COUNCILMEMBERS
Dr. Sherry Hu, Mayor
Kashef Qaadri, Vice Mayor
Jean Josey, Councilmember
Michael McCorriston, Councilmember
John Morada, Councilmember

DUBLIN
CALIFORNIA

Peter W. Snyder
Council Chamber
100 Civic Plaza
Dublin, CA 94568
www.dublin.ca.gov

Regular Meeting of the

DUBLIN CITY COUNCIL

Tuesday, March 18, 2025

Location: Peter W. Synder Council Chamber 100 Civic Plaza Dublin, CA 94568

REGULAR MEETING 7:00 PM

Additional Meeting Procedures

This City Council meeting will be broadcast live on Comcast T.V. channel 28 beginning at 7:00 p.m. This meeting will also be livestreamed at www.tv30.org and on the City's website at: https://dublin.ca.gov/ccmeetings

For the convenience of the City and as a courtesy to the public, members of the public who wish to offer comments electronically have the option of giving public comment via Zoom, subject to the following procedures:

□ Fill out an online speaker slip available at www.dublin.ca.gov. The speaker slip will be made available at 10:00 a.m. on Tuesday, March 18, 2025. Upon submission, you will receive Zoom link information from the City Clerk. Speakers slips will be accepted until the staff presentation ends, or until the public comment period on non-agenda items is closed.

□ Once connected to the Zoom platform using the Zoom link information from the City Clerk, the public speaker will be added to the Zoom webinar as an attendee and muted. The speaker will be able to observe the meeting from the Zoom platform.

□ When the agenda item upon which the individual would like to comment is addressed, the City Clerk will announce the speaker in the meeting when it is their time to give public comment. The speaker will then be unmuted to give public comment via Zoom.

□ Technical difficulties may occur that make the option unavailable, and, in such event, the meeting will continue despite the inability to provide the option.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. PRESENTATIONS AND PROCLAMATIONS

3.1 Pet Care for All Day Proclamation

The City Council will present a proclamation for Pet Care for All Day.

STAFF RECOMMENDATION:

Present the proclamation.

Staff Report

Attachment 1 - Pet Care for All Day Proclamation

4. PUBLIC COMMENT

At this time, the public is permitted to address the City Council on non-agendized items. Please step to the podium and clearly state your name for the record. COMMENTS SHOULD NOT EXCEED THREE (3) MINUTES. In accordance with State Law, no action or discussion may take place on any item not appearing on the posted agenda. The Council may respond to statements made or questions asked, or may request Staff to report back at a future meeting concerning the matter. Any member of the public may contact the City Clerk's Office related to the proper procedure to place an item on a future City Council agenda. The exceptions under which the City Council MAY discuss and/or take action on items not appearing on the agenda are contained in Government Code Section 54954.2(b)(1)(2)(3).

5. CONSENT CALENDAR

Consent Calendar items are typically non-controversial in nature and are considered for approval by the City Council with one single action. Members of the audience, Staff or the City Council who would like an item removed from the Consent Calendar for purposes of public input may request the Mayor to remove the item.

5.1 Approval of March 4, 2025 Regular City Council Meeting Minutes

The City Council will consider approval of the minutes of the March 4, 2025 Regular City Council Meeting.

STAFF RECOMMENDATION:

Approve the minutes of the March 4, 2025 Regular City Council Meeting.

Staff Report

Attachment 1 - March 4, 2025 Regular City Council Meeting Minutes

5.2 Summary Vacation of an Emergency Vehicle Access Easement Located at 4321 Toyota Drive

The City Council will consider approving a summary vacation of an Emergency Vehicle Access Easement (EVAE) located at 4321 Toyota Drive. This existing EVAE conflicts with constructed improvements for the site and will be replaced with a new EVAE that aligns with the current parking lot.

STAFF RECOMMENDATION:

Adopt the **Resolution** Summarily Vacating an Emergency Vehicle Access Easement Located at 4321 Toyota Drive (Streets and Highways Code Chapter 4).

Staff Report

Attachment 1 - Resolution Summarily Vacating an Emergency Vehicle Access Easement Located at 4321 Toyota Drive (Streets and Highways Code Chapter 4)
Attachment 2 - Exhibit A to the Resolution - Legal Description
SB 343

5.3 Approving an Agreement with Origin Bay LLC, Koja Kitchen for Concession Services at The Wave

The City Council will consider an agreement with Origin Bay LLC, Koja Kitchen, for concession services at The Wave for the 2025 and 2026 waterpark seasons.

STAFF RECOMMENDATION:

Adopt the **Resolution** Approving an Agreement with Origin Bay LLC, Koja Kitchen for Concession Operation Services.

Staff Report
Attachment 1 - Resolution Approving an Agreement with Origin Bay LLC, Koja Kitchen for Concession Operation Services
Attachment 2 - Exhibit A to the Resolution - Contractor Services Agreement Between the City of Dublin and Koja Kitchen
Attachment 3 - Request for Proposals - The Wave Waterpark Concession Operations Services
Attachment 4 - Concession Proposals

5.4 Annual Progress Report on the Status of the General Plan and Housing Element for Calendar Year 2024

State planning law (Government Code Section 65400) requires local jurisdictions to provide an Annual Progress Report (APR) on implementation of the General Plan Housing Element as well as General Plan activities each year to the Governor's Office of Land Use and Climate Innovation (LCI) and the California Department of Housing and Community Development (HCD). This Staff Report, including Attachment 1 (Housing Element APR Tables), serves as the City of Dublin's APR for calendar year 2024.

STAFF RECOMMENDATION:

Receive the Annual Progress Report and direct Staff to forward it to the Governor's Office of Land Use and Climate Innovation, and the California Department of Housing and Community Development.

Staff Report
Attachment 1 - Housing Element Annual Progress Report Tables

5.5 Payment Issuance Report and Electronic Funds Transfers

The City Council will receive a listing of payments issued from February 1, 2025 – February 28, 2025, totaling $8,363,313.23.

STAFF RECOMMENDATION:

Receive the report.

Staff Report
Attachment 1 - Payment Issuance Report for February 2025

5.6 Tract 8645 Francis Ranch – Final Map Notice and Agreement for Long Term Encroachment for Landscape Features

The City Council will receive a notification of the City Engineer's pending approval of the Final Map for Tract 8645, Francis Ranch. The City Council will consider approving the

Agreement for Long-Term Encroachment for Landscape Features for Tract 8645, Francis Ranch.

STAFF RECOMMENDATION:

Receive the notification and adopt the **Resolution** Approving the Agreement for Long Term Encroachment for Landscape Features with Tract 8645, Francis Ranch.

Staff Report

Attachment 1 - Resolution Approving the Agreement for Long Term Encroachment for Landscape Features with Tract 8645, Francis Ranch

Attachment 2 - Exhibit A to the Resolution - Agreement for Long Term Encroachment for Landscape Features with Tract 8645, Francis Ranch

Attachment 3 - Tract 8645 Final Map

6. PUBLIC HEARING – None.

7. UNFINISHED BUSINESS – None.

8. NEW BUSINESS

8.1 Study Session - Sunflower Hill at Grace Pointe Project

The City Council will hold a Study Session on the Sunflower Hill at Grace Pointe project. The proposed project would be developed through a partnership between Sunflower Hill and Satellite Affordable Housing Associates (SAHA). The project consists of the construction of a three-story multi-family apartment building with approximately 60 affordable homes for people with intellectual and developmental disabilities (I/DD) and their households. The development includes two community rooms, a makerspace, a fitness room, and a central courtyard with amenities. On March 6, 2025, Sunflower Hill submitted a preliminary application pursuant to Senate Bill (SB) 35, as a housing project eligible for streamlined approval. As part of this application, Sunflower Hill is seeking the opportunity to share their initial design with the City Council. No action will be taken at this study session.

STAFF RECOMMENDATION:

Receive a presentation from the Applicant on the proposed project and provide feedback.

Staff Report

Attachment 1 - Letter from Sunflower Hill dated March 10, 2025

Attachment 2 - Preliminary Project Plans

Item 8.1 - PowerPoint Presentation

8.2 City Council Personal Devices, Personal Accounts, and Messages Policy

The City Council will consider approving the City Council Personal Devices, Personal Accounts, and Messages Policy. This was requested under agenda item 9 on November 19, 2024.

STAFF RECOMMENDATION:

Adopt the **Resolution** Approving the City Council Personal Devices, Personal Accounts, and Message Policy.

Staff Report

Attachment 1 - Resolution Approving the City Council Personal Devices, Personal Accounts, and Message Policy

Attachment 2 - Exhibit A to the Resolution - Personal Devices, Personal Accounts, and Messages Policy
Item 8.2 - PowerPoint Presentation

9. CITY MANAGER AND CITY COUNCIL REPORTS

Brief information only reports from City Council and/or Staff, including committee reports and reports by City Council related to meetings attended at City expense (AB1234).

10. ADJOURNMENT

This AGENDA is posted in accordance with Government Code Section 54954.2(a)

If requested, pursuant to Government Code Section 54953.2, this agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132) (ADA), and the federal rules and regulations adopted in implementation thereof. To make a request for disability-related modification or accommodation, please contact the City Clerk's Office (925) 833-6650 at least 72 hours in advance of the meeting. Upon receiving a request, the City will swiftly resolve requests for reasonable accommodation for individuals with disabilities, consistent with the federal ADA, and resolve any doubt in favor of accessibility.

Agenda materials that become available within 72 hours in advance of the meeting, and after publishing of the agenda, will be available at Civic Center, 100 Civic Plaza, and will be posted on the City's website at www.dublin.ca.gov/ccmeetings.

Mission

The City of Dublin promotes and supports a high quality of life, ensures a safe, secure, and sustainable environment, fosters new opportunities, and champions a culture of equity, diversity, and inclusion.

Agenda Item 3.1

STAFF REPORT
CITY COUNCIL

DATE: March 18, 2025

TO: Honorable Mayor and City Councilmembers

FROM: Colleen Tribby, City Manager

SUBJECT: Pet Care for All Day Proclamation
Prepared by: Marsha Moore, MMC, City Clerk

EXECUTIVE SUMMARY:

The City Council will present a proclamation for Pet Care for All Day.

STAFF RECOMMENDATION:

Present the proclamation.

FINANCIAL IMPACT:

None.

DESCRIPTION:

The East Bay Society for the Prevention of Cruelty to Animals (SPCA) established April 24 as "National Pet Care for All Day" in 2024. The City Council's recognition raises awareness of the East Bay SPCA's mission, and acknowledges the work of its staff, volunteers, and the community for their care of countless animals, education about responsible pet ownership, and collaboration with local organizations to create a more humane and compassionate society.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) Pet Care for All Day Proclamation

A PROCLAMATION OF THE CITY COUNCIL
CITY OF DUBLIN, CALIFORNIA

"Pet Care for All Day"

WHEREAS, the East Bay Society for the Prevention of Cruelty to Animals (East Bay SPCA) was founded on April 24, 1874, with a noble mission to promote the welfare of animals and serve our community with compassion; and

WHEREAS, in 2025 the East Bay SPCA is celebrating the second annual "Pet Care for All Day." The East Bay SPCA has been a cornerstone of animal welfare, dedicating itself to the protection, care, and well-being of animals in need, demonstrating an unwavering commitment to access to care through respected and accessible expertise for animals in our community; and

WHEREAS, the East Bay SPCA has played a pivotal role in Dublin by providing shelter and care to countless animals, educating the community on responsible pet ownership, and collaborating with local organizations to create a more humane and compassionate society; and

WHEREAS, the tireless efforts of the East Bay SPCA staff, volunteers, and supporters have contributed to the organization's enduring legacy; and

WHEREAS, the bond between people and their pets is linked to many health benefits, including decreased blood pressure, cholesterol levels, feelings of loneliness, anxiety, and symptoms of Post Traumatic Stress Disorder (PTSD), as well as increased opportunities for exercise and outdoor activities, better cognitive function in older adults, and more opportunities to socialize; and

WHEREAS, East Bay SPCA has improved the quality of life for the residents of Dublin by providing opportunities for pet ownership and companionship.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin does hereby honor East Bay SPCA's dedication and recognizes their service to our community and continued dedication to transforming the lives of cats and dogs by enriching the human-animal bond and proclaims April 24th as "Pet Care for All Day" in the City of Dublin.

DATED: March 18, 2025

Mayor Sherry Hu

Vice Mayor Kashef Qaadri

Councilmember Jean Josey

Councilmember Michael McCorriston

Councilmember John Morada

Agenda Item 5.1

STAFF REPORT

CITY COUNCIL

DATE: March 18, 2025

TO: Honorable Mayor and City Councilmembers

FROM: Colleen Tribby, City Manager

SUBJECT: Approval of March 4, 2025 Regular City Council Meeting Minutes
Prepared by: Marsha Moore, MMC, City Clerk

EXECUTIVE SUMMARY:

The City Council will consider approval of the minutes of the March 4, 2025 Regular City Council Meeting.

STAFF RECOMMENDATION:

Approve the minutes of the March 4, 2025 Regular City Council Meeting.

FINANCIAL IMPACT:

None.

DESCRIPTION:

The City Council will consider approval of the minutes of the March 4, 2025 Regular City Council Meeting.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) March 4, 2025 Regular City Council Meeting Minutes

MINUTES OF THE CITY COUNCIL OF THE CITY OF DUBLIN

Regular Meeting: March 4, 2025

The following are minutes of the actions taken by the City of Dublin City Council. A full video recording of the meeting with the agenda items indexed and time stamped is available on the City's website at: https://dublin.ca.gov/ccmeetings

REGULAR MEETING 7:00 PM

A Regular Meeting of the Dublin City Council was held on Tuesday, March 4, 2025, in the Peter W. Snyder Council Chamber. The meeting was called to order at 7:02 PM, by Mayor Hu.

1) CALL TO ORDER

Attendee Name	Status
Dr. Sherry Hu, Mayor	Present
Kashef Qaadri, Vice Mayor	Present
Jean Josey, Councilmember	Present
Michael McCorriston, Councilmember	Present
John Morada, Councilmember	Absent

2) PLEDGE OF ALLEGIANCE

3) PRESENTATIONS AND PROCLAMATIONS

3.1) 2024 Volunteer Recognition Winners

The City Council recognized Daniel Colley as the City of Dublin 2024 Citizen of the Year, Suhani Gupta as the Young Citizen of the Year, and Sensory Wall, Incorporated as Organization of the Year. Susan Yan Tang was recognized for receiving the 2024 Mayor's Award and Bonnie Terra, Division Chief, Alameda County Fire Department received the Mayor's Legacy Award.

3.2) American Red Cross Month Proclamation

The City Council presented a proclamation for American Red Cross Month.

3.3) Prescription Drug Abuse Awareness Month Proclamation

The City Council presented a proclamation for Prescription Drug Abuse Awareness Month.

3.4) 41st St. Patrick's Day Celebration Preview

The City Council received a presentation that previewed the 41st St. Patrick's Day Celebration held the weekend of March 14-16, 2025.

3.5) Employee Introductions

New City of Dublin Staff members, Kathryn Gunn, Office Assistant II, and Lex Smith, Permit Technician, with the Community Development Department, were introduced.

4) PUBLIC COMMENT

Jeanine Gillengerten provided public comment.

Tom Evans provided public comment.

Shirley Lewandowski provided public comment.

Nathan Jonken provided public comment.

Aaron Oehrle-Steele provided public comment.

Brent Songey provided public comment.

Todd Benson provided public comment.

Sumeet Gore provided public comment.

5) CONSENT CALENDAR

5.1) Approved the February 18, 2025 Regular City Council Meeting Minutes.

On a motion by Councilmember McCorriston, seconded by Vice Mayor Qaadri, and by unanimous vote, the City Council adopted the Consent Calendar, except for item 5.2.

RESULT:	ADOPTED [UNANIMOUS]
MOVED BY:	Michael McCorriston, Councilmember
SECOND:	Kashef Qaadri, Vice Mayor
AYES:	Hu, Josey, McCorriston, Qaadri
ABSENT:	Morada

5.2) Approval of the 2025 City of Dublin Legislative Platform

This item was pulled from the consent calendar by Councilmember Josey for further discussion.

On a motion by Vice Mayor Qaadri and seconded by Councilmember McCorriston, and by unanimous roll call vote, the City Council adopted Resolution No. 13-25 titled, "Approving the 2025 City of Dublin Legislative Platform," with direction to Staff to amend Exhibit A to the Resolution to add language to the introduction regarding the inclusion of federal mandates, legislation, regulations, executive orders, activities, funding opportunities, and uses of land within or bordering Dublin, and add an item under Public Safety and Public Health regarding local policies that prioritize safety, dignity, and fair treatment of all individuals.

RESULT:	ADOPTED [UNANIMOUS]
MOVED BY:	Kashef Qaadri, Vice Mayor
SECOND:	Michael McCorriston, Councilmember
AYES:	Hu, Josey, McCorriston, Qaadri
ABSENT:	Morada

6) PUBLIC HEARING – None.

7) UNFINISHED BUSINESS

7.1) Report on the City's Efforts in Advancing Diversity, Equity, and Inclusion

The City Council received a report on Staff's progress implementing initiatives resulting from the Community Task Force on Equity, Diversity, and Inclusion.

8) NEW BUSINESS

8.1) Designation of Agency Labor Negotiators for Unrepresented Employees: City Manager and City Attorney

On a motion by Vice Mayor Qaadri, seconded by Councilmember Josey, and by unanimous vote, the City Council appointed Mayor Hu and Vice Mayor Qaadri to the City Manager's review and performance evaluation, and Councilmember Josey and Councilmember

McCorriston to the City Attorney's review and performance evaluation.

RESULT:	ADOPTED [UNANIMOUS]
MOVED BY:	Kashef Qaadri, Vice Mayor
SECOND:	Jean Josey, Councilmember
AYES:	Hu, Josey, McCorriston, Qaadri
ABSENT:	Morada

9) CITY MANAGER AND CITY COUNCIL REPORTS

The City Council and Staff provided brief information-only reports, including committee reports and reports related to meetings attended at City expense (AB1234).

10) ADJOURNMENT

Mayor Hu adjourned the meeting at 8:34 PM.

_____
Mayor

ATTEST:

_____
City Clerk

Agenda Item 5.2

STAFF REPORT
CITY COUNCIL

DATE: March 18, 2025

TO: Honorable Mayor and City Councilmembers

FROM: Colleen Tribby, City Manager

SUBJECT: Summary Vacation of an Emergency Vehicle Access Easement Located at 4321 Toyota Drive
Prepared by: Oscar Rivera, Associate Civil Engineer

EXECUTIVE SUMMARY:

The City Council will consider approving a summary vacation of an Emergency Vehicle Access Easement (EVAE) located at 4321 Toyota Drive. This existing EVAE conflicts with constructed improvements for the site and will be replaced with a new EVAE that aligns with the current parking lot.

STAFF RECOMMENDATION:

Adopt the **Resolution** Summarily Vacating an Emergency Vehicle Access Easement Located at 4321 Toyota Drive (Streets and Highways Code Chapter 4).

FINANCIAL IMPACT:

There is no impact to the General Fund. All costs associated with the preparation of this report and the processing of the summary vacation are borne by the property owner of the automobile dealership.

In accordance with Section 8336 of the Streets and Highways Code, no fee shall be charged for the recordation of the certified copy of the resolution of vacation.

DESCRIPTION:

On February 7, 2006, the City Council approved Parcel Map 8726 (Resolution 10-06). On this map, an Emergency Vehicle Access Easement (EVAE) was created through the automobile dealership parking lot. On June 13, 2024, the City issued a building permit (BLDG-2024-02851) to construct alterations to an existing customer lounge and service building along with some site improvements. Some of the improvements approved in the building permit conflict with the existing EVAE. With the completion of these site and building improvements, the property owner proposes to vacate the existing EVAE and dedicate a new EVAE that aligns with the existing

parking lot configuration.

Pursuant to Streets and Highways Code Section 8333, the City Council may summarily vacate a public service easement, which includes emergency vehicle access easements, if the easement has been superseded by relocation or determined to be excess by the easement holder, and there are no other public facilities located within the easement. The EVAE is proposed to be relocated and there are no other public facilities located within the EVAE, therefore the City Council may summarily vacate the easement.

Following adoption of the resolution, pursuant to Streets and Highways Code Sections 8335 and 8336, the City Clerk will record a certified copy of the resolution of vacation in the office of the County Recorder. Upon such recordation, the vacation is complete. The attached resolution also authorizes the City Manager to quitclaim any interest in the easement should the title company require a quitclaim deed to clear the easement from the title of the property.

General Plan Consistency

The Streets and Highways Code Section 8313 requires that, if the proposed vacation of a street or public service easement is within an area for which a general plan is adopted, the City Council must consider the General Plan prior to vacating the easement. It further requires that Government Code Section 65402, which states that the Planning Commission shall report as to the conformity with the City's General Plan, shall be followed if that section applies to the proposed vacation; however, this section is not applicable in this situation because the proposed vacation of the public service easement does not qualify as the disposition of real property.

ENVIRONMENTAL REVIEW:

This vacation is categorically exempt from the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15301, Existing Facilities.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) Resolution Summarily Vacating an Emergency Vehicle Access Easement Located at 4321 Toyota Drive (Streets and Highways Code Chapter 4)
2) Exhibit A to the Resolution – Legal Description

RESOLUTION NO. XX – 25

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

SUMMARILY VACATING AN EMERGENCY VEHICLE ACCESS EASEMENT LOCATED AT 4321 TOYOTA DRIVE (STREETS AND HIGHWAYS CODE CHAPTER 4)

WHEREAS, Parcel Map 8726 in the incorporated territory of the City of Dublin, State of California was approved by City Council Resolution 10-06 in accordance with provisions of the Subdivision Map Act of the State of California, and the City of Dublin Municipal Code; and

WHEREAS, the existing Emergency Vehicle Access Easement (EVAE) dedicated on Parcel Map 8726 does not conform to the existing parking lot configuration; and

WHEREAS, the owner requests to vacate the existing EVAE and dedicate a new EVAE that aligns with the existing parking lot configuration; and

WHEREAS, Section 8333 of the California Streets and Highways Code authorizes the City Council to summarily vacate a public service easement that has been superseded by relocation or determined to be excess by the easement holder, and there are no other public facilities located within the easement; and

WHEREAS, the California Streets and Highways Code Section 8313 requires that, if the proposed vacation of a street or public service easement is within an area for which a general plan is adopted, the City Council must consider the General Plan prior to vacating the easement; and

WHEREAS, the California Streets and Highways Code Section 8313 further requires that Government Code Section 65402, which states that the Planning Commission shall report as to conformity with the General Plan, shall be followed if that section applies to the proposed; and

WHEREAS, the California Streets and Highways Code Section 8313 is not applicable in this situation because the proposed vacation of the public service easement does not qualify as the disposition of real property.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Dublin finds that:

1. With the proposed EVAE relocation, the existing easement is no longer required.

2. The vacation of the EVAE is in conformance with the City's General Plan pursuant to Streets and Highways Code Section 8313.

3. The proposed vacation of the EVAE is categorically exempt from review under the California Environmental Quality Act (CEQA) pursuant to Title14 California Code of Regulations, CEQA Guidelines Section 15301, Existing Facilities.

4. From and after the date the resolution is recorded, the EVAE as described in **Exhibit A** is vacated and shall no longer constitute a public service easement.

BE IT FURTHER RESOLVED that based on the findings made and the above provisions of the Streets and Highways Code, the City Council hereby orders the summary vacation of the EVAE located at 4321 Toyota Drive, as described in **Exhibit A**.

BE IT FURTHER RESOLVED that the City Manager, or designee, is hereby authorized to take any and all further actions to effectuate the vacation and quitclaim of the easement, including the execution of a Quitclaim Deed, if necessary.

BE IT FURTHER RESOLVED that the City Clerk is hereby directed to transmit a certified copy of this Resolution to be recorded in the office of the County Recorder of Alameda.

PASSED, APPROVED AND ADOPTED this 18th day of March 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

EXHIBIT A

All of the Emergency Vehicle Access Easement (EVAE) dedicated and accepted on the map entitled “Parcel Map 8726”, recorded in Book 290 of Parcel Maps at Pages 29 through 33, Official Records of Alameda County.

March 18, 2025

SB 343

Senate Bill 343 mandates supplemental materials that have been received by the City Clerk's office that relate to an agenda item after the agenda packets have been distributed to the City Council be available to the public.

The attached documents were received in the City Clerk's office after distribution of the March 18, 2025, Regular City Council meeting agenda packet.

Item 5.2

CITY MANAGER'S OFFICE MEMORANDUM

DATE: March 18, 2025

TO: Honorable Mayor and City Councilmembers

FROM: Colleen Tribby, City Manager

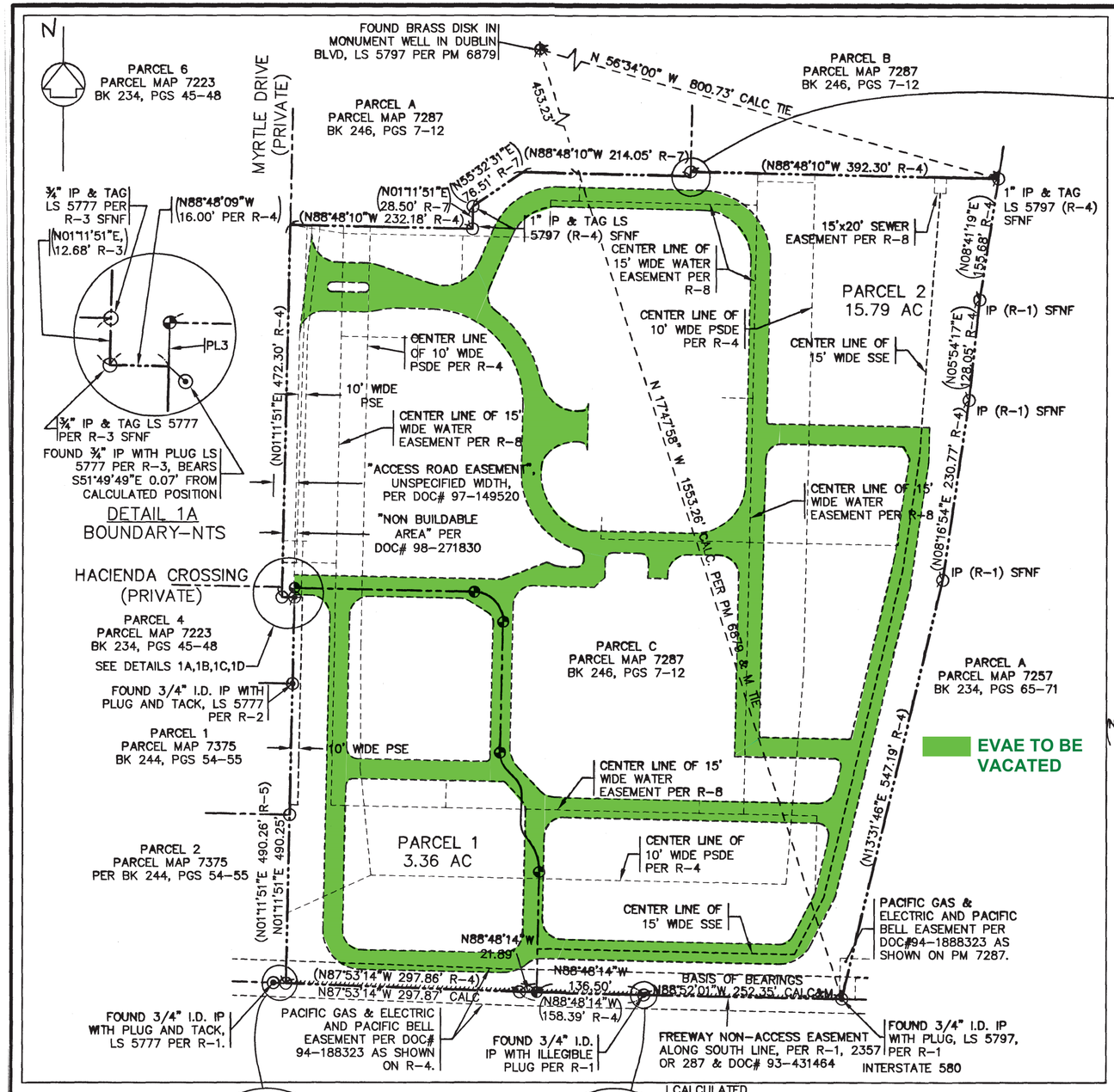
SUBJECT: Item 5.2: Summary Vacation of an Emergency Vehicle Access Easement Located at 4321 Toyota Drive

The March 18, 2025 City Council Meeting includes the summary vacation of an Emergency Vehicle Access Easement (EVAE) located at 4321 Toyota Drive.

After the agenda was posted, Staff recognized the need for an exhibit showing graphically the existing EVAE proposed for summary vacation. Staff has prepared the attached exhibit, that shows in green the extent of the existing EVAE, to be included with Item 5.2.

PARCEL MAP 8726
SHAMROCK FORD
MYRTLE DRIVE & I-580

SHEET 2 OF 5



ABBREVIATIONS

AC	ACRE
APN	ASSESSOR'S PARCEL NUMBER
BK	BOOK
C#	CURVE NUMBER
CALC	CALCULATED
DOC#	DOCUMENT NUMBER
E	EAST
EVAE	EMERGENCY VEHICLE ACCESS EASEMENT
I.D.	INSIDE DIAMETER
IP	IRON PIPE
L#	LINE NUMBER
LS	LAND SURVEYOR
M	MEASURED
N	NORTH
NTS	NOT TO SCALE
PGS	PAGES
PM	PARCEL MAP
R	RADIAL BEARING
R&M	RECORDED AND MEASURED
PSDE	PRIVATE STORM DRAIN EASEMENT
PSE	PUBLIC SERVICE EASEMENT
R.C.E.	REGISTERED CIVIL ENGINEER
S	SOUTH
SFNF	SEARCHED FOR NOT FOUND
SL#	SEWER LINE NUMBER
SSE	SANITARY SEWER EASEMENT
W	WEST
WL#	WATER LINE NUMBER

NOTES:
1. ORIGINAL PARCEL IS APN 986-0016-008-01.
2. THE EVAE DEDICATED ON PM 7287 (MAP BK 246 PGS 7-12) IS ABANDONED BY THIS PM 8726 PURSUANT TO SECTION 66434(g) OF THE GOVERNMENT CODE.

LEGEND

.....	RADIAL BEARING
~~	NON ACCESS EASEMENT
( )	RECORD INFORMATION
- - - - -	EXISTING EASEMENT LINE
- - - - -	NEW EASEMENT LINE
———	PROPERTY LINE
———	EXTERIOR BOUNDARY LINE
⊙	FOUND PROPERTY CORNER WITH LS/RCE TAG NUMBER AS SHOWN
○	PROPERTY CORNER, SFNF
⊕	NEW PROPERTY CORNER TO BE SET WITH 1" IP TAG RCE 21533
⊕	STREET MONUMENT

BASIS OF BEARINGS

THE BASIS OF BEARINGS ON THIS MAP IS BASED UPON THAT CERTAIN PARCEL MAP 6879, FILED 4 NOVEMBER 1996 IN BOOK 225 PARCEL MAPS AT PAGES 67 THROUGH 75, ALAMEDA COUNTY RECORDS, TAKEN AS N88°52'01"W 252.35', CALCULATED AND MEASURED.

PARCEL MAP 8726

BEING A SUBDIVISION OF A PORTION OF PARCEL C, PARCEL MAP 7287, RECORDED 29 JULY 1999, IN BOOK 246 OF PARCEL MAPS, PAGES 7 THROUGH 12, ALAMEDA COUNTY RECORDS.

CITY OF DUBLIN ALAMEDA COUNTY STATE OF CALIFORNIA
JANUARY 2006

GRAPHIC SCALE

100 0 50 100 200 400
(IN FEET)
1 inch = 100 ft.

REFERENCES

R-1 PARCEL MAP 6879, BOOK 225 OF PARCEL MAPS, PAGES 67-75
R-2 PARCEL MAP 7116, BOOK 232 OF PARCEL MAPS, PAGES 53-56
R-3 PARCEL MAP 7223, BOOK 234 OF PARCEL MAPS, PAGES 45-48
R-4 PARCEL MAP 7287, BOOK 246 OF PARCEL MAPS, PAGES 7-12
R-5 PARCEL MAP 7375, BOOK 244 OF PARCEL MAPS, PAGES 54-55
R-6 PARCEL MAP 7257, BOOK 234 OF PARCEL MAPS, PAGES 65-71
R-7 PARCEL MAP 8469, BOOK 284 OF PARCEL MAPS, PAGES 77-82
R-8 DOC# 2005-176360-WATER LINE AND SEWER LINE EASEMENT FOR DUBLIN SAN RAMON SERVICES DISTRICT

Oscar Larson & Associates
317 Third Street
Eureka, California 95501
(707) 445-2043

SHEET 2 OF 5

JN 6973.1 1/17/06

Parcel Map 8726 Map Book 290 Pg. 30

Agenda Item 5.3

STAFF REPORT

CITY COUNCIL

DATE: March 18, 2025

TO: Honorable Mayor and City Councilmembers

FROM: Colleen Tribby, City Manager

SUBJECT: Approving an Agreement with Origin Bay LLC, Koja Kitchen for Concession Services at The Wave
Prepared by: Kevin Coffee, Recreation Coordinator

EXECUTIVE SUMMARY:

The City Council will consider an agreement with Origin Bay LLC, Koja Kitchen, for concession services at The Wave for the 2025 and 2026 waterpark seasons.

STAFF RECOMMENDATION:

Adopt the **Resolution** Approving an Agreement with Origin Bay LLC, Koja Kitchen for Concession Operation Services.

FINANCIAL IMPACT:

Origin Bay LLC, Koja Kitchen will pay the City a flat fee of $25,000 per season for two seasons, totaling $50,000, to lease the concession stand for services at The Wave. Additionally, as a pass-through cost from birthday party customers, the City will reimburse the contractor for birthday party meal expenses, not to exceed $60,000 per season. Birthday party meal expenses are included in the department's operating budget and have corresponding revenues.

DESCRIPTION:

On November 18, 2024, the City released a Request for Proposals (RFP) for Concession Operations at The Wave for the 2025 and 2026 waterpark seasons (Attachment 3). Staff emailed the RFP to over 200 restaurants, food trucks, and food vendors.

Three proposals were received by the deadline of December 16, 2024, from Origin Bay LLC (Koja Kitchen), Pacific Coast Entertainment, and Legacy Hospitality & Entertainment Group (Attachment 4). All proposals were reviewed and evaluated by Staff in accordance with the following criteria:

- Responsiveness to the Request for Proposal questions
- Experience with engagement of similar scope and complexity

- Qualifications and specific experience of key project team members
- Quality and completeness of the proposal
- Satisfaction of previous clients

Based upon the evaluation criteria and after conducting interviews, Koja Kitchen received the highest rating.

Menu Options

In reviewing the proposals, Staff rated proposals more favorably if they closely matched the existing menu and price points, included waterpark favorites, and expanded upon the current menu offerings so customers would not see a significant change in prices or content.

Koja Kitchen proposed a menu that includes offerings similar to those in previous years, such as hamburgers, cheeseburgers, hot dogs, french fries, and ice cream, while adding new offerings such as Korean hot dogs and Spam musubi. This similar, yet expanded, menu will assist in a seamless transition for returning customers.

Menu options from the other proposals included only traditional amusement park selections with no options that would cater to the diverse nature of the community.

Financial Proposals

The RFP set the concession stand lease rate at $25,000 per season, an increase of $8,000 from the 2024 season under the previous concessions agreement. Koja Kitchen has committed to paying that rate.

Compensation proposals from competing bidders aligned with this rate, with one bidder offering a higher amount; however, that bidder received unfavorable references and did not have a local presence, which raised concerns about their suitability.

Biography and Management Plan

Koja Kitchen launched as a food truck in 2011, serving the San Francisco area, and expanded to its first brick-and-mortar restaurant in 2014. Since then, the business has continued to grow, opening multiple locations throughout the Bay Area, including one in Dublin. With extensive experience catering to large groups and serving high-volume events, Koja Kitchen is well equipped to handle concession operations at The Wave, where attendance levels are comparable or greater.

The proximity of Koja Kitchen's Dublin location provides a logistical advantage, allowing them to prepare birthday party meals and supplement concession orders on high-traffic days. Additionally, they have a qualified manager and experienced staff dedicated to full-time concession operations. References for Koja Kitchen were overwhelmingly positive, highlighting their staff's professionalism, flexibility, diverse menu options, and operational efficiency.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted. A copy of this report was provided to Koja Kitchen.

ATTACHMENTS:

1) Resolution Approving an Agreement with Origin Bay LLC, Koja Kitchen for Concession Operation Services
2) Exhibit A to the Resolution – Contractor Services Agreement Between the City of Dublin and Koja Kitchen
3) Request for Proposals – The Wave Waterpark Concession Operation Services
4) Concession Proposals

RESOLUTION NO. XX – 25

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

APPROVING AN AGREEMENT WITH ORIGIN BAY LLC, KOJA KITCHEN FOR CONCESSION OPERATION SERVICES

WHEREAS, City owns concession facilities at The Wave Waterpark ("The Wave"); and

WHEREAS, the City desires to offer snacks, food and refreshments conveniently available to its park users at The Wave; and

WHEREAS, the City desires to have a third-party operate the concessions facilities to offer high quality food and refreshments for visitors at The Wave; and

WHEREAS, a Request for Proposals was released on November 18, 2024, with three proposals received by the deadline; and

WHEREAS, the proposals were reviewed, evaluated and scored by Staff, and Origin Bay LLC, Koja Kitchen ("Koja Kitchen") was the selected bidder; and

WHEREAS, Koja Kitchen services best align with the City's previous menu and price range; and Koja Kitchen is prepared to complete the work outlined in the Scope of Services; and

WHEREAS, Koja Kitchen will pay the City $25,000 per season for two seasons totaling $50,000; and

WHEREAS, as a pass-through cost, the City will reimburse the contractor for birthday party meal expenses, not to exceed $60,000 per season for two seasons totaling $120,000.

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Dublin does hereby approve the agreement with Origin Bay LLC, Koja Kitchen.

BE IT FURTHER RESOLVED that the City Manager is authorized to execute the agreement, attached hereto as **Exhibit A**, and make any necessary, non-substantive changes to carry out the intent of this Resolution.

{Signatures on the Following Page}

PASSED, APPROVED AND ADOPTED this 18th day of March 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

**CONTRACTOR SERVICES AGREEMENT BETWEEN
THE CITY OF DUBLIN AND
KOJA KITCHEN**

THIS AGREEMENT for Concession Operation services is made by and between the City of Dublin ("City") and Origin Bay LLC, Koja Kitchen ("Contractor" or "Concessionaire") (together sometimes referred to as the "Parties") as of **03/18/2025** (the "Effective Date").

Section 1. SERVICES. Subject to the terms and conditions set forth in this Agreement, Contractor shall provide to City the services described in the Scope of Work attached as Exhibit A at the time and place and in the manner specified therein. In the event of a conflict in or inconsistency between the terms of this Agreement and Exhibit A, the Agreement shall prevail.

1.1 Term of Services. The term of this Agreement shall begin on the Effective Date and shall end on September 30, 2026, unless the term of the Agreement is otherwise terminated or extended, as provided for in Section 8. The time provided to Contractor to complete the services required by this Agreement shall not affect the City's right to terminate the Agreement, as referenced in Section 8. Notwithstanding the foregoing this Agreement may be extended on an annual basis for up to two years upon the written consent of the Contractor and the City Manager, provided that: a) sufficient funds have been appropriated for such purchase, b) the price charged by the Contractor for the provision of the services described in Exhibit B does not increase. None of the foregoing shall affect the City's right to terminate the Agreement as provided for in Section 8.

1.2 Standard of Performance. Contractor shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which Contractor is engaged.

1.3 Assignment of Personnel. Contractor shall assign only competent personnel to perform services pursuant to this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the reassignment of any such persons, Contractor shall, immediately upon receiving notice from City of such desire of City, reassign such person or persons.

1.4 Time. Contractor shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance provided in Subsection 1.2 above and to satisfy Contractor's obligations hereunder. Concessionaire shall provide services during normal business hours of the Wave, or at other times as

determined by the mutual consent of the Parties. Wave hours and dates are attached hereto on Exhibit C. Contractor may not assign, sublease, or transfer any of its rights under this Agreement

Section 2. COMPENSATION. As a pass-through cost from birthday party participants, City hereby agrees to reimburse Contractor for birthday meal expenses at a rate of $10.00-$12.00 per meal, with total reimbursable expenses not to exceed $60,000.00 per season, notwithstanding any contrary indications that may be contained in Contractor's proposal, for services to be performed and reimbursable costs incurred under this Agreement. Contractor shall pay City a flat fee of $25,000.00 per season for two seasons, totaling up to $50,000.00, to lease the Wave concession stand and for services provided under this Agreement.

In the event of a conflict regarding the amount of compensation between this Agreement and Consultant's proposal, the Agreement shall prevail. City shall pay Contractor for services rendered pursuant to this Agreement at the time and in the manner set forth herein. The payments specified below shall be the only payments from City to Contractor for services rendered pursuant to this Agreement. Contractor shall submit all invoices to City in the manner specified herein. Except as specifically authorized by City in writing, Contractor shall not bill City for duplicate services performed by more than one person.

Contractor and City acknowledge and agree that compensation paid by City to Contractor under this Agreement is based upon Contractor's estimated costs of providing the services required hereunder, including salaries and benefits of employees and subcontractors of Contractor. Consequently, the Parties further agree that compensation hereunder is intended to include the costs of contributions to any pensions and/or annuities to which Contractor and its employees, agents, and subcontractors may be eligible. City therefore has no responsibility for such contributions beyond compensation required under this Agreement.

2.1 Invoices. Contractor shall submit invoices, not more often than once a month during the term of this Agreement, based on the cost for services performed, incurred prior to the invoice date. Invoices shall contain the following information:

- Serial identifications of progress bills; i.e., Progress Bill No. 1 for the first invoice, etc.;
- The beginning and ending dates of the billing period;
- A quantity ordered summary containing the original contracted costs per item, the amount of prior billings, and the total due this period.

- The total quantity of each product ordered under the Agreement by Contractor and each employee, agent, and subcontractor of Contractor performing services hereunder;

- The Contractor's signature;

2.2 **Monthly Payment.** City shall make monthly payments, based on invoices received, for services satisfactorily performed. City shall have 30 days from the receipt of an invoice that complies with all of the requirements above to pay Contractor.

2.3 [Intentionally Deleted]

2.4 **Total Payment.** City shall pay for the services to be rendered by Contractor pursuant to this Agreement. City shall not pay any additional sum for any expense or cost whatsoever incurred by Contractor in rendering services pursuant to this Agreement. City shall make no payment for any extra, further, or additional service pursuant to this Agreement.

In no event shall Contractor submit any invoice for an amount in excess of the maximum amount of compensation provided above either for a task or for the entire Agreement, unless the Agreement is modified prior to the submission of such an invoice by a properly executed change order or amendment.

2.5 **Fees.** Fees for work performed by Contractor on a quantity basis shall not exceed the amounts shown on the compensation schedule attached hereto as Exhibit B.

2.5.1 Concessionaire agrees to pay City according to payment schedule and payment amounts outlined in Exhibit B.

2.6 **[Intentionally Deleted]**

2.7 **Payment of Taxes.** Contractor is solely responsible for the payment of employment taxes incurred under this Agreement and any similar federal or state taxes.

2.8 **Payment upon Termination.** In the event that the City or Contractor terminates this Agreement pursuant to Section 8, the City shall compensate the Contractor for all outstanding costs and reimbursable expenses incurred for work satisfactorily completed as of the date of

written notice of termination. Contractor shall maintain adequate logs and timesheets to verify costs incurred to that date.

2.9 Authorization to Perform Services. The Contractor is not authorized to perform any services or incur any costs whatsoever under the terms of this Agreement until receipt of authorization from the Contract Administrator.

2.10 [Intentionally Deleted]

Section 3. FACILITIES AND EQUIPMENT. Except as set forth herein, Contractor shall, at its sole cost and expense, provide all facilities and equipment that may be necessary to perform the services that are in addition to the equipment outlined in Exhibit D required by this Agreement. City shall make available to Contractor only the facilities and equipment listed in this section, and only under the terms and conditions set forth herein. Contractor shall make a written request to City to use facilities or equipment not otherwise listed herein.

3.1 Safety Requirements. In accordance with generally accepted construction practices and state law, Contractor shall be solely and completely responsible for conditions on the jobsite, including safety of all persons and property during performance of the work. This requirement shall apply continuously and not be limited to normal working hours.

Contractor shall take all necessary precautions and provide all necessary safeguards to prevent personal injury and property damage. Contractor shall provide protection for all persons including, but not limited to, its employees and employees of its subcontractors; members of the public; and employees, agents, and representatives of the City and regulatory agencies that may be on or about the work.

The services of the City in conducting review and inspection of Contractor's performance is not intended to include review of the adequacy of Contractor's work methods, equipment, bracing or scaffolding, or safety measures, in, on, or near any Contractor jobsite.

All work and materials shall be in strict accordance with all applicable state, city, county, and federal rules, regulations and codes, with specific attention to the United States Department of Labor Occupational Health and Safety Administration (OSHA) requirements. Contractor shall be solely responsible for compliance with all city, county, and state explosive transport, storage, and blasting requirements and for any damages caused by such operations.

Contractor is hereby informed that work on City property could be hazardous. Contractor shall carefully instruct all personnel working on City property that all conditions of the property are potentially hazardous work areas as to potential dangers and shall provide such necessary safety equipment and instructions as are necessary to prevent injury to personnel and damage to property. Special care shall be exercised relative to work underground.

In addition to complying with all other safety regulations, Contractor shall abide by any and all other City requirements contained in any specifications, special conditions or manuals, which shall be made available by City upon request.

Contractor shall provide and maintain all necessary safety equipment such as fences, barriers, signs, lights, walkways, guards, and fire prevention and fire-fighting equipment and shall take such other action as is required to fulfill its obligations under this section. It is the intent of the City to provide a safe working environment under normal conditions. CONTRACTOR IS ADVISED THAT CITY'S OPERATIONS AND PROPERTY ARE INHERENTLY HAZARDOUS BECAUSE OF CONDITIONS SUCH AS CONFINED SPACES, POTENTIALLY EXPLOSIVE ATMOSPHERES, AND POSSIBLE EXPOSURE TO PATHOGENS.

Contractor shall maintain all portions of the jobsite in a neat, clean, and sanitary condition at all times. If required by the City, toilets shall be furnished by Contractor where needed for use of its employees and their use shall be strictly enforced. Contractor shall not use the City's existing sanitary facilities, unless previously authorized by the City.

Contractor shall keep adequate first aid facilities and supplies available and instruction in first aid for its employees shall be given.

City reserves the right to require that Contractor bring onto the project or engage the services of a licensed safety engineer at any time during the term of this Agreement. If Contractor does not have a licensed safety engineer on staff, then City may require that Contractor engage a subcontractor or subconsultant as the project's safety engineer. Contractor shall bear all costs in connection with meeting the requirements of this section.

Section 4. INSURANCE REQUIREMENTS. Before fully executing this Agreement, Contractor, at its own cost and expense, unless otherwise specified below, shall procure the types and amounts of insurance listed below against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the

work hereunder by the Contractor and its agents, representatives, employees, and subcontractors. Consistent with the following provisions, Contractor shall provide proof satisfactory to City of such insurance that meets the requirements of this section and under forms of insurance satisfactory in all respects, and that such insurance is in effect prior to beginning work. Contractor shall maintain the insurance policies required by this section throughout the term of this Agreement. The cost of such insurance shall be included in the Contractor's bid. Contractor shall not allow any subcontractor to commence work on any subcontract until Contractor has obtained all insurance required herein for the subcontractor(s) and provided evidence to City that such insurance is in effect. VERIFICATION OF THE REQUIRED INSURANCE SHALL BE SUBMITTED AND MADE PART OF THIS AGREEMENT PRIOR TO EXECUTION. Contractor shall maintain all required insurance listed herein for the duration of this Agreement.

4.1 Workers' Compensation:

4.1.1 General Requirements. Contractor shall, at its sole cost and expense, maintain Statutory Workers' Compensation Insurance and Employer's Liability Insurance for any and all persons employed directly or indirectly by Contractor. The Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be provided with limits of not less than $1,000,000 per accident. In the alternative, Contractor may rely on a self-insurance program to meet these requirements, but only if the program of self-insurance complies fully with the provisions of the California Labor Code. Determination of whether a self-insurance program meets the standards of the California Labor Code shall be solely in the discretion of the Contract Administrator.

4.1.2 Submittal Requirements. To comply with Subsection 4.1, Contractor shall submit the following:

a. Certificate of Workers' Compensation Insurance in the amounts specified in the section; and

4.2 Commercial General and Automobile Liability Insurance.

4.2.1 General Requirements. Contractor, at its own cost and expense, shall maintain commercial general liability insurance for the term of this Agreement in an amount not less than $2,000,000 and automobile liability insurance for the term of this Agreement in an amount not less than $2,000,000 per occurrence, combined single limit coverage for risks associated with the work contemplated by this Agreement. If a Commercial General Liability Insurance or an Automobile Liability form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the

general aggregate limit shall be at least twice the required occurrence limit. Such coverage shall include but shall not be limited to, protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from activities contemplated under this Agreement, including without limitation, blanket contractual liability and the use of owned and non-owned automobiles.

4.2.2 Minimum Scope of Coverage. Commercial general coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001 (most recent edition) covering comprehensive General Liability on an "occurrence" basis. Automobile coverage shall be at least as broad as Insurance Services Office Automobile Liability form CA 0001, Code 1 (any auto). No endorsement shall be attached limiting the coverage.

4.2.3 Additional Requirements. Each of the following shall be included in the insurance coverage or added as a certified endorsement to the policy:

a. The Insurance shall cover on an occurrence or an accident basis, and not on a claims-made basis.

b. City, its officers, officials, employees, and volunteers are to be covered as additional insureds as respects: liability arising out of work or operations performed by or on behalf of the Contractor; or automobiles owned, leased, hired, or borrowed by the Contractor.

c. For any claims related to this Agreement or the work hereunder, the Contractor's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

4.2.4 Submittal Requirements. To comply with Subsection 4.2, Contractor shall submit the following:

a. Certificate of Liability Insurance in the amounts specified in the section;

b. Additional Insured Endorsement as required by the section; and

c. Primary Insurance Endorsement as required by the section.

