negrete@santamonica.gov>, Christine Parra <Christine.Parra@santamonica.gov>, Gleam Davis <Gleam.Davis@santamonica.gov>, Jesse Zwick <Jesse.Zwick@santamonica.gov>, Oscar de la Torre <Oscar.delaTorre@santamonica.gov>, Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: David White <David.White@santamonica.gov>, councilmtgitems <councilmtgitems@santamonica.gov>
Subject: Item 11-A, 3/29/24 Council agenda

EXTERNAL

Councilmembers,

I urge you to support the staff recommendation: award the RFP and enter into an ENA with HCHC, with the CEQA exemption.

In addition, please give direction to pursue the option with the lower number of parking spaces rather than allocate \$5.5M of scarce housing funds -- the proposed 96 private spaces can potentially be shared with the public given the likelihood that residents will be away during the times customers seek to visit the nearby businesses and the technology, including a number of parking apps, is available to direct customers to these open spaces.

That \$5.5M would be better allocated to other future affordable housing projects. Our socioeconomic diversity is at risk and the need for deed-restricted housing is great.

Regards,

Ted Winterer

--

Ted Winterer
Realtor @Compass, 2115 Main Street Santa Monica
DRE #02047989



From: [Sarah Letts](#)
To: [Jesse Zwick](#)
Subject: RE: Wilshire Sites - Affordable Housing
Date: Wednesday, March 20, 2024 11:18:19 AM
Attachments: [image001.png](#)

EXTERNAL

Hello Jesse

It was good to see you in person last night at the City Council meeting. I want to reiterate what I said in my brief remarks – that this development team is committed to doing our best work for the City of Santa Monica. Thank you for this opportunity to create more affordable and permanent supportive housing.

All my best

Sarah

From: Jesse Zwick <Jesse.Zwick@santamonica.gov>
Sent: Wednesday, February 14, 2024 1:02 PM
To: Sarah Letts <sletts@hollywoodhousing.org>
Subject: Re: Wilshire Sites - Affordable Housing

Sounds good talk then!

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Wednesday, February 14, 2024 12:57 PM
To: Jesse Zwick <Jesse.Zwick@santamonica.gov>
Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

Hello Jesse

I just found your email from Sunday in my junk folder and have added you to my contact list so future emails should go to my inbox.

Tomorrow I am also free between 11am and 11:30am. I will send you a Zoom invite in a few minutes.

Thank you so much and I look forward to speaking with you tomorrow at 11am.

All my best

Sarah

From: Jesse Zwick <Jesse.Zwick@santamonica.gov>
Sent: Wednesday, February 14, 2024 12:44 PM
To: Sarah Letts <sletts@hollywoodhousing.org>
Subject: Re: Wilshire Sites - Affordable Housing

Hi Sarah,

I read the report (the long version) and replied to your prior email on Sunday. Perhaps my missive got lost in the ether.

Happy to schedule a 30 min zoom for later this week. Tomorrow 9-12 or 2:30-4:30 are open.

Jesse

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Wednesday, February 14, 2024 12:37 PM
To: Jesse Zwick <Jesse.Zwick@santamonica.gov>
Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

Hello Councilmember Zwick,

This is Sarah Letts again from Hollywood Community Housing and I'm reaching out to see if you have time to discuss the Wilshire Sites and the possibility of our team developing the three lots as affordable housing. For your convenience, I've attached excerpts from the rather lengthy proposal we submitted to the City.

I'd really appreciate the opportunity to schedule a 30-minute Zoom meeting at a time that is convenient for you.

Thank you so much for your consideration.

Sarah

From: Sarah Letts
Sent: Wednesday, February 7, 2024 9:34 AM
To: 'jesse.zwick@santamonica.gov' <jesse.zwick@santamonica.gov>
Subject: Wilshire Sites - Affordable Housing

Good morning Councilmember Zwick,

My name is Sarah Letts and I am the Executive Director of Hollywood Community Housing Corporation (HCHC) and the former Executive Director of Community Corporation of Santa Monica (from 2011 to 2016). As you may have heard, HCHC responded to the City of Santa Monica's RFP for the Wilshire sites with Kevin Daly Architects (kdA) and The People Concern (TPC). On February 1st, staff recommended to the Housing Commission the selection of HCHC and kdA as the team to design and develop affordable housing on these three sites near Wilshire and 14th Street. We are honored by their recommendation and it is our understanding that Housing Department staff would like to bring this matter to the City Council on March

19th.

