



CITY OF EAST PALO ALTO
Community Development Department— Planning Division
1960 Tate Street • East Palo Alto, CA 94303
Tel: (650) 853-3185 • Fax: (650) 853-3179

Date: February 25, 2010
(*March 2, 2010 City Council Meeting*)

To: Honorable Mayor and Members of the City Council

From: Brent A. Butler, AICP, CFM, Planning Manager

Via: Alvin D. James, City Manager

Subject: Catalyst Projects for Sustainable Strategies Pilot Program

Recommendation

That the City Council:

1. Adopt a Resolution for Catalyst Projects for California Sustainable Communities; and
2. If awarded, direct the City Manager to enter into a contract with California Department of Housing and Community Development for the purpose of accepting the grant funds; and
3. Direct the City Manager to execute and deliver documents, including a Memorandum of Understanding (MOU) and any and all other required or deemed necessary or appropriate after receiving City Council approval.

Background

An award means that the City of East Palo Alto is selected as one of six (6) California communities (a City, County, or City and County can apply) to receive funding under the Catalyst Projects for Sustainable Strategies Pilot Program (“Catalyst Project”). Selected applicants become eligible for assistance, including: 1) access to specified State funding resources and ***priority or bonus points*** for specified State funds; 2) targeted Technical Assistance from teams of State agencies; and 3) other assistance as appropriate.

Consistency

The Planning Division identifies that the Catalyst Project designation may enable the City to implement the 1999 General Plan, obtain capital funding to implement the Capital Improvement Plan, and achieve bonus points on grant applications to update the General Plan totaling \$550,000. Specific implementation of the Plan is identified in Table 1. Long Range Planning (Advanced Planning) tasks which cannot be completed with available staff resources are identified in Table 2, and funding for CIP projects, which might be accessed through this grant is outlined in Table 3.

General Plan Implementation:

The goals, policies and actions in the General Plan are implemented in an interdisciplinary fashion which requires each department to share some of the implementation burden. For example, the City of East Palo Alto retained EDAW (now known as AECOM) to draft a new Housing Element. The list of goals and polices are implemented by 70 actions shared among the City’s various departments. A copy of a sample Gantt chart is attached for the purpose of illustrating the shared burden. While no such chart exists for the Circulation and Economic Development Elements, these responsibilities are also shared. For this reason, the Planning Division initiated the process of applying for grant funds with the expectation that multiple departments may benefit.

TABLE 1: General Plan Implementation Areas	
Element	Issue, Goal, Policy and/or Action
<i>Economic Development Element</i>	Issue 4.0; Policy 4.2; Goal 9.0; Policy 9.1
<i>Circulation Element</i>	Goal 2; Policy 2.1; Policy 2.2, Policy 3.3

2012 General Plan Update:

This grant, if awarded, may assist the City in reducing General Fund expenditures. For example, the bonus points generated by this grant improve the City’s chance for \$550,000 in funding related to an update of the General Plan. Specifically, the City’s application to update the Land Use and Circulation Elements through the Community Based Transportation and Environmental Justice grants are advanced.¹ Points improve the City’s scoring to advance the ‘healthy communities initiative’.

TABLE 2: General Plan Update		
Element or Strategic Planning Area	Funding Sought	Issue, Goal, Policy and/or Action
<i>Land Use Element (with Climate Change section in accordance with SB375) – project funding</i>	\$300,000 (10% match required by City)	Bonus points for the Community-Based Transportation Planning Grant
<i>Circulation Element (with health section in accordance with City Council strategic planning retreat December 9, 2009, and San Mateo Public Health and American Planning Association recommendations)</i>	\$175,000 (10% match required by City)	Bonus points for the Environmental Justice Grant
<i>City Council’s Three Year Goal to ‘Create a Healthy Community’</i>	\$75,000 (10% match required by City)	Drafting of the City’s first Non-Motorized Transportation and Pedestrian Plan (“NMTPP”); bonus points for the Environmental Justice Grant

