

# Bay Area Housing Internship Program

June 2019-May 2020

## Project Portfolio

By: Christian Torres

Host Agency: **EAH Housing**



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## Development Intern Introduction

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Before showing my work in this project portfolio, it is always nice to know a little more about the person and their background of who is behind of all the work. A little more about me is I was born and grew up in Mexico but came to the U.S. when I was 9 years old, and I can say I am very fortunate to be living in San Francisco ever since. As many are aware, it has become increasingly difficult for low income residents to live in the Bay Area. With the dramatic increase in rents and housing, many low-income families are being displaced from their homes. Lucky for me, I was fortunate that my apartment building was purchased by a non-profit affordable housing agency called MEDA and did not suffer the same fate as many people in my community. Growing up with just me and my mom who is a single mother made realize how challenging and devastating would been at that the time if we would have been displaced, and there's people who have similar background that aren't so lucky as I was. From my life housing experience, I can appreciate how crucial it is for agencies like NPH who strongly advocate and support strengthening of affordable housing in the Bay Area. Also, non-profit affordable housing agencies like EAH Housing, who strongly care about bring forth solutions to relieve the housing crisis in California and have a development team who are passionate and committed in seeing affordable housing projects come to fruition.

I'm a San Francisco State University graduate with a bachelor's degree in Urban Studies & Planning. I became interested in affordable housing thanks to a housing policy class that I took during my undergrad studies, as well as my own personal housing background living in a low-income neighborhood and seeing first-hand how the dramatic increase in rents and lack of affordable housing is



affecting my community. In May 2019 I got accepted to the Bay Area Housing Internship Program, an initiative launched by NPH with the goal of increasing diversity, equity and inclusion in the field of affordable housing development. Being accepted in the program and placed at EAH meant so much to me because I really wanted to learn the inside work and expertise of development professionals, and I feel that I accomplished my goal during my internship. It is with great honor to illustrate in the upcoming pages all the projects I been apart of, accomplishments, skills, knowledge while working as a Development Intern with EAH Housing.

## EAH Housing Introduction

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### **A roof is just the beginning...**

EAH Housing according to the biography section of the website, is a non-profit corporation founded with the belief that attractive affordable rental housing is the cornerstone to sustainable, living communities.

Established in 1968, EAH Housing has become one of the largest and most respected nonprofit housing development and management organizations in the western United States. With a staff of over 475, EAH develops affordable housing, manages over 100 properties in California and Hawai 'i, and plays a leadership role in local, regional and national housing advocacy efforts.

Starting from grass-roots origins in response to the death of Dr. Martin Luther King Jr., EAH Housing now serves over 20,000 seniors, families, students, people with disabilities, frail elderly and the formerly homeless. Combining award winning design, innovative on-site services and a commitment to people, EAH reflects the distinctive personality of each community.

### **Affordable housing is a critical issue touching each of us.**

From teachers to caregivers and seniors to firefighters – we are all affected by the availability of housing. EAH Housing is committed to maintaining the current supply of affordable rental housing. Properties owned by EAH are designed to be affordable in perpetuity and not to be sold. Unparalleled dedication by EAH Housing staff, board and special funders will continue to bring affordable housing to the many constituencies that compose the unique fabric of our country today.

## **EAH Housing is dedicated to building communities that enhance the surrounding neighborhoods.**

The organization has developed 95 properties with an estimated aggregate development cost of \$1 billion (current dollars), and manages 8,900 unit leases in 55 municipalities in California and Hawai'i. EAH has received multiple national awards for property management and design, and numerous commendations from legislators on the federal, state and local levels.

## **BAHIP Learning Plan and Competency Expectations**

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As a Real Estate Development Intern under EAH, I had to achieve a five competency set of skills in order to be ready for a development or project management entry level job position in the future, and to finish my full year internship program. I was fortunate that my Supervisor for BAHIP internship and the EAH development team has provided me training and assign me work tasks that helped me to achieve basic project management skills. As well as getting involved and assist in many projects that project managers and analysts do in the development team. As an intern, I got to on work on five sets of project development competency skills which are: I. Financial Proforma, II. Development Finance Application, III. Development Plans and Project Approval Process, IV. Loan Closing Competency, and V. Leadership Skill Building Competency.

### **I. Financial Proforma.**

I was able to be fully exposed and trained on financial proforma that developers work on their projects. I was able to learn how to calculate rents for various income and affordability levels. Recognize and understand most of the line items of the underwriting part of a proforma. Calculate 15-year cash flow of a project. Did exercises on how to determine operating expenses in a project in order to understand where the expenses are coming from. Created and learn how a Amortization Table and formulas are useful process in paying off debt or how much debt can your project pay. in addition, was also able to learn how tax credits work in a project and calculate how many tax credits we can get in a project.

### **II. Development Finance Application**

I was able to assist and lean from my supervisor and other project managers in the preparation and completion of numerous of financing application from the HCD and HUD. Such as, No Place Like Home (NPLH), HUD Section 811, PBV NOFA in Los Angeles, Housing for a Healthy California (HHC), Veterans Housing and Homeless Prevention (VHHP), Multifamily Housing Program (MHP), Affordable Housing Program (AHP), Infill Infrastructure Grant Program

(IIG), Central California Alliance for Health Program (CCAH), and Placed In Service Package (PIS) for TCAC.

### **III. Development Plans and Project Approval Process**

I was able to learn all about project approval process where I was able to generally understand the process for obtaining project approval in a project in Los Angeles called 78<sup>th</sup> and Crenshaw, and in collecting due diligence documents for the 78<sup>th</sup> and Crenshaw project that was under review for approval. 78<sup>th</sup> and Crenshaw was a No-go in the end because of lack of funding available in the location of the project. As well as the ludicrous high cost of construction of a project in the area according to the financial analysis the team came up with from past projects in LA. I was also was able to learn about development plans of different projects such as site plans and few schematic designs.

### **IV. Loan Closing Competency**

I was part of a loan closing deals for one of the projects in Santa Monica called Magnolia Villas. I was able to understand how the process of a loan closing works from start to finish, and which type people and organizations are involved in the closing process. I was able to assist the project manager of the project in completing and obtaining parts of a closing checklist as we were able to close the deal on time. I also was part of and assisted with a permanent conversion closing for a project in Emeryville called Estrella Vista.