<https://santamonica.gov/media/HED/Housing/Proposals/Hollywood%20Community%20Housing%20Corp.%20Proposal.pdf>

Copied above is a link to our proposal on the City's website. I am reaching out to respectfully request an opportunity to discuss questions or concerns you may have about our development team and/or proposed project concept.

Thank you for your consideration.

All my best

Sarah

Sarah Letts | Executive Director (she/her – [what is this?](#))



5020 Santa Monica Blvd. | Los Angeles, CA | 90029-2412

P: [REDACTED] | F: 323.454.4677 | E: sletts@hollywoodhousing.org

www.hollywoodhousing.org | [Facebook](#) | [Instagram](#)

From: [Caroline Torosis](#)
To: [Sarah Letts](#)
Cc: [Claudia Galliani](#)
Subject: Re: Wilshire Sites - Affordable Housing
Date: Wednesday, March 20, 2024 12:33:41 PM
Attachments: [image001.png](#)

Of course!! Here to support.

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Wednesday, March 20, 2024 11:25:20 AM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

Good morning Councilmember Torosis,
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All my best

Sarah

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Sent: Wednesday, February 14, 2024 3:53 PM
To: Sarah Letts <sletts@hollywoodhousing.org>
Cc: Gilbert Portillo <Gilbert.Portillo@santamonica.gov>; Claudia Galliani <galliani@usc.edu>
Subject: Re: Wilshire Sites - Affordable Housing

Hi Sarah,

Great to hear from you and apologies for my slow response. I would be happy to meet. Copying Gil and Claudia to help facilitate. Usually Wednesday or Friday afternoons are best - or in the evening. I am going to be out of town the last week of February so perhaps we can shoot for March?

Caroline

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Wednesday, February 14, 2024 12:37:24 PM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

Hello Councilmember Torosis,

This is Sarah Letts again from Hollywood Community Housing and I'm reaching out to see if you have time to discuss the Wilshire Sites and the possibility of our team developing the three lots as affordable housing. For your convenience, I've attached excerpts from the rather lengthy proposal we submitted to the City.

I'd really appreciate the opportunity to schedule a 30-minute Zoom meeting at a time that is convenient for you.

Thank you so much for your consideration.

Sarah

From: Sarah Letts

Sent: Wednesday, February 7, 2024 9:31 AM

To: caroline.torosis@santamonica.gov

Subject: Wilshire Sites - Affordable Housing

Good morning Councilmember Torosis

My name is Sarah Letts and I am the Executive Director of Hollywood Community Housing Corporation (HCHC) and the former Executive Director of Community Corporation of Santa Monica (from 2011 to 2016). As you may have heard, HCHC responded to the City of Santa Monica's RFP for the Wilshire sites with Kevin Daly Architects (kdA) and The People Concern (TPC). On February 1st, staff recommended to the Housing Commission the selection of HCHC and kdA as the team to design and develop affordable housing on these three sites near Wilshire and 14th Street. We are honored by their recommendation and it is our understanding that Housing Department staff would like to bring this matter to the City Council on March 19th.

<https://santamonica.gov/media/HED/Housing/Proposals/Hollywood%20Community%20Housing%20Corp.%20Proposal.pdf>

Copied above is a link to our proposal on the City's website. I am reaching out to respectfully request an opportunity to discuss questions or concerns you may have about our development team and/or proposed project concept.

Thank you for your consideration.

All my best

Sarah

Sarah Letts | Executive Director (she/her – [what is this?](#))



5020 Santa Monica Blvd. | Los Angeles, CA | 90029-2412

P: [REDACTED] | F: 323.454.4677 | E: sletts@hollywoodhousing.org
www.hollywoodhousing.org | [Facebook](#) | [Instagram](#)

From: [Caroline Torosis](#)
To: [Sarah Letts](#)
Subject: Re: Notice of Application for HCD Funding (1217 Fourteenth Street)
Date: Friday, April 4, 2025 8:54:31 AM
Attachments: [image001.png](#)

That's amazing! I'm hoping for good news - fingers crossed.

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Friday, April 4, 2025 6:44:20 AM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Subject: RE: Notice of Application for HCD Funding (1217 Fourteenth Street)

EXTERNAL

Thank you!

For the family housing to be developed at 1217 Euclid, it looks like the 9% TCAC application we submitted last month has a competitive score which is great news.

Have a good weekend,

Sarah

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Sent: Thursday, April 3, 2025 8:56 PM
To: Sarah Letts <sletts@hollywoodhousing.org>
Subject: Re: Notice of Application for HCD Funding (1217 Fourteenth Street)

Good luck!

