

NOFA APPLICATION

OPTION I

**CITY OF MOUNTAIN VIEW
FEBRUARY 5, 2014 NOFA APPLICATION**

PROJECT APPLICANT

1. **Project Applicant:** Palo Alto Housing (PAH)

Applicant Name (Organization/Agency): PAH

Principal (with Power of Attorney): Candice Gonzalez

Primary Contact Person: Danny Ross

Address: 725 Alma Street
Palo Alto, CA 94301

Phone No.: (650) 321-9709

Fax No.: 650-321-4341

E-Mail: dross@pah.community

Federal Tax ID No.: 91-2198760

What is the role of the Applicant in the project? *(check all that apply)*

- ✓ Ownership Entity
- ✓ Managing Partner or Managing Member
- ✓ Sponsoring Organization
- ✓ Developer
- Other (describe):

2. **Legal Status of Applicant:**

- General Partnership Limited Partnership Corporation
 Joint Venture¹ Nonprofit Organization
- Other (specify):

3. **Status of Organization:**

- ✓ Currently Exists
To be formed, estimated date:

¹ If the Applicant is a Joint Venture, a Joint Venture Agreement is required, clearly describing the roles and responsibilities of each partner, who is the lead partner or if the responsibilities are approximately equally split between the partners.

4. **Name(s) of individual(s) who will be General Partner(s) or Principal Owner(s):**

Upon award of tax credit reservation, a limited partnership will be formed to serve as the ownership entity of the project. PAH or one of its affiliates will serve as the managing general partner of the tax credit limited partnership. A tax credit investor, who will be identified at a later date, will serve as the limited partner.

PROJECT DESCRIPTION

5. **Project Name:** 950 WECR

Project Address: 950 W. El Camino Real

Assessor's Parcel No.: 158-07-019

Census Tract: 5096

6. **Project Type** (*check all that apply*):

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Rental | <input type="checkbox"/> Ownership | |
| <input type="checkbox"/> Family | <input checked="" type="checkbox"/> Special Needs | <input checked="" type="checkbox"/> SRO/Studio Apartments |
| <input type="checkbox"/> Senior | <input type="checkbox"/> Other (describe): | |

7. **Project Activity** (*check all that apply*):

- Acquisition
- Rehabilitation
- Redevelopment
- New Construction
- Expiring Tax Credit Property
- Mixed Income
- Mixed Use
- Other (please specify):

8. **Project Description:**

No. Units: 71	Commercial/Office Uses (specify): N/A
No. Res. Bldgs.: 1	Commercial Floor Area: N/A
No. Stories: 5	Office Floor Area: N/A
Land Area: 26,531	Elevators: 1
Residential Floor Area: 48,106	Other Uses (specify): N/A
Community Room(s)	
Floor Areas: 2,427 (excluding lobby)	

9. **Parking:**

Total Parking Spaces: 28 car, 6 motorcycle
Parking Type: Surface lot
Residential Spaces and Ratio: 28 spaces, 0.39/unit
Guest Spaces: TBD in Parking Study
Commercial Spaces and Ratio: N/A
Office Spaces and Ratio: N/A

10. **Number of Housing Units by Income Category:**

Category	Number of Units	Percentage of Units
0% to 30% AMI (Extremely Low-Income)	20	28%
31% to 50% AMI (Very Low-Income)	-	0%
51% to 80% AMI (Low-Income)	50	71%
Unrestricted	1	1%

11. **Unit Amenities (air conditioning, laundry in unit, balconies, etc.):**

The units will feature kitchens with a sink and garbage disposal, refrigerator, oven/range combinations, full bath with shower, heating and air conditioning, window blinds and pre-wiring for telephone and cable television.

12. **Number of Unit Types:**

Studio	<u>68</u>
1 Bedroom	<u>2</u>
2 Bedroom	<u>1</u>
3 Bedroom	<u>0</u>

PROJECT NARRATIVE

13. **Project Description:**

Provide a brief narrative summary of the proposed project. Please include location, project type (new versus rehab), target population and any unique project characteristics.

