

ANNUAL ACTION PLAN

FISCAL YEAR 2023-2024

ADMINISTERED BY: PLANNING AND DEVELOPMENT SERVICES

Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

The City of Palo Alto (City) Fiscal Year (FY) 2023-24 One Year Action Plan contains the City's one-year plan to carry out housing and community development activities funded by Federal formula grant funds received from the U.S. Department of Housing and Urban Development (HUD), Community Development Block Grant (CDBG) program. The City operates on a two-year grant funding cycle for CDBG public service grants and a one-year cycle for CDBG capital housing rehabilitation and public facilities and improvement projects. This Action Plan covers the fourth of five program years covered by the City's 2020-2025 Consolidated Plan which was adopted by the Palo Alto City Council on June 15, 2020.

The Department of Planning and Development Services is the lead agency for the Consolidated Plan and submits the Annual Action Plan for the City's CDBG program. HUD requires entitlement jurisdictions to submit an annual Action Plan to report the distribution of federal entitlement grant funds over the Consolidated Plan's five-year period identifying how funding allocations help meet the goals covered in the Consolidated Plan.

The CDBG federal appropriations for FY2023-24 were released by HUD on February 27, 2023 and the City received \$514,242 for CDBG programming. With the entitlement grant and \$100,000 in estimated project income, the total of available for funding projects and programs during FY2023-24 is \$614,242. The City's Action Plan covers the time period from July 1, 2023, to June 30, 2024, (HUD Program Year 2023). The City's FY 2023-24 Action Plan reports on the status of needs and outcomes the City expects to achieve in the coming year. All of the activities mentioned in this Action Plan are based on current priorities. By addressing these priorities, the City hopes to meet those objectives stated in the 2020-2025 Consolidated Plan. All the proposed projects and activities are intended to principally benefit residents of the City who have extremely low-, low- and moderate- income, and populations that have special needs, such as the elderly, disabled, and homeless.

FY 2023-2024 CDBG Budget	
Applicant Agency	Allocation
Public Services	
Alta Housing - SRO Resident Supportive Services	\$14,000
Catholic Charities of Santa Clara County – Long Term Care Ombudsman	\$10,000
LifeMoves – Case Management at Opportunity Center	\$23,636
Silicon Valley Independent Living Center – Case Management Services	\$16,500
Project Sentinel – Fair Housing Services	\$18,000
Peninsula Healthcare Connection – Harm Reduction Services	\$10,000
<i>Sub-total</i>	\$91,136
Planning and Administration	
City of Palo Alto Administration	\$122,848
Public Facilities	
ADA curb ramp project	\$211,673
Economic Development	
WeeCare	\$114,000
Housing	
Rebuilding Together Peninsula	\$73,585
GRAND TOTAL	\$614,242

Project Summary Table

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The City is part of the San Francisco Metropolitan Bay Area, located 35 miles south of San Francisco and 14 miles north of San José. The City is located within the County of Santa Clara, borders San Mateo County, and encompasses an area of approximately 26 square miles, one-third of which consists of open space.

According to Quick facts data provided by the U.S. Census Bureau, the City's total resident population is 66,680, per the Census on July 1, 2022. The City has the most educated residents in the country and is one of the most expensive cities to live in. In Silicon Valley, the City is considered a central economic focal point and is home to over 9,483 businesses.

Additionally, according to the 2022 Point in Time homeless count, in Palo Alto, there were 299 unsheltered homeless in 2019 and 263 in 2022. The PIT count revealed there were 14 individuals sheltered in 2019 and 11 in 2022. This number represents decrease of 12% from 2019 to 2022.

The Action Plan provides a summary of how the City will utilize its CDBG allocation to meet the needs of the City's lower-income population. According to the U.S. Census data, 6.1% of all residents within the City had incomes below the federal poverty level. As mentioned previously, a total of \$614,242 is available for funding projects and programs during FY2023-24. In FY 2023-2024, the City was allocated \$514,242 from the federal CDBG program plus an additional \$100,000 in program income. Table 1, "Fiscal Year 2023-2024 CDBG Budget" below summarizes the uses of the funds proposed during FY 2023-24.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

This is an evaluation of past performance that helped lead the grantee (the City) to choose its goals or projects.

The City is responsible for ensuring compliance with all rules and regulations associated with the CDBG entitlement grant program. The City's Annual Action Plans and Consolidated Annual Performance and Evaluation Reports (CAPER) have provided many details about the goals, projects, and programs completed by the City. A review of the FY 2021-22 CAPERs reveals:

- LMI elderly were assisted: 262
- Residents that received counseling services: 151

- Homeless individuals received shelter: 56
- Individual that received housing complaint services: 24
- Persons with disabilities receiving assistance: 26
- LMI homeowners receiving home improvements: 6
- Workforce development program assistance: 14 employers and 7 individuals

The City evaluates the performance of subrecipients on a semiannual basis. Subrecipients are required to submit semiannual progress reports, which include client data, performance objectives, as well as data on outcome measures. Prior to the start of the program year, program objectives are developed collaboratively by the subrecipient and the City, ensuring that they are aligned with the City's overall goals and strategies. The City utilizes the semiannual reports to review progress towards annual goals.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City solicited input throughout the development of the FY 2023-24 Annual Action Plan. As required by HUD, the City provides multiple opportunities for public review and comment on the Action Plan and on any substantial amendments to it. Per the City's adopted Citizen Participation Plan, the City held a 30-day public review comment period for the Action Plan. The City published notifications of upcoming public hearings and the 30-day public review comment period in a local newspaper of general circulation, on the City's CDBG webpage and via email blasts to stakeholders. The City held two advertised public hearings on February 9, 2023, and May 1, 2023. The Action Plan 30-day public review period occurred from March 28, 2023 through April 27, 2023.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

There were no public comments received during the public review period.

6. Summary of comments or views not accepted and the reasons for not accepting them

There were no public comments received during the public review period. The City accepts and responds to all comments that are submitted. As mentioned above, no public comments were received regarding the FY2023-24 Action Plan.

7. Summary

No further discussion

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	PALO ALTO	
CDBG Administrator	PALO ALTO	Department of Planning & Development Services
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative

The City is the Lead and Responsible Agency for the United States Department of Housing and Urban Development’s (HUD) entitlement programs in Palo Alto. The Department of Planning and Development Services is responsible for administering the City’s CDBG program. The City joined the HOME Consortium in 2015 and receives federal HOME Investment Partnership (HOME) funds through the County.

Entitlement jurisdictions receive entitlement funding (i.e., non-competitive, formula funds) from HUD. HUD requires the City to submit a five-year Consolidated Plan and Annual Action Plan to HUD listing priorities and strategies for the use of its federal funds.

The Consolidated Plan helps local jurisdictions to assess their affordable housing and community development needs and market conditions. As a part of the Consolidated Plan process for 2020-2025, the City collaborated with the County of Santa Clara (County) as the Urban County (representing the cities of Campbell, Los Altos, Los Altos Hills, Los Gatos, Monte Sereno, Morgan Hill, and Saratoga); the cities of Cupertino, Gilroy, Mountain View, Sunnyvale, San José, and Santa Clara; and the Santa Clara County Housing Authority (SCCHA) to identify and prioritize housing and community development needs across the region, and to develop strategies to meet those needs. The FY 2023-24 Annual Action Plan represents the fourth year of CDBG funding of the 2020-2025 Consolidated Plan.

Consolidated Plan Public Contact Information

Clare Campbell, Manager of Long Range Planning
City of Palo Alto
Department of Planning and Development Services
250 Hamilton Avenue, 5th Floor
Palo Alto, CA 94301
E-mail: clare.campbell@cityofpaloalto.org Phone: (650) 617-3191

AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The Action Plan is a one-year plan which describes the eligible programs, projects, and activities to be undertaken with funds expected during FY 2023-24 and their relationship to the priority housing, homeless, and community development needs outlined in the 2020-25 Consolidated Plan.

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

During Fiscal Year 2023-24, the City will continue to work with and consult with non-profit organizations to provide programs and services for low-income households; private industry, including financial and housing development groups, to encourage the development of affordable housing opportunities regionally and within the City; and other local jurisdictions, including the County of Santa Clara, in carrying out and monitoring regional projects in a coordinated and cost-effective manner. The City will provide technical assistance to the public service agencies it funds with CDBG dollars and will continue to attend the Regional CDBG/Housing Coordinators meetings.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The Santa Clara County Office of Supportive Housing is the administrator of the regional Continuum of Care (CoC). The City’s Office of Human Services Manager is in contact with the Santa Clara County Office of Supportive Housing and Destination Home regarding issues of homelessness in the community. The Santa Clara County CoC is a group comprising of stakeholders throughout the County, including governmental agencies, homeless service and shelter providers, homeless population, housing advocates, affordable housing developers, and various private parties, including businesses and foundations.

City staff continues to attend regular CDBG/housing coordinator meeting. Members of the CoC meet monthly to plan CoC programs, identify gaps in homeless services, establish funding priorities, and pursue a systematic approach to addressing homelessness.

The CoC is governed by the CoC Board, which takes a systems-change approach to preventing and ending homelessness. This same CoC Board is comprised of the same individuals who serve on the Destination: Home (Destination Home) Leadership Board. Destination Home is a public-private partnership that is committed to collective impact strategies to end chronic homelessness.

