

STATE OF CALIFORNIA - BUSINESS, CONSUMER SERVICES AND HOUSING AGENCY  
**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**  
**DIVISION OF FEDERAL FINANCIAL ASSISTANCE**

May Lee State Office Complex  
651 Bannon Street, Suite 800  
Sacramento, CA 95811  
(916) 263-2771  
[www.hcd.ca.gov](http://www.hcd.ca.gov)

GAVIN NEWSOM, Governor



November 2025

Alan Flora, City Manager  
City of Clearlake  
14050 Olympic Drive  
Clearlake, CA 95422

Sent electronically via Grants Network

Dear Mr. Flora:

**Project Name:** Arrowhead/Burns Valley Road Rehabilitation  
**Subrecipient:** City of Clearlake  
**Contract Number:** 17-DRINFRA-17001-00057

The California Department of Housing and Community Development ("Department") is pleased to inform you that the Project named above has met the eligibility and feasibility requirements as published in the 2017 Community Development Block Grant – Disaster Recovery Infrastructure Program (DR-Infrastructure) and Mitigation Resilient Infrastructure Program (MIT-RIP) Policies and Procedures Manual.

This letter constitutes notice of a **firm commitment** of DR-Infrastructure funds from the City of Clearlake allocation, set forth in Master Standard Agreement number 17-DRINFRA-17001 ("Master Standard Agreement"), in the amount of \$6,361,731.72 (including \$1,341,906 Activity Delivery budgeted to the City of Clearlake) for the Arrowhead/Burns Valley Road Rehabilitation activities described in the Project application.

Enclosed are the following documents and instructions to process:

1. Notice to Proceed

- The person or persons authorized by the resolution, must provide a signature, printed name, title and date. If signing a paper copy, use blue ink. Electronic signatures are acceptable in accordance with the following requirements from HCD's Electronic Signature Use Policy:
  - Must be blue in color;
  - Include the date the document was signed;
  - Clearly and unambiguously show a history of approval, or "chain of approval" of all parties required to sign the document.
- Upload your signed Notice to Proceed into Grants Network within 30 days

from the date of this letter.

- **The Notice to Proceed is not effective until it is signed by the City of Clearlake designated official and the Department.**

Upon execution of this Agreement, the Department will attach Subrecipient's Authority to use Grant Funds (AUGF) to this Notice to Proceed. The Department recommends that the Subrecipient retain this document in the Subrecipient's files.

**Please remember, HCD cannot approve requests for reimbursement until compliance with HUD labor requirements is confirmed and environmental review records are received.**

The Department looks forward to working with you to implement a successful project. If you have any questions, please contact Angela Adams, Program Representative, at (916) 793-6734 or [Angela.Adams@hcd.ca.gov](mailto:Angela.Adams@hcd.ca.gov).

Sincerely,

*Patrice Clemons*

Disaster Recovery Acting Branch Chief

**EXHIBIT F**

**NOTICE TO PROCEED**

**Arrowhead/Burns Valley Road Rehab., City of Clearlake**

Pursuant to the Master Standard Agreement ("Agreement") entered into on the 1<sup>st</sup> day of September 2021, by and between the California Department of Housing and Community Development ("Department") and City of Clearlake ("Subrecipient"), this NOTICE TO PROCEED ("NTP") is entered into and effective as of the date signed by the Department as indicated below. This NTP sets forth specific details concerning the individual project proposed by Subrecipient for the STAND-ALONE Disaster Recovery Infrastructure project and/or Mitigation Resilient Infrastructure project located at the project address listed below and related approved activities by Subrecipient (the "Project"). This Project is subject to, and hereby incorporates by this reference, the terms of the Agreement and is subject to the overall program funding allocation amount for Subrecipient as determined by the Department and set forth in the Agreement. There may be other Projects either already existing under the Agreement, or that may be proposed in the future. The budget for this Project, when added together with the total cumulative budgets of all existing Approved Projects for Subrecipient, may not exceed the total funding allocation for Subrecipient.

**1. Project Details**

Project Name: Arrowhead/Burns Valley Road Rehab

Project Location: Intersection of Burns Valley Road/Olympic Drive and extending to the intersection of Arrowhead Road/Park St. and Olympic Drive at the intersection of Olympic/Lakeshore Drive to Olympic Drive/Highway 53 in Clearlake, County of Lake, CA.

Project Description: The milling will remove approximately two inches of existing asphalt, then apply a geotextile fabric followed by an overlay. The improvements will all be within existing asphalt surface area of the existing roadway. The method of work strategy has been chosen to avoid disturbing any area beneath grade and/or outside the roadway limits, while providing a structurally sound engineered design.

Grants Network Unique Identifier (Contract Number): 17DRINFRA-17001-00057

The CDBG-MIT Eligible Activity(ies):

- Acquisition, construction, rehabilitation and improvements of public facility (Sec. 105(a)(14))

The National Objective to be achieved for each activity as a result of this Approved project:

- Benefit to Low- and Moderate-Income Persons (LMI)

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The method of measuring National Objective, if LMI:

- Benefit to Low- and Moderate-Income Persons: Area Benefit

The number of individuals benefitting from each activity as a result of this project:

- Total beneficiaries: 14,895
- Total low/mod beneficiaries: 10,600

## **2. Project Budget and Project Scope of Work**

- A. The Project shall follow the budget and scope of work (hereinafter "Project Work") as described in the Project Application, which is on file through Grants Network and a copy of which is attached hereto and incorporated herein by reference (the "Project Application").

Total Project Cost:

Total DR-Infrastructure Award:

Activity Costs (Project Costs): \$5,019,825.72

Activity Delivery Costs: \$1,341,906

Other funding sources (only applicable if total project cost is more than DR award amount): None

The Project budget is attached below and is collectively comprised of two documents: 1) the Grants Network Budget Worksheet (Attachment 2), and 2) the Total Activity Budget Worksheet (Attachment 3).

The Grants Network Budget Worksheet is the high-level budget and official budget approved by the Department for the Project. Any adjustments to this budget will result in either a budget revision or written amendment to the Agreement. The Total Activity Budget Worksheet is a tentative, detailed project budget submitted with the Project Application. It may be modified without resulting in a budget revision or formal amendment to the Agreement. Any modifications to the Total Activity Budget Worksheet must be submitted by Subrecipient in writing for review and approval by the Department.