### **V. Leadership Skill Building Competency**

Part of the NPH learning plan was to acquire and be exposed to leadership skills in order to understand the importance that leadership plays in the field since someday one of us could be leaders of the future in the field. Even though I was just an intern, I was welcome by everyone to attend cash flow meeting each month where I got the opportunity to shadow the executive director, CEO, VP, and other leaders of Development. All the leaders would be at the meeting, while project managers and analyst would present the current expenses of projects that are in pre-development, give the leaders updates of their projects, and in the end request to the group how much money they need to draw for the month with the goal of the money being repaid later on with funding. It was a great experience shadowing the leaders while I was just taking notes, and basically just preparing myself like if I would be me presenting in the future as well.

Overall as an EAH intern, I feel confident that I was able to achieve and learn most of the competency skills, and just being part of team for the year has help me grow and gain a lot knowledge in the work that they do. Below is a table of the projects I was involved with my development team and which project matches the competency skills I was able to achieve and learned. In addition, I will add some of the project descriptions and my involvement and work in the upcoming pages.

**EAH Housing development Projects during the 2019-2020 year that were part of the BAHIP learning plan and competency expectations.**

Development Projects	Financial Proforma	Development Finance App	Project	
			Approval Process and Plans	Loan Closing Competency
Lightfighter Village	<b>X</b>	<b>X</b>		
Estrella Vista	<b>X</b>	<b>X</b>		<b>X</b>
Summer Park	<b>X</b>			
78 <sup>th</sup> & Crenshaw			<b>X</b>	
Nevin Plaza	<b>X</b>			
Mission Paradise		<b>X</b>		
Pimentel		<b>X</b>		
Magnolia Villas				<b>X</b>
Main St		<b>X</b>		
500 Lake Park		<b>X</b>		

# Estrella Vista, Emeryville

**Estrella Vista** | Family 87 units

3706 San Pablo Avenue  
Emeryville, CA 94608



## Development Team

Developer: EAH Housing  
Architect: KTG Y Group  
Gen. Contractor: J.H. Fitzmaurice

Construction commenced: 2017  
Est. construction completion: 2019

Estrella Vista is an affordable mixed-use apartment community in Emeryville, CA, providing studios and one- through four-bedroom apartments for families in a 6-story mid-rise building. Located by the “star” intersection of San Pablo Avenue, W. MacArthur Boulevard, and Adeline Street, Estrella Vista provides ground level retail on an infill site and is close to transit, shopping and local job centers.

The community will have several indoor and outdoor common spaces for residents and will utilize sustainable sources of energy, including solar thermal generation and a photovoltaic (PV) system. The project is pursuing LEED Platinum certification.



CA Lic. 853495 | HI Lic. RB-16985  
[www.EAHHousing.org](http://www.EAHHousing.org)



**Total Units** 87 rental apartments | 98 parking spaces

**Density** 77 DU/acre

## Financing Participants

- City of Emeryville
- City of Oakland
- County of Alameda
- Oakland Housing Authority
- Housing Authority of the County of Alameda
- Wells Fargo
- California Community Reinvestment Corporation
- California Department of Housing and Community Development
- California Municipal Finance Authority
- California Tax Credit Allocation Committee
- California Debt Limit Allocation Committee
- Federal Home Loan Bank
- LIHTC financing 4%

**Total Cost** \$64,210,000





### Unit Types

4	Studio (569 sq. ft.)
8	1 BR (634-657 sq. ft.)
45	2 BR (889-917 sq. ft.)
23	3 BR (1166-1408 sq. ft.)
7	4 BR (1450-1572 sq. ft.)
<hr/>	
4	at 20% AMI
22	at 30% AMI
9	at 40% AMI
35	at 50% AMI
16	at 60% AMI
1	Staff unit

### Apartment Features

- Cable hook-ups
- Central air and heat
- Dishwashers
- Dual-pane windows
- Energy Star® Appliances
- Garbage disposals

### Green Features

- Pursuing LEED® certification
- Solar photovoltaic (PV) panels
- Solar thermal hot water system

### Resident Services

- Resource Coordinator
- After school programs
- Adult classes
- 6 HOPWA-designated units
- 5 units for developmentally disabled adults

### Community Amenities

- Bicycle storage area
- Commercial retail space
- Community room
- Computer learning center
- Fitness center
- On-site laundry facilities
- Outdoor courtyard
- Sky deck
- Zen garden

### Transportation

- Bus lines: AC Transit
- MacArthur BART Station within 1 mile

### Task completed:

- I attended weekly Owner Architect Contractor (OAC) meetings and site tours during my internship. During the meetings I was able to see how information is relayed, schedules are developed and how the building is built.
- Assisted in getting final retention disbursement loans.
- Completed the Placed In Service application for TCAC.
- Assisted with the permanent conversion closing for the project.
- Worked on Draw request documents when the project was under construction.

# Lightfighter Village, Marina

## Lightfighter Village | Family/Veterans 71 units

229-243 Hayes Circle  
Marina, CA 93933



### Development Team

Developer: EAH Housing  
Architect: HKIT Architects

Estimated start: 2021  
Estimated completion: 2022

### Affordability

35	at 30% AMI
35	at 50% AMI
1	Staff unit



EAH Housing and the Veterans Transition Center (VTC) of Monterey have partnered to develop a 71-unit, 3-story building for veterans and formerly homeless households. The property is located on the former Fort Ord military base and is roughly 2.38 acres in size. VTC acquired ownership of the land through the US Department of Health and Human Services.

All of the residential units will house residents earning 30%-50% of area median income (AMI). This project is pursuing LEED certification.

Project financing will consist of several sources. The most prominent source is a soft loan through the CA Department of Housing and Community Development's Veteran Health and Homeless Prevention (VHHP) program.