The project site is located at 950 W. El Camino Real in Mountain View, CA. The proposed project includes construction of a new, 71-unit apartment building that will provide affordable housing for low income households and people with special needs. Our current proposal includes sixty eight (68) studios, two (2) 1-bedroom, and one (1) 2-bedroom unit which will be reserved for the on-site manager. The existing fast food restaurant will be demolished. The new units will provide housing for households earning up to 30-60% of the Area Median Income (AMI), including units set-aside for permanent supportive housing.

14. **Project Design:**

Provide a description of the project's architectural and site plan concepts and how these concepts address the opportunities and limitations of the site and location.

As designed by Van Meter Williams Pollack the building the new building would be five stories with a step-back on the top level. A distinctive entry with a pocket plaza will provide relief in the building's massing. The widened sidewalk and recessed ground floor frontage will augment the pedestrian experience. The surface parking lot at the rear of the site will be completely blocked from view by the building, as you pass by on El Camino, as well as landscaping and fencing.

15. **Green Building Features:**

Describe the green building features that will be incorporated into the project.

The project will be designed targeting LEED Gold certification. Energy production will be maximized on-site through raised photo-voltaic panels and canopies. Green building design will be incorporated to enable long term sustainability and health of the building and its residents. Other green features of the building will include high efficiency HVAC equipment and envelope design including high performance windows, low-flow plumbing fixtures, electric vehicle spaces, solar thermal heating, and 1:1 bicycle parking.

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Describe any on-site amenities, including any project characteristics that address the special needs of the population you intend to serve.

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17. **Neighborhood/Off-Site Amenities:**

Describe the property location, neighborhood, transportation options, local services and amenities within 1/4-mile and 1/2-mile of the site.

Located on El Camino between Castro Street and Oak Street, the property is well served by the El Camino & Castro transit stop, served by VTA 22, 52, and 522. The site is less than 1/2-mile from the Castro Street Downtown shopping district and only 1/4-mile to Kaiser Permanente Mountain View, with plenty of local services, shops, and restaurants along the way. Both Eagle Park and McKelvey Ball Park are within 1/4-mile of the site. +

18. **Potential Development Obstacles:**

Are there any known issues or circumstances that may delay or create challenges for the project? If yes, list issues below, including an outline of steps that will be taken and the time frame needed to resolve these issues.

We do not anticipate any major issues that will delay the project's development.

SITE INFORMATION

19. **Site Control:**

- a. Site control at the time of application is required. What is the level of site control currently held by the applicant?

Subject property under PAH control, close of escrow (COE):10/23/17.

- b. Will site acquisition be a purchase or long-term lease?

The site has been acquired by PAH through a loan with Housing Trust Silicon Valley (HTSV), COE 10/23/17.

- c. What is the purchase price of the land? (For proposed leaseholds, indicate the amount of the annual lease payment and the basis for determining that amount).

\$8,088,000.00

- d. What is the appraised value of the site? Briefly describe the type of valuation cited.

The appraised value is \$8,088,000 based on a sales comparison approach

- e. Who is the current property owner and what is their address and contact information?

Rakesh Kumar and Premila Kumar, Co-Trustees of the Kakesh Kumar and Premila Kumar Revocable Family Trust

Rakesh Kumar - (650) 868-4942

20. **Site Information:**

- a. Total square footage of site: 26,531
- b. Existing uses on the site, number of existing units, existing unit size and the approximate square footage of all structures:

Fast food restaurant (Taco Bell) approximately 2,700 square feet

- c. Planned use of on-site existing structures:

Demolish Rehabilitate

Other (describe):

- d. Provide the following information for each on-site building to be retained as part of this project:

Square Footage:

Date Built:

No. of Stories:

N/A

- e. Provide a brief description of the condition of any buildings to be rehabilitated.

N/A

- f. Describe unique site features (Heritage trees, parcel shape, etc.).