Regional efforts of the CoC include the development of The Community Plan to End Homelessness, which identifies strategies to address the needs of people experiencing homelessness in the County, including chronically homeless individuals and families, families with children, veterans, and unaccompanied youth. The plan also addresses the needs of persons at risk of homelessness. The new community plan to end homelessness can be viewed at <https://destinationhomesv.org/community-plan>.

Also, during the development of the 2020-25 Consolidated Plan, the City consulted both the CoC and County Office of Supportive Housing for their expertise and experience in identifying community needs.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction’s area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City is not an ESG entitlement jurisdiction and therefore does not receive ESG funds. However, the City does administer federal grant programs that help homeless and low-income families in Santa Clara County. The City also helps fund and conduct the Point in Time (PIT) count, the biennial regional collaborative effort to count and survey people experiencing homelessness. The data from the County of Santa Clara PIT count is used to plan, fund, and implement actions for reducing chronic homelessness and circumstances that bring about homelessness. In 2023 the PIT count was conducted on January 26, 2023.

The Santa Clara County Office of Supportive Services takes the role of Homeless Management Information System (HMIS) administration. The County, and its consultant Bitfocus, work jointly to operate and oversee HMIS. Both software and HMIS system administration are now provided by Bitfocus. Funding for HMIS in Santa Clara County comes from HUD, the County of Santa Clara, and the City of San Jose. The County’s HMIS is used by many City service providers across the region to record information and report outcomes.

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	REBUILDING TOGETHER PENINSULA
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Affordable Housing Preservation
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Attended pre-application workshop. Stakeholder interview and application submission and project selection.
2	Agency/Group/Organization	SILICON VALLEY INDEPENDENT LIVING CENTER
	Agency/Group/Organization Type	Services - Housing Services-Elderly Persons Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Attended pre-application workshop. Stakeholder interview and application submission and project selection.
3	Agency/Group/Organization	PROJECT SENTINEL
	Agency/Group/Organization Type	Services - Housing Fair Housing and mediation services
	What section of the Plan was addressed by Consultation?	Fair Housing
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Attended pre-application workshop. Stakeholder interview and application submission and project selection.
4	Agency/Group/Organization	Alta Housing Silicon Valley
	Agency/Group/Organization Type	Services - Housing

	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Attended pre-application workshop. Stakeholder interview and application submission and project selection.
5	Agency/Group/Organization	LifeMoves
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Attended pre-application workshop. Stakeholder interview and application submission and project selection.
6	Agency/Group/Organization	WeeCare
	Agency/Group/Organization Type	Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Attended pre-application workshop. Stakeholder interview and application submission and project selection.

Identify any Agency Types not consulted and provide rationale for not consulting

Not applicable

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Regional Continuum of Care Council	Identifies housing inventory count to facilitate the provision of housing services to those experiencing homelessness.
Housing Element	City of Palo Alto	Identifies barriers to affordable housing, such as land- use controls, inefficiencies of the development review process, and strategies to alleviate such barriers.
2019&2020 STD/HIV Annual Report	Santa Clara County	This report provides a summary findings for Santa Clara County HIV surveillance data.
SCCHA Moving to Work Annual Plan	Santa Clara County Housing Authority	Addresses housing authority updates and strategies pertaining to public housing and vouchers.
Regional Housing Need Plan for San Francisco Bay Area	Association of Bay Area Governments	This plan analyzes the total regional housing need for the County and all of the Bay Area. This effort aligns with the Strategic Plan's goal to assist in the creation and preservation of affordable housing.
Community Plan to End Homelessness in Santa Clara	Destination: Home	The Community Plan to End Homelessness in the County is a five-year plan to guide governmental actors, nonprofits, and other community members as they make decisions about funding, programs, priorities and needs. This effort aligns with the Strategic Plan's goal to support activities to end homelessness.
Palo Alto's Infrastructure: Catching Up, Keeping U	City of Palo Alto Infrastructure Blue Ribbon Plan. Accessibility Summary	This plan details recommendations for infrastructure maintenance and replace, as well as identifies potential sources of funding. This effort aligns with the Strategic Plan's goal to support activities that strengthen neighborhoods through the provision of community services and public improvements.
City of Palo Alto Comprehensive Plan (2030)	City of Palo Alto	This plan is the primary tool for guiding future development in Palo Alto. It provides a guide for long- term choices and goals for the City future. This effort aligns with the Strategic Plan's goal to support activities that strengthen neighborhoods through the provision of community services and public improvements.

Table 3 - Other local / regional / federal planning efforts

Narrative

No additional content needed.

AP-12 Participation - 91.401, 91.105, 91.200(c)

**1. Summary of citizen participation process/Efforts made to broaden citizen participation
Summarize citizen participation process and how it impacted goal-setting**

The Planning and Development Services Department is the lead agency for overseeing the development of the Consolidated Plan and Action Plan. Per the City’s adopted Citizen Participation Plan, the City is to allow a 30-day public review and comment period for the Action Plan. The City has published notifications of upcoming public hearings and the 30-day public review comment period in the local newspaper of general circulation, on its CDBG webpage and via email blasts. The City held two advertised public hearings on February 9, 2023, and May 1, 2023. The Action Plan 30-day public review period was March 28, 2023, through April 27, 2023. The City has not received any public comments to date. Two hearings were held and there were not public comments.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/broad community	HRC met on Feb 9, 2023 to discuss: FY2023-24 Applications and AAP activities	There were no public comments	See Engagement Summary. HRC Board discussed WeeCare application.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Hearing	Non-targeted/broad community	The City Council held its second public hearing on May 1, 2023 to discuss Draft AAP. Council members recommended approval	No public comments received	No public comments received	
3	Newspaper Ad	Non-targeted/broad community	Notice of Human Relations Commission Public Hearing announcing FY2023-24 CDBG Funding Allocations, published in the Daily Post on January 25, 2023.	No public comments were received	No public comments were received	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Newspaper Ad	Non-targeted/broad community	Notice of Human Relations Commission Public Hearing announcing FY2023-24 CDBG discussing recommended activities and required public comment period. Published in the Daily Post on March 27, 2023.	No public comments were received	No public comments were received	
5	Internet Outreach	Non-targeted/broad community	Webpage postings for both hearings	No public comments were received	No public comments were received	https://www.cityofpaloalto.org/Departments/Planning-Development-Services/Housing-Policies-Projects/Community-Development-Block-Grant

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
6	Internet Outreach	Non-targeted/broad community Email Blast to interested organizations, persons	2 Email Blast were sent January 25 and March 27, 2023 to all documented contacts, interested agencies and individuals.	No public comments were received	No public comments were received	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

In FY2023-24, the City will allocate \$614,242 to eligible activities plus \$300,000 in reprogrammed funds that address the needs identified in the Consolidated Plan. It should be noted that while the HUD CDBG allocations are critical, the allocations are not sufficient to overcome barriers and address all needs that low- income individuals and families face in attaining self-sufficiency. The City will continue to leverage additional resources as described below to provide support and services to the populations in need within the community. The following section discusses the anticipated resources available for community development activities during the next remaining years of the City’s 5-Year Consolidated Plan.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	514,242	100,000	300,000	914,242	512,000	CDBG funds will be used for the preservation of owner-occupied homes, ADA street improvements, and public services that benefit low income and special need households. \$300,000 was reprogrammed through a substantial amendment from PY 2021-22 Ravenswood facilities project to a PY2023 ADA ramp improvement project.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City joined the Santa Clara County's HOME Consortium in 2015 and does not receive federal HOME funds on an entitlement basis from HUD. The HOME Consortia consists of the cities of Cupertino, Gilroy, Palo Alto, and the Urban County. HOME funds can be used to fund eligible affordable housing projects for acquisition, construction, and rehabilitation. Starting in FY 2015- 16 developers of affordable housing projects were eligible to competitively apply through an annual RFP process directly to the County for HOME funds to help subsidize affordable housing projects in Palo Alto. Applications are directly submitted through the County's request for proposal process for available HOME funds. Certain nonprofit organizations known as Community Housing Development Organizations (CHDOs) may also apply for funding from California Department of Housing and Community Development (HCD) for housing projects located within Palo Alto. The City has only received one HOME grant from 1992 HOME funding for the Barker Hotel project. Proceeds from HOME loan repayments are deposited into a HOME Program Income Fund and used in accordance with the HOME program regulations.

In addition, the County will only fund a project that has the local support of the City. If the City receives HOME dollars from its participation in the HOME consortium, the required 25% matching funds will be provided from the City's Affordable Housing Fund, which is comprised of two sub-funds: the Commercial Housing Fund and the Residential Housing Fund. To date, no projects within the City have been funded through the HOME Consortium. Moving forward, the City plans to increase outreach to developers in the City to provide additional information on the HOME Consortium and available funding.

Other State and Federal Grant Programs

In addition to the CDBG entitlement dollars, the federal government has several other funding programs for community development and affordable housing activities. These include Section 8 Housing Choice Voucher Program, Section 202, Section 811, the Federal Home Loan Bank Affordable Housing Program (AHP), and others. It should be noted that in most cases, the City would not be the applicant for these funding sources as many of these programs offer assistance to affordable housing developers rather than local jurisdictions.