¹ City Council accepted and filed draft resolutions on January 5, and approved final resolutions on January 19, 2010
 Housing and Community Development Grant
 March 2, 2010
 Page -2-

Additional General Plan and State of California Objectives

- Preserve existing housing subject to the provisions of the City’s Rent Stabilization and Just Cause Eviction Ordinance, and
- Enhance non-motorized connections and intermodal improvements that may reduce greenhouse gas emissions, and
- Incentivize development of the City’s first Leadership in Energy and Environmental Design (LEED) gold rated building in accordance with SB375.

Capital Improvement Plan

The City’s adopted Capital Improvement Plan (“CIP”), which is reviewed for consistency with the General Plan by the Planning Commission, is a living document in that new information including ‘best practices’ about health, the environment and safety are incorporated as science evolves. The intent of this grant is to integrate science, i.e.: employ ‘knowledge management’² in the CIP. For this reason, the grant would enable these listed CIP projects to move forward in a way that integrates science with local planning, and community participation.

TABLE 3: Capital Improvement Plan		
Improvement Projects Advanced	Description	Issue, Goal, Policy and/or Action
ST-01	Citywide Traffic/Transportation Master Plan	Healthy Communities
ST-02	Street Resurfacing Program	Healthy Communities
ST-03	Street Reconstruction Program	
ST-04	Sidewalk Repair Program/ADA Ramp Construction	Healthy Communities
ST-05	New Sidewalk, Curb & Gutter Installation Program	Healthy Communities
ST-06	Traffic Management/Speed Bump Installation Program	Healthy Communities
ST-08	University Bridge Overcrossing	Healthy Communities
ST-12	Safe Routes to School Improvement Project	Healthy Communities

ATTACHMENT 1 – Gantt Chart
ATTACHMENT 2 - Resolution

² Knowledge Management (**KM**) comprises a range of strategies and practices used in an organization to identify, create, represent, distribute, and enable adoption of insights and experiences.

ATTACHMENT 1

GANTT CHART ILLUSTRATING DIVISION OF RESPONSIBILITIES TO IMPLEMENT AN ELEMENT

ATTACHMENT 2

Resolution

Catalyst Projects for California Sustainable Strategies Pilot Program

LOCAL RESOLUTION REQUIREMENT

This is submitted in accordance with the grant request for proposals which specifically states, “A draft resolution may be submitted with the application if the governing board meeting schedule prohibits submission by the application deadline. Prior to any recommendation of funding, however, an adopted resolution is required.”

RESOLUTION Number

CITY COUNCIL, CITY OF EAST PALO ALTO, STATE OF CALIFORNIA

* * * * *

RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH THE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR THE CATALYST PROJECTS FOR CALIFORNIA SUSTAINABLE STRATEGIES PILOT PROGRAM

(---)

RESOLVED, by the City Council of the City of East Palo Alto (City), State of California, that

WHEREAS, the City Council held a Strategic Planning Retreat on December 10, 2009 and reviewed the Mission Statement, Core Values and Three-Year Goals, as amended during the retreat; and

WHEREAS, the City Council affirmed the importance of creating a healthy community by recognizing new trends that may have a positive impact on the City in the coming year, specifically noting the benefit of foundation focus on healthy communities, the new State green building code, public/private partnerships, and the opening of a new supermarket; and

WHEREAS, the City Council promotes sustainable development, which is generally defined by the State of California, as development that protects natural resources, and systems such that current and future generations shall enjoy equal access to, and equal availability of, such resources; and

WHEREAS, the City has encouraged new green building by authorizing an extension of the entitlements for the first Leadership in Energy and Environmental Design (LEED) project in the Gateway 101 Redevelopment Project Area, which may act as a catalyst for further sustainable economic growth and development; and