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Thursday, April 3, 2025 4:17:51 PM
To: Lana Negrete <Lana.Negrete@santamonica.gov>; Caroline Torosis <Caroline.Torosis@santamonica.gov>; Jesse Zwick <Jesse.Zwick@santamonica.gov>; Dan Hall <Dan.Hall@santamonica.gov>; Natalya Zernitskaya <Natalya.Zernitskaya@santamonica.gov>; Ellis Raskin <Ellis.Raskin@santamonica.gov>; Barry Snell <Barry.Snell@santamonica.gov>
Cc: Elaine Polachek <Elaine.Polachek@santamonica.gov>; Heather Averick <Heather.Averick@santamonica.gov>; Kristin Gunther <kgunther@hollywoodhousing.org>; Victoria Senna <vsenna@hollywoodhousing.org>; CJ Horvath <cj@horvathdevelopment.com>
Subject: Notice of Application for HCD Funding (1217 Fourteenth Street)

EXTERNAL

Dear Mayor Negrete and Santa Monica City Councilmembers:

I am writing on behalf of Hollywood Community Housing Corporation (HCHC) and Tierra Apts, L.P. to notify you that HCHC will be submitting a funding application to the California Department of Housing and Community Development (HCD) Multifamily Housing Program (MHP) for the 100% affordable senior rental housing development proposed at 1211-1217 Fourteenth St and 1402 Wilshire Blvd, now called Tierra Apartments. HCHC is the Sponsor for this application and Tierra Apts, L.P. is the Applicant. The application is due on April 15, 2025.

1211-1217 Fourteenth St is a City-owned surface parking lot and 1402 Wilshire Blvd is a privately-owned site. Tierra Apartments (the "Project") will be developed across both sites per the Disposition and Development Agreement executed on February 27, 2025 by and between Tierra Apts, L.P. and the City of Santa Monica. The Project includes the new construction of 82 residential units, 80 of which will be restricted affordable units and two which will be unrestricted for on-site managers. The 80 restricted units will each have one-bedroom and the two manager units will each have two-bedrooms. Of the 80 affordable units, 40 units will be reserved for seniors experiencing homelessness and 40 units will be reserved for low-income seniors.

This application for MHP funding is being submitted as part of HCD's SuperNOFA program. Per MHP regulations and pursuant to Health & Safety guidelines Health & Safety Code (HSC) Section 50675.7(e), the Project Sponsor is required to notify the local legislative body of the application prior to submission.

*Sincerely,
Sarah Letts*

Sarah Letts | Executive Director



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P: [REDACTED] | F: 323.454.4677 | E: sletts@hollywoodhousing.org
www.hollywoodhousing.org | [Facebook](#) | [Instagram](#)

From: [Sarah Letts](#)
To: lane.negrete@santamonica.gov; caroline.torosis@santamonica.gov; jesse.zwick@santamonica.gov; [Dan Hall](#); [Natalya Zernitskaya](#); ellis.raskin@santamonica.gov; [Barry Snell](#)
Cc: elaine.polachek@santamonica.gov; heather.averick@santamonica.gov; [Kristin Gunther](#); [Victoria Senna](#); [CJ Horvath](#)
Subject: RE: Notice of Application for HCD Funding (1217 Fourteenth Street)
Date: Tuesday, April 8, 2025 3:39:26 PM
Attachments: [image001.png](#)

EXTERNAL

Dear Mayor and Santa Monica City Councilmembers,

Upon closer evaluation, HCHC realized the notice we sent last week included one sentence that was not worded as intended. See below for the deletion of three words (strikeout) and the addition of clarifying language (in red). The good news is HCHC is on track to submit the MHP funding application for Tierra Apartments by the due date of April 15, 2025. We are sending this updated notice because as we cross every “t” and dot every “i”, we realized this correction was necessary.

Please let me know if you have questions.

Thank you and have a good evening.

Sarah

From: Sarah Letts
Sent: Thursday, April 3, 2025 4:18 PM
To: lane.negrete@santamonica.gov; caroline.torosis@santamonica.gov; jesse.zwick@santamonica.gov; [Dan Hall <Dan.Hall@santamonica.gov>](mailto:Dan.Hall@santamonica.gov); [Natalya Zernitskaya <Natalya.Zernitskaya@santamonica.gov>](mailto:Natalya.Zernitskaya@santamonica.gov); ellis.raskin@santamonica.gov; [Barry Snell <barry.snell@santamonica.gov>](mailto:barry.snell@santamonica.gov)
Cc: elaine.polachek@santamonica.gov; heather.averick@santamonica.gov; [Kristin Gunther <kgunther@hollywoodhousing.org>](mailto:kgunther@hollywoodhousing.org); [Victoria Senna <vsenna@hollywoodhousing.org>](mailto:vsenna@hollywoodhousing.org); [CJ Horvath <cj@horvathdevelopment.com>](mailto:cj@horvathdevelopment.com)
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Sarah Letts*