The property is a prime infill location along El Camino Real

- g. Identify problem site conditions (high noise levels, ingress/egress issues, etc.).

Minimal site constraints or issues

- h. Is the site in a floodplain? Yes No Map used: FEMA

If yes, type of floodplain (number of years): zone x; reduced risk due to levee

- i. Describe adjoining land uses:

West: Two Story Motel

East: One Story Retail Building - Currently a Church

North: Two Story Apartment Building

South: El Camino Real - Restaurant immediately adjacent

21. **Zoning:**

a. What is the current zoning of the project site? ECR Precise Plan - Catro/Miramonte

b. Is the proposed project consistent with the existing zoning status of the site?

Yes No (explain)

c. Indicate any discretionary review permits required for the project (Planned Community Permits, Design Review Permits, Rezoning, etc.).

No rezoning is required, but design review needed

d. If rezoning is required, identify the requested zoning district for the project.

N/A

22. Households and Businesses on Site

- a. If residential exists on the proposed site, how many households currently reside on the property?

N/A

- b. How many of the residential units are vacant?

N/A

- c. Have the tenants signed a lease or a month-to-month rental agreement?

Seller dba Taco Bell - lease back period of 18-months, notice to 15-months
Seller/Tenant released from lease back with 30-day notice

- d. If businesses are located on the site, provide the name, type of business and the associated square footage for each business.

Taco Bell, fast food restaurant with drive thru, approximately 2,700 square feet

23. **Community Priorities:**

- a. Explain how this project meets the objectives of the housing goals and priorities identified in this NOFA and the goals and objectives of the City's Housing Element and General Plan.

The project provides new housing units that are affordable and transit focused, meeting the goals of the housing element as well as the transportation strategies of the 2030 Comprehensive Plan. The proposed project will add 71 new units of affordable housing to the City's housing stock and serve low- and extremely low-income households. These units will provide long-term affordability as they will remain affordable for at least 55 years.

PROJECT FUNDING

24. **Project Budget:**

- | | | |
|----|-------------------------------------|-------------------------------------|
| a. | City Funds Requested: \$ 11,755,850 | Funds Per Assisted Unit: \$ 165,575 |
| b. | Total Project Cost: \$ 41,309,030 | Cost Per Assisted Unit: \$ 581,817 |

c. Other Sources of Permanent Financing (not including private bank loans):

Type of Funding	Amount
<input type="checkbox"/> 9% Low-Income Housing Tax Credits	
<input checked="" type="checkbox"/> 4% Low-Income Housing Tax Credits	12,260,623
<input type="checkbox"/> CalHFA/Conventional Lender	
<input type="checkbox"/> Tax-Exempt Multi-Family Bonds	
<input type="checkbox"/> Multi-Family Housing Program (MHP)	
<input type="checkbox"/> Affordable Housing Program (AHP)	
<input checked="" type="checkbox"/> County of Santa Clara, Office of Affordable Housing	11,755,850
<input type="checkbox"/> Housing Trust Silicon Valley	
<input type="checkbox"/> Stanford Housing Funds (administered by County of Santa Clara)	
<input type="checkbox"/> Other:	

d. How will the requested City funding be used?

The City funds will be used for pre-development, development, and construction costs.

e. Amount of developer fee and percentage of project cost:

Proposed developer fee is \$2,500,000 which is 6.05% of the total project cost.

f. Assess the chances of the project securing required funding and steps that will be taken to make the project competitive. What is the self-scored nine percent (9%) tax credit tie breaker score for the project (if applicable)?

As a 4% tax credit financing project, the project will have no trouble securing the tax credits and bond funding for the project.

DEVELOPER EXPERIENCE

Developers must have successfully completed a minimum of three affordable housing projects of similar size and complexity as the proposed project to qualify for this NOFA.