- B. All written materials or alterations submitted as addenda to the original Project Application and which are approved in writing by the Department Contract Coordinator are hereby incorporated into the Project Application. The Department reserves the right to require the Subrecipient to modify any or all parts of the Project Application in order to comply with DR-Infrastructure and/or MIT-RIP program requirements, as well as federal and/or state laws, regulations,

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guidelines, or requirements, as all of the same may be amended from time to time.

- C. Any proposed revision(s) to the Project Work must be submitted in writing for review and approval by the Department in its sole discretion and may require an written amendment to this NTP. Any approval, to be effective, must be made in writing by the Department.
- D. Subrecipient shall withhold as retention five percent (5%) of all DR-Infrastructure and/or MIT-RIP funded Contractor payments. No retention payments shall be released to the Contractor or reimbursed to the Subrecipient until receipt and approval by the Department of all required Approved Project completion documents identified in Exhibit B, Section 6, of the Agreement.

### **3. Performance Milestones, Project Schedule and Term of Agreement**

The Agreement is effective on the date shown in the STD 213 form. Subrecipient shall meet all milestones identified in the Agreement, including without limitation those identified in Exhibit A and B thereof and those provided below. Failure by Subrecipient to meet performance milestones may result in, among other things, the Department taking action to withhold future reimbursements or payments relating to the Project and requiring Subrecipient to submit a Correction Action Plan, as outlined in Exhibit A, Section 6.B, of the Agreement.

- A. Performance Milestones: Subrecipient must:
  - Submit Project Application by 1/31/2022.
  - Complete Design and engineering by 10/05/2023.
  - Initiate construction, reconstruction, acquisition, or rehabilitation on the Project by 3/31/2026.
  - Complete Approved project activities for this Project by 7/31/2026.
  - Fully obligate Project funds by August 31, 2026.
- B. Project Schedule: Subrecipient has provided the following anticipated project schedule:
  - See the Subrecipient Project Schedule attached as Attachment 4 hereto. The Department understands that the project schedule tasks and dates will be adjusted outward from the effective date of the NTP.
- C. Term of Agreement and Expenditure Deadline: The Expenditure Deadline and the Agreement Expiration Date for all Approved Projects under the Agreement are set forth in Exhibit A of the Agreement.

- D. **Project Closeout:** Project closeout activities must be completed no later than ninety (90) calendar days after the completion of each Approved Project. See Exhibit B, Section 6, for details.

**4. Subrecipient Reporting Requirements**

- A. Subrecipient must timely submit the reports described below. The Department reserves the right to request additional detail and support for any report made. Reports must be submitted to the Department by the deadlines identified and in the formats provided by the Department and via the Department's Grants Network unless otherwise specified in the discretion of the Department. The Subrecipient's performance under this Agreement will be assessed in part on whether it has submitted the reports on a timely basis.
- 1) **Monthly Activity Report:** Subrecipient must submit a Monthly Activity Report that addresses the following, at a minimum: (a) a description of the current status of the Project Work; (b) a description of activities to be undertaken in the next reporting period; (c) a description of any problems or delays encountered or anticipated in Project Work and a course of action taken to address them; (d) a description of actions taken to meet Project Work expenditure deadlines; and (e) a summary of Project Work fiscal status, including award amount, funds drawn, and remaining balance to be spent. Unless otherwise waived in writing by the Department, Monthly Activity Reports must begin on the 10<sup>th</sup> calendar day of the second month following execution of this Agreement and must continue monthly through the receipt and approval by the Department of the Project Completion Report described below.
  - 2) **Monthly Program Income Report:** Program Income, if identified as a funding source for any Approved Project, must be included in the Project budget and must be fully expended prior to drawing Grant Funds. During the term of this Agreement, if Program Income is generated, the Subrecipient must submit a Monthly Program Income Report certifying the amount of Program Income generated, retained, and expended. Program Income remaining at the end of each quarter and at the expiration of this Agreement in excess of \$35,000 must be remitted to the Department.
  - 3) **Semi-Annual Labor Standards Report:** During the term of construction for each Approved Project, each April 1<sup>st</sup> and October 1<sup>st</sup>, the Subrecipient must submit the Labor Standards Cover Memo, the HUD Form 4710 and the Davis Bacon Labor Standards Report 5.7 (if applicable). These forms are located on the Department's website and are also available upon request.
  - 4) **Project Completion Report:** [Submitted by the Subrecipient as a part of the

closeout package] at the completion of construction and once a Project is placed in service.

By signing below, Subrecipient acknowledges and agrees to all terms and conditions of this Notice to Proceed, all of which are fully incorporated into and made a part of the Agreement by this reference.

Authorized Signatory:



[Subrecipient Name]

11-20-25

Date

ALAN FLORA, CITY MANAGER

Signatory Name and Title

Authorized Signatory:



California Department of Housing and Community Development

Juliette Ax, Section Chief

Signatory Name and Title

11/20/2025

Date

Attachment(s):

1. Project Application
2. Grants Network Budget
3. Total Activity Budget Worksheet
4. Project Schedule
5. Duplication of Benefits (DOB)
6. Authority to Use Grant Funds (AUGF)

**ATTACHMENT 1**  
**PROJECT APPLICATION**

Applications: [City of Clearlake - 2017-DR-INF- 2 \(Arrowhead/Burns Valley\)](#)

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**Profile**

aflora@clearlake.ca.us

**Record Title**

City of Clearlake - 2017-DR-INF- 2 (Arrowhead/Burns Valley)

**Org Name**

Help Text: Record Title Format: [Jurisdiction Name] - [Program Name] - [Project Number]Ex: Sacramento County - DR-Infrastructure - 1\*Project  
Numbers are based on the number of projects you are submitting for the grants.

**Which Grant Program are you submitting for?**

DR-Infrastructure

**What is the DR-Infrastructure Project Type?**

Stand-alone Infrastructure

**Second Project Type if any**

Stand alone Infrastructure

**Eligible Applicant (City/County)**

City of Clearlake

Help Text: Eligible Applicants are those cities and counties identified in Section 2.2.3 of the DR-Infrastructure Policies and Procedures.

**What disaster is the project related to?**

DR-4344

**Was this project submitted for FEMA PA or FEMA HMGP?**

No

Help Text: Provide a narrative description and/or scope of work for the stand-alone infrastructure projects that includes project location and the benefits of the project for disaster recovery, mitigation, resilience, low-to moderate-income populations, and the most impacted and distressed areas.