Sarah Letts | Executive Director



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www.hollywoodhousing.org | [Facebook](#) | [Instagram](#)

From: [Sarah Letts](#)
To: [Caroline Torosis](#)
Cc: [Claudia Galliani](#)
Subject: RE: Wilshire Sites - Affordable Housing
Date: Monday, May 20, 2024 11:21:39 AM
Attachments: [image001.png](#)

EXTERNAL

That would be great! Hope to see you there.
Sarah

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Sent: Monday, May 20, 2024 11:01 AM
To: Sarah Letts <sletts@hollywoodhousing.org>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: Re: Wilshire Sites - Affordable Housing

Fantastic - thanks Sarah for the heads up! I will try to make it.

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Monday, May 20, 2024 10:31 AM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

Good morning Councilmember Torosis,
I hope you had a nice weekend and you are doing well. I'm reaching out to make sure you have received notices that an in-person and a virtual community meeting will take place this week for the proposed affordable housing on the 3 city-owned parking lots near Wilshire. Attached is the community meeting flyer and we have created a project website www.hchcsantamonica.org that includes meeting information and additional descriptions of the proposal to develop 130-units of affordable housing. Please let me know if you have any questions/comments. Thanks so much and have a good week.
All my best
Sarah

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Sent: Wednesday, March 20, 2024 12:34 PM

To: Sarah Letts <sletts@hollywoodhousing.org>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: Re: Wilshire Sites - Affordable Housing

Of course!! Here to support.

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Wednesday, March 20, 2024 11:25:20 AM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

Good morning Councilmember Torosis,
It was good to see you in person last night at the City Council meeting. I want to reiterate what I said in my brief remarks – that this development team is committed to doing our best work for the City of Santa Monica. Thank you for this opportunity to create more affordable and permanent supportive housing.
All my best
Sarah

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Sent: Wednesday, February 14, 2024 3:53 PM
To: Sarah Letts <sletts@hollywoodhousing.org>
Cc: Gilbert Portillo <Gilbert.Portillo@santamonica.gov>; Claudia Galliani <galliani@usc.edu>
Subject: Re: Wilshire Sites - Affordable Housing

Hi Sarah,

Great to hear from you and apologies for my slow response. I would be happy to meet. Copying Gil and Claudia to help facilitate. Usually Wednesday or Friday afternoons are best - or in the evening. I am going to be out of town the last week of February so perhaps we can shoot for March?

Caroline

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Wednesday, February 14, 2024 12:37:24 PM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

Hello Councilmember Torosis,

This is Sarah Letts again from Hollywood Community Housing and I'm reaching out to see if you have time to discuss the Wilshire Sites and the possibility of our team developing the three lots as affordable housing. For your convenience, I've attached excerpts from the rather lengthy proposal we submitted to the City.

I'd really appreciate the opportunity to schedule a 30-minute Zoom meeting at a time that is convenient for you.

Thank you so much for your consideration.

Sarah

From: Sarah Letts

Sent: Wednesday, February 7, 2024 9:31 AM

To: caroline.torosis@santamonica.gov

Subject: Wilshire Sites - Affordable Housing

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My name is Sarah Letts and I am the Executive Director of Hollywood Community Housing Corporation (HCHC) and the former Executive Director of Community Corporation of Santa Monica (from 2011 to 2016). As you may have heard, HCHC responded to the City of Santa Monica's RFP for the Wilshire sites with Kevin Daly Architects (kdA) and The People Concern (TPC). On February 1st, staff recommended to the Housing Commission the selection of HCHC and kdA as the team to design and develop affordable housing on these three sites near Wilshire and 14th Street. We are honored by their recommendation and it is our understanding that Housing Department staff would like to bring this matter to the City Council on March 19th.

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Copied above is a link to our proposal on the City's website. I am reaching out to respectfully request an opportunity to discuss questions or concerns you may have about our development team and/or proposed project concept.

Thank you for your consideration.

All my best

Sarah

Sarah Letts | Executive Director (she/her – [what is this?](#))



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P: [REDACTED] | F: 323.454.4677 | E: sletts@hollywoodhousing.org

www.hollywoodhousing.org | [Facebook](#) | [Instagram](#)

From: [Caroline Torosis](#)
To: [Claudia Galliani](#)
Subject: Re: Wilshire Sites - Affordable Housing
Date: Wednesday, May 22, 2024 12:45:38 PM
Attachments: [image001.png](#)

I'd love for you to go. If it's easier to go to the online one that's totally fine.