4.3 All Policies Requirements.

4.3.1 Acceptability of Insurers. All insurance required by this section is to be placed with insurers with a Bests' rating of no less than A:VII.

4.3.2 Verification of Coverage. Prior to beginning any work under this Agreement, Contractor shall furnish City with complete copies of all Certificates of Liability Insurance delivered to Contractor by the insurer, including complete copies of all endorsements attached to the policies. All copies of Certificates of Liability Insurance and certified endorsements shall show the signature of a person authorized by that insurer to bind coverage on its behalf. If the City does not receive the required insurance documents prior to the Contractor beginning work, it shall not waive the Contractor's obligation to provide them. The City reserves the right to require complete copies of all required insurance policies at any time.

4.3.3 Deductibles and Self-Insured Retentions. Contractor shall disclose to and obtain the written approval of City for the self-insured retentions and deductibles before beginning any of the services or work called for by any term of this Agreement. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its officers, employees, and volunteers; or the Contractor shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration and defense expenses.

4.3.4 Wasting Policies. No policy required by this Section 4 shall include a "wasting" policy limit (i.e. limit that is eroded by the cost of defense).

4.3.5 Endorsement Requirements. Each insurance policy required by Section 4 shall be endorsed to state that coverage shall not be canceled by either party, except after 30 days' prior written notice has been provided to the City.

4.3.6 Subcontractors. Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for

subcontractors shall be subject to all of the requirements stated herein.

4.4 **Remedies.** In addition to any other remedies City may have if Contractor fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, City may, at its sole option exercise any of the following remedies, which are alternatives to other remedies City may have and are not the exclusive remedy for Contractor's breach:

- Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement;

- Order Contractor to stop work under this Agreement or withhold any payment that becomes due to Contractor hereunder, or both stop work and withhold any payment, until Contractor demonstrates compliance with the requirements hereof; and/or

- Terminate this Agreement.

Section 5. INDEMNIFICATION AND CONTRACTOR'S RESPONSIBILITIES. Contractor shall indemnify, defend with counsel acceptable to City, and hold harmless City and its officers, officials, employees, agents and volunteers from and against any and all liability, loss, damage, claims, expenses, and costs (including without limitation, attorney's fees and costs and fees of litigation) (collectively, "Liability") of every nature arising out of or in connection with Contractor's performance of the Services or its failure to comply with any of its obligations contained in this Agreement, except such Liability caused by the sole negligence or willful misconduct of City.

The Contractor's obligation to defend and indemnify shall not be excused because of the Contractor's inability to evaluate Liability or because the Contractor evaluates Liability and determines that the Contractor is not liable to the claimant. The Contractor must respond within 30 days, to the tender of any claim for defense and indemnity by the City, unless this time has been extended by the City. If the Contractor fails to accept or reject a tender of defense and indemnity within 30 days, in addition to any other remedy authorized by law, so much of the money due the Contractor under and by virtue of this Agreement as shall reasonably be considered necessary by the City, may be retained by the City until disposition has been made of the claim or suit for damages, or until the Contractor accepts or rejects the tender of defense, whichever occurs first.

Notwithstanding the forgoing, to the extent this Agreement is a "construction contract" as defined by California Civil Code Section 2782, as may be amended from time to

time, such duties of Contractor to indemnify shall not apply when to do so would be prohibited by California Civil Code Section 2782.

In the event that Contractor or any employee, agent, or subcontractor of Contractor providing services under this Agreement is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of City, Contractor shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Contractor or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

Section 6. STATUS OF CONTRACTOR.

6.1 Independent Contractor. At all times during the term of this Agreement, Contractor shall be an independent contractor and shall not be an employee of City. This Agreement shall not be construed as an agreement for employment. City shall have the right to control Contractor only insofar as the results of Contractor's services rendered pursuant to this Agreement and assignment of personnel pursuant to Subsection 1.3; however, otherwise City shall not have the right to control the means by which Contractor accomplishes services rendered pursuant to this Agreement. Contractor further acknowledges that Contractor performs Services outside the usual course of the City's business; and is customarily engaged in an independently established trade, occupation, or business of the same nature as the Contractor performs for the City, and has the option to perform such work for other entities. Notwithstanding any other City, state, or federal policy, rule, regulation, law, or ordinance to the contrary, Contractor and any of its employees, agents, and subcontractors providing services under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any and all claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in the California Public Employees Retirement System (PERS) as an employee of City and entitlement to any contribution to be paid by City for employer contributions and/or employee contributions for PERS benefits.

6.2 Contractor Not an Agent. Except as City may specify in writing, Contractor shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Contractor shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever.

Section 7. LEGAL REQUIREMENTS.

7.1 **Governing Law.** The laws of the State of California shall govern this Agreement.

7.2 **Compliance with Applicable Laws.** Contractor and any subcontractors shall comply with all laws applicable to the performance of the work hereunder.

7.3 **Other Governmental Regulations.** To the extent that this Agreement may be funded by fiscal assistance from another governmental entity, Contractor and any subcontractors shall comply with all applicable rules and regulations to which City is bound by the terms of such fiscal assistance program.

7.4 **Licenses and Permits.** Contractor represents and warrants to City that Contractor and its employees, agents, and any subcontractors have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to practice their respective professions. Contractor represents and warrants to City that Contractor and its employees, agents, any subcontractors shall, at their sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required to practice their respective professions. In addition to the foregoing, Contractor and any subcontractors shall obtain and maintain during the term of this Agreement valid Business Licenses from City.

7.5 **Nondiscrimination and Equal Opportunity.** Contractor shall not discriminate, on the basis of a person's race, sex, gender, religion (including religious dress and grooming practices), national origin, ancestry, physical or mental disability, medical condition (including cancer and genetic characteristics), marital status, age, sexual orientation, color, creed, pregnancy, genetic information, gender identity or expression, political affiliation or belief, military/veteran status, or any other classification protected by applicable local, state, or federal laws (each a "Protected Characteristic"), against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient of, or applicant for any services or programs provided by Contractor under this Agreement.

Contractor shall include the provisions of this Subsection in any subcontract approved by the Contract Administrator or this Agreement.

Section 8. TERMINATION AND MODIFICATION.

8.1 **Termination.** City may cancel this Agreement at any time and without cause upon written notification to Contractor.

Contractor may cancel this Agreement upon 30 days' written notice to City and shall include in such notice the reasons for cancellation.

In the event of termination, Contractor shall be entitled to compensation for services performed to the effective date of termination; City, however, may condition payment of such compensation upon Contractor delivering to City any or all documents, photographs, computer software, video and audio tapes, and other materials provided to Contractor or prepared by or for Contractor or the City in connection with this Agreement.

8.2 **Extension.** City may, in its sole and exclusive discretion, extend the end date of this Agreement beyond that provided for in Subsection 1.1. Any such extension shall require a written amendment to this Agreement, as provided for herein. Contractor understands and agrees that, if City grants such an extension, City shall have no obligation to provide Contractor with compensation beyond the maximum amount provided for in this Agreement. Similarly, unless authorized by the Contract Administrator, City shall have no obligation to reimburse Contractor for any otherwise reimbursable expenses incurred during the extension period.

8.3 **Amendments.** The Parties may amend this Agreement only by a writing signed by all the Parties.

8.4 **Assignment and Subcontracting.** City and Contractor recognize and agree that this Agreement contemplates personal performance by Contractor and is based upon a determination of Contractor's unique personal competence, experience, and specialized personal knowledge. Moreover, a substantial inducement to City for entering into this Agreement was and is the professional reputation and competence of Contractor. Contractor may not assign this Agreement or any interest therein without the prior written approval of the Contract Administrator. Contractor shall not subcontract any portion of the performance contemplated and provided for herein, other than to the subcontractors noted in the proposal, without prior written approval of the Contract Administrator.

8.5 **Survival.** All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating liability between City and Contractor shall survive the termination of this Agreement.

8.6 **Options upon Breach by Contractor.** If Contractor materially breaches any of the terms of this Agreement, City's remedies shall include, but not be limited to, the following:

8.6.1 Immediately terminate the Agreement;

8.6.2 Retain the plans, specifications, drawings, reports, design documents, and any other work product prepared by Contractor pursuant to this Agreement;

8.6.3 Retain a different contractor to complete the work described in Exhibit A not finished by Contractor; or

8.6.4 Charge Contractor the difference between the cost to complete the work described in Exhibit A that is unfinished at the time of breach and the amount that City would have paid Contractor pursuant to Section 2 if Contractor had completed the work.

Section 9. KEEPING AND STATUS OF RECORDS.

9.1 **Records Created as Part of Contractor's Performance.** All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Contractor prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of the City. Contractor hereby agrees to deliver those documents to the City upon the conclusion of each waterpark season and termination of the Agreement. It is understood and agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use. City and Contractor agree that, until final approval by City, all data, plans, specifications, reports and other documents are confidential and will not be released to third parties without prior written consent of both Parties.

9.2 **Contractor's Books and Records.** Contractor shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the City under this Agreement for a minimum of 3 years, or for any longer period required by law, from the date of final payment to the Contractor to this Agreement.

9.3 **Inspection and Audit of Records.** Any records or documents that Subsection 9.2 of this Agreement requires Contractor to maintain shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of the City. Under California Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds $10,000.00, the Agreement shall

be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of the City, for a period of 3 years after final payment under the Agreement.

Section 10. MISCELLANEOUS PROVISIONS.

10.1 Attorneys' Fees. If a party to this Agreement brings any action, including an action for declaratory relief, to enforce or interpret the provision of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which that party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.

10.2 Venue. In the event that either party brings any action against the other under this Agreement, the Parties agree that trial of such action shall be vested exclusively in the state courts of California in the County of Alameda or in the United States District Court for the Northern District of California.

10.3 Severability. If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.

10.4 No Implied Waiver of Breach. The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.

10.5 Successors and Assigns. The provisions of this Agreement shall inure to the benefit of and shall apply to and bind the successors and assigns of the Parties.

10.6 Conflict of Interest. Contractor may serve other clients, but none whose activities within the corporate limits of City or whose business, regardless of location, would place Contractor in a "conflict of interest," as that term is defined in the Political Reform Act, codified at California Government Code Section 81000 *et seq.*

Contractor shall not employ any City official in the work performed pursuant to this Agreement. No officer or employee of City shall have any financial interest in this Agreement that would violate California Government Code Section 1090 *et seq.*

Contractor hereby warrants that it is not now, nor has it been in the previous 12 months, an employee, agent, appointee, or official of the City. If Contractor was an employee, agent, appointee, or official of the City in the previous 12 months, Contractor warrants that it did not participate in any manner in the forming of this Agreement. Contractor understands that, if this Agreement is made in violation of California Government Code Section 1090 *et seq.*, the entire Agreement is void and Contractor will not be entitled to any compensation for services performed pursuant to this Agreement, including reimbursement of expenses, and Contractor will be required to reimburse the City for any sums paid to the Contractor. Contractor understands that, in addition to the foregoing, it may be subject to criminal prosecution for a violation of California Government Code Section 1090 *et seq.,* and, if applicable, will be disqualified from holding public office in the State of California.

10.7 **Solicitation.** Contractor agrees not to solicit business at any meeting, focus group, or interview related to this Agreement, either orally or through any written materials.

10.8 **Contract Administration.** This Agreement shall be administered by the City Manager ("Contract Administrator"). All correspondence shall be directed to or through the Contract Administrator or his or her designee.

10.9 **Notices.** Any written notice to Contractor shall be sent to:
Origin Bay LLC, Koja Kitchen
Att: Martin Chou
5252 Dublin Boulevard
Dublin, CA 94568

Any written notice to City shall be sent to:

City of Dublin
Att: Kevin Coffee
100 Civic Plaza
Dublin, CA 94568

10.10 **Integration.** This Agreement, including the scope of work attached hereto and incorporated herein as Exhibit A B, C, and D, represents the entire and integrated agreement between City and Contractor and supersedes all prior negotiations, representations, or agreements, either written or oral.

Exhibit A	Scope of Services
Exhibit B	Compensation Schedule
Exhibit C	Operation Schedule

Exhibit D Equipment List

10.11 Counterparts and Electronic Signatures. This Agreement may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one agreement. Counterparts delivered and/or signatures executed by City-approved electronic or digital means shall have the same force and effect as the use of a manual signature. Both Parties desire this Agreement to be electronically signed in accordance with applicable federal and California law. Either Party may revoke its agreement to use electronic signatures at any time by giving notice to the other Party.

10.12 Certification per Iran Contracting Act of 2010. In the event that this contract is for
one million dollars ($1,000,000.00) or more, by Contractor's signature below Contractor certifies that Contractor, and any parent entities, subsidiaries, successors or subunits of Contractor are not identified on a list created pursuant to subdivision (b) of Section 2203 of the California Public Contract Code as a person engaging in investment activities in Iran as described in subdivision (a) of Section 2202.5, or as a person described in subdivision (b) of Section 2202.5 of the California Public Contract Code, as applicable.

SIGNATURES ON FOLLOWING PAGE

The Parties have executed this Agreement as of the Effective Date. The persons whose signatures appear below certify that they are authorized to sign on behalf of the respective Party.

CITY OF DUBLIN

Colleen Tribby, City Manager

Attest:

Marsha Moore, City Clerk

Approved as to Form:

City Attorney

KOJA KITCHEN

DocuSigned by:
Martin Chou
A80541C4173A44B...

Martin Chou, Owner/Operator

EXHIBIT A

SCOPE OF SERVICES

1. Concessionaire may only use the Facilities to sell snacks, food, and refreshments to patrons and/or staff at the Wave. Concessionaire may use the Facilities for storage of concession items only. The concessionaire will not sell alcoholic beverages or any glass bottles/containers.
2. Facility must be returned to the City in the original condition at season's end or upon Agreement termination (reasonable wear and tear excepted). Concessionaire will assume full liability for any repairs, loss, damage, or destruction to the Facility which is due to the fault or negligence of the Concessionaire or the Concessionaire's agents or employees. Concessionaire must immediately notify the Recreation Supervisor if City-owned equipment malfunctions; Concessionaire provides like-kind replacement if repair is unfeasible.
3. Concessionaire will be responsible for all non-concession equipment, including cash register (with credit card and receipt capability). Concessionaire shall be responsible for providing all food service equipment required to successfully operate Food Services (excluding the equipment listed in Exhibit D. Concessionaire provides and maintains service ware, uniforms, linens, disposables, signage, menus, and laundry services.
4. Concessionaire may not subcontract any portion of the concession operation without the City's prior written consent.
5. Should City enter into an agreement with a beverage distributor, City may require Concessionaire to sell that distributor's products preferentially or exclusively.
6. Concessionaire may not install any permanent signs. Temporary, non-attached signs may be used during Concessionaire operation but must be removed when not in use. Signs must be in good condition. Signs that are tattered or in poor condition must be removed.
7. City shall issue one door key to Concessionaire. Concessionaire may request additional keys from City, but may not duplicate any keys. Keys must only be distributed to appropriate staff. Concessionaire may not change locks or cylinders. Violation will result in termination of this Agreement. Concessionaire shall pay for all key and lock replacement costs if keys or locks are lost or damaged, even if the costs exceed the amount deposited.
8. Concessions staff will receive security badges upon request and after the completion of all related, necessary documentation.
9. Throughout the term of the Agreement, the Concessionaire shall be solely responsible for the security of the Facility and all other areas under the Concessionaire's supervision. Further, the Concessionaire and its employees shall ensure that, upon completion of normal business hours, the Facility is secured and that all appropriate equipment and lights have been turned off.
10. Concessionaire will be responsible for implementing software that allows for ordering and/or order ready notifications.

11. Concessionaire must comply with all applicable federal, state, county, and local laws, ordinances, and regulations for Food Services. Maintain Facility, Freezer/Refrigerator, and equipment to highest sanitary standards in line with Alameda County Health regulations. Concessionaire is to obtain and maintain all necessary licenses/permits, including Food Handlers Permit.
12. Any health inspection is to be coordinated with City staff. Report all inspection outcomes to the City; promptly correct deficiencies.
13. Concessionaire is solely responsible for security of the Facility and ensuring proper closure procedures are followed daily.

EXHIBIT A

SCOPE OF SERVICES (CONT.)

14. Certified Food Service Manager required on-site during operations (minimum two years' experience).
15. The Concessionaire shall notify the City's Police Department and/or Alameda County Fire Department in the event of a fire or other emergency using the appropriate communication method. Further, the Concessionaire shall establish appropriate emergency procedures, ensure that all of its employees are trained on such procedures, and provide copies of these procedures to City staff.
16. Concessionaire may display logos in designated areas with City's approval.
17. At the end of the season and upon termination of the Agreement, the Concessionaire shall empty and clean all food storage areas, including the Freezer/Refrigerator within seven (7) days of the end of the season and/or termination of the Agreement unless otherwise arranged with Wave Management. A full, detailed cleaning of Facility, must include:
    - Removal of all food and supplies
    - Cleaning of appliances, hood, filters, ducting system, and tile flooring
    - Cleaning and sanitizing of counters, shelving, refrigerators, freezers, vents, fans, and windows (inside and out)
    - Degreasing and scrubbing exterior concrete entrance
    - Cleaning of baseboards, walls, and any hidden areas behind wheeled equipment
    - If the above cleaning is not completed, it will be the responsibility of the concessionaire to pay for the concession's facility cleaning
18. Concessionaire shall bear all costs of operation, except as set forth otherwise in this Agreement.

EXHIBIT B

CONCESSIONAIRE PAYMENT SCHEDULE

	Payment	Due Date
May and June 2025	$12,500.00	06/05/2025
July, August, September 2025	$12,500.00	09/04/2025
May and June 2026	$12,500.00	06/04/2026
July, August, September 2026	$12,500.00	09/03/2026

BIRTHDAY PARTY MEAL PRICE

Payment	Due Date
$10 - $12 per meal	Invoiced by Concessionaire to City and Paid Monthly

EXHIBIT C

OPERATION SCHEDULE

The Concessionaire will have sole access to the concession stand beginning May 1st through September 30th each year with operations being conducted according to the following schedule.

Summer 2025 Hours of Operation

Daily Concessions Operating Hours
- 11:00 am – 5:30 pm

Waterpark
- May 26, 2025
- May 31, and June 1, 2025
- Daily: June 7, 2025, through August 10, 2025
- Weekends Only: August 16, 2025, through September 1, 2025

The Concessionaire is required to operate on the following holidays
- Memorial Day: May 26, 2025
- Independence Day: July 4, 2025
- Labor Day: September 1, 2025

Summer 2026 Hours of Operations

Daily Concessions Operating Hours
- 11:00 am – 5:30 pm

Waterpark
- May 25, 26, 27, 2026
- May 30 and 31, 2026
- Daily: June 6, 2026, through August 9, 2026
- Weekends Only: August 15, 2026, through September 7, 2026

The Concessionaire is required to operate on the following holidays
- Memorial Day: May 25, 2026
- Independence Day: July 4, 2026
- Labor Day: September 7, 2026

EXHIBIT D

EQUIPMENT LIST

- 1 Electronic Menu Display Board
- 1 Turbo Air Solid Door Refrigerator (three-door) – 73 Cubic Feet (M3R72-3-M)
- 1 Turbo Air Solid Door Freezer (two-door) - 42.1 Cubic Feet (M3F47-2-M)
- 2 Turbo Air Under Counter Freezer (JUF-48-N) (JUF-60-N)
- 1 Turbo Air Work Top Freezer (TWF-60SD-N)
- 1 Turbo Air Mega Top Unit - Sandwich/Salad Prep Table w/ Refrigerated Base (MST-72-30-N)
- 1 BUNN Coffee Machine with two 1.5-liter Capacity Pots
- 1 Taylor Soft Serve Freezer (Two Flavor Dispenser) Model 791
- 1 Ortega Nacho Cheese Warmer & Dispenser
- 2 Globe 16lbs Countertop Electric Fryers (PF16E)
- 1 Cecilware Electric Griddle (Model: EL1836)
- 2 Sodir Panini Machines
- 1 Four-light heat lamp
- 1 Amana RC22S2 Heavy Duty Stainless Steel Commercial Microwave Oven with Push Button Controls – one cubic foot
- 1 Indigo Ice Machine
- 1 Soda Machine (soda provided by soft drink vendor)
- 1 Turbo Air Glass Door Merchandiser Refrigerator – 20.3 Cubic Feet (TGM22RV-N6)
- 3 P.O.S. Machines
- 1 Three-Compartment Sink
- 1 Prep Sink
- 2 Hand Washing Sinks

REQUEST FOR PROPOSALS

The Wave – Waterpark Concession Operations

City of Dublin

Proposals must be received by: December 16, 2024, 5:00 PM

Kevin Coffee, Recreation Coordinator

100 Civic Plaza

City of Dublin, CA, 94568

Proposals will be evaluated on the following: a) responsiveness to the Request for Proposal questions, b) experience with engagement of similar scope and complexity, c) qualifications and specific experience of key concessionaire team members, d) quality and completeness of the proposal, and e) satisfaction of previous clients.

DUBLIN

Request for Proposal

For

Concession Operations

Overview

The City of Dublin is requesting proposals for the operation and management of concession services during the summer waterpark season. The Wave, located at Emerald Glen Park in Dublin, California, is an award-winning 31,000-square-foot waterpark that includes an 812-square-foot concession stand. The concessionaire will assist in providing an enjoyable experience to park guests with food and beverage options made available for purchase. Concession operations include staffing, food services, inventory control, stock management, menu creation, point of sale software management, custodial duties, enforcement of Alameda County Health Department requirements, record keeping, and communications between the concessionaire and The City of Dublin.

Project Description:

The 812 square foot concession building consists of a front and rear area. The front area consists of two serving windows, a cooking area, and a food prep area. The rear area consists of cold and dry storage, custodial closet, and wash station. The concessionaire will be granted use of all equipment outlined in **ATTATCHMENT B.**

The concessionaire will have sole access to the concession stand beginning May 1 through September 30 each year with operations being conducted according to the following schedule. Reference **ATTACHMENT D** for interior and exterior photos of concession stand.

Daily Waterpark Hours

- 11:00 AM – 6:00 PM

Waterpark Summer 2025 Dates

- May 26, 2025
- May 31 and June 1, 2025
- Daily: June 7, 2025, through August 10, 2025
- Weekends Only: August 16, 2025, through September 1, 2025
- September 6, through September 28, 2025, rentals and buyouts as requested by renter

The concessionaire is required to operate on the following holidays

- Memorial Day: May 26, 2025

- Independence Day: July 4, 2025
- Labor Day: September 1, 2025

Summer 2026 Hours of Operation (Tentative)

Daily Waterpark Hours

- 11:00 AM – 6:00 PM

Waterpark Summer 2026 Dates

- May 25, 26, 27, 2026
- May 30 and 31, 2026
- Daily: June 6, 2026, through August 9, 2026
- Weekends Only: August 15, 2026, through September 7, 2026
- September 8, through September 27, 2026, rentals and buyouts as requested by renter

The concessionaire is required to operate on the following holidays

- Memorial Day: May 25, 2026
- Independence Day: July 4, 2026
- Labor Day: September 7, 2026

The waterpark is open to the public from 11:00 AM to 6:00 PM. The concession stand will be open from 11:00 AM to 5:30 PM daily. Patrons are not permitted to bring outside food and beverages into the park apart from water. However, City of Dublin staff may grant exceptions to this policy for specific needs, such as dietary restrictions, food allergies, religious observances, and baby food. Additionally, the City reserves the right to schedule and include additional non–duplicate food vendors during waterpark operating hours as deemed necessary.

The summer waterpark season's overall attendance and concession's gross revenue for the past three seasons has been:

Gross Sales	**2022**	**2023**	**2024**
May and June	$ 91,887.11	$ 66,117.35	$ 112,032.85
July	$ 101,941.88	$ 138,050.72	$ 122,078.43
August and September	$ 76,884.26	$ 64,642.00	$ 55,988.98
Total	$ 270,713.25	$ 268,810.07	$ 290,100.26

	2022	**2023**	**2024**
Season Total Attendance	52,182	57,613	65,510

The concessionaire will also provide meals for facility birthday party rentals during the summer waterpark season. The Wave offers four birthday party rental areas during daily waterpark operations. Each reservable area has a minimum of 10 and a maximum of 32 attendees. Birthday party meals are to be delivered to the reserved areas between 12:00 PM and 1:00 PM. The City of Dublin will assume expenses for birthday party meals. Birthday meal options and prices are to be included in the proposals. Birthday party meals will be required to have vegetarian and vegan options.

The summer waterpark season's overall birthday party attendance and meal orders for the past three seasons has been:

Total Birthday Party Meals Ordered			
Month	**2022**	**2023**	**2024**
May and June	631	913	1,021
July	1,094	1,002	794
August and September	842	597	640
Total	2,567	2,512	2,455

See **ATTACHMENT C** for responsibilities of City and concessionaire

Term of the Contract

The term of this Agreement shall begin on the Effective Date and shall end after two (2) years. Notwithstanding the foregoing, this Agreement may be extended for up to one (1) year upon the written consent of the concessionaire and the City Manager.

The term of the Agreement will begin on April 1, 2025, and continue through September 30, 2026, for operation of concessions during the 2025 and 2026 waterpark season's which takes place from the Saturday preceding Memorial Day Weekend through the Labor Day Holiday. The winning proposal will have an option to renew for a third year at the City's discretion.

Financial Relationship

The concessionaire will be renting the concessions facility at a rate of $5,000.00 per month for five total months each waterpark season.

Payment to the City will be made in two installments every year.

50% due on the first Thursday of June ($12,500.00)

50% due on the first Thursday of September ($12,500.00)

Considerations:

The concessionaire must have adequate experience from references. The contract will be awarded only to a responsible concessionaire. To qualify as responsible, a prospective concessionaire must meet the following standards/experience as they pertain to this RFP.

Experience includes:

- Staffing and managing a seasonal or full-time concession operation.
- Staffing a concession for deliveries, cleanings, and other requirements of the operation.
- The concessionaire must be able to comply with all requirements in the Request for Proposal.
- The concessionaire must have a satisfactory record of contractual performance from listed references.
- The concessionaire must maintain all liability insurance requirements and licenses as listed in the final contract.

The ability and willingness to enter into an agreement with the City as required in the sample agreement **ATTACHMENT A**. Please note the attached agreement is a model.

Process and General Conditions

1. Proposers shall submit four (4) original proposals and one electronic copy to:

Kevin Coffee
Recreation Coordinator
100 Civic Plaza
Dublin, CA, 94568
Kevin.coffee@dublin.ca.gov

Electronic copies shall be submitted by emailed PDF, on CD or USB flash drive. Hardcopies (4) must be mailed to the address listed above.

2. The deadline for submitting the proposal is **December 16, 2024, at 5:00 PM** to the Parks and Community Services Department at 100 Civic Plaza, Dublin, CA, 94568. Postmarks will not be accepted.

3. The City will not pay for any costs incurred in preparation and submission of the proposals or in anticipation of a contract. The format of submittals is at the discretion of the proposer. Each proposal shall be limited to a maximum of 30 pages, single-sided, using minimum 12-point font size. Page limit excludes a table of contents, tabbed dividers, and resumes for concessionaire team.

Schedule for RFP Process

November 18, 2024, 5:00 PM Request for Proposals mailed to concessionaire.

December 3, 2024, 10:00 AM Optional tour of concession stand.

December 10, 2024, 5:00 PM Deadline to submit questions to City of Dublin.

December 16, 2024, 5:00 PM Proposals are due no later than 5:00 PM on December 16 at the offices of the City of Dublin, Parks and Community Services Department, 100 Civic Plaza, Dublin, CA, 94568. Late submittals will not be accepted.

February 4, 2025 Contractor Services Agreement scheduled for approval by the Dublin City Council.

(Tentative dates, subject to change)

RFP Submittal Requirements

Please prepare and organize your Statement of Qualification based on the requirements provided below. Any other information you would like to include should be placed in a separate section at the back of your Statement of Qualification. Please note however that the RFP submittal is limited to 30 pages maximum single sided (excluding resumes) and should be submitted on 8 ½ x 11 paper, in 12-point font. The page limit excludes a table of contents, tabbed dividers, and resumes for concessionaire team.

Interested concessionaires are required to submit four (4) bound, and one electronic copy of their proposal as follows:

1. Enclose a cover letter not to exceed one page, describing the concessionaire's interest and commitment to perform work necessary to provide concession services for waterpark operation. The person authorized by the concessionaire to negotiate a contract with the City of Dublin shall sign the cover letter. Please include this cover letter within the document and not as a separate page.

2. State the qualifications and experience of the concessionaire/individual(s). Please emphasize the specific qualifications and experience with engagements of similar scope and complexity.

3. Provide at least three references (names and current phone numbers) from recent work (previous five years) similar to the services outlined in this request for proposal. Please include a brief description of the work performed.

4. List key staff members, including identification of the primary point-of-contact. Include each team member's availability, including all existing committed hours, and the ability to successfully provide concession services during listed waterpark operation hours.

5. Provide an approach to completing this proposal, showing the flow of various tasks of the work and demonstrating a clear understanding of the requested work.

6. Provide confirmation of your ability to meet the City's Standard Contractor Services Agreement and insurance requirements. Exceptions to the Agreement and insurance requirements shall be specifically noted in the Proposal.

Please provide copies of your proposal to City offices no later than **December 16, 2024, by 5:00 PM.** The entire proposal (excluding resumes) should be a maximum of 30 pages. Submittals should be addressed as follows:

City of Dublin, Parks and Community Services Department
Attention: Kevin Coffee
City of Dublin
100 Civic Plaza
Dublin, CA, 94568

Post-marked packages dated on the specified proposal due date will not be accepted. Any Proposal submitted after the stated deadline will not be accepted for consideration.

Standard Consulting Agreement:

It is anticipated that the services covered by the Agreement resulting from this solicitation will be performed on a time and materials fee basis for a specified scope of work. The term of the Agreement will begin **April 1, 2025**.

A sample of the City's Standard Contractor Services Agreement, including insurance requirements, is provided as **ATTACHMENT A**.

If the interested concessionaire desires to take exception to the Agreement and/or insurance requirements, the interested concessionaire shall clearly identify proposed changes to the Agreement and furnish the reason for these changes, which shall be included in the Statement of Qualification. Exceptions will be taken into consideration in evaluating proposals. Otherwise, the interested concessionaire is to state in the proposal that the Agreement and insurance requirements are acceptable.

Consideration for exceptions will not be considered if not included in the submitted proposal.

Conflict of Interest

Proposer agrees that, for the term of this contract, no member, officer or employee of the City of Dublin, or of a public body within Alameda County or member or delegate to the Congress of the United States, during his/her tenure or for one year thereafter, shall have any direct interest in the contracts or any direct or material benefit arising therefrom.

Proposers must provide a list of any potential conflicts of interest in working for the City of Dublin. This must include, but is not limited to, a list of your concessionaire's clients who are the following: Private clients located or operating within the City of Dublin limits, Dublin San Ramon Service District, US Army Camp Parks and/or the County of Alameda, and a brief description of work for these clients. Proposers must also identify any other clients (including public entities), that may pose a potential conflict of interest, as well as a brief description of work you provide to these clients.

This list must include all potential conflicts of interest within the year prior to the release of this RFP as well as current and future commitments to other projects.

Principals and those performing work for City of Dublin may be required to submit a California Fair Political Practices Commission (FPPC) Form 700: Statement of Economic Interests documenting potential financial conflicts of interest. For additional information, proposers should refer to the FPPC website at http://www.fppc.ca.gov/Form700.html.

Equal Employment Opportunity

Proposer shall not, on the grounds of race, color, sex, age, religion, national origin, ancestry, physical handicap, medical condition, or marital status either discriminate or permit discrimination against any employee or applicant for employment in any manner prohibited by Federal, State or local laws. In the event of proposer non-compliance, the City of Dublin may cancel, terminate or suspend the Contract in whole or in part. Proposer may also be declared ineligible for further contracts with the City of Dublin.

Proposer shall take affirmative action to ensure that applicants are employed, and that employees are treated during their employment, without regard to their race, religion, color, sex, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Proposer and its sub-concessionaire shall post in conspicuous places, available to all employees and applicants for employment, a notice setting forth the following provisions [29 U.S.C. § 623, 42 U.S.C. § 2000, 42 U.S.C. § 6102, 42 U.S.C. § 12112, 42 U.S.C. § 12132, 49 U.S.C. § 5332, 29 CFR Part 1630, 41 CFR Parts 60 et seq.].

Governing Law

This RFP summarizes the applicable laws and governance; when in conflict applicable State/Federal guidelines shall apply. The contract and legal relations between the parties hereto shall be governed and construed in accordance with the laws of the State of California.

Insurance Requirements

The concessionaire shall provide insurance coverage as follows in conformance with the City of Dublin's requirements:

General Liability Insurance	$2,000,000
Automobile Liability Insurance	$1,000,000
Professional Liability Insurance	$1,000,000
Workers' Compensation Insurance	$1,000,000

References

Concessionaire must include three (3) references for which the concessionaire has provided services similar to those described in this RFP. Reference information shall include: Name, Address, Contact, Title, Phone Number, and Term of the contract/service.

Review and Selection Process

The City reserves the right to make the selection based on its sole discretion. A subcommittee selected by City Staff will evaluate proposals provided in response to this RFP. The subcommittee will use a forced ranking process. Informal interviews may be conducted by City staff and may include more than one concessionaire that has submitted a proposal.

Based on input from this review process, a recommendation will be made to the City Manager. The City Manager will make a recommendation to the City Council for award of contract services.

The City reserves the right to award a contract to the concessionaire that the City feels best meets the requirements of the RFP. The City reserves the right to reject any and all proposals prior to execution of the Agreement, with no penalty to the City.

Selection of Concessionaire

Submitted Proposals will be evaluated and scored using the following criteria:

- Responsiveness to the Request for Proposal questions
- Experience with engagement of similar scope and complexity
- Qualifications and specific experience of key project team members
- Quality and completeness of the proposal
- Satisfaction of previous clients

ATTACHMENT A

Standard Consulting Services Agreement

Removed for the purposes of the March 18, 2025 Regular City Council Meeting packet.

ATTACHMENT B

Concession Stand Equipment List

Equipment List

- 1 Electronic Menu Display Board
- 1 Turbo Air Solid Door Refrigerator (three door) – 73 Cubic Feet (M3R72-3-M)
- 1 Turbo Air Solid Door Freezer (two door) - 42.1 Cubic Feet (M3F47-2-M)
- 2 Turbo Air Under Counter Freezer (JUF-48-N) (JUF-60-N)
- 1 Turbo Air Work Top Freezer (TWF-60SD-N)
- 1 Turbo Air Mega Top Unit - Sandwich/Salad Prep Table w/ Refrigerated Base (MST-72-30-N)
- 1 BUNN Coffee Machine with two 1.5-liter Capacity Pots
- 1 Taylor Soft Serve Freezers (Two Flavor Dispenser) Model 791
- 1 Ortega Nacho Cheese Warmer & Dispenser
- 2 Globe 16lbs Countertop Electric Fryers (PF16E)
- 1 Cecilware Electric Griddle (Model: EL1836)
- 2 Sodir Panini Machines
- 1 Four light heat lamp
- 1 Amana RC22S2 Heavy Duty Stainless Steel Commercial Microwave Oven with Push Button Controls – one cubic foot
- 1 Indigo Ice Machine
- 1 Soda Machine (soda provide by soft drink vendor)
- 1 Turbo Air Glass Door Merchandiser Refrigerator – 20.3 Cubic Feet (TGM22RV-N6)
- 3 P.O.S. Machines
- 1 Three-Compartment Sink
- 1 Prep Sink
- 2 Hand Washing Sinks

Reference **ATTACHMENT D** for interior and exterior photos of concession stand and equipment.

ATTACHMENT C

Responsibilities of the City of Dublin and the Concessionaire

Responsibilities of the City of Dublin will include:

Facility and Utilities

- City provides the facility and is responsible for all utility services.
- Utility service interruptions are not guaranteed to be uninterrupted, but the City will make diligent efforts to restore service promptly.
- City is not liable for any loss of food, beverages, revenue, or profits due to utility service interruptions.

Maintenance and Repairs

- City handles all repairs and preventative maintenance of the facility and equipment, including water and sewer.
- City provides annual commercial cleaning of the facility.

Security and Access

- City is responsible for the locking system and key access to the facility.

Waste Management

- City provides non-exclusive access to dumpsters and trash services.

Permits and Equipment

- City provides a menu board and menu software.
- City obtains the Alameda County Health Permit.

Responsibilities of the concessionaire will include:

General Use of Facility and Equipment

- Concessionaire shall use City facilities and equipment solely for specified food services purposes.
- Facility must be returned to the City in the original condition at season's end or upon Agreement termination (reasonable wear and tear excepted).
- Concessionaire shall assume full liability for any repairs, loss, damage, or destruction to the facility which is due to the fault or negligence of the concessionaire or the concessionaire's agents or employees.

- Concessionaire must immediately notify the Recreation Supervisor if City-owned equipment malfunctions; concessionaire provides like-kind replacement if repair is unfeasible.

Equipment and Supplies

- Concessionaire is responsible for all non-concession equipment, including cash register (with credit card and receipt capability).
- Concessionaire shall be responsible for providing all food service equipment required to successfully operate food services (excluding the equipment listed in Attachment B)
- Concessionaire provides and maintains service ware, uniforms, linens, disposables, signage, menus, and laundry services.
- Concessionaire Shall be responsible for implementing software that allows for ordering and or order ready notifications.

Health, Safety, and Compliance

- Concessionaire must comply with all applicable federal, state, county, and local laws, ordinances, and regulations for food services.
- Maintain Facility, Freezer/Refrigerator, and equipment to highest sanitary standards in line with Alameda County Health regulations.
- Concessionaire to obtain and maintain all necessary licenses/permits, including Food Handlers Permit.
- Any health inspection is to be coordinated with City staff.
- Report all inspection outcomes to the City; promptly correct deficiencies.

Emergency and Security Procedures

- Notify City's Police or Alameda County Fire Department in case of fire or other emergencies.
- Establish, train, and provide emergency procedures to City staff.
- Concessionaire is solely responsible for the security of the Facility and ensuring proper closure procedures are followed daily.

Food Service Management and Display

- Certified Food Service Manager required on-site during operations (minimum two years' experience).
- Concessionaire may display logos in designated areas with City's approval.

End-of-Season Cleaning Requirements

- Full, detailed cleaning of facility, including:
    - Removal of all food and supplies

- Cleaning of appliances, hood, filters, ducting system, and tile flooring
- Cleaning and sanitizing of counters, shelving, refrigerators, freezers, vents, fans, and windows (inside and out)
- Degreasing and scrubbing exterior concrete entrance
- Cleaning of baseboards, walls, and any hidden areas behind wheeled equipment

- If the above cleaning is not completed, it will be the responsibility of the concessionaire to pay for the concession's facility cleaning.
- At the end of the season and upon termination of the Agreement, the concessionaire shall empty and clean all food storage areas, including the Freezer/Refrigerator within seven (7) days of the end of the season and/or termination of the Agreement unless otherwise arranged with Wave Management.

ATTACHMENT D

Facility Photographs

Concession Stand Front – Waterpark Serving Windows and Menu Display



Interior Front – Soda Fountain, Ice Machine, Toppings Storage



Interior Front – Cooking Station, Flat Top, Fryer, Microwave, Vent Hood



Interior Front – Serving Stations



Interior Front – Prep Station and Drink Refrigerator



Interior Rear – Dry Storage



Interior Rear – Cold Storage



Interior Rear – Cleaning Stations



Interior Rear – Grase Trap and Custodial Closet



Interior Rear – Fountain Dring Syrup Dispenser



Martin Chou, Owner/Operator
KoJa Kitchen
5252 Dublin Blvd
Dublin, CA 94568

December 11, 2024

City of Dublin, Parks and Community Services Department
Attention: Kevin Coffee
100 Civic Plaza
Dublin, CA, 94568

Dear Kevin,

As a resident and business owner in the city of Dublin, I see the opportunity to operate and manage the concession services at the Wave as an exciting and unique opportunity. Not only does this allow us to be a part of a local attraction that my family enjoys each summer, it also allows us to expand our interest in doing business in Dublin. When I mentioned this opportunity to my 11 years old daughter, she was ecstatic and has constantly asked whether the proposal has been submitted.

We hope the supporting requirements demonstrate our strong interest and commitment to this partnership. If you have any questions regarding this proposal, please feel free to contact me at (209) 814-7025 or email me at dublin@kojakitchen.com.

Thank you for your consideration.

Sincerely yours,



Martin Chou



Business Proposal

Attn: Kevin Coffee

Prepared By: Martin Chou
Email: dublin@kojakitchen.com
Phone: (209) 814-7025

5252 Dublin Blvd
Dublin, CA 94568

QUALIFICATIONS

KoJa Kitchen is a Korean-Japanese fusion restaurant concept started in 2011 with nine locations in the bay area. The menu includes rice patty burgers, rice bowls, tacos, wings, fries, and a range of other options. The brand currently has over 10k followers on Instagram and Facebook, and was recognized as the top 10 burgers in America by Yelp in 2023.

The Dublin location in the Persimmon Place opened in 2018 and offers dine-in, take-out, delivery and catering services. The concession services would be offered as an extension of the KoJa Kitchen Dublin location. This location has participated in concession services as a pop-up with other restaurant partners such as Wow Wow Lemonade in Livermore as well as events including Paint the Town Red, Yelp's biggest Bay Area event. This location averages one catering order per day with meal counts ranging from 20 to 300 for various events including weddings, social gatherings and corporate functions. With this location being 1.2 miles away from the Wave, it will allow our team to efficiently augment staffing and supplies as needed.

As a corporate hub for new menu item releases, this location offers a unique menu shown on pages 2 and 3 that does not include the recent launch of desserts and Korean style hot dogs. **While the menu can be custom tailored to better serve the specific venue and/or clientele such as hot dogs, hamburgers, and other traditional menu items, we strongly believe the uniqueness of our menu will add to the overall, positive waterpark experience.**

koja kitchen

5252 DUBLIN BLVD, DUBLIN CA 94568
(925)587-1503 | DUBLIN@KOJAKITCHEN.COM
KOJAKITCHEN.COM

SCAN HERE TO ORDER ONLINE

KOJA "IT'S LIKE A BURGER BUT BETTER"

-YOUR CHOICE OF PROTEIN SERVED BETWEEN GARLIC RICE BUNS
-SUBSTITUTE RICE BUNS WITH BREAD BUNS AT NO CHARGE

THE ORIGINAL KOJA — $10.75
KOREAN BBQ SHORT RIB, LETTUCE, KATSU AIOLI, SESAME SEEDS

CHICKEN KOJA — $8.75
OPTION AVAILABLE
KOREAN BBQ CHICKEN, LETTUCE, TOMATO, CILANTRO, SPICY GOCHUJANG SAUCE, SESAME SEEDS, LEMON WEDGE

BEEF KOJA — $9.75
OPTION AVAILABLE
KOREAN BBQ BEEF, LETTUCE, PINEAPPLE, RED SAUCE, SESAME SEEDS

BRAISED PORK KOJA — $9.75
MISO-COCONUT BRAISED PORK, ARUGULA, WONTON CHIP, GARLIC AIOLI, LEMON WEDGE

TERIYAKI ZEN KOJA — $9.25
SOY AND PORTOBELLO MUSHROOM PATTY, LETTUCE, PINEAPPLE, TERIYAKI SAUCE, SESAME SEEDS

TOFU KOJA — $7.75
CRISPY TOFU, LETTUCE, PINEAPPLE, TERIYAKI SAUCE, SESAME SEEDS

CRISPY

CRISPY CHICKEN BOWL — $10.25
CRISPY CHICKEN, PONZU GARLIC SAUCE, HONEY SRIRACHA, KIMCHI, NORI

CRISPY CHICKEN BURGER — $9.25
CRISPY CHICKEN, SESAME SEED BUN, TAKUAN, PONZU GARLIC SAUCE, HONEY SRIRACHA

CRISPY POPCORN CHICKEN — $7.25
SERVED WITH A SIDE OF HONEY SRIRACHA

CRISPY MUSUBI — $4.75
RICE, TERIYAKI SAUCE, CRISPY SPAM, JAPANESE MAYO, SIDE OF HONEY SRIRACHA

TURN ANY BOWL OR KOJA INTO A COMBO! — $4.50
A COMBO COMES WITH A SMALL PLAIN FRIES & A FOcountain DRINK
UPGRADE YOUR SMALL PLAIN FRIES TO A KAMIKAZE OR UMAMI FRIES FOR AN ADDITIONAL $3.

GLUTEN FREE VEGETARIAN VEGAN

BOWLS

YOUR CHOICE OF PROTEIN SERVED OVER WHITE FURIKAKE SEASONED RICE AND SOY GINGER SPRING MIX

CHICKEN BOWL — $9.75
OPTION AVAILABLE
KOREAN BBQ CHICKEN, SPICY GOCHUJANG SAUCE, KIMCHI, GREEN ONIONS, LEMON WEDGE, SESAME SEEDS

SHORT RIB BOWL — $11.75
KOREAN BBQ SHORT RIB, KATSU AIOLI, KIMCHI, GREEN ONIONS, SESAME SEEDS

BEEF BOWL — $10.75
OPTION AVAILABLE
KOREAN BBQ BEEF, RED SAUCE, KIMCHI, GREEN ONIONS, SESAME SEEDS

BRAISED PORK BOWL — $10.75
MISO-COCONUT BRAISED PORK, GARLIC AIOLI, KIMCHI, GREEN ONIONS, LEMON WEDGE, FRIED ONIONS

TERIYAKI ZEN BOWL — $10.25
SOY & PORTOBELLO MUSHROOM PATTY, TERIYAKI SAUCE, PINEAPPLE, GREEN ONIONS, FRIED ONIONS

TOFU BOWL — $8.75
CRISPY TOFU, SOY GARLIC SAUCE, PINEAPPLE, GREEN ONIONS, FRIED ONIONS

AHI TUNA

AHI TUNA SERVED WITH SPRING MIX, WASABI MAYO
GREEN ONIONS, SEAWEED SALAD, IMITATION CRAB SALAD
WONTON CRISPS, SOY GINGER DRESSING

SALAD — $13.25
SERVED WITH SEASONED EDAMAME

BOWL — $13.25
SERVED WITH WHITE FURIKAKE SEASONED RICE, RED SAUCE

FRIES

KAMIKAZE FRIES — $7.50
CRISSCUT WAFFLE FRIES, MINCED KOREAN BBQ BEEF, KIMCHI, RED SAUCE, JAPANESE MAYO, GREEN ONIONS

UMAMI FRIES — $7.50
CRISSCUT WAFFLE FRIES, MISO-COCONUT BRAISED PORK, RED SAUCE, GARLIC AIOLI, GREEN ONIONS, FRIED ONIONS

PLAIN FRIES — S/$3.25 L/$4.25

koja kitchen

5252 DUBLIN BLVD, DUBLIN CA 94568
(925)587-1503 | DUBLIN@KOJAKITCHEN.COM
KOJAKITCHEN.COM

TACOS

CHICKEN TACO $3.75
KOREAN BBQ CHICKEN, LETTUCE, WASABI MAYO, FRIED ONIONS

BEEF TACO $4.25
KOREAN BBQ BEEF, LETTUCE, RED SAUCE, JAPANESE MAYO, FRIED ONIONS, NORI

BRAISED PORK TACO $4.25
MISO-COCONUT BRAISED PORK, ARUGULA, GARLIC AIOLI, LEMON WEDGE, FRIED ONIONS

ZEN TACO $3.75
SOY AND PORTOBELLO MUSHROOM PATTY, LETTUCE, RED SAUCE, JAPANESE MAYO, FRIED ONIONS, NORI

SNACKS

NOT TOO HUNGRY BUT STILL IN A MOOD TO EAT? HERE'S A SELECTION OF OUR SMALL BITES.

SIGNATURE MUSUBI $4.75
RICE, TERIYAKI SAUCE, SPAM, TAMAGO (ROLLED EGG), BACON, AVOCADO, NORI

CALIFORNIA MUSUBI $4.75
RICE, TERIYAKI SAUCE, SPAM, IMITATION CRAB SALAD, AVOCADO, NORI

CLASSIC MUSUBI $3.25
RICE, TERIYAKI SAUCE, SPAM, NORI

SOY GARLIC WINGS (MIN. 10 MIN WAIT) $9.50
SOY GARLIC SAUCE, GREEN ONIONS, SESAME SEEDS

KOREAN BUFFALO WINGS (MIN. 10 MIN WAIT) $9.50
KOREAN BUFFALO SAUCE, PARSLEY, SERVED WITH A SIDE OF JAPANESE MAYO

CATERING

EMAIL DUBLIN@KOJAKITCHEN.COM FOR MORE INFORMATION

FOLLOW US! @KOJKITCHEN @KOJAKITCHEN

KIDS MEAL

SERVED WITH A SIDE OF KIDS SIZED WAFFLE FRIES.