In September 2022, multiple State bills were signed, including SB 6 (Middle-Class Housing Act) and AB 2011 to advance housing development progress. These two bills streamline the regulatory process and ensure that workers building homes are being paid a fair wage. The bill helps generate new housing units plus general thousands of jobs. The California Housing Accelerator provided funding for shovel-ready projects in 2022 whose financing was stalled because of the difficulty in receiving tax credits. The City will continue to track and look for opportunities to

leverage State resources for the City.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City has no surplus public land.

Discussion

Local Housing and Community Development Sources. Other local resources that support housing and community development programs include:

- Palo Alto Commercial Housing Fund, provides assistance for the development of below market rate (BMR) housing units which are, in part, funded by mitigation fees obtained from commercial and industrial development projects.
- ADA coordinator and city-wide ADA capital improvement listing.
- Housing Element Update provides the city with detailed housing priorities and needs.
- Rebuilding Together Peninsula assists 5-7 low-to moderate income homeowners with home improvements.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing	2020	2025	Affordable Housing		Affordable Housing	CDBG: \$73,585	Homeowner Housing Rehabilitated: 5 Household Housing Unit
2	Homelessness	2020	2025	Homeless		Homelessness	CDBG: \$23,636	Public service activities other than Low/Moderate Income Housing Benefit: 481 Persons Assisted
3	Strengthen Neighborhoods	2020	2025	Non-Homeless Special Needs Non-Housing Community Development		Community Services and Public Improvements	CDBG: \$562,173	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2090 Persons Assisted Public service activities other than Low/Moderate Income Housing Benefit: 565 Persons Assisted
4	Fair Housing	2020	2025	Non-Housing Community Development		Fair Housing	CDBG: \$18,000	Public service activities other than Low/Moderate Income Housing Benefit: 12 Persons Assisted
5	Economic Development	2015	2020	Non-Housing Community Development		Economic Development	CDBG: \$114,000	Jobs created/retained: 0 Jobs Businesses assisted: 19 Businesses Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Affordable Housing
	Goal Description	
2	Goal Name	Homelessness
	Goal Description	
3	Goal Name	Strengthen Neighborhoods
	Goal Description	
4	Goal Name	Fair Housing
	Goal Description	
5	Goal Name	Economic Development
	Goal Description	

AP-35 Projects - 91.420, 91.220(d)

Introduction

The Consolidated Plan goals below represent high-priority needs for the City of Palo Alto (City) and serve as the basis for the strategic actions the City will use to meet these needs. The goals, listed in no particular order, are:

1. Assist in the creation and preservation of affordable housing for low-income and special needs households.
2. Support activities to end homelessness.
3. Support activities that strengthen neighborhoods through the provision of community services and public improvements to benefit low-income and special-needs households.
4. Promote fair housing choice.
5. Expand economic opportunities for low-income households.

#	Project Name
1	2023 Catholic Charities of Santa Clara County: Long Term Care Ombudsman
2	2023 LifeMoves: Case Management
3	2023 Alta Housing SRO Resident Support Program
4	2023 SVILC: Housing and Emergency Housing Services
5	2023 Project Sentinel-Fair Housing Services
6	2023 Peninsula Healthcare Connection
7	2023 Planning & Administration
8	2023 WeeCare
9	2023 Rebuilding Together Peninsula-Safe at Home
10	2023 ADA Curb Ramp Improvements-City of Palo Alto

Table 7 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Palo Alto has a long list of needed ADA improvements throughout the city that gets longer every year. In FY 2023-24 there was CDBG funds available to assist in this effort. As COVID money is spent many subrecipients are becoming underfunded. This year subrecipients a small portion of their requested amounts.

AP-38 Project Summary
Project Summary Information

1	Project Name	2023 Catholic Charities of Santa Clara County: Long Term Care Ombudsman
	Target Area	
	Goals Supported	Strengthen Neighborhoods
	Needs Addressed	Community Services and Public Improvements
	Funding	CDBG: \$10,000
	Description	Long-Term Care Ombudsman Program. Eligible Activity (Matrix Code):05A. CDBG National Objective: 570.208(a)(2). CDBG Citation:570.201(e). Recipient Type: LMC
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	The program will provide advocacy and complaint investigation for 50 elderly residents of long-term care facilities in Palo Alto.
	Location Description	Long-term care and skilled nursing facilities throughout the City.
	Planned Activities	Regular contact with Palo Alto Residential Care Facilities to observe and monitor conditions of care.
2	Project Name	2023 LifeMoves: Case Management
	Target Area	
	Goals Supported	Homelessness
	Needs Addressed	Homelessness
	Funding	CDBG: \$23,636
	Description	Opportunity Services Center Eligible Activity (Matrix Code):03TCDBG National Objective: 570.208(a)(2). CDBG Citation:570.201(e). Recipient Type: LMC
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	350 unduplicated individuals (homeless and/or very low-income individuals per year) will receive case management services, including assistance with housing/job searches, referrals and mentoring at the Opportunity Services Center and Hotel De Zink.
	Location Description	33 Encina Way, Palo Alto, CA 94301
	Planned Activities	Case management services will be provided to Opportunity Services Center and Hotel De Zink clients in locating housing and/or employment and be connected to benefits.

3	Project Name	2023 Alta Housing SRO Resident Support Program
	Target Area	
	Goals Supported	Homelessness
	Needs Addressed	Homelessness
	Funding	CDBG: \$14,000
	Description	SRO Resident Support Program. Eligible Activity (Matrix Code):05O CDBG National Objective: LMC
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Case management and support counseling services will be provided to an estimated 131 residents of Barker Hotel and Alma Place.
	Location Description	439 Emerson Street, Palo Alto, CA 94301 735 Alma Street Palo Alto, CA 94301
Planned Activities	Alta Housing engages a service coordinator to provide 40 hours of weekly services to provide case management and support counseling services to residents at Alma Place and Barker Hotel to help them maintain housing stability. Activities include financial counseling, health maintenance, information and referral problem-solving, employment assistance, crisis intervention, and case management. Both Alma Place and Barker Hotel are single-room occupancy facilities.	
4	Project Name	2023 SVILC: Housing and Emergency Housing Services
	Target Area	
	Goals Supported	Strengthen Neighborhoods
	Needs Addressed	Community Services and Public Improvements
	Funding	CDBG: \$16,500
	Description	Housing and Emergency Housing Services. Eligible Activity (Matrix Code):05B. CDBG National Objective:570.208(a)(2). CDBG Citation:570.201(e). Recipient Type: LMC
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	115 unduplicated Palo Alto residents will benefit from one-on-one housing assistance.

	Location Description	Citywide
	Planned Activities	Silicon Valley Independent Living Center provides assistance for individuals with disabilities and their families to transition from homelessness, health care facilities, unstable or temporary housing to permanent affordable, accessible, integrated housing with emergency assistance, security deposits, rent, information, and referral, and other basic essentials.
5	Project Name	2023 Project Sentinel-Fair Housing Services
	Target Area	
	Goals Supported	Fair Housing
	Needs Addressed	Fair Housing
	Funding	CDBG: \$18,000
	Description	Fair Housing Services. Eligible Activity (Matrix Code):O5J. CDBG National Objective LMC 24 CFR 570.208(a)(2)
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	12 unduplicated low and moderate income individuals will be provided with fair housing services of complaint counseling, investigation, and where appropriate enforcement referral.
	Location Description	Citywide
	Planned Activities	Project Sentinel will provide community education and outreach regarding fair housing law and practices, investigation, counseling, and legal referral for victims of housing discrimination, and analyses for City staff and officials regarding fair housing practices. California and federal fair housing laws assure specific protected classes the right to be treated in terms of their individual merits and qualifications in seeking housing. Unfortunately, some people are not aware of the law or their rights.
6	Project Name	2023 Peninsula Healthcare Connection
	Target Area	
	Goals Supported	Strengthen Neighborhoods
	Needs Addressed	Community Services and Public Improvements
	Funding	CDBG: \$10,000
	Description	PHC will deliver Harm Reduction materials to referral families. Substance Abuse Services 05F. 570.208(a)(2) 570.483(b)(2) LMC

	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	400 referred individuals
	Location Description	Citywide
	Planned Activities	Harm Reduction materials will be delivered to referral families. Materials include: substance use treatment recommendations such as rehab center options, AA/NA meeting referrals, harm reduction kits designed for safe needle use and storage, and basic needs resources, such as Narcan. This is in response to the prevalent use of controlled substances and subsequent overdose-related deaths in the City.
7	Project Name	2023 Planning & Administration
	Target Area	
	Goals Supported	Strengthen Neighborhoods
	Needs Addressed	Community Services and Public Improvements
	Funding	CDBG: \$122,848
	Description	Planning and Administration: CDBG Citation: 570.206(a)
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	The City will provide general administrative support to the CDBG program.
	Location Description	Citywide
	Planned Activities	Administer the Administrative costs for the overall management, coordination, and evaluation of the CDBG program, and the project delivery costs associated with bringing projects to completion.
8	Project Name	2023 WeeCare
	Target Area	
	Goals Supported	Economic Development
	Needs Addressed	Economic Development
	Funding	CDBG: \$114,000