**Stand-alone Project Description and/or Scope of Work**

Arrowhead Road/Burns Valley is the second evacuation route that is used in this area and is key to ensuring safe exit strategies for the community. Due to the narrowness of Lakeshore Drive, as seen in the attached photos, this roadway becomes an additional route to ensure safe exit to carry the sudden increase and impacts of vehicles exiting in disasters. Additionally, the roadway has also sustained impacts that has shortened the useful life of the roadway from debris removal supporting the Sulphur Fire clean up efforts, as seen in the attached photos before and after shots documented by date and timestamp. The funding provided will ensure the roadway is put back into service at a level that will support the community into the future and in case of other disasters and provide proper and safe exit.

The attached map(s) showing the evacuation route further illustrates the impact this road has to the safety and well being of residents/workers within the City of Clearlake. This roadway is critical to the recovery and economic resiliency of the City of Clearlake, as well as ensuring the safety of its community.

Arrowhead Road and Burn's Valley Road were the alternate roadways for evacuation during the Sulphur Fire, the roads were both damaged, and an improvement to the infrastructure throughout both areas will improve safety and recovery for the community. These improvements are critical to the Clearlake resiliency program, economic recovery, and the safety of Clearlake's citizens. The Sulphur Fire area is geographically constrained by lakeshore of Clearlake and mountains and ingress and egress is limited primarily to Lakeshore Drive. Improving Arrowhead and Burns Valley will provide a more adequate access route for emergencies, establishing a more resilient community.

This project contemplates a 2.15 mile long roadway repair along Arrowhead Road and Burns Valley Road Between San Joaquin Road and Burns Valley Intersection. Roadway repair activities planned are as follows:

- Remove/Replace damaged drainage inlets along this route
- Remove/Replace or hydro-flush existing storm drain pipelines which transport storm water along and across the roadway.
- Install concrete mow strips along the asphalt to eliminate erosion of the asphalt edge.
- Overlay roadway with paving fabric
- Overlay roadway with 3" of fiber reinforced asphalt concrete
- Remove/Replace signs
- Provide new striping along the roadway and intersections

**Project Timeline**

Updated Arrowhead Burns Valley.Arrowhead Timeline.docx

Help Text: Please provide a timeline of the submitted project.

**Project City**

Clearlake

**Project Latitude/Longitude at the geographical center of the project**

38.96558, -122.64052

Help Text: Format the Latitude and Longitude of the project in decimal form (e.g. 39.332962, -123.22534)

**Upload Project Location Map**

36x48 Sulphur Fire CDBG 2017 Map - 1-24-22 MID BV ARROW.pdf

Help Text: Upload a map showing the project's location

**Upload Project Service Area Map Including Relationship to the MID**

36x48 Sulphur Fire CDBG 2017 Map - 1-24-22 MID BV ARROW.pdf

Help Text: Upload a map showing the project's service area including the relationship to the Most Impacted and Distressed Area (MID)

**Upload Project Service Area Benefit Map**

LMI Maps 1.27.2022 City Wide.docx

Help Text: Upload a map showing who benefits from the project

**What is the National Objective being met by this project?**

Low- and Moderate-Income (LMI) National Objective

Help Text: In accordance with 24 CFR 570.208, all CDBG-DR funded activities must meet a national objective as required under 24 CFR 570.200(a) (2). Under section 101(c) of the authorizing Act (42 U.S.C. 5301) the CDBG program must ensure that the funded activity meets one of the named

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national objectives: Benefiting low- and moderate-income persons OR Meeting an urgent need.

**What is the total number of persons served by this project?**

14,895

**What is the number of total LMI persons served by this project?**

10,600

**What is the LMI population percentage benefited by the project?**

71.16

Help Text: LMI population percentage benefited calculation is from the LMI service area worksheet

**Upload the LMI Benefit Worksheet (aka Activity Beneficiary Worksheet)**

17DR INF Activity Beneficiary Form \_City Wide(1).docx

Help Text: Upload a completed LMI Benefit Worksheet provided by HCD

**Select the MID that the project is located in**

95422

Help Text: Select the HUD-identified Most Impacted and Distressed County or Zip Code that the project is located in

**Project Status**

Project Identified

Help Text: Provide the current status of the project.

**Has a NEPA Environmental Review been completed?**

No

**Provide a narrative of what NEPA Environmental Review work has been done and if any other entity has completed the NEPA Environmental Review Report on your behalf**

The project expects complete Environmental Review for Activity/Project that is Categorical Excluded Subject to Section 58.5 Pursuant to 24 CFR 58.35(a). The roadway has been in place for many years and in a previously disturbed/constructed area. The roadway will not expand from the current footprint of increase capacity of more than 20% and the use will not change. The design will need to begin prior to confirming the ER efforts and will begin immediately to ensure it is completed prior to the implementation of the project in accordance to the Federal Regulations to avoid a choice limiting action.

**Have you applied for other sources of funds for this project?**

No

**Are there any project funds that are committed?**

No

Help Text: Describe what other project funds are contributing to the project

**Direct Project Cost Amount Requested from HCD**

\$1,511,600

Help Text: Provide the project cost requested from HCD

**Activity Delivery Cost Amount Requested**

\$332,751

Help Text: Provide the amount of funds requested from HCD to ensure delivery of the project. Activity Delivery Funds (ADCs) cover the costs of staff directly carrying out the activity in addition to engineering, design, architecture, and environmental services that are necessary for successful completion of the activity (see Section 3.4 in Policies and Procedures)

**Total Amount Requested from HCD**

\$1,844,351

Help Text: Total Amount Requested from HCD including Direct Project Costs and Activity Delivery Costs

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**Basis for Cost Estimate / CDBG-DR Funding Need**

This funding would cover all project costs. This project is critical to resiliency within the City of Clearlake. The City is working with their City Engineer to review the project needs and develop the project design and cost estimate. The team had identified the project scope and design and engineering will begin shortly and will support the environmental process. With our recent project underway, our team has current data on equipment and material costs reported in the market for the work to be completed on this project. The City Engineer cost estimate is provided herein and includes costs of the project based current estimates and market conditions.

Help Text: Provide a description of the basis for the cost estimate and/or unmet need of the project.