KIDS CHICKEN BOWL $7.50
RICE, KOREAN BBQ CHICKEN, PINEAPPLE, TERIYAKI SAUCE, SESAME SEEDS

KIDS BEEF BOWL $7.50
RICE, KOREAN BBQ BEEF, PINEAPPLE, SESAME SEEDS

KIDS ZEN BOWL $7.50
RICE, SOY PORTOBELLO MUSHROOM PATTY, PINEAPPLE, TERIYAKI SAUCE, SESAME SEEDS

DRINKS

STRAWBERRY MANGO MINT LEMONADE	$3.50
FOUNTAIN DRINK	$2.50
BOTTLED DRINK	$2.50-$3.25
BOTTLE WATER	$2.50
BEER	$5.25

ADD-ONS

ADD THESE TO YOUR BOWLS OR KOJAS

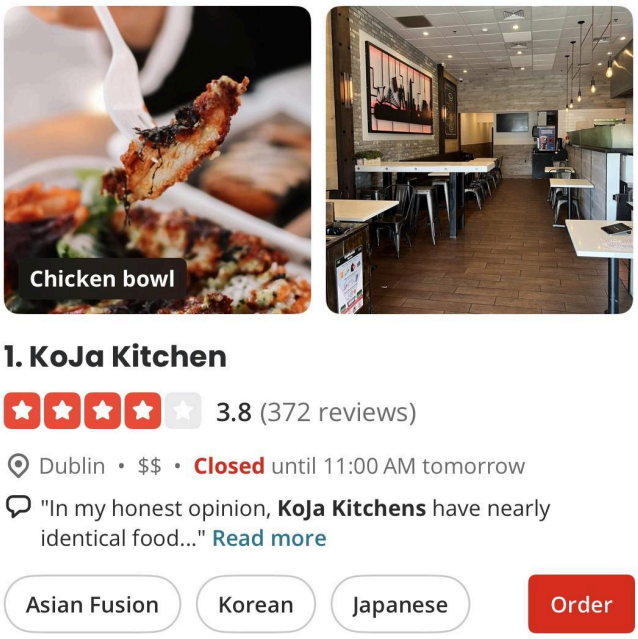
FRIED EGG	$1.50
KIMCHI	$1.00
AVOCADO	$1.25
SEAWEED SALAD	$1.50
EDAMAME	$1.00
IMITATION CRAB SALAD	$1.00

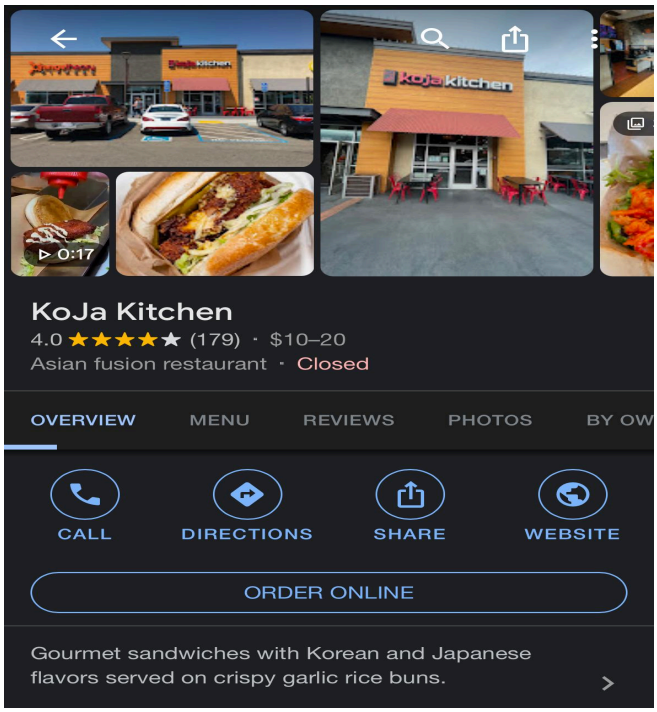
MENU ITEM AVAILABILITY AND PRICES ARE SUBJECT TO CHANGE
NOTICE: CONSUMING RAW FISH OR UNDERCOOKED EGGS MAY INCREASE YOUR RISK OF FOODBORNE ILLNESS
ITEMS GARNISHED WITH KIMCHI (MOST BOWLS) CONTAIN FISH OR SHELLFISH
PLEASE NOTIFY THE CASHIER IF YOU HAVE ANY FOOD ALLERGIES BEFORE YOU ORDER.
ALTHOUGH WE WILL MAKE VERY EFFORT TO ACCOMODATE FOOD ALLERGIES,
WE CANNOT GUARANTEE THAT NO CROSS-CONTAMINATION HAS OCCURRED.

.

REFERENCES

Social References





Professional References

Name: **Crystal Camarena**
Company: Hensel Phelps
Email: ccamarena@henselphelps.com
Phone: (925) 494-9700
Description: Hensel Phelps is a customer that we cater to on a regular basis.

Name: **Jessica Gelico**
Company: Yelp
Email: jgelico@yelp.com
Phone: (510) 213-8358
Description: Partnered with Yelp at their bay area event.

Name: **Michaell Dupin**
Company: Eastown Church
Email: michaell@eastown.church
Phone: (248) 303-4108
Description: Eastown Church is a customer that we cater to on a regular basis.

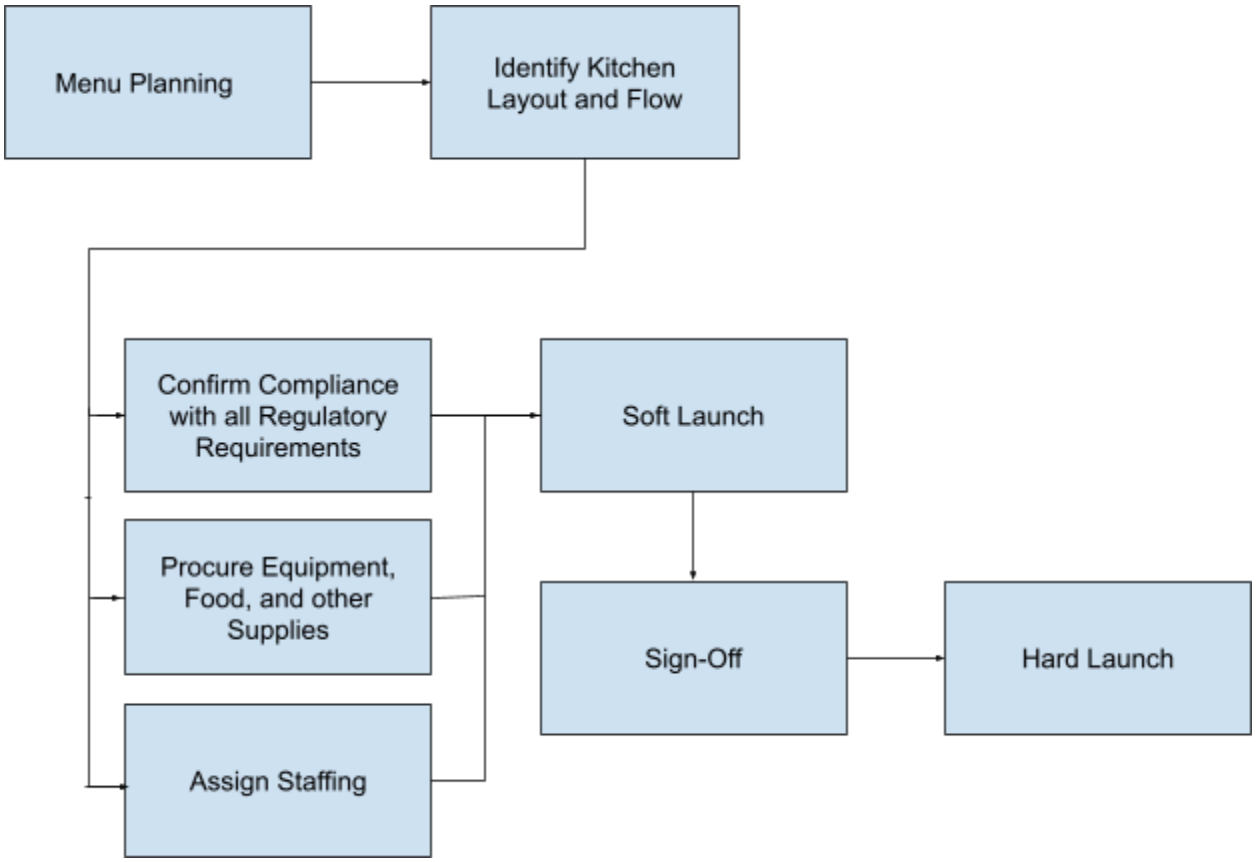
Name: **Nelson Nunez**
Company: Gorilla Creative
Email: nelson@gorillacreative.com
Phone: (707) 561-1972
Description: Gorilla Creative is a customer that we cater to on a regular basis.

STAFFING

The staffing at the Wave will be augmented by the team at KoJa Kitchen Dublin with Martin Chou who will manage operations and be the primary point of contact. The current team consists of 13 team members and will increase to 17 during the summer season. One strong indicator of a responsible resource is their on-time arrivals to their scheduled, work shifts as shown below for the current team at KoJa Kitchen Dublin.

RANK	EMPLOYEE	# ON-TIME ARRIVALS	ON-TIME ARRIVAL RATE	
1	Andrea	87 / 87	100%	
2	KR Katrina	42 / 42	100%	
3	Aaron	183 / 188	97%	
4	Elisha	82 / 86	95%	
5	Dior	56 / 60	93%	
6	VD Vincent	36 / 39	92%	
7	Justin	174 / 194	90%	
8	Christopher	205 / 234	88%	
9	Angela	143 / 167	86%	
10	Preston	118 / 156	76%	
11	JM Joseph	168 / 223	75%	
12	TM Tariro	1 / 2	50%	

APPROACH


Menu Planning
Identify Kitchen Layout and Flow
Confirm Compliance with all Regulatory Requirements
Procure Equipment, Food, and other Supplies
Assign Staffing
Soft Launch
Sign-Off
Hard Launch

CONFIRMATION AND EXCEPTIONS

I, Martin Chou, acknowledge the City's Standard Contractor Services agreement and confirm the insurance requirement excluding the professional liability insurance as our agent is not clear why it is required for a restaurant establishment. Upon further explanation and clarification, this coverage can be added.

Presented to:

DUBLIN
CALIFORNIA

Kevin Coffee
Recreation Coordinator
100 Civic Plaza
City of Dublin, CA, 94568



Prepared by:

LEGACY Hospitality & Entertainment Group EAT DRINK PLAY CELEBRATE

UPSILON ENTERTAINMENT GROUP, LLC

LEGACY Hospitality & Entertainment Group
EAT
DRINK
PLAY
CELEBRATE

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Primary points of contact:
Itai Shoffman & Saurav Ghosh
3400 Cottage Way, Ste. G2, Sacramento CA 95825
Tel: 917-620-2914 , 646-725-6568
Email: itai@legacyhospitalitygrp.com saurav@legacyhospitalitygrp.com

To Whom It May Concern:

We are pleased to submit our proposal to provide Food and Beverage Concession Services at The Wave, located at Emerald Glen Park in Dublin, California, for a two-year term with the possibility of a one-year extension.

Founded in 2002, Upsilon Entertainment Group, LLC - a subsidiary of Legacy Hospitality and Entertainment Group, LLC (Legacy) is a privately-owned business specializing in public-private partnerships. We currently operate both year round and seasonal, indoor/outdoor, full service cafe and concessions operations in NY, CT, MA, PA, NJ and WA including a splash pad attraction and pool/beach concessions as comparable examples of our work.

Legacy fully understands the scope of work outlined in the RFP. With decades of experience in public space operations and hospitality management, we are uniquely positioned to deliver seamless, high-quality concession services at The Wave.

Key Attributes and Experience:

- High-volume, fast-paced operations
- Seasonal, flexible staffing
- Themed and curated food & beverage menus
- Concessions, group packages, and party planning
- Catering, events, and sponsorship opportunities
- Collaborative, partnership-focused approach

Our commitment is to enhance The Wave through exceptional food, efficient service, and curated and themed offerings. By collaborating with the City of Dublin and Alameda County, we will ensure a smooth transition, compliance, and minimal operational impact. We prioritize open communication, local hiring, and delivering fresh, fairly priced, high-quality menu options. We are authorized to perform services in California and confirm the accuracy of the information provided. Thank you for your consideration. We look forward to your feedback and partnership.

Sincerely,
Itai Shoffman & Saurav Ghosh

Itai Shoffman Saurav Ghosh

Executive Summary

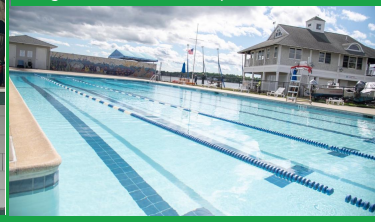
Legacy prides itself on delivering quality services and memorable guest experiences with a focus on accessibility and positive interactions. Our portfolio showcases our ability to manage diverse concessions, ensuring high-quality service and guest satisfaction. We have extensive experience in operating in public spaces and in hospitality, with expertise in having successfully developed and managed several recreation and food and beverage concessions including Canalside, LeFrak Center at Lakeside and Longshore Golf Club and Pool. Our portfolio of past and current destinations include:

- Concessions at Longshore Club Pool & Ice Rink, Westport, Connecticut
- Concessions at Longshore Golf Club, Westport, Connecticut
- Concessions at Compo Beach in Westport, Connecticut
- Canalside, Buffalo Waterfront, New York
- LeFrak Center at Lakeside, Prospect Park, Brooklyn NY
- Grub & Games, at Bluestone Cafe, Prospect Park
- Grub & Go Concessions, at the LeFrak Center at Lakeside
- Celsius Restaurant and Ice Bites Cafe at the Winter Village at Bryant Park


Bluestone Café at Lakeside in Prospect Park


Longshore Club Pool, Westport Connecticut


Longshore Club Pool in Westport, Connecticut


Canalside, Buffalo NY



Recent Developments

Legacy Hospitality & Entertainment was recently awarded several new contracts to provide concessions and operations services including at the Pullman-Moscow Regional Airport in WA, Elmira Corning Regional Airport in NY, the Rockwell Theater in CT, The Metropolis Ice Rink in MA, Philadelphia City Meals in PA, Mountain View Golf Course in Princeton, NJ and the Hudson Paddle Sports program for New York State Parks and Recreation.

Legacy is honored to be working with these organizations and municipalities to be implementing their new hospitality programs this Winter and next Spring.

Bristol Connecticut All Heart

Pullman-Moscow Regional Airport Schweitzer Field

Elmira Corning Regional Airport

Canton Parks & Recreation Inspiring People. Celebrating Community.

Philadelphia City Commissioners

New York State Parks, Recreation and Historic Preservation

Mountain View 19 58 Golf Club



Legacy Founder's Resumes

Itai Shoffman
Founder & Partner
Itai has over twenty years of experience managing and consulting for signature parks and public spaces. Itai specializes in managing relationships with public, community and private entities, creating programming and special events, sponsorship opportunities and raising operating revenues for public-private partnerships.

Itai helped Bryant Park establish financial independence while elevating the status of adjacent commercial properties through the creation and operation of the Winter Village at Bryant Park which he founded in 2002, and that included over 150 outdoor temporary retailers in the Holiday Shops, an indoor/outdoor modular pop-up restaurant/bar/event space (Celsius), a 17,000 sqft temporary ice skating rink and sponsorships valued at over $2M per season. The Winter Village project has gone on to become one of the most internationally recognized winter destinations and the country's highest grossing ice skating rink.

Mr. Shoffman's background in entertainment, performing arts, and venue operations translates to a particular sensibility in the needs and demands of public-private partnerships. Prior to founding Upsilon, he was the Director of International Operations at IMAX Corporation developing multi-dimensional attractions that bridged live and filmed entertainment including the "Back to the Future, The Ride'' in Universal Studios and the Luxor Hotel and Casino in Las Vegas.

Saurav Ghosh
Chief Executive Officer & Partner
Saurav brings over 17 years of experience in a variety of industries including technology, manufacturing, advertising, media & entertainment and hospitality. He has extensive experience in Operations Management, Marketing, Accounting, Finance, Human Resources, Taxation and Systems Implementation and Design. Saurav has held a wide range of leadership, management and advisory positions where he has provided multiple entities with strategic oversight over Accounting, Finance, Taxation, Human Resources, Operations, Marketing, and Customer Relations Management. He has been a vital part in multiple reorganizations and has been integral in the design and maintenance of various systems of multiple organizations, enabling them to maximize revenues both domestically and internationally.

Saurav holds a B.S. and M.S. in Accounting from Hunter College, M.A. in Integrated Marketing from Marist College and a Dual MBA in Finance and Information Systems from Pace University and resides with his family in Stony Brook, Long Island where he also coaches the Three Villages Softball Team.

Corporate Team

Dina Charles
Food & Beverage Manager
Dina Charles brings over 15 years of food and beverage experience in casual, quick service, and hospitality establishments.

Nancy Gallagher
Senior Event Sales and Partnership Manager
Nancy, is a marketing professional with over a decade of experience in marketing, events, and partnership management. Nancy has led the booking and marketing strategy for the newly revitalized Wollman Rink in Central Park.

Bibi Bacchus
Controller & HR Director
Bibi has over 12 years of experience in Accounting, Finance, Payroll, and Human Resources Management. She has worked in multiple industries including food and beverage operations, hospitality, event management, production services, recreation, and legal services.

Heather Rumsey
Creative & Content Manager
Heather Rumsey is an experienced and accomplished content strategist with 7 years of experience in creative and technical writing. She specializes in writing and creating content for websites, digital media, and marketing.

Ashley Villanueva
Graphic Designer
Ashley Villanueva is a Graphic Designer and Animator with extensive experience in UI design, Graphic Design, and Motion Graphics. She has worked with notable clients and specializes in brand identity and creating compelling visual marketing content.

Evelyn Mostrom
Brand Development & Guest Experience Manager
Evelyn Mostrom brings a versatile background in communications and guest services, with expertise in social media management, UX/UI, and brand development. She has extensive experience across hospitality, design, and entertainment industries.

Hospitality and Concessions Experience

Longshore Golf Club Park, Westport - Opened summer 2021, Hook'd on the Green is a seasonal, full service Golf concession located at Longshore Golf Club Park in Westport, CT., and includes multiple operations at the beach, golf course and pool/tennis/ice rink centers.

Rockwell Theater, Bristol, Connecticut - Concessions at the historic Rockwell Theater designed to complement the theater environment with accessible and delicious food choices.

Wilshire Golf Club, CA - Executed hospitality services for the HUGEL-JTBC LA Open at the Wilshire Country Club, during the LPGA Tour. The Tournament included General and VIP Concessions and Catering services with pop up food, beverage and hospitality destinations located along the course.

Grub & Games / Grub & Go, Lakeside - One of the signature elements of Lakeside in Prospect Park is its food, beverage and hospitality offerings including a full-service, indoor/outdoor cafe. Featuring a full spectrum of dining options including light bites, sandwiches, custom desserts, craft beers, wines and specialty cocktails. Grub & Games includes catering services for groups, parties, and special events and Grub & Go for quick takeaway items and snacks.

Celsius Bar & Lounge, NY - A seasonal, pop up winter themed restaurant and bar located in the iconic Winter Village at Bryant Park. Constructed ina temporary, two-story glass enclosed structure in the Park, Celsius was the go to destination for holiday gatherings, corporate events and family outings.







Case Studies

The following examples highlight our concession and catering experience.



The LeFrak Center at Lakeside Prospect Park Case Study

Macro Level Highlights:

A year round recreation destination in the heart of Brooklyn, Prospect Park with two ice skating rinks
100,000 skaters from November 15 - April 5

- $74M, 26-acre new construction and redevelopment project
- 10M annual Prospect Park visitors
- Two permanent skating rinks – 32,000+ square feet of surface area
- Year-round activation and programming including boating, cycling, ice skating, hockey, roller skating, water play, and music/concerts and festivals









- Full service food and beverage options including indoor/outdoor eating areas
- Designed by international award-winning architects Tod Williams and Billie Tsien
- Conveniently located near The Barclays Center, Brooklyn Botanic Garden, Brooklyn Museum, and the internationally acclaimed Brooklyn Academy of Music (BAM)

Celsius at Bryant Park Case Study

celsius at Bryant Park
restaurant • bar • lounge

Macro Level Highlights:

Grub & Games, LeFrak Center at Lakeside - Opened December 2013. A signature element of Lakeside in Prospect Park is its food, beverage and hospitality offerings including a full- service, indoor/outdoor café — Grub & Games.

- Annual, year round operations including seasonal ice rinks and attractions, catered events and a la carte service
- Featuring a full spectrum of dining options including light bites, sandwiches, custom desserts, craft beers, wines and specialty cocktails.









- Hosted hundreds of corporate and holiday events each season
- Simultaneous retail a la carte service and corporate catering events as well as multiple concessions on property including Ice Bites concessions at the rink
- Hosted full venue buyouts and themed events including Holiday Tree Lighting, New Year's Eve and Super Bowl parties

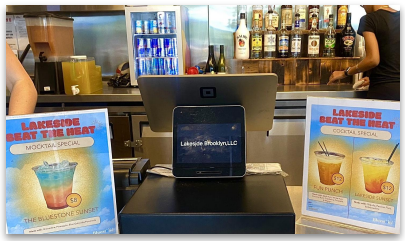
Grub & Games / Grub & Go at Lakeside Brooklyn Case Study

Macro Level Highlights:

Grub & Games, LeFrak Center at Lakeside - Opened December 2013. A signature element of Lakeside in Prospect Park is its food, beverage and hospitality offerings including a full- service, indoor/outdoor café — Grub & Games.

- Annual, year round operations including seasonal ice rinks and attractions, catered events and a la carte service
- Featuring a full spectrum of dining options including light bites, sandwiches, custom desserts, craft beers, wines and specialty cocktails.









- Grub & Games includes catering services for groups, parties, and special events and Grub & Go for quick takeaway items and snacks.
- Hosts several hundred groups, corporate events and outings and large scale public events each year
- Large retail dining area, indoor/outdoor concession zones and multiple private party rooms for events and catering
- Themed and seasonal food and beverage menu options

Hook'd on the Sound - Westport, CT Case Study

Macro Level Highlights:

Longshore Club Park, Westport - Opened summer 2021, Hook'd on the Sound is a seasonal, full service concession located on Compo Beach and at the Longshore Club Park across over 29-acres in Westport, Connecticut.

- Includes multiple operations at the beach, golf course and pool/tennis/ice rink centers.
- Seasonal, volume operations with temporary staffing needs including during peak times and over holiday periods
- Staffing includes many local hires from the community including high school and college aged staff









- Includes fresh, made to order menu items as well as snacks, ice cream and beverages.
- Supplemental events and catering including golf tournaments, corporate outings and ice rink birthday parties

AVP National Tour (Manhattan Beach, CA) Case Study

Macro Level Highlights

Located in Manhattan Beach, CA

- Over 50,000 visitors - the largest stop on the Tour and the epicenter of beach volleyball
- 4-day full competition including Olympic athletes and qualifiers
- Temporary/modular indoor/outdoor experience including custom designed sponsor village, interactive area, and food/ beverage zones
- AVP First & Club VIP: Hospitality experience and courtside seating with full service food and beverage options and curated menus







- Two-story VIP and Club Lounge featuring catered buffet breakfast and lunch service as well as dedicated alcoholic beverage service with themed cocktails
- Custom fabricated and installed Kona Beer Garden
- Featured cash bars as well as sampling and courtside table service
- Locally sourced temporary service and support staff
- Secure all DOH and SLA certifications and permits

Hours of Operation, Permits, and Safety

Legacy will operate the concessions during all agreed-upon hours and dates, as outlined within the RFP.

Daily Waterpark Hours

11:00 AM – 6:00 PM

Waterpark Summer 2025 Dates

- May 26, 2025
- May 31 and June 1, 2025
- Daily: June 7, 2025, through August 10, 2025
- Weekends Only: August 16, 2025, through September 1, 2025
- September 6, through September 28, 2025, rentals and buyouts as requested by renter

We will also operate on the following holidays

- Memorial Day: May 26, 2025
- Independence Day: July 4, 2025
- Labor Day: September 1, 2025

Any emergency need to close or shift hours for any reason will be submitted to the City for approval.

Additionally, Legacy will not operate the concessions without all proper insurance and certifications in place. This includes, but is not limited to, having all staff obtain proper food handling certifications, as well as obtaining all required liability insurance coverage. Legacy prides itself on holding our operations to the highest possible standard, and regularly receives full marks from the health departments that oversee our food and beverage operations.

All Legacy staff will be trained in appropriate safety and security protocols, including relevant incident reports and instructions on when to call for security or medical assistance. Emergency procedures, such as what to do in the event of a fire or an extreme weather event, will be implemented and pertinent instructions will be clearly posted within the facility.

Staffing and Training

Legacy aims to deliver a premium concession experience at The Wave, knowing that exceptional service keeps customers coming back. We are committed to diversity, equity, and inclusion, and prioritize hiring locally to build a reliable, engaged workforce. We will assign a well-trained, experienced, and dedicated staff to manage the concession.

As with all our locations, we will hire a diverse group of employees who reflect the community and foster a welcoming atmosphere for members and guests. This approach helps build relationships and drives community engagement, which we believe is essential. **We also prioritize hiring local, seasonal staff from the Dublin community**, particularly local youth, who bring energy, enthusiasm, and a positive attitude that enhances the overall atmosphere and customer experience.

Additionally, by offering seasonal summer positions to local youth, we provide valuable job opportunities that promote skills and development.

Legacy will comply with all security requirements and will provide State and Federal Criminal Background Check for all employees providing services,

Corporate Staff and Onsite Staff

The proposed staffing plan include the company's management structure, and the qualifications and experience of the management personnel that will be directly involved in management of the Concessions.

Corporate Office:

Management and Administrative Staff Functions: Finance, Accounting, Human Resources and Marketing and Graphic Design

Key Personnel & Staffing Plan

General Manager:
Oversees all departments and ensures the concession operations align with regulations and company policies. Ensures customer satisfaction, handles customer inquiries and manages feedback. Oversee the daily operations of the concessions, ensuring it runs smoothly and efficiently. Monitor the cleanliness and presentation of the cafe including the dining areas and kitchen. Manage the opening and closing procedures of the facility. Assist in the hiring and training of staff members and scheduling staff levels to meet hours of operations and demand.

Shift Leads (1):
Responsibilities: Oversee the facility operations during their assigned shift. Act as the point person for staff, ensure customer satisfaction and help maintain an efficient and safe workplace. Monitor staff performance and the guest experience.

Back of House & Kitchen Staff (2):
Responsibilities: Prepare food items, ensure cleanliness of the preparation area, and maintain food quality standards.

Concessions Attendant/Cashier (staffed as needed):
Responsibilities: handles orders, serves food & beverage ensures customer satisfaction. Has knowledge of menu items and allergens. Handles customer transactions paying close attention to efficiency, and ensures accurate cash handling. Clearing tables, setting up tables, restocking supplies, assisting with general maintenance and trash removal.

Janitorial Staff (1):
Responsibilities: ensures the concession area is clean, safe, and well-maintained in the proper state of cleanliness in all areas.

Staffing Adjustments:
Legacy will work closely with the City of Dublin and The Wave Waterpark staff to determine optimal staffing levels based on attendance projections and historical data from past seasons at the waterpark.We will use radios or apps to keep staff connected for quick issue resolution and redeployment. We will continuously assess staffing levels and performance to identify areas where adjustments are needed, ensuring the right number of staff is in place to meet demand efficiently.

Staffing and Training

Customer Service Skills

- Management skills
- Ability to clearly and effectively and efficiently communicate with customers.
- A welcoming and positive attitude towards customers.
- Ability to handle customer complaints and issues professionally

Food Handling and Safety

- Understanding of food safety regulations and practices.
- Ability to maintain a clean and sanitary work environment.
- Basic skills in preparing and handling concession food items

Sales and Cash Handling/Point of sale

- Experience with operating cash registers and handling transactions.
- Accuracy and precision in processing payments and making change.
- If applicable, knowledge of mobile payment apps.
- Ability to promote and upsell concession items.

Training

- Prior experience in customer service, food service, or retail is often preferred.
- Willingness to undergo on-the-job training and learn new skills.

Dress Code/Uniforms

- All staff will be in co-branded and approved attire to ensure uniformity across staff and to satisfy all health code regulations. The uniform will consist of weather-appropriate, professional attire. No jeans or cut-offs will be allowed. Shirts will be required at all times. Shirts will not display obscene language or contain graphic prints.
- Each staff member will have a lanyard or name tag for further identification and customer friendly facing interaction.





Sustainability, Equipment, and Upkeep



Legacy will maintain the highest sanitary conditions at all times. We strongly believe in implementing environmentally friendly initiatives including recycling programs, reduction of single use plastics where possible, and reducing food packaging and waste.

We will implement a comprehensive food safety program covering proper handling, preparation, storage, and disposal of food products to meet or exceed standards Board of Health of the City/State and compliance with all Permit requirements. We will meet and comply with all applicable Federal, State, and/or local standards, health, sanitary food handling, and other regulations and laws for meal preparation sites. **As specified within the RFP**, the City of Dublin will provide all utilities, waste management, as well as repairs and preventative maintenance of the equipment provided by the City. Legacy will provide any additional equipment deemed necessary, and will take responsibility for ensuring the proper usage and care of the facilities and equipment. Needed repairs and maintenance will be communicated to the City by Legacy management. Replacement of City-owned equipment will be handled by Legacy.

Legacy guarantees the thorough upkeep of all concessions facilities, and will maintain the highest sanitary standards as set forth by Alameda County. This will include an end-of-season cleaning that details all aspects of the concessions and equipment. This will be done in conjunction with the regular commercial cleaning provided by the City.

Daily cleaning responsibilities will include but are not limited to:
Pre-Opening Cleaning: Clean counters, service windows, and prep surfaces with sanitizer. Sweep and mop floors, restock sanitizing supplies, and check equipment for cleanliness and functionality. Sanitize utensils, cutting boards, and grease traps as needed. Clean and restock handwashing stations.

During Operations: Wipe counters and POS machines frequently, dispose of waste promptly, and sweep floors as needed. Wash and sanitize utensils after use, keep prep areas clean, and monitor trash bins for timely emptying. Clean tables and chairs in dining areas after each use.

Post-Closing Cleaning: Remove trash and mop floors with degreaser. Deep clean cooking equipment like grills and fryers, sanitize refrigerators, and check for expired items. Wash sinks, shelving, and food storage areas. Disinfect counters, windows, and glass surfaces. Restrooms and handwashing stations must also be thoroughly cleaned and restocked.

Closing Checklist: All surfaces and equipment must be sanitized, trash bins emptied, floors cleaned, supplies restocked, and the facility secured.

Stock Management, Records & Reports, POS System

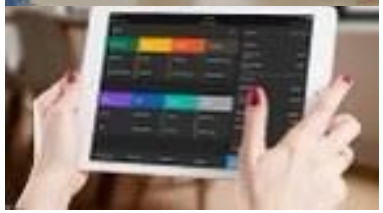
Legacy will maintain accurate records of all incoming and outgoing inventory and conduct regular stock counts to monitor levels, avoid shortages, and prevent overstocking. A reordering schedule will be established by onsite management and overseen by Legacy corporate representatives. This schedule will be based on usage patterns and sales data, with coordination with suppliers to guarantee timely deliveries. Waste or expired items will be tracked and documented to minimize loss and improve ordering practices. All stock will be stored in compliance with health and safety standards, with proper labeling and temperature controls.

In order to guarantee best business practices and to provide the City with full transparency, Legacy will document daily sales, inventory changes, and operational issues. Logs of kitchen and equipment cleaning will be maintained as required by health regulations, and provided to the City to facilitate necessary repairs or upkeep. Financial summaries, inventory status updates, and health inspection outcomes will be provided weekly or monthly, with corrective actions noted. At the end of the season, Legacy will prepare a comprehensive report covering sales, inventory usage, waste, and operational feedback, including recommendations for future improvements.

Legacy will operate, a point-of-sale (POS) system that handles cash, credit, and digital payments while tracking sales by category, including food, beverages, and birthday party packages.. The agreed upon system utilized by Legacy will generate detailed sales reports to support daily, weekly, and seasonal financial reporting and resolve transaction discrepancies. Access to the POS system and records will be provided to the City upon request.









Implementation Timeline

Hiring Process

- ❏ **February 2025:**
  Begin recruitment for seasonal staff, including kitchen staff, cashiers, runners, and custodial roles. Advertise job openings on local job boards, social media, and community outreach platforms.
- ❏ **March 2025:**
  Conduct interviews and select candidates. Priority is given to staff with food service experience and those meeting the two-year experience requirement for management positions.
- ❏ **April 2025:**
  Finalize hiring decisions and onboard employees. Ensure all required food safety certifications are obtained before April.

Menu and Operational Planning

- ❏ **January 2025:**
  Develop and finalize the concession menu, incorporating diverse options including vegetarian and vegan choices, as required. Include menu items suitable for birthday party packages.
- ❏ **February 2025:**
  Test recipes and standardize preparation methods to ensure consistent quality. Coordinate with suppliers for food, beverages, and other inventory needs.
- ❏ **March 2025:**
  Complete pricing for menu items and ensure integration with the point-of-sale (POS) system. Finalize logistics for birthday party packages.

Staff Training

- ❏ **March 2025:**
  Develop a training program covering food safety, health regulations, emergency protocols, and customer service. Training should also include equipment operation and POS system use.
- ❏ **Early April 2025:**
  Conduct initial staff training sessions onsite, allowing employees to familiarize themselves with the concession stand and equipment. Focus on team coordination and service flow for peak hours.
- ❏ **Mid-April 2025:**
  Conduct a mock operations day to prepare for real service conditions. Provide feedback to staff on efficiency, teamwork, and compliance with health and safety standards.
- ❏ **Late April 2025:**
  Schedule additional training for any new hires and hold final readiness meetings to address any concerns before the opening.

Group and Birthday Packages

Drawing on our success at other facilities where we've tailored packages for birthdays, schools, groups, community organizations, both private and public, we are excited to bring a similar creative and innovative approach to The Wave Waterpark in Dublin, CA.

We have successfully scaled this model to accommodate groups ranging from small family gatherings to large community organizations, to accommodate groups of all different sizes.

BIRTHDAY PARTY AND GROUP PACKAGES (example only)

- Park admission for up to (10) kids
- Park admission for up to (10) adult chaperones
- (1) party attendant
- Choice of (1) pizza platter or (1) chicken finger platter or (1) veggie sliders platter or (1) grilled cheese platter or (1) hot dog platter or (1) cheese burger slider platter or (1) french fry platter
- Beverage Pitcher (Water, lemonade, orange juice, apple juice, HI C, and iced tea pitchers)
- Soft Drink Pitcher (assorted sodas)







Additional add-ons:

- Special Gift
- Mini cupcakes & fresh fruit cups

All of our menus and packages will include gluten-free options as well as vegan and vegetarian alternatives to accommodate all dietary needs. This includes gluten-free buns and plant-based cheese for sliders and sandwiches.

Marketing and Promotions

We have extensive experience customizing food and beverage offerings to suit events, guests, and local communities. At venues similar to The Wave, we've successfully implemented strategies that engage guests, enhance the festive atmosphere, and boost concession sales. Below is our proposed marketing approach tailored to The Wave's requirements and vibrant environment.

Merchandise & Food Bundles

- **Souvenir Cup Refills**: Offer a branded Wave Waterpark cup with discounted refills throughout the day, encouraging guests to carry it around while promoting the park.
- **Snack & Merchandise Combos**: Pair popular concession items (e.g., popcorn, ice cream bars) with small branded merchandise like sunglasses or water bottles.

Engaging Loyalty Programs for Groups and Families

- **Frequent Snack Card**: Provide a loyalty card that rewards guests with a free snack or drink after a set number of purchases.
- **Family Meal Discounts**: Offer bundled deals for groups, such as a discounted package including drinks, snacks, and meals for a family of four.

Healthy & Dietary-Friendly Options

We'll cater to all guests by offering fresh and allergy-friendly options:

- **Fresh Fruit & Smoothie Stands**: Feature grab-and-go fruit cups, veggie sticks, and refreshing smoothies.
- **Dietary-Friendly Options**: Clearly label items for dietary needs, including gluten-free, dairy-free, and nut-free choices.

Eye-Catching Signage & Menu Displays

- **Dynamic Menu Boards**: Legacy will utilize the provided menus displays and menu software and implement quality, custom signage. Design colorful, easy-to-read boards with sections for "Fan Favorites," "New Items," and "Daily Specials."
- **In-House Design**: Legacy's graphic design team will develop all signage and promotional materials, ensuring alignment with the park's branding. Approval will be obtained from the Parks and Recreation Director to maintain consistency.

Boxed Lunches and Catering Services

Legacy brings extensive experience in a wide range of catering services including for schools and camps Our team excels in creating kid-friendly, fresh, and convenient meal solutions tailored to high-volume, fast-paced environments.

For schools and camps, we specialize in preparing nutritious and fun boxed lunches at our dedicated facilities that are prepared on site and delivered on time. These meals are crafted to accommodate dietary preferences, including vegetarian, vegan, and gluten-free options, for inclusivity for all guests.

Whether it's a small birthday party or a busy day hosting school or camp outings, we're equipped to prepare and deliver boxed lunches that are not only delicious but also practical for active, family-friendly settings. Our current and past catering experience includes:

- **On-premise catering**
- **Boxed lunches**
- **Family-style, serve-yourself meals**
- **Off-premise catering**
- **Food stations**
- **Cocktail-style with passed or buffet-style hors d'oeuvres**
- **Action stations**
- **Food trucks**
- **Buffet stations**

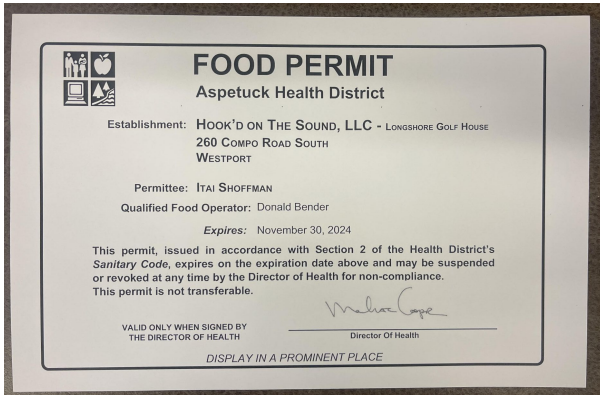


Insurance & Legal Qualifications

Legacy will obtain, maintain, and secure all food service licenses and permits as mandated by Federal, State, or local public health and other authorities. We understand that the City will obtain the Alameda County Health Permit.

Legacy will secure an insurance policy as specified in the Request for Proposal. Before commencing any work, Legacy will obtain and provide the City with Certificates of Insurance, demonstrating compliance with the minimum coverage requirements outlined in the bid package.

Confirming our ability to meet the City's Standard Consulting Agreement and insurance requirements. There are no exceptions.



FOOD PERMIT

Aspetuck Health District

Establishment: HOOK'D ON THE SOUND, LLC - LONGSHORE GOLF HOUSE
260 COMPO ROAD SOUTH
WESTPORT

Permittee: ITAI SHOFFMAN

Qualified Food Operator: Donald Bender

Expires: November 30, 2024

This permit, issued in accordance with Section 2 of the Health District's *Sanitary Code*, expires on the expiration date above and may be suspended or revoked at any time by the Director of Health for non-compliance.
This permit is not transferable.

VALID ONLY WHEN SIGNED BY THE DIRECTOR OF HEALTH

Director Of Health

DISPLAY IN A PROMINENT PLACE



ServSafe
National Restaurant Association

ServSafe®
CERTIFICATION

ITAI SHOFFMAN

for successfully completing the standards set forth for the ServSafe® Food Protection Manager Certification Examination, which is accredited by the American National Standards Institute (ANSI)-Conference for Food Protection (CFP).

10795
EXAM FORM NUMBER

8/13/2023
DATE OF EXAMINATION

8/13/2028
DATE OF EXPIRATION

ANSI
#0655

Financial Fee Offer

Legacy proposes the following Concession Annual Lease Fee Payment offer to the City of Dublin for The Wave - Waterpark Concessions Operations. In this proposal, we are responsible for operational expenses including but not limited to COGS, Labor, Supplemental Equipment, Supplies and Insurance where applicable and as per the minimum requirements as outlined in the RFP.

ANNUAL LEASE FEE OFFER:

- **Year 1: $50,000**
- **Year 2: $50,000**

PAYMENT SCHEDULE:

- Legacy will be renting the concessions facility at a rate of $10,000.00 per month for five total months.
- 50% due on the first Thursday of June ($25,000.00)
- 50% due on the first Thursday of September ($25,000.00)

Financial Relationship and Financial Stability

Evidence of Financial Stability
Legacy Hospitality & Entertainment, LLC is committed to demonstrating its financial stability and capability to fund and execute the proposed project. We have established a strong financial position with sufficient liquidity, and a history of responsible financial management.

Key Financial Indicators:

- **Liquidity and Cash Reserves:**
  - We maintain a healthy cash reserve with a current balance of +$2M in our operating account. This reserve is sufficient to cover project expenses and contingencies without impacting our day-to-day operations.
- **Creditworthiness:**
  - We have established and maintained strong relationships with our financial institutions and suppliers, ensuring access to credit facilities and favorable terms.
- **Financial Management Practices:**
  - Our company employs stringent financial controls and practices, including regular audits, financial reviews, and compliance with all applicable financial regulations and reporting standards. We have a dedicated financial management team with extensive experience in overseeing and managing project budgets.

We have the necessary financial resources, stability, and management expertise to support the proposed project from inception to completion. We are fully capable of funding the proposal and ensuring its successful execution while maintaining our financial integrity and operational efficiency.

For any further details or to review our financial statements, please feel free to contact us.

Conclusion

Thank you again for the opportunity to present our proposal for the Concession Services at The Wave, located at Emerald Glen Park.

We hope that we have captured the core elements and deliverables as outlined in the RFP. With 20 years of experience managing diverse food and beverage operations for large-scale events, including permanent and temporary concessions, we are eager to bring similar successes to The Wave working closely with the City of Dublin to develop a strong foundation and quality concession experience.

Should we be selected, proposed next steps include:



- ❑ Align on Strategy and Approach
- ❑ Refine Project Goals and Partnership Objectives
- ❑ Finalize Layout and Equipment Needs
- ❑ Review Budget Financials
- ❑ Set Follow-up Meeting to discuss Overall Project, Logistics, Financials, and Business Structure

We hope that our enthusiasm and expertise for this project has filtered off these pages and that we may have the opportunity to continue the conversation.

We appreciate your time and consideration!! Thank you.

References

We are pleased to provide the following references, which showcase our successful track record of delivering high-quality solutions and meeting the needs of our valued clients. Please include a brief description of the work performed and the role your concessionaire performed.

Company Name:
Westport Parks & Recreation
Name: Rick Giunta
Title: Interim Director
Address: 260 Compo Road South,
Westport CT 06880
Tel: 203-341-5089
Email: rgiunta@westportct.gov

Company Name:
Town Square Consulting
Name: Jerome Barth
Title: Previous VP, Operations at Bryant Park
Address: 16 East 52nd St., Suite 302
Tel: 212-265-1310
Email:jbarth@townsquarecorp.com

Company Name:
Rich Entertainment Group
Name: Kevin Parkinson
Title: Vice President/Operations & Finance
Address:44 Prime Street
Buffalo, NY 14202
Tel: 716-440-8919
Email: KParkinson@rich.com

WESTPORT PARKS & RECREATION

TOWN SQUARE

RICH ENTERTAINMENT GROUP

CANALSIDE

PROPOSAL FOR THE CITY OF DUBLIN

CONCESSIONAIRE FOR THE WAVE WATER PARK

BY PACIFIC COAST ENTERTAINMENT GROUP LLC
DBA REBEL KITCHEN & LIBATIONS
2369 FIRST ST LIVERMORE CA 94550
REBELKL.COM
GIANNI SCHELL 925-705-1464
GIANNI@REBELKL.COM

Introduction:

Thank you for giving Pacific Coast Entertainment Group LLC DBA Rebel Kitchen & Libations the opportunity to renew our contract with the City of Dublin to continue to run concessions at the Wave Water Park. We have been running The Wave Concessions successfully for the last 5 years, steadily increasing sales year over year and have an excellent team of employees who know the business and return every year.

We have been successfully running several restaurant concepts in downtown Livermore for 15 years at Rebel Kitchen & Libations (we just had our 15 anniversary) and our latest new concept, The Black Cat. Additionally, we have been doing special events offsite for festivals and concessions for 20+ years. We will talk more about our experience later.

Most of our team from last year will be returning so we will be ready to start the season with an experienced veteran crew. Several of our staff have been with us all four seasons and know that facility, our processes and systems very well. I believe this gives us a leg up on any other bids as our experience translates directly to the Wave facility. There are quite a few nuances and challenges with the facility that we have learned to navigate over the last four years. This allows us to run at peak efficiency for maximum sales and shorter wait times.

Qualifications and Experience:

We successfully won the bid to run concessions in 2020. However, due to Covid 19 we lost that season. We started operations in 2021 navigating the rules that were in place due to the pandemic.

That first year we learned a lot. The size of the facility, the number of windows and the amount of cooking equipment for the number of people in the park presented some challenges. Especially with having 5-6 birthday parties at a time and having to sometimes have 100 burgers, sides and drinks ready to go between noon at 1pm with a line at the window for the general public.

We were able to come up with systems to be ready for the birthday parties and a busy day at the park. To give you some perspective, the flat top grill that we cook burgers on only allows us to cook about 20 burgers at a time. But with a system in place, time

management and bringing in some additional equipment at our own cost we have been able to successfully manage operations.

Our biggest issue was having no way to keep food warm and having to cook to order. We knew we needed a large electric warmer that could hold a large quantity of food. We came out of pocket $1500 and bought a large electric food warmers to store and keep food warm. That way when a customer ordered food, the staff could simply grab a burger out of the warmer that was ready to go as opposed to cooking to order. The warmer allows us to hold over 100 burgers and other items at health dept required temperatures.

Having 4 years under our belt has given us the experience to run the concessions smoothly and efficiently. Every year we learn more and more and come up with better systems to get better and better at what we do, including spending many thousands of dollars on our own dime for new equipment as well as making recommendations to the city to improve its inventory of equipment. For example, the facility had small tabletop fryers that were completely inadequate for high volume during the 2021 season. When asked how we could improve ticket times the number one thing besides us purchasing the large commercial warmers was to have commercial grade large deep fryers. The Wave approved our recommendation and purchased a large commercial fryer. It would take us 4-5 minutes to cook a small batch of French fries (2-3 orders) with the old tabletop versions. Now we can cook a large batch of fries (7-8 orders) in just 1-2 minutes. It also gave us the ability to offer chicken tenders, which now has become our number one seller.

We have a great relationship with The Wave Staff and management team. Our constant communication with them has been integral to smooth operations. It been an absolute delight to work with Dustin and Taralyn and the rest of the Wave team over the years. We have excellent communication with them and have forged a cohesive working relationship. Could not ask for better partners in this endeavor. We have constant contact with Wave management, front desk and Wave staff running birthday parties through a variety of group chats that we have set up via text.

One of our greatest assets is our experience in the industry. We are not a small café, food truck or small catering company. We have run 3 successful restaurant concepts in Livermore over the years. Our main stay has been Rebel Kitchen & Libations at 2369 First St. We have been at that location for 15 years on Dec. 4. We are a high-volume busy establishment cooking American-California Cuisine. Additionally, we had another concept we owned from 2016-2019 called Pura Vida Cocina Latina. We sold this the end of 2019. Most recently we opened a new location in Livermore called The Black Cat which has elevated small plates and natural wine.

Up until 2020 we also owned and operated an offsite special events company focused on large corporate events, festivals, and weddings. We also ran concessions at CALs Memorial Stadium from 2015-2018 for Cal Football games. Unfortunately, the pandemic

caused us to close that portion of our business. However, this has allowed us to focus only on The Wave Concessions during the busy summer months. This definitely played a part in us deciding not to reopen our special events business. We have chosen to focus on our restaurant concepts and The Wave.

Our brick-and-mortar restaurants give us a tremendous advantage over say a small catering company, food truck or café. We have so many resources available to us in the way of staff, equipment, buying power and financial stability.

Here are some examples:

Staff: If we are short staffed for any reason due to people calling in sick or other reasons, we have staff at both restaurants that are ready, willing and able to cover shifts.

Equipment/Supplies: If we are ever short on product or equipment due to items being back ordered and out of stock or just simply a very busy weekend, we are able to run to our restaurant to grab reinforcements.

Buying power: We buy a ton of food from our distributors. Because we purchase at a high volume, we are able to get additional deliveries when some restaurants cannot, and we are given priority for deliveries. An example would be the burger we use both at The Wave and Rebel. They set aside 20 cases a week for us every week regardless of how much stock they have. They may only have 20 cases left for the week and those are set aside for us prioritized over other restaurants.

Financial Stability: We have a $50,000 cash reserve set aside for The Wave. In the event there is a very slow week we are not dependent on that week's sales to order additional products or equipment when needed. In this business a slow week can cause a $5000 to $10000 negative cash flow in a given week with payroll and other expenses. This could ultimately cause a company that does not have the right resources to place smaller orders that might not meet the needs of that weekend due to poor cash flow.

The coming season:

Every year we strive to improve the experience over the previous year. I think this is shown in the year-over-year increase in sales at The Wave. We have increased both sales and the number of birthday parties serviced. I can tell you from experience the size of the facility and just two windows presents its challenges on a very hot day when it's busy. But we have improved every year and put systems in place to improve waiting times. Any new company that comes in would be overwhelmed with long wait times until they get a year or two under their belt to figure it out. We have a plan for this coming year to improve wait times even more.

We have always wanted to set up a tent outside serving some beverages and snacks to basically give us a 3rd location to ring up customers to take some pressure off the two windows. We have not been able to do so because of the current limitations of the POS system. They system in place "Square" is probably about 7 years old. The system was designed to be all encompassing for retail, mobile vendors and restaurants. It's serviceable but does have its limitations. It can be slow at times and is just not an efficient system. Additionally, because we have a large standalone terminal it has not given us the ability to have another terminal outside. We experimented with an IPAD outside, but we had to use The Wave Wi-Fi and when it was busy it did not work.

This year we already have committed to spending $2000 on a new POS system out of our own pocket. The system is called Toast and is what we use at both restaurants. It is the best system out there with incredible equipment and software that will only make the customers experience faster, leading to getting to more customers quicker. Even a 15 second delay because of equipment and software can add up to long wait times over the course of a day.

Toast has mobile handheld units that use a dedicated bandwidth on any Wi-Fi network with its own router that will allow us to run transactions outside in the tent to basically give us a third option or window. Many customers who just want a bottle of water and say a bag of chips must wait in line currently. Having the tent with some quick beverage and snack options what will allow those folks to quickly grab an item and not have to wait in line for hot food. We intend to purchase a large 10 x 10 heavy-duty pop-up tent that will be anchored and sit to the right of concessions if you are looking at the windows. That will be a game changer for us and really help cut down on the wait. It basically give us a third window.