	Description	WeeCare assists Family Childcare Home microenterprise businesses and will provide business improvement services to such businesses in the City. Eligible Activity Matrix Code 18C Economic Development-Microenterprise Assistance. CDBG National Objective LMC 24 CFR 570.208(a)(2) Each FCCH microenterprise will be enrolled in the BOOST program for one year. In those 12 months they will be trained by a dedicated Care Coach on how to use current techniques and tools to improve their childcare business. Care Coaches walk FCCH providers through each tool and practice and have a system to ensure comprehension along the way. Together, they will develop a work plan that identifies their goals and the metrics to get them there. Upon exiting the program successfully, an FCCH provider will have grown their existing microenterprise. They will have increased their child enrollment, increased their revenue, implemented tools to give them an online presence so families can find them, utilized methods that reduce their administrative hours, they will be better connected to the childcare resources in Palo Alto, and have completed at least 75% of their work plan goals with a strategy to get them to 100%. At the end of the BOOST program, FCCH providers will be positioned to hire additional staff and pay for their choice of business services and tools to continue a successful operation without public assistance.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	19 daycare microenterprises will benefit from this project. Plus, new full-time jobs will be created by WeeCare.
	Location Description	Citywide
	Planned Activities	WeeCare intends to work with FCCH providers in Palo Alto who are already on the wait list for the BOOST program. These providers will receive staff training-learning best practices on how to grow and sustain their organization and how to better support LMI families they serve. Funds are requested will pay for WeeCare staff salaries for training providers on how to use Child Management System (CCMS) software. CCMS was developed for providers to create work plans, goals, capacity, and revenue empowering them to reach service and operations goals.
9	Project Name	2023 Rebuilding Together Peninsula-Safe at Home
	Target Area	
	Goals Supported	Affordable Housing

	Needs Addressed	Affordable Housing
	Funding	CDBG: \$73,585
	Description	Preserves affordable housing by transforming homes through critical repairs and accessibility modifications at no cost to the service recipient. The majority of the low-income homeowners served will be elderly seniors and/or people with disabilities, who are physically and financially unable to maintain safe living conditions for themselves and their families. Matrix: 14A National Objective LMH 24 CFR 570.202(a)(1)
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	5 LMI households will benefit from home improvements.
	Location Description	Citywide
	Planned Activities	Provide home safety repairs, mobility, and accessibility improvements for low-income households in Palo Alto, with the primary consideration being the correction of safety hazards.
10	Project Name	2023 ADA Curb Ramp Improvements-City of Palo Alto
	Target Area	
	Goals Supported	Strengthen Neighborhoods
	Needs Addressed	Community Services and Public Improvements
	Funding	CDBG: \$511,673
	Description	The City intends to fund a major curb ramp improvement project that will bring an estimated 70 curb ramps up to current ADA accessibility standards. Matrix: 03L National Objective LMA 24 CFR 570.201(c) Facilities for persons with disabilities.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	57 curb ramp improvement locations have been identified by City public works to receive upgrades to meet ADA accessibility standards. Benefitting an estimated 2,090 residents.
	Location Description	57 curb ramp improvement locations have been identified by City public works to receive upgrades to meet ADA accessibility standards. Those locations have attached.

	Planned Activities	Provide safe ADA-accessible curb-cut intersections. The city will bid and award the project competitively.
--	---------------------------	--

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City allocates CDBG funds to benefit low-moderate income (LMI) households and does not have target areas. Instead, the City focuses CDBG funds on public services, economic development-business assistance and capital improvements across the City as a whole.

Geographic Distribution

Target Area	Percentage of Funds

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Not applicable

Discussion

See discussion above.

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

The incorporated and unincorporated jurisdictions within the County face barriers to affordable housing that are common throughout the Bay Area. High on the list of market barriers is the lack of developable land, which increases the cost of available lands and increases housing development costs. Local opposition is another common obstacle as many neighbors have strong reactions to infill and affordable housing developments. Their opposition is often based on misconceptions, such as a perceived increase in crime; erosion of property values; increase in parking and traffic congestion; and overwhelmed schools. However, to ensure a healthy economy, the region must focus on strategies and investments that provide housing for much of the region's workforce – for example, salesclerks, secretaries, waiters, baristas, teachers, and health service workers – whose incomes significantly limit their housing choices.

It should be noted that in a constrained housing supply market, when housing developments produce housing that is relatively affordable, higher-income buyers and renters generally outbid lower-income households. A home's final sale or rental price will typically exceed the projected sales or rental costs. Public subsidies are often needed to guarantee affordable homes for low- and moderate-income households.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Palo Alto is addressing the barriers to affordable housing through:

- **Density Bonus Ordinance:** The City recently updated its Density Bonus ordinance which lowered the eligibility requirements to qualify for a higher density bonus percentage up to 80% as well as providing more exceptions to applicable zoning and development standards. One significant update is if a 100% affordable development is located within a half a mile of a major transit stop, the City cannot impose any density limits and entitled to a maximum height increase of three additional stories or 33 feet.
- **Below Market Rate (BMR) Housing Program:** Established in 1974, the City's BMR requires developers to provide a certain percentage of units as BMR in every approved project of three units or more. The program originally required that for developments on sites of less than five acres, the developer must provide 15 percent of the total housing units as BMR housing units. If the site was larger than five acres, the developer was required to provide 20 percent of the units as BMR housing. The City of Palo Alto has historically used in-lieu

fees and development impact fees charged on new, market-rate housing and/or commercial development to finance 100% affordable developments. The City updated its Commercial and Residential Impact Fee Nexus Studies and adopted two ordinances to make changes to its BMR program and adopted a new fee structure. The ordinances became effective on June 19, 2017.

- Fair Housing: The City provides funding to Project Sentinel. Project Sentinel provides expertise in fair housing law and tenant-landlord disputes. Services include information, referrals, community outreach, and education. In addition, Project Sentinel resolves fair housing complaints via investigation, mediation, education and outreach to both property owners and tenants about fair housing policies.
- Housing Incentive Program (HIP): Effective May 2, 2019, the HIP was enacted as an alternative to the State Density Bonus law and provides development incentives including no housing density restrictions, increased floor area ratios and increased lot coverage. The HIP is available to specific areas of the City where higher density development is encouraged.
- Affordable Housing (AH) Combining District: In 2018, the City Council adopted the Affordable Housing Combining District to provide flexible development standards beyond the State Density Bonus Law to allow 100% affordable housing projects located in a commercial zoned area.
- Workforce Housing (WH) Combining District: The City Council also adopted in 2018 the Workforce Housing Combining District to encourage the development of housing within half-mile of major fixed rail transit by modifying flexible development standards for the public facilities (PF) zoning district.

Discussion

Please see above.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

The following provides a description of today's obstacles and or barriers to meet LMI or underserved populations including vulnerable populations, housing preservation needs, lead-paint issues, increase earning capacity for LMI households, city delivery structure for supporting needed services, and regional approaches to serving and helping the homeless populations.

Actions planned to address obstacles to meeting underserved needs

The diminishing amount of funds continues to be the most significant obstacle to addressing the needs of underserved populations. To address this, the City supplements its CDBG funding with other resources and funds, such as:

- In FY2020-21, the City's Human Service Resource Allocation Process (HSRAP) provided \$549,306 from the General Fund in support of human services. The HSRAP funds, in conjunction with the CDBG public service funds, are distributed to local non-profit agencies. Additionally, from July 2021-2022, approximately \$37,000 was provided to nonprofit organizations serving Palo Alto residents with short-term and/or urgent funding to address emergency, critical or emerging human services needs through the Emerging Needs Fund.
- The Palo Alto Commercial Housing Fund is funded with mitigation fees provided under Palo Alto's BMR housing program from developers of commercial and industrial projects and used to assist new housing development or the acquisition, rehabilitation, or the preservation of existing housing for affordable housing.
- The Palo Alto Residential Housing Fund is funded with mitigation fees provided under Palo Alto's BMR housing program from residential developers and money from other miscellaneous sources, such as proceeds from the sale or lease of City property. The Residential Housing Fund is used to assist new housing development or the acquisition, rehabilitation, or the preservation of existing housing for affordable housing.
- The City's Below Market Rate Emergency Fund was authorized in 2002 to provide funding on an ongoing basis for loans to BMR owners for special assessment loans and for rehabilitation and preservation of the City's stock of BMR ownership units.
- HOME Program funds are available on an annual competitive basis through the State of California HOME program, and the County's HOME Consortium.
- The Housing Authority of the County of Santa Clara (HACSC) administers the federal Section 8 program countywide. The program provides rental subsidies and develops affordable housing for low-income households, seniors and persons with disabilities living within the County.
- In 2022, the City funded Downtown Streets Team to reduce homelessness through a "work first" model. Downtown Streets Team uses its community connections to provide training and job opportunities to homeless people, specifically in the downtown area.

Actions planned to foster and maintain affordable housing

The City will foster and maintain affordable housing by continuing the following programs and ordinances:

- A Business Tax was approved in late 2022 to fund affordable housing, public safety, homeless services, rail crossing safety, and general city services.
- The Below Market Rate Emergency Fund, which provides funding on an ongoing basis for loans to BMR owners for special assessment loans and for rehabilitation and preservation of the City's stock of BMR ownership units.
- The Commercial Housing Fund and Residential Housing Fund are used to assist new housing development or the acquisition, rehabilitation, or the preservation of existing housing for affordable housing.
- The Density Bonus Ordinance regulations allow for bonuses of 20 to 35 percent, depending on the amount and type of affordable housing provided.
- The City's participation in the County's HOME Consortium will allow developers of affordable housing projects to be eligible to competitively apply through an annual RFP process directly to the County for HOME funds to help subsidize affordable housing projects in Palo Alto, including acquisition, construction, and rehabilitation.