Total Units	71 rental apartments
Unit Sizes	64 (Studio), 7 (2-Bedroom)

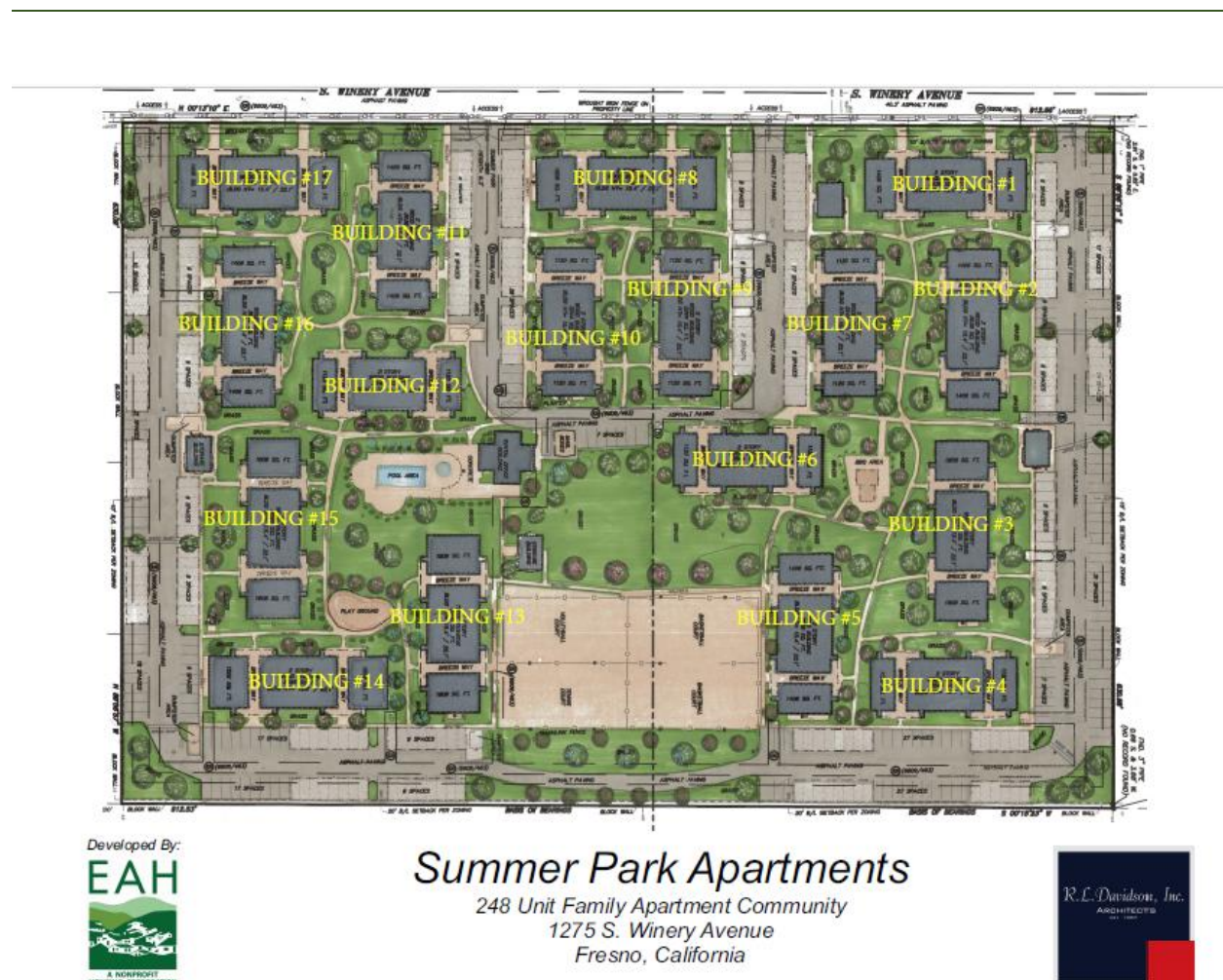
### Community Amenities

- Community room
- Community garden
- Bicycle parking
- On-site laundry
- On-site parking
- On-site management office
- On-site supportive services
- Resident lounges

## Task Completed:

- Assisted with numerous financial applications for this New Construction project that is on predevelopment for 4 years now. Lightfighter is under a 2023 deadline to close for construction because of the VHHP awarded grant expiration to distribute the funds.
- The financial applications that I assisted were HHC, NPH, CCAH, & HUD Section 811.
- I assisted with reports, attachments, proforma budgets, narratives, letters, and other documentation as needed for the Lightfighter financial applications.
- I help in coordinating the supportive service plan of the applications as well as writing the supportive service narrative section of the applications.

## Summer Park, Fresno







### **PROJECT DESCRIPTION**

<b>Unit Type</b>	<b>AMI</b>	<b>Number</b>	<b>Square Feet</b>
<b>1 Bedroom</b>	50%	12	694
<b>2 Bedroom</b>	50%	33	886
<b>3 Bedroom</b>	50%	5	1,078
<b>1 Bedroom</b>	60%	36	694
<b>2 Bedroom</b>	60%	142	886
<b>3 Bedroom</b>	60%	18	1,078
<b>2 BR – Manager</b>	NA	1	886
<b>3 BR – Manager</b>	NA	1	1,078
<b>TOTAL</b>		248	

Summer Park Apartments is a 248-unit family development located in Fresno, CA. The Project was originally built in 1977. In 1995, the property was acquired by South Winery Associates, L.P. (“SWA”), a California Limited Partnership, which was formed by South Winery Housing, L.P. (an EAH affiliate) and Edison Housing Capital Investments for the purpose of acquiring and rehabilitating the Project. Summer Park is comprised of 48 one-bedroom units, 176 two-bedroom units, and 24 three-bedroom units. The property has no project-based vouchers, although many tenants utilize tenant-based vouchers.



Located on a 13.2 acre site, the property contains 17 two-story residential buildings, a leasing office, 4 laundry buildings, a playground, a barbeque area, and a pool. There are three types of buildings, as follows: 1) 4 three-bedroom units and 8 two-bedroom units; 2) 16 two-bedroom units; and 3) 8 one-bedroom units and 8 two-bedroom units.