**Provide cost estimate documentation (from a professional engineer, etc.)**

Engineers Estimate Arrowhead Burns Valley 3.29.2022.xlsx

Help Text: The documentation should clearly demonstrate the reasoning of the cost estimate and support the description of the cost estimate and/or unmet need.

**Was the project denied by FEMA for PA or HMGP funds?**

No

**Explain how this is an eligible CDBG activity.**

This project is allowed under CDBG Matrix Code 03K: Installation or repair of streets, street drains, storm drains, curbs and gutters, tunnels, bridges, and traffic lights/signs. This is not a "maintenance" project and is applicable to repair of streets and is eligible as a CDBG activity.

Help Text: For FEMA PA and HMGP Projects, input N/A for how this is an Eligible CDBG activity. See Sections 2.4.2 and 2.5.1 the DR-Infrastructure Policies and Procedures.

**Explain how the proposed project ties back to DR-4344 and/or DR-4353**

During the Sulphur fire, these road ways were the alternate routes for accessing the fire locations and were impacted by the increase in use and heavy equipment. This has damaged the roadways beyond their life. By repaving and finishing these roads, the access for emergency response is significantly improved. This project not only improves emergency response, but also significantly improves road access for citizens throughout the City of Clearlake, CA. Therefore, improving quality of life, and increasing resiliency.

Help Text: Provide a clear description of how the proposed project will address an unmet need that ties to DR-4344 and/or DR-4353. This should include descriptions of the events including, but not limited to, dates, locations, and fire names.

**Tie-back documentation**

combined tie back information revised-1.pdf

Help Text: The documentation should demonstrate a clear tie back to the 2017 disasters. See Section 2.2.1 of the DR-Infrastructure Policies and Procedures on types of documentation.

**How will you quantitatively measure improved resilience for underserved communities and vulnerable populations?**

The City of Clearlake is a low mod community at 71.16%. The roadway repairs will ensure improved resilience to the entire community including those of underserved and vulnerable populations once completed. The completion of the project will measure the improvement as required.

**Upload quantitative data showing a project's anticipated impact on improved resilience for underserved communities and vulnerable populations**

**How will you quantitatively measure increased environmental justice for underserved communities and vulnerable populations?**

Environmental justice is the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income, with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies. It expects the same degree of protection from environmental and health hazards, and equal access to the decision-making process to have a healthy environment in which to live, learn, and work.

The program will provide increase environmental justice for the Clearlake community it is reasonable to anticipate that 71.16% of the population of the project area are under served and vulnerable. This project will increase their access to the roadway and reduce hazards.

Help Text: For more on Environmental Justice see the EPA: <https://www.epa.gov/environmentaljustice>

**Upload quantitative data showing a project's anticipated impact on increased environmental justice for underserved communities and vulnerable populations**

**Further Supporting Documentation**

ARROWHEAD BV DR.zip

**Average Score**

0.00

## Budget Worksheet

Please complete the Budget Worksheet for your jurisdiction's entire project. The project budget should be broken out between Activity and Activity Delivery. Please complete your requested Activity Delivery budget using the "Activity Delivery" field. Add the remainder of your project budget in the "Activity" field. Include as much detail and as many line items as possible in your Activity Delivery budget. The detailed line items will be used by the Department to assess allocability, eligibility, and the reasonableness of the Activity Delivery project budget requested for the DR-Infrastructure program. Activity Delivery costs include, but are not limited to: staff time to develop the project solicitation and application materials, staff time to underwrite projects, staff time to prepare the environmental review record, and engineering, architectural and design costs related to a specific project. Please leave the "General Administration" field blank. General Administration is not included in the allocation.

**Have you completed and submitted your Budget Worksheet?**

Yes

You must complete your Budget Worksheet. Submitting an incomplete budget will result in the return of your application.

**View Budget Worksheet**

<https://portal.ecivis.com/peerBudget/D37B5D86-B6B6-41E5-A3CF-69B56A08C969>

## Project Goals

Please complete the Goals Worksheet for this project. These are only proposed goals for the project. Upon construction completion, actual accomplishments and beneficiaries must be reported.

**Have you completed and submitted your Goals Worksheet?**

You must complete your Goals Worksheet. Submitting an incomplete Goals Worksheet will result in the return of your application.