Actions planned to reduce lead-based paint hazards

The City's housing and CDBG staff provides information and referral to property owners, developers, and non-profit organizations rehabilitating older housing about lead-based paint (LBP) hazards. Any house to be rehabilitated with City financial assistance is required to be inspected for the existence of LBP and LBP hazards. The City will provide financial assistance for the abatement of LBP hazards in units rehabilitated with City funding. The City also requires that contractors are trained and certified in an effort to decrease the risk of potential use of LBP in new units. All development and rehabilitation projects must be evaluated according to HUD's Lead Safe Housing Rule 24 CFR Part 35.

Actions planned to reduce the number of poverty-level families

The City, in its continuing effort to reduce poverty, will prioritize funding agencies that provide direct assistance to the homeless and those in danger of becoming homeless. In FY 2023-2024, these programs will include the following:

- LifeMoves provides basic necessities for persons who are homeless or at risk of becoming homeless. The Opportunity Services Center is a comprehensive, one-stop, multi-service, day drop-in center that provides critical services for homeless Palo Alto residents. Specifically, the facility provides showers, laundry, clothing, snacks, case management, and shelter/housing referral services.

- Alta Housing provides counseling and supportive case management services for low-income residents of single-room occupancy facilities to help them maintain housing stability. Activities include financial counseling, health maintenance, information and referral, problem solving, employment assistance, crisis intervention, and case management.
- WeeCare provides business services and best management practices for small daycare businesses in the City. Many of which provide childcare for LMI families.

Actions planned to develop institutional structure

The City is striving to improve intergovernmental and private sector cooperation to synergize efforts and resources and develop new revenues for community service needs and the production of affordable housing. Collaborative efforts include:

- Regular meetings between entitlement jurisdictions at the CDBG Coordinators Meeting and Regional Housing Working Group.
- Joint jurisdiction Request for Proposals and project review committees.
- Coordination on project management for projects funded by multiple jurisdictions.
- HOME Consortium meetings between member jurisdictions for affordable housing projects.

Actions planned to enhance coordination between public and private housing and social service agencies

The City benefits from a strong jurisdiction and region-wide network of housing and community development partners, such as the County and the Continuum of Care. To improve intergovernmental and private sector cooperation, the City will continue to participate with other local jurisdictions and developers in sharing information and resources.

In addition to the actions listed above, the City will continue to coordinate with the City's human services funding efforts to comprehensively address community needs.

Discussion

Please see discussions above.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1) Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	100,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	100,000

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

Discussion

Please see discussion above.

Attachments

Citizen Participation Comments

DocuSign Envelope ID: A997677E-1D58-4146-AF7F-507B962B88DC

Resolution No. 10105

Resolution of the City Council of the City of Palo Alto Approving The Use of Community Development Block Grant Funds for Fiscal Year 2023-2024

- A. On May 1, 2020, the Palo Alto City Council approved and adopted a document entitled "Consolidated Plan" which identified and established the Palo Alto housing and non-housing community development needs, objectives and priorities for the period July 1, 2020, to June 30, 2025.
- B. The Fiscal Year 2023-2024 Annual Action Plan, the annual funding update to the Consolidated Plan, was subjected to public review and commentary during the period from March 28, 2023 through April 27, 2023.
- C. The potential uses of Community Development Block Grant (CDBG) funds were evaluated in light of the needs and objectives identified in the Consolidated Plan and reflected in the recommendations and comments of the Human Relations Commission Selection Committee, Human Relations Commission, and other interested citizens.
- D. Under the CDBG program, the highest priority is given to activities which will benefit persons with low and moderate incomes.
- E. The City Council and the Human Relations Commission have held publicly noticed public hearings on the proposed uses of the CDBG funds for Fiscal Year 2023-2024.
- F. CDBG funds allocated to the City for Fiscal Year 2023-2024 are proposed to implement the programs described in this resolution.

NOW, THEREFORE, the Council of the City of Palo Alto does RESOLVE as follows:

SECTION 1. The uses of CDBG funds for Fiscal Year 2023-2024 are hereby approved and authorized for the following programs:

<u>Name of Program</u>	<u>Amount</u>
1. Alta Housing – SRO Resident Support. Provide in-house case management and counseling services to residents at Barker Hotel and Alma Place.	\$14,000
2. Catholic Charities of Santa Clara County – Long Term Care Ombudsman Program. Advocate for the rights of seniors and disabled residents in long term care facilities.	\$10,000

3. LifeMoves – Opportunity Services Center. Provide case management services to Opportunity Services Center and Hotel De Zink clients in locating housing and/or employment and be connected to benefits.	\$23,636
4. Silicon Valley Independent Living Center – Housing and Emergency Services. Provide case management services to low-income individuals with disabilities to secure affordable and accessible housing.	\$16,500
5. Project Sentinel – Fair Housing Services. Provide fair housing services including complaint investigation, counseling, advocacy and community education	\$18,000
6. Peninsula Healthcare Connections – deliver Harm Reduction materials to referral families.	\$10,000
7. ADA curb cut-City of Palo Alto – major curb ramp improvement project that will bring many ramps up to current ADA accessibility standards.	\$211,673
8. WeeCare - a microenterprise business that will provide Palo Alto childcare business improvement services.	\$114,000
9. Rebuilding Together Peninsula – Safe at Home. Provision of critical health and safety related home repair needs for low-income Palo Alto homeowners.	\$73,585
10. CDBG Program Planning and Administration.	<u>\$122,848</u>
	\$614,242

SECTION 2. The total amount set forth under Section 1 of this resolution represents the proposed allocation of **\$514,242**, in CDBG funds from the United States Department of Housing and Urban Development (HUD) for Fiscal Year 2023-2024, and **\$100,000**, in anticipated program income for Fiscal Year 2023-2024 from Palo Alto Housing Corporation.

SECTION 3. The City staff is hereby authorized to submit the Fiscal Year 2023-2024 Annual Action Plan, update and appropriate funding to HUD for the Fiscal Year 2023-2024 CDBG funds, and such money shall be spent as set forth in this resolution. The Mayor, City Manager, and any other designated City staff or officials are hereby authorized to execute such application forms and any other necessary documents to secure these funds. The City Manager or designee is authorized to sign all necessary grant agreements with the program providers set forth in Section 1.

SECTION 4. The funding amounts set forth in Section 1 of this resolution are based on final allocation amounts from the Federal Fiscal Year 2023-24 HUD appropriations; City Staff is authorized to adjust increasing or decreasing the funding amounts set forth herein as consistent with the adopted Citizen Participation Plan.

SECTION 5. The City Council hereby finds that the Fiscal Year 2023-2024 CDBG program authorized under Section 1 of this resolution is not a project under the California Environmental Quality Act (CEQA). However, the Council further authorizes and directs City staff to prepare certifications that may be required, under CEQA and the National Environmental Policy Act (NEPA), for each project under the Fiscal Year 2023-2024 CDBG program prior to the release of funds for any such project.

INTRODUCED AND PASSED: May 1, 2023

AYES: BURT, KOU, LAUING, LYTHCOTT-HAIMS, STONE, TANAKA, VEENKER

NOES:

ABSTENTIONS:

ABSENT:

ATTEST:

DocuSigned by:
Lesley Milton

City Clerk

DocuSigned by:
Lydia Kim

Mayor

APPROVED AS TO FORM:

DocuSigned by:
Albert Huang

Assistant City Attorney

APPROVED:

DocuSigned by:
Ed Shibata

City Manager

DocuSigned by:
[Signature]

Director of Planning and
Development Services

DocuSigned by:
Katy L. Poon

Director of Administrative Services

DocuSigned by:
Clare Campbell

CDBG Coordinator

Resolution No. 10099

Resolution of the Council of the City of Palo Alto Approving the Substantial Amendments to the Community Development Block Grant Annual Action Plans for Fiscal Years 2021-2022 and 2022-2023

A. On June 15, 2020, the Palo Alto City Council approved and adopted a document entitled "Consolidated Plan" which identified and established the Palo Alto housing and non-housing community development needs, objectives, and priorities for the period July 1, 2020 to June 30, 2025.

B. The Substantial Amendments to the Annual Action Plans for Fiscal Year 2021-2022 and 2022-2023, were subjected to public review and commentary during the period from March 7, 2023 through April 6, 2023.

C. The potential uses of Community Development Block Grant funds were evaluated in light of the needs and objectives identified in the Consolidated Plan and reflected in the recommendations and comments of interested citizens.

D. Under the CDBG program, the highest priority for funding is given to activities which will benefit persons with low and moderate incomes.

E. The City Council held a publicly noticed public hearing on the proposed use of the reallocated CDBG funds for Fiscal Year 2021-2022 and the text amendments for Fiscal Year 2022-2023.

F. CDBG funds allocated to the City for Fiscal Years 2021-2022 and 2022-2023 are proposed to implement the programs described in this resolution.