Tenant Qualification Criteria	Resource Coordination Services
<ul style="list-style-type: none"> <li>■ Family</li> <li>■ Complete Residence Selection Plan is available by contacting the Manager.</li> </ul>	<ul style="list-style-type: none"> <li>■ Resource Coordinator, to assist in finding local resources.</li> <li>■ After school Programs &amp; Tutoring for during the School year.</li> <li>■ Summer Day-Camps and Activities for All Ages.</li> </ul>
Community Features	Apartment Amenities
<ul style="list-style-type: none"> <li>■ Competent, Friendly Staff</li> <li>■ Teen Activity Center</li> <li>■ Educational Resource Center with Computer Lab</li> <li>■ Playground</li> <li>■ Swimming Pool</li> <li>■ BBQ Area and Park-like Open Areas</li> <li>■ Four Convenient Laundry Rooms</li> <li>■ Covered Parking</li> <li>■ Gated Community.</li> </ul>	<ul style="list-style-type: none"> <li>■ Open, Carpeted, Living Space</li> <li>■ Kitchen with: Stove, Oven, Dishwasher, Disposal, and Refridgerator</li> <li>■ Great closet space in all floor plans</li> <li>■ Air conditioning and Ceiling Fan</li> <li>■ Storage room and Balcony/Patio</li> <li>■ Cable ready</li> </ul>

### **Task Completed:**

- Summer Park was a training model for me where I was able to learn how basic finance tools in a development project works. I got set up with numerous exercises so I can establish basic understanding of real estate financing (i.e. rents – opex = noi, etc.), and then introducing the concepts of tax credits.
- Reviewed the Rehab Checklist for Summer Park and how the process works.
- Completed and learned how to do construction draw requests for the project and obtaining the materials necessary to send to the investor of the project.
- Did Tax Credit Calculations for Summer Park where I was able to learn how tax credits work in a project and calculate how much tax credits we can get in a project. Also understanding the sources and uses of funds in a development project.

General Development Cost	Const/ Rehab		Calculation of Tax Credits	Const/ Rehab		Calculation of Net Syndication Proceeds	
Hard Costs-Unit Construction	15,467,446		Total Eligible Cost	21,641,240		Total Federal Credit (10 yr)	8,472,437
Contractor General Liability Insurance	117,528		Eligible Basis	21,641,240		Gross Proceeds (total)	8,302,989
Construction Contingency	1,969,712		Requested Unadjusted Eligible Basis	21,641,240		Attorney	12,500
Contractor General Conditions	1,175,274		High Cost Adjustment ( Y or N) Y-QCT N-SADDA	130%		Accountant	15,500
Contractor Overhead and Profit	1,175,274		Adjusted Eligible Basis	28,133,612		Consulting	55,000
Local Permits/Fees	40,000		Applicable Fraction	95%		Total Syndication Costs	83,000
Phase I&II Reports/Toxic	80,000		Qualified Credit Basis	26,726,931		Net Proceeds	8,219,989
GC Bond Premium	125,922		Requested Qualified Basis (For Leveraging Points)	100%		Total of 10 year Tax Credit	8,219,989
Site Improvements/Landscape	1,490,084		% Reduction	26,726,931.40		Total of 1 year Tax Credit	821,999
Total Cost	21,641,240		Credit Rate	3.17%			
			Max Potential Federal Credit	847,244			
			Max Credit Amount Per TCAC	847,244			
			Actual TCAC Credit Reservation	N/A			
			Maximum Allowable Credits	847,244			
			Maximum Allowable - 10 year	8,472,437			
			Gross Tax Credit Total	8,302,989	830,299		

- Created my own mini proforma exercise in order to understand the 15-year cash flow of a project. The proforma included rent net revenue, operating expenses, net operating income that you use to pay debt service in order to understand the total of revenue from a development project and where it's coming from in general.

1. Rent Revenue	1,998,108			Unit Types	60% AMI Units	SF Per Unit	TCAC AMI %	Monthly Gross Rent	UA	Monthly Net Rent	Total Monthly Net Rent
Misc. Income	63,084			1 BR	36	700	60.00%	\$674	\$71	\$603	\$21,708
2. Vacancy (5%)	(103,060)			2 BR	142	900	60.00%	\$810	\$93	\$717	\$101,814
Net Revenue	1,958,133			3 BR	18	1100	60.00%	\$934	\$116	\$818	\$14,724
3. Operating Expenses	1,318,419				50% AMI Units						
Replacement Reserve	99,200			1 BR	12	700	50.00%	\$562	\$71	\$491	\$5,892
4. Net Operating Income	540,514	Tranche A	Tranche B	2 BR	33	900	50.00%	\$675	\$93	\$582	\$19,206
5.Total Debt Service	433,178	195,001	238,177	3 BR	5	1100	48.14%	\$749	\$116	\$633	\$3,165
6.% Debt Service Coverage Ratio	1.25			Total	246						\$166,509
7. Cash Flow	107,336										
How much mortgage can we support?	\$7,092,941			Misc. Income	Per Unit Per Month	Monthly Total	Annual Total				
How much mortgage can we support yearly for 2021?	\$433,178			Laundry/ Vending	\$6.05	\$1,488	\$17,860				
				Financial	\$15.32	\$3,769	\$45,225				
				Total		\$5,257	\$63,084				
Tranche A	Tranche B	Total CALHFA Loan									
\$2,015,859.90	\$3,665,675.55	\$5,681,535		Summer Park Base year Income/ Operating Expenses							
\$195,001	\$238,177	\$433,178		Income:							
				Gross Income	\$1,998,108						

	Growth	Baseline	2019	2020	2021	2022	2023	2024	2025	2026	
1. Rent Revenue	2.50%	1,998,194.00	2,006,520	2,056,683	2,108,100	2,160,802	2,214,822	2,270,193	2,326,948	2,385,122	2,444
Misc. Income	2.50%	63,600.00	63,865	65,462	67,098	68,776	70,495	72,257	74,064	75,915	77
2. Vacancy (5%)		(103,090)	(310,558)	(254,657)	(108,760)	(111,479)	(114,266)	(117,123)	(120,051)	(123,052)	(126
Net Revenue		1,958,705	1,759,827	1,867,487	2,066,438	2,118,099	2,171,052	2,225,328	2,280,961	2,337,985	2,396
3. Operating Expenses	3.50%	1,318,419.00	1,326,110	1,372,524	1,420,562	1,470,282	1,521,741	1,575,002	1,630,128	1,687,182	1,746
Replacement Reserve		99,200.00	-	57,867	99,200	99,200	99,200	99,200	99,200	99,200	99
4. Net Operating Income		541,086.00	433,717	437,097	546,676	548,617	550,110	551,125	551,634	551,603	551
5.Total Debt Service		433,178.00	-	129,953	433,178	433,178	433,178	433,178	433,178	433,178	433
6.% Debt Service Coverage Ratio		1.25	#DIV/0!	3.36	1.26	1.27	1.27	1.27	1.27	1.27	
Income as source for rehab		-	372,997	247,380							
7. Cash Flow		107,908.00	60,720	59,764	113,498	115,439	116,932	117,947	118,456	118,425	117
Growth Calculation:	=value*(1+growth rate)										
For example:	=2,006,520*(1+2.5%)										
Or another way:	=E3*(1+D3)										
Equals:	2,056,683	This is the income total for 2020.									
Months of growth during 2019	2										
Months of growth 2020+	12			2,122,144							
Months of RR in 2019	0			636,643	1,485,501	2,122,144					
Months of RR in 2020	7			31,832	222,825						
Months of RR in 2021+	12										
Debt Service in 2019	0										
Debt Service in 2020	30%										