**View Application Goals**

<https://portal.ecivis.com/peerGoals/7C6C0246-34CA-424E-9369-B62E779123CA>

**# of Reviews**

3

**# of Denials**

0

**File Upload**

**File Upload**

Burns Valley\_Arrowhead Rd Mandatory Evacuation Map.pdf

**File Upload**

ARROWHEAD BV DR.zip

**File Upload**

**File Upload**

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Prep. Date: 11/17/2025

**Applications: File Attachments**

**Upload Project Location Map**

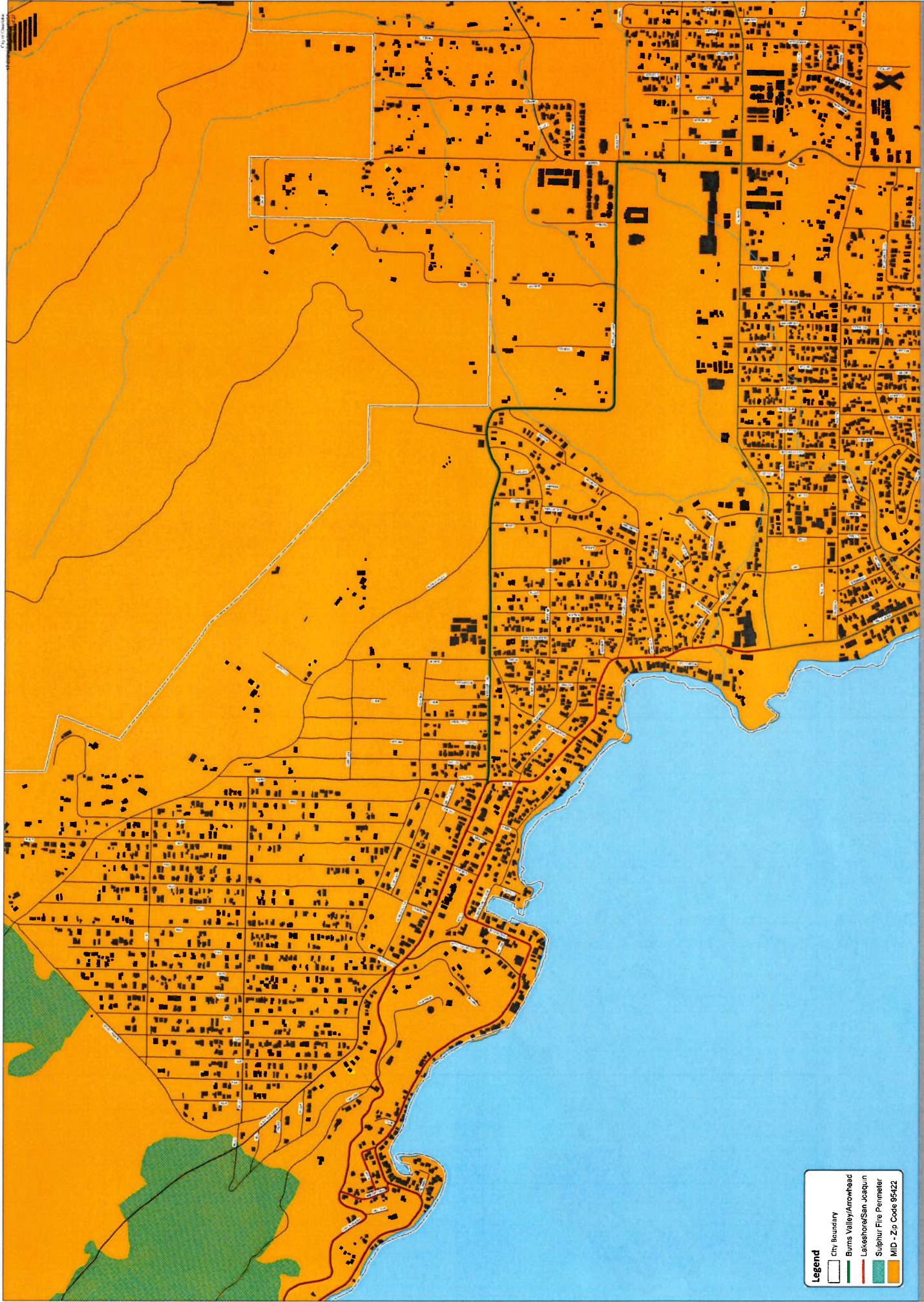
36x48 Sulphur Fire CDBG 2017 Map - 1-24-22 MID BV ARROW.pdf

**Upload Project Service Area Map Including Relationship to the MID**

36x48 Sulphur Fire CDBG 2017 Map - 1-24-22 MID BV ARROW.pdf

**Upload Project Service Area Benefit Map**

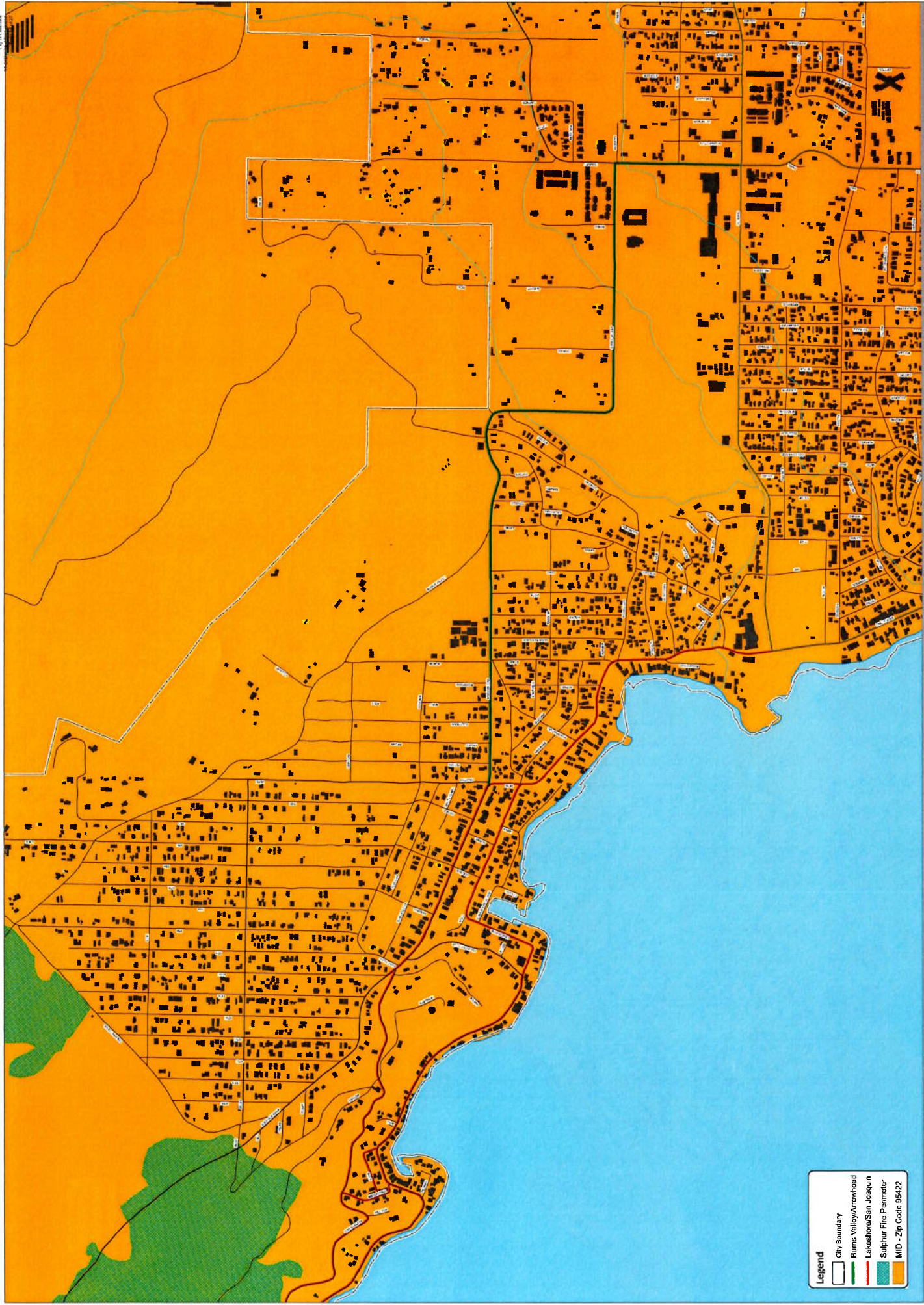
LMI Maps 1.27.2022 City Wide.docx



- Legend**
- City Boundary
  - Burns Valley/Arrowhead
  - Lakeshore/San Joaquin
  - Sulphur Fire Perimeter
  - MID - Zip Code 95422