WHEREAS, the Department of Housing and Community Development has determined that the City needs 630 units to accommodate its Regional Housing Needs; and

WHEREAS, the need for affordable housing in the City is acute, as rental and owner-occupied housing in the City has become steadily more expensive. The residents of the City wish to retain a balanced community with housing and jobs available to lower income local

households; and

WHEREAS, the City of East Palo Alto recognizes the need to improve mobility for pedestrians and bicyclists passing over State Highway 101 to enable access to jobs in the Gateway 101 Redevelopment Project Area; and

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED AS FOLLOWS:

The City Council authorizes that:

1. After approval of the award by Council, the City of East Palo Alto may enter into a contract for Catalyst Projects for California Sustainable Strategies Pilot Program with the Department of Housing and Community Development (“HCD”), and
2. The City of East Palo Alto shall be subject to the terms and conditions as specified in the Request for Proposal (“RFP”) and the Memorandum of Understanding (“MOU”) between the City of East Palo Alto and HCD. Any and all projects designated, information provided, and timelines represented in the Application are enforceable through the MOU in accordance with the RFP and the Application Package.
3. That the City Manager, Acting City Manager or Interim City Manager is authorized to execute in the name of the City of East Palo Alto the Application Package and the Catalyst Program Documents as required by HCD for participation in the Catalyst Projects for California Sustainable Strategies Pilot Program.

David E. Woods, Mayor

ATTEST:

Alvin D. James, City Clerk

APPROVED AS TO FORM:

Vincent C. Ewing, City Attorney

DEPARTMENTAL AND DIVISION RESPONSIBILITIES GANTT CHART RELATED TO THE DECEMBER 2009 HOUSING ELEMENT

	2010	2011	2012	2013	2014	2015	Duration	City Divisions	Partners	Staff Resources	State Required	PC Requested
Goal 1.0												
Policy 1.1												
Action 1.1							ongoing	H/RDA/P		staff time		
Action 1.2							ongoing	H/P	HEART/County	staff time		Y
Action 1.3							ongoing	H/RDA/P		Low/mod set aside funds/staff time/contracted legal assistance		
Action 1..4	▼	▼	▼	▼	▼	▼	annually	H/P		staff time		
Action 1.5							12/15/2010	P		staff time		
Action 1.6							ongoing	H				
Action 1.7												
Action 1.8	▼	▼	▼	▼	▼	▼	annually	H		staff time		
Policy 1.2												
Action 1.9							ongoing	P/H		staff time		
Action 1.10							ongoing	P		staff time		
Action 1.11							12/15/2010	P		staff time		
Goal 2.0												
Policy 2.1												
Action 2.1							12/15/2010	RDA/P	MTC	staff time		
Policy 2.2												
Action 2.2							12/15/2010	P/RDA		Housing set aside funds		
Action 2.3							2012	R/RDA		staff time		
Goal 3.0												
Policy 3.1												
Action 3.1	▼	▼	▼	▼	▼	▼	annually	P		staff time		
Action 3.2							12/15/2010	P/RDA		staff time	Y-RHNA Numbers	
Action 3.3							12/15/2010	P/RDA		staff time	Y-RHNA Numbers	
Action 3.4							12/15/2010	P/RDA		staff time		
Goal 4.0												
Policy 4.1												
Action 4.1							ongoing	P/RDA		staff time		
Policy 4.2												
Action 4.2							ongoing	H		staff time		
Policy 4.3												
Action 4.3							ongoing	H		Low/mod set aside funds		
Action 4.4							ongoing	P/RDA/H		staff time		
Action 4.5							Oct. 2009	P		staff time		
Action 4.6							2012	H		staff time/housing set aside funds/CDBG technical assistance grants		
Policy 4.4												
Action 4.7	▼	▼	▼	▼	▼	▼	Annually	H/P		staff time		
Policy 4.5												
Action 4.8							12/15/2010	P		staff time		
Action 4.9							2010-2011	P		staff time		
Action 4.10							2011-2012	P/H		staff time/housing set aside funds		
Goal 5.0												
Policy 5.1												
Action 5.1							2014	H		Shelter Plus Care and predevelopment resources		
Action 5.2							2010	P/H		staff time		
Action 5.3							2010	P/H		general fund		
Action 5.4							2014	P/H		Housing set aside funds/MHP/LIHTC/CDBG		
Action 5.5							2012	B/PD/P/CAO		staff time		
Policy 5.2							2010	P/B		staff time		
Action 5.6												
Action 5.7							12/15/2010	P		staff time		
Action 5.8							ongoing	P/H		Emergency Shelter Grant/supportive housing program		
Action 5.9							12/15/2010	P/RDA				
Goal 6.0												
Policy 6.1												
Action 6.1							2010	H				