From: Claudia Galliani <galliani@usc.edu>
Sent: Tuesday, May 21, 2024 12:29:46 PM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Subject: Re: Wilshire Sites - Affordable Housing

EXTERNAL

I could go to one or both of these and take notes, if you'd like!

On Mon, May 20, 2024 at 10:30 AM Sarah Letts <sletts@hollywoodhousing.org> wrote:

Good morning Councilmember Torosis,

I hope you had a nice weekend and you are doing well. I'm reaching out to make sure you have received notices that an in-person and a virtual community meeting will take place this week for the proposed affordable housing on the 3 city-owned parking lots near Wilshire. Attached is the community meeting flyer and we have created a project website www.hchsantamonica.org that includes meeting information and additional descriptions of the proposal to develop 130-units of affordable housing.

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Thanks so much and have a good week.

All my best

Sarah

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Sent: Wednesday, March 20, 2024 12:34 PM
To: Sarah Letts <sletts@hollywoodhousing.org>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: Re: Wilshire Sites - Affordable Housing

Of course!! Here to support.

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Wednesday, March 20, 2024 11:25:20 AM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
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Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

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All my best

Sarah

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Sent: Wednesday, February 14, 2024 3:53 PM
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Cc: Gilbert Portillo <Gilbert.Portillo@santamonica.gov>; Claudia Galliani <galliani@usc.edu>
Subject: Re: Wilshire Sites - Affordable Housing

Hi Sarah,

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Caroline

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Wednesday, February 14, 2024 12:37:24 PM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

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I'd really appreciate the opportunity to schedule a 30-minute Zoom meeting at a time that is convenient for you.

Thank you so much for your consideration.

Sarah

From: Sarah Letts
Sent: Wednesday, February 7, 2024 9:31 AM
To: caroline.torosis@santamonica.gov
Subject: Wilshire Sites - Affordable Housing

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Thank you for your consideration.

All my best

Sarah

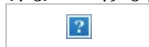
Sarah Letts | Executive Director (she/her – [what is this?](#))



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www.hollywoodhousing.org | [Facebook](#) | [Instagram](#)

--
Claudia Galliani (she/they)
Sol Price School of Public Policy | MPP
Policy Deputy, Councilmember Torosis
Homelessness Policy Research Institute
Mentorship for an Accessible Price
University of Southern California
(415) 686-4925 | galliani@usc.edu



From: [Sarah Letts](#)
To: [Jesse Zwick](#)
Subject: RE: Wilshire Sites - Affordable Housing
Date: Monday, May 20, 2024 11:57:19 AM
Attachments: [image001.png](#)
[HCHC Santa Monica Affordable Housing - flyer v4 - final sent toprinter and mailed to public.pdf](#)

EXTERNAL

Hello Councilmember Zwick,

I hope you had a nice weekend and are doing well. I'm reaching out to make sure you have received notices that an in-person and a virtual community meeting will take place this week for the proposed affordable housing on 3 city-owned parking lots near Wilshire Blvd. Attached is the community meeting flyer and we have created a project website www.hchcsantamonica.org that includes meeting information and additional descriptions of the proposal to develop 130-units of affordable housing.

Please let me know if you have any questions/comments.

Thanks so much and have a good week.

All my best

Sarah

From: Jesse Zwick <Jesse.Zwick@santamonica.gov>
Sent: Wednesday, February 14, 2024 1:02 PM
To: Sarah Letts <sletts@hollywoodhousing.org>
Subject: Re: Wilshire Sites - Affordable Housing

Sounds good talk then!

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Wednesday, February 14, 2024 12:57 PM
To: Jesse Zwick <Jesse.Zwick@santamonica.gov>
Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

Hello Jesse

I just found your email from Sunday in my junk folder and have added you to my contact list so future emails should go to my inbox.

Tomorrow I am also free between 11am and 11:30am. I will send you a Zoom invite in a few minutes.

Thank you so much and I look forward to speaking with you tomorrow at 11am.

All my best

Sarah

From: Jesse Zwick <Jesse.Zwick@santamonica.gov>
Sent: Wednesday, February 14, 2024 12:44 PM
To: Sarah Letts <sletts@hollywoodhousing.org>
Subject: Re: Wilshire Sites - Affordable Housing

Hi Sarah,

I read the report (the long version) and replied to your prior email on Sunday. Perhaps my missive got lost in the ether.