## Greenfield Commons, Greenfield

**Greenfield Commons** | Family Housing | 222 units

41206 Walnut Avenue  
Greenfield, CA 93927



### Project Description:

EAH Housing, an affordable housing non-profit organization, will soon build 222 units of permanently affordable, year-around housing for families tied to the local agriculture industry. Located on 11 acres in the southern Salinas Valley, this new development will feature garden style apartments, a community building, a recreation and play area, indoor and outdoor common areas, and a community garden.

Construction is estimated to begin in 2021 and be completed by 2023. The project is pursuing LEED Gold Certification and is designed to offset 100% of the property's energy consumption with on-site renewable sources.

For more than 50 years, it has been the mission of EAH Housing to develop, manage and promote quality affordable housing and sustainable, diverse communities. The organization serves 25,000 people every day -working families, seniors, veterans and people with disabilities in California and Hawaii.

Total Units	222   12 - ADA	
Unit Sizes	78 (1-bedrooms 618 sq.ft.)   88 (2-bedrooms 819 sq.ft.)   56 (3-bedrooms 1,147 sq.ft.)	
Qualifying Income	Serving families who earn <b>25-70%</b> of area median income (AMI)	
Community Amenities	<ul style="list-style-type: none"> <li>• Community building</li> <li>• Community garden</li> <li>• Bicycle parking</li> <li>• On-site laundry facilities</li> <li>• On-site maintenance staff</li> <li>• Outdoor dining and kitchen</li> <li>• Patio</li> <li>• Play area</li> <li>• Tot lot</li> <li>• Vehicle parking</li> </ul>	

#### Task Completed:

- Assisted the team with the first community meeting of Greenfield such as: translating documents, flyers and brochures in Spanish. **Below is a Spanish flyer example I completed for the team:**

#### ACOMPÑENOS PARA APRENDER SOBRE LA NUEVA VIVIENDA ASEQUIBLE EN GREENFIELD, CA!



#### 41206 Walnut Avenue

Viviendas Familiares | 222 unidades

**Cuando:** Octubre 17, 2019 | 6:00 pm - 7:30 pm

**Donde:** La Plaza Bakery & Cafe  
150 El Camino Real, Greenfield, CA 93927



CA Lic. 853495 | HI Lic. RB-16985  
www.EAHHousing.org



EAH Housing, una organización sin fines de lucro de vivienda asequible, pronto construirá 222 unidades de viviendas permanentemente asequibles durante todo el año para familias vinculadas a la industria agrícola local. Ubicado en 11 acres en el sur del valle de Salinas, este nuevo desarrollo contará con apartamentos estilo jardín, un edificio comunitario, un área recreativa y de juegos, áreas comunes interiores y al aire libre, y un jardín comunitario.

Para obtener más información sobre el desarrollo de EAH Greenfield, visite: [www.eahhousing.org/future/greenfield-commons](http://www.eahhousing.org/future/greenfield-commons)

Para obtener información sobre cómo encontrar viviendas asequibles, visite: [www.eahhousing.org/find-housing/resourcesfaq](http://www.eahhousing.org/find-housing/resourcesfaq)



- I attended my first community meeting in Greenfield where I was a big asset as a native Spanish speaker. I helped many Spanish folks who attended the meeting to translate the description of the project and crucial parts of the presentation.



- Created a Modular Manufacturer Bid Table
- Coordinated with City Council Members of Greenfield in setting up an EAH property tour in Morgan Hill.
- Completed amenity maps for the MHP application.

## Mission Paradise, Hayward

Mission Paradise | Senior 76 units

28000-90 Mission Boulevard  
Hayward, CA 94544



## Development Team

**Developer:** EAH Housing

**Architect:** The DAHLIN Group

Construction est. start: 2020

Construction est. completion: 2022

Mission Paradise is an apartment community for low-income seniors with income levels ranging from 20%-80% of the Area Median Income (AMI). It consists of two buildings that are 3 and 4 stories each, with wide sidewalks and ample trees. Community amenities will be located within the property for residents' use including a community room, exercise room and on-site laundry.

Located on nearly two acres situated at the corner of Mission and Webster/Hancock Street, Mission Paradise is close to various commercial establishments. Nearby hills are also visible, complementing the quiet neighborhood.

### Annual Income Level

AMI Level	For a 2 person HH
20% AMI	\$19,840
30% AMI	\$29,760
40% AMI	\$39,680
50% AMI	\$49,600
60% AMI	\$59,520
80% AMI	\$79,360

**Total Units** 76 rental apartments

**Unit Sizes** 65 1-BR (535-620 sq.ft.), 11 2-BR (777-910 sq.ft.)

#### Community Amenities

- Community room
- Outdoor roof deck area
- Yoga deck
- Exercise room
- Computer lab
- On-site laundry
- On-site parking

### **Task Completed:**

- Did a Transit and Amenities maps for the MHP and IIG applications.
- Completed a General Contractor Bid Comparison table. As well as attended the GC's interviews of all the bidders.
- Calculated the estimates of local development impact fees from the master plan and the info provided by the City of Hayward.
- Completed an AHP Financial Worksheet.