I don't think we will need this option, but the system also allows us to text customers when their food is ready if there is a long wait. As it stood this year, wait times were better than ever. Only on the really hot Saturdays/Sundays did we have some long lines, which is just unavoidable when the park is very packed on a hot day. The outside tent will just help so much. We would like to sell bottled beverages, chips, candy and other snacks at the outside tent.

Fees and Payment to the City of Dublin:

We understand the new price schedule for rent of $25000 for the season with 50% due in May. This is acceptable and we are able to make the first payment upon acceptance of us for the coming season. We can make that payment as soon as January if need be.

However I would like to propose the possibility of an additional payment. Our past payment schedule was 5% revenue share to the City of Dublin on the first $200,000 in revenue and 7% on any additional revenue above $200,000.

I propose that we pay a minimum of $25,000 in rent/fees as proposed by the City of Dublin but in the event that if rent/fees be greater than $25,000 under the old percentages that we pay that difference. At the end of the season if the fees would have been more than $25,000, we would pay that additional fee. This is not out of the realm of possibility at all especially with the tent as a third option for customers to purchase items.

Staff:

First off you get me Giann Schell the owner of the business. I am very involved in the daily operations at The Wave. I work closely with my manager on training, scheduling, ordering and all operations. You can count on me to continue to be very involved in all aspects and operations at The Wave.

I have one of my managers at Rebel Kitchen taking over the reigns this year as my general manager at The Wave. Arianna Burns has worked at both Rebel and the Wave the last 2 years. She has 7 year's experience in the industry and is one of my top performers.

Additionally, my kitchen manager Emilio Renteria is coming back. He has been with us at The Wave all 5 seasons. He handles all the kitchen responsibilities including ordering, day of management and handles all the preparations for the birthday parties.

Beyond my management team out of the 15 employees I have received commitments for 11 to come back. We will have a solid experienced team that is familiar with all operations at the Wave including the birthday parties. We will be able to hit the ground running from Day 1 with a veteran team returning.

Licensing/ Insurance/Permits:

We currently have our City of Dublin business license. We have also been able to satisfy The City of Dublin and The Wave's insurance requirements all 5 seasons including adding them as additional insured and will continue to do so.

We also hold our own health permits at both restaurants holding a letter grade of "A "at both locations. We also passed the health inspections annually at The Wave by the health dept with flying colors.

Conclusion:

I truly feel that we have an advantage over anyone else bidding on this project because of our experience running it the last 5 years. That facility is quite the challenge. Even with our vast restaurant and special event experience there was a lot to learn. You can bring in the most experienced company who has experience in stadiums and festivals and there will undoubtedly be a learning curve of at least a year maybe two. The birthday parties and large amount of food that needs to be ready at an exact time with an already busy park is a very unique challenge that most companies have never dealt with.

We have most of our team coming back from last year and we are ready to hit the ground running. With our additional expenditures on even more equipment and a new POS system we are predicting shorter wait times and increased sales.

I think one of our greatest assets is that we are a family run local business. Both of our restaurants are in Livermore and I myself live in Pleasanton. All of our staff live locally in Dublin, Livermore and Pleasanton. We are not a huge corporate conglomerate, just some local folks running local businesses.

We look forward to the opportunity to continue to partner with the City of Dublin and The Wave to operate concessions in the coming year.

References:

LaShawn Butler: 951-235-3356
Retired City of Dublin Director of Parks & Recreation

Gabe Villanueva: 408-375-3509 Gabev44@gmail.com
Director of Operations CALs memorial stadium. Gabe was our contact and direct report when we operated the bars for football games and other events.

Kelly McCartney 510-549-1000 Kelly@Bancrofthotel.com.
We have provided bartenders and servers on an off for 12 years of the Bancroft Hotel in Berkeley. I believe we started running their bar operations in 2008 for special events and servers to help set up buffets or for sit down dinners. They eventually hired there own in house staff. There were occasions where they would hire 20 staff at time for multiple event both in house and offsite.

Agenda Item 5.4

STAFF REPORT
CITY COUNCIL

DATE: March 18, 2025

TO: Honorable Mayor and City Councilmembers

FROM: Colleen Tribby, City Manager

SUBJECT: Annual Progress Report on the Status of the General Plan and Housing Element for Calendar Year 2024
Prepared by: Gaspare Annibale, Senior Planner

EXECUTIVE SUMMARY:

State planning law (Government Code Section 65400) requires local jurisdictions to provide an Annual Progress Report (APR) on implementation of the General Plan Housing Element as well as General Plan activities each year to the Governor's Office of Land Use and Climate Innovation (LCI) and the California Department of Housing and Community Development (HCD). This Staff Report, including Attachment 1 (Housing Element APR Tables), serves as the City of Dublin's APR for calendar year 2024.

STAFF RECOMMENDATION:

Receive the Annual Progress Report and direct Staff to forward it to the Governor's Office of Land Use and Climate Innovation, and the California Department of Housing and Community Development.

FINANCIAL IMPACT:

None.

DESCRIPTION:

This Staff Report is organized into the following sections: a) Background; b) Status of General Plan Activities; c) Progress Towards Meeting City's Regional Housing Needs Allocation (RHNA); and d) Status of Housing Element Actions and Programs.

Background
Each local government in California is required to adopt a comprehensive, long-term General Plan for the physical development of the jurisdiction. The City Council adopted the General Plan in 1985 and has periodically adopted amendments. The Dublin General Plan groups the seven State-

mandated elements and five optional elements into the following five sections:

1) Land Use and Circulation:
    - Land Use Element (State-mandated)
    - Parks and Open Space Element (State-mandated)
    - Schools, Public Lands and Utilities Element (Optional)
    - Circulation and Scenic Highways Element (State-mandated)

2) Housing:
    - Housing Element (State-mandated)

3) Environmental Resources Management:
    - Conservation Element (State-mandated)
    - Seismic Safety and Safety Element (State-mandated)
    - Noise Element (State-mandated)
    - Water Resources Element (Optional)
    - Energy Conservation Element (Optional)

4) Community Design and Sustainability:
    - Economic Development Element (Optional)

5) Economic Development:
    - Economic Development Element (Optional)

A certified Housing Element is one of seven mandatory elements of the General Plan. Housing Element law, enacted in 1969, mandates local governments to update their Housing Element every eight years to demonstrate how they have adequately planned to meet the existing and projected housing needs of all economic segments of the community. The community's housing need is determined through the Regional Housing Needs Allocation (RHNA) process. On November 15, 2022, the City Council adopted an updated Housing Element for the 2023-2031 planning period. On January 19, 2024, the California Department of Housing and Community Development (HCD) certified the City's 2023-2031 Housing Element.

Local governments are required to provide an annual report to their legislative body, LCI and HCD on the status of General Plan implementation as well as progress made toward meeting its RHNA (Government Code Section 65400(a)(2)). This staff report, including Attachment 1 (Housing Element APR Tables), serves as the City of Dublin's APR for calendar year 2024.

Status of General Plan Activities

This section of the report focuses on General Plan Amendments approved from January 1 to December 31, 2024. Under Government Code Section 65358(b), no mandatory element of the General Plan may be amended more than four times per year, although each amendment may include more than one change to the General Plan. The following General Plan Amendments were approved in 2024:

- **Dublin Fallon 580 General Plan and Eastern Dublin Specific Plan (EDSP) Amendments.** On July 16, 2024, the City Council adopted Resolution No. 84-24 approving amendments to the General Plan and EDSP to eliminate the 2.5-acre Public/Semi-Public land use designation and to convert approximately 42.6 acres of open space to the parks/public recreation land use designation. As part of the Resolution, the City Council made a finding that the elimination of the Public/Semi-Public land use is in accordance with Government Code Section 65863 ("No Net Loss" provision)). The 2023-2031 Housing Element identifies this site as an opportunity site that can accommodate 74 lower-income affordable units. The "No Net Loss" law prevents local governments from downzoning or eliminating opportunity sites after adopting their Housing Element without finding alternative sites within the City that can accommodate those units. The City is in coordination with the Alameda County Surplus Property Authority to support development at the Dublin Transit Center which includes a site that is already identified as an opportunity site in the Housing Element (Assessor Parcel Number 986-0034-012-00). This site has a surplus of units that will serve as an opportunity site to accommodate these 74 units.

- **Measure II Open Space Initiative.** On December 17, 2024, the City Council declared Ordinance No. 14-24 amending a provision of the Dublin General Plan that was added by the Dublin Open Space Initiative of 2014, duly adopted by the people.

Progress Towards Meeting City's RHNA

The State of California periodically provides population growth and housing need estimates to each regional Council of Government. The Association of Bay Area Governments (ABAG), which is the regional Council of Government in the Bay Area, is then charged with distributing, based on projected local job and household growth, the regional housing need to counties and cities within the ABAG region. Each local jurisdiction's need is further categorized by income category. The goal of the RHNA process is to ensure that local General Plans can accommodate projected future household growth for all income levels in each jurisdiction. Housing production across all income levels is needed to address the State's existing challenges regarding housing supply and affordability.

Table 1 identifies the City's RHNA for the 2023-2031 planning period. The City's Housing Element is required to demonstrate an ability to accommodate the City's RHNA at the various income levels through vacant or underutilized land designated to allow residential development and housing production.

Table 1. Dublin's Current RHNA by Income Category

Income Category	% of Area Median Income (AMI)	RHNA
Very-Low-Income	0 – 50% of AMI	1,085 (29.2%)
Low-Income	51 – 80% of AMI	625 (16.8%)
Moderate-Income	81 – 120% of AMI	560 (15.1%)
Above-Moderate -Income	120%+ of AMI	1,449 (39.0%)
TOTAL		3,719

Source: Regional Housing Need Plan-San Francisco Bay Area 2023-2031, ABAG.

Table 2 illustrates the number of building permits that the City issued for new housing during the current RHNA cycle.

Table 2. Building Permits Issued During Current RHNA Cycle

Income Category	RHNA	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total Units to Date	Total Remaining RHNA
Very-Low	1,085	0	-	-	-	-	-	-	-	-	0	1,085
Low	625	0	1	-	-	-	-	-	-	-	1	625
Moderate	560	0	-	-	-	-	-	-	-	-	0	560
Above-Moderate	1,449	386	89	-	-	-	-	-	-	-	475	973
Total	3,719	386	90	-	-	-	-	-	-	-	476	3,243

Total Housing Production

Most notably in 2024, the City approved Planning entitlements for the Dublin Fallon 580 and The Dublin Centre ("The DC") projects. The Dublin Fallon 580 project will subdivide a 192-acre site into eleven parcels to accommodate approximately 3,299,670 square feet of commercial and campus office uses and up to 238 residential units, which includes seven low-income deed-restricted units and 11 moderate-income deed-restricted units. The Dublin Centre project will include 494 market rate units, six moderate-income deed-restricted units, 52 low-income deed-restricted accessory dwelling units (ADUs) and 53 moderate-income deed-restricted ADUs. Additionally, the City issued building permits for 90 new dwelling units in 2024, including permits for 75 units at the Boulevard project, permits for three units at the Francis Ranch project and permits for 12 ADUs.

Affordable Housing Production

In 2024, the City issued a building permit for one low-income deed-restricted ADU.

Accessory Dwelling Unit Production

Accessory dwelling unit production can only count towards the affordable categories if the affordability can be demonstrated through either a deed restriction guaranteeing affordable rents, documentation of proposed rental rates, or through a survey of rental rates of comparable units. In 2024, the City issued building permits for 12 ADUs and certificates of occupancy for seven ADUs, one of which was low-income deed-restricted.

The City continued its efforts to incentivize and streamline the construction of ADUs in 2024, with

eight ADU prototype plans available to the public, including five ADUs designed to be detached, and three plans for converting a garage to an ADU. The plans include studios, one-and two-bedrooms ranging in size from 224-909 square feet. The City's ADU Manual is also available to guide applicants through the process of constructing an ADU. In addition to the impact fee reductions under State law, the City further incentivizes ADUs through building permit fee waivers. Permit fees are waived for ADUs less than 750 square feet and ADUs 750 square feet or larger that are deed restricted as lower-income units for a period of 55 years. Additionally, the City's participation in the ADU Accelerator Program, piloted by State Senator Steve Glazer and administered by HCD, provides individual rebates of up to $7,500 to property owners for new ADU units and up to $15,000 for new ADU units that are deed restricted to low-income households (minimum of 20 years). The prototype plans, ADU Manual and information on the Accelerator Program and fee waivers are available to the public on the City's ADU website.

Progress in Implementing Housing Element Programs

The 2023-2031 Housing Element identifies 43 housing programs. Table D in Attachment 1 lists in detail the various programs implementing the Housing Element goals and policies with their current status using the format required by LCI and HCD. A summary of notable accomplishments in 2024 toward implementation of Housing Element programs is provided below.

- **Program A.1: Housing Rehabilitation Assistance.** Continue to support the Alameda County Community Development Agency to implement the Minor Home Improvement Program (including accessibility grants) and Renew Alameda County and promote the Dublin Home Rehabilitation Program through the dissemination of informational materials with the goal of assisting 36 households between 2023 and 2031.

  Status: Minor home rehabilitation grants and home improvement loan assistance are available to low-income households through existing Alameda County programs. Alameda County Healthy Homes Department Minor Home Rehabilitation Program provides grants up to $3,000 to low-income homeowners for minor plumbing, carpentry and electrical repairs, which can be used for railings, grab bars, toilets, water heaters, doors, locks and more. Renew Alameda County is a home improvement loan assistance program for low-income homeowners, which aims to help keep existing homeowners in their homes and maintain existing housing stock in a safe, livable condition.

  In 2024, one Renew Alameda County project was funded, totaling $136,547, and two Minor Home Repair Grants totaling $5,595 were issued to Dublin residents. The City has informational materials on its Home Rehabilitation Program available on the City's website.

- **Program A.2: Housing Choice Voucher Rental Assistance.** Continue to support the assistance of 350 lower-income households each year between 2023 and 2031. Continue to refer interested households to the Housing Authority of Alameda County.

  Status: In 2024, the Alameda County Housing Authority provided Housing Choice Vouchers to 465 households renting in Dublin. The City continues to refer interested households to the Housing Authority of Alameda County for program information and application procedures.

- **Program B.1: Mixed-Use Development.** Facilitate the construction of 300 residential units within mixed-use projects between 2023-2031. Continue to incentivize mixed-use projects through flexible development standards and other means. Mid-cycle review development incentives to identify if development is occurring as anticipated; if it is not, identify and promote additional incentives.

  Status: In February 2024, the City approved The Dublin Centre ("The DC") project, which includes 494 market rate units, 6 affordable entry-level townhomes, 105 deed-restricted ADUs, and up to 38,000 square feet of retail commercial uses, along with a site reserved for a future affordable housing project with up to 100 units. The DC is subject to Planned Development zoning, which provides flexible development standards.

- **Program B.2: Affordable Housing Developers.** Provide assistance to affordable housing developers to facilitate the construction of 100 affordable housing units between 2023-2031, with the goal of achieving 20 affordable units for extremely low-income households and/or persons with special needs.

  Status: In February 2024, the City approved The Dublin Centre ("The DC") project, which includes 494 market rate units, 6 affordable entry-level townhomes, 105 deed-restricted ADUs, and up to 38,000 square feet of retail commercial uses, along with a site reserved for a future affordable housing project with up to 100 units. The DC is subject to Planned Development zoning, which provides flexible development standards. The City Council approved a $5 million loan from the City's Affordable Housing Fund for the Sunflower Hill at Grace Pointe project to provide affordable housing for those with intellectual and developmental disabilities (I/DD).

  The City has provided a $7.1 million loan from the City's Affordable Housing Fund, allocated $2.9 million in Alameda County Measure A-1 bond funds, and $3.3 million in Local Housing Trust Funds (LHTF) from the State of California Housing and Urban Development (HUD) for the Amador Station housing project.

  The City has donated a 1.33 acre site for the creation of 113 units of affordable senior housing for the Regional Street Senior Housing project to be developed by Eden Housing. Additionally, the City has allocated $5 million in Alameda County Measure A-1 bond funds, and $3.3 million in Local Housing Trust Funds (LHTF) from the State of California Housing and Urban Development (HUD) for the Regional Street Senior housing project.

- **Program B.3: Density Bonus.** Review and revise the Density Bonus Ordinance to ensure continued compliance with State law through the Planning Period. Continue to implement the Density Bonus Ordinance and provide the Ordinance to developers and other interested parties. Maintain updated information on the City's affordable housing incentives, such as density bonus and fee deferment, on the City's website.

  Status: On December 10, 2024, the Planning Commission recommended City Council approval of amendments to Dublin Municipal Code (DMC) Chapter 8.52 (Density Bonus

Regulations) to ensure continued compliance with State law (Resolution No. 24-09). The amendments were approved by the City Council on February 4, 2025 (Ordinance No. 01-25). There were no density bonus requests in CY 2024. The City will continue to implement the Density Bonus Ordinance and provide the Ordinance to developers and other interested parties. The City continues to maintain updated information on the City's affordable housing incentives, such as density bonus and fee deferment, on the City's website.

- **Program B.4: Inclusionary Zoning Regulations.** Review the Inclusionary Zoning Regulations. Prepare a nexus study reviewing the Affordable Housing In-Lieu Fee. Facilitate the construction of 250 affordable housing units.

  Status: In 2023, the City prepared a Feasibility Analysis of Inclusionary Housing Requirements. Staff prepared amendments to the Inclusionary Zoning Regulations and Affordable Housing In-Lieu Fee based on this analysis. In December 2023, the Planning Commission reviewed the proposed Zoning Ordinance Amendments and recommended City Council approval. On June 4, 2024, the City Council adopted Resolution No. 51-24 establishing the methodology for determining the Affordable Housing In-Lieu Fee for future residential units subject to the City of Dublin Inclusionary Zoning Regulations. On June 25, 2024, the City Council adopted amendments to the Inclusionary Zoning Regulations (Ordinance No. 02-24).

  In 2024, the City approved planning entitlements for 129 deed restricted affordable housing units of which 105 are ADUs.

- **Program B.5: Commercial Linkage Fee.** Prepare a nexus study reviewing the Commercial Linkage Fee. Utilize funding to facilitate the construction of 100 affordable housing units. Assist at least five moderate-income households with first-time homebuyer loans. Provide funding towards homeownership training and foreclosure prevention services, rental assistance programs, and the Alameda County Homeless Management Information System.

  Status: In 2023, the City prepared a nexus study to review the Non-Residential Development Affordable Housing Impact Fee, commonly known as the "Commercial Linkage Fee". On June 4, 2024, the City Council adopted Resolution No. 52-24, adopting a Non-Residential Development Affordable Housing Impact Fee. Additionally, the City issued one first-time homebuyer loan to a moderate-income household.

  Homeowner education for Dublin residents is available through periodic free training from ECHO Housing, serving Alameda County with a grant from the US Department of Housing and Urban Development. Foreclosure prevention services are available from Alameda County's AC Secure Program, funded by Measure A-1. The City continues to support the Alameda County Homeless Management Information System (HMIS) through the Affordable Housing Fund. HMIS is managed by EveryOne Home, a community-based organization formed in 2007 under the fiscal sponsorship of the Tides Center. EveryOne Home manages the County's in-house HMIS in the collection and reporting of the homeless count and other data collection.

- **Program B.7: Accessory Dwelling Units and Junior Accessory Dwelling Units**. Facilitate the development of at least 160 ADUs. Maintain updated information on the City's ADU processes, related code, and incentives on the City's website. Implement a public awareness campaign for constructing ADUs.

  Status: In 2024, the City issued building permits for 12 ADUs (of which one was low-income deed-restricted), certificates of occupancy for seven ADUs, and approved a planning application for a Site Development Review Permit for The Dublin Centre project which includes 105 ADUs, of which 52 are low-income deed-restricted and 53 are moderate-income deed-restricted. The City has prototype plans, impact fee and building permit fee waivers in effect, and an ADU Manual available to guide applicants through the process of constructing an ADU. Additionally, the City's participation in the ADU Accelerator Program, piloted by State Senator Steve Glazer and administered by HCD, provides individual rebates of up to $7,500 to property owners for new ADUs and up to $15,000 for new ADUs that are deed restricted to low-income households (minimum of 20 years). The prototype plans, ADU Manual and information on the Accelerator Program and fee waivers are available to the public on the City's ADU website.

  In 2024, the City developed informational materials about how to build an ADU in Dublin. The City participated in the Alameda County Assessor Phong La's Annual Homeowners Fair where Staff promoted the City's ADU prototype plans, ADU Manual and fee waivers.

- **Program B.10: Objective Design Standards and Streamlined Ministerial Review.** Continue to implement the Citywide Multi-Family Objective Design Standards. Amend the Sites Development Review Permit findings to remove subjective language in Findings 3 and 6 to provide objective standards in accordance with SB 35.

  Status: The City continues to implement the Citywide Multi-Family Objective Design Standards on applicable projects. The standards are currently being implemented on the Dublin Commons project and have been implemented on the Dublin Fallon 580 and The Dublin Centre projects.

  On December 10, 2024, the Planning Commission recommended City Council approval of amendments to Dublin Municipal Code (DMC) Chapter 8.104 (Site Development Review) to remove subjective language in Findings 3 and 6 to provide objective standards in accordance with SB 35 (Resolution No. 24-09). The amendments were approved by the City Council on February 4, 2025 (Ordinance No. 01-25).

- **Program B.11: Transitional and Supportive Housing.** Amend the Zoning Ordinance to comply with statutory requirements by permitting transitional and supportive housing as a residential use by-right in all zones where housing is permitted and only subject to those restrictions that apply to other residential dwellings of the same types in the same zone. Support and, when possible, fund local and regional efforts to address the housing needs of persons experiencing homelessness.

Status: On December 10, 2024, the Planning Commission recommended City Council approval of amendments to Dublin Municipal Code (DMC) Chapter 8.50 (Transitional Housing) and Chapter 8.47 (Supportive Housing) to comply with statutory requirements by permitting transitional and supportive housing as a residential use by-right in all zones where housing is permitted and only subject to those restrictions that apply to other residential dwellings of the same types in the same zone (Resolution No. 24-09). The amendments were approved by the City Council on February 4, 2025 (Ordinance No. 01-25).

In 2024, the City Participated in the 2024 Point-in-Time Count to identify homeless needs. As part of the Fiscal Year (FY) 24-25 Grant Program, $62,500 in funding was administered to various organizations for various homeless programs and services. The City allocated an additional $14,000 in Homeless Housing, Assistance, and Prevention (HHAP) funding for Permanent and Interim Housing programs and services.

- **Program B.12: Single-Room Occupancy (SRO).** Review permitting procedures for SROs and amend DMC Section 8.12.050 to remove potential constraints.

  Status: On December 10, 2024, the Planning Commission recommended City Council approval of amendments to Dublin Municipal Code (DMC) Chapter 8.46 (Single Room Occupancy Units) to remove potential constraints (Resolution No. 24-09). The amendments were approved by the City Council on February 4, 2025 (Ordinance No. 01-25).

- **Program B.17: Community Care Facilities.** Amend the Zoning Ordinance to allow community care facilities in all zones allowing residential uses. Amend the Zoning Ordinance to revise the definition of "Family" to eliminate constraints for persons with disabilities.

  Status: On December 10, 2024, the Planning Commission recommended City Council approval of amendments to Dublin Municipal Code (DMC) Chapter 8.12 (Zoning Districts and Permitted Uses of Land) to allow community care facilities in all zones allowing residential uses and Chapter 8.08 (Definitions) to revise the definition of "Family" to eliminate constraints for persons with disabilities (Resolution No. 24-09). The amendments were approved by the City Council on February 4, 2025 (Ordinance No. 01-25).

- **B.18: Planned Development (PD) Zoning.** Review vacant and underutilized properties with existing PD zoning and rezone these properties to a residential zoning district with established development standards. PD zoning will not be mandated on residential sites and will continue to be used as an option for property owners and developers that desire further flexibility. Review the Zoning Ordinance and consider further amendments to provide the option for property owners and developers to request PD zoning if they desire more flexibility.

  Status: On December 10, 2024, the Planning Commission recommended City Council

approval of an ordinance amending the zoning map and rezoning of vacant and underutilized properties with existing PD zoning to R-M (Multi-Family Residential) with established development standards (Resolution No. 24-10). The amendments were approved by the City Council on February 4, 2025 (Ordinance No. 02-25). The properties that have been rezoned to R-M still have the option to request PD zoning in the future if they desire flexibility to establish customized development standards.

- **B.19: Development of Large Parcels.** Establish, maintain, and promote an inventory of large sites appropriate for residential development.

  Status: The City has established an inventory of large sites appropriate for residential development and will continue to maintain and promote the inventory with developers and property owners.

- **D.3: Emergency Shelters.** Review and amend, if necessary, the Emergency Shelters Ordinance for consistency with Government Code Section 65583(a)(4). Amend the Emergency Shelters Ordinance and Zoning Ordinance to comply with AB 139 parking requirements.

  Status: On December 10, 2024, the Planning Commission recommended City Council approval of amendments to Dublin Municipal Code (DMC) Chapter 8.45 (Emergency Shelters) for consistency with Government Code Section 65583(a)(4) and amended the parking requirements for emergency shelters to be consistent with AB 139 (Resolution No. 24-09). The amendments were approved by the City Council on February 4, 2025 (Ordinance No. 01-25).

- **D.6: Parking Requirements Near Public Transit.** Amend the Zoning Ordinance to comply with the requirements established by AB 2097.

  Status: In 2023, the Planning Commission recommended City Council approval of amendments to the Downtown Dublin Specific Plan (DDSP) to eliminate parking requirements in the Downtown (Resolution No. 23-10). The amendments comply with the requirements established by AB 2097 and extend the elimination of parking requirements beyond the state-required one-half-mile radius of the BART station to include all properties within the Specific Plan area. In January 2024, the City Council adopted Resolution No. 03-24 approving the DDSP Amendments.

  On December 10, 2024, the Planning Commission recommended City Council approval of amendments to Dublin Municipal Code (DMC) Chapter 8.76 (Off-Street Parking and Loading Regulations) to add an exception to the City's off-street parking requirements for residential, commercial and other development projects located within one-half mile of public transit as defined by Section 2155 of the Public Resources Code consistent with AB 2097 (Resolution No. 24-09). The amendments were approved by the City Council on February 4, 2025 (Ordinance No. 01-25).

- **Program E.1: Affirmatively Further Fair Housing.** Facilitate the development of 160 ADUs through additional objectives listed in Program B.7 – particularly in lower-density zones as an additional method of addressing "missing middle" housing. As noted in Program B.7, the City has already established permit-ready plans, created an ADU Manual and webpage, waiving certain permitting fees and participating in the ADU Accelerator Program. The City will also be implementing a public awareness campaign as a way to promote ADU development and address missing middle.

  Status: In 2024, the City issued building permits for 12 ADUs (of which one was low-income deed-restricted), certificates of occupancy for seven ADUs, and approved a planning application for a Site Development Review Permit for The Dublin Centre project which includes 105 ADUs, of which 52 are low-income deed-restricted and 53 are moderate-income deed-restricted.

  In 2024, the City developed informational materials about how to build an ADU in Dublin. The City participated in the Alameda County Assessor Phong La's Annual Homeowners Fair where Staff promoted the City's ADU prototype plans, ADU Manual and fee waivers.

- **Program E.1: Affirmatively Further Fair Housing.** Provide development opportunities for at least 350 affordable units including missing middle housing, ADUs and other residential product types.

  Status: In 2024, the City approved the following projects which provide opportunities for affordable housing units:

Project Name	Number of Affordable Units
Dublin Fallon 580 (238 units total)	Seven low-income deed-restricted units and 11 moderate-income deed-restricted units
The Dublin Centre "The DC" (500 units total, not including ADUs)	Six moderate-income deed-restricted units, 52 low-income deed-restricted ADUs and 53 moderate-income deed-restricted ADUs
TOTAL	129 affordable units

  Additionally in 2024, the City deemed complete the following project application, which would provide opportunities for affordable housing units:

Project Name	Number of Affordable Units
Dublin Commons (1,510 units total)	104 low-income deed-restricted units and 60 moderate-income deed-restricted units
TOTAL	164 affordable units

- **Program E.1 Affirmatively Further Fair Housing.** Facilitate the construction of affordable housing for special housing needs populations.

Status: As part of the Francis Ranch (East Ranch) project, a two-acre Public/Semi-Public site has been identified where in partnership with Trumark Homes and Eden Housing, Sunflower Hill will co-develop 77 units of very low/low-income affordable rental housing for people with intellectual and developmental disabilities (I/DD). The City is facilitating site acquisition at no cost to Sunflower Hill.

As part of The Dublin Centre project, a 1.83-acre site has been identified where, in partnership with Landsea and Satellite Affordable Housing Associates (SAHA), Sunflower Hill will develop 60 units of very low/low-income affordable rental housing for people with intellectual and developmental disabilities (I/DD). The City is facilitating acquisition of the site at no cost to Sunflower Hill. Additionally, the City is providing Sunflower Hill with $5 million from the City's Affordable Housing Fund.

- Program E.1: Affirmatively Further Fair Housing. Establish specific incentives for the development of affordable units in the RCAA and high opportunity areas (including, but not limited to, permit streamlining and reduced fees).

  Status: Census Tract 4505.01 is designated a Racially Concentrated Areas of Affluence (RCAA) in Dublin. The City has established incentives for affordable developments in the RCAA through infill development of ADUs by providing impact fee and building permit fee waivers, prototype plans and rebates through the ADU Accelerator Program of up to $7,500 to property owners for new ADU units and up to $15,000 for new ADU units that are deed restricted to low-income households (minimum of 20 years).

- Program E.5: Housing for Persons with Developmental Disabilities. Encourage construction and rehabilitation of housing with supportive services for persons with developmental disabilities. Seek State and Federal funding to support housing construction for persons with developmental disabilities. Review and identify regulatory incentives for projects proposing housing for persons with developmental disabilities. Collaborate with housing developers and local organizations to identify the needs of local persons with developmental disabilities. Collaborate with local organizations and agencies to identify resources and services for persons with disabilities experiencing homelessness.

  Status: The City actively works to encourage construction and rehabilitation of housing with supportive services targeting those with developmental disabilities. This includes working with developers in seeking State and Federal funding and identifying regulatory incentives to support the construction and rehabilitation of housing for persons with developmental disabilities. As part of the Francis Ranch (East Ranch) project, a two-acre Public/Semi-Public site has been identified where in partnership with Trumark Homes and Eden Housing, Sunflower Hill will co-develop 77 units of very low/low-income affordable rental housing for people with intellectual and developmental disabilities (I/DD). As part of The Dublin Centre project, a 1.83-acre site has been identified where in partnership with Landsea and Satellite Affordable Housing Associates (SAHA), Sunflower Hill will develop 60 units of very low/low-income affordable rental housing for people with intellectual and developmental disabilities (I/DD). The City has committed $5 million from the City's Affordable Housing Fund for this project. The City is facilitating the acquisition of these

sites at no cost to Sunflower Hill.

The City collaborates with housing developers and local organizations to identify the needs of local persons with developmental disabilities. The City also collaborates with local organizations and agencies to identify resources and services for persons with disabilities experiencing homelessness. The City collaborates with Alameda County and City Serve as well as other agencies in the Tri-Valley to identify resources and services for persons with developmental disabilities experiencing homelessness.

- **Program E.7: First-Time Homebuyer Loan Program.** Promote the First-Time Homebuyer Loan Program (FTHLP) on the City's website and at the public counter. Provide FTHLP loans to households earning up to 120 percent AMI. Review the FTHLP for opportunities to broaden the use of the program and to ensure compatibility with similar loan programs offered by the County and the State.

  Status: On September 3, 2024, the City Council adopted Resolution No. 100-24 approving amendments to the First Time Homebuyer Loan Program Guidelines. The amendments would increase the use of the program and ensure it is compatible with other loan programs.

  In 2024, the City issued one first-time homebuyer loan to a moderate-income household. Information regarding the City's FTHLP is available at City Hall and through local housing service organizations. The City also provides information on the FTHLP on the City's website. Additionally, the City website provides information on other homebuyer assistance programs, such as the City's below market rate (BMR) homeownership program, Mortgage Credit Certificates (administered for the City of Dublin by Alameda County), and California Housing Finance Agency (CalHFA) loan programs.

- **Program E.8: Homeless Assistance.** Support and, when possible, fund local and regional efforts that seek to address and lessen homelessness.

  Status: The City continues to provide financial support to several local organizations that provide services and assistance to homeless people through the Community Support Grants program and other funding sources, including:

  - Tri-Valley Haven's Homeless and Family Support Services program offers assistance to Dublin residents through Sojourner House (a family homeless shelter) and their Food Pantry. In FY 2024/25, the City contributed $45,500 from the City's Housing Fund and General Fund to Tri-Valley Haven. In addition, over $278,000 in federal Community Development Block Grant (CDBG) Funding was allocated to Tri-Valley Haven to support their shelter rebuild project. For Fiscal Year 2024/25.
  - Eden Information and Referral's 2-1-1 service provides information and referrals. They also serve as the Alameda County first point of contact of Coordinated Entry System (CES) screenings and referrals. The City contributes an estimated $13,000 annually.

- CityServe of the Tri-Valley offers assistance for crisis-intervention and homelessness prevention. The City contributed $23,000 to CityServe from the General Fund.
- Goodness Village is a tiny home community that provides affordable and permanent housing options in a supportive community for people transitioning out of chronic homelessness. The City contributed $4,500 to Goodness Village.
- Axis Community Health is a comprehensive health center that provides care from five sites located throughout the Tri-Valley area. Services include pediatrics, adult health, and women's health care. Axis also provides mental health services, dental care, acupuncture, and chiropractic care. In FY 2023/2024, Axis received more than $25,000 through CDBG and General Fund money.
- Centro Legal de la Raza is a legal services agency that provides legal representation in Northern and Central California for low-income, Black, and Latinx communities through bilingual representation, education and advocacy. Legal services provided include tenant rights and unlawful evictions. The City contributed $18,000 this year.
- Open Heart Kitchen is a program that provides hot meals to those in need within the Tri-Valley area. The City provided $23,000 in funding to Open Heart Kitchen.

The City utilizes Community Development Block Grant (CDBG) funding and other funding sources to work with Tri-Valley partners to fund regional efforts to address and lessen homelessness. This includes providing funding to: Axis community Health, City Serve of the Tri-Valley, Goodness Village, Love Never Fails, Partners for Change Tri-Valley, and Tri-Valley Haven. In 2024 approximately $77,000 was allocated to address and lessen homelessness.

The City additionally allocated approximately $14,000 of its Homeless Housing, Assistance and Prevention (HHAP) program funding for Open Heart Refuge and City Serve of the Tri-Valley to support their regional efforts to address homelessness in the Tri-Valley.

- **Program F.1: Green Building Guidelines.** Continue to implement the provisions of the Green Building Ordinance and State Standards and Codes.

  Status: On September 17, 2024, the City Council adopted an ordinance approving amendments to the Dublin Municipal Code (DMC) Chapter 7.94 (Green Building Code) adding low carbon concrete requirements to the City's Green Building Code (Ordinance No. 09-24).

STRATEGIC PLAN INITIATIVE:

Strategy 3: Housing Inclusivity and Affordability
Objective A: Implement the goals, policies, and programs in the 2023-2031 Housing Element.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted. Additionally, the APR will be posted on the City's website once accepted by the City Council.

ATTACHMENTS:

1) Housing Element Annual Progress Report Tables

Please Start Here

General Information	
Jurisidiction Name	Dublin
Reporting Calendar Year	2024
Contact Information	
First Name	Gaspare
Last Name	Annibale
Title	Senior Planner
Email	gaspare.annibale@dublin.ca.gov
Phone	9258336610
Mailing Address	
Street Address	100 Civic Plaza
City	Dublin
Zipcode	94568

Optional: Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated. If a project is no longer has any reportable activity, you may delete the project by selecting a cell in the row and typing ctrl + d.

Click here to download APR Instructions

Click here to add rows to a table. If you add too many rows, you may select a cell in the row you wish to remove and type ctrl + d.

v_01_23_25

Optional: This runs a macro which checks to ensure all required fields are filled out. The macro will create two files saved in the same directory this APR file is saved in. One file will be a copy of the APR with highlighted cells which require information. The other file will be list of the problematic cells, along with a description of the nature of the error.

Optional: Save before running. This copies data on Table A2, and creates another workbook with the table split across 4 tabs, each of which can fit onto a single page for easier printing. Running this macro will remove the comments on the column headers, which contain the instructions. Do not save the APR file after running in order to preserve comments once it is

Optional: This macro identifies dates entered that occurred outside of the reporting year. RHNA credit is only given for building permits issued during the reporting year.

Link to the online system: https://hcd.my.site.com/hcdconnect

Toggles formatting that turns cells green/yellow/red based on data validation rules.

Submittal Instructions

Please save your file as Jurisdictionname2024 (no spaces). Example: the city of San Luis Obispo would save their file as SanLuisObispo2024

Housing Element Annual Progress Reports (APRs) forms and tables must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year for the prior calendar year; submit separate reports directly to both HCD and OPR pursuant to Government Code section 65400. There are two options for submitting APRs:

1. **Online Annual Progress Reporting System - Please see the link to the online system to the left.** This allows you to upload the completed APR form into directly into HCD's database limiting the risk of errors. If you would like to use the online system, email APR@hcd.ca.gov and HCD will send you the login information for your jurisdiction. *Please note: Using the online system only provides the information to HCD. The APR must still be submitted to OPR. Their email address is opr.apr@opr.ca.gov.*

2. **Email -** If you prefer to submit via email, you can complete the excel Annual Progress Report forms and submit to HCD at APR@hcd.ca.gov and to OPR at opr.apr@opr.ca.gov. Please send the Excel workbook, not a scanned or PDF copy of the tables.

Jurisdiction	Dublin	
Reporting Year	2024	(Jan. 1 - Dec. 31)
Housing Element Planning Period	6th Cycle	01/31/2023 - 01/31/2031

Building Permits Issued by Affordability Summary		
Income Level		**Current Year**
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	1
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		89
Total Units		**90**

Note: Units serving extremely low-income households are included in the very low-income

Units by Structure Type	**Entitled**	**Permitted**	**Completed**
Single-family Attached	453	75	97
Single-family Detached	134	3	77
2 to 4 units per structure	0	0	0
5+ units per structure	152	0	66
Accessory Dwelling Unit	105	12	7
Mobile/Manufactured Home	0	0	0
Total	**844**	**90**	**247**

Infill Housing Developments and Infill Units Permitted	**# of Projects**	**Units**
Indicated as Infill	29	90
Not Indicated as Infill	0	0

Housing Applications Summary	
Total Housing Applications Submitted:	3
Number of Proposed Units in All Applications Received:	1,749
Total Housing Units Approved:	239
Total Housing Units Disapproved:	0

Use of SB 423 Streamlining Provisions - Applications

Number of SB 423 Streamlining Applications	0
Number of SB 423 Streamlining Applications Approved	0

Units Constructed - SB 423 Streamlining Permits			
Income	**Rental**	**Ownership**	**Total**
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	**0**	**0**	**0**

Streamlining Provisions Used - Permitted Units	# of Projects	Units
SB 9 (2021) - Duplex in SF Zone	0	0
SB 9 (2021) - Residential Lot Split	0	0
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SB 423 (2023)	0	0

Ministerial and Discretionary Applications	# of	Units
Ministerial	1	1
Discretionary	2	1748

Density Bonus Applications and Units Permitted	
Number of Applications Submitted Requesting a Density Bonus	0
Number of Units in Applications Submitted Requesting a Density Bonus	0
Number of Projects Permitted with a Density Bonus	0
Number of Units in Projects Permitted with a Density Bonus	0

Housing Element Programs Implemented and Sites Rezoned	Count
Programs Implemented	60
Sites Rezoned to Accommodate the RHNA	0

Jurisdiction	Dublin	
Reporting Year	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01\31\2023 - 01\31\2031

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table A
Housing Development Applications Submitted

Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes							Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Density Bonus Law Applications		Application Status	Project Type	Notes
1					2	3	4	5							6	7	8	9	10		11	12	13
Prior APN+	Current APN	Street Address	Project Name+	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted (see instructions)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project	Please select state streamlining provision/s the application was submitted pursuant to.	Did the housing development application seek incentives or concessions pursuant to Government Code section 65915?	Were incentives or concessions requested pursuant to Government Code section 65915 approved?	Please indicate the status of the application.	Is the project considered a ministerial project or discretionary project?	Notes+
Summary Row: Start Data Entry Below								0	0	111	0	71	0	1567	1749	239	0						
		N/A	Dublin Fallon 580	00033			5/8/2024																Parcel 7 Tract 8666 & Parcel 8 Tract 8667
															0								
	941-0305-043-00	N/A	Dublin Commons	PLPA-2024-00047	5+	R	8/5/2024			104		60		1346	1510			NONE	No	N/A	Pending	Discretionary	941-0305-044-00; 941-0305-038-00; 941-0305-039-00; 941-0305-040-00; 941-0305-029-02; 941-0305-028-00 Development and Community Benefit Program Agreement - Alternative Method of Compliance
	941-0177-091-00	7865 Tamarck Drive	Tamarck Drive SB 9 Unit Development	PLOC-004039-2024	SFD	O	11/19/2024							1	1	1		SB 9 (2021) - Residential Lot Split	No	N/A	Approved	Ministerial	

Jurisdiction	Dublin
Reporting Year	2024 (Jan. 1 - Dec. 31)
Planning Period	6th Cycle (2023-2031)

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table A2
Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier				Unit Types		Affordability by Household Incomes - Completed Entitlement								Affordability by Household Incomes - Building Permits								Affordability by Household Incomes - Certificates of Occupancy								Streamlining	SB35	Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions	Term of Affordability or Deed Restriction	Demolished/Destroyed Units			Density Bonus				Notes
1				2	3	4							5	6							7	8	9	10							11	12	13	14	15	16	17	18	19	20		21	22	23	24	25
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Very Low- Income Deed Restricted	Very Low- Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate- Income Deed Restricted	Moderate- Income Non Deed Restricted	Above Moderate Income	Entitlement Date (MM/DD/YYYY)	# of Units issued Entitlements	Very Low- Income Deed Restricted	Very Low- Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate- Income Deed Restricted	Moderate- Income Non Deed Restricted	Above Moderate- Income	Building Permits Date Issued	# of Units issued Building Permits	Very Low- Income Deed Restricted	Very Low- Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate Income Deed Restricted	Moderate- Income Non Deed Restricted	Above Moderate- Income	Certificates of Occupancy or other forms of readiness (see instructions) Date Issued	# of Units issued Certificates of Occupancy or other forms of readiness	How many of the units were Extremely Low Income?	Please select the state streamlining provision the project was approved pursuant to. (may select multiple)	SB35 Use(s)? Y/N	Assistance Programs for Each Development (may select multiple - see instructions)	Deed Restriction Type (may select multiple - see instructions)	For units affordable without financial assistance or deed restrictions, explain how the locality determined the units were affordable (see instructions)	Term of Affordability or Deed Restriction (years) (If affordable in perpetuity write 1000)	Number of Demolished/Destroyed Units	Demolished or Destroyed Units	Demolished/ Destroyed Units - Owner or Renter	Total Density Bonus Applied to the Project (Percentage Increase in Total Allowable Units or Residential Square Footage Above Pre-Density Bonus Floor Area)	Number of Other Incentives, Concessions, Waivers, or Other Modifications Given to the Project (Excluding Parking Waivers or Parking Modifications)	List the incentives, concessions, waivers, and modifications (excluding Parking Waivers or Parking Modifications)	Did the project receive a reduction or waiver of parking standards? (Y/N)	Notes*
Summary Row: Sum of Data Entry Rows																																														
986-0007-000-00	N/A	Dublin Fallon 588	PLN-2023-00033	SFA	O				7		11		220	8/20/2024	238																		NONE	N	Other	INC										Column 15 N/A - could only select "Other"
941-0777-0911-00	5928 Tamarack Drive	Tamarack Winter SB 9 Unit Development	PLDC-0043291-2024	SFD	O								1	11/19/2024	1																																			
986-0002-029-00	N/A	The Dublin Center "The EC" (EC2 Property)	PLPA-2023-00026	SFD	O								133	2/1/2024	133																		NONE	Y											986-0002-029-00
986-0001-006-00	5927 Tamsayers Road	The Dublin Center "The EC" (EC2 Property)	PLPA-2023-00026	5+	O						6		165	2/1/2024	171																		NONE	Y	Other	INC										986-0002-029-00 Column 15 N/A - could only select "Other" Affordable Housing Agreement / Alternative Method of Compliance
986-0002-024-00	N/A	The Dublin Center "The EC" (EC2 Property)	PLPA-2023-00026	ADU	R			62		63			0	2/1/2024	125																		NONE	Y	Other	INC										Column 15 N/A - could only select "Other" Affordable Housing Agreement / Alternative Method of Compliance
986-0001-006-00	5927 Tamsayers Road	The Dublin Center "The EC" (EC2 Property)	PLPA-2023-00026	SFA	O								215	2/1/2024	215																		NONE	Y											
N/A		6361 DUNDEE LOOP ST, DUBLIN, CA 94568	6360, 6361, 6307, 6308, 6309, & 6310 Dundee Loop (Multi-Family Building, Unit @ Boulevard, MAD, Tract 8372, Building 1-4, Lots 36-43, 1-Flex-Building with 4 Flats (1, 2, & 3) (Project Name: VIM 42 BOULEVARD NOD)	BLDC-2024-03283	SFA	O																6	6/22/2024	6												NONE	Y											
N/A		6377 DUNDEE LOOP, DUBLIN, CA 94568	6388, 6387, 6385, 6383, 6381, 6379 & 6377 Dundee Loop (Multi-Family Building, Unit @ Boulevard, MAD, Tract 8372, Building 1-4, Lots 36-43, 1-Flex-Building with 3 Flats (1, 2, & 3) (Project Name: VIM 42 BOULEVARD NOD)	BLDC-2024-03099	SFA	O																7	4/9/2024	7								7	12/16/2024	7	NONE	Y											
	541-0179-000-00	7572 SUTTON PLACE, Dublin, CA 94568	Convert the non-permitted studio and part of living room into a permitted bedroom, 417 SF.	BLDC-2023-02127	ADU	R																1	2/21/2024	1								1	12/16/2024	1	NONE	Y											
941-0155-075-00	6077 DALWOOD DR DUBLIN, CA 94568	Converting the attic space into ADU 600 SF, adding kitchen, bathroom/guest room.	BLDC-2023-03153	ADU	R																1	4/21/2024	1								1		1	NONE	Y											
941-0197-062-00	7221 DUVEEN COURT, DUBLIN, CA 94568	Attached accessory dwelling unit (new construction)	BLDC-2023-02007	ADU	R																1	4/17/2024	1								1		1	NONE	Y											
N/A		6323 DUNDEE LOOP ST, DUBLIN, CA 94568	6326, 6324, 6322, 6321, 6309, 6307 & 6305 Dundee Loop (Multi-Family Building, Unit @ Boulevard, MAD, Tract 8372, Building 1-4, Lots 36-43, 1-Flex-Building with 3 Flats (1, 2, & 3) (Project Name: VIM 42 BOULEVARD NOD)	BLDC-2024-03186	SFA	O																7	6/26/2024	7												NONE	Y											
N/A		6199 DIAMOND WAY DUBLIN, CA 94568	6206, 6208, 6209, 6210, 6212, 6214, 6215, 6216, 6217, 6218 & 6220 Castellina St. (Multi-Family Building, Unit @ Boulevard, MAD, Tract 8372, Building 5A, Lots 71-77 (Project Name: VIM 42 BOULEVARD NOD)	BLDC-2024-03503	SFA	O																7	2/26/2024	7								7	11/20/2024	7	NONE	Y											
941-2775-000-00		11197 BENTLEY DR Unit, Suite D, Dublin, CA 94568	Converting basement/ garage to ITU SF	BLDC-2020-01507	ADU	R																1	12/22/2024	1								1		1	NONE	Y											
986-0077-039-00	6165 RUMFALA, Dublin, CA 94568	6173, 6171, 6169, 6167, & 6165 Ruman Falls Ct. (Multi-Family Building, Unit @ Boulevard, MAD, Tract 8372, Building 7B, Lots 87-90) (6-Flex-Building with 3 Flats (1, 2, &3)	BLDC-0542496-2024	SFA	O																6	12/6/2024	6												NONE	Y											
941-0172-000-00	10644 HILLROSE PI, Lot, 126/73, Dublin, 94568	Prototype ADU Plan 1, 768 Sq Ft	BLDC-0539501-2024	ADU	R																1	8/17/2024	1								1		1	NONE	Y											
N/A	6179 DIAMOND WAY DUBLIN, CA 94568	6179, 6173, 6175, 6177, 6181, & 6183 Cardinal St. (Multi-Family Building, Unit @ Boulevard, MAD, Tract 8372, Building 5A, Lots 71-77 (1-Flex-Building with 7 Flats (7 & 2) (Project Name: VIM 42 BOULEVARD NOD)	BLDC-2024-02901	SFA	O																4	3/27/2024	4												NONE	Y											
986-0018-073-00	5143 FIONDELLA LANE, DUBLIN, CA 94568-4173	5143 FIT sq ft	BLDC-2024-02975	ADU	R																1	5/9/2024	1								1	12/9/2024	1	NONE	Y											
986-0077-039-00	6167 RUMFALA, Dublin, CA 94568	Building #17 (Upper Unit) 6167 Ruman Falls Avenue and 6218 Strawberry Creek Circle (Multi-Family Building, Unit @ Boulevard, MAD, Tract 8372, Building 7, Lots 78-82	BLDC-0540116-2024	SFA	O																4	7/26/2024	4												NONE	Y											
986-0008-070-00	12340 BRAMBLE GRAPEVILLE, DUBLIN, CA 94568	Convert part of SF to ADU (Basement, and add kitchen, 775 sq ft ADU), total SF 937 SF	BLDC-2023-03489	ADU	R																1	4/9/2024	1								1		1	NONE	Y											
N/A		6303 DUNDEE LOOP ST, DUBLIN, CA 94568	6306, 6308, 6310 & 6312 Dundee Loop (Multi-Family Building, Unit @ Boulevard, MAD, Tract 8372, Building 1-4, Lots 36-43, 1-Flex-Building with 4 Flats (1 & 2) (Project Name: VIM 42 BOULEVARD NOD)	BLDC-2024-02777	SFA	O																4	2/7/2024	4								4	11/4/2024	4	NONE	Y											
986-0077-037-00	6161 RUMFALA, Dublin, CA 94568	6161, 6163, 6165 Ruman Ave. & 6210 Strawberry Creek Circle (Multi-Family Building, Unit @ Boulevard, MAD, Tract 8372, Building 7A, Lots 83-86, 1-Flex-Building with 3 plans (1 & 2)	BLDC-0541136-2024	SFA	O																4	7/26/2024	4												NONE	Y											
N/A		6305 DUNDEE LOOP, DUBLIN, CA 94568	6309, 6323, 6327, & 6329 Dundee Loop (Multi-Family Building, 2-Flex-Building with 2 plans (1 and 2), Unit @ Boulevard, MAD, Tract 8372, Building 4B, Lots 36-37 (Project Name: VIM 42 BOULEVARD NOD)	BLDC-2024-02955	SFA	O																4	1/19/2024	4								4	10/9/2024	4	NONE	Y											
N/A		6343 DUNDEE LOOP ST, DUBLIN, CA 94568	6342, 6362, 6374 & 6388 Dundee Loop (Multi-Family Building, Unit @ Boulevard, MAD, Tract 8372, Building 4B, Lots 32-35, 1-Flex-Building with 4 Plans (1 & 2) (Project Name: VIM 42 BOULEVARD NOD)	BLDC-2024-03713	SFA	O																4	10/2/2024	4								4	10/22/2024	4	NONE	Y											
941-0178-029-00	5943 GLACIER Dublin, CA 94568	Demo (E) basement and convert to (N) ADU and detached retained ADU on the same lot. Unit includes two bedrooms and 2 bathrooms.	BLDC-2024-03678	ADU	R																1	12/1/2024	1								1		1	NONE	Y											
941-0177-086-00	7744 CORTER COURT, DUBLIN, CA 94568	468 sq ft KITCHEN ADDITION to existing approved detached ADU to be installed as permanent foundation, r...	BLDC-2023-03149	ADU	R																1	1/8/2024	1								1	8/23/2024	1	NONE	Y											