NOW, THEREFORE, the Council of the City of Palo Alto does RESOLVE as follows:

SECTION 1. The uses of CDBG funds for Fiscal Year 2021-2022 are hereby approved and authorized for the following program:

Name of Program	Amount
City of Palo Alto ADA Ramp Improvement Project FY 2023-24	\$300,000
TOTAL	\$300,000

//

SECTION 2. The project description changes for the Fiscal Year 2022-2023 Annual Action Plan are hereby approved and authorized for the following program:

Project Name	Mitchell Park Place 525 E. Charleston Road
Target Area	Citywide
Goals Supported	Strengthen Neighborhoods
Needs Addressed	Community Services and Public Improvements
Funding	CDBG: \$356,330
Description	The City intends to use the CDBG Funds for public facilities improvements near the proposed Eden Housing development site. Eden Housing is developing 50 units of affordable housing. Approximately half the units are for persons with disabilities. The parcel is owned by the County and will be a long-term lease with the developer.
Target Date	12/30/2023
Estimate the number and type of families that will benefit from the proposed activities	50 families will benefit from public improvements
Location Description	525 E. Charleston Road
Planned Activities	TBD

SECTION 3. The total amount set forth under Section 1 of this resolution represents the **proposed reallocation of \$300,000 in CDBG funds** from the United States Department of Housing and Urban Development (HUD) for Fiscal Year 2021-2022.

SECTION 4. The City staff is hereby authorized to submit the CDBG Substantial Amendments to the Fiscal Year 2021-2022 and Fiscal Year 2022-2023 Annual Action Plans, and such money shall be spent as set forth in this resolution. The Mayor, City Manager and any other designated City staff or officials are hereby authorized to execute such application forms and any other necessary documents to secure these funds. The City Manager or designee is authorized to sign all necessary grant agreements with the program providers set forth in Section 1.

SECTION 5. The funding amounts set forth in Section 1 of this resolution are based on final allocation amounts from CDBG HUD appropriations; City Staff is authorized to make adjustments increasing or decreasing the funding amounts set forth herein as consistent with the adopted Citizen Participation Plan.

SECTION 6. The City Council hereby finds that the CDBG programs authorized under Section 1 and 2 of this resolution are not a project under the California Environmental Quality Act (CEQA). However, the Council further authorizes and directs City staff to prepare certifications that may be required, under CEQA and the National Environmental Policy Act (NEPA), for each project under the CDBG program prior to the release of funds for any such project.

INTRODUCED: April 18, 2023

PASSED: April 18, 2023

AYES: BURT, KOU, LAUING, LYTHCOTT-HAIMS, STONE, TANAKA, VEENKER

NOES:

ABSENT:

ABSTENTIONS:

ATTEST:



City Clerk



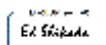
Mayor

APPROVED AS TO FORM:



Assistant City Attorney

APPROVED:



City Manager



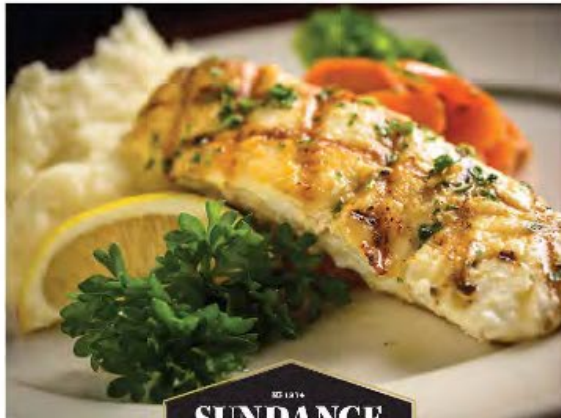
Director of Planning and
Development Services



Director of Administrative Services



CDBG Coordinator



SUNDANCE
THE STEAKHOUSE

HOOK, LINE & SINKER
Nightly Seafood Specials

1921 EL CAMINO REAL, PALO ALTO
650.321.6798 | sundancethesteakhouse.com

An Independent K-8 Non-profit School

**Individualized,
Self-Directed
Learning**

"Follow the child."

**Essential
Qualities: Respect,
Responsibility,
Independence**

*"Children thrive
on trust."*

**Multi-Age
Classrooms**

*"Continuity is
key to learning."*

**Essential
Qualities: Respect,
Responsibility,
Independence**

*"Children thrive
on trust."*


BOWMAN
INTERNATIONAL SCHOOL



(650) 813-9131

State-of-the-art facility located
at 4000 Terman Road (cross
street Arastradero) in Palo Alto.

The Bowman faculty includes trained Montessori teachers, interns and teaching specialists who teach cultural, music and after-school enrichment programs. During the core school day our low student-to-faculty ratio enables us to place a strong focus on the child and deliver individualized teaching to each student.



CITY OF PALO ALTO

**Notice of Funding Availability for
Public Services, Housing, and
Public Facilities Rehabilitation Projects
Program Year 2023-2024**

Community Development Block Grant Program

Attendance at the Pre-Proposal Conference is **MANDATORY** for all applicants.

Pre-Proposal Virtual Conference Schedule:
Thursday, November 10, 2022 at 11:30 a.m.

APPLICATIONS DUE: 3:00 p.m. on Monday, November 21, 2022

Applications are now available for the City of Palo Alto's FY 2023-24 Community Development Block Grant (CDBG) for Public Services, Housing, and Public Facilities Rehabilitation Projects. The applications are for funding under the City's two-year funding cycle that includes PY 2023-24 (July 1, 2023 to June 30, 2024) AND PY 2024-25 (July 1, 2024 to June 30, 2025). The City expects to distribute locally an estimated \$510,000 in funds for these funding categories from the U.S. Department of Housing and Urban Development (HUD) for the CDBG Program.

The CDBG Program is directed toward expanding and maintaining the affordable housing supply; promoting housing opportunities and choices; maintaining and improving community facilities; increasing economic opportunities, accessibility, energy efficiency and sustainability; and providing supportive services specifically for persons of low and very low income. Targeted groups might include persons who are homeless, seniors, persons with disabilities, and other special needs groups.

Mandatory Pre-Proposal Conference is scheduled for 11:30 a.m. on Thursday, November 10, 2022, via a Zoom meeting. ALL Proposers intending to submit a proposal are required to attend the virtual Pre-Proposal Conference. If unable to attend, please contact Maria Gallegos at 951.961.9068 or via e-mail at maria.gallegos@mbakerintl.com. Please find the meeting Zoom link below:

Zoom Link: <https://cityofpaloalto.zoom.us/j/89760340079>
Meeting ID: 897 6034 0079 Join by Phone: 1(669) 900-6833

The application deadline is Monday, November 21, 2022 at 3:00PM. Applications shall be submitted to Maria Gallegos, CDBG Consultant, via email at maria.gallegos@mbakerintl.com.

Applications are available on the City's website: <https://www.cityofpaloalto.org/CDBG>. To request an application or for more information please contact Maria Gallegos, CDBG Consultant, at 951.961.9068 or via email at maria.gallegos@mbakerintl.com.

Persons with disabilities who require auxiliary aids or services in using City facilities, services or programs, or who would like information on the City's compliance with the Americans with Disabilities Act (ADA) of 1990, may contact:
ADA Coordinator, City of Palo Alto,
650-329-2550 (Voice)
ada@cityofpaloalto.org

Santa Rita Elementary presents
the 61st annual

WITCHES' DELIGHT

HALLOWEEN CARNIVAL

**BOBCAT
FUN DRAISER**



**RESERVE YOUR TICKETS!
ADVANCE PURCHASE**

- RIDE WRISTBANDS
- TICKET BUNDLES



OCTOBER 22
3-8 PM
SANTA RITA ELEMENTARY
700 LOS ALTOS AVE
LOS ALTOS

Now in Palo Alto
Pacific Precious Metals




Why buy Gold?

- Gold is Money
- Gold is a Tangible Asset
- Gold Will Protect Your Portfolio in Times of Crisis

We buy Used, Unwanted or Broken Jewelry/Scrap at a FAIR PAYOUT

2778 Middlefield Road, Palo Alto | (408) 337-0332 | pacificpreciousmetals.com
 Mon-Fri 10 a.m. - 5:30 p.m. | Sat 11 a.m. - 4 p.m. | **NO APPOINTMENT NEEDED**



NOTICE TO BIDDERS / INVITATION TO BID

Notice is hereby given that the governing board ("Board") of the **Mountain View Whisman School District** ("District") will receive sealed bids to construct the following project:

Vagas Elementary School New Roll-Up Door Project ("Project" or "Contract")

Contractors must submit sealed bids on or before 2:00 p.m. February 21, 2023, at the District Office, located at 1400 Montecito Avenue, Mountain View, California 94043, at or after which time the District will open the bids and publicly read them aloud. Any claim by a Bidder of error in its bid must be made in compliance with Public Contract Code § 5100, et seq. Any bid that is submitted after this time shall be non-responsive and returned to the Bidder. The District is not responsible for Bids that are received after the deadline noted above.

The Project consists of: **New roll-up door, removal of existing storefront door. Patch and repair existing building finishes.**

All bids shall be on the form provided by the District. Each bid must conform and be responsive to all pertinent Contract Documents, including, but not limited to, the Instructions to Bidders.

To bid on this Project, the Bidder is required to possess one or more of the following State of California Contractor Licenses:
 A - General Engineering Contractor
 B - General Building Contractor

The Bidder's license(s) must be active and in good standing at the time of the bid opening and must remain so throughout the term of the Contract.