25. Provide a summary of affordable housing experience:

Years Experience: 47 Years (since 1970)

Number of Projects: 23

Number of Projects in Santa Clara County: 22

Average Size of Projects: 60 units

Number of Units Placed in Service: 692

26. Describe awards given to projects completed in the last 10 years.

Oak Court 2005 Golden Nugget Award, Tree House 2012 ABAG Growing Smart Together

27. Describe three projects completed in the last ten years that are similar to the proposed project and provide photographs of each project:

a. Project 1

Name of Project: Alma Place

Location: 753 Alma Street Palo Alto, CA 94301

Number of Units: 107

Type of Development (senior, family, etc.): Single Room Occupancy

Name of Project Manager: Kirk Wallis and Paul Broeker, Segue Construction Inc.

Number of Stories: Four

Unit Types (studio, 1-bedroom, etc.): Studios

Type of Construction: 3-level Type V-A over Type I subterranean garage

Project Amenities: Courtyard, entertainment room, deck, library, office, and laundry

Entitlement Date: July 1995

Occupancy Date: February 1998

Funding Sources: Citybank loan & investor equity and the City of Palo Alto

b. Project 2

Name of Project: Oak Court
Location: 845 Ramona Street, Palo Alto, CA 94301
Number of Units: 53
Type of Development (senior, family, etc.): Family
Name of Project Manager: Kirk Wallis and Paul Broeker, Segue Construction Inc.
Number of Stories: Four
Unit Types (studio, 1-bedroom, etc.): 1, 2, and 3 bedroom
Type of Construction: 3-level Type V-A over Type I subterranean garage
Project Amenities: Garden, community center, computer lab, laundry, playground
Entitlement Date: November 2001
Occupancy Date: April 2005
Funding Sources: CalHFA Construction Loan, HCD Multifamily Housing Program Loan, Housing Trust Fund of Santa Clara County, City of Palo Alto Loan, Borel Private Bank & Trust Loan

c. Project 3

Name of Project: Tree House
Location: 488 W Charleston Road, Palo Alto, CA 94306
Number of Units: 35
Type of Development (senior, family, etc.): SRO
Name of Project Manager: Eirk Hockaday, Segue Construction; PAH
Number of Stories: Four
Unit Types (studio, 1-bedroom, etc.): Studios and 1-bedrooms
Type of Construction: V-A
Project Amenities: Patio/roof deck, community room, laundry, and bike parking
Entitlement Date: March 2009
Occupancy Date: December 2011
Funding Sources: City of Palo Alto, Santa Clara County, Housing Trust of Santa Clara, Stanford Affordable Housing Fund

28. **Personnel:**

List the names of key members of the applicant's development team, their titles, responsibilities and their years of experience in affordable housing:

Project Staff	Name	Role in Proposed Project	Years of Hsg Dev Experience	Years with this Developer
Project Manager	Danny Ross	Day-to-Day Project Lead	10	1
Director of Real Estate Development	Rob Wilkins	Oversight of Development	10	1
Executive Director	Candice Gonzalez	President & CEO; Signatory	9	9
Chief Financial Officer	Quinsia Ma	Project budget planning	20+	15
Other				
Other				
Other				

29. **Other Team Members:**

Indicate which of the following development team members have been selected and identify them:

Developer, if Different from Applicant

Architect(s)/Engineer(s) Van Meter Williams Pollack LLP

Attorney(s) and/or Tax Professionals Gubb & Barshay

Property Management Agent PAHC Management & Services

Financial and Other Consultant(s) California Housing Partnership (CHP)

General Contractor TBD

Investor TBD

30. **List all other participants and affiliates (people, businesses and organizations) proposing to participate in the project:**

Name

Address

31. **Property Management:**

Describe how the property will be managed, including the number of staff, locations and management office hours.

The project will have a dedicated on-site property manager who will live at the property. A management office will be located on site and staffed during normal business hours and extended hours with late night coverage.