Jurisdiction	Dublin	
Reporting Year	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	[illegible]

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

	N/A	6224 STRAWBERRY WY Dublin, CA 94568	6224 Strawberry Way, 6299, 6293, 6287, 6281 Dandelion Street, & 6227 Dove Ave.; Multi-Family Building; Vine @ Boulevard, N22, Tract 8372, Building 76, Lots 73-78; 6-Plex Building with 3 Plans (1, 2, & 3) (Project Name: VINE AT BOULEVARD N22)	BLDG-2024-03539	SFA	O									0							6	7/10/2024	6									0		NONE	Y														
	986 000602200	4681 MYRTLE DR Unit: A Dublin, CA 94568	Attached junior accessary dwelling Unit, 186Sq Ft (Studio)	BLDG-005495-2024	ADU	R									0							1	12/4/2024	1									0		NONE	Y														
	941 019808900	6816 HYDE CT Dublin, CA 94568	899 sq ft ADU that	BLDG-005347-2024	ADU	R									0			1					10/31/2024	1									0		NONE	Y	Other	Other												City Permit Fee Waiver Applied for > 750 SF deed restricted as a lower-income unit for 55 years
	985-0126-025-00	3107 COPPER PEAK DR SUITE A DUBLIN, CA 94568	Construct a detached 584 sq. ft. accessory dwelling unit (ADU)	BLDG-2023-02099	ADU	R									0							1	2/21/2024	1									0		NONE	Y														
	N/A	6365 DANDELION ST DUBLIN, CA 94568	6375, 6373, 6371, 6369, 6367 & 6365 Dandelion Street Multi-Family Building, Vine @ Boulevard, N22, Tract 8372, Building 71, Lots 43-48 6-Plex Building with 3 Plans (1, 2 & 3) (Project Name: VINE AT BOULEVARD N22)	BLDG-2024-03106	SFA	O									0							6	4/9/2024	6									0		NONE	Y														
	N/A	6150 DIAMOND WAY DUBLIN, CA 94568	6162, 6160, 6158, 6156, 6152, and 6150 Diamond Way Multi-Family Building; Vine @ Boulevard, N22, Tract 8372, Building #63, Lots 1 6; 6-Plex Building with 3 Plans (1, 2, & 3) (Project Name: VINE AT BOULEVARD N22)	BLDG-2024-03481	SFA	O									0							6	6/19/2024	6									0		NONE	Y														
	905 000200101	4209 Williamson ST Dublin, CA	Francis Ranch N4, Tract 8648, Model Permit Lot 60 Plan 2B 4 Bedroom 3 Bath	BLDG-004660-2024	SFD	O									0							1	10/17/2024	1									0		NONE	Y														
	905 000200101	4217 Williamson ST Dublin, CA	Francis Ranch, N4, Tract 8648, Model Lot 59 Plan 1 Elevation A 4 Bedroom 3 Bath	BLDG-004659-2024	SFD	O									0							1	10/17/2024	1									0		NONE	Y														
	905 000200101	4201 Williamson ST Dublin, CA	Francis Ranch N4, Tract 8648, Model Building Permit Lot 61 Plan 3C 4 Bedroom 3 Bath	BLDG-004661-2024	SFD	O									0							1	10/17/2024	1									0		NONE	Y														
	N/A	6150 RAVEN AVE DUBLIN, CA 94568	6150, 6152, 6156, 6158, 6160 Raven Ave.; Multi-Family, Lot #83 (5-plex); Ph 13, Units 401-405; Avalon @ Boulevard N23, Tract 8372 - (Project Name: AVALON @ BOULEVARD N-23)	BLDG-2022-02476	SFA	O									0									0							5	11/8/2024	5		NONE	Y														
	N/A	6252 DIAMOND WAY DUBLIN, CA 94568	6252, 6258 & 6262 Diamond Way; 6396 Dandelion Street; Multi-Family Building, Vine @ Boulevard, NH22, Building #66, Lots 18-21; 4-Plex building with 2 plans (1 & 2); Tract 8372 (Project Name: VINE AT BOULEVARD N22)	BLDG-2023-02343	SFA	O									0									0							4	9/6/2024	4		NONE	Y														
	N/A	6266 DIAMOND WAY DUBLIN, CA 94568	6266, 6272, 6280, 6288, 6292 & 6294 Diamond Way; Multi Family Building, Vine @ Boulevard, NH22, Tract 8372, Building 67, Lots 22 27, 6-Plex building with 3 plans (1, 2 & 3) (Project Name: VINE AT BOULEVARD N22)	BLDG-2023-02221	SFA	O									0									0							6	8/26/2024	6		NONE	Y														
	N/A	6270 DOVE AVE DUBLIN, CA 94568	6270, 6276, 6278, 6282, 6286 Dove Ave., Multi-Family, Lot #89 (5-plex); Ph 9, Units 1001-1005; Avalon @ Boulevard N23, Tract 8372 (Project Name: AVALON @ BOULEVARD N-23)	BLDG-2022-02467	SFA	O									0									0							5	8/8/2024	5		NONE	Y														
	986-0066-027-00	5480 CENTRAL PKWY DUBLIN, CA 94568	5480 Central Pkwy., Building 12, Units A,B,C,D,E,F; Multi-Family (6-plex); Gramercy @ Boulevard, N14, Tract 8414 (Project Name: GRAMERCY @ THE BOULEVARD N14)	BLDG-2022-02489	5+	O									0									0							6	10/17/2024	6		NONE	Y														
	N/A	6176 RAVEN AVE DUBLIN, CA 94568	6176, 6178 Raven Ave. and 6203, 6205, 6209 Charlie St.; Multi-Family, Lot #85 (5-plex); Ph 11, Units 601-605; Avalon @ Boulevard N23, Tract 8372 (Project Name: AVALON @ BOULEVARD N-23)	BLDG-2022-02468	SFA	O									0									0							5	10/9/2024	5		NONE	Y														
	N/A	6275 SKYLINE ST DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, Tract 8372, Lot 39 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02410	SFD	O									0									0							1	9/19/2024	1		NONE	Y														
	N/A	6257 SKYLINE ST DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, Tract 8372, Lot 42 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02421	SFD	O									0									0							1	9/19/2024	1		NONE	Y														
	986-0066-024-00	5420 CENTRAL PKWY DUBLIN, CA 94568	5420 Central Pkwy., Building 9, Units A,B,C,D,E,F; Multi-Family (6-plex); Gramercy @ Boulevard, N14, Tract 8414 (Project Name: GRAMERCY @ THE BOULEVARD N14)	BLDG-2022-02486	5+	O									0									0							6	7/30/2024	6		NONE	Y														
	N/A	6113 DIAMOND WAY DUBLIN , CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 35 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02103	SFD	O									0									0							1	8/15/2024	1		NONE	Y														
	N/A	6207 SKYLINE ST DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 49 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02457	SFD	O									0									0							1	12/12/2024	1		NONE	Y														
	N/A	6228 SKYLINE ST DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 56 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02541	SFD	O									0									0							1	11/14/2024	1		NONE	Y														
	N/A	6201 SKYLINE ST DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 50 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02460	SFD	O									0									0							1	12/12/2024	1		NONE	Y														
	986-0066-029-00	5520 CENTRAL PKWY DUBLIN, CA 94568	5520 Central Pkwy., Building 14, Units A,B,C,D,E,F; Multi-Family (6-plex); Gramercy @ Boulevard, N14, Tract 8414 (Project Name: GRAMERCY @ THE BOULEVARD N14)	BLDG-2022-02491	5+	O									0									0							6	12/20/2024	6		NONE	Y														
	N/A	6213 SKYLINE ST DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 48 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02456	SFD	O									0									0							1	12/12/2024	1		NONE	Y														
	N/A	6236 SKYLINE ST DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 57 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02543	SFD	O									0									0							1	11/14/2024	1		NONE	Y														
	N/A	6250 SKYLINE ST DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 58 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02544	SFD	O									0									0							1	11/14/2024	1		NONE	Y														
	941-0169-001-00	8283 CAVALIER LN UNIT A DUBLIN, CA 94568	DETACHED ADU 682 SF, 2 Bedroom, 1 Bath	BLDG-2023-00858	ADU	R									0									0							1	11/15/2024	1		NONE	Y														
	N/A	6206 SKYLINE ST DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 52 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02534	SFD	O									0									0							1	12/12/2024	1		NONE	Y														
	N/A	6218 SKYLINE ST DUBLIN, CA 94568	Single Family Dwelling (SFD) Ivy @ Boulevard, N21, Tract 8372, Lot 54	BLDG-2022-01260	SFD	O									0									0							1	12/18/2024	1		NONE	Y														

Jurisdiction	Dublin	
Reporting Year	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	[illegible]

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Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

	N/A	6222 SKYLINE ST DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 55 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02540	SFD	O									0									0							1	11/14/2024	1		NONE	Y												
	N/A	6219 SKYLINE ST DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 47 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02455	SFD	O									0									0							1	12/12/2024	1		NONE	Y												
	N/A	6200 SKYLINE ST DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 51 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02533	SFD	O									0									0							1	12/12/2024	1		NONE	Y												
	N/A	6207 DIAMOND WAY DUBLIN, CA 94568	Single Family Dwelling, Ivy NH21 @ BLVD (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-01489	SFD	O									0									0							1	12/18/2024	1		NONE	Y												
	N/A	6121 DIAMOND WAY DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 33 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02095	SFD	O									0									0							1	8/15/2024	1		NONE	Y												
	N/A	6109 DIAMOND WAY DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 36 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02104	SFD	O									0									0							1	8/15/2024	1		NONE	Y												
	986-0066-028-00	5500 CENTRAL PKWY DUBLIN, CA 94568	5500 Central Pkwy., Building 13, Units A,B,C,D,E,F; Multi-Family (6-plex); Gramercy @ Boulevard, N14, Tract 8414 (Project Name: GRAMERCY @ THE BOULEVARD N14)	BLDG-2022-02490	5+	O									0									0							6	10/31/2024	6		NONE	Y												
	N/A	6162 RAVEN AVE DUBLIN, CA 94568	6162, 6166, 6168, 6170, 6172 Raven Ave., Multi-Family, Lot #84 (5-plex); Ph 12, Units 501-505; Avalon @ Boulevard N23, Tract 8372 (Updated to FY23-24 Fees) (Project Name: AVALON @ BOULEVARD N-23)	BLDG-2022-02469	SFA	O									0									0							5	11/1/2024	5		NONE	Y												
	N/A	6269 SKYLINE ST DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, Tract 8372, Lot 40 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02412	SFD	O									0									0							1	9/19/2024	1		NONE	Y												
	N/A	6263 SKYLINE ST DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, Tract 8372, Lot 41 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02415	SFD	O									0									0							1	9/19/2024	1		NONE	Y												
	N/A	6177 DIAMOND WAY DUBLIN, CA 94568	Single Family Dwelling, Ivy @ Boulevard, N21, Tract 8372, Lot 25 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-01769	SFD	O									0									0							1	4/24/2024	1		NONE	Y												
	985-0073-031-00	2331 W CANTARA DR UNIT A DUBLIN, CA 94568	New 352 Sq Ft detached ADU	BLDG-2023-00694	ADU	R									0									0							1	4/8/2024	1		NONE	Y												
	N/A	6168 SANDPIPER RD DUBLIN, CA 94568	Single Family Detached (SFD); Lombard @ Boulevard, Tract 8373, Lot 12 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-00831	SFD	O									0									0							1	2/13/2024	1		NONE	Y												
	986-0066-032-00	5767 IRONHORSE PKWY DUBLIN, CA 94568	5767 Ironhorse Pkwy., Building 17, Units A,B,C,D,E,F; Multi-Family (6-plex) Gramercy @ Boulevard, N14, Tract 8414 (Project Name: GRAMERCY @ THE BOULEVARD N14)	BLDG-2022-02494	5+	O									0									0							6	4/12/2024	6		NONE	Y												
	N/A	6122 SANDPIPER RD DUBLIN, CA 94568	Single Family Detached Lombard @ BLVD N24 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-00979	SFD	O									0									0							1	4/11/2024	1		NONE	Y												
	N/A	6150 SANDPIPER RD DUBLIN, CA 94568	Single Family Detached (SFD); Lombard @ Boulevard, Tract 8373, Lot 9 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-00828	SFD	O									0									0							1	2/20/2024	1		NONE	Y												
	N/A	6360 DOVE AVE DUBLIN, CA 94568	6360, 6366, 6368, 6372, 6378 Dove Ave., Multi-Family, Lot #93 (5-plex); Ph 5, Units 1401-1405; Avalon @ Boulevard N23, Tract 8372 [REVISED SOLAR BLDR-2023-00125] (Project Name: AVALON @ BOULEVARD N-23)	BLDG-2022-02460	SFA	O									0									0							5	3/29/2024	5		NONE	Y												
	N/A	6128 SANDPIPER RD DUBLIN, CA 94568	Single Family Detached Lombard @ BLVD N24 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-00980	SFD	O									0									0							1	4/11/2024	1		NONE	Y												
	N/A	6225 SKYLINE ST DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 46 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02452	SFD	O									0									0							1	10/21/2024	1		NONE	Y												
	941-0113-021-00	11627 CIRCLE WAY APT A DUBLIN, CA 94568	Addition of a new construction ADU to rear of property, 748 square feet. ADU will comprised of 2 bedrooms and 2 bathrooms	BLDG-2022-00962	ADU	R									0									0							1	8/5/2024	1		NONE	Y												
	N/A	6189 DIAMOND WAY DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 23 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-01728	SFD	O									0									0							1	3/25/2024	1		NONE	Y												
	941-0113-021-00	5560 CENTRAL PKWY DUBLIN, CA 94568	5560 Central Pkwy., Building 15, Units A,B,C,D,E,F; Multi-Family (6-plex); Gramercy @ Boulevard, N14, Tract 8414 (Project Name: GRAMERCY @ THE BOULEVARD N14)	BLDG-2022-02492	5+	O									0									0							6	5/17/2024	6		NONE	Y												
	N/A	6256 SKYLINE ST DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 59 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02112	SFD	O									0									0							1	9/18/2024	1		NONE	Y												
	N/A	6239 SKYLINE ST DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 44 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02450	SFD	O									0									0							1	10/21/2024	1		NONE	Y												
	N/A	6250 DOVE AVE DUBLIN, CA 94568	6250, 6256, 6260, 6262, 6266 Dove Ave., Multi-Family, Lot #88 (5-plex); Ph 10, Units 901-905; Avalon @ Boulevard N23, Tract 8372 (Project Name: AVALON @ BOULEVARD N-23)	BLDG-2022-02466	SFA	O									0									0							5	8/20/2024	5		NONE	Y												
	N/A	6262 SKYLINE ST DUBLIN, CA 94568	Sigle Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 60 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02113	SFD	O									0									0							1	9/18/2024	1		NONE	Y												
	N/A	6105 DIAMOND WAY DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 37 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02106	SFD	O									0									0							1	8/19/2024	1		NONE	Y												
	N/A	6268 SKYLINE ST DUBLIN, CA 94568	Sigle Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 61 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02114	SFD	O									0									0							1	9/18/2024	1		NONE	Y												
	N/A	6101 DIAMOND WAY DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 38 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02107	SFD	O									0									0							1	8/20/2024	1		NONE	Y												
	986-0066-025-00	5450 CENTRAL PKWY DUBLIN, CA 94568	5450 Central Pkwy., Building 10, Units A,B,C,D,E,F; Multi-Family (6-plex); Gramercy @ Boulevard, N14, Tract 8414 (Project Name: GRAMERCY @ THE BOULEVARD N14)	BLDG-2022-02487	5+	O									0									0							6	8/21/2024	6		NONE	Y												
	N/A	6117 DIAMOND WAY DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 34 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02096	SFD	O									0									0							1	8/20/2024	1		NONE	Y												

Jurisdiction	Dublin	
Reporting Year	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	

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Cells in grey contain auto-calculation formulas

	986-0066-026-00	5460 CENTRAL PKWY DUBLIN, CA 94568	5460 Central Pkwy., Building 11, Units A,B,C,D,E,F; Multi-Family (6-plex) Gramercy @ Boulevard, N14, Tract 8414 (Project Name: GRAMERCY @ THE BOULEVARD N14)	BLDG-2022-02488	5+	O	0	0	6	9/23/2024	6	NONE	Y
	N/A	6276 SKYLINE ST DUBLIN, CA 94568	Sigle Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 62 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02116	SFD	O	0	0	1	9/18/2024	1	NONE	Y
	N/A	6290 DOVE AVE DUBLIN, CA 94568	6290, 6296, 6298 , 6302, 6306 Dove Ave., Multi-Family, Lot #90 (5-plex); Ph 8, Units 1101-1105; Avalon @ Boulevard N23, Tract 8372 (Project Name: AVALON @ BOULEVARD N-23)	BLDG-2022-02465	SFA	O	0	0	1	7/9/2024	1	NONE	Y
	986-0066-023-00	5400 CENTRAL PKWY DUBLIN, CA 94568	5400 Central Pkwy., Building 8, Units A,B,C,D,E,F; Multi-Family (6-plex); Gramercy @ Boulevard, N14, Tract 8414 (Project Name: GRAMERCY @ THE BOULEVARD N14)	BLDG-2022-02485	5+	O	0	0	6	6/26/2024	6	NONE	Y
	N/A	6199 DIAMOND WAY DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 21 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-01725	SFD	O	0	0	1	3/25/2024	1	NONE	Y
	N/A	6183 DIAMOND WAY DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 24 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-01729	SFD	O	0	0	1	3/25/2024	1	NONE	Y
	N/A	6251 SKYLINE ST DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 43 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02449	SFD	O	0	0	1	10/18/2024	1	NONE	Y
	N/A	6233 SKYLINE ST DUBLIN, CA 94568	Single Family Dwelling;; Ivy @ Boulevard, N21, Tract 8372, Lot 45 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-02451	SFD	O	0	0	1	10/21/2024	1	NONE	Y
	N/A	6159 DIAMOND WAY DUBLIN, CA 94568	Single Family Dwelling, Ivy @ Boulevard, N21, Tract 8372, Lot 28 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-01772	SFD	O	0	0	1	4/24/2024	1	NONE	Y
	N/A	6153 DIAMOND WAY DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 29 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-01777	SFD	O	0	0	1	5/23/2024	1	NONE	Y
	N/A	6152 ROMEO ST DUBLIN, CA 94568	Single Family Detached (SFD); Lombard @ Boulevard, N24, Tract 8373, Lot 81 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-01457	SFD	O	0	0	1	6/4/2024	1	NONE	Y
	N/A	6130 ROMEO ST DUBLIN, CA 94568	Single Family Detached (SFD); Lombard @ Boulevard, N24, Tract 8373, Lot 83 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-01459	SFD	O	0	0	1	6/5/2024	1	NONE	Y
	986-0066-041-00	5470 SILVER WAY DUBLIN, CA 94568	5470 Silver Way, 5606, 5608, 5610, 5612, Glass Road and 5509 Holly Bay Ave. Multi-Family Building, Abbey @ Boulevard, NH15, Tract 8412 (formerly tract 8367); Building 26, Lots 47-52; 6-Plex	BLDG-2022-02562	SFA	O	0	0	6	2/13/2024	6	NONE	Y
	986-0066-031-00	5580 CENTRAL PKWY DUBLIN, CA 94568	5580 Central Pkwy., Building 16, Units A,B,C,D,E,F; Multi-Family (6-plex); Gramercy @ Boulevard, N14, Tract 8414 (Project Name: GRAMERCY @ THE BOULEVARD N14)	BLDG-2022-02493	5+	O	0	0	6	5/13/2024	6	NONE	Y
	N/A	6187 SANDPIPER RD DUBLIN, CA 94568	Single Family Detached (SFD); Lombard @ Boulevard, Tract 8373, Lot 89 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-00648	SFD	O	0	0	1	2/7/2024	1	NONE	Y
	941-2752-053-00	11520 PADRE WAY DUBLIN, CA 94568	New 507 SF ADU via partial garage conversion and partial addition. (347SF garage conversion, 160SF addition) (main address 11518 Padre Way)	BLDG-2022-02446	ADU	R	0	0	1	5/9/2024	1	NONE	Y
	m	6163 SANDPIPER RD DUBLIN, CA 94568	Single Family Detached (SFD); Lombard @ Boulevard, N24, Tract 8373, Lot 93 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-01089	SFD	O	0	0	1	3/13/2024	1	NONE	Y
	N/A	6195 DIAMOND WAY DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 22 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-01726	SFD	O	0	0	1	3/25/2024	1	NONE	Y
	986-0066-043-00	5502 HOLLY BAY AVE DUBLIN , CA 94568	5502, 5506, 5508, 5510 Holly Bay Ave.; Multi-Family Building, Abbey @ Boulevard, N15; Building 28, Lots 57 60; 4-Plex Building with 2 plans (1 & 2), Tract 8412; 3.50 kW/unit (Project Name: ABBEY @ BOULEVARD N-15)	BLDG-2022-02563	SFA	O	0	0	4	3/20/2024	4	NONE	Y
	N/A	6129 SANDPIPER RD DUBLIN, CA 94568	Single Family Detached (SFD); Lombard @ Boulevard, N24, Tract 8373, Lot 98 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-01252	SFD	O	0	0	1	4/23/2024	1	NONE	Y
	N/A	6117 SANDPIPER RD DUBLIN, CA 94568	Single Family Detached (SFD); Lombard @ Boulevard, N24, Tract 8373, Lot 100 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-01254	SFD	O	0	0	1	4/25/2024	1	NONE	Y
	N/A	6116 SANDPIPER RD DUBLIN, CA 94568	Single Family Detached (SFD); Lombard @ Boulevard, N24, Tract 8373, Lot 4 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-01187	SFD	O	0	0	1	5/9/2024	1	NONE	Y
	N/A	6100 SANDPIPER RD DUBLIN ,CA 94568	Single Family Detached (SFD); Lombard @ Boulevard, N24, Tract 8373, Lot 1 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-01184	SFD	O	0	0	1	5/10/2024	1	NONE	Y
	N/A	6102 ROMEO ST DUBLIN, CA 94568	Single Family Detached (SFD); Lombard @ Boulevard, N24, Tract 8373, Lot 88 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-01442	SFD	O	0	0	1	6/18/2024	1	NONE	Y
	986-0066-018-00	5592 HOLLY BAY AVE DUBLIN ,CA 94568	5592 Holly Bay Ave, Building 3, Units A,B,C,D,E,F; Multi-Family (6-Plex); Gramercy @ Boulevard, N14, Tract 8414 (SOLAR REVISED BLDR-2023-00088) (Project Name: GRAMERCY @ THE BOULEVARD N14)	BLDG-2022-02480	5+	O	0	0	6	3/8/2024	6	NONE	Y
	N/A	5695 HORIZON PKWY DUBLIN, CA 94568	Single Family Detached (SFD); Venice @ Boulevard, N19, Tract 8370, Lot 17 (Project Name: VENICE @ BOULEVARD N19)	BLDG-2023-01052	SFD	O	0	0	1	1/18/2024	1	NONE	Y
	N/A	6101 AMETHYST ST DUBLIN, CA 94568	Single Family Dwelling (SFD); Melrose @ Boulevard, N20, Tract 8371, Lot 75 (Project Name: MELROSE @ BOULEVARD N20)	BLDG-2023-01171	SFD	O	0	0	1	1/26/2024	1	NONE	Y
	N/A	6110 SANDPIPER RD DUBLIN, CA 94568	Single Family Detached (SFD);Lombard @ Boulevard, N24, Tract 8373, Lot 3 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-01186	SFD	O	0	0	1	5/9/2024	1	NONE	Y

Jurisdiction	Dublin	
Reporting Year	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	[illegible]

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Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

	N/A	6157 SANDPIPER RD DUBLIN, CA 94568	Single Family Detached (SFD); Lombard @ Boulevard, N24, Tract 8373, Lot 94 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-01091	SFD	O	0	0	1	3/13/2024	1	NONE	Y
	N/A	6171 DIAMOND WAY DUBLIN, CA 94568	Single Family Dwelling, Temporary Power, Ivy @ Boulevard, N21, Tract 8372, Lot 26 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-01770	SFD	O	0	0	1	4/24/2024	1	NONE	Y
	N/A	6165 DIAMOND WAY DUBLIN, CA 94568	Single Family Dwelling, Ivy @ Boulevard, N21, Tract 8372, Lot 27 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-01773	SFD	O	0	0	1	4/24/2024	1	NONE	Y
	N/A	6123 SANDPIPER RD DUBLIN , CA 94568	Single Family Detached (SFD); Lombard @ Boulevard, N24, Tract 8373, Lot 99 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-01253	SFD	O	0	0	1	4/25/2024	1	NONE	Y
	N/A	6400 ROSEBAY CT DUBLIN , CA 94568	6400, 6406, 6422, 6426, 6430 Rosebay Ct., Multi-Family, Lot #95 (5-plex); Ph 3, Units 1601-1605;; Avalon @ Boulevard, N23, Tract 8372 (Project Name: AVALON @ BOULEVARD N-23)	BLDG-2022-02458	SFA	O	0	0	5	1/22/2024	5	NONE	Y
	N/A	5697 HORIZON PKWY DUBLIN , CA 94568	Single Family Detached (SFD); Venice @ Boulevard, N19, Tract 8370, Lot 18 (Project Name: VENICE @ BOULEVARD N19)	BLDG-2023-01053	SFD	O	0	0	1	1/29/2024	1	NONE	Y
	N/A	6310 DOVE AVE DUBLIN, CA 94568	6310, 6316, 6318, 6322, 6326 Dove Ave., Multi-Family, Lot #91 (5-plex); Ph 7, Units 1201-1205; Avalon @ Boulevard N23, Tract 8372 (Project Name: AVALON @ BOULEVARD N-23)	BLDG-2022-02464	SFA	O	0	0	1	5/17/2024	1	NONE	Y
	N/A	6125 DIAMOND WAY DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 32 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-01780	SFD	O	0	0	1	5/23/2024	1	NONE	Y
	N/A	6131 DIAMOND WAY DUBLIN, CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 31 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-01779	SFD	O	0	0	1	5/23/2024	1	NONE	Y
	N/A	6137 DIAMOND WAY DUBLI, CA 94568	Single Family Dwelling; Ivy @ Boulevard, N21, Tract 8372, Lot 30 (Project Name: IVY N-21 @ BOULEVARD)	BLDG-2023-01778	SFD	O	0	0	1	5/22/2024	1	NONE	Y
	N/A	6156 SANDPIPER RD DUBLIN, CA 94568	Single Family Detached (SFD); Lombard @ Boulevard, Tract 8373, Lot 10 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-00829	SFD	O	0	0	1	2/15/2024	1	NONE	Y
	N/A	6330 DOVE AVE DUBLIN, CA 94568	6630, 6332, 6338, 6352, 6356 Dove Ave., Multi-Family, Lot #92 (5-plex); Ph 6, Units 1301-1305; Avalon @ Boulevard N23, Tract 8372 (Project Name: AVALON @ BOULEVARD N-23)	BLDG-2022-02462	SFA	O	0	0	5	4/25/2024	5	NONE	Y
	N/A	5699 HORIZON PKWY DUBLIN, CA 94568	Single Family Detached (SFD); Venice @ Boulevard, N19, Tract 8370, Lot 19 (Project Name: VENICE @ BOULEVARD N19)	BLDG-2023-01054	SFD	O	0	0	1	2/1/2024	1	NONE	Y
	N/A	6126 ROMEO ST DUBLIN, CA 94568	Single Family Detached (SFD); Temp power; Lombard @ Boulevard, N24, Tract 8373, Lot 84 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-01461	SFD	O	0	0	1	6/6/2024	1	NONE	Y
	N/A	6132 SANDPIPER RD DUBLIN, CA 94568	Single Family Detached Lombard @ BLVD N24 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-00981	SFD	O	0	0	1	4/3/2024	1	NONE	Y
	N/A	6136 ROMEO ST DUBLIN, CA 94568	Single Family Detached (SFD); Lombard @ Boulevard, N24, Tract 8373, Lot 82 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-01458	SFD	O	0	0	1	6/4/2024	1	NONE	Y
	N/A	6151 SANDPIPER RD DUBLIN, CA 94568	Single Family Detached (SFD); Lombard @ Boulevard, N24, Tract 8373, Lot 95 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-01092	SFD	O	0	0	1	3/11/2024	1	NONE	Y
	N/A	6106 ROMEO ST DUBLIN, CA 94568	Single Family Detached (SFD); Temp power; Lombard @ Boulevard, N24, Tract 8373, Lot 87 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-01440	SFD	O	0	0	1	6/18/2024	1	NONE	Y
	N/A	6139 SANDPIPER RD DUBLIN, CA 94568	Single Family Detached (SFD); Lombard @ Boulevard, N24, Tract 8373, Lot 96 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-01094	SFD	O	0	0	1	3/21/2024	1	NONE	Y
	N/A	6175 SANDPIPER RD DUBLIN, CA 94568	Single Family Detached (SFD); Lombard @ Boulevard, Tract 8373, Lot 91 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-00651	SFD	O	0	0	1	1/29/2024	1	NONE	Y
	N/A	6169 SANDPIPER RD DUBLIN, CA 94568	Single Family Detached (SFD); Lombard @ Boulevard, Tract 8373, Lot 92 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-00654	SFD	O	0	0	1	1/26/2024	1	NONE	Y
	N/A	6135 SANDPIPER RD DUBLIN , CA 94568	Single Family Detached (SFD); Lombard @ Boulevard, N24, Tract 8373, Lot 97 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-01251	SFD	O	0	0	1	4/25/2024	1	NONE	Y
	N/A	6181 SANDPIPER RD DUBLIN, CA 94568	Single Family Detached (SFD); Lombard @ Boulevard, Tract 8373, Lot 90 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-00649	SFD	O	0	0	1	2/7/2024	1	NONE	Y
	N/A	6382 DOVE AVE DUBLIN, CA 94568	6382, 6386, 6390, 6392, 6398 Dove Ave., Multi-Family, Lot #94 (5-plex); Ph 4, Units 1501-1505; Avalon @ Boulevard N23, Tract 8372 (Project Name: AVALON @ BOULEVARD N-23)	BLDG-2022-02459	SFA	O	0	0	5	2/13/2024	5	NONE	Y
	986-0066-042-00	5605 GLASS RD DUBLIN, CA 94568	5605,5607, 5609 & 5611 Glass Road; Multi-Family Building, Abbey @ Boulevard, NH15, Building 27, Lots 53 56; 4-Plex Building with 2 Plans (1 & 2); Tract 8412; 3.50 kw/unit (Project Name: ABBEY @ BOULEVARD N-15)	BLDG-2022-02564	SFA	O	0	0	4	4/23/2024	4	NONE	Y
	N/A	6162 SANDPIPER RD DUBLIN, CA 94568	Single Family Detached (SFD); Lombard @ Boulevard, Tract 8373, Lot 11 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-00830	SFD	O	0	0	1	2/16/2024	1	NONE	Y
	N/A	5586 METROPOLITAN WAY DUBLIN, CA 94568	Single Family Detached (SFD); Venice @ Boulevard, N19, Tract 8370, Lot 88 (Project Name: VENICE @ BOULEVARD N19)	BLDG-2023-01041	SFD	O	0	0	1	2/22/2024	1	NONE	Y
	N/A	6108 SANDPIPER RD DUBLIN , CA 94568	Single Family Detached (SFD); Lombard @ Boulevard, N24, Tract 8373, Lot 2 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-01185	SFD	O	0	0	1	5/9/2024	1	NONE	Y
	N/A	6138 SANDPIPER RD DUBLIN, CA 94568	Single Family Detached Lombard @ BLVD N24 (Project Name: LOMBARD @ BOULEVARD N24)	BLDG-2023-00982	SFD	O	0	0	1	4/2/2024	1	NONE	Y
							0	0			0		
							0	0			0		

Jurisdiction	Dublin	
Reporting Year	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

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This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.

Please contact HCD if your data is different than the material supplied here

Table B
Regional Housing Needs Allocation Progress
Permitted Units Issued by Affordability

		1	Projection Period	2									3	4
Income Level		**RHNA Allocation by Income Level**	**Projection Period - 06/30/2022-01/30/2023**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**Total Units to Date (all years)**	**Total Remaining RHNA by Income Level**
Very Low	Deed Restricted	1,085	-	-	-	-	-	-	-	-	-	-	-	**1,085**
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-		
Low	Deed Restricted	625	-	-	1	-	-	-	-	-	-	-	1	**624**
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-		
Moderate	Deed Restricted	560	-	-	-	-	-	-	-	-	-	-	-	**560**
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-		
Above Moderate		1,449	42	370	89	-	-	-	-	-	-	-	501	**948**
Total RHNA		**3,719**												
Total Units			**42**	**370**	**90**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**502**	**3,217**

Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).

	5		2023	2024	2025	2026	2027	2028	2029	2030	2031	6	7
	Extremely low-Income Need											**Total Units to Date**	**Total Units Remaining**
Extremely Low-Income Units*	543		-	-	-	-	-	-	-	-	-	**-**	**543**

*Extremely low-income housing need determined pursuant to Government Code 65583(a)(1). Value in Section 5 is default value, assumed to be half of the very low-income RHNA. May be overwritten.

Please Note: Table B does not currently contain data from Table F or Table F2 for prior years. You may login to the APR system to see Table B that contains this data.

Note: units serving extremely low-income households are included in the very low-income RHNA progress and must be reported as very low-income units in section 7 of Table A2. They must also be reported in the extremely low-income category (section 13) in Table A2 to be counted as progress toward meeting the extremely low-income housing need determined pursuant to Government Code 65583(a)(1).

Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will only include units that were permitted since the start of the planning period. Projection Period units are in a separate column.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

VLI Deed Restricted
VLI Non Deed Restricted

Jurisdiction	Dublin	
Reporting Year	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

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Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table C

Sites Identified or Rezoned to Accommodate Shortfall Housing Need and No Net-Loss Law

Project Identifier				Date of Rezone	RHNA Shortfall by Household Income Category				Rezone Type	Sites Description							
1				2	3				4	5	6	7	8		9	10	11
APN	Street Address	Project Name+	Local Jurisdiction Tracking ID+	Date of Rezone	Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income	Rezone Type	Parcel Size (Acres)	General Plan Designation	Zoning	Minimum Density Allowed	Maximum Density Allowed	Realistic Capacity	Vacant/Nonvacant	Description of Existing Uses
Summary Row: Start Data Entry Below																	

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Jurisdiction	Dublin	
Reporting Year	2024	(Jan. 1 - Dec. 31)

Table D

Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report

Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.

1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
A.1: Housing Rehabilitation Assistance	Continue to support the Alameda County Community Development Agency to implement the Minor Home Improvement Program (including accessibility grants) and Renew Alameda County and promote the Dublin Home Rehabilitation Program through dissemination of informational materials with the goal of assisting 36 households between 2023 and 2031.	Create informational materials by January 31, 2025; Annually review available funding for support; 2023-2031	Minor home rehabilitation grants and home improvement loan assistance are available to low-income households through existing Alameda County programs. Alameda County Healthy Homes Department Minor Home Rehabilitation Program provides grants up to $3,000 to low-income homeowners for minor plumbing, carpentry and electrical repairs, which can be used for railings, grab bars, toilets, water heaters, doors, locks and more. Renew Alameda County is a home improvement loan assitance program for low-income homeowners, which aims to help keep existing homeowners in their homes and maintain existing housing stock in a safe, livable condition. Following is a summary of grants and loans that were provided throughout the current Housing Element cycle: 2024: Minor Home Repair Grants – 2 ($5,595.00) Renew Alameda County - 1 ($136,547.00) On November 7, 2020, the City Council approved the Dublin Home Rehabilitation Program to provide supplemental assistance to homeowners that may have received a grant or loan through the County's programs and need additional funding assistance or were turned down because they were not able to meet all of the County's criteria. No grants were approved in 2024. Information is available on the City's webpage at: https://dublin.ca.gov/2254/Home-Rehabilitation-Program The City has informational materials on its Home Rehabilitation Program on the City's website at: https://dublin.ca.gov/2254/Home-Rehabilitation-Program#:~:text=The%20City%20of%20Dublin%20Home,exterior%20appearance%20of%20the%20home.
A.2: Housing Choice Voucher Rental Assistance	Continue to support the assistance of 350 lowerincome households each year between 2023 and 2031. Continue to refer interested households to the Housing Authority of Alameda County.	Annually coordinate with the Housing Authority of Alameda County; 2023-2031	The Alameda County Housing Authority provided Housing Choice Vouchers to 465 households who rented in Dublin in 2024. The City continues to refer interested households and homeowners to the Alameda County Housing Authority for program information and application procedures. In addition, the City provided information on developments within the City that accept Housing Choice Vouchers in the Tri-Valley Area Affordable Rental Housing Flyer listing Dublin rental communities. With the new requirements under AB 1482, the City has posted notices at City Offices and updated contact information on its website for tenants' rental assistance resources.
A.3: Code Enforcement	Continue to enforce local ordinances relating to property maintenance and substandard housing both proactively and on a complaint basis. Conduct residential inspections to ensure property maintenance standards are met and to abate substandard structures. Annually review code enforcement cases, and establish new programs within one year when 15 or more cases arise in a year regarding the same issue. Perform annual reviews of City ordinances.	On a case-by-case basis; Annually review code enforcement cases and establish new programs within one year to address reoccurring issues; Annually review City ordinances and make changes based on reoccurring issues of 15 or more cases within one year; 2023-2031	The City continues to enforce local ordinances relating to property maintenance and substandard housing both proactively and on a complaint basis. The City conducts residential inspections to ensure property maintenance standards are met and to abate substandard structures. The City annually reviews code enforcement cases and will establish new programs within one year when 15 or more cases arise in a year regarding the same issue. The following residential inspections were conducted (these numbers are based on the number of new opened residential code enforcement cases): 2024: Planning Code Enforcement Cases - 430 Building Code Enforcement Cases - 149 Total - 579
A.4: Condominium Conversion Ordinance	Monitor conversion activities annually. If the seven percent conversion limit is met, identify new programs or ordinance amendments to preserve rental housing stock.	Review conversion activities annually and, if the seven percent conversion limit is met, make program changes within one year; 2023-2031	The City continues to monitor conversion activities annually. If the seven percent conversion limit is met, the City will identify new programs or ordinance amendments to preserve rental housing stock. There were no residential condominium conversions in 2024.

A.5: Preserve and Monitor Affordable Units At-Risk of Converting to Market Rate	**Maintain an inventory and establish an early warning system for assisted housing units that have the potential to convert to market-rate units.** **Outreach to and coordinate with property owners with assisted housing units at-risk of converting to market rate units to preserve affordability.** **Facilitate and promote tenant outreach, noticing, and education, as well as funding opportunities, as available.** **Proactively seek funding opportunities for units at-risk of converting to market-rate units.**	**Develop the warning system by January 31, 2025; Review annually; Outreach to begin by January 31, 2025; Annually seek funding opportunities; 2023-2031**	**There are 59 assisted multi-family units at-risk of converting from affordable to market-rate units within 10 years following the beginning of the planning period (2023-2033). No units were at-risk of converting to market rate in 2024.** **The City will establish an early warning system during calendar year 2025, for assisted housing units that have the potential to convert to market-rate units. This will include an annual review of the conversion status of all assisted housing units in the City. The City will also pursue partnership opportunities with nonprofit entities to preserve affordable housing.** **The City will continues to outreach and coordinate with property owners with assisted housing units at-risk of converting to market rate units to preserve affordability.** **The City will continue to facilitate and promote tenant outreach, noticing, and education, as well as funding opportunities, as available.** **The City will continue to proactively seek funding opportunities for units at-risk of converting to market-rate units.**
B.1: Mixed-Use Development	**Facilitate the construction of 300 residential units within mixed-use projects between 2023-2031.** **Continue to incentivize mixed-use projects through flexible development standards and other means.** **Mid-cycle review development incentives to identify if development is occurring as anticipated; if it is not, identify and promote additional incentives.**	**Annually review permitting and construction rates; Assist applicants and developers on a project-by project basis; Mid-cycle review of development incentives and, if development is occurring at a rate less than anticipated, then identify and promote additional incentives within one year; 2023-2031**	**In February 2024, the City approved The Dublin Centre ("The DC") project, which includes 494 market rate units, 6 affordable entry-level townhomes, 105 deed-restricted ADUs, and up to 38,000 square feet of retail commercial uses, along with a site reserved for a future affordable housing project with up to 100 units. The DC is subject to Planned Development zoning, which provides flexible development standards.** **The City will continue to facilitate the construction of additional residential units within mixed-use projects between 2023-2031.** **The City will continue to incentivize mixed-use projects through flexible development standards and other means.** **The City will perform a mid-cycle review of development incentives to identify if development is occurring as anticipated; if it is not, the City will identify and promote additional incentives.**
B.2: Affordable Housing Developers	**Negotiate a specific incentives package for each project, with increased incentives for projects that include units for extremely low-income households, seniors, and persons with disabilities.** **Provide application/technical assistance as requested by potential developers or property owners.** **Provide assistance to affordable housing developers to facilitate the construction of 100 affordable housing units between 2023-2031, with the goal of achieving 20 affordable units for extremely low-income households and/or persons with special needs.** **Contact developers to discuss affordable housing opportunities.**	**On a case-by-case basis; Annually outreach to housing developers; 2023-2031**	**In February 2024, the City approved The Dublin Centre ("The DC") project, which includes 494 market rate units, 6 entry level affordable townhomes, 105 deed-restricted DUs, and up to 38,000 square feet of retail commercial uses, along with a site reserved for a future affordable housing project with up to 100 units. The DC is subject to Planned Development zoning, which provides flexible development standards.** **The City will continue to facilitate the construction of additional residential units within mixed-use projects between 2023-2031.** **The City will continue to incentivize mixed-use projects through flexible development standards and other means.** **The City will perform a mid-cycle review of development incentives to identify if development is occurring as anticipated; if it is not, the City will identify and promote additional incentives.** **The City of Dublin has provided a $7.1 million loan from the City's Affordable Housing Fund, allocated $2.9 million in Alameda County Measure A-1 bond funds, and $3.3 million in Local Housing Trust Funds (LHTF) from the State of California Housing and Urban Development (HUD) for the Amador Station housing project.** **The City of Dublin has donated a 1.33 acre site for the creation of 113 units of affordable senior housing for the Regional Street Senior Housing project to be developed by Eden Housing. Additionally, the City has allocated $5 million in Alameda County Measure A-1 bond funds, and $3.3 million in Local Housing Trust Funds (LHTF) from the State of California Housing and Urban Development (HUD) for the Regional Street Senior housing project.** **The City has provided a $5 million loan from the City's Affordable Housing Fund for the Sunflower Hill Grace Pointe project to provide affordable housing for those with intellectual and developmental disabilities (I/DD).**

B.3: Density Bonus	**Review and revise the Density Bonus Ordinance to ensure continued compliance with State law through the Planning Period.** **Continue to implement the Density Bonus Ordinance and provide the Ordinance to developers and other interested parties.** **Maintain updated information on the City's affordable housing incentives, such as density bonus and fee deferment, on the City's website.**	**Provide information on a case-by-case basis; Revise as necessary to maintain compliance with State law throughout the Planning Period; Review annually; 2023-2031**	**On December 10, 2024, the Planning Commission recommended City Council approval of amendments to Dublin Municipal Code (DMC) Chapter 8.52 (Density Bonus Regulations) to ensure continued compliance with State law (Resolution No. 24-09). The amendments were approved by the City Council on February 4, 2025 (Ordinance No. 01-25).** **The City will continue to implement the Density Bonus Ordinance and provide the Ordinance to developers and other interested parties.** **The City continues to maintain updated information on the City's affordable housing incentives, such as density bonus and fee deferment, on the City's website at:** **https://dublin.ca.gov/115/Housing** **There were no density bonus requests in CY 2024.**
B.4: Inclusionary Zoning Regulations	**Review the Inclusionary Zoning Regulations.** **Prepare a nexus study reviewing the Affordable Housing In-Lieu Fee.** **Facilitate the construction of 250 affordable housing units.**	**Review the Inclusionary Regulations and In Lieu Fees by January 31, 2025; Prepare a nexus study by January 31, 2025**	**In 2023, the City prepared a Feasibility Analysis of Inclusionary Housing Requirements. Staff prepared amendments to the Inclusionary Zoning Regulations and Affordable Housing In-Lieu Fee based on this analysis. In December 2023, the Planning Commission reviewed the proposed Zoning Ordinance Amendments and recommended City Council approval. On June 4, 2024, the City Council adopted Resolution No. 51-24 establishing the methodology for determining the Affordable Housing In-Lieu Fee for future residential units subject to the City of Dublin Inclusionary Zoning Regulations. On June 25, 2024, the City Council adopted amendments to the Inclusionary Zoning Regulations (Ordinance No. 02-24).** **In 2024, the City approved planning entitlements for 129 deed restricted affordable housing units of which 105 are ADUs.**
B.5: Commercial Linkage Fee	**Prepare a nexus study reviewing the Commercial Linkage Fee.** **Utilize funding to facilitate the construction of 100 affordable housing units.** **Assist at least five moderate-income households with first-time homebuyer loans.** **Provide funding towards homeownership training and foreclosure prevention services, rental assistance programs, and the Alameda County Homeless Management Information System.**	**In 2023, the City prepared a nexus study to review the Non-Residential Development Affordable Housing Impact Fee, commonly known as the "Commercial Linkage Fee". On June 4, 2024, the City Council adopted Resolution No. 52-24, adopting a Non-Residential Development Affordable Housing Impact Fee.** **The City issued one first-time homebuyer loans to moderate income households.** **Homeowner education for Dublin residents is available through periodic free trainings from ECHO Housing, serving Alameda County with a grant from the US Department of Housing and Urban Development. Foreclosure prevention services are available from Alameda**	**In 2023, the City prepared a nexus study to review the Non-Residential Development Affordable Housing Impact Fee, commonly known as the "Commercial Linkage Fee". On June 4, 2024, the City Council adopted Resolution No. 52-24, adopting a Non-Residential Development Affordable Housing Impact Fee.** **The City issued one first-time homebuyer loans to moderate-income households.** **Homeowner education for Dublin residents is available through periodic free training from ECHO Housing, serving Alameda County with a grant from the US Department of Housing and Urban Development. Foreclosure prevention services are available from Alameda County's AC Secure Program, funded by Measure A-1. The City continues to support the Alameda County Homeless Management Information System (HMIS) through the Affordable Housing Fund. HMIS is managed by EveryOne Home, a community based organization formed in 2007 under the fiscal sponsorship of the Tides Center. EveryOne Home manages the County's in-house HMIS in the collection and reporting of the homeless count and other data collection.**
B.6: Housing Type and Size Variations	**Require developers to provide a diversity of housing type and size on a case-by-case basis to meet the City's housing needs.**	**On a case-by-case basis; 2023-2031**	**The City's General Plan, various Specific Plans, and the Planned Development zoning process facilitate diversity of housing types and sizes to meet the City's housing needs.**