As security for its Bid, each Bidder shall provide with its Bid form:
 • a bid bond issued by an admitted surety insurer on the form provided by the District,
 • cash, or
 • a cashier's check or a certified check, drawn to the order of the **Mountain View Whisman School District**.

In the amount of ten percent (10%) of the total bid price. This bid security shall be a guarantee that the Bidder shall, within seven (7) calendar days after the date of the Notice of Award, enter into a contract with the District for the performance of the services as stipulated in the bid.

The successful Bidder shall be required to furnish a 100% Performance Bond and a 100% Payment Bond if it is awarded the contract for the Project.

The successful Bidder may substitute securities for any monies withheld by the District to ensure performance under the Contract, in accordance with the provisions of Public Contract Code § 22800.

The successful Bidder and its subcontractors shall pay all workers on the Project not less than the general prevailing rate of per diem wages and the general prevailing rate for holiday and overtime work as determined by the Director of the Department of Industrial Relations, State of California, for the type of work performed and the locality in which the work is to be performed within the boundaries of the District, pursuant to Labor Code § 1770 et seq. Prevailing wage rates are on file with the District and are available to any interested party on request or at www.dir.ca.gov/oprt/statistics_and_databases.html. Bidders and Bidders' subcontractors shall comply with the registration and qualification requirements pursuant to Labor Code §§ 1725.5 & 1771.1.

A Mandatory pre bid conference and site visit will be held on **January 26, 2023**, at 3:00 p.m., 220 N. Whisman Road, Mountain View, California. All participants are required to sign in at the Administration Building. The Site Visit is expected to take approximately thirty (30) minutes. Failure to attend or tardiness will render bid ineligible.

Contract Documents are available on January 18, 2023, for review by contacting Brenda Parole-Greystone West brenda@graystonewest.com for an electronic set or plans.

The District's Board reserves the right to reject any and all bids and/or waive any irregularity in any bid received. If the District awards the Contract, the security of unsuccessful Bidder(s) shall be returned within sixty (60) days from the time the award is made. Unless otherwise required by law, no Bidder may withdraw its bid for ninety (90) days after the date of the bid opening.

The District shall award the Contract, if it awards it at all, to the lowest responsive responsible Bidder based on: The base bid amount only.

Mountain View Whisman School District
 By: Rebecca Westover, Chief Business Officer

Publication Dates: (1) January 18, 2023 (2) January 25, 2023

NEWS

Some schools go fresh for lunches

As the fine-dining chef at a suburban high school gave samples of his newest recipes, junior Anahi Nava Flores critiqued a baguette sandwich with Toscano salami, organic Monterey Jack, arugula and a scratch-made basil spread: "This pesto aioli is good!"

These are not words typically uttered in school cafeterias.

New trend for lucky few

The food served at the school system outside San Francisco, Mount Diablo Unified, reflects a trend away from mass-produced, reheated meals. Its lunch menus are filled with California-grown fruits and vegetables, grass-fed meats and recipes that defy the stereotype of inedible school food.

Among American schoolchildren, these students are in the lucky minority. Making fresh meals requires significant investment and, in many areas, an overhaul of how school kitchens have operated for decades. Inflation and supply chain disruptions have only made it harder on school nutrition directors, widening gaps in access to affordable, high-quality food.

What's more, federal money to boost lunch budgets has declined. Increases in money from California's state government have made it possible for Mount Diablo to buy fresher local ingredients and hire the chef, Josh Gjersand, a veteran of Michelin-starred restaurants.

In a national survey of 1,230 school nutrition directors, nearly all said the rising costs of food and supplies were their top challenges this year.

SUDOKU


Easy			Difficult		
5 2 6 1 8 4 3 7 9	1 6 3 4 2 8 7 5 9	8 7 9 8 5 3 4 1 2	4 2 9 8 7 5 8 3 1	8 7 5 1 9 3 2 4 6	5 9 7 2 3 4 1 6 3
8 9 4 7 3 2 5 8 1	6 4 2 3 1 5 7 8	2 3 1 5 6 8 9 4 7	5 4 2 3 1 5 7 8	7 5 8 9 4 1 2 3 8	3 8 1 7 5 6 9 2 4
7 5 8 9 4 1 2 3 8	9 5 6 8 4 2 3 1 7	9 6 7 3 1 5 8 2 4	7 3 8 5 6 1 4 9 2	6 7 3 1 5 8 9 4 2	1 8 5 4 2 6 7 9 3
1 8 5 4 2 6 7 9 3	2 1 4 9 3 7 6 8 5				

Puzzles on page 25

PLEASE SUPPORT LOCAL BUSINESS
(OR IT WILL DISAPPEAR)
Put a star in a helpful star on your map.

CopyFactory

IN STORE & OFFICE COLORED-BAND BANNERS POSTERS
 3929 El Camino Real - Palo Alto
 650-856-2020 - copyfactory.com



NOTICE OF PUBLIC REVIEW, COMMENT PERIOD, AND PUBLIC HEARING FOR THE FISCAL YEAR (FY) 2023-24 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ANNUAL ACTION PLAN

The Annual Action Plan (AAP) identifies the City's housing and community development needs and provides a one-year action plan to demonstrate how the City will invest its CDBG grants in order to address those needs.

This notice provides a schedule of public hearings and opportunities for public comment on these items. Comments may be provided by phone or email via the contact information listed below for both English speakers and those with limited English proficiency.

Electronic copy of the draft Annual Action Plan will be available on the City's CDBG webpage 30 days prior to the City Council meeting, tentatively scheduled for April 17, 2023 (www.cityofpaloalto.org/cdbg).

PUBLIC HEARINGS

The City of Palo Alto will hold two public hearings regarding the 2023-2024 Annual Action Plan:

1. Palo Alto Human Relations Commission (HRC) will hold the first public hearing to receive comments and recommend to the City Council the funding allocations for the draft FY 2023-24 AAP on Thursday February 9, 2023, at 6:00 p.m. To review the associated staff report and get up-to-date meeting details, please visit www.cityofpaloalto.org/City-Hall/Boards-Commissions/Human-Relations-Commission.
2. Palo Alto City Council will hold the second Public Hearing tentatively scheduled on Monday April 17, 2023, at 6:00 p.m. During this meeting the City Council will receive public comments and vote on the adoption of the FY2023-24 Annual Action Plan. A 30-day public review and comment period of the draft AAP will begin on March 18, 2023 and end on April 16, 2023. To review the associated staff report and get up-to-date meeting details, please visit: www.cityofpaloalto.org/City-Hall/City-Council/Council-Agendas-Minutes

CONTACT INFORMATION

For questions and/or comments, please contact Tina Roseberry, CDBG Consultant, at 484-855-4276 or via email at tina.roseberry@mts.westnet.com. For more information regarding the CDBG program, please visit www.cityofpaloalto.org/CDBG.

Persons with disabilities who require materials in an appropriate alternative format, auxiliary aids or modifications to policies or procedures to access City meetings, programs, or services should contact the City's ADA Coordinator, City of Palo Alto, 650-328-2550 (Voice) or by emailing ada@cityofpaloalto.org. Requests for assistance or accommodations should be submitted as soon as possible, but no later than 48 hours in advance of a scheduled meeting, program, or service.

Hauling & Handyman Services For Le\$\$

- Property clean outs
- Hot tub/shed removal
- Construction debris
- Yard waste
- Furniture and E-waste Removal
- Demolition
- Landscaping
- Tree pruning
- Fences
- Labor/ditch dig
- Painting
- Irrigation
- Rototilling

Mattress Removal \$55

Save big \$\$\$!
Call me first!

FREE ESTIMATES (650) 465-4629

AVAILABLE 24/7 RESIDENTIAL & COMMERCIAL

FREE Water-Efficient & Sustainable Landscaping Classes

Classes begin soon

Webinar Lectures & In-Person Workshops

Native and Drought-Tolerant Plants
Edible Gardening • Lawn Conversion & more

BAWSCA Bay Area Water Supply & Conservation Agency

For the class schedule & registration, please visit: www.bayareaconservation.org

CITY OF PALO ALTO

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) NOTICE OF PUBLIC REVIEW PERIOD AND PUBLIC HEARING FOR FISCAL YEAR 2023-24 REVISED DRAFT ANNUAL ACTION PLAN

This is a notice of public hearing and opportunity for public comment on Palo Alto's Annual Action Plan (AAP) for Fiscal Years 2023-24. The AAP identifies the City's housing and community development needs and provides a one-year action plan to demonstrate how the City will invest its CDBG grants in order to address those needs.

A 30-day public review and comment period on the draft FY 2023-24 AAP will begin **March 28, 2023** and end on **April 27, 2023**. Electronic Copies of the draft AAP will be available for review on March 27, 2023, on the City's website: <https://www.cityofpaloalto.org/cdbg>.

Written comments may be submitted during the review period and should be sent to the City of Palo Alto, Planning and Development Services Department/CDBG, Attention: Tina Roseberry, 250 Hamilton Avenue, 5th Floor, Palo Alto, CA 94301, or sent via email. For additional questions or comments, please contact Tina Roseberry, CDBG Consultant, at (662) 753-2655 or via email at tina.roseberry@mbakerint.com.