Happy to schedule a 30 min zoom for later this week. Tomorrow 9-12 or 2:30-4:30 are open.

Jesse

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Wednesday, February 14, 2024 12:37 PM
To: Jesse Zwick <Jesse.Zwick@santamonica.gov>
Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

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Sarah

From: Sarah Letts
Sent: Wednesday, February 7, 2024 9:34 AM
To: 'jesse.zwick@santamonica.gov' <jesse.zwick@santamonica.gov>
Subject: Wilshire Sites - Affordable Housing

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From: [Sarah Letts](#)
To: [Caroline Torosis](#)
Cc: [Claudia Galliani](#)
Subject: RE: Wilshire Sites - Affordable Housing
Date: Monday, May 20, 2024 10:30:55 AM
Attachments: [image001.png](#)
[HCHC Santa Monica Affordable Housing - flyer v4 - final sent toprinter and mailed to public.pdf](#)

EXTERNAL

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Subject: Wilshire Sites - Affordable Housing

Good morning Councilmember Torosis

My name is Sarah Letts and I am the Executive Director of Hollywood Community Housing Corporation (HCHC) and the former Executive Director of Community Corporation of Santa Monica (from 2011 to 2016). As you may have heard, HCHC responded to the City of Santa Monica's RFP for the Wilshire sites with Kevin Daly Architects (kdA) and The People Concern (TPC). On February 1st, staff recommended to the Housing Commission the selection of HCHC and kdA as the team to design and develop affordable housing on these three sites near Wilshire and 14th Street. We are honored by their recommendation and it is our understanding that Housing Department staff would like to bring this matter to the City Council on March 19th.

<https://santamonica.gov/media/HED/Housing/Proposals/Hollywood%20Community%20Housing%20Corp.%20Proposal.pdf>

Copied above is a link to our proposal on the City's website. I am reaching out to respectfully request an opportunity to discuss questions or concerns you may have about our development team and/or proposed project concept.

Thank you for your consideration.

All my best

Sarah

Sarah Letts | Executive Director (she/her – [what is this?](#))



5020 Santa Monica Blvd. | Los Angeles, CA | 90029-2412

P: [REDACTED] | F: 323.454.4677 | E: sletts@hollywoodhousing.org

www.hollywoodhousing.org | [Facebook](#) | [Instagram](#)

From: [Sarah Letts](#)
To: [Caroline Torosis](#)
Cc: [Claudia Galliani](#)
Subject: RE: Wilshire Sites - Affordable Housing
Date: Monday, December 9, 2024 6:34:23 PM
Attachments: [Santa Monica Project One Pager 2024.12.09 \(002\).pdf](#)

EXTERNAL

Good evening Caroline,
We prepared 1-page summaries of the proposed family housing on Euclid and the senior/PSH property on 14th Street. If there are specific areas of interest or concern, such as design, financing or operations, please let me know and we can organize what we've written into something concise for your reference.
Thanks so much and have a good evening.
Sarah

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Sent: Friday, December 6, 2024 7:23 PM
To: Sarah Letts <sletts@hollywoodhousing.org>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: Re: Wilshire Sites - Affordable Housing

Hi Sarah,

Thanks for the email. I don't have any concerns and I'm supportive of the projects. Is there anything in writing you can send me?

Caroline

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Friday, December 6, 2024 5:57:49 PM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

Good evening Caroline,
I hope you are doing well. I am reaching out to ask if you have time for a briefing on HCHC's updated plans to create 130-units of affordable housing on the City-owned sites near Wilshire. Kevin Daly and his team have made progress and the design for 48 units of family housing on Euclid Street is on track to be considered by ARB on

December 16th. We hope the design for the 82-units of senior/PSH housing on 14th Street will go to ARB in January.

HCHC staff have been working with Housing Department staff on the Term Sheets for Euclid and for 14th Street. The sites will be financed separately so there are two separate Term Sheets.

If you would like to discuss the proposed developments, please let me know and we can schedule time to meet.

Thanks so much

Sarah

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>

Sent: Tuesday, July 2, 2024 7:51 PM

To: Sarah Letts <sletts@hollywoodhousing.org>

Subject: Re: Wilshire Sites - Affordable Housing

Sarah,

Do you have time to talk?

Caroline



From: Sarah Letts <sletts@hollywoodhousing.org>

Sent: Tuesday, June 25, 2024 7:41:30 PM

To: Caroline Torosis <Caroline.Torosis@santamonica.gov>

Cc: Claudia Galliani <galliani@usc.edu>

Subject: Re: Wilshire Sites - Affordable Housing

EXTERNAL

Thank you!