32. **If the project will be managed by an agency other than the project applicant, describe the project applicant's role in the ongoing management of the project and resolution of management issues.**

N/A

33. List the names of key property management staff, their titles, responsibilities and their years of experience in affordable housing:

Name	Title (e.g., project manager, intake staff)	Job Responsibilities	Years Experience in Affordable Housing
Georgina Mascarenhas	VP, Property Mgmt	Operational budget planning; Development team liason	20+
Evangeline Granadosin	Property Supervisor	Coordinates vendors; Supervisor of property management staff	20+
Kate young	VP, Resident Services	Coordinates and Oversees Resident Service at all PAH properties	12+

34. Explain your marketing strategy and the tenant selection process (including how local preferences will be handled) and the establishment and management of waiting lists.

We promote fair housing and comply with fair housing law and regulations through affirmative outreach and marketing efforts which are intended to reach extremely low, very low and low income households. PAH will perform outreach directly through social service organizations that serve diverse populations in the City of Mountain View and Santa Clara County, community organizations, libraries, senior and cultural centers. PAH will also do outreach through posting flyers at all properties it currently manages. PAH will advertise in local and foreign language newspapers, including the Mountain View Voice, Daily Post, El Obseraor, India Currents, Pennysaver, and Korea Central Daily. PAH bilingual staff will handle calls from prospective residents who speak Chinese, Hindi, Tagalog and Spanish. Potential tenants often call our offices and properties inquiring about projects in development prior to marketing and lease-up efforts. These callers' names and contact information will be placed on a project interest list. Letters will be sent to all parties on the interest list notifying them at the same time as which the application period is advertised in the local newspapers or through local outreach efforts. A lottery, which will include every completed application received, will determine an applicant's place on the waiting list. Immediately following the lottery, applicants will be contacted to be interviewed, determine eligibility and complete the lease-up process. Applicants that either live or work in Mountain View will receive preference on the wait list.

Applicant Certification

I certify that the information submitted in this application and all supporting materials is true, accurate and complete to the best of my knowledge. I acknowledge that if facts and/or information herein are found to be misrepresented, it shall constitute grounds for disqualification of my proposal.

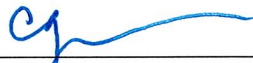
I further certify that all of the following statements are true, except if I have indicated otherwise on this certification:

- a. I have not sold any of the projects listed on the "10-Year Projects" list;
- b. No mortgage on a project listed by me has ever been in default, assigned to the government or foreclosed, nor has mortgage relief by the mortgagee been given;
- c. I have not experienced defaults or noncompliance under any contract or regulatory agreement nor issued IRS Form 8823 on any Low-Income Housing Tax Credit (LIHTC) project on the "10-Year Projects" list;
- d. To the best of my knowledge, there are no unresolved findings raised as a result of Agencies' audits, management reviews or other investigations concerning me or my projects for the past ten years;
- e. I have not been suspended, debarred or otherwise restricted by any state agency from participating in the LIHTC program or other affordable housing programs; and
- f. I have not failed to use state funds or LIHTC allocated to me in any state.

Statements above (if any) to which I cannot certify have been deleted by striking through the words with a pen. I have initialed each deletion (if any) and have attached a true and accurate signed statement (if applicable) to explain the facts and circumstances which I think helps to qualify me as a responsible principal for participation in this NOFA.

Palo Alto Housing

Applicant Name(s)

 3/1/18
Signature/Date

Candice Conzalez, President & CEO

Print Name and Title

This application and all supporting material are regarded as public records under the California Public Records Act.

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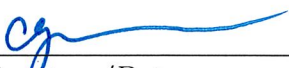
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- c. What is the purchase price of the land? (For proposed leaseholds, indicate the amount of the annual lease payment and the basis for determining that amount).

\$8,088,000.00

- d. What is the appraised value of the site? Briefly describe the type of valuation cited.

The appraised value is \$8,088,000 based on a sales comparison approach

- e. Who is the current property owner and what is their address and contact information?