B.7: Accessory Dwelling Units and Junior Accessory Dwelling Units	**Facilitate the development of at least 160 ADUs.** **Maintain updated information on the City's ADU processes, related code, and incentives, on the City's website.** **Implement a public awareness campaign for constructing ADUs.**	**Create and update public information on ADUs by January 31, 2024; Implement campaign by January 31, 2024; Review ADU development annually; 2023-2031**	**In 2024, the City issued building permits for 12 ADUs (of which one was low-income deed-restricted), certificates of occupancy for seven ADUs, and approved a planning application for a Site Development Review Permit for The Dublin Centre project which proposes 105 ADUs, of which 52 are low-income deed-restricted and 53 are moderate-income deed-restricted.** **The City has prototype plans, impact fee and building permit fee waivers in effect, and an ADU Manual available to guide applicants through the process of constructing an ADU. For ADUs applied for between January 1, 2022, and December 31, 2026, City permitting fees continue to be waived for ADUs less than 750 square feet and ADUs 750 square feet or larger that are deed restricted as lower-income units for a period of 55 years. Additionally, the City's participation in the ADU Accelerator Program, piloted by State Senator Steve Glazer and administered by HCD, provides individual rebates of up to $7,500 to property owners for new ADU units and up to $15,000 for new ADU units that are deed restricted to low-income households (minimum of 20 years). The prototype plans, ADU Manual and information on the Accelerator Program and fee waivers are available to the public on the City's ADU website at:** **https://www.dublin.ca.gov/2428/Accessory-Dwelling-Units** **In 2024, the City developed informational materials about how to build an ADU in Dublin. The City participated in the Alameda County Assessor Phong La's Annual Homeowners Fair where Staff promoted the City's ADU prototype plans, ADU Manual and fee waivers.**
B.8: Accessory Dwelling Unit Monitoring Program	**Maintain the ADU Monitoring Program.** **Annually review progress and, if a gap develops between projected and actual ADU development, then make proportional changes within six months.**	**Review annually and revise within six months if a development gap occurs; 2023-2031**	**The City annually monitors ADU progress through building permit activity.** **The City will continue to track ADU applications, location, affordability, and other important features to ensure adequate ADU development is occurring to meet the City's 2023-2031 construction goals and evaluate the need to adjust programs and policies if the pace of construction is less than anticipated. This may include, but is not limited to, further streamlining and incentivizing ADU construction, rezoning additional non-residential sites, or similar actions.**
B.9: Non-Vacant Adequate Sites to Satisfy By-Right Requirements of AB 1397	**Amend the Downtown Dublin Specific Plan to specify the units on the three non-vacant lower-income sites in Downtown Dublin are allowed by right and not subject to the Downtown Dublin Development Pool or Community Benefit Program Agreement requirement.**	**Adopt the Downtown Specific Plan Amendment by January 31, 2025**	**In November 2022, the City Council adopted Resolution No. 134-22 approving amendments to the Downtown Dublin Specific Plan to specify the units on the three non-vacant lower-income sites in Downtown Dublin are allowed by right and not subject to the Downtown Dublin Development Pool or Community Benefit Program Agreement requirement.**
B.10: Objective Design Standards and Streamlined Ministerial Review	**Review and, as necessary, revise the Citywide MultiFamily Objective Design Standards to ensure continued compliance with State law in order to facilitate the development of housing.** **Continue to implement the Citywide Multi-Family Objective Design Standards.** **Amend the Sites Development Review Permit findings to remove subjective language in Findings 3 and 6 to provide objective standards in accordance with SB 35.**	**Amend the Site Development Review Permit findings by January 31, 2024; Review annually; 2023-2031**	**The City will review and, as necessary, revise the Citywide MultiFamily Objective Design Standards to ensure continued compliance with State law in order to facilitate the development of housing.** **The City continues to implement the Citywide Multi-Family Objective Design Standards on applicable projects. The standards are currently being implemented on the Dublin Commons project and have been implemented on the Dublin Fallon 580 and The Dublin Centre projects.** **On December 10, 2024, the Planning Commission recommended City Council approval of amendments to Dublin Municipal Code (DMC) Chapter 8.104 (Site Development Review) to remove subjective language in Findings 3 and 6 to provide objective standards in accordance with SB 35 (Resolution No. 24-09). The amendments were approved by the City Council on February 4, 2025 (Ordinance No. 01-25).**
B.11: Transitional and Supportive Housing	**Amend the Zoning Ordinance to comply with statutory requirements by permitting transitional and supportive housing as a residential use by-right in all zones where housing is permitted and only subject to those restrictions that apply to other residential dwellings of the same types in the same zone.** **Collaborate with local organizations and agencies to discuss the needs of persons experiencing homelessness.** **Support and, when possible, fund local and regional efforts to address the housing needs of persons experiencing homelessness.**	**Amend the Zoning Ordinance by January 31, 2024; Annually outreach to local organizations and agencies; Review and seek additional funding for local and regional homelessness efforts annually; 2023-2031**	**On December 10, 2024, the Planning Commission recommended City Council approval of amendments to Dublin Municipal Code (DMC) Chapter 8.50 (Transitional Housing) and Chapter 8.47 (Supportive Housing) to comply with statutory requirements by permitting transitional and supportive housing as a residential use by-right in all zones where housing is permitted and only subject to those restrictions that apply to other residential dwellings of the same types in the same zone (Resolution No. 24-09). The amendments were approved by the City Council on February 4, 2025 (Ordinance No. 01-25).** **The City will continue to collaborate with local organizations and agencies to discuss the needs of persons experiencing homelessness.** **The City will continue to support and, when possible, fund local and regional efforts to address the housing needs of persons experiencing homelessness.** **The City Participated in the 2024 Point-in-Time Count to identify homeless needs.** **As part of the FY24-25 Grant Program, $62,500 in funding to various organizations for various homeless programs and services.** **Allocated an additional $14k in Homeless Housing, Assistance, and Prevention (HHAP) funding for Permanent and Interim Housing programs and services.**

B.12: Single-Room Occupancy (SRO)	**Review permitting procedures for SROs and amend DMC Section 8.12.050 to remove potential constraints.** **Provide technical assistance for potential SRO developers on a project-by-project basis.** **Collaborate with local organizations and agencies to discuss the needs of persons who previously experienced homelessness.** **Support and, when possible, fund local and regional efforts to address the housing needs of persons in Dublin who previously experienced homelessness.**	**Review permitting procedures for SROs and amend the DMC Section 8.12.050 to remove potential constraints by January 31, 2025; Provide technical assistance for potential SRO developers on a project-by-project basis; Outreach to local organizations and agencies annually; Review and seek additional funding for local and regional homelessness efforts annually; 2023-2031**	**On December 10, 2024, the Planning Commission recommended City Council approval of amendments to Dublin Municipal Code (DMC) Chapter 8.46 (Single Room Occupancy Units) to remove potential constraints (Resolution No. 24-09). The amendments were approved by the City Council on February 4, 2025 (Ordinance No. 01-25).** **The City will provide technical assistance for potential SRO developers on a project-by-project basis.** **The City will continue to collaborate with local organizations and agencies to discuss the needs of persons who previously experienced homelessness.** **The City will continue to support and, when possible, fund local and regional efforts to address the housing needs of persons in Dublin who previously experienced homelessness.**
B.13: Universal Design Ordinance	**Maintain updated information about the Universal Design Ordinance on the City's website and at City Hall**	**Update as necessary; 2023 2031**	**The City maintains updated information about the Universal Design Ordinance at City Hall and on the City's website at:** **https://dublin.ca.gov/DocumentCenter/View/59/Universal-Design-CheckList?bidId=**
B.14: Residential Incentives	**Promote existing incentives and identify potential new incentives for the development of residential uses on sites identified in the Sites Inventory that allow both residential and non-residential uses.**	**Annually outreach to housing developers; Midcycle review of housing development and available sites and revise incentives as appropriate, if development does not occur as projected; 2023-2031**	**The City continues to annually outreach to housing developers to encourage residential development of sites identified in the Sites Inventory and promote existing incentives.** **The City will review housing development and available sites midcycle. If development has not accured as expected, the City will identify potential new incentives.**
B.15: Replacement Housing	**Adopt a replacement housing program for units lost that are currently occupied by lower-income households or households subject to affordability requirements of Government Code Section 65915 within the last five years.**	**Adopt a replacement housing program by January 31, 2025**	**The City will adopt a formal replacement housing program by July 2025, in compliance with Government Code Section 65915 to ensure replacement of any lost units occupied by lower-income households, or households subject to affordability requirements.**
B.16: Publicly-Owned Lands	**Coordinate with Alameda County Surplus Property Authority to develop 715 units. In coordination with the Alameda County Surplus Property Authority, identify a tentative schedule of actions for development of the property.** **In conjunction with Program C.1, complete the rezonings by January 31, 2026.** **Conduct outreach to developers (including, but not limited to, one-on-one meetings, workshops, and written communication) to provide information on development opportunities on publicly-owned lands, incentives, and available assistance.** **Establish and promote incentives and resources available for the development of publicly-owned land that may include fee waivers, priority processing, and financial assistance.**	**Identify a tentative schedule of actions by January 31, 2024; Establish incentives and resources by January 31, 2024; Partner with the County to issue an RFP by January 31, 2025; Complete the rezonings by January 31, 2026; Offer assistance throughout the development process and support efforts to process applications; Annually conduct outreach to the development community and promote incentives until an application is submitted.**	**The City is coordinating with the Alameda County Surplus Property Authority to identify a tentative schedule of actions for housing development on two publicly-owned properties at the Transit Center (Sites D2 and E-2). In addition, the City is working on establishing and promoting incentives and resources available for the development of publicly-owned land.** **In November 2022, the City Council adopted Resolution No. 133-22 approving amendments to the General Plan and Eastern Dublin Specific Plan to change the allowed land uses on Sites D-2 and E-2 from Campus Office to Campus Office/High-Density Residential and increase the maximum residential density from 1,800 units to 2,515 units. In December 2022, the City Council adopted Ordinance No. 16-22 rezoning Sites D-2 and E-2 to accommodate these units. These actions were effective upon HCD certification of the 2023-2031 Housing Element Update. However, in the absence of that certification In December 2023, the City Council adopted Resolution No. 119-23 and Ordinance No. 07-23 making Resolution No. 133-22 and Ordinance No. 16-22 effective immediately.** **The City will partner with the County to discuss an RFP during calendar year 2025, subject to market conditions. The City will also conduct outreach to the development community and promote incentives until an application is submitted and offer assistance throughout the development process once an application is received.**

B.16: Publicly-Owned Lands	**By 2028, the City will review progress for development of the property. If development activity has not substantially progressed or conditions are known that would prevent development from occurring in the planning period, additional actions will be identified by the City to further encourage development and maintain adequate sites to accommodate the RHNA. The additional actions may include but is not limited to: additional incentives, further outreach to potential developers, negotiations with the landowner(s), rezonings, and/or other strategies.**	**Identify a tentative schedule of actions by January 31, 2024; Establish incentives and resources by January 31, 2024; Partner with the County to issue an RFP by January 31, 2025; Complete the rezonings by January 31, 2026; Offer assistance throughout the development process and support efforts to process applications; Annually conduct outreach to the development community and promote incentives until an application is submitted.**	**The City will review progress for development of Site D-2 and E-2. If development activity has not substantially progressed or conditions are known that would prevent development from occurring in the planning period, additional actions will be identified by the City to further encourage development and maintain adequate sites to accommodate the RHNA. The additional actions may include but is not limited to: additional incentives, further outreach to potential developers, negotiations with the landowner(s), rezonings, and/or other strategies.**
B.17: Community Care Facilities	**Amend the Zoning Ordinance to allow community care facilities in all zones allowing residential uses.** **Amend the Zoning Ordinance to revise the definition of "Family" to eliminate constraints for persons with disabilities.**	**Amend the Zoning Ordinance regarding community care facilities by January 31, 2024; Amend the Zoning Ordinance regarding the definition of "Family" by January 31, 2024**	**On December 10, 2024, the Planning Commission recommended City Council approval of amendments to Dublin Municipal Code (DMC) Chapter 8.12 (Zoning Districts and Permitted Uses of Land) to allow community care facilities in all zones allowing residential uses and Chapter 8.08 (Definitions) to revise the definition of "Family" to eliminate constraints for persons with disabilities (Resolution No. 24-09). The amendments were approved by the City Council on February 4, 2025 (Ordinance No. 01-25).**
B.18: Planned Development (PD) Zoning	**Review vacant and underutilized properties with existing PD zoning and rezone these properties to a residential zoning district with established development standards. PD zoning will not be mandated on residential sites and will continue to be used as an option for property owners and developers that desire further flexibility.** **Review the Zoning Ordinance and consider further amendments to provide the option for property owners and developers to request PD zoning if they desire more flexibility.**	**By January 31, 2025, review and implement rezonings and amendments to the Zoning Ordinance**	**On December 10, 2024, the Planning Commission recommended City Council approval of an ordinance amending the zoning map and rezoning of vacant and underutilized properties with existing PD zoning to R-M (Multi-Family Residential) with established development standards (Resolution No. 24-10). The amendments were approved by the City Council on February 4, 2025 (Ordinance No. 02-25). The properties that have been rezoned to R-M still have the option to request PD zoning in the future if they desire flexibility to establish customized development standards.**
B.19: Development of Large Parcels	**Conduct one-on-one meetings with developers and property owners.** **Proactively conduct outreach advertising available incentives, resources, and relevant information for the development of larger sites.** **Establish, maintain, and promote an inventory of large sites appropriate for residential development.** **Facilitate and streamline parceling, or other similar planning methods, to encourage the development of large sites with affordable housing components.**	**Annually meet with developers and property owners; Annually conduct outreach and advertising; Establish a large sites inventory by January 31, 2024; Facilitate and streamline parceling, or other similar actions, for large sites through 2031**	**The City will continue to annually meet with developers and property owners and proactively conduct outreach and advertising of incentives, resources and information for development of larger parcels. The City has established an inventory of large sites appropriate for residential development and will maintain and promote the inventory with developers and property owners.** **The City will continue to facilitate and streamline parceling, or other similar planning methods, to encourage the development of large sites with affordbale housing.**

C.1: Sites Inventory and RHNA Monitoring	**Ensure the sites identified in the Sites Inventory are developed at densities appropriate for fulfilling the City's RHNA and identify additional sites as necessary if development does not occur as projected.** **Complete the rezoning strategies.**	**Complete the rezoning strategies by January 31, 2026; Review the Sites Inventory annually and as projects are proposed; 2023-2031**	**The City has completed the following rezoning strategies:** **- In November 2022, the City Council adopted Resolution No. 133-22 approving amendments to the General Plan and Eastern Dublin Specific Plan to change the allowed land uses on Sites D-2 and E-2 in the Transit Center from Campus Office to Campus Office/High-Density Residential and increase the maximum residential density from 1,800 units to 2,515 units. In December 2022, the City Council adopted Ordinance No. 16-22 rezoning Sites D-2 and E-2 to accommodate these units. These actions were effective upon HCD certification of the 2023-2031 Housing Element Update. However, in the absence of that certification, in December 2023, the City Council adopted Resolution No. 119-23 and Ordinance No. 07-23 amending the effective date of Resolution No. 133-22 and Ordinance No. 16-22 to be effective immediately.** **- In December 2022, the City Council adopted Ordinance No. 14-22 rezoning "The DC" project site (previously referred to as the SCS Property) to accommodate 100 lower-income units.** **- In December 2022, the City Council adopted Ordinance No. 17-22 approving amendments to the PD zoning for the Hacienda Crossings Shopping Center to accommodate up to 594 residential units effective upon HCD certification of the 2023-2031 Housing Element. However, in the absence of that certification, in December 2023, the City Council adopted Ordinance No. 07-23 making Ordinance No. 17-22 effective immediately.** **On July 16, 2024, the City Council adopted Resolution No. 84-24 approving amendments to the General Plan and EDSP which eliminated a 2.5-acre site designated Public/Semi-Public. As part of the Resolution, the City Council made a finding that the elimination of the Public/Semi-Public land use is in accordance with Government Code Section 65863 ("No Net Loss" provision)). The 2023-2031 Housing Element identifies this site as an opportunity site that can accommodate 74 lower-income affordable units. The "No Net Loss" law prevents local governments from downzoning or eliminating opportunity sites after adopting their Housing Element without finding alternative sites within the City that can accommodate those units. The City is in coordination with the Alameda County Surplus Property Authority to support development at the Dublin Transit Center which includes a site that is already identified as an opportunity site in the Housing Element (Assessor Parcel Number 986-0034-012-00). This site has a surplus of units that will serve as an opportunity site to accommodate these 74 units.** **The City will ensure the sites identified in the Sites Inventory are developed at densities appropriate for fulfilling the City's RHNA and identify additional sites as necessary, if development does not occur as projected.**
C.2: Safety Element and Environmental Justice Policies	**Adopt an updated Seismic Safety and Safety Element, which identifies and addresses flood and fire hazards.**	**Adopt an updated Seismic Safety and Safety Element by January 31, 2024**	**In November 2022, the City Council adopted Resolution No.133-22 approving amendments to the Seismic and Safety Element to address flood and fire hazards.** **During the Housing Element Update, the City prepared an Environmental Justice Memo, which concluded that Dublin does not have any communities meeting the definition of a disadvantaged community under SB 1000. Therefore, the inclusion of an Environmental Justice Element or environmental justice policies in other required General Plan Elements is not required.**
D.1: Remove Development Constraints	**Review residential development standards for potential constraints to the development of new units, particularly affordable units, and amend zoning code when applicable.** **Amend parking requirements for for-sale and for-rent multi-family developments.**	**Review development standards every two years and amend zoning code within one year if constraints are identified; 2023-2031; Adopt amendments to parking requirements by January 31, 2025**	**The City will contnue to review residential development standards every two years for potential constraints to the development of new units, particularly affordable units, and amend the Zoning Ordinance withing one year, if constraints are identified.** **The City will amend the Zoning Ordinance parking requirements during calendar year 2025 to remove distinctions between parking for for-sale and for-rent residential developments and to remove guest parking requirements.**
D.2: Fee Deferment	**Continue to offer the deferment of Traffic Impact Fees, Public Facilities Fees, and Fire Facilities Fees for multifamily projects in the Transit Districts and development processing and development impact fees for affordable housing projects that exceed the inclusionary housing requirements for on-site construction of affordable units.** **Maintain updated information on the City's affordable housing incentives, such as density bonus and fee deferment, on the City's website.**	**Outreach to housing developers annually; Work with developers on a case-by-case basis; Maintain updated information on the City's affordable housing incentives, such as density bonus and fee deferment, on the City's website; 2023-2031**	**The City will continue to offer the deferment of Traffic Impact Fees, Public Facilities Fees and Fire Facilities Fees for multi-family projects within the Transit Districts. In addition, the City will continue to offer deferment of development processing and development impact fees for affordable housing projects that exceed the inclusionary housing requirements for on-site construction of affordable units.** **The City continues to maintain updated information on the City's affordable housing incentives, such as density bonus and fee deferment, on the City's website at:** **https://www.dublin.ca.gov/115/Housing**
D.3: Emergency Shelters	**Review and amend, if necessary, the Emergency Shelters Ordinance for consistency with Government Code Section 65583(a)(4).** **Amend the Emergency Shelters Ordinance and Zoning Ordinance to comply with AB 139 parking requirements.**	**By January 31, 2025, amend the Emergency Shelters Ordinance and Zoning Ordinance**	**On December 10, 2024, the Planning Commission recommended City Council approval of amendments to Dublin Municipal Code (DMC) Chapter 8.45 (Emergency Shelters) for consistency with Government Code Section 65583(a)(4) and amended the parking requirements for emergency shelters to be consistent with AB 139 (Resolution No. 24-09). The amendments were approved by the City Council on February 4, 2025 (Ordinance No. 01-25).**
D.4: Monitoring of Development Fees	**The City will evaluate development fee impacts on housing development and make appropriate adjustments.**	**By January 31, 2025, evaluate developments fees and make appropriate adjustments; Review every two years; 2023-2031**	**The City's Master Fee Schedule (MSF) provides for an annual adjustment of certain fees using the Consumer Price Index. The MSF was updated for FY 2024-2025 and became effective on July 1, 2024. The City will continue to evaluate development fee impacts on housing development annually and make appropiate adjustments, as needed.**

D.5: Maintain Zoning, Development Standards, and Fee Schedules Online	**Maintain updated zoning, development standards, and fee schedules on the City's website.**	**Maintain updated zoning, development standards, and fee schedules on the City's website throughout the Planning Period; 2023-2031**	**The City maintains updated zoning and development standards and fee schedules on the City's website at:** **https://www.dublin.ca.gov/1627/Zoning** **https://www.dublin.ca.gov/1330/Fee-Schedule**
D.6: Parking Requirements Near Public Transit	**Amend the Zoning Ordinance to comply with the requirements established by AB 2097.**	**Amend the Zoning Ordinance to comply with the requirements established by AB 2097.**	**In 2023, the Planning Commission recommended City Council approval of amendments to the Downtown Dublin Specific Plan (DDSP) to eliminate parking requirements in the Downtown (Resolution No. 23-10). The amendments comply with the requirements established by AB 2097 and extend the elimination of parking requirements beyond the state-required one-half-mile radius of the BART station to include all properties within the Specific Plan area. In January 2024, the City Council adopted Resolution No. 03-24 approving the DDSP Amendments.** **On December 10, 2024, the Planning Commission recommended City Council approval of amendments to Dublin Municipal Code (DMC) Chapter 8.76 (Off-Street Parking and Loading Regulations) to add an exception to the City's off-street parking requirements for residential, commercial and other development projects located within one-half mile of public transit as defined by Section 2155 of the Public Resources Code consistent with AB 2097 (Resolution No. 24-09). The amendments were approved by the City Council on February 4, 2025 (Ordinance No. 01-25).**
E.1: Affirmatively Further Fair Housing (See Chapter 2: Housing Plan for further details)	**N/A**	**Review metrics and actions annually and make changes as appropriate within one year; 2023-2031**	**N/A**
Housing Mobility/Protection from Displacement	**Create and promote informational materials on the location of participating voucher properties and availability of voucher programs/financial assistance.** **Encourage collaboration between local governments and community land trusts as a mechanism to develop affordable housing. Outreach to community land trusts and provide them with information on affordable housing opportunities in the City.**	**Partner with the County to annually provide housing choice voucher rental assistance for up to 350 lower- income households through the end of the Planning Period.** **Partner with the County to provide home purchase assistance for a minimum of 20 households by the end of the Planning Period.**	**The City in partnership with Alameda County routinely provides information on the location of participating voucher properties and how to participate in the programs, including applying for the program to obtain financial assistance. Additionally, the Affordable Housing Rental Guide (of the Tri-Valley) lists all Below Market Rate (BMR) and voucher properties and promotes information materials including housing authority information on how to apply for the section 8 housing voucher. The Guide is available on the City's website at: https://www.dublin.ca.gov/DocumentCenter/View/575/Affordable-Housing-Rental-Guide?bidId=** **The City will continue to partner with the County to annually provide housing choice voucher rental assistance for up to 350 lower-income households through the end of the Planning Period. The Alameda County Housing Authority provided Housing Choice Vouchers to 465 households who rented in Dublin in 2024.** **The City encourages collaboration with local governments and community land trusts to develop additional affordable housing opportunities. The City is currently working with Alameda County to develop affordable housing on the Dublin D-1 site currently owned by the County.** **The City will continue to partner with the County to provide home purchase assistance for a minimum of 20 households by the end of the Planning Period.**
Housing Mobility/Houisng Choice and Affordability in Areas of Opportunity	**Annually outreach to landlords to expand the location of participating voucher properties.** **Annually host an educational workshop on voucher programs and source of income discrimination.** **Affirmative marketing to promote equal access to government-assisted housing and to promote housing opportunities throughout the City.**	**Partner with the County to assist up to 10 lower income households in finding housing beginning no later than January 31, 2026, through the end of the Planning Period.**	**The City will continue to annually outreach to landlords to expand the location of participating voucher properties.** **The City will continue to annually host an educational workshop on voucher programs and source of income discrimination.** **The City will complete affirmative marketing to promote equal access to government-assisted housing and to promote housing opportunities throughout the City.**

Housing Mobility/Houisng Choice and Affordability in Areas of Opportunity	**Continue to implement inclusionary zoning regulations and promote the creation of affordable units over the payment of in-lieu fees.**	**On a project-by-project basis, promote the development off affordable units through the inclusionary zoning requirements over the payment of in-lieu fees. Biennial review of the number of affordable units built and adopt amendments within one year if there is a trend showing developers are paying in-lieu fees rather than building affordable units.**	**The City will continue to implement inclusionary zoning regulations and promote the creation of affordable units over the payment of in-lieu fees.**
Housing Mobility/Housing Choice and Affordability in Areas of Opportunity	**Facilitate the development of 160 ADUs through additional objectives listed in Program B.7 – particularly in lower-density zones as an additional method of addressing "missing middle" housing. As noted in Program B.7, the City has already established permit-ready plans, created an ADU manual and webpage, and is waiving certain permitting fees. The City will also be implementing a public awareness campaign as a way to promote ADU development and address missing middle.** **The City has already adopted amendments to its Zoning Code to facilitate SB 9 – State law authorizing duplexes in single family Zones – projects. The City will further promote SB9 developments by creating a factsheet for public dissemination.**	**Facilitate the construction of 160 ADUs.** **Create and promote an SB 9 factsheet no later than January 31, 2026.**	**In 2024, the City issued building permits for 12 ADUs (of which one was low-income deed-restricted), certificates of occupancy for seven ADUs, and approved a planning application for a Site Development Review Permit for The Dublin Centre project which proposes 105 ADUs, of which 52 are low-income deed restricted and 53 are moderate-income deed restricted.** **In 2024, the City developed informational materials about how to build an ADU in Dublin. The City participated in the Alameda County Assessor Phong La's Annual Homeowners Fair where Staff promoted the City's ADU prototype plans, ADU Manual and fee waivers.** **The City will create a fact sheet to promote SB 9 developments and will distribute it on the City's website and throughout various public facilities by January 31, 2026.**

Housing Mobility/Houisng Choice and Affordability in Areas of Opportunity	The City's existing standards allow for 14 to 25 units per acre on medium-/high-density sites. The City will outreach to and coordinate with developers to identify opportunities for and barriers to the development of so-called "missing middle" housing product types within the City. Based on that outreach, the City will consider whether policy changes to eliminate such barriers would be an effective tool for enhancing mobility, increasing fair housing choice and/or decreasing disparities in access to opportunities. Research and establish home sharing program(s) and/or policies. Coordinate with local organizations to assist with matching tenants with existing homeowners. The City will assist with outreach and facilitate annual presentations, as well as conduct outreach to eligible and potential homeowners.	Complete missing-middle outreach by January 31, 2026, and complete consideration of policy changes suggested by outreach by January 31, 2028. Research and establish home sharing program(s) and/or policies by January 31, 2025. Coordinate with local organizations to assist with matching tenants with existing homeowners and facilitate presentations annually.	The City will complete outreach and coordination with developers by January 31, 2026, to identify opportunities for and barriers to the development of "missing middle" housing product types within the City. The City will complete research and establish homesharing program(s) and/or policies during calendar year 2025.
Housing Mobility/Houisng Choice and Affordability in Areas of Opportunity	The City currently allows parcels within a half-mile of AB 2097 defined "major transit stops" (BART stations) to develop at densities of at least 10 units per acre – providing potential additional missing-middle housing opportunities. This area is already identified for focused redevelopment through Program B.1: Mixed-Use Development and Program B.14: Residential Incentives. Additionally, the City has identified vacant parcels within this area as candidate housing sites in this Housing Element (see Candidate Site #27 and #28).	Provide development opportunities for at least 350 affordable units inclding missing middle housing, ADUs and other residential product types.	In 2024, the City approved the following projects which provide opportunities for affordable housing units: - Dublin Fallon 580 (238 units total) with: seven low-income deed-restricted units and 11 moderate-income deed-restricted units - The Dublin Centre "The DC" (500 units total) with: six moderate-income deed-restricted units, 52 low-income deed-restricted ADUs and 53 moderate-income deed-restricted ADUs - Total: 129 affordable units Additionally in 2024, the City deemed complete the following projects, which would provide opportunities for affordable housing units: - Dublin Commons (1,510 units total) with: 104 low-income deed-restricted units and 60 moderate-income deed-restricted units - Total: 164 affordable units
Housing Mobility/Houisng Choice and Affordability in Areas of Opportunity	In 2022, the City adopted multi-family objective design standards. Multifamily accounts for duplexes and triplexes which may provide for and facilitate missing-middle housing. The City will promote the standards to potential developers.	Provide development opportunities for at least 350 affordable units inclding missing middle housing, ADUs and other residential product types.	The City continues to promote the Citywide Multi-family Objective Design Standards to applicable residential projects. The standards are currently being implemented on the Dublin Commons project.

Place-Based Strategies-Conservation and Revitilization	Create and promote informational materials on housing accessibility, rehabilitation, and maintenance resources.	Create informational materials on housing accessibility, rehabilitation, and maintenance resources by January 31, 2025. Material will be distributed at the Senior Center, Civic Center, and community events. Information will be sent and made available to organizations and groups who assist persons with disabilities and seniors. Provide home repair and rehabilitation assistance for up to 36 households by the end of the Planning Period.	The City has informational materials on housing accessibility, rehabilitation, and maintenance resources available on the City website at: https://www.dublin.ca.gov/216/Resources-References
Place-Based Strategies-Conservation and Revitilization	Hold a workshop with relevant community organizations and groups to discuss the needs of persons with disabilities and identify whether additional resources and development concessions are needed. If necessary changes are identified, adopt amendments within 6 months.	Host an annual workshop with relevant organizations and groups to discuss the needs of persons with disabilities – establish programs, funding, or code amendments within one year following feedback. Aim to involve a minimum of five organizations.	The City will hold a workshop with relevant community organizations and groups to discuss the needs of persons with disabilities and identify whether additional resources and development concessions are needed. If necessary and changes are identified, adopt amendments within six months.
Place-Based Strategies-Conservation and Revitilization	Extend search times for particular groups with housing choice vouchers, such as larger families with children or persons with disabilities.	Aim to assist a minimum of 20 households with special needs access housing choice vouchers by extending search times.	The City works with agencies such as City Serve and Alameda County 211 to assist households with special needs and those seeking housing choice vouchers to recieve additional assistance with their housing needs. The City works with agencies such as City Serve and Alameda County 211 to assist households with special needs and those seeking housing choice vouchers to recieve additional assistance with their housing needs, and is working with affordable housing developers to develop additional housing for those with special needs and will assist at least 20 households during the planning period.
Place-Based Strategies-Conservation and Revitilization	Accessibility programs focused on improving access to housing, transit, public buildings and facilities, sidewalks, pedestrian crossings, and businesses.	Establish and implement new programs geared at improving accessibility in the focus areas.	The City will establish and implement new programs geared at improving accessibility in the focus areas.
Place-Based Strategies-Conservation and Revitilization	Facilitate the construction of affordable housing for special housing needs populations.	Identify and pursue a minimum of 2 funding opportunities annually to address accessibility issues. Facilitate the construction of 100 units for special needs populations.	The City will identify and pursue a minimum of two funding opportunities annually to address accessibility issues. As part of the Francis Ranch (East Ranch) project, a two-acre Public/Semi-Public site has been identified where in partnership with Trumark Homes and Eden Housing, Sunflower Hill will co-develop 77 units of very low/low-income affordable rental housing for people with intellectual and developmental disabilities (I/DD). The City is facilitating site acquisition at no cost to Sunflower Hill. As part of The Dublin Centre project, a 1.83-acre site has been identified where, in partnership with Landsea and Satellite Affordable Housing Associates (SAHA), Sunflower Hill will develop 60 units of very low/low-income affordable rental housing for people with intellectual and developmental disabilities (I/DD). The City is facilitating acquisition of the site at no cost to Sunflower Hill. Additionally, the City is providing Sunflower Hill with $5 million from the City's Affordable Housing Fund.

Housing Choice and Affordability in areas of Opportunity	Review future policies and programs for potential restrictive practices that would limit diversity in the Racially Concentrated Areas of Affluence (RCAA).	Annually review existing policies and programs for potential restrictive practices that would limit diversity within the RCAA. If restrictive practices are identified, address prior to adoption of the new policies and programs or within six months for existing policies and programs.	The City reviews proposed policies and programs for potential restrictive practices that would limit diversity within the RCAAs. If restrictive practices are identified, these will be addressed prior to adoption of the new policies and programs, or no later than within six months for existing policies and programs.
Housing Choice and Affordability in areas of Opportunity	Affirmative marketing to increase diversity within the RCAA. This may include, but is not limited to, noticing of affordable units/projects through direct mail targeted outreach to lower income census tracts, publishing advertising materials in multiple language, informing service agencies, outreach to community organizations or places of worship.	Conduct affirmative marketing to increase diversity within the RCAA every two years.	The City will continue to complete affirmative marketing to increase diversity within RCAAs every two years.
Housing Choice and Affordability in areas of Opportunity	Establish specific incentives for the development of affordable units in the RCAA and high opportunity areas (including, but not limited to, permit streamlining and reduced fees).	Conduct a bienneal survey of affordable units to identify how households find affordable units within the City. Establish incentives for affordable developments in the RCAA and high opportunity areas by January 31, 2025.	The City will conduct a biennial survey of affordable units to identify how households find affordable units within the City. Census Tract 4505.01 is designated a Racially Concentrated Areas of Affluence (RCAA) in Dublin. The City has established incentives for affordable developments in the RCAA through infill development of ADUs by providing impact fee and building permit fee waivers, prototype plans and rebates through the ADU Accelerator Program of up to $7,500 to property owners for new ADU units and up to $15,000 for new ADU units that are deed restricted to low-income households (minimum of 20 years).
E.2: Equal Housing Opportunity	Provide referrals to appropriate agencies for services. Distribute fair housing information in public locations. Post information on the City's website.	Provide referrals as requested; Maintain updated information throughout the Planning Period and distribute by January 31, 2025; 2023-2031	The City contracts through Alameda County with ECHO Housing to investigate fair housing complaints and provide fair housing counseling and mediation services. The City will continue to be the point-of-contact for fair housing complaints, information requests, and referrals to ECHO Housing. The City will also continue to provide information and educational materials on fair housing services for property owners, apartment managers, and tenants at City Hall and on the City's website at: https://dublin.ca.gov/115/Housing
E.3: Reasonable Accommodations	Maintain updated information on reasonable accommodations on the City's website and at the Civic Center. Amend the Zoning Ordinance to remove potential constraints for reasonable accommodation requests.	Amend the Zoning Ordinance to remove constraints to reasonable accommodation requests by January 31, 2025	The City provides updated information on reasonable accomodation procedures at the City Hall and on the City's website, and the City monitors procedurs and requirements as updates become available. The City will review its reasonable accommodation requirements and findings, particularly the requirement to meet development standards and subjective design compatibility requirements and amend the Zoning Ordinance, as appropriate, to address constraints by the end of calendar year 2025.
E.4: Low-Barrier Navigation Centers	Adopt and implement procedures and regulations to process low-barrier navigation centers. Procedures shall include establishing a ministerial approval process. Annually review regulations and procedures and update as necessary to comply with State law updates.	By January 31, 2025, adopt procedures and regulations for low barrier navigation centers; Review annually and, if necessary, make changes within one year; 2023-2031	The City has prepared draft amendments to the Zoning Ordinance to address requirements for low-barrier navigation centers, including ministerial review and approval, and anticipates adoption by July 2025. The City will continue to annually monitor regulations and procedures and update, as necessary, to comply with state law.

E.5: Housing for Persons with Developmental Disabilities	**Encourage construction and rehabilitation of housing with supportive services for persons with developmental disabilities.** **Seek State and Federal funding to support housing construction for persons with developmental disabilities.** **Review and identify regulatory incentives for projects proposing housing for persons with developmental disabilities.** **Collaborate with housing developers and local organizations to identify the needs of local persons with developmental disabilities.** **Collaborate with local organizations and agencies to identify resources and services for persons with disabilities experiencing homelessness.**	**By January 31, 2025, review regulatory incentives; Review funding and incentives annually; Outreach to housing developers and local organizations annually; 2023-2031**	**The City encourages construction and rehabilitation of housing with supportive services targeting those with developmental disabilities. As part of the Francis Ranch (East Ranch) project, a two-acre Public/Semi-Public site has been identified where in partnership with Trumark Homes and Eden Housing, Sunflower Hill will co-develop 77 units of very low/low-income affordable rental housing for people with intellectual and developmental disabilities (I/DD). As part of The Dublin Centre project, a 1.83-acre site has been identified where in partnership with Landsea and Satellite Affordable Housing Associates (SAHA), Sunflower Hill will develop 60 units of very low/low-income affordable rental housing for people with intellectual and developmental disabilities (I/DD). The City has provided $5 million from the City's Affordable Housing Fund for this project. The City is facilitating the acquisition of these sites at no cost to Sunflower Hill.** **The City works with developers in seeking State and Federal funding to support the construction and rehabilitation of housing for persons with developmental disabilities, and currently has two projects in the pipeline for persons with developmental disabilities. These projects are the Sunflower Hill at Francis Ranch project with 77 units for those with intellectual and developmental disabilities (I/DD), and the Sunflower Hill at Grace Pointe project with 60 units for intellectual and developmental disabilities (I/DD).** **The City reviews and identifies regulatory incentives for projects proposing housing for persons with developmental disabilities, and currently has two projects in the pipeline for persons with developmental disabilities. These projects are the Sunflower Hill at Francis Ranch project with 77 units for those with intellectual and developmental disabilities (I/DD), and the Sunflower Hill at Grace Pointe project with 60 units for intellectual and developmental disabilities (I/DD). The City is facilitating the acquisition of these sites at no cost to Sunflower Hill. The City has also allocated $5 million of Affordable Housing Fund money to the Grace Pointe project.** **The City collaborates with housing developers and local organizations to identify the needs of local persons with developmental disabilities, and currently has two projects in the pipeline for persons with developmental disabilities. These projects are the Sunflower Hill at Francis Ranch project with 77 units for those with intellectual and developmental disabilities (I/DD), and the Sunflower Hill at Grace Pointe project with 60 units for intellectual and developmental disabilities (I/DD).** **The City collaborates with local organizations and agencies to identify resources and services for persons with disabilities experiencing homelessness. The City collaborates with Alameda County and City Serve as well as other agencies in the Tri-Valley to identify resources and services for persons with developmental disabilities experiencing homelessness.**
E.6: Farmworker and Employee Housing	**Amend the Dublin Municipal Code to comply with the Health and Safety Code.**	**By January 31, 2025, amend the DMC; 2023-2031**	**The City has prepared draft amendments to the Zoning Ordinance to comply with the health and safety code, and anticipates adoption by July 2025.**
E.7: First-Time Homebuyer Loan Program	**Promote the FTHLP program online on the City's website and at the public counter.** **Provide FTHLP loans to households earning up to 120 percent AMI.** **Review the FTHLP for opportunities to broaden the use of the program and to ensure compatibility with similar loan programs offered by the County and the State.**	**Review the FTHLP annually and update as opportunities become available to expand the program and ensure compatibility with similar loan programs; 2023-2031**	**Information regarding the City's First-Time Homebuyer Loan Program (FTHLP) is available at the City Hall and through local housing service organizations. The City also provides information on the FTHLP on the City's website at:** **https://www.dublin.ca.gov/618/First-Time-Homebuyer-Loan-Program** **Additionally, the City website provides information on other homebuyer assistance programs, such as the City's below market rate (BMR) homeownership program, Mortgage Credit Certificates (administered for the City of Dublin by Alameda County), and California Housing Finance Agency (CalHFA) loan programs. Information on these programs is available at:** **https://www.dublin.ca.gov/115/Housing** **In 2024, the City issued one first-time homebuyer loan to a moderate-income household.** **On September 3, 2024, the City Council adopted Resolution No. 100-24 approving amendments to the First Time Homebuyer Loan Program Guidelines. The amendments would increase the use of the program and ensure it is compatible with other loan programs.**
E.8: Homeless Assistance	**Support and, when possible, fund local and regional efforts that seek to address and lessen homelessness.**	**Review and seek funding opportunities annually; 2023-2031**	**The City continues to provide financial support to a number of local organizations that provide services and assistance to homeless people through the Community Support Grants program and other funding sources, including:** **- Tri-Valley Haven's Homeless and Family Support Services program offers assistance to Dublin residents through Sojourner House (a family homeless shelter) and their Food Pantry. In FY 2024/25, the City contributed $45,500 from the Housing and General Fund to Tri-Valley Haven. In addition, over $278,000 in federal Community Development Block Grant (CDBG) Funding was allocated to Tri-Valley Haven to support their shelter rebuild project. For Fiscal Year 2024/25:** **- Eden Information and Referral's 2-1-1 service provides information and referrals. They also serve as the Alameda County first point of contact of Coordinated Entry System (CES) screenings and referrals. The City contributes an estimated $13k annually.** **- CityServe of the Tri-Valley offers assistance for crisis-intervention and homeless-ness prevention. The City contributed $23,000 to CityServe from the General Fund.** **- Goodness Village is a tiny home community that provides affordable and permanent housing options in a supportive community for people transitioning out of chronic homelessness. The City contributed $4,500 to Goodness Village.** **- Axis Community Health is a comprehensive health center that provides care from five sites located throughout the Tri-Valley area. Services include pediatrics, adult health, and women's health care. Axis also provides mental health services, dental care, acupuncture, and chiropractic care. In FY 2023/2024, Axis received more than $25,000 through CDBG and General Fund money.** **- Centro Legal de la Raza is a legal services agency that provides legal representation in Northern and Central California for low-income, Black, and Latinx communities through bilingual representation, education and advocacy. Legal services provided include tenant rights and unlawful evictions. The City contributed $18,000 this year.** **- Open Heart Kitchen is a program that provides hot meals to those in need within the Tri-Valley area. The City provided $23,000 in funding to Open Heart Kitchen.**
E.8: Homeless Assistance	**Support and, when possible, fund local and regional efforts that seek to address and lessen homelessness.**	**Review and seek funding opportunities annually; 2023-2031**	**The City utilizes Community Development Block Grant (CDBG) funding and other funding sources to work with Tri-Valley partners to fund regional efforts to address and lessen homelessness. This includes providing funding to: Axis community Health, City Serve of the Tri-Valley, Goodness Village, Love Never Fails, Partners for Change Tri-Valley, and Tri-Valley Haven. In 2024 approximately $77,000 was allocated to address and lessen homelessness.** **The City additionally allocated approximately $14,000 of its Homeless Housing, Assistance and Prevention (HHAP) program funding for Open Heart Refuge and City Serve of the Tri-Valley to support their regional efforts to address homelessness in the Tri-Valley.**

E.9: Water and Sewer Service Providers	**Deliver 2023-2031 Housing Element to DSRSD following adoption.** **Coordinate with DSRSD when reviewing proposed residential projects.**	**Immediately after adopting the 2023-2031 Housing Element**	**The City has shared the adopted 2023-2031 Housing Element with DSRSD and will continue to coordinate with DSRSD when reviewing proposed residential projects.**
F.1: Green Building Guidelines	**Continue to implement the provisions of the Green Building Ordinance and State Standards and Codes.** **Continue to update brochures that describe program requirements and make them available to any interested parties and continue to provide Green Building resources on the City's website.**	**Continue to implement throughout the Planning Period; Maintain and distribute updated outreach materials; 2023-2031**	**In November 2022, the City Council adopted the 2022 Building Code, which included amendments to adopt the latest California Green Building Standards Code along with local amendments that went into effect on January 1, 2023. Since January 1, 2023, the City continues to implement provisions of the Green Building Ordinance and State Standards and Codes. Coupled with the communitywide 100% carbon-free energy of Measure CF-1 in the Climate Action Plan (CAP), new building electrification will result in homes and businesses that emit no GHGs. In addition, this amendment will meet the requirements of Measure EE-1 of the CAP.** **On September 17, 2024, the City Council adopted an ordinance approving amendments to the Dublin Municipal Code (DMC) Chapter 7.94 (Green Building Code) adding low carbon concrete requirements to the City's Green Building Code (Ordinance No. 09-24).** **The City will continue to update brochures that describe program requirements and make them available to any interested parties and continue to provide Green Building resources on the City's website at:** **https://dublin.ca.gov/2550/Residential-Projects**
F.2: Energy Conservation	**Implement applicable Building Code regulations, provide Green Building training to Staff, and distribute energy conservation information to the public.**	**Provide training; Maintain and distribute updated informational materials; 2023-2031**	**The City will continue to implement applicable Building Code regulations, provide Green Building training to Staff, and distribute energy conservation information to the public.** **The City continues to work with StopWaste and the Bay Area Regional Energy Network (BayREN) to provide energy conservation to the public via workshops and direct outreach. The City also promoted SB 1383 requirements to divert 75 percent of solid waste from the landfill by 2025 (based on 2014 levels) and divert 25 percent of food waste from the landfill.**

Jurisdiction	Dublin	
Reporting Period	2024	(Jan. 1 - Dec. 31)
Planning	6th Cycle	01/31/2023 - 01/31/2031

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

Table E

Commercial Development Bonus Approved pursuant to GC Section 65915.7

Project Identifier				Units Constructed as Part of Agreement				Description of Commercial Development Bonus	Commercial Development Bonus Date Approved
1				2				3	4
APN	Street Address	Project Name+	Local Jurisdiction Tracking ID+	Very Low Income	Low Income	Moderate Income	Above Moderate Income	Description of Commercial Development Bonus	Commercial Development Bonus Date Approved
Summary Row: Start Data Entry Below									

Jurisdiction	Dublin	
Reporting Period	2024	31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F

Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)

Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.

Activity Type	Units that Do Not Count Towards RHNA+ Listed for Informational Purposes Only				Units that Count Towards RHNA + Note - Because the statutory requirements severely limit what can be counted, please contact HCD at apr@hcd.ca.gov and we will unlock the form which enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1+. For detailed reporting requirements, see the chcklist here:
	Extremely Low-Income+	Very Low-Income+	Low-Income+	TOTAL UNITS+	Extremely Low-Income+	Very Low-Income+	Low-Income+	TOTAL UNITS+	https://www.hcd.ca.gov/community-development/docs/adequate-sites-checklist.pdf
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Mobilehome Park Preservation									
Total Units by Income									

Jurisdiction	Dublin	
Reporting Period	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F2

Above Moderate Income Units Converted to Moderate Income Pursuant to Government Code section 65400.2

For up to 25 percent of a jurisdiction's moderate-income regional housing need allocation, the planning agency may include the number of units in an existing multifamily building that were converted to deed-restricted rental housing for moderate-income households by the imposition of affordability covenants and restrictions for the unit. Before adding information to this table, please ensure housing developments meet the requirements described in Government Code 65400.2(b).

Project Identifier					Unit Types		Affordability by Household Incomes After Conversion							Units credited toward Moderate Income RHNA		Notes
1					2	3	4							5		6
Prior APN+	Current APN	Street Address	Project Name+	Local Jurisdiction Tracking ID	Unit Category (2 to 4,5+)	Tenure R=Renter	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total Moderate Income Units Converted from Above Moderate	Date Converted	Notes
Summary Row: Start Data Entry Below							0	0	0	0	0	0	0	0		

Jurisdiction	Dublin	
Reporting Period	2024	(Jan. 1 - Dec. 31)
Period	6th Cycle	01/31/2023 - 01/31/2031

NOTE: This table must only be filled out if the housing element sites inventory contains a site which is or was owned by the reporting jurisdiction, and has been sold, leased, or otherwise disposed of during the reporting

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Table G
Locally Owned Lands Included in the Housing Element Sites Inventory that have been sold, leased, or otherwise disposed of

Project Identifier						
1				2	3	4
APN	Street Address	Project Name+	Local Jurisdiction Tracking ID+	Realistic Capacity Identified in the Housing Element	Entity to whom the site transferred	Intended Use for Site
Summary Row: Start Data Entry Below						

Jurisdiction	Dublin	**NOTE: This table must contain an invenory of ALL surplus/excess lands the reporting jurisdiction owns**	Note: "+" indicates an optional field Cells in grey contain auto-calculation formulas
Reporting Period	2024 (Jan. 1 - Dec. 31)		

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

For Alameda County jurisdictions, please format the APN's as follows:999A-9999-999-99

Table H
Locally Owned Surplus Sites

Parcel Identifier				Designation	Size	Notes
1	2	3	4	5	6	7
APN	**Street Address/Intersection**	**Existing Use**	**Number of Units**	**Surplus Designation**	**Parcel Size (in acres)**	**Notes**
Summary Row: Start Data Entry Below						

Jurisdiction	Dublin	
Reporting Period	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

NOTE: STUDENT HOUSING WITH DENSITY BONUS ONLY. This table only needs to be completed if there were student housing projects WITH a density bonus approved pursuant to Government Code65915(b)(1)(F)

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note:
Cells in gre

Table J

Student housing development for lower income students for which was granted a density bonus pursuant to subparagraph (F) of paragraph (1) of subdivision (b) of Se

Project Identifier				Project Type	Date	Units (Beds/Student Capacity) Approved						
1				2	3	4						
APN	**Street Address**	**Project Name+**	**Local Jurisdiction Tracking ID+**	**Unit Category** (SH - Student Housing)	**Date**	**Very Low-Income Deed Restricted**	**Very Low-Income Non Deed Restricted**	**Low- Income Deed Restricted**	**Low- Income Non Deed Restricted**	**Moderate-Income Deed Restricted**	**Moderate-Income Non Deed Restricted**	**Above Moderate-Income**
Summary Row: Start Data Entry Below												

Jurisdiction	Dublin	
Reporting Period	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

ANNUAL ELEMENT PROGRESS REPORT

Table K
Tenant Preference Policy

Local governments are required to inform HCD about any local tenant preference ordinance the local government maintains when the jurisdiction submits their annual progress report on housing approvals and production, per Government Code 7061 (SB 649, 2022, Cortese). Effective January 1, 2023, local governments adopting a tenant preference are required to create a webpage on their internet website containing authorizing local ordinance and supporting materials, no more than 90 days after the ordinance becomes operational.

Does the Jurisdiction have a local tenant preference policy?	No
If the jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage containing authorizing local ordinance and supporting materials.	
Notes	

Jurisdiction	Dublin	
Reporting Year	2024	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Local Early Action Planning (LEAP) Reporting
(CCR Title 25 §6202)

Please update the status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.

Total Award Amount	$ -	*Total award amount is auto-populated based on amounts entered in rows 15-26.*

Task	$ Amount Awarded	$ Cumulative Reimbursement Requested	Task Status	Other Funding	Notes

Summary of entitlements, building permits, and certificates of occupancy (auto-populated from Table A2)

Completed Entitlement Issued by Affordability Summary		
Income Level		**Current Year**
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	59
	Non-Deed Restricted	0
Moderate	Deed Restricted	70
	Non-Deed Restricted	0
Above Moderate		715
Total Units		**844**

Building Permits Issued by Affordability Summary		
Income Level		**Current Year**
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	1
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		89
Total Units		**90**

Certificate of Occupancy Issued by Affordability Summary		
Income Level		**Current Year**
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		247
Total Units		**247**

DUBLIN
CALIFORNIA

STAFF REPORT
CITY COUNCIL

DATE: March 18, 2025

TO: Honorable Mayor and City Councilmembers

FROM: Colleen Tribby, City Manager

SUBJECT: Payment Issuance Report and Electronic Funds Transfer
Prepared by: Gloria Tai, Senior Finance Technician

EXECUTIVE SUMMARY:

The City Council will receive a listing of payments issued from February 1, 2025 – February 28, 2025, totaling $8,363,313.23.