On Jun 25, 2024, at 5:45 PM, Caroline Torosis
<Caroline.Torosis@santamonica.gov> wrote:

This is great! We will post on social media and make sure folks are aware.

From: Sarah Letts <sletts@hollywoodhousing.org>

Sent: Tuesday, June 25, 2024 3:49:29 PM

To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: Wilshire Sites - Affordable Housing

EXTERNAL

Hello Councilmember Torosis,
I hope you are doing well. I'm reaching out to make sure you've heard that HCHC will host two more community meetings to discuss the proposed affordable housing on the city-owned parking lots near Wilshire. Attached is the flyer for the community meetings on Monday, July 8th (in-person at St. Anne's) and Wednesday, July 10th (Zoom). If you want to share information with your constituents, we are asking people to register for the community meetings via the project website so we can estimate the number of attendees.
<https://hchcsantamonica.org/community-meetings/>
Please let me know if you have questions or would like to schedule a time to talk.
Thanks so much,
Sarah

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Sent: Monday, May 20, 2024 11:01 AM
To: Sarah Letts <sletts@hollywoodhousing.org>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: Re: Wilshire Sites - Affordable Housing

Fantastic - thanks Sarah for the heads up! I will try to make it.

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Monday, May 20, 2024 10:31 AM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: Claudia Galliani <galliani@usc.edu>
Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

Good morning Councilmember Torosis,
I hope you had a nice weekend and you are doing well. I'm reaching out to make sure you have received notices that an in-person and a virtual community meeting will take place this week for the proposed affordable housing on the 3 city-owned parking lots near Wilshire. Attached is the community meeting flyer

and we have created a project website www.hchcsantamonica.org that includes meeting information and additional descriptions of the proposal to develop 130-units of affordable housing.

Please let me know if you have any questions/comments.

Thanks so much and have a good week.

All my best

Sarah

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>

Sent: Wednesday, March 20, 2024 12:34 PM

To: Sarah Letts <sletts@hollywoodhousing.org>

Cc: Claudia Galliani <galliani@usc.edu>

Subject: Re: Wilshire Sites - Affordable Housing

Of course!! Here to support.

From: Sarah Letts <sletts@hollywoodhousing.org>

Sent: Wednesday, March 20, 2024 11:25:20 AM

To: Caroline Torosis <Caroline.Torosis@santamonica.gov>

Cc: Claudia Galliani <galliani@usc.edu>

Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

Good morning Councilmember Torosis,

It was good to see you in person last night at the City Council meeting. I want to reiterate what I said in my brief remarks – that this development team is committed to doing our best work for the City of Santa Monica. Thank you for this opportunity to create more affordable and permanent supportive housing.

All my best

Sarah

From: Caroline Torosis <Caroline.Torosis@santamonica.gov>

Sent: Wednesday, February 14, 2024 3:53 PM

To: Sarah Letts <sletts@hollywoodhousing.org>

Cc: Gilbert Portillo <Gilbert.Portillo@santamonica.gov>; Claudia Galliani <galliani@usc.edu>

Subject: Re: Wilshire Sites - Affordable Housing

Hi Sarah,

Great to hear from you and apologies for my slow response. I would be happy to meet. Copying Gil and Claudia to help facilitate. Usually Wednesday or Friday afternoons are best - or in the evening. I am going to be out of town the last week of February so perhaps we can shoot for March?

Caroline

From: Sarah Letts <sletts@hollywoodhousing.org>
Sent: Wednesday, February 14, 2024 12:37:24 PM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Subject: RE: Wilshire Sites - Affordable Housing

EXTERNAL

Hello Councilmember Torosis,
This is Sarah Letts again from Hollywood Community Housing and I'm reaching out to see if you have time to discuss the Wilshire Sites and the possibility of our team developing the three lots as affordable housing. For your convenience, I've attached excerpts from the rather lengthy proposal we submitted to the City. I'd really appreciate the opportunity to schedule a 30-minute Zoom meeting at a time that is convenient for you.
Thank you so much for your consideration.
Sarah

From: Sarah Letts
Sent: Wednesday, February 7, 2024 9:31 AM
To: caroline.torosis@santamonica.gov
Subject: Wilshire Sites - Affordable Housing

Good morning Councilmember Torosis
My name is Sarah Letts and I am the Executive Director of Hollywood Community Housing Corporation (HCHC) and the former Executive Director of Community Corporation of Santa Monica (from 2011 to 2016). As you may have heard, HCHC responded to the City of Santa Monica's RFP for the Wilshire sites with Kevin Daly Architects (kdA) and The People Concern (TPC). On February 1st, staff recommended to the Housing Commission the selection of HCHC and kdA as the team to design and develop affordable housing on these three sites near Wilshire and 14th Street. We are honored by their recommendation and it is our understanding that Housing Department staff would like to bring this matter to the City Council on March 19th.