Rakesh Kumar and Premila Kumar, Co-Trustees of the Kakesh Kumar and Premila Kumar Revocable Family Trust

Rakesh Kumar - (650) 868-4942

20. **Site Information:**

- a. Total square footage of site: 26,531
- b. Existing uses on the site, number of existing units, existing unit size and the approximate square footage of all structures:

Fast food restaurant (Taco Bell) approximately 2,700 square feet

- c. Planned use of on-site existing structures:

Demolish Rehabilitate

Other (describe):

- d. Provide the following information for each on-site building to be retained as part of this project:

Square Footage:

Date Built:

No. of Stories:

N/A

- e. Provide a brief description of the condition of any buildings to be rehabilitated.

N/A

- f. Describe unique site features (Heritage trees, parcel shape, etc.).

The property is a prime infill location along El Camino Real

- g. Identify problem site conditions (high noise levels, ingress/egress issues, etc.).

Minimal site constraints or issues

- h. Is the site in a floodplain? Yes No Map used: FEMA

If yes, type of floodplain (number of years): zone x; reduced risk due to levee

- i. Describe adjoining land uses:

West: Two Story Motel

East: One Story Retail Building - Currently a Church

North: Two Story Apartment Building

South: El Camino Real - Restaurant immediately adjacent

21. **Zoning:**

a. What is the current zoning of the project site? ECR Precise Plan - Catro/Miramonte

b. Is the proposed project consistent with the existing zoning status of the site?

✓| Yes No (explain)

c. Indicate any discretionary review permits required for the project (Planned Community Permits, Design Review Permits, Rezoning, etc.).

No rezoning is required, but design review needed

d. If rezoning is required, identify the requested zoning district for the project.

N/A

22. Households and Businesses on Site

- a. If residential exists on the proposed site, how many households currently reside on the property?

N/A

- b. How many of the residential units are vacant?

N/A

- c. Have the tenants signed a lease or a month-to-month rental agreement?

Seller dba Taco Bell - lease back period of 18-months, notice to 15-months
Seller/Tenant released from lease back with 30-day notice

- d. If businesses are located on the site, provide the name, type of business and the associated square footage for each business.

Taco Bell, fast food restaurant with drive thru, approximately 2,700 square feet

23. **Community Priorities:**

- a. Explain how this project meets the objectives of the housing goals and priorities identified in this NOFA and the goals and objectives of the City's Housing Element and General Plan.

The project provides new housing units that are affordable and transit focused, meeting the goals of the housing element as well as the transportation strategies of the 2030 Comprehensive Plan. The proposed project will add 71 new units of affordable housing to the City's housing stock and serve low- and extremely low-income households. These units will provide long-term affordability as they will remain affordable for at least 55 years.

PROJECT FUNDING

24. **Project Budget:**

- | | | |
|----|--------------------------------------|-------------------------------------|
| a. | City Funds Requested: \$ 14,256,943* | Funds Per Assisted Unit: \$ 200,802 |
| b. | Total Project Cost: \$ 40,854,658 | Cost Per Assisted Unit: \$ 575,418 |

*City loan through market developer provided funds for an identified project with a 71-unit BMR requirement; developer land donation \$8,515,901

c. Other Sources of Permanent Financing (not including private bank loans):

Type of Funding	Amount
<input type="checkbox"/> 9% Low-Income Housing Tax Credits	
<input checked="" type="checkbox"/> 4% Low-Income Housing Tax Credits	12,270,938
<input type="checkbox"/> CalHFA/Conventional Lender	
<input type="checkbox"/> Tax-Exempt Multi-Family Bonds	
<input type="checkbox"/> Multi-Family Housing Program (MHP)	
<input type="checkbox"/> Affordable Housing Program (AHP)	
<input type="checkbox"/> County of Santa Clara, Office of Affordable Housing	
<input type="checkbox"/> Housing Trust Silicon Valley	
<input type="checkbox"/> Stanford Housing Funds (administered by County of Santa Clara)	
<input type="checkbox"/> Other:	

d. How will the requested City funding be used?

The City funds will be used for pre-development, development, and construction costs.

e. Amount of developer fee and percentage of project cost:

Proposed developer fee is \$2,500,000 which is 6.12% of the total project cost.

f. Assess the chances of the project securing required funding and steps that will be taken to make the project competitive. What is the self-scored nine percent (9%) tax credit tie breaker score for the project (if applicable)?