# Pimentel Place, Hayward

## Pimentel Place | Family 57 units

22634-48 Second Street  
Hayward, CA 94541



### Development Team

Developer: EAH Housing

Architect: The DAHLIN Group

Construction est. start: 2020

Construction est. completion: 2022

Pimentel Place is a 5-story mixed use community for low-income families with income levels ranging from 20%-80% of the Area Median Income (AMI). Two commercial spaces on the ground floor will activate the street level spaces and serve both residents and the local community. Family-friendly amenities will be available to the residents of the 1-, 2- and 3-bedroom apartments, including outdoor, indoor and rooftop community areas.

Situated in the corner of 2nd and C Street, Pimentel Place is close to various establishments such as schools, churches, medical offices, banks, groceries, restaurants, and a movie theater.

Total Units	57 rental apartments
Unit Sizes	11 1-BR (521-598 sq.ft.), 28 2-BR (830-912 sq.ft.), 18 3-BR (1097-1225 sq.ft.)
Community Amenities	<ul style="list-style-type: none"><li>• Community room</li><li>• Outdoor roof deck area</li><li>• Playground</li><li>• Computer lab</li><li>• Bicycle parking</li><li>• On-site laundry</li><li>• On-site parking</li><li>• On-site management office</li></ul>

### **Task Completed:**

- Completed Transit and Amenities maps for the MHP, HHC and IIG applications.
- Calculated the estimate of local development impact fees from the master plan and the info provided by the City of Hayward.

## Magnolia Villas, Santa Monica

**Magnolia Villas** | Senior 40 units

1445 and 1453 10th Street  
Santa Monica, CA 90401



### **Project Description:**

Magnolia Villas is a proposed affordable housing development at 1445 and 1453 10th St. in Santa Monica, CA that will provide 40 units of senior housing for a mix of income levels. The proposed development will be 26,875 square feet and feature four stories of 39 one-bedroom units and 1 two-bedroom unit (manager). EAH becomes the first new affordable developer to work with the city of Santa Monica in many years.

The surrounding areas offer useful health amenities and transportation options for residents. Both Kaiser Permanente and UCLA Medical Center are in the vicinity as well as several pharmacy locations. The development is located close to several bus stops with access to multiple bus lines. Many leisure options are available within a mile such as the Santa Monica



Pier, Santa Monica State Beach and Third Street Promenade for access to movie theatres, restaurants, cafes and shopping. Estimated start of construction is March 2020.

### Development Team

Developer: EAH Housing  
Architect: DE Architects  
General Contractor: Walton Construction

Construction est. start: 2020  
Construction est. completion: 2022

Total Units	40 rental apartments
Unit Sizes	39 1-BR (450 sq. ft)   1 2-BR (staff unit)
Community Amenities	<ul style="list-style-type: none"><li>• Long-term and short term bicycle parking</li><li>• Over 2,000 square feet of courtyard open space</li><li>• Community garden</li><li>• Programming offices and community room</li><li>• Onsite laundry</li><li>• Private balconies for each unit</li></ul>

### **Task Completed:**

- Assisted with the loan closing process. Track closing checklists attend weekly all hands calls and assisted in compiling 3rd party documents.
- I took the lead in transferring most of the documents that were needed on the checklist into Intralinks.
- This project overall was tremendous exposure and experience on how to become familiar with the loan closing process and who is involved.

# 500 Lake Park, Oakland

**500 Lake Park** | Family 54 units

500 Lake Park Avenue  
Oakland, CA 94610



## **Project Description:**

500 Lake Park Avenue in Oakland is a mixed-use affordable housing development that includes 54 rental apartments and approximately 3,000 square feet of retail space. A premier location in Oakland, 500 Lake Park Avenue is steps away from restaurants, grocery stores, and other community-serving retail, as well as parks and playgrounds, a library, a school, and beautiful Lake Merritt.

The apartment mix will include studios and one- to three-bedroom units. Onsite amenities include common open space, a computer room, a community room, a lobby and indoor bicycle parking. The development will be 100% income and rent restricted, serving a range of income levels, from 20% to 80% of area median income (AMI) households.

## **Task Completed:**

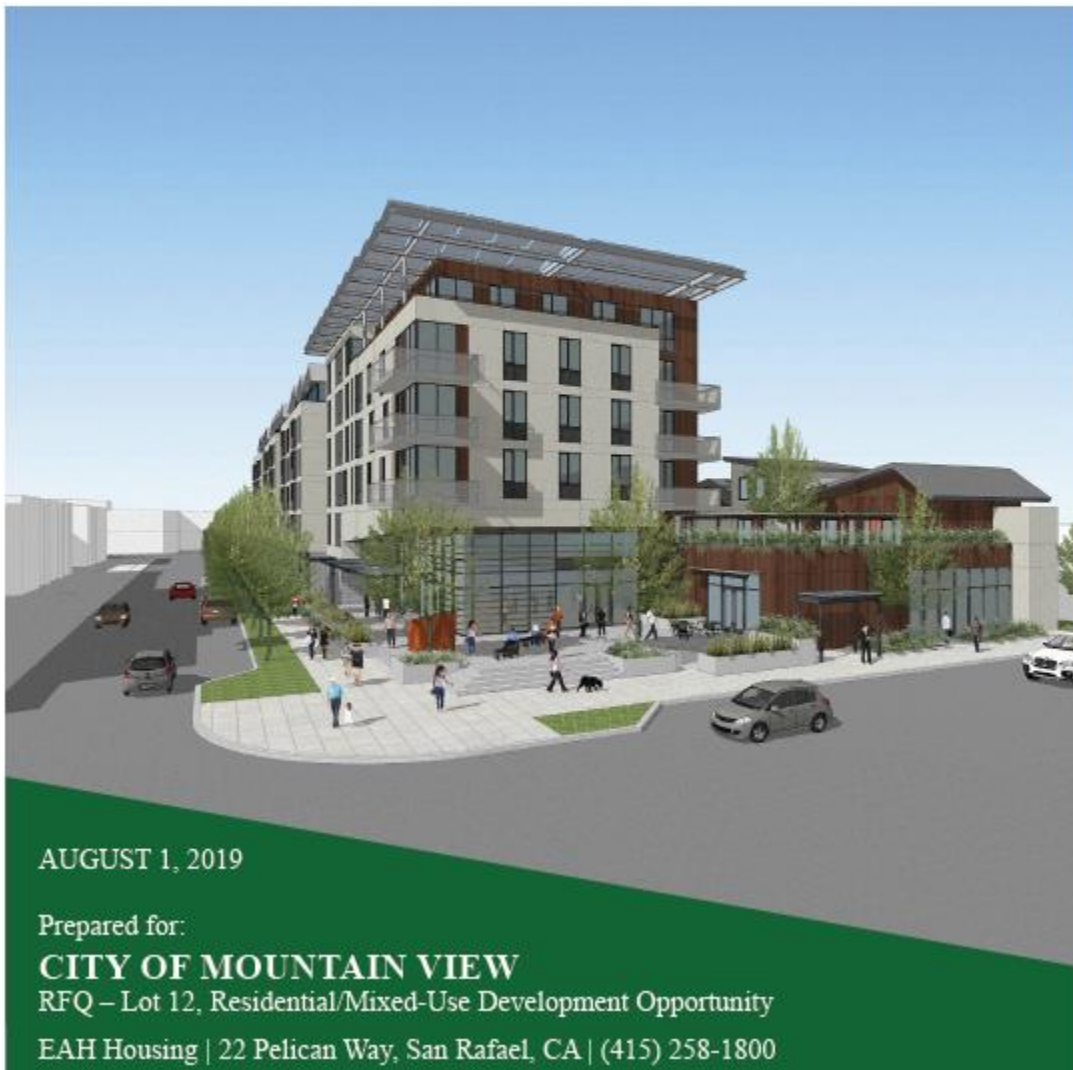
- Assisted in filling out parts of the VHHP application
- Did a Amenities maps for the VHHP application.