# PROJECT SERVICE AREA - CDBG 2017-DR -SULPHUR FIRE - BURNS VALLEY/ARROWHEAD REHAB





**PROJECT SERVICE AREA - CDBG 2017-DR -SULPHUR FIRE - BURNS VALLEY/ARROWHEAD REHAB**



**ATTACHMENT 2**  
**GRANTS NETWORK BUDGET**

## Budget Report

Passthrough Agency: California Department of Housing and Community Development  
Program: 17DR-Infrastructure & 17MIT-RIP Project Applications (NTP)  
Project Name/Title: Arrowhead/Burns Valley Road Rehab  
Org Name: City of Clearlake  
Award/Contract Number: C-17-DRINFRA-17001-00057  
Stage: Budget-to-Actual

Report Date: 11/17/2025  
Requested By: Alan Flora  
[alflora@clearlake.ca.us](mailto:alflora@clearlake.ca.us)

### Budget Items

Category	Title	Description	Units	Unit Cost	Extended Cost	Direct Cost	Indirect Cost	GL Account	Cost Share	Type
<b>Activity</b>										
	Construction	Project cost	1	\$5,019,825.72	\$5,019,825.72	\$5,019,825.72	\$0.00		\$0.00	Direct Cost
<b>Activity Total</b>			1	<b>\$5,019,825.72</b>	<b>\$5,019,825.72</b>	<b>\$5,019,825.72</b>	<b>\$0.00</b>		<b>\$0.00</b>	
<b>General Administration</b>										
<b>General Administration Total</b>			0	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>		<b>\$0.00</b>	
<b>Activity Delivery</b>										
	ADC	ADC's	1	\$1,341,906.00	\$1,341,906.00	\$1,341,906.00	\$0.00		\$0.00	Direct Cost
<b>Activity Delivery Total</b>			1	<b>\$1,341,906.00</b>	<b>\$1,341,906.00</b>	<b>\$1,341,906.00</b>	<b>\$0.00</b>		<b>\$0.00</b>	
<b>Other</b>										
<b>Category</b>	<b>Title</b>	<b>Description</b>	<b>Units</b>	<b>Unit Cost</b>	<b>Extended Cost</b>	<b>Direct Cost</b>	<b>Indirect Cost</b>	<b>GL Account</b>	<b>Cost Share</b>	<b>Type</b>
<b>Other</b>										
<b>Other Total</b>			0	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>		<b>\$0.00</b>	
<b>Grant Total</b>			2	<b>\$6,361,731.72</b>	<b>\$6,361,731.72</b>	<b>\$6,361,731.72</b>	<b>\$0.00</b>		<b>\$0.00</b>	

Budget Report, Created by Alan Flora, [alflora@clearlake.ca.us](mailto:alflora@clearlake.ca.us), 11/17/2025  
Source: Euna\* Portal  
<http://www.ecivis.com/>

**ATTACHMENT 3**  
**TOTAL ACTIVITY BUDGET WORKSHEET**

Budget Report

Passthrough Agency: California Department of Housing and Community Development  
Program: 17DR-Infrastructure & 17MIT-RIP Project Applications (OLD)  
Project Name/Title: City of Clearlake - 2017-DR-INF- 2 (Arrowhead/Burns Valley)  
Org Name:  
Stage: Pre-Award

Report Date: 04/15/2024  
Requested By: Alan Flora  
aflora@clearlake.ca.us

Budget Items

Category	Title	Description	Units	Unit Cost	Extended Cost	Direct Cost	Indirect Cost	GL Account	Cost Share	Type
Construction	Project cost	Construction Costs- Arrowhead	0	\$0.00	\$0.00	\$1,700,000.00	\$0.00		\$0.00	Direct Cost
	Project cost	Contingency - Arrowhead	0	\$0.00	\$0.00	\$500,000.00				
	Project cost	Construction Costs - Olympic	0	\$0.00	\$0.00	\$2,370,150.00				
	Project cost	Contingency - Olympic	0	\$0.00	\$0.00	\$449,676.00				
Activity Total			0	\$0.00	\$0.00	\$5,019,826.00	\$0.00		\$0.00	

General Administration

General Administration Total	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
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Activity Delivery

Design and Inspection	Activity Delivery	Design - Arrowhead	0	\$0.00	\$0.00	\$202,337.00	\$0.00		\$0.00	Direct Cost
	Activity Delivery	Inspection	0	\$0.00	\$0.00	\$350,000.00	\$0.00		\$0.00	Direct Cost
Project Implementation	Activity Delivery	Design - Olympic	0	\$0.00	\$0.00	\$189,569.00				
	Activity Delivery	Environmental	0	\$0.00	\$0.00	\$25,000.00	\$0.00		\$0.00	Direct Cost
	Activity Delivery	Labor	0	\$0.00	\$0.00	\$75,000.00	\$0.00		\$0.00	Direct Cost
	Activity Delivery	Compliance/Section 3 Contract Management	0	\$0.00	\$0.00	\$500,000.00	\$0.00		\$0.00	Direct Cost
Activity Delivery Total			0	\$0.00	\$0.00	\$1,341,906.00	\$0.00		\$0.00	

Other

Category	Title	Description	Units	Unit Cost	Extended Cost	Direct Cost	Indirect Cost	GL Account	Cost Share	Type
Other			0	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
Other Total			0	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	

Grant Total	0	\$0.00	\$0.00	\$6,361,732.00	\$0.00	\$0.00	\$0.00		\$0.00	
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Budget Report, Created by Alan Flora, aflora@clearlake.ca.us, 07/24/2024  
Source: eCivis™ Portal  
http://www.ecivis.com/

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NOI Date: 11/02/2020  
Approved Date: 4/13/2021  
Prep. Date: 11/17/2025

**ATTACHMENT 4**  
**SUBRECIPIENT PROJECT SCHEDULE**

Arrowhead/ Burns Valley Time Line

Engineering and Design Contract RFP	Completed
Engineering and Design Contract Award	Completed
Design Complete	Completed
Construction RFP Released	Completed
City Council Construction Contract Approval	Completed
Notice to Proceed Issued	To be issued after award of project 03/23/2026
Pre-Construction Meeting	03/30/2026
Bonds and Contract Submittal and Execution	03/23/2026
Construction Begins	04/06/2026
Construction Completion	05/29/2026
Final Inspection and Punch list	05/29/2026
Project Acceptance by City Council and Close Out	August 1, 2026

**ATTACHMENT 5**  
**DUPLICATION OF BENEFITS (DOB)**

## DUPLICATION OF BENEFITS AFFIDAVIT

### INSTRUCTIONS

The affidavit is divided into three (3) components:

1. Disaster recovery assistance, insurance, and/or other assistance received
2. Attachments
3. Signature(s)

Read each component in full and provide the accurate information.