STAFF RECOMMENDATION:

Receive the report.

FINANCIAL IMPACT:

Summary of Payments Issued

Report Period:	February 1, 2025 – February 28, 2025
Total Number of Payments:	358
Total Amount of Payments:	$8,363,313.23

DESCRIPTION:

The Payment Issuance Report (Attachment 1) provides a listing of all payments for the period beginning February 1, 2025 through February 28, 2025. This report is provided in accordance with the City Payments Policy adopted November 15, 2011 by Resolution No. 189-11. The listing of payments has been reviewed in accordance with the policies for processing payments and expenditures.

The City's practice of reporting payments to the City Council after the payments have been made is in compliance with California Government Code Sections 37208 (b) and (c), which allow for an agency to make payments without first being audited by the legislative body, as long as such payments are: 1) conforming to a budget approved by ordinance or resolution of the legislative body; and 2) presented to the legislative body for ratification and approval in the form of an audited comprehensive annual financial report.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) Payment Issuance Report for February 2025

City of Dublin
Payment Issuance Report

Print Date: 3/5/2025

Payments Dated 2/1/2025 through 2/28/2025

Date Issued	Payee	Description	Amount
2/3/2025	4LEAF INC.	DEVELOPMENT AND PERMITS PLAN REVIEW DEC 2024	1,530.00
2/3/2025	4LEAF INC.	PLAN REVIEW FOR FLOCK CAMERAS - OCT 2024	382.50
2/3/2025	4LEAF INC.	PLAN REVIEW FOR FLOCK CAMERAS - DEC 2024	1,020.00
2/3/2025	A4 PROMOTIONS & INCENTIVES	PRINTING SERVICES - PRESCHOOL SIGN	188.50
2/3/2025	A4 PROMOTIONS & INCENTIVES	CDD BUSINESS CARDS	62.30
2/3/2025	ADAM JONATHAN LUMIA	HUMAN SERVICES COMMISSION 1/23/25	50.00
2/3/2025	ALAMEDA COUNTY FIRE DEPARTMENT	FIRE SERVICES DEC 2024	1,385,345.00
2/3/2025	ALLIANT INSURANCE SVCS INC	FACILITY RENTAL INSURANCE ISSUED - Q3 JUL-SEP 2024	6,069.00
2/3/2025	ALPHA MEDIA LLC KKIQ/KUIC/KKKDV	2024 SPLATTER ADVERTISING SEP 2024	3,300.00
2/3/2025	AMY L. JONES	REC CLASS INSTRUCTOR	486.00
2/3/2025	AT&T - CALNET 3	SERVICE TO WAVE 01/12/2025	121.45
2/3/2025	AT&T - CALNET 3	SERVICE TO SHANNON 01/12/2025	271.34
2/3/2025	AT&T - CALNET 3	SERVICE TO SR ALARM 01/12/2025	215.41
2/3/2025	AT&T - CALNET 3	SERVICE TO CIVIC 01/12/2025	120.22
2/3/2025	AT&T - CALNET 3	SERVICE TO LIBRARY 911 01/14/2025	31.53
2/3/2025	AT&T - CALNET 3	SERVICE TO CY 01/14/2025	61.51
2/3/2025	AT&T - CALNET 3	SERVICE TO CY FAX 01/14/2025	31.53
2/3/2025	AT&T - CALNET 3	SERVICE TO PSC FIRE ALARM 01/14/2025	61.51
2/3/2025	AT&T - CALNET 3	SERVICE TO FSP FAX 01/14/2025	61.51
2/3/2025	AT&T - CALNET 3	SERVICE TO FS18 01/14/2025	91.48
2/3/2025	AT&T - CALNET 3	SERVICE TO CY 01/14/2025	236.53
2/3/2025	AT&T - CALNET 3	SERVICE TO BLDG INSP 01/14/2025	31.53
2/3/2025	AT&T - CALNET 3	SERVICE TO ELEVATOR 01/14/2025	121.48
2/3/2025	AT&T - CALNET 3	SERVICE TO HERITAGE CTR BK UP 01/06/2025	66.58
2/3/2025	AT&T - CALNET 3	HERITAGE 9391018979 01/14/2025	31.53
2/3/2025	AT&T - CALNET 3	SHANNON CENTER ALARM 9391063350 01/12/2024	31.53
2/3/2025	BIG O'TIRES #7	POLICE VEHICLE MAINTENANCE & REPAIRS	686.22
2/3/2025	BRADYN MICHAEL EUGENE SHAW	HUMAN SERVICES COMMISSION 1/23/25	50.00
2/3/2025	CALIFORNIA BUILDING STANDARDS COMMISSION	JUL-SEP 2024 GREEN BUILDING FEES	1,271.70
2/3/2025	CAPE INC. HEAD START	RENTAL SECURITY DEPOSIT REFUND	750.00
2/3/2025	CARBONIC SERVICE	POOL CHEMICAL FOR PH BALANCE	845.37
2/3/2025	CDW GOVERNMENT INC	EXTRON RSB 126 RACK SHELF	313.37
2/3/2025	CHRISTINE PETIT	REC CLASS INSTRUCTOR	598.80
2/3/2025	CITY OF SAN RAMON	FY25 Q2 DRFA RETIREE BENEFIT	10,239.14
2/3/2025	COULSON & ASSOCIATES	DEVELOPMENT AND PERMITS PLAN REVIEW AUG 2024	7,020.00
2/3/2025	DC ELECTRIC GROUP INC.	HYDRG FUEL CELL MAINT.-TRAFFIC SIGNL BCKUP NOV 2024	1,500.97
2/3/2025	DEPARTMENT OF JUSTICE ACCTNG OFFICE-CASHIERING UNI	DEC 2024 LIVESCAN FEES	416.00
2/3/2025	DEPT OF CONSERVATION DIV OF ADMIN SVCS AC	JUL-SEP 2024 SMIP FEES	5,290.63
2/3/2025	DIV OF THE STATE ARCHITECT	JUL-SEP 2024 CASP FEES	873.20
2/3/2025	DOUBLE D TRANSPORTATION	RENTAL SECURITY DEPOSIT CHECK REFUND REQUEST	750.00
2/3/2025	DUBLIN UNIFIED SCHOOL DISTRICT	RENTAL FEES FOR AFTER SCHOOL PROGRAMS AUG-DEC 2024	18,387.00
2/3/2025	DUBLIN UNIFIED SCHOOL DISTRICT	STAGER GAS & ELECTRIC - OCT 2024	871.23
2/3/2025	DUBLIN UNIFIED SCHOOL DISTRICT	STAGER GAS & ELECTRIC - NOV 2024	1,078.52
2/3/2025	DUBLIN UNIFIED SCHOOL DISTRICT	STAGER GAS & ELECTRIC - DEC 2024	1,167.91
2/3/2025	EDEN I & R INC	211 ALAMEDA COUNTY COMMUNICATION SYSTEM JUL 2024-JUN 2025	6,746.00
2/3/2025	ELITE AUTO GLASS INC	F150 LIGHTNING WINDOW CRACK REPLACEMENT JAN 2025	850.00
2/3/2025	EUROPEAN MOBILE WERKS	POLICE VEHICLE MAINTENANCE & REPAIRS	1,914.31
2/3/2025	HARRELL HARRIS PHOTOGRAPHY	PHOTOGRAPHY SERVICES- KIDS NIGHT OUT	600.00
2/3/2025	HDL COREN & CONE	PROPERTY TAX CONSULTING SVCS JAN-MAR 2025	2,063.86
2/3/2025	JOHN MORADA	CANDIDATE STATEMENT REFUND	191.83
2/3/2025	JOSEPH THOMAS WASHINGTON II	PCS COMMISSION 1/27/25	50.00
2/3/2025	LANLOGIC INC.	CIVIC CENTER CABLING	5,188.55
2/3/2025	LIVERMORE AUTO GROUP	POLICE VEHICLE MAINTENANCE & REPAIRS	3,709.83
2/3/2025	MCE CORPORATION	MAINTENANCE SERVICES 2024-2025 DEC 2024	766,018.16
2/3/2025	MNS ENGINEERS, INC.	DEVELOPMENT AND PERMITS INSPECTION DEC 2024	15,329.75
2/3/2025	NAVEENA TUKARAM RUDRAPADA	HUMAN SERVICES COMMISSION 1/23/25	50.00
2/3/2025	NITHILA JEYAKIRUPA SADHEESH	PCS COMMISSION 1/27/25	50.00
2/3/2025	NITHILA JEYAKIRUPA SADHEESH	PCS COMMISSION 11/18/24	50.00
2/3/2025	NOVANI, LLC.	TRAFFIC OPERATING CENTER MAINT JAN-MAR 2025	3,000.00
2/3/2025	PG&E	B10S SERVICE TO CIVIC CENTER 12/30/2024	9,376.77
2/3/2025	PG&E	B1 7341 ROSAMOND HILLS CT 01/05/2024	4.04
2/3/2025	PG&E	B1 ART LIGHT 7401 DUBLIN BLVD 12/30/2024	276.68
2/3/2025	PG&E	A6 SERVICE TO FS17 01/05/2024	2,608.64
2/3/2025	PG&E	SERVICE TO WAVE 01/05/2025	41,795.74
2/3/2025	PG&E	B6 SERVICE TO LIBRARY 12/29/2024	1,846.65
2/3/2025	PLEASANTON EVENT RENTALS INC	CLEANING OF RENTED LINENS - SHANNON -DEC 2024	316.80
2/3/2025	PLEASANTON EVENT RENTALS INC	CLEANING OF RENTED LINENS - SHANNON - JAN 2025	243.00
2/3/2025	RAZI HASNI	CANDIDATE STATEMENT REFUND	191.83
2/3/2025	RICHARD THORNBURY	PCS COMMISSION 1/27/25	50.00
2/3/2025	ROSE HUNT	HUMAN SERVICES COMMISSION 1/23/25	50.00
2/3/2025	RR PIZZA INC.	WAVE PARTY SUPPLIES NOV 2024	374.44
2/3/2025	SHAILESH SUCHAK	RENTAL SECURITY DEPOSIT REFUND	750.00
2/3/2025	SHAMROCK OFFICE SOLUTIONS, LLC FILE 2399	COPIER/PRINTER 01/16/2025 TO 02/15/2025 BILLING PERIOD	767.36
2/3/2025	SHAMROCK OFFICE SOLUTIONS, LLC FILE 2399	LASERJET TONER FOR DPS	15.00
2/3/2025	SHAMROCK OFFICE SOLUTIONS, LLC FILE 2399	PRINTER CARTRIDGE FOR DPS	15.00
2/3/2025	SIERRA DISPLAY, INC.	CITYWIDE/MILITARY BANNER PROGRAM FY24	5,304.00
2/3/2025	SIJIA CHEN	DOWNTOWN VILLAGE ART PROPOSAL	2,500.00
2/3/2025	SIYU HENNINGSEN	HUMAN SERVICES COMMISSION 1/23/25	50.00
2/3/2025	STATE WATER RESOURCES CONTROL	STATE WATER BOARD PERMIT - SCARLETT DRIVE CULVERT	3,540.00
2/3/2025	STRATEGIC ECONOMICS INC.	CONSULTANT FOR UPDATE OF ED STRATEGY & GP ELEMENT DEC 2024	2,107.29
2/3/2025	SYED SAMEER SHABIR HAKIM	PCS COMMISSION 1/27/25	50.00
2/3/2025	TACTICAL AR500 TARGETS, INC	THERMAL IMAGING EQUIP. FOR INVESTIGATIONS	4,999.00

2/3/2025	TEEN ESTEEM	TEEN ESTEEM MATCHING GRANT		2,000.00
2/3/2025	TEMILOLUWA ADEBIYI	RENTAL SECURITY DEPOSIT REFUND		750.00
2/3/2025	THE ENCLAVE INC.	CASH BOND RELEASE TRACT 8133,TASSAJARA HIGHLANDS		10,000.00
2/3/2025	THE SOURCING GROUP, LLC	25 BALLCAPS WITH DUBLIN LOGO IN BLACK		466.22
2/3/2025	TREASURER ALAMEDA COUNTY GENERAL SERVICES AGENCY	FUEL DEC 2024		11,857.20
2/3/2025	TRI-VALLEY JANITORIAL INC.	JANITORIAL SERVICES JAN 2025		24,691.48
2/3/2025	TRI-VALLEY JANITORIAL INC.	JANITORIAL SERVICES WAVE CARPET DEC 2024		255.00
2/3/2025	TRI-VALLEY JANITORIAL INC.	JANITOR - EXTRA SERVIC & KITCH DEEP CLEAN -DEC 2024		9,709.63
2/3/2025	TRI-VALLEY JANITORIAL INC.	JANITORIAL SUPPLIES DEC 2024		5,109.22
2/3/2025	TRI-VALLEY JANITORIAL INC.	JANITORIAL SERVICES & SUPPLIES -CAMP PARKS JAN 2025		33,416.92
2/3/2025	TYLER TECHNOLOGIES, INC.	ERP SOFTWARE IMPLEMENTATION		44,696.15
2/3/2025	U.S. BANK CORPORATE PMT SYSTEM	PURCHASE CARD STATEMENT JAN 2025		33,960.38
2/3/2025	WESCO GRAPHICS INC	PCS ACTIVITY GUIDE		9,684.87
			Payments Issued 2/3/2025 Total:	**2,521,771.63**
2/4/2025	UNUM LIFE INS CO OF AMERICA	LIFE AND AD&D PREMIUM - JAN 2025		11,646.77
			Payments Issued 2/4/2025 Total:	**11,646.77**
2/5/2025	DSRSD	BILLING PERIOD: 11/16/24 - 01/15/25		13,093.46
			Payments Issued 2/5/2025 Total:	**13,093.46**
2/6/2025	CAL PERS HEALTH PREMIUM	HEALTH INSURANCE PREMIUM - FEB 2025		184,626.09
			Payments Issued 2/6/2025 Total:	**184,626.09**
2/7/2025	DELTA DENTAL OF CALIFORNIA	DELTA DENTAL PREMIUM - JAN 2025		13,444.13
2/7/2025	VISION SERVICE PLAN - (CA)	VISION INSURANCE PREMIUM - JAN 2025		2,150.04
			Payments Issued 2/7/2025 Total:	**15,594.17**
2/10/2025	A4 PROMOTIONS & INCENTIVES	PCS & CDD BUSINESS CARDS		165.43
2/10/2025	AECOM TECHNICAL SERVICES, INC.	HEXCEL REDEVELOPMENT CEQA SERVICES 10/5/24-1/24/25		3,700.00
2/10/2025	ALAMEDA CO SHERIFF'S OFFICE	OT,FI & LEAVE CARDS		41.26
2/10/2025	ALAMEDA CO SHERIFF'S OFFICE	PD BUSINESS CARDS		30.68
2/10/2025	ALAMEDA COUNTY ENVIRONMENTAL HEALTH	COUNTY PERMIT FEE- WAVE		3,564.00
2/10/2025	ALL CITY MANAGEMENT SVCS INC	CROSSING GUARD SERVICES JAN 2025		19,914.18
2/10/2025	AMY'S ENGRAVED SIGNS & AWARDS	NAME PLATES - HCA COMMISSIONERS		571.26
2/10/2025	AMY'S ENGRAVED SIGNS & AWARDS	NAMEPLATES - PLANNING		305.65
2/10/2025	AMY'S ENGRAVED SIGNS & AWARDS	NAMEPLATES - PARKS COMMISSIONERS		242.55
2/10/2025	ANSHU BANSAL	DEVELOPER DEPOSIT (DV0413) BALANCE REFUND		2,938.14
2/10/2025	BIG O'TIRES #7	POLICE VEHICLE MAINTENANCE & REPAIRS		2,690.16
2/10/2025	BLAISDELL'S BUSINESS PRODUCTS	OFFICE SUPPLIES JAN 2025		1,583.20
2/10/2025	CARBONIC SERVICE	POOL CHEMICAL FOR PH BALANCE		215.56
2/10/2025	CHANDLER ASSET MANAGEMENT	INVESTMENT CONSULTING SERVICES JAN 2025		14,459.14
2/10/2025	CHRISTINE PETIT	REC CLASS INSTRUCTOR		643.20
2/10/2025	CINTAS CORPORATION NO.2	FIRST AID RESTOCK - DEC 2024		68.05
2/10/2025	CINTAS CORPORATION NO.2	FIRST AID RESTOCK - JAN 2025		134.32
2/10/2025	CITY OF PLEASANTON	AXIS LOAN OBLIGATION - 2024-25		13,008.69
2/10/2025	CONSOR NORTH AMERICA, INC.	PROJECT DESIGN ANNUAL STREET RESURFACING JAN 2025		139,201.00
2/10/2025	CONSOR NORTH AMERICA, INC.	BRIDGE INSPECTION - PHASE 4 SEP 2024		8,424.50
2/10/2025	DUBLIN HIGH SCHOOL SPEECH & DEBATE	YAC 24-25 MINI GRANT AWARD RECIPIENT		150.00
2/10/2025	DUBLIN HIGH SCHOOL NAMI	YAC 24-25 MINI GRANT AWARD RECIPIENT		500.00
2/10/2025	DUBLIN HIGH SCHOOL YOUNG INNOVATORS	YAC 24-25 MINI GRANT AWARD RECIPIENT		250.00
2/10/2025	DUBLIN HIGH SCHOOL ADA	YAC 24-25 MINI GRANT AWARD RECIPIENT		200.00
2/10/2025	DUBLIN HIGH SCHOOL WELLNESS	YAC 24-25 MINI GRANT AWARD RECIPIENT		800.00
2/10/2025	DUBLIN TROPHY HOUSE	JUNIOR WARRIORS AWARDS		3,082.87
2/10/2025	DUBLIN UNIFIED SCHOOL DISTRICT	STAGER GYM WATER: DEC 2024 - JAN 2025		176.53
2/10/2025	EAST BAY POOL SERVICE, INC.	POOL MAINTENANCE		9,270.00
2/10/2025	ELECTRONIC INNOVATIONS, INC	PLENUM CABLE - CIVIC CENTER		2,552.68
2/10/2025	ENTERPRISE RENT A CAR EAN SERVICES, LLC	RENTAL CARS FOR PD SIU		2,380.55
2/10/2025	GH PACVEST, LLC	CASH BOND REFUND		168,400.00
2/10/2025	GOLDEN STATE WARRIORS LLC	JUNIOR WARRIORS JERSEYS & COACHES' SHIRTS		13,840.00
2/10/2025	GOODFELLOW BROS. CALIFORNIA, LLC	IRON HORSE NATURE PARK AND OPEN SPACE JUL-DEC 2024		325,368.10
2/10/2025	LANGUAGE LINE SERVICES	LANGUAGE LINE SERVICES FOR JAN 2025		19.50
2/10/2025	LYNX TECHNOLOGIES, INC.	GIS CONSULTING SERVICES JAN 2025		9,750.00
2/10/2025	M-GROUP	PLANNING SERVICES - BOULEVARD PH 1-5 DEC 2024		2,592.50
2/10/2025	MGT IMPACT SOLUTIONS, LLC	50% OF SB 90 CLAIMING: CLAIM PREPARATION AND SUB		2,500.00
2/10/2025	POWERUP FINANCIAL SOLUTIONS INC.	NAVIGATOR PROGRAM REFERRAL		1,750.00
2/10/2025	PRO CYCLES LLC	DPS - DUAL SPORT TIRES		1,695.36
2/10/2025	PRO CYCLES LLC	POLICE VEHICLE MAINTENANCE & REPAIRS		3,090.31
2/10/2025	QUADIENT FINANCE USA, INC.	POSTAGE FEES FOR DEC CIVIC CENTER		572.64
2/10/2025	QUENCH USA, INC.	WATER SERVICES D073825 FEB-MAR 2025		909.10
2/10/2025	REDWOOD PUBLIC LAW, LLP	FOR PROFESSIONAL SERVICES RENDERED THROUGH DEC 2024		73,827.80
2/10/2025	REDWOOD TOXICOLOGY LAB. INC.	TOXICOLOGY SERVICES		806.30
2/10/2025	REVEAL DATA CORP	LOGIKCULL SAAS - STORAGE 1/1/25-12/31/25		22,640.00
2/10/2025	RON HSI TRI-VALLEY AIKIDO	REC CLASS INSTRUCTOR		144.00
2/10/2025	ROTH STAFFING COMPANIES, L.P.	BUSINESS LICENSE TEMP 1/5/25-1/12/25		1,728.00
2/10/2025	ROTH STAFFING COMPANIES, L.P.	BUSINESS LICENSE TEMP 1/12/25-1/19/25		1,728.00
2/10/2025	ROTH STAFFING COMPANIES, L.P.	BUSINESS LICENSE TEMP 1/19/25-1/26/25		1,382.40
2/10/2025	SEDGWICK CLAIMS MANAGEMENT,INC.	LOSS CONTROL SERVICES JUN 2024		1,980.00
2/10/2025	SEDGWICK CLAIMS MANAGEMENT,INC.	LOSS CONTROL SERVICES AUG 2024		600.00
2/10/2025	SEDGWICK CLAIMS MANAGEMENT,INC.	LOSS CONTROL SERVICES SEP 2024		600.00
2/10/2025	SEDGWICK CLAIMS MANAGEMENT,INC.	LOSS CONTROL SERVICES OCT 2024		2,720.00
2/10/2025	SELECT IMAGING	NAME PLATES -PARKS COMMISSIONERS		133.13
2/10/2025	SELECT IMAGING	NAME PLATES -HUMAN SERVICES COMMISSIONERS		319.50

2/10/2025	SIMPLER SYSTEMS, INC	SIMPLER SOFTWARE LICENSING SUPPORT - FEB 25		1,500.00
2/10/2025	SMARTSTRIDE	YAC 24-25 MINI GRANT AWARD RECIPIENT		150.00
2/10/2025	STERICYCLE, INC.	MEDICAL WASTE SERVICES		574.65
2/10/2025	STRUZIK ART LTD	PUBLIC ART - DOWNTOWN VILLAGE AT PROPOSAL		1,000.00
2/10/2025	SUMIT ANEJA	PCS COMMISSION 1/27/25		50.00
2/10/2025	SUULUTAAQ, INC.	GREEN STORMWATER INFRASTRUCTURE DEC 2024		357,747.91
2/10/2025	THE HACK FOUNDATION	YAC 24-25 MINI GRANT AWARD RECIPIENT		150.00
2/10/2025	THE SUDDATH COMPANIES	PWK MOVING SERVICES		3,163.39
2/10/2025	THOMSON REUTERS - WEST PAYMENT CENTER	JUVENILE RULES AND LAWS BOOKS 2025		246.96
2/10/2025	TOWNSEND PUBLIC AFFAIRS, INC	GRANT STRATEGY AND WRITING SERVICES FEB 25		5,000.00
2/10/2025	TRI-SIGNAL INTEGRATION INC	ALARM SERV - LIBRARY SERVICE CALL JAN 2025		675.00
2/10/2025	TRI-SIGNAL INTEGRATION INC	LIBRARY SERVICE DUCT DETECTORS JAN 2025		2,800.00
2/10/2025	WELLS MIDDLE SCHOOL	YAC 24-25 MINI GRANT AWARD RECIPIENT		150.00
			Payments Issued 2/10/2025 Total:	**1,243,568.15**
2/11/2025	RACHEAL MATHENY	PCS COMMISSION 1/27/25		50.00
2/11/2025	VASANTH R CHETAN	HUMAN SERVICES COMMISSION 1/23/25		50.00
			Payments Issued 2/11/2025 Total:	**100.00**
2/12/2025	CAL PERS	PERS RETIREMENT PLAN: PE 2/7/25		96,772.67
2/12/2025	INTERNAL REVENUE SERVICE	FEDERAL WITHHOLDING: PE 2/7/25		74,754.38
			Payments Issued 2/12/2025 Total:	**171,527.05**
2/13/2025	EMPLOYMENT DEVELOPMENT DEPT	CA STATE WITHHOLDING: PE 2/7/25		23,016.37
			Payments Issued 2/13/2025 Total:	**23,016.37**
2/14/2025	HEALTHEQUITY, INC.	HEALTHEQUITY: PE 2/7/25		3,895.68
2/14/2025	I C M A 401 PLAN	DEFERRED COMP 401A: PE 2/7/25		1,499.10
2/14/2025	I C M A 457 PLAN	DEFERRED COMP 457: PE 2/7/25		36,123.13
2/14/2025	US BANK - PARS	PARS: PE 2/7/25		3,692.00
			Payments Issued 2/14/2025 Total:	**45,209.91**
2/18/2025	4LEAF INC.	BUILDING INSPECTION & PLAN CHECK SERVICES JAN 2025		71,891.00
2/18/2025	4LEAF INC.	PERMIT TECHNICIAN ASSISTANCE JAN 2025		7,920.00
2/18/2025	A4 PROMOTIONS & INCENTIVES	CARDS FOR NEW EMPLOYEE PINS		77.58
2/18/2025	ACCOPSA -ALAMEDA COUNTY CHIEFS OF POLICE	POST EXECUTIVE SEMINAR 2025		1,222.00
2/18/2025	ADVANCED INTEGRATED PEST MANAGEMENT	PEST MANAGEMENT DEC 2024		6,428.80
2/18/2025	ADVANCED INTEGRATED PEST MANAGEMENT	PEST MANAGEMENT JAN 2025		6,428.80
2/18/2025	AKSHAY ARORA ARORA TENNIS & FITNESS ACADEMY	REC CLASS INSTRUCTOR		1,844.50
2/18/2025	ALAMEDA COUNTY FIRE DEPARTMENT	FIRE SERVICES FEB 2025		1,483,859.50
2/18/2025	ALAMEDA COUNTY FLOOD CONTROL	ZONE 7 FEES Q2 PERMITS & TRACTS FY24/25		18,855.54
2/18/2025	ALAMEDA COUNTY MAYOR'S CONFERENCE	ANNUAL MEMBERSHIP DUES 2025		5,830.00
2/18/2025	ALL CITY MANAGEMENT SVCS INC	CROSSING GUARD SERVICES JAN 2025		19,898.10
2/18/2025	ALLEN'S AUTOMOTIVE & TOWING IN	PD TOWING SERVICES		315.00
2/18/2025	ALLIANT INSURANCE SVCS INC	FACILITY RENTAL INSURANCE POLICY PYMT - QTR 4		8,903.00
2/18/2025	AMADOR VALLEY INDUSTRIES LLC	TRASH SERVICES - CAMP PARKS JAN 2025		38,011.26
2/18/2025	AMY'S ENGRAVED SIGNS & AWARDS	PWK NAME PLATES & FRAME		161.82
2/18/2025	ANCHOR ENGINEERING, INC.	INSPECTION SERVICES - DEV AND PERMITS NOV 2024		70,750.00
2/18/2025	ANCHOR ENGINEERING, INC.	INSPECTION SERVICES - DEV AND PERMITS DEC 2024		58,536.00
2/18/2025	AT&T - CALNET 3	SERVICE TO FS2-3 01/26/2025		354.85
2/18/2025	AT&T - CALNET 3	SERVICE TO SHANNON FAX 01/27/2025		31.53
2/18/2025	AT&T - CALNET 3	SERVICE TO FS16 01/27/2025		61.51
2/18/2025	AT&T - CALNET 3	SERVICE TO CIVIC 01/27/2025		31.53
2/18/2025	AT&T - CALNET 3	CLARK AVE 01/27/2025		31.53
2/18/2025	AVANTPAGE INC	TRANSLATING, EDITING & PROOFREADING SERVICES		120.00
2/18/2025	BIG O'TIRES #7	POLICE VEHICLE MAINTENANCE & REPAIRS		85.92
2/18/2025	BKF ENGINEERS	PUBLIC RIGHTS-OF-WAY ACESS GUIDELINE NOV 2024		1,350.00
2/18/2025	BKF ENGINEERS	TRASH CAPTURE DEVICES DESIGN SERVICES DEC 2024		9,531.25
2/18/2025	BRINKS, INC.	ARMORED CAR SERVICE JAN 2025		338.86
2/18/2025	BSK ASSOCIATES INC.	JORDAN RANCH SQ GEOTECH SRVS DURING DESIGN OCT 2024		5,371.50
2/18/2025	BSK ASSOCIATES INC.	JORDAN RANCH SQ GEOTECH SRVS DURING DESIGN NOV 2024		2,554.00
2/18/2025	CALBO	CDD WEBINAR		255.00
2/18/2025	CALEHS ATTN: JOE MOULTON	INSPECTION CIVIC CENTER GENERATOR JAN 2025		600.00
2/18/2025	CALIFORNIA SPIRIT ELITE, INC.	REC CLASS INSTRUCTOR		1,120.00
2/18/2025	CARBONIC SERVICE	POOL CHEMICAL FOR PH BALANCE		525.84
2/18/2025	CDW GOVERNMENT INC	IPAD CASE		100.32
2/18/2025	CDW GOVERNMENT INC	NETWORK SECURITY - SONICWALL GEN 7		16,644.70
2/18/2025	CINTAS CORPORATION NO.2	FIRST AID RESTOCK - FEB 2025		73.32
2/18/2025	CMS COMMUNICATIONS	CISCO CATALYST SWITCH		4,999.20
2/18/2025	CODE PUBLISHING, LLC	MUNI CODE UPDATES		1,486.00
2/18/2025	COMCAST	COUNCIL AV RM BUSINESS CABLE 01/18-02/17/2025		125.13
2/18/2025	COMCAST	INTERNET/CABLE SVC WAV, SNC, PSC - 02/11-03/10/25		633.05
2/18/2025	CONVERGEONE, INC.	VERKADA CAMERA DAC & CIVIC		63,962.68
2/18/2025	CSW/STUBER-STROEH ENGINEERING GROUP, INC.	VILLAGE PKWY RECONSTRUCTION-DESIGN SERVICES OCT 2024		25,227.85
2/18/2025	CSW/STUBER-STROEH ENGINEERING GROUP, INC.	VILLAGE PKWY RECONSTRUCTION-DESIGN SERVICES NOV 2024		53,972.31
2/18/2025	CSW/STUBER-STROEH ENGINEERING GROUP, INC.	VILLAGE PKWY RECONSTRUCTION-DESIGN SERVICES DEC 2024		117,054.11
2/18/2025	DFM ASSOCIATES	2025 CALIFORNIA ELECTION CODES		75.08
2/18/2025	DIABLO PUBLICATIONS	ADVERTISING-TRI-VALLEY VISITOR'S GUIDE		1,730.00
2/18/2025	DIPIETRO & ASSOC. INC	REPLACEMENT AED ADULT AND PEDI PADS		2,496.17
2/18/2025	DREAM RIDE ELEVATOR	ELEVATOR MAINTENANCE JAN 2025		516.00
2/18/2025	DSRSD	WALLIS RANCH COMM. PARK ZONE 7 DELTA FEES-4 METERS		3,420.00
2/18/2025	DUBLIN HIGH SCHOOL LOVE	YAC 24-25 MINI GRANT AWARD RECIPIENT		150.00
2/18/2025	ELECTRONIC INNOVATIONS, INC	FIX WAVE VERKADA DOOR		575.00

2/18/2025	ELECTRONIC INNOVATIONS, INC	CLEAN DUBLIN PD CAMERA LOCATIONS		575.00
2/18/2025	EVERYTHING GROWS INTERIOR LANDSCAPING	INTERIOR PLANT CARE & MAINT. - FEB 2025		250.36
2/18/2025	GANNETT FLEMING, INC.	GREEN STORMWATER INFRASTRUCTION - PRECON NOV 2024		51,774.64
2/18/2025	GUIDA	DEVELOPMENT MAP REVIEW DEC 2024		3,220.00
2/18/2025	HEALTHEQUITY, INC.	HEALTHCARE BENEFIT - JAN 2025 MONTHLY FEE		14.52
2/18/2025	JAY BAKSA	UNCLAIMED DEPENDENT CARE REIMBS FUNDS		400.00
2/18/2025	JAY SPENCER	PCS RENTAL SECURITY DEPOSIT REFUND		500.00
2/18/2025	JEAN JOSEY	CONFERENCE REIMBURSEMENT - MAYOR & COUNCILMEMBER ACADEMY		131.34
2/18/2025	JOHN MORADA	CONFERENCE REIMBURSEMENT - MAYOR & COUNCILMEMBER ACADEMY		66.94
2/18/2025	JOHNSON CONTROLS SECURITY SOLUTIONS, LLC.	ALARM SERVICES LIBRARY MAR-MAY 2025		1,713.73
2/18/2025	KIMLEY-HORN AND ASSOC. INC.	SAFE ROUTES TO SCHOOL DEC 2024		5,322.50
2/18/2025	LANLOGIC INC.	CABLING SHANNAN CENTER BLDG ACCESS CONTROL		9,091.42
2/18/2025	LANLOGIC INC.	CABLING WAVE SPORTS POOL STORAGE DOOR		4,466.51
2/18/2025	LEAGUE OF CALIFORNIA CITIES	LEAGUE OF CA CITIES MEMBERSHIP 2025		23,943.00
2/18/2025	LEAGUE OF CALIFORNIA CITIES EAST BAY DIVISION	EAST BAY MEMBERSHIP DUES		300.00
2/18/2025	LIEBERT CASSIDY WHITMORE	ERC 2025 MEMBERSHIP SUBSCRIPTION		3,670.00
2/18/2025	LISA MARIE RIVERA	MILEAGE REIMBURSEMENT- JAN 2025		7.56
2/18/2025	LIVERMORE-PLEASANTON UMPIRES ASSOCIATION	SPORTS OFFICIATING SERVICES - BASKETBALL		6,540.00
2/18/2025	MARK THOMAS & COMPANY, INC.	IRON HORSE TRAIL BRIDGE OVERCROSSING JAN 2024		444.82
2/18/2025	MELISSA PERRY	SECURITY DEPOSIT REFUND FOR FACILITY RENTAL		500.00
2/18/2025	MICHAEL MCCORRISTON	CONFERENCE REIMBURSEMENT - MAYOR & COUNCILMEMBER ACADEMY		131.34
2/18/2025	MITY-LITE, INC.	SHANNON COMMUNITY CTR REPLACEMENT STAGE & DANCE FLOOR		49,431.87
2/18/2025	MONETTE AU	MILEAGE REIMBURSEMENT - JAN 2025		56.70
2/18/2025	PAKPOUR CONSULTING GROUP, INC.	IRON HORSE TRAIL BRIDGE PM DEC 2024		8,280.00
2/18/2025	PAKPOUR CONSULTING GROUP, INC.	RESTROOM REPLACEMENT PROJECT MANAGEMENT JAN 2025		230.00
2/18/2025	PG&E	B1 IRRIG 2979 THREE CASTLES 01/14/2025		60.33
2/18/2025	PG&E	B6 SERVICE TO FSP 01/05/2025		7,969.93
2/18/2025	PG&E	SERVICE TO VARIOUS TC 12/10/2024		10,820.49
2/18/2025	PRECISION CONCRETE CUTTING	CONCRETE SHAVING - JAN 2025		47,356.57
2/18/2025	QUENCH USA, INC.	WATER SERVICES D073045 FEB-MAR 2025		634.15
2/18/2025	RAYNE OF SAN JOSE	REVERSE OSMOSIS WATER SOFTENER SERV SF16 FEB 2025		236.90
2/18/2025	RAYNE OF SAN JOSE	REVERSE OSMOSIS WATER SOFTENER SERV FS17 FEB 2025		259.60
2/18/2025	RAYNE OF SAN JOSE	REVERSE OSMOSIS WATER SOFTENER SERV FS18 FEB 2025		204.30
2/18/2025	ROTH STAFFING COMPANIES, L.P.	BUSINESS LICENSE TEMP 1/26/25-2/2/25		1,728.00
2/18/2025	SOLARWINDS, INC.	SOLARWINDS TICKETING ANNUAL RENEWAL		10,681.20
2/18/2025	SPECIAL EVENTS	PCS TREE LIGHTING - TENTING RENTALS		9,130.47
2/18/2025	STANFORD HEALTH -VALLEYCARE OCCUPATIONAL	JUNE MEDICAL TEST FEES		37.00
2/18/2025	SUAREZ & MUNOZ CONSTRUCTION	FOREST PARK - CONSTRUCTION PROGRESS PAYMENT 3		245,291.90
2/18/2025	SWINERTON MANAGEMENT AND CONSULTING	CONSTRUCTION MANAGEMENT CULTURE ART CENTER DEC 2024		29,237.00
2/18/2025	SWINERTON MANAGEMENT AND CONSULTING	CONSTRUCTION MANAGEMENT CULTURE ART CENTER JAN 2025		46,539.03
2/18/2025	TERRYBERRY ACCT#1-124711	STAFF SERVICE AWARDS		1,141.98
2/18/2025	THE CITIES GROUP A JOINT POWERS AUTHORITY	WC AND SAFETY/COMPLIANCE ASSESSMENT JAN-MAR 2025		653.09
2/18/2025	THE RADAR SHOP INC	RADAR UNIT MAINTENANCE		1,368.00
2/18/2025	THOMSON REUTERS - WEST PAYMENT CENTER	DESKTOP SUBSCRIPTION ENTITLEMENT		369.98
2/18/2025	T-MOBILE USA, INC.	COMBINED CITY T-MOBILE MONTHLY CHARGES		638.41
2/18/2025	T-MOBILE USA, INC.	PIO & PW CELL PHONE SERVICES THROUGH 01/20/2025		464.63
2/18/2025	TRI-SIGNAL INTEGRATION INC	FIRE ALARM TESTING LIBRARY FEB 2025		323.75
2/18/2025	TRI-SIGNAL INTEGRATION INC	FIRE ALARM TESTING F/S 16, 17, 18 FEB 2025		126.00
2/18/2025	TRI-VALLEY JANITORIAL INC.	JANITORIAL SUPPLIES JAN 2025		4,974.78
2/18/2025	TRI-VALLEY JANITORIAL INC.	JANITORIAL SERVICES EXTRA SERVICES JAN 2025		6,006.81
2/18/2025	U S BANK ST. PAUL	2021 LEASE REVENUE BONDS ADMIN FEE		3,000.00
2/18/2025	UNITED SITE SERVICES OF CA INC	SEPTIC TANK SERVICES FEB-MAR 2025		726.38
2/18/2025	UNIVERSAL BUILDING SERVICES & SUPPLY CO.	WINDOW & CARPET CLEANING CIVIC 2025		635.17
2/18/2025	UNIVERSAL BUILDING SERVICES & SUPPLY CO.	WINDOW & CARPET CLEANING LIBRARY JAN 2025		2,749.42
2/18/2025	UNIVERSAL BUILDING SERVICES & SUPPLY CO.	WINDOW & CARPET CLEANING SENIOR JAN 2025		741.78
2/18/2025	UNIVERSAL BUILDING SERVICES & SUPPLY CO.	WINDOW & CARPET CLEANING SHANNON CENTER JAN 2025		1,281.58
2/18/2025	UNIVERSAL BUILDING SERVICES & SUPPLY CO.	WINDOW & CARPET CLEANING WAVE JAN 2025		758.62
2/18/2025	UNIVERSAL BUILDING SERVICES & SUPPLY CO.	WINDOW & CARPET CLEANING WAVE WINDOW JAN 2025		1,796.32
2/18/2025	VERIZON WIRELESS	DPS - DATA PLAN FOR LICENSE PLATE READERS		1,929.08
2/18/2025	WEE HOOP, INC.	REC CLASS INSTRUCTOR		1,449.00
2/18/2025	WORKFORCE INTEGRITY & TRAINING SOLUTIONS, LLC	SAFE ROUTES TO SCHOOL - CWA ADMINISTRATION JAN 2025		1,032.76
2/18/2025	XIN SHERRY HU	CONFERENCE REIMBURSEMENT - MAYOR & COUNCILMEMBER ACADEMY		218.78
			Payments Issued 2/18/2025 Total:	**2,730,172.58**
2/21/2025	DSRSD	BILLING PERIOD: 12/1/24-1/31/25		64,656.35
2/21/2025	EMPLOYMENT DEVELOPMENT DEPT	UNEMPLOYMENT INSURANCE REIMB Q2 FY 24-25		450.00
			Payments Issued 2/21/2025 Total:	**65,106.35**
2/24/2025	1ST EDISON,INC.	MICROGRID BATTERY ENERGY STORAGE MAINT SERVICES		8,127.00
2/24/2025	4LEAF INC.	DEVELOPMENT AND PERMITS PLAN REVIEW JAN 2025		255.00
2/24/2025	A S DUTCHOVER & ASSOCIATES	DEVELOPMENT AND PERMITS PLAN REVIEW DEC 2024		457.50
2/24/2025	A4 PROMOTIONS & INCENTIVES	DPS BRANDED ENVELOPES		169.94
2/24/2025	ADVANCED MOBILITY GROUP	ANNUAL TRAFFIC SIGNAL SYSTEM SUPPORT OCT 2024		4,598.11
2/24/2025	ANCHOR ENGINEERING, INC.	INSPECTION SERVICES - DEV AND PERMITS JAN 2025		33,738.00
2/24/2025	ARROW SIGN COMPANY	MEDIAN MARKER SIGN DUBLIN BLVD X SAN RAMON 50% DEPOSIT		4,155.00
2/24/2025	BEST VERSION MEDIA, LLC	MARKETING AD - THE WAVE		408.30
2/24/2025	BIG O'TIRES #7	POLICE VEHICLE MAINTENANCE & REPAIRS		960.00
2/24/2025	BIKE EAST BAY	BIKE EAST BAY - BIKE TO WORK DAY SPONSORSHIP 2025		5,000.00
2/24/2025	CARBONIC SERVICE	POOL CHEMICAL FOR PH BALANCE		582.08
2/24/2025	CASCADIA CONSULTING GROUP, INC	SB 1383 IMPLEMENTATION ASSISTANCE DEC 2024		5,028.75
2/24/2025	CDW GOVERNMENT INC	AZURE CLOUD BACKUP 11/1-11/30/2024		1,333.23
2/24/2025	CDW GOVERNMENT INC	CDW CISCO SWICTH RPLCMNT		50,543.67
2/24/2025	CHRISTINE PETIT	REC CLASS INSTRUCTOR		1,526.40

2/24/2025	CONSOR NORTH AMERICA, INC.	BRIDGE INSPECTION - PHASE 4 OCT 2024		31,952.00
2/24/2025	CSW/STUBER-STROEH ENGINEERING GROUP, INC.	STORMWATER BUSINESS INSPECTIONS OCT 2024		2,084.50
2/24/2025	EAST BAY POOL SERVICE, INC.	POOL MAINTENANCE		1,047.04
2/24/2025	ENGIE SERVICES U.S. INC.	INVERTER REPLACEMENT ARRAY		55,726.75
2/24/2025	ENGIE SERVICES U.S. INC.	SOLAR MAINTENANCE		4,390.00
2/24/2025	EOA, INC.	STORMWATER PLAN REVIEW NOV 2024		1,080.00
2/24/2025	EOA, INC.	STORMWATER PLAN REVIEW NOV 2024		8,682.00
2/24/2025	EOA, INC.	STORMWATER PLAN REVIEW OCT 2024		1,755.00
2/24/2025	EOA, INC.	STORMWATER IMPLEMENTATION ASSISTANCE OCT 2024		10,355.13
2/24/2025	EOA, INC.	STORMWATER IMPLEMENTATION ASSISTANCE NOV 2024		5,305.20
2/24/2025	EUROPEAN MOBILE WERKS	POLICE VEHICLE MAINTENANCE & REPAIRS		4,222.20
2/24/2025	FIRST AMERICAN TITLE	ESCROW FEES TASSAJARA RD GAP CLOSURE PROJECT		1,286.00
2/24/2025	FRANCIS FERNANDES	FACILITY SECURITY DEPOSIT REFUND		750.00
2/24/2025	GTL LEASING, LLC	HYDROGEN FUEL CELL LEASE REFUELLING SERV DEC 2024		6,660.00
2/24/2025	GUIDA	DEVELOPMENT MAP REVIEW FEB 2025		805.00
2/24/2025	HARRELL HARRIS PHOTOGRAPHY	PHOTOGRAPHY SERVICES - KIDVENTURE NIGHT		300.00
2/24/2025	HF&H CONSULTANTS, LLC	SOLID WASTE FRANCHISE SUPPORT AUG 2024		18,293.75
2/24/2025	HF&H CONSULTANTS, LLC	SOLID WASTE FRANCHISE SUPPORT NOV 2024		11,840.00
2/24/2025	HF&H CONSULTANTS, LLC	SOLID WASTE FRANCHISE SUPPORT DEC 2024		16,408.75
2/24/2025	HOPE HOSPICE, INC.	RENTAL SECURITY DEPOSIT REFUND		1,500.00
2/24/2025	IRON MOUNTAIN	POLICE RECORDS STORAGE FEB 2025		1,178.89
2/24/2025	JEFF BAKER	CONFERENCE REIMBURSEMENT - LOCC		501.36
2/24/2025	JOHNSON CONTROLS SECURITY SOLUTIONS, LLC.	ALARM SERVICES CIVIC MAR-MAY 2025		592.28
2/24/2025	KIMLEY-HORN AND ASSOC. INC.	TRAFFIC SIGNAL FIBER INTRCNCT DESGN SEP 2024		13,424.36
2/24/2025	KIMLEY-HORN AND ASSOC. INC.	TRAFFIC SIGNAL FIBER INTRCNCT DESGN AUG 2024		3,426.18
2/24/2025	KIMLEY-HORN AND ASSOC. INC.	TRAFFIC SIGNAL FIBER INTRCNCT DESGN MAY 2024		1,526.53
2/24/2025	KINDERMUSIK W/ MS LINDSAY & FRIENDS, INC.	REC CLASS INSTRUCTOR		2,304.00
2/24/2025	LANG HEIM LLC	NAVIGATOR PROGRAM REFERRAL		7,500.00
2/24/2025	LANLOGIC INC.	KNOWBE4 PHISHING SOFTWARE SUBSCRIPTION		4,811.40
2/24/2025	LANLOGIC INC.	WAN MONITORING - FEB 2025		1,687.50
2/24/2025	LEWIS SOFTWARE ASSOC. LLC	941 QUARTERLY RETURNS FILING SERVICE		54.00
2/24/2025	ON THE VINE CATERING	CITY COUNCIL INSTALLATION & RECOGNITION RECEPTION		3,736.28
2/24/2025	PAKPOUR CONSULTING GROUP, INC.	DEVELOPMENT AND PERMITS PLAN REVIEW JAN 2025		20,907.50
2/24/2025	PG&E	5844 COLUMBUSST M DONBIDDLEPK 01/14/2025		384.86
2/24/2025	PG&E	6020 DUBLIN BLVD 1010865440 01/13/2025		139.14
2/24/2025	PG&E	LS2-A EAST DUBLIN 01/14/2025		19,429.72
2/24/2025	PG&E	B10S SERVICE TO EGP 01/07/2025		6,301.29
2/24/2025	PG&E	VAR PARK IRRIGATION 01/06/2025		93.84
2/24/2025	PG&E	B6 SERVICE TO BRAY CMMN 01/09/2025		131.96
2/24/2025	PG&E	B1 SERVICE TO DEVANY 01/09/2025		13.28
2/24/2025	PG&E	SERVICE TO VARIOUS IRRIG 01/06/2025		1,937.46
2/24/2025	PG&E	SERVICE TO 3142 CENTRAL PKWY 01/09/2025		155.94
2/24/2025	PG&E	SERVICE TO VARIOUS IRRIG 01/09/2025		99.93
2/24/2025	PG&E	TC1 SERVICE TO FALLON 01/08/2025		1,213.59
2/24/2025	PG&E	B1 SERVICE TO VARIOUS 1997-1 01/14/2025		109.14
2/24/2025	PG&E	LS2-A SERVICE TO ARN & MART 01/14/2025		93.05
2/24/2025	PG&E	LS2-A SERVICE TO CENTRAL 01/14/2025		3.98
2/24/2025	PG&E	LS2-A SERVICE TO EAST DUBLIN 01/14/2025		13,294.94
2/24/2025	PG&E	SERVICE TO SR CTR 01/09/2025		2,688.47
2/24/2025	PG&E	A6 SERVICE TO FS18 01/09/2025		749.51
2/24/2025	PIVOT INTERIORS,INC.	FS17 OFFICE CHAIRS FEB 2025		6,721.94
2/24/2025	PLACER LABS INC.	PLACERAI DATA AALYTICS PLATFORM		20,000.00
2/24/2025	QUADIENT FINANCE USA, INC.	POSTAGE FEES FOR PD JAN 2025		350.00
2/24/2025	REDWOOD TOXICOLOGY LAB. INC.	TOXICOLOGY SERVICES		325.84
2/24/2025	RON HSI TRI-VALLEY AIKIDO	REC CLASS INSTRUCTOR		815.40
2/24/2025	ROTH STAFFING COMPANIES, L.P.	BUSINESS LICENSE TEMP 02/02/25-02/09/25		1,652.40
2/24/2025	SELECT IMAGING	COUNCIL CHAMBER LETTERING		2,922.03
2/24/2025	SHAMROCK OFFICE SOLUTIONS, LLC FILE 2399	SHAMROCK CONTRACT PAYMENT 12/30-01/30/2025		666.48
2/24/2025	SNG & ASSOCIATES INC.	DEVELOPMENT AND PERMITS PLAN REVIEW NOV 2024		14,756.00
2/24/2025	SNG & ASSOCIATES INC.	DEVELOPMENT AND PERMITS PLAN REVIEW DEC 2024		9,205.50
2/24/2025	STRAWN CONSTRUCTION, INC.	DUBLIN CULTURAL ARTS CENTER DEC 2024 - JAN 2025		225,956.60
2/24/2025	THE ECOHERO SHOW, LLC.	THE ECOHERO SHOW SCHOOL ASSEMBLY KOLB ELEM JAN 2025		1,250.00
2/24/2025	THE FORD STORE SAN LEANDRO	2025 FORD K8 POLICE REPLACEMENT VEHICLE		54,175.30
2/24/2025	TREASURER ALAMEDA COUNTY PW AGENCY-FISCAL DIVISION	TRAFFIC SIGNAL AND STREETLIGHT MAINT SVCS DEC 2024		16,970.58
2/24/2025	TRI-VALLEY COMMUNITY TV	RECORD/TELEVISE CITY COUNCIL & PLANNING COMM MTGS		432.16
2/24/2025	TRI-VALLEY JANITORIAL INC.	JANITORIAL SERVICES & SUPPLY - CAMP PARKS FEB 2025		33,416.92
2/24/2025	VERIZON WIRELESS	DPS - DATA PLAN FOR LICENSE PLATE READERS		320.08
2/24/2025	WESCO GRAPHICS INC	ACTIVITY GUIDE PRINTING		12,296.68
2/24/2025	WILLDAN ENERGY SOLUTIONS	BLDG ELECTRIFICATION & CODE ASSISTANCE OCT 2024		24,345.00
2/24/2025	WILLDAN ENERGY SOLUTIONS	BLDG ELECTRIFICATION & CODE ASSISTANCE NOV 2024		10,486.50
2/24/2025	WMT DIGITAL LLC	EVENT APP FOR SPECIAL EVENTS		6,375.00
			Payments Issued 2/24/2025 Total:	**853,257.09**
2/27/2025	CAL PERS	PERS RETIREMENT PLAN: PE 2/21/25 & FEBRUARY COUNCIL		100,060.02
2/27/2025	RETIREE	RETIREE MEDICAL		237,694.94
2/27/2025	INTERNAL REVENUE SERVICE	FEDERAL WITHHOLDING: PE 2/21/25 & FEBRUARY COUNCIL		75,137.36
			Payments Issued 2/27/2025 Total:	**412,892.32**
2/28/2025	EMPLOYMENT DEVELOPMENT DEPT	CA STATE WITHHOLDING: PE 2/21/25 & FEBRUARY COUNCIL		22,967.64
2/28/2025	HEALTHEQUITY, INC.	HEALTHEQUITY: PE 2/21/25		4,395.68
2/28/2025	I C M A 401 PLAN	DEFERRED COMP 401A: PE 2/21/25		1,499.10
2/28/2025	I C M A 457 PLAN	DEFERRED COMP 457: PE 2/21/25 & FEBRUARY COUNCIL		39,538.44
2/28/2025	US BANK - PARS	PARS: PE 2/21/25		3,330.43

Payments Issued 2/28/2025 Total: **71,731.29**

Grand Total for Payments Dated 2/1/2025 through 2/28/2025: **8,363,313.23**

Total Number of Payments Issued: 358

Agenda Item 5.6

STAFF REPORT
CITY COUNCIL

DATE: March 18, 2025

TO: Honorable Mayor and City Councilmembers

FROM: Colleen Tribby, City Manager

SUBJECT: Tract 8645 Francis Ranch – Final Map Notice and Agreement for Long Term Encroachment for Landscape Features
Prepared by: Gabrielle Abdon, Senior Civil Engineer

EXECUTIVE SUMMARY:

The City Council will receive a notification of the City Engineer's pending approval of the Final Map for Tract 8645, Francis Ranch. The City Council will consider approving the Agreement for Long-Term Encroachment for Landscape Features for Tract 8645, Francis Ranch.