	2009	2010	2011	2012	2013	2014	Duration	City Divisions	Partners	Staff Resources	State Required	PC Requested
Action 6.2							Every two years	H		staff time		
Action 6.3							ongoing	H	Mid Peninsula Housing/Community Legal Services/P	staff time		
Policy 6.2												
Action 6.4							2012	H		Staff time/housing set aside funds/HOME funds/Recovery Act Funds		
Policy 6.3												
Action 6.5							ongoing	H				
Action 6.6							ongoing	H		staff time		
Policy 6.4												
Action 6.7							ongoing	P/H		staff time		
Action 6.8							ongoing	H		staff time		
Action 6.9							ongoing	PW/P		staff time		
Goal 7.0												
Policy 7.1												
Action 7.1							ongoing	H	MCC allocation/tax exempt bond financing/HOME f	staff time		
Action 7.2	▼	▼	▼	▼	▼	▼	annually	H		staff time		
Policy 7.2												
Action 7.3							2011	H		staff time		
Goal 8.0												
Policy 8.1												
Action 8.1							2010	P/H/CAO		staff time		
Action 8.2							2010	H/B		staff time/CDBG Technical Assistance Grant		
Action 8.3							12/15/2010	P		staff time		
Action 8.4							12/15/2010	H		staff time		
Goal 9.0												
Policy 9.1												
Action 9.1							ongoing	B		staff time		
Policy 9.2												
Action 9.2	▼	▼	▼	▼	▼	▼	annually	H	County Housing	staff time		
Action 9.3							Dec 2010/annually	H		staff time		
Policy 9.3												
Action 9.4							12/15/2010	H	County Housing/HUD Energy Efficiency	staff time		
Policy 9.4												
Action 9.5							2010	H		staff time		
Action 9.6							2010	H/CAO		staff time		
Policy 9.5												
Action 9.7							ongoing					
Goal 10.0												
Policy 10.1												
Action 10.1							ongoing	H	Mid Peninsula Housing/Community Legal Services/P	staff time		
Action 10.2							ongoing	H	EPA Can Do, Mid Peninsula Housing/Project Sentinel	staff time		
Action 10.3							ongoing	H	Mid Peninsula Housing/Community Legal Services/P	staff time		
Goal 11.0												
Policy 11.1												
Action 11.1	▼	▼	▼	▼	▼	▼	annually	H/P				
Action 11.2	◇	◇	◇	◇	◇	◇	semi annual	H/P		staff time		
Action 11.3	▼	▼	▼	▼	▼	▼	annually	H		staff time		
Action 11.4	◇	◇	◇	◇	◇	◇	semi annual	H		staff time		
Goal 12.0												
Policy 12.1												
Action 12.1							ongoing	B				
Action 12.2							ongoing	H	PG&E/HUD Energy Efficiency Grants/Green Retrofits	staff time		

Legend

- City Divisions
- H=Housing
- P=Planning
- RDA=Redevelopment
- ▼=annual work required
- ◇=semi annual
- B=Building
- CAo=City Attorney
- PD=Police Department
- ongoing