### Part 1. Duplication of Benefits Affidavit

This affidavit must be completed by all applicant(s) that have applied for and/or received any assistance from the CDBG-DR funded State of California (insert program name/year) being offered by the California Department of Housing and Community Development (HCD) OR from the CDBG-MIT funded State of California (insert program name/year) being offered by the California Department of Housing and Community Development (HCD). The information within this affidavit will provide the California Department of Housing and Community Development (HCD) with vital information for processing the application required by the Stafford Act Section 312 on Duplication of Benefits.

In the table below, indicate with an "X" the program(s) for which you are applying AND any program you have received funds from. Also state the purpose of the assistance and current status of the funds.

Source	Purpose of Assistance <i>Ex: Rehabilitation &amp; improvements of roads</i>	Current Status of Funds <i>Ex: Obligated from FEMA, Pending Approval, etc.</i>	Amount Received (\$)
<input type="checkbox"/> Insurance			
<input type="checkbox"/> FEMA Public Assistance (PA)			
<input type="checkbox"/> FEMA Hazard Mitigation Grant Program (HMGP)			
<input type="checkbox"/> CARES Act / American Rescue Plan Act			
<input type="checkbox"/> U.S. Army Corps of Engineers			
<input type="checkbox"/> State of California			
<input type="checkbox"/> Utility Settlement			
<input type="checkbox"/> Budgeted Local Funds			

<input type="checkbox"/> Other: _____			
<input type="checkbox"/> Other: _____			

**Part 2. Attachments**

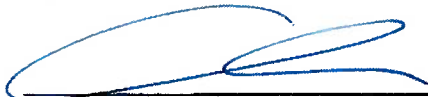
Attached to this affidavit are copies of any and all acceptable document for each of the above referenced sources of funds identified as a result of the October 2017 and December 2017 fires, mudflows, and debris flows identified as presidentially declared disasters, DR-4344 and DR-4353.

**Part 3. Signature(s)**

I certify that the information provided in this questionnaire is true and accurate to the best of my knowledge. I understand that if this information is not correct, it may affect the amount of any funds I may receive or may lead to the recapture of disbursed funds by HCD and/or HUD.

ALAN FLORA  
 Applicant Printed Name

\_\_\_\_\_  
 Co-Applicant Printed Name

  
 Applicant Signature

\_\_\_\_\_  
 Co-Applicant Signature

Dated this the 20<sup>th</sup> day of NOVEMBER, 2025. Dated this the 20<sup>th</sup> day of  
NOVEMBER, 2025. SUBSCRIBED AND SWORN TO before me, by the above-named Affiant(s)  
this, the 20<sup>th</sup> day of NOVEMBER, 2025, to certify which witness my hand and official seal.

R. Peterson

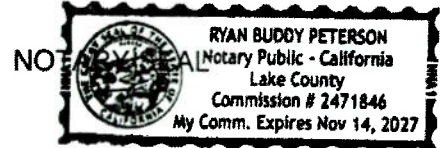
Signature of Notary

RYAN BUDDY PETERSON

Notary Public State of California - Printed Name

11-14-2027

Date Notary's Commission Expires



**WARNING:** The information provided on this form is subject to verification by the State of California and the U.S. Department of Housing and Urban Development (HUD) at any time. Title 18, Section 1001 of the U.S. Code states that knowingly and willingly making a false or fraudulent statement to a department of the United States Government can result in termination of assistance and civil and criminal penalties.

**ATTACHMENT 6**  
**AUTHORITY TO USE GRANT FUNDS (AUGF)**

# Authority to Use Grant Funds

U.S. Department of Housing  
and Urban Development  
Office of Community Planning  
and Development

City of Clearlake  
17-DRINFRA-17001-00057  
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<b>To:</b> (name & address of Grant Recipient & name & title of Chief Executive Officer)	<b>Copy To:</b> (name & address of SubRecipient)
Alan Flora City Manager City of Clearlake 14050 Olympic Drive Clearlake, CA 95422	

We received your Request for Release of Funds and Certification, form HUD-7015.15 on	10/15/2025
Your Request was for HUD/State Identification Number	2017-DR-INF-17001-2

All objections, if received, have been considered. And the minimum waiting period has transpired.  
You are hereby authorized to use funds provided to you under the above HUD/State Identification Number.  
File this form for proper record keeping, audit, and inspection purposes.

Project Activity: Road rehabilitation

Project Name: Arrowhead, Burns Valley & Olympic Road Rehabilitation Project


Project Location: Intersection of Burns Valley Road/Olympic Drive and extending to the intersection of Arrowhead Road/Park St. and Olympic Drive at the intersection of Olympic/Lakeshore Drive to Olympic Drive/Highway 53 in Clearlake, County of Lake, CA.

Description of the Project: The project involves rehabilitating existing roadways beginning at the intersection of Burns Valley Road/Olympic Drive and extending to the intersection of Arrowhead Road/Park St. and Olympic Drive beginning at the intersection of Olympic/Lakeshore Drive to Olympic Drive/Highway 53 (improvements will not occur within the Caltrans right of way).

The milling will remove approximately two inches of existing asphalt, then apply a geotextile fabric followed by an overlay. The improvements will all be within existing asphalt surface area of the existing roadway. The method of work strategy has been chosen to avoid disturbing any area beneath grade and/or outside the roadway limits, while providing a structurally sound engineered design.

Funding Information:  
CDBG-DR: \$6,361,731.72

Environmental Mitigation Measures: The attached page lists environmental mitigation measures that were listed in the CEST and must be adhered to.