As a 4% tax credit financing project, the project will have no trouble securing the tax credits and bond funding for the project.

DEVELOPER EXPERIENCE

Developers must have successfully completed a minimum of three affordable housing projects of similar size and complexity as the proposed project to qualify for this NOFA.

25. Provide a summary of affordable housing experience:

Years Experience: 47 Years (since 1970)

Number of Projects: 23

Number of Projects in Santa Clara County: 22

Average Size of Projects: 60 units

Number of Units Placed in Service: 692

26. Describe awards given to projects completed in the last 10 years.

Oak Court 2005 Golden Nugget Award, Tree House 2012 ABAG Growing Smart Together

27. Describe three projects completed in the last ten years that are similar to the proposed project and provide photographs of each project:

a. Project 1

Name of Project: Alma Place

Location: 753 Alma Street Palo Alto, CA 94301

Number of Units: 107

Type of Development (senior, family, etc.): Single Room Occupancy

Name of Project Manager: Kirk Wallis and Paul Broeker, Segue Construction Inc.

Number of Stories: Four

Unit Types (studio, 1-bedroom, etc.): Studios

Type of Construction: 3-level Type V-A over Type I subterranean garage

Project Amenities: Courtyard, entertainment room, deck, library, office, and laundry

Entitlement Date: July 1995

Occupancy Date: February 1998

Funding Sources: Citybank loan & investor equity and the City of Palo Alto

b. Project 2

Name of Project: Oak Court
Location: 845 Ramona Street, Palo Alto, CA 94301
Number of Units: 53
Type of Development (senior, family, etc.): Family
Name of Project Manager: Kirk Wallis and Paul Broeker, Segue Construction Inc.
Number of Stories: Four
Unit Types (studio, 1-bedroom, etc.): 1, 2, and 3 bedroom
Type of Construction: 3-level Type V-A over Type I subterranean garage
Project Amenities: Garden, community center, computer lab, laundry, playground
Entitlement Date: November 2001
Occupancy Date: April 2005
Funding Sources: CalHFA Construction Loan, HCD Multifamily Housing Program Loan, Housing Trust Fund of Santa Clara County, City of Palo Alto Loan, Borel Private Bank & Trust Loan

c. Project 3

Name of Project: Tree House
Location: 488 W Charleston Road, Palo Alto, CA 94306
Number of Units: 35
Type of Development (senior, family, etc.): SRO
Name of Project Manager: Eirk Hockaday, Segue Construction; PAH
Number of Stories: Four
Unit Types (studio, 1-bedroom, etc.): Studios and 1-bedrooms
Type of Construction: V-A
Project Amenities: Patio/roof deck, community room, laundry, and bike parking
Entitlement Date: March 2009
Occupancy Date: December 2011
Funding Sources: City of Palo Alto, Santa Clara County, Housing Trust of Santa Clara, Stanford Affordable Housing Fund

28. **Personnel:**

List the names of key members of the applicant's development team, their titles, responsibilities and their years of experience in affordable housing:

Project Staff	Name	Role in Proposed Project	Years of Hsg Dev Experience	Years with this Developer
Project Manager	Danny Ross	Day-to-Day Project Lead	10	1
Director of Real Estate Development	Rob Wilkins	Oversight of Development	10	1
Executive Director	Candice Gonzalez	President & CEO; Signatory	9	9
Chief Financial Officer	Quinsia Ma	Project budget planning	20+	15
Other				
Other				
Other				

29. **Other Team Members:**

Indicate which of the following development team members have been selected and identify them:

Developer, if Different from Applicant

Architect(s)/Engineer(s) Van Meter Williams Pollack LLP

Attorney(s) and/or Tax Professionals Gubb & Barshay

Property Management Agent PAHC Management & Services

Financial and Other Consultant(s) California Housing Partnership (CHP)

General Contractor TBD

Investor TBD

30. **List all other participants and affiliates (people, businesses and organizations) proposing to participate in the project:**

Name	Address
------	---------

31. **Property Management:**

Describe how the property will be managed, including the number of staff, locations and management office hours.