The City Council will hold a hybrid (in-person and virtual) Public Hearing on **Monday, May 1, 2023 at 5:00 p.m.** to hear public comment on the FY 2023-24 Annual Action Plan and the associated FY 2023-24 CDBG allocations. To get meeting details and additional information, please visit: <https://www.cityofpaloalto.org/Departments/City-Clerk/Council-Agendas-and-Minutes>.

Computer Help on the Way!

We can provide support for your Windows or Mac

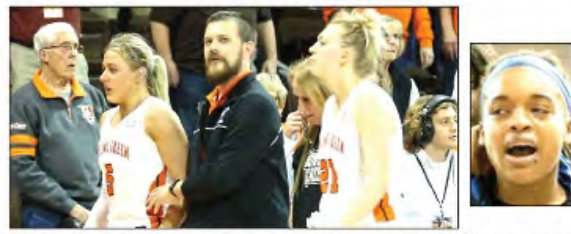
Microsoft CERTIFIED Partner

Apple Authorized Business Agent

Linux

(650) 325-3335 **network resource INC.**
networkresource.com

CELEBRITY FILE



Bowling Green Falcons guard Elissa Brett (left) is assisted off of the court after she was hit in the face by Memphis Tigers guard Jamirah Shutes, photo right, during the postgame handshake.

Opponent hits player

Bowling Green State University basketball player Elissa Brett was struck by University of Memphis player Jamirah Shutes while the two walked through the traditional post-game handshake line following Bowling Green's 73-60 win in the Women's National Invitation (WNIT) postseason tournament.

Video of the incident shows Thursday's confrontation, with Shutes reaching out towards Brett, and Brett immediately falling to the ground. Shutes was quickly ushered away by a Memphis team member. The episode occurred on the Falcons' home court in Bowling Green, Ohio.

On Friday, Bowling Green police said they charged a member of the team with assault, saying Brett was hit with a closed fist.

She also suffered "swelling in their right eye due to this strike."

A police report continues, "Through the use of video, witness statements, and interviews, it was determined that the identified Memphis basketball player did strike the BGSU basketball player. After review of this evidence, the identified Memphis player was charged with assault."

Shutes, a fifth year senior, is 13th all time in career points in program history. This would have been her final college basketball game.

SUDOKU

Easy									Difficult								
6	1	2	7	8	3	6	4	9	6	7	9	3	5	4	8	2	1
7	4	6	9	2	5	1	3	8	1	3	2	9	8	7	5	6	4
9	8	3	6	4	1	2	5	7	5	4	8	2	6	1	3	9	7
6	3	4	5	7	8	9	1	2	9	8	7	8	1	3	2	4	5
1	7	9	2	6	4	3	8	5	3	2	4	6	7	5	1	8	9
2	5	8	1	3	9	7	6	4	8	5	1	4	2	9	7	3	6
4	2	1	3	5	7	8	9	6	7	9	6	1	3	4	5	2	8
8	9	7	4	1	6	5	2	3	4	1	3	5	9	6	7	8	2
3	6	5	8	9	2	4	7	1	2	8	6	7	4	6	9	1	3

Puzzles on page 21.

PLEASE SUPPORT LOCAL BUSINESS
(OR IT WILL DISAPPEAR)
Professional & Personal Print & More

CopyFactory
DIGITAL & OFFSET COLOR COPY-PRINT-POSTER
3929 El Camino Real • Palo Alto
650-856-2020 • copyfactory.com

BEDFORD AUTO BODY
Your One-Stop Auto Body and Painting Service
Since 1981 www.BedfordAutoBody.com

CELEBRATING 40 YEARS!
Where Quality Work Is Done Right The First Time™

10% OFF
with this ad. Expires 03/31/23

Full Collision • Complete Auto Painting • Free Estimates

☎ 650.961.4100 Open: Mon-Fri 8 a.m. - 5 p.m. • 2145 Old Middlefield Way, Mountain View

NOW HIRING
2022 - 2023
SCHOOL CROSSING GUARDS

IMMEDIATE OPENINGS!
Palo Alto, Menlo Park, Los Altos & cities throughout the Peninsula.

WORK SCHOOL DAYS ONLY!
No nights, weekends, or holidays
Contact Ariel with
ALL CITY MANAGEMENT SERVICES
(669) 278-6575

Or Apply Online at: acmssafety.com/careers

ACMS

Grantee SF-424's and Certification(s)

DocuSign Envelope ID: 8439CC46-93D5-4E7B-A4F9-3815D6EB4F07

OMB Number: 4040-0004
Expiration Date: 11/30/2025

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: <input type="text" value="05/14/2023"/>	4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text" value="B-23-MC-06-0020"/>	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
B. APPLICANT INFORMATION:		
* a. Legal Name: <input type="text" value="City of Palo Alto"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="94-6000389"/>	* c. UEI: <input type="text" value="M12RG61RG5V7"/>	
d. Address:		
* Street1: <input type="text" value="250 Hamilton Avenue"/>	<input type="text"/>	
Street2: <input type="text"/>	<input type="text"/>	
* City: <input type="text" value="Palo Alto"/>	<input type="text"/>	
County/Parish: <input type="text"/>	<input type="text"/>	
* State: <input type="text" value="CA: California"/>	<input type="text"/>	
Province: <input type="text"/>	<input type="text"/>	
* Country: <input type="text" value="USA: UNITED STATES"/>	<input type="text"/>	
* Zip / Postal Code: <input type="text" value="94301-2531"/>	<input type="text"/>	
e. Organizational Unit:		
Department Name: <input type="text" value="Planning & Development Service"/>	Division Name: <input type="text" value="Long Range Planning"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <input type="text" value="Ms."/>	* First Name: <input type="text" value="Clare"/>	<input type="text"/>
Middle Name: <input type="text"/>	<input type="text"/>	
* Last Name: <input type="text" value="Campbell"/>	<input type="text"/>	
Suffix: <input type="text"/>	<input type="text"/>	
Title: <input type="text" value="Manager of Long Range Planning"/>		
Organizational Affiliation: <input type="text"/>		
* Telephone Number: <input type="text" value="650-617-3191"/>	Fax Number: <input type="text"/>	
* Email: <input type="text" value="clare.campbell@cityofpaloalto.org"/>		

Application for Federal Assistance SF-424	
* 9. Type of Applicant 1: Select Applicant Type: <input type="text" value="C: City or Township Government"/>	
Type of Applicant 2: Select Applicant Type: <input type="text"/>	
Type of Applicant 3: Select Applicant Type: <input type="text"/>	
* Other (specify): <input type="text"/>	
* 10. Name of Federal Agency: <input type="text" value="U.S. Department of Housing and Urban Development"/>	
11. Catalog of Federal Domestic Assistance Number: <input type="text" value="14.210"/>	
CFDA Title: <input type="text" value="Community Development Block Grant"/>	
* 12. Funding Opportunity Number: <input type="text" value="B-23-MC-06-0020"/>	
* Title: <input type="text" value="Community Development Block Grant"/>	
13. Competition Identification Number: <input type="text"/>	
Title: <input type="text"/>	
14. Areas Affected by Project (Cities, Counties, States, etc.): <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
* 15. Descriptive Title of Applicant's Project: <input type="text" value="The City of Palo Alto Community Development Block Grant (CDBG) Program Year for 2023 - 2024"/>	
Attach supporting documents as specified in agency instructions. <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/>	

Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
* a. Applicant	CA-016
* b. Program/Project	CA-016
Attach an additional list of Program/Project Congressional Districts if needed.	
<input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
17. Proposed Project:	
* a. Start Date:	07/01/2023
* b. End Date:	06/30/2024
18. Estimated Funding (\$):	
* a. Federal	514,242.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	300,000.00
* f. Program Income	100,000.00
* g. TOTAL	914,242.00
* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="text"/> .	
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
<input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.	
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If "Yes", provide explanation and attach	
<input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)	
<input checked="" type="checkbox"/> ** I AGREE	
<small>** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.</small>	
Authorized Representative:	
Prefix:	Mr.
* First Name:	Ed
Middle Name:	
* Last Name:	Shikada
Suffix:	
* Title:	City Manager
* Telephone Number:	City Manager
Fax Number:	
* Email:	ed.shikada@cityofpaloalto.org
* Signature of Authorized Representative:	<div style="border: 1px solid black; padding: 5px;"> DocuSigned by:  Ed Shikada </div>
* Date Signed:	6/24/2023

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2025

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:


1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R., 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

Previous Edition Usable

Authorized for Local Reproduction

Standard Form 424D (Rev. 7-97)
Prescribed by OMB Circular A-102

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	City Manager
APPLICANT ORGANIZATION	DATE SUBMITTED
City of Palo Alto	5/24/2023

SF-424D (Rev. 7-97) Back

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.

DocuSigned by: <i>Ed Shikada</i>	5/24/2023
_____ Signature of Authorized Official	_____ Date

City Manager
Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2023 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

Compliance with Laws -- It will comply with applicable laws.

<small>DocuSigned by:</small> <u>Ed Shibada</u> Signature of Authorized Official	<u>5/24/2023</u> Date
--	--------------------------

City Manager
Title

OPTIONAL Community Development Block Grant Certification

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

DocuSigned by: <i>Ed Skibada</i> _____ Signature of Authorized Official	5/24/2023 _____ Date
City Manager _____ Title	

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.