## Business Development and Analyst Work

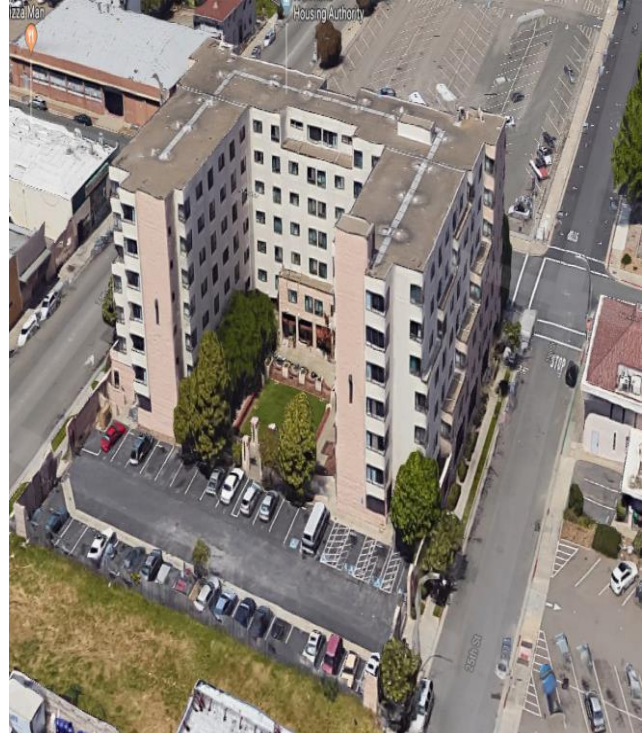
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As an intern under EAH I was fortunate to have access and having the chance to work with different departments at the corporate office. I sometimes was able to work with the Director of Business Development and the Business Development Analyst and contributed with numerous RFQ and RFP's. Such as Mountain View Lot 12 RFQ and RFP, Richmond Nevin Plaza RFP that we got awarded recently, EUL Menlo Park RFQ, City of Santa Cruz RFQ, and Point Reyes RFP.