The project will have a dedicated on-site property manager who will live at the property. A management office will be located on site and staffed during normal business hours and extended hours with late night coverage.

32. **If the project will be managed by an agency other than the project applicant, describe the project applicant's role in the ongoing management of the project and resolution of management issues.**

N/A

33. List the names of key property management staff, their titles, responsibilities and their years of experience in affordable housing:

Name	Title (e.g., project manager, intake staff)	Job Responsibilities	Years Experience in Affordable Housing
Georgina Mascarenhas	VP, Property Mgmt	Operational budget planning; Development team liason	20+
Evangeline Granadosin	Property Supervisor	Coordinates vendors; Supervisor of property management staff	20+
Kate young	VP, Resident Services	Coordinates and Oversees Resident Service at all PAH properties	12+

34. Explain your marketing strategy and the tenant selection process (including how local preferences will be handled) and the establishment and management of waiting lists.

We promote fair housing and comply with fair housing law and regulations through affirmative outreach and marketing efforts which are intended to reach extremely low, very low and low income households. PAH will perform outreach directly through social service organizations that serve diverse populations in the City of Mountain View and Santa Clara County, community organizations, libraries, senior and cultural centers. PAH will also do outreach through posting flyers at all properties it currently manages. PAH will advertise in local and foreign language newspapers, including the Mountain View Voice, Daily Post, El Obseraor, India Currents, Pennysaver, and Korea Central Daily. PAH bilingual staff will handle calls from prospective residents who speak Chinese, Hindi, Tagalog and Spanish. Potential tenants often call our offices and properties inquiring about projects in development prior to marketing and lease-up efforts. These callers' names and contact information will be placed on a project interest list. Letters will be sent to all parties on the interest list notifying them at the same time as which the application period is advertised in the local newspapers or through local outreach efforts. A lottery, which will include every completed application received, will determine an applicant's place on the waiting list. Immediately following the lottery, applicants will be contacted to be interviewed, determine eligibility and complete the lease-up process. Applicants that either live or work in Mountain View will receive preference on the wait list.

Applicant Certification

I certify that the information submitted in this application and all supporting materials is true, accurate and complete to the best of my knowledge. I acknowledge that if facts and/or information herein are found to be misrepresented, it shall constitute grounds for disqualification of my proposal.

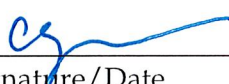
I further certify that all of the following statements are true, except if I have indicated otherwise on this certification:

- a. I have not sold any of the projects listed on the "10-Year Projects" list;
- b. No mortgage on a project listed by me has ever been in default, assigned to the government or foreclosed, nor has mortgage relief by the mortgagee been given;
- c. I have not experienced defaults or noncompliance under any contract or regulatory agreement nor issued IRS Form 8823 on any Low-Income Housing Tax Credit (LIHTC) project on the "10-Year Projects" list;
- d. To the best of my knowledge, there are no unresolved findings raised as a result of Agencies' audits, management reviews or other investigations concerning me or my projects for the past ten years;
- e. I have not been suspended, debarred or otherwise restricted by any state agency from participating in the LIHTC program or other affordable housing programs; and
- f. I have not failed to use state funds or LIHTC allocated to me in any state.

Statements above (if any) to which I cannot certify have been deleted by striking through the words with a pen. I have initialed each deletion (if any) and have attached a true and accurate signed statement (if applicable) to explain the facts and circumstances which I think helps to qualify me as a responsible principal for participation in this NOFA.

Palo Alto Housing

Applicant Name(s)

 3/1/18
Signature/Date

Candice Conzalez, President & CEO

Print Name and Title

This application and all supporting material are regarded as public records under the California Public Records Act.

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Applicant Name(s)

Cg _____ 3/1/18
Signature/Date

Claudia Gonzalez, President + CEO
Print Name and Title

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