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Sarah Letts | Executive Director (she/her – [what is this?](#))

[<image001.png>](#)

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www.hollywoodhousing.org | [Facebook](#) | [Instagram](#)

From: [Caroline Torosis](#)
To: [Joe Sullivan](#)
Cc: [Antonio Sanchez](#)
Subject: Re: Hollywood Community Housing Corporation
Date: Wednesday, April 23, 2025 7:44:52 AM

Are you saying a PLA on all construction projects approved by council over a certain threshold? Or a local and targeted work hiring policy? Or just more general high road language?

Let me know if you have suggested language and we can talk about a motion if we want to make this explicit.

Caroline

From: Joe Sullivan <sullivan@la-ibew-neca.com>
Sent: Tuesday, April 22, 2025 5:01:00 PM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: Antonio Sanchez <sanchez@ibew11.org>
Subject: RE: Hollywood Community Housing Corporation

EXTERNAL

Hi Caroline, I hope you're well. We would like to push for high-road workforce standards across all projects approved by the Council. Do you have suggestions on how we best initiate this process?

Thanks,

Joe Sullivan
Director of Energy & Workforce Solutions
IBEW 11/NECA L.A./LMCC
| Mobile Phone: (626) 755 9892 |
sullivan@la-ibew-neca.com

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From: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Sent: Monday, February 24, 2025 5:51 PM
To: Joe Sullivan <sullivan@la-ibew-neca.com>
Cc: Antonio Sanchez <sanchez@ibew11.org>
Subject: Re: Hollywood Community Housing Corporation

Hi Joe,

Appreciate the email. It's definitely not too late - I will bring it up with staff and see what we can do.

If you all wanted to push for standards across all projects approved by council, I think there are several councilmembers who may be supportive.

Caroline

From: Joe Sullivan <sullivan@la-ibew-neca.com>
Sent: Monday, February 24, 2025 3:38:30 PM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: Antonio Sanchez <sanchez@ibew11.org>
Subject: Hollywood Community Housing Corporation

EXTERNAL

Hi Caroline, It's been a while—I hope you're doing well.

I recently saw that Santa Monica a couple of months ago Santa Monica was looking at approving lease and development agreements with HCHC to build affordable housing. I realize I may be reaching out a bit late, but is there still an opportunity to explore workforce standards for the construction of this project?

Thanks!

Joe Sullivan
Director of Energy & Workforce Solutions
IBEW 11/NECA L.A./LMCC
| Mobile Phone: (626) 755 9892 |
sullivan@la-ibew-neca.com

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From: [Caroline Torosis](#)
To: [Joe Sullivan](#)
Cc: [Antonio Sanchez](#)
Subject: Re: Hollywood Community Housing Corporation
Date: Wednesday, May 7, 2025 4:49:42 PM

Hi Joe,

I would be more than happy to meet with the building trades.

I have a request - have you met with any of the other councilmembers? It would be helpful to socialize this. As I anticipated, when talking to staff, there appears to be some resistance including the misconception that there "aren't enough" union contractors.

Caroline

From: Joe Sullivan <sullivan@la-ibew-neca.com>
Sent: Tuesday, May 6, 2025 2:51 PM
To: Caroline Torosis <Caroline.Torosis@santamonica.gov>
Cc: Antonio Sanchez <sanchez@ibew11.org>
Subject: RE: Hollywood Community Housing Corporation

EXTERNAL

Hi Caroline, thanks again for your engagement on these issues, and forgive my delay in following up. I've been out of the office.

We are very interested in exploring the adoption of a Community Workforce Agreement for construction projects in Santa Monica that exceed a certain threshold. We wanted to see if you think this is something the Council might be open to considering.

If so, we'd love to propose a next step that works for you, perhaps a meeting with the Building Trades and the appropriate city staff to start the conversation. Of course, happy to follow your lead.

Thanks again, and I look forward to hearing your thoughts.

Joe Sullivan
Director of Energy & Workforce Solutions
IBEW 11/NECA L.A./LMCC
| Mobile Phone: (626) 755 9892 |
sullivan@la-ibew-neca.com

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Sent: Wednesday, April 23, 2025 7:45 AM
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Cc: Antonio Sanchez <sanchez@ibew11.org>
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