Typed Name of Authorizing Officer Jessica Hayes Title of Authorizing Officer Federal Recovery Branch Chief	Signature of Authorizing Officer  X 	Date (mm/dd/yyyy)  11/17/2025
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17-DRINFRA-17001  
NOT Date: 11/02/2020

Previous editions are obsolete  
Approved Date: 4/13/2021

Prep. Date: 11/17/2025

form HUD-7015.16 (2/94)  
ref. Handbook 6513.01

## Mitigation Measures

City of Clearlake  
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AIR-1: Construction activities will be conducted with adequate dust suppression methods, including watering during construction activities to limit the generation of fugitive dust or other methods approved by the Lake County Air Quality Management District (LCAQMD). Prior to initiating soil removal activities for construction purposes. All constructed roadway sections will be pre-wet to control dust.

AIR-2: During road reconstruction activities, any accumulation of dirt on affected roadways will be removed daily.

AIR-3: A list of all engines to be used for Project construction shall be provided to LCAQMD prior to beginning construction activities and prior to engine Use. Mobile diesel equipment used for construction and/or maintenance shall conform to State registration requirements. All equipment units must meet Federal, State, and local requirements. All equipment units must meet RICE NESHAP/ NSPS requirements, including proper maintenance to minimize airborne emissions and proper record-keeping of all activities. All units must meet the State Air Toxic Control Measures for internal combustion engines and must meet local regulations.

HIS-01: During construction activities, if any subsurface archaeological remains are uncovered, all work shall be halted within 50 feet of the find and the owner shall utilize a qualified professional archaeologist to identify and investigate any subsurface historic remains and define their physical extent and the nature of any built features or artifact-bearing deposits.

HIS-02: The archaeologist's investigation shall proceed into formal evaluation to determine their eligibility for the National Register of Historic Places and California Register of Historical Resources. This shall include, at a minimum, additional exposure of the feature(s), photo-documentation and recording, and analysis of the artifact assemblage(s). If the evaluation determines that the features and artifacts do not have sufficient data potential to be eligible for the California or National Register, additional work shall not be required. The cultural resource report shall be prepared with input from the Consulting Tribe. However, if data potential exists – e.g., there is an intact feature with a large and varied artifact assemblage – it shall be necessary to mitigate any Project impacts. Mitigation of impacts might include avoidance of further disturbance to the resources through Project redesign. If avoidance is determined by the City to be infeasible, a data recovery plan, which makes provisions for adequately recovering the scientifically consequential information from and about the historical resource, shall be prepared and adopted prior to any excavation being undertaken. Such studies shall be deposited with the California Historical Resources Information Center within 90 days of completion of the Project. Archeological sites known to contain human remains shall be treated in accordance with the provisions of Section 7050.5 Health and Safety Code. If a historic artifact must be removed during Project excavation or testing, curation may be an appropriate mitigation. This language of this mitigation measure shall be included on any future grading plans and utility plans approved by the City for the Project. It is understood that destructive data testing and/or curation of tribal cultural resources is strongly opposed by the Consulting Tribe and should be avoided.

HIS-03: If human remains are encountered, no further disturbance shall occur within 50 feet of the vicinity of the find(s) until the Lake County Coroner has made the necessary findings as to origin (California Health and Safety Code Section 7050.5). Further, pursuant to California Public Resources Code Section 5097.98(b) remains shall be left in place and free from disturbance until a final decision as to the treatment and disposition has been made. If the Lake County Coroner determines the remains to be Native American, the Native American Heritage Commission must be contacted within 24 hours. The Native American Heritage Commission must then identify the "most likely descendant(s)". The landowner shall coordinate with the most likely descendant (MLD). The MLD will make recommendations concerning the treatment of the remains within 48 hours as provided in Public Resources Code 5097.98.

HIS-04: On or prior to the first day of ground disturbing activities, the applicant shall arrange for cultural resource sensitivity training for personnel involved in ground disturbing activities.

HIS -05: In the event that tribal cultural resources materials are discovered during construction which cannot be avoided or feasibly preserved in place, a project reburial area shall be designated. The reburial area shall be designated by the City after consulting with the project Archaeologist and all consulting Tribe(s). The reburial area shall be documented to avoid future disturbance (within 90 days of the completion of the project, the project Archaeologist shall submit a DPR Form to the CHRIS center and submit a sacred lands file to the NAHC).

17-DRINFRA-17001

NOI Date: 11/02/2020

Approved Date: 4/13/2021

Prep. Date: 11/17/2025

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT  
DIVISION OF FEDERAL FINANCIAL ASSISTANCE**

May Lee State Office Complex  
651 Bannon Street, Suite 800  
Sacramento, CA 95811  
(916) 263-2771  
[www.hcd.ca.gov](http://www.hcd.ca.gov)



November 2025

Alan Flora, City Manager  
City of Clearlake  
14050 Olympic Drive  
Clearlake, CA 95422

Sent electronically via Grants Network

Dear Mr. Flora:

**Project Name:** Arrowhead/Burns Valley Road Rehabilitation  
**Subrecipient:** City of Clearlake  
**Contract Number:** 17-DRINFRA-17001-00057

The California Department of Housing and Community Development ("Department") is pleased to inform you that the Project named above has met the eligibility and feasibility requirements as published in the 2017 Community Development Block Grant – Disaster Recovery Infrastructure Program (DR-Infrastructure) and Mitigation Resilient Infrastructure Program (MIT-RIP) Policies and Procedures Manual.

This letter constitutes notice of a **firm commitment** of DR-Infrastructure funds from the City of Clearlake allocation, set forth in Master Standard Agreement number 17-DRINFRA-17001 ("Master Standard Agreement"), in the amount of \$6,361,731.72 (including \$1,341,906 Activity Delivery budgeted to the City of Clearlake) for the Arrowhead/Burns Valley Road Rehabilitation activities described in the Project application.

Enclosed are the following documents and instructions to process:

1. Notice to Proceed

- The person or persons authorized by the resolution, must provide a signature, printed name, title and date. If signing a paper copy, use blue ink. Electronic signatures are acceptable in accordance with the following requirements from HCD's Electronic Signature Use Policy:
  - Must be blue in color;
  - Include the date the document was signed;
  - Clearly and unambiguously show a history of approval, or "chain of approval" of all parties required to sign the document.
- Upload your signed Notice to Proceed into Grants Network within 30 days