### **RFQ: Residential/Mixed-Use Development Opportunity** **Lot 12 | Mountain View, California - EAH HOUSING PROPOSAL**



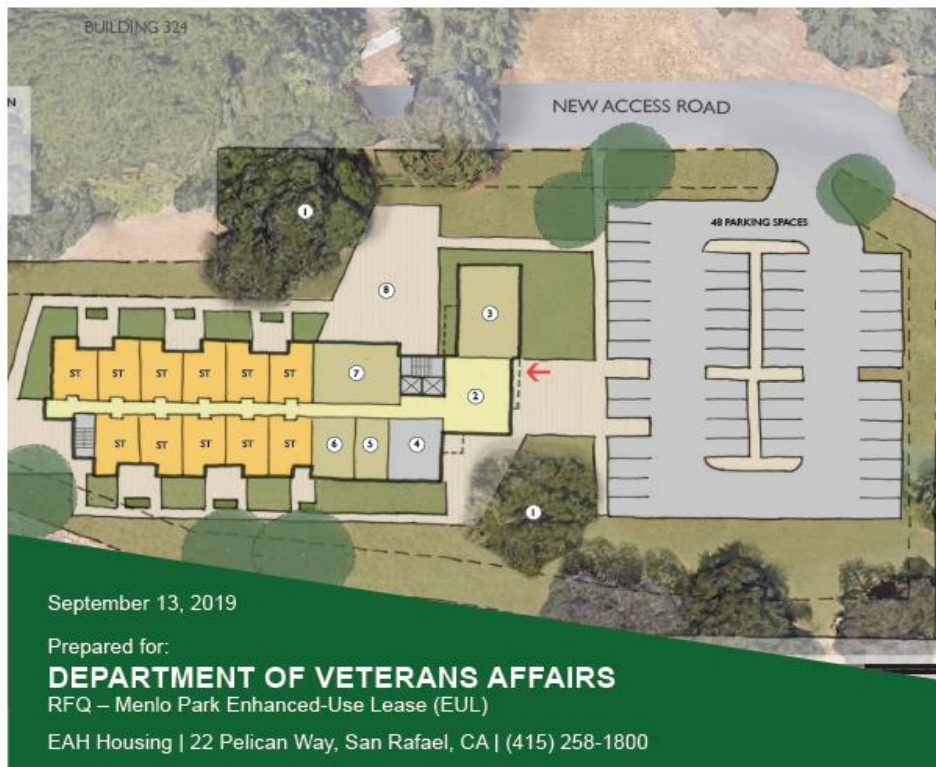




Nevin Plaza RFP Site for a Rehab Project

## Menlo Park Enhanced-Use Lease (EUL)

RFQ No. 36E77619Q0115 - EAH HOUSING PROPOSAL





- The Cover page of the projects Included for my portfolio are the ones that were impactful to me in my academic learning in how business acquisition work, and how is crucial to work as a team is getting a RFQ or RFP package complete. I was able to learn on how people take leads and the responsibility each development team member has in creating a high-quality package in the hopes of being selected.
- Mountain View Lot 12 RFQ was the first RFQ I participated as an intern. The team got me up to speed in getting an internal checklist of the all the items we need to put into the package and who is responsible for those items. One of the items I got to participate is getting the impact fees for the city in Mountain view for an affordable housing unit. That's when I first got a crack at getting in contact with city folks and how the calculation of impact fees works for a project and the impact it can have in increasing the total of cost of the project.
- The RFP for Nevin Plaza is when I first got to practice and assist with the completion of a full proforma. Got training with one of the project managers in getting a proforma done for the rehab project and transfer the proforma budget and other tab sections into the city of Richmond own housing authority proforma template.
- Attended Virtual mandatory meetings of council leaders and planners for the RFQ/RFP's.
- Menlo Park was the first RFQ where I got a chance to write narratives in some sections. I was responsible in writing the understanding of developer technical approach, requirements, and timelines of projects. I got to use data and information from past and development EAH projects that serves Veteran families.
- I got the opportunity to assist the business development team in gathering feasibility data of opportunity sites and analyze numerous of parcels in Sacramento.
- I had the opportunity to analyze opportunity zone and parcels on LandVision software.
- One of the biggest projects I worked on for months during my internship was a research project called "Follow the Money" where I had to gather funding data and review opportunity sites for numerous cities and counties around bay area for the Director of Business Development.
- I worked on a similar project for the LA team afterwards where I had to research cities across southern CA and find out which cities are currently active in the affordable housing field and how much funding they have available.
- Helped the LA New Business team in completing a PBV NOFA application for a potential project in Main St where I had to Assembled reports, attachments, and narratives.
- Created a project cost database table for the Director of Development and the New Business where I had to do a cost analysis of all the EAH development projects since 2018 either gather the final cost certifications or cost projections.

## Trainings, Workshops and Other Activities

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I am very thankful for the opportunity in being provider trainings by both NPH and EAH, workshops, and inviting me to many events and activities that made my intern development experience the greatest. Below is the list:

- Monthly Project Management and Development BAHIP Trainings.



- BAHIP summer Retreat and training with CCRH Interns at UC Davis and at Sacramento for the winter. We went over topics such as Development Feasibility, Entitlements, Financing, Site Evaluation and Feasibility Assessment, Loan Closing, and Affordable Housing Design. For the winter session we worked more in depth the financial side of development projects, practice and get train on how to communicate with city officials and council members who were present in the session and lastly, discuss how to move forward into a career. We worked on resumes and cover letters, and CCRH and BAHIP Intern alumni shared their life experience and advice during and after the internship
- Monthly Real Estate Development meetings with EAH about what we are currently working on and share updates about status of the projects.



- NPH Conference in 9/20.
- NEPA/CEQA Training with EAH.
- Housing Leadership Day Conference in San Mateo – October.
- Avena Bella II Groundbreaking Event in November.
- Insurance Services Presentation and Training with EAH.
- Time Management Training with EAH.
- Discussions of housing bills with NPH.
- ELPN Events and Networking Workshops.
- Winter Holiday parties for both NPH and EAH.
- Indesign Training for Cutsheets, Brochures, and RFQ'S/RFP's.
- SB 50 Oakland Meeting.
- Marin County CDBG/HOME Bidders meeting in San Rafael City Hall.
- Supportive Housing Budgeting and Finance training at EAH.
- Architects Workshop and Presentation with EAH.
- RED Training- Community Outreach and Engagement training session.
- Permanent Supportive Housing Organizational Review and Best Practices for EAH training.
- EAH Design Standard Management meetings
- Religious Lands bill press conference for NPH.
- Factory OS Modular Housing Tour

## Words of Gratitude

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From the bottom of my heart I would like to thank NPH and EAH Housing for making the BAHIP experience the greatest. I would like to thank my BAHIP supervisor Ethan Daniels. Ethan was not only my supervisor but someone who I consider my teacher and mentor. Being a project manager for affordable housing it got to be one the busiest jobs out there. The fact that Ethan took his time to teach me everything he knows about development and made sure that I hit the 5 competency skills of the BAHIP learning plan, I am always going to be grateful for that. I would also like to thank the whole EAH development staff who were welcoming, and I had a wonderful experience working with them since day one. One of the goals coming in as intern is that I wanted to contribute as much as I can and learn the inside work and expertise of development professionals. I feel that I accomplished my goal during my internship, and it would have not been possible with an awesome group of colleagues who always had me involved in so many different types of projects and analyst work. There is no better feeling as an intern where I was able to get the opportunity to showcase my skills, and what I had to offer for the team. Also thank you for all the happy hours EAH and the team invited me too. It's great that I was able to build relationships outside of the workplace and celebrated all the hard work with the team.

I would like to thank Monica, Peggy, and the whole NPH staff for inviting us to so many events and provided us all the valuable and insightful training session through the year. Monica became someone who I consider a friend and mentor who I am comfortable in talking with her if I have any issues or just to let her know about my internship experience in general. It is always a huge asset to have someone outside our host agency like Monica who also has development experience and is happy to check on us since it can be daunting and challenging at first to start a development job without any experience. Once again thank you NPH especially Amie and Matt because this internship and the incredible learning experience would have not been possible without them. One of my favorite experiences was when Matt came to the NPH holiday party and he was so genuinely happy to hang out with the alumni and interns who were at the party and just hear about our accomplishments and experience. Later after the party Matt invited all of us for dinner and more drinks. I know most of us felt that we were hanging out with a celebrity since matt is consider a legend in the housing affordable field. It is always an unforgettable moment when one of the creators of BAHIP, an exceptional role model, and who was on the same shoes before as us as interns, takes his time to hang out with us after a party.

Once again thank you NPH and EAH for investing in me and give me the opportunity to be part of the second cohort with a wonderful group of interns. Now that my internship is coming to an end, I am extremely excited, and honor to in growing and learning as an affordable housing development professional with EAH, and looking forward to contribute and help out as much as I can as BAHIP alumni.





**Thank you for your time and Interest.**