STAFF RECOMMENDATION:

Receive the notification and adopt the **Resolution** Approving the Agreement for Long Term Encroachment for Landscape Features with Tract 8645, Francis Ranch.

FINANCIAL IMPACT:

There is no impact to the General Fund. All costs associated with the agreement are borne by the developer.

DESCRIPTION:

The Francis Ranch development (formerly known as East Ranch) is located north of Interstate 580, east of Fallon Road and the Jordan Ranch development, south of the Positano development, and adjacent to the City's eastern city boundary. The development is being subdivided into six neighborhoods. The developer has prepared a Final Map, Tract 8645, for Neighborhood 1. In accordance with Chapter 9.24.080 of the City of Dublin Municipal Code, this is notice of the following:

City Engineer's pending decision on the following Final Map:

Tract	Location	Developer	Number of Units/Lots	Type	Proposed Decision
8645	Francis Ranch, Neighborhood 1	TH East Ranch Dublin, LLC	101 Lots	Single Family	Approve

Agreement for Long Term Encroachment for Landscape Features
The Agreement for Long Term Encroachment for Landscape Features provides for the Homeowners' Association to maintain project-related landscape and decorative features within the public street rights-of-way along all public streets within the neighborhood, including landscape planting, irrigation, sidewalks, street trees, and decorative or stamped pavement. The project conditions of approval require this agreement prior to approval of the Final Map.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) Resolution Approving the Agreement for Long Term Encroachment for Landscape Features with Tract 8645, Francis Ranch
2) Exhibit A to the Resolution – Agreement for Long Term Encroachment for Landscape Features with Tract 8645, Francis Ranch
3) Tract 8645 Final Map

RESOLUTION NO. XX – 25

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

APPROVING THE AGREEMENT FOR LONG TERM ENCROACHMENT FOR LANDSCAPE FEATURES WITH TRACT 8645, FRANCIS RANCH

WHEREAS, a Vesting Tentative Map for Francis Ranch was approved by City Council Resolution 140-21 on December 7, 2021, with Conditions of Approval; and

WHEREAS, said Conditions of Approval required the developer to construct project-related landscape features within the public street rights-of-way; and

WHEREAS, said Conditions of Approval required the developer to enter into an Agreement for Long Term Encroachment for the maintenance of said landscape features; and

WHEREAS, the developer has executed and filed with the City of Dublin a Tract Improvement Agreement to construct the required Tract improvements, including said landscape features; and

WHEREAS, the developer has executed and filed with the City of Dublin an Agreement for Long Term Encroachment for Landscape Features for Tract 8645, Francis Ranch, attached hereto as **Exhibit A**, which will be recorded against the property concurrently with the Tract 8645 Final Map.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin does hereby approve the Agreement for Long Term Encroachment for Landscape Features for Tract 8645, Francis Ranch, attached hereto as **Exhibit A** to this Resolution.

BE IT FURTHER RESOLVED that the City Manager, or designee, is authorized to execute **Exhibit A** and make any necessary, non-substantive changes to **Exhibit A** to carry out the intent of this Resolution.

PASSED, APPROVED AND ADOPTED this 18th day of March 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

Recording Requested By:
CITY OF DUBLIN

When Recorded Mail To:
City Clerk
City of Dublin
100 Civic Plaza
Dublin, CA 94568
Fee Waived per GC 27383

AGREEMENT FOR LONG TERM ENCROACHMENT FOR LANDSCAPE FEATURES WITH TRACT 8645, Francis Ranch

THIS AGREEMENT FOR LONG TERM ENCROACHMENT FOR LANDSCAPE FEATURES WITH TRACT 8645 ("Agreement") is made between the City of Dublin ("City") on the one hand, and TH East Ranch Dublin LLC, a California limited liability company (the "Contractor"), and Arroyo Cap IV-3, LLC, a Delaware limited liability company (the "Owner"), on the other hand.

1. **Property:** The subject property is Tract 8645 as filed in Book ____ of Maps at Pages _____, in the Official Records of the County of Alameda, State of California ("Property").

2. **Owner:** Owner is the owner of Tract 8645, Francis Ranch ("Project").

3. **Contractor:** Owner has contracted with Contractor to construct various infrastructure and related improvements consistent with Vesting Tentative Map and Improvement Plans for Francis Ranch Tract 8645, including the Landscape Features (as defined below).

4. **Landscape Features:** Owner or Contractor, as part of the Project, anticipates the construction of Project related landscape features within the City's rights of ways on the following streets within Tract 8645: Savanna Court, Wren Court, Kevin Street, Savanna Lane, Wren Street, Mary Way, Langley Road, (collectively, the "Landscape Features"). Construction details for these Landscape Features are shown on the following plans:

   a. *Improvement Plans for Francis Ranch, Tract 8645 Neighborhood 1,* prepared by MacKay & Somps, approved by the City Engineer on_____; and
   b. *East Ranch – Tract* 8645 *– Neighborhood 1 Production Home Landscape Plans ,* prepared by Gates +Associates, approved by the City Engineer on _____; and

The scope of the improvements covered under the agreement is shown on the attached Exhibit "A". For avoidance of doubt, the parties agree that Owner and Contractor are each separately obligated to construct, operate and maintain the Landscape Features in accordance with the provisions of this Agreement. "Developer", as used herein, is the person that actually constructs, operates and maintains the Landscape Features.

5. **Encroachment Permit:** Developer shall apply to the City for an encroachment permit for work to be performed pursuant to this Agreement. The City must grant the encroachment permit for all work to install, operate and maintain the Landscape Features improvements and all the conditions imposed by the City must be consistent with the provisions of this Agreement. If there is a conflict between any provisions of this Agreement and the encroachment permit, the provisions of this Agreement shall prevail over the conditions of the encroachment permit.

6. **Ownership:** Owner shall own all special Landscape Features, including but not limited to sidewalk, plantings, irrigation, street trees, etc.

7. **Operations and Maintenance:** Developer shall maintain and repair all the Landscape Features, including all frontage landscape plantings, irrigation, sidewalks, moisture barriers, street trees, and decorative/stamped pavement within the designated areas, in a safe manner consistent with the approved plans to the reasonable satisfaction of the City at its sole cost and expense, including electric power and water cost. Developer will be responsible at its sole cost to replace or repair any Landscape Feature damaged or removed during the maintenance or repair of sewer, water, drainage or utility improvements by the City, Dublin San Ramon Services District or utility company, unless such damage or removal is caused by the negligence, gross negligence or willful misconduct of the City, Dublin San Ramon Services District or utility company. The City will maintain at its sole cost all asphalt concrete pavement, concrete curb and gutter, drainage improvements, traffic signs and striping, and streetlights in the public right of way.

8. **Removal or Relocation:** If future improvements proposed by the City conflict with any of the Landscape Features, the City may remove or reasonably relocate the Landscape Feature to another location within the Property, at its sole cost. If any of the Landscape Features are relocated, the City, Owner, and Contractor will execute a modification to this Agreement to reflect the maintenance and operations at its new location. Provided, however, the City is under no obligation to relocate any of the Landscape Features.

9. **Insurance:** Developer shall obtain and maintain in effect a combined single limit policy of liability insurance not less than one million dollars ($1,000,000) covering the Landscape Features improvements and shall name the City as an additional insured.

10. **Indemnification:** Developer shall indemnify, defend and hold the City harmless from and against any and all loss, claims, liability damage or expense or cost the City may incur or become liable for or for which a claim is made by a third party, directly arising from the negligence, gross negligence or willful misconduct of Developer arising out of Developer's construction, maintenance or operations of the Landscape Features unless caused by the negligence, gross negligence or willful misconduct of the City, its agents, contractors or employees.

11. **Permanent:** The Landscape Features and the rights appurtenant thereto as set forth in this Agreement shall exist in perpetuity and are appurtenant to the Property.

12. **Right to Assign:** Following the completion of the construction and installation of the Landscape Features, Owner and Developer may assign any or all of their rights, interests and obligations arising under this Agreement to the Homeowners' Association for Tract ____ or to a successor in interest of Owner (including Contractor) with respect to all or a portion of the Project; provided, however, that no such assignment of the rights interests and obligations under this Agreement shall occur without prior written notice to the City and written approval by the City Manager, which approval shall not be unreasonably withheld, conditioned or delayed. The City Manager shall consider and decide on any assignment within ten (10) days after Owner's notice thereof, provided all necessary documents and other information are provided to the City Manager to enable the City Manager to assess the assignment.

13. **Successors and Assigns:** Each reference to the "City" in this Agreement shall be deemed to refer to and include the City and all successors and assigns of City. All references to the "Owner" in this Agreement shall be deemed to refer to and include any successors in ownership and title.

14. **Notices:** Any notices, requests, demands or other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given on the date of delivery if delivered personally to the party to whom notice is to be given (including messenger or recognized delivery or courier service), upon delivery if given by electronic mail (email) or on the second day after mailing, if mailed to the party to whom notice is to be given, by first-class mail, postage prepaid, and properly addressed as follows:

City:

City of Dublin
100 Civic Plaza
Dublin, California 94568
Fax No. (925) 833-6651

Attn: City Manager

Owner:

c/o Arroyo Cap IV-3, LLC, a Delaware limited liability company
Attn: Jeffrey Brouelette
Email: jbrouelette@arroyocapital.com
18575 Jamboree Road, Suite 350
Irvine, CA 92612

Contractor:

TH East Ranch LLC
Attn: Legal Department
Email: legal.notices@trumarkco.com
3001 Bishop Dr. 3100
San Ramon, CA 94583

With a copy to:

Jackson Tidus
Attn: Sonia Lister, Esq.
2030 Main Street, 12th Floor
Irvine, CA 92614

15. **Exhibits:** All exhibits attached to this Agreement are incorporated herein as though they were set forth in full body of this Agreement.

16. **Partial Invalidity:** If any provision of this Agreement is held by a court of competent jurisdiction to be invalid or unenforceable, the remainder of the Agreement shall continue in full force and effect and shall in no way be impaired or invalidated, and the parties agree to substitute for the invalid or unenforceable provision a valid and enforceable provision that most closely approximates the intent and economic effect of the invalid or unenforceable provision.

17. **Entire Agreement:** This Agreement contains the entire agreement and understanding of the parties with respect to the subject matter hereof and cannot be amended or modified except by a written agreement, executed by each of the parties hereto.

18. **Counterparts:** This Agreement may be executed in one or more counterparts, each of which shall, for all purposes, be deemed an original and all such counterparts, taken together, shall constitute one and the same instrument.

Dated this 21 day of January, 2025.

CITY:

THE CITY OF DUBLIN,
a municipal corporation

By: _____

City Manager

CONTRACTOR:

TH EAST RANCH DUBLIN LLC,
a California limited liability company

By: _____
Name: TONY BOSOWSKI
Title: Authorized Agent

Dated: 01-21-2025

OWNER:

ARROYO CAP IV-3, LLC,
a Delaware limited liability company

By: Arroyo Cap IV-2, LLC,
a Delaware limited liability company
its sole member

By: Arroyo Capital IV, LLC,
a Delaware limited liability company
its sole member

By: _____
Name: Jeffrey B. Brouelette
Title: President

Dated: January 15, 2025

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Contra Costa)

On January 21, 2025 before me, Heide K. Antonescu, Notary Public
(insert name and title of the officer)

personally appeared Tony Bosowski,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

HEIDE K. ANTONESCU
Notary Public - California
Contra Costa County
Commission # 2480779
My Comm. Expires Feb 28, 2028

Signature Heide K. Antonescu (Seal)

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of Orange)

On January 15, 2025, before me, Rachel Mayo (insert name and title of the officer),
Notary Public, personally appeared Jeffrey B Bouchette,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

RACHEL MAYO
Notary Public - California
Orange County
Commission # 2417412
My Comm. Expires Oct 18, 2026

033439-0011
12697865a11/08/18



NORTH

0 300 600 1200

SCALE: 1"=600'

LEGEND:

CITY OWNED AND MASTER HOA MAINTAINED SOFTSCAPE & IRRIGATION (AREA = 3,390± SF)

CITY OWNED AND MASTER HOA MAINTAINED HARDSCAPE (AREA = 37,281± SF)

TRACT BOUNDARY

MacKAY & SOMPS
ENGINEERS PLANNERS SURVEYORS
PLEASANTON, CA (925)225-0690

FRANCIS RANCH - TRACT 8645
LONG TERM ENCROACHMENT AGREEMENT
EXHIBIT A
DUBLIN, CALIFORNIA

DRAWN BY: MB	JOB NO: 19343.NH1	DATE: 5-29-24

SHEET 1 of 3

05-29-2024 11:20am Mike Brill P:\19343-T\DES\OVERALL EXHIBITS\D-EXH - LONG TERM ENCROACHMENT - NH1 - 2024-05-29.DWG



SEE SHEET 3

NORTH

0 100 200 400

SCALE: 1"=200'

LEGEND:

CITY OWNED AND MASTER HOA MAINTAINED SOFTSCAPE & IRRIGATION (AREA = 3,390± SF)

CITY OWNED AND MASTER HOA MAINTAINED HARDSCAPE (AREA = 37,281± SF)

TRACT BOUNDARY

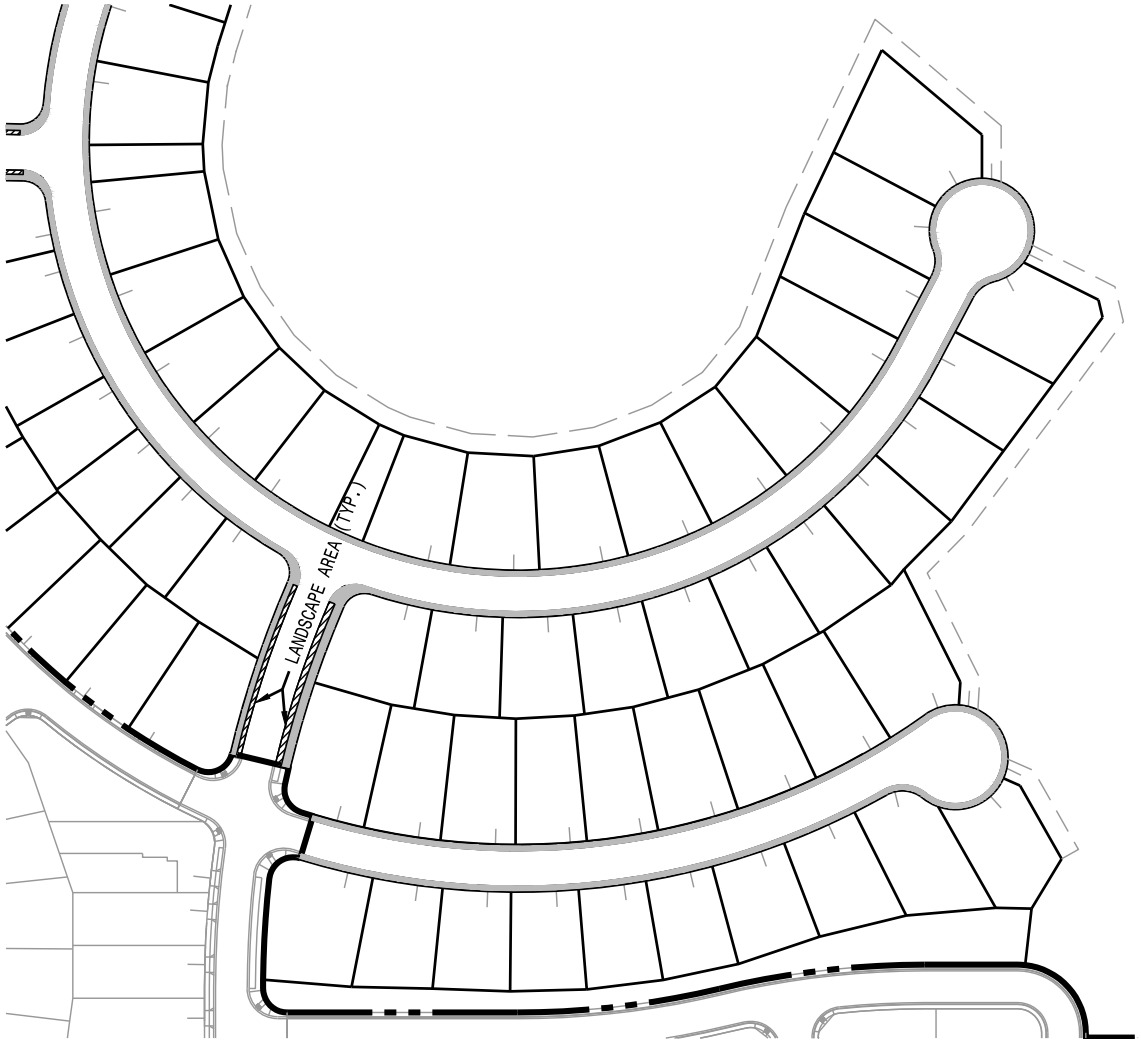
MacKAY & SOMPS
ENGINEERS PLANNERS SURVEYORS
PLEASANTON, CA (925)225-0690

FRANCIS RANCH - TRACT 8645
LONG TERM ENCROACHMENT AGREEMENT
EXHIBIT A
DUBLIN, CALIFORNIA

DRAWN BY: MB	JOB NO: 19343.NH1	DATE: 5-29-24

05-29-2024 11:20am Mike Brill P:\19343-T\DES\OVERALL EXHIBITS\D-EXH - LONG TERM ENCROACHMENT - NH1 - 2024-05-29.DWG

SEE SHEET 2



NORTH

0 100 200 400

SCALE: 1"=200'

LEGEND:

CITY OWNED AND MASTER HOA MAINTAINED SOFTSCAPE & IRRIGATION (AREA = 3,390± SF)

CITY OWNED AND MASTER HOA MAINTAINED HARDSCAPE (AREA = 37,281± SF)

TRACT BOUNDARY

MACKAY & SOMPS
ENGINEERS PLANNERS SURVEYORS
PLEASANTON, CA (925)225-0690

FRANCIS RANCH - TRACT 8645
LONG TERM ENCROACHMENT AGREEMENT
EXHIBIT A
DUBLIN, CALIFORNIA

DRAWN BY: MB	JOB NO: 19343.NH1	DATE: 5-29-24

SHEET 3 of 3

05-29-2024 11:21am Mike Brill P:\19343-T\DES\OVERALL EXHIBITS\D-EXH - LONG TERM ENCROACHMENT - NH1 - 2024-05-29.DWG

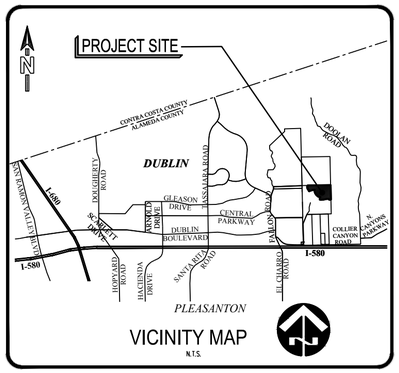
TRACT 8645

FRANCIS RANCH, NEIGHBORHOOD 1
CROAK PROPERTY

A SUBDIVISION OF PARCEL 1 OF TRACT 8563,
RECORDED IN BOOK 371 OF MAPS, AT PAGE
12 THROUGH 22, ALAMEDA COUNTY RECORDS
CITY OF DUBLIN
ALAMEDA COUNTY, CALIFORNIA

MacKAY & SOMPS
ENGINEERS PLANNERS SURVEYORS
5142B FRANKLIN DR, PLEASANTON, CA 94588 (925)225-0690

MARCH 2025



OWNER'S STATEMENT:

THE UNDERSIGNED DOES HEREBY STATE THAT HE/SHE/THEY IS/ARE THE OWNER OF ALL THE LANDS DELINEATED AND EMBRACED WITHIN THE TRACT BOUNDARY LINE OF THIS FINAL MAP ENTITLED: "TRACT 8645, FRANCIS RANCH, NEIGHBORHOOD 1, CROAK PROPERTY", CITY OF DUBLIN, ALAMEDA COUNTY, CALIFORNIA", CONSISTING OF TEN (10) SHEETS, THIS STATEMENT BEING UPON SHEET ONE (1) THEREOF; THAT HE/SHE/THEY CONSENT(S) TO THE PREPARATION AND FILING OF SAID MAP; THAT SAID MAP DOES PARTICULARLY SETS FORTH AND DESCRIBES ALL THE LOTS INTENDED FOR SALE BY THEIR NUMBER AND PRECISE LENGTH AND WIDTH; AND THAT SAID MAP PARTICULARLY SETS FORTH AND DESCRIBES THE PARCELS OF LAND SO RESERVED FOR PUBLIC PURPOSES BY THEIR BOUNDARIES, COURSES, AND EXTENT.

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED IN FEE TO THE CITY OF DUBLIN FOR PUBLIC PURPOSES:

1. THE REAL PROPERTY DESIGNATED AS KEVIN STREET, LANGLEY ROAD, MARY WAY, SAVANNA LANE, SAVANNA COURT, AND WREN COURT FOR PUBLIC RIGHT OF WAY PURPOSES.

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED TO THE CITY OF DUBLIN AS EASEMENTS FOR PUBLIC PURPOSES:

1. THE AREAS IN, UNDER, ALONG, AND ACROSS ANY AREA OR STRIP OF LAND DESIGNATED AS PUBLIC SERVICE EASEMENTS (PSE), AS DELINEATED AND EMBRACED WITHIN THE BOUNDARIES OF THE HEREIN EMBODIED MAP, ARE DEDICATED TO THE CITY OF DUBLIN FOREVER FOR THE "PURPOSES OF PUBLIC SERVICES" (AS HEREIN DEFINED). THE "PURPOSES OF PUBLIC SERVICES" SHALL INCLUDE THE CONSTRUCTION, RECONSTRUCTION, REMOVING, REPLACING, REPAIRING, MAINTAINING, OPERATING, AND USING "PUBLIC SERVICE FACILITIES" (AS DEFINED HEREIN), AND ACCESS THROUGH THE PUBLIC SERVICE EASEMENT FOR THESE PURPOSES. "PUBLIC SERVICE FACILITIES" SHALL INCLUDE PUBLIC UTILITIES, FIRE HYDRANTS, ELECTROLIERS, IRRIGATION SYSTEMS, SIGNS AND TRAFFIC SIGNALS, AND ALL NECESSARY APPURTENANCES THERETO SUCH AS BRACES, CONNECTIONS, FASTENINGS, APPLIANCES, AND FIXTURES FOR USE IN CONNECTION THEREWITH. ALL PUBLIC SERVICE EASEMENTS SHALL BE KEPT OPEN AND FREE FROM BUILDINGS OR STRUCTURES OF ANY KIND, WITH THE SOLE EXCEPTION OF PUBLIC SERVICE FACILITIES. ALL PUBLIC SERVICE EASEMENTS SHALL BE CONSIDERED PUBLIC "WAYS" AS THAT TERM IS USED IN CALIFORNIA PUBLIC UTILITIES CODE SECTION 6202, AND ALL PUBLIC UTILITIES HOLDING A VALID FRANCHISE FROM THE CITY SHALL HAVE THE RIGHT TO USE THE PUBLIC SERVICE EASEMENTS IN ACCORDANCE WITH THE TERMS OF THE FRANCHISE.

2. THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED TO THE CITY OF DUBLIN AS EASEMENTS FOR PUBLIC PURPOSES: THE AREAS DESIGNATED AS EMERGENCY VEHICLE ACCESS EASEMENT (EVAE), AS DELINEATED AND EMBRACED WITHIN THE BOUNDARIES OF THE HEREIN EMBODIED MAP, FOR THE PURPOSE OF INGRESS AND EGRESS OF PUBLIC SAFETY VEHICLES AND EMERGENCY EQUIPMENT.

AND THE UNDERSIGNED DOES HEREBY RESERVE FOR FUTURE DEDICATION TO THE FALLON VILLAGE GEOLOGIC HAZARD ABATEMENT DISTRICT (GHAD), PARCELS D AND F, AS SHOWN UPON SAID MAP, FOR THE PURPOSES OF THE ONGOING MAINTENANCE OF OPEN SPACES AND REQUIRED GHAD ACTIVITIES, INCLUDING, BUT NOT LIMITED TO THE MAINTENANCE OF STORM DRAINAGE FACILITIES, BENCHES, BROW DITCHES, ROADS OR TRAILS, FENCING, WATER QUALITY CONTROL PONDS, AND SLOPES. SAID PARCELS D AND F ARE TO BE CONVEYED BY SEPARATE INSTRUMENT TO THE FALLON VILLAGE GEOLOGIC HAZARD ABATEMENT DISTRICT (GHAD) SUBSEQUENT TO THE FILING OF THIS FINAL MAP.

AND THE UNDERSIGNED DOES HEREBY RESERVE FOR FUTURE DEDICATION TO THE FALLON VILLAGE GEOLOGIC HAZARD ABATEMENT DISTRICT (GHAD), THE AREAS DESIGNATED AS MAINTENANCE EASEMENT (ME), AS SHOWN UPON SAID MAP, FOR THE PURPOSES OF THE ONGOING MAINTENANCE OF OPEN SPACES AND REQUIRED GHAD ACTIVITIES, INCLUDING, BUT NOT LIMITED TO THE MAINTENANCE OF STORM DRAINAGE FACILITIES, BENCHES, BROW DITCHES, ROADS OR TRAILS, FENCING, WATER QUALITY CONTROL PONDS, AND SLOPES. SAID EASEMENT IS TO BE CONVEYED BY SEPARATE INSTRUMENT TO THE FALLON VILLAGE GEOLOGIC HAZARD ABATEMENT DISTRICT (GHAD) SUBSEQUENT TO THE FILING OF THIS FINAL MAP.

AND THE UNDERSIGNED DOES HEREBY RESERVE FOR FUTURE DEDICATION TO THE DUBLIN SAN RAMON SERVICES DISTRICT (DSRSD), PARCELS H AND I, AS SHOWN UPON SAID MAP, FOR WATER PURPOSES, INCLUDING, BUT NOT LIMITED TO THE CONSTRUCTION AND MAINTENANCE OF WATER FACILITIES. SAID PARCELS H AND I ARE TO BE CONVEYED BY SEPARATE INSTRUMENT TO THE DUBLIN SAN RAMON SERVICES DISTRICT (DSRSD) SUBSEQUENT TO THE FILING OF THIS FINAL MAP.

THE REAL PROPERTY DESIGNATED AS PRIVATE ACCESS EASEMENT (PAE) IS FOR THE THE PURPOSE OF PRIVATE VEHICLE AND PEDESTRIAN INGRESS AND EGRESS AND PRIVATE UTILITIES. SAID EASEMENT IS NOT OFFERED FOR DEDICATION TO THE PUBLIC.

AND THE UNDERSIGNED DOES HEREBY RESERVE FOR FUTURE DEDICATION TO THE HOMEOWNERS ASSOCIATION PARCELS A, B, C, E, AND G AS SHOWN UPON SAID MAP. SAID PARCELS A, B, C, E, AND G TO BE CONVEYED BY SEPARATE INSTRUMENT TO THE HOMEOWNERS ASSOCIATION SUBSEQUENT TO THE FILING OF THIS FINAL MAP.

THIS MAP SHOWS ALL EASEMENTS ON THE PREMISES AND/OR OF RECORD, WITHIN THE BOUNDARY LINES OF THE HEREIN EMBODIED MAP.

IN WITNESS WHEREOF, THE UNDERSIGNED HAVE EXECUTED THIS STATEMENT ON THE _____ DAY OF _____, 2025.

AS OWNERS: ARROYO CAP IV-3, LLC, A DELAWARE LIMITED LIABILITY COMPANY

BY: ARROYO CAP IV-2, LLC, A DELAWARE LIMITED LIABILITY COMPANY
ITS SOLE MEMBER

BY: ARROYO CAPITAL IV, LLC, A DELAWARE LIMITED LIABILITY COMPANY
ITS SOLE MEMBER

BY: _____

NAME: _____

TITLE: _____

SOILS REPORT NOTE:

A GEOTECHNICAL REPORT, DATED DECEMBER 10, 2021, AND REVISED FEBRUARY 17, 2022, HAS BEEN PREPARED BY ENGEO INCORPORATED, JOB NO. 5101.001.002 "GEOTECHNICAL EXPLORATION", FOR THIS SUBDIVISION AND IS ON FILE WITH THE CITY OF DUBLIN.

OWNER'S ACKNOWLEDGMENT:

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA
COUNTY OF _____)

ON _____, 2025, BEFORE ME _____, A NOTARY PUBLIC, PERSONALLY APPEARED _____ WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND:

SIGNATURE: _____

_____
PRINTED NAME, NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE

PRINCIPAL PLACE OF BUSINESS: _____

COMMISSION EXPIRES: _____

COMMISSION # OF NOTARY: _____

OPTIONEE'S STATEMENT:

THE UNDERSIGNED, TH EAST RANCH DUBLIN LLC, A CALIFORNIA LIMITED LIABILITY COMPANY, AS OPTIONEE UNDER THE DOCUMENTS RECORDED ON SEPTEMBER 29, 2023, AS DOCUMENT NUMBER 2023111607, ON MARCH 29, 2024, AS DOCUMENT NUMBER 2024041809, AND ON MARCH 29, 2024, AS DOCUMENT NUMBER 2024041810 OF OFFICIAL RECORDS OF ALAMEDA COUNTY, CALIFORNIA, DOES HEREBY JOIN IN AND CONSENT TO THE FOREGOING OWNERS' STATEMENT AND ALL DEDICATIONS SHOWN HEREIN.

BY: _____

NAME: _____

TITLE: _____

OPTIONEE'S ACKNOWLEDGMENT:

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA}
COUNTY OF _____}

ON _____, 2025, BEFORE ME _____, A NOTARY PUBLIC, PERSONALLY APPEARED _____
WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND:

SIGNATURE: _____

_____
PRINTED NAME, NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE

PRINCIPAL PLACE OF BUSINESS: _____

COMMISSION EXPIRES: _____

COMMISSION # OF NOTARY: _____

CLERK OF THE BOARD OF SUPERVISORS' STATEMENT:

STATE OF CALIFORNIA)
COUNTY OF ALAMEDA)

I, ANIKA CAMPBELL-BELTON, CLERK OF THE BOARD OF SUPERVISORS FOR THE COUNTY OF ALAMEDA, STATE OF CALIFORNIA, DO HEREBY STATE, AS CHECKED BELOW, THAT:

☐ AN APPROVED BOND HAS BEEN FILED WITH THE SUPERVISORS OF SAID COUNTY AND STATE IN THE AMOUNT OF $_____ CONDITIONED FOR THE PAYMENT OF ALL TAXES AND SPECIAL ASSESSMENTS COLLECTED AS TAXES, APPROVED BY SAID LOCAL BOARD IN SAID AMOUNT.

☐ ALL TAXES AND SPECIAL ASSESSMENTS COLLECTED AS TAXES HAVE BEEN PAID AS CERTIFIED BY THE TREASURER-TAX COLLECTOR OF THE COUNTY OF ALAMEDA.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND THIS ____ DAY OF _____, 2025.

ANIKA CAMPBELL-BELTON
CLERK OF THE BOARD OF SUPERVISORS
COUNTY OF ALAMEDA, STATE OF CALIFORNIA

BY: _____
DEPUTY COUNTY CLERK

COUNTY RECORDER'S STATEMENT:

FILED FOR RECORD THIS _____ DAY OF _____, 2025 AT _____M., IN BOOK _____ OF MAPS AT PAGES _____ THROUGH _____, UNDER SERIES NO. 2025_____ AT THE REQUEST OF FIRST AMERICAN TITLE COMPANY IN THE OFFICE OF THE COUNTY RECORDER OF THE COUNTY OF ALAMEDA, STATE OF CALIFORNIA.

FEE: $_____

MELISSA WILK
COUNTY RECORDER IN AND FOR THE COUNTY
OF ALAMEDA, STATE OF CALIFORNIA

BY: _____
DEPUTY

TRACT 8645

FRANCIS RANCH, NEIGHBORHOOD 1
CROAK PROPERTY

A SUBDIVISION OF PARCEL 1 OF TRACT 8563,
RECORDED IN BOOK 371 OF MAPS, AT PAGE
12 THROUGH 22, ALAMEDA COUNTY RECORDS
CITY OF DUBLIN
ALAMEDA COUNTY, CALIFORNIA

MacKAY & SOMPS
ENGINEERS PLANNERS SURVEYORS
5142B FRANKLIN DR, PLEASANTON, CA 94588 (925)225-0690

MARCH 2025

CITY ENGINEER'S STATEMENT:

I, LAURIE L. SUCGANG, CITY ENGINEER OF THE CITY OF DUBLIN, COUNTY OF ALAMEDA, STATE OF CALIFORNIA, DO HEREBY STATE THAT I HAVE EXAMINED THE HEREIN EMBODIED FINAL MAP ENTITLED "TRACT 8645, FRANCIS RANCH, NEIGHBORHOOD 1, CROAK PROPERTY", CITY OF DUBLIN, ALAMEDA COUNTY, CALIFORNIA", CONSISTING OF TEN (10) SHEETS, THIS STATEMENT BEING UPON SHEET TWO (2) THEREOF, AND THAT THE FINAL MAP WAS PRESENTED TO ME AS PROVIDED BY LOCAL ORDINANCE THIS _____ DAY OF _____, 20__, AND THAT THIS MAP CONFORMS WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCES APPLICABLE AT THE TIME OF APPROVAL OF THE VESTING TENTATIVE MAP AND THE SUBDIVISION AS SHOWN IS SUBSTANTIALLY THE SAME AS IT APPEARED ON THE VESTING TENTATIVE MAP AND ANY APPROVED ALTERATIONS THEREOF, AND THAT I APPROVE SAID MAP AND ACCEPT, SUBJECT TO IMPROVEMENT, ON BEHALF OF THE CITY OF DUBLIN, KEVIN STREET, LANGLEY ROAD, MARY WAY, SAVANNA LANE, SAVANNA COURT, AND WREN COURT, AND PUBLIC SERVICE EASEMENT (PSE), EMERGENCY VEHICLE ACCESS EASEMENT (EVAE), OFFERED FOR DEDICATION FOR PUBLIC USE IN CONFORMITY WITH THE TERMS OF THE OFFER OF DEDICATION .

I FURTHER STATE THAT ALL AGREEMENTS AND SURETY REQUIRED BY LAW TO ACCOMPANY THE WITHIN FINAL MAP ARE APPROVED AND ARE FILED WITH THE CITY.

SIGNED: _____
LAURIE L. SUCGANG, CITY ENGINEER
CITY OF DUBLIN, ALAMEDA COUNTY, CALIFORNIA

DATE: _____, 2025

REGISTERED PROFESSIONAL ENGINEER
LAURIE L. SUCGANG
R.C.E. 73022
CIVIL
STATE OF CALIFORNIA

ACTING CITY SURVEYOR'S STATEMENT:

I HEREBY STATE THAT I HAVE EXAMINED THIS FINAL MAP ENTITLED "TRACT 8645, FRANCIS RANCH, NEIGHBORHOOD 1, CROAK PROPERTY", AND I AM SATISFIED THAT THIS FINAL MAP IS TECHNICALLY CORRECT.

_____
SETH H. IRISH, PLS 5922, ACTING CITY SURVEYOR
CITY OF DUBLIN, ALAMEDA COUNTY, CALIFORNIA

DATE: _____, 2025

LICENSED LAND SURVEYOR
SETH H. IRISH
No. 5922
STATE OF CALIFORNIA

SURVEYOR'S STATEMENT:

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCES AT THE REQUEST OF TRUMARK HOMES, LLC IN JANUARY OF 2022. I HEREBY STATE THAT THIS FINAL MAP SUBSTANTIALLY CONFORMS TO THE CONDITIONALLY APPROVED TENTATIVE MAP, IF ANY, AND THAT ALL THE MONUMENTS INDICATED HEREON ARE OF THE CHARACTER AND OCCUPY POSITIONS INDICATED HEREON OR WILL BE SET WITHIN TWENTY FOUR MONTHS FROM RECORDATION OF THIS FINAL MAP, AND THE COMPLETION OF IMPROVEMENTS, AND WILL BE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED, AND THE SURVEY IS TRUE AND COMPLETE AS SHOWN, AND THAT THE GROSS AREA WITHIN THE TRACT IS 47.33 ACRES, MORE OR LESS.

_____
IAN BRUCE MACDONALD
LS NO. 8817

DATED: _____, 2025

LICENSED LAND SURVEYOR
IAN BRUCE MACDONALD
No.8817
STATE OF CALIFORNIA

BENEFICIARY'S STATEMENT:

THE UNDERSIGNED, WESTERN ALLIANCE BANK, AN ARIZONA CORPORATION, AS BENEFICIARY UNDER THE DOCUMENT RECORDED ON MARCH 29, 2024, AS DOCUMENT NO. 2024041808, AND ON MARCH 29, 2024, AS DOCUMENT NUMBER 2024041810 OF OFFICIAL RECORDS OF ALAMEDA COUNTY, CALIFORNIA, DOES HEREBY JOIN IN AND CONSENT TO THE FOREGOING OWNERS' STATEMENT AND ALL DEDICATIONS SHOWN HEREIN.

BY: _____

NAME: _____

TITLE: _____

BENEFICIARY'S ACKNOWLEDGMENT:

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA}
COUNTY OF _____}

ON _____, 2025, BEFORE ME _____, A NOTARY PUBLIC, PERSONALLY APPEARED _____
WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND:

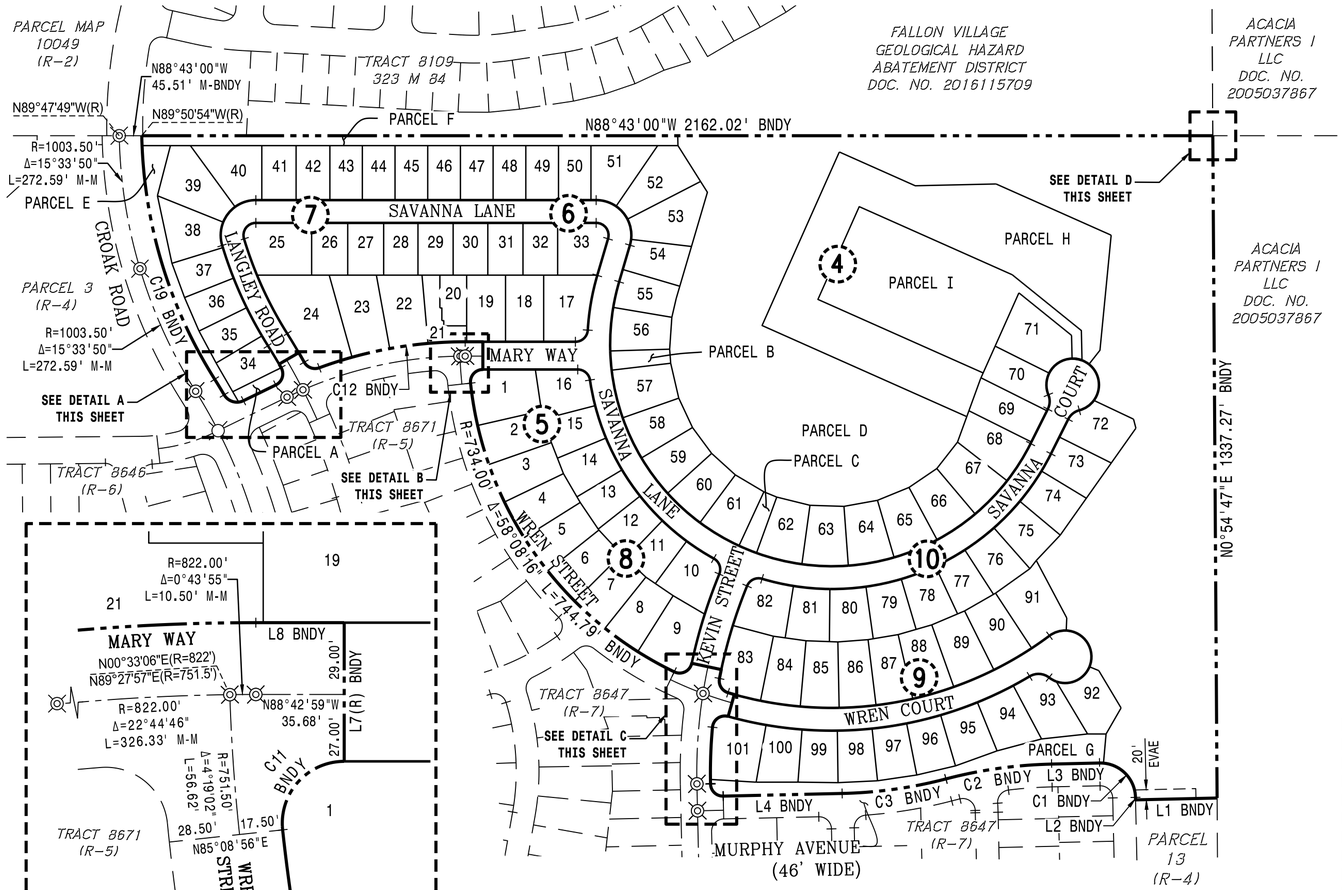
SIGNATURE: _____

_____
PRINTED NAME, NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE

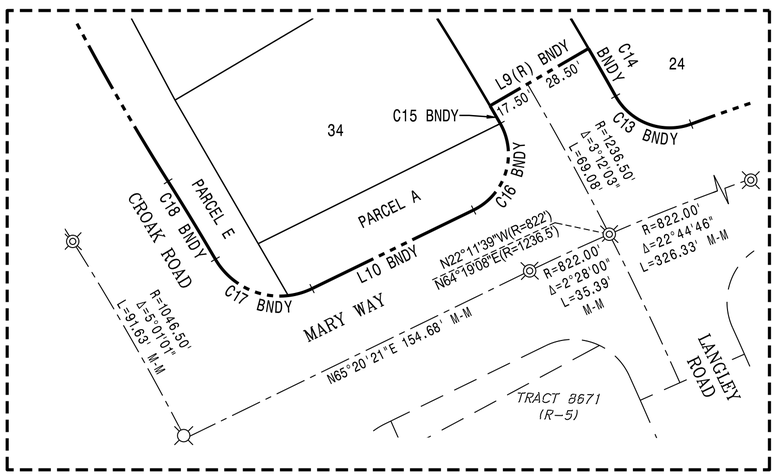
PRINCIPAL PLACE OF BUSINESS: _____

COMMISSION EXPIRES: _____

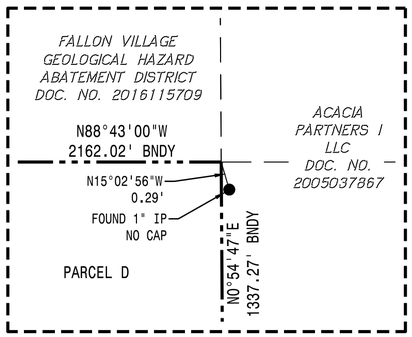
COMMISSION # OF NOTARY: _____



DETAIL B
SCALE: 1"=40'



DETAIL A
SCALE: 1"=40'



DETAIL D
SCALE: 1"=1'

DETAIL C
SCALE: 1"=50'

Line Table		
Line #	Bearing	Length
L1 BNDY	N90°00'00"W	164.64'
L2 BNDY	N0°00'00"W	5.00'
L3 BNDY	N90°00'00"W	96.80'
L4 BNDY	N90°00'00"W	240.15'
L5 BNDY	N16°53'06"E	46.00'
L6 BNDY	N76°39'51"W	61.00'
L7 BNDY	N1°17'01"E	56.00'
L8 BNDY	N88°42'59"W	35.68'
L9 BNDY	N61°07'05"E	46.00'
L10 BNDY	N65°20'21"E	72.54'

Curve Table			
Curve #	Radius	Delta	Length
C1 BNDY	71.00'	90°00'00"	111.53'
C2 BNDY	923.00'	13°23'55"	215.84'
C3 BNDY	907.00'	13°23'55"	212.10'
C4 BNDY	25.00'	90°00'00"	39.27'
C5 BNDY	995.00'	6°33'13"	113.81'
C6 BNDY	25.00'	100°19'53"	43.78'
C7 BNDY	734.00'	1°01'05"	13.04'
C8 BNDY	25.00'	84°22'43"	36.82'
C9 BNDY	995.00'	1°03'15"	18.31'
C10 BNDY	25.00'	103°40'31"	45.24'
C11 BNDY	25.00'	96°08'05"	41.95'
C12 BNDY	851.00'	20°14'33"	300.66'
C13 BNDY	25.00'	81°04'43"	35.38'
C14 BNDY	1265.00'	1°00'07"	22.12'
C15 BNDY	1219.00'	0°23'24"	8.30'
C16 BNDY	25.00'	93°49'52"	40.94'
C17 BNDY	30.00'	85°40'00"	44.86'
C18 BNDY	1092.00'	1°55'50"	36.80'
C19 BNDY	958.00'	31°04'35"	519.60'

LEGEND

- BOUNDARY LINE
- RIGHT OF WAY LINE
- LOT LINE/PARCEL LINE
- EXISTING PROPERTY LINE
- EASEMENT LINE
- MONUMENT LINE
- ● FOUND MONUMENT (AS NOTED)
- ¾" IP W/ CAP STAMPED "LS 8817" SET PER (R-4)
- SET CITY OF DUBLIN STANDARD STREET MONUMENT STAMPED "LS 8817"
- STANDARD CITY STREET MONUMENT STAMPED "LS 8817" SET PER (R-4) (R-5)
- ANGLE POINT (NO MONUMENT SET)

BNDY	BOUNDARY
EX	EXISTING
IP	IRON PIPE
M	MONUMENT
EVAE	EMERGENCY VEHICLE ACCESS EASEMENT
ME	MAINTENANCE EASEMENT
PL	PROPERTY LINE
PSE	PUBLIC SERVICE EASEMENT
SDE	PUBLIC STORM DRAIN EASEMENT
(R)	RADIAL BEARING
(R-1)	REFERENCE
4	INDICATES SHEET NUMBER

REFERENCES

(R-1) RECORD OF SURVEY 1005, BK. 16, PG. 37-51, ALAMEDA COUNTY RECORDS

(R-2) PARCEL MAP 10049, BK. 318, PG. 1-8, ALAMEDA COUNTY RECORDS

(R-3) RECORD OF SURVEY 1675, BK. 25, PG. 31-32, ALAMEDA COUNTY RECORDS

(R-4) TRACT 8563, BK. 371 OF MAPS, AT PG. 12-22, ALAMEDA COUNTY RECORDS

(R-5) TRACT 8671, BK. 371 OF MAPS, AT PG. 84-90, ALAMEDA COUNTY RECORDS

(R-6) TRACT 8646, BK. 371 OF MAPS, AT PG. 91-95, ALAMEDA COUNTY RECORDS

(R-7) TRACT 8647, BK. 373 OF MAPS, AT PG. 1-7, ALAMEDA COUNTY RECORDS

BASIS OF BEARINGS

THE BEARING NORTH 00°00'00" EAST BETWEEN MONUMENTS ON KEVIN STREET TO BE SET PER TRACT 8563, FILED FOR RECORD IN BOOK 371 OF MAPS, AT PAGES 12-22, ALAMEDA COUNTY RECORDS ARE TAKEN AS THE BASIS OF BEARINGS FOR THIS MAP.

0 100 200 400
SCALE: 1"=200'

NOTE

THIS MAP IS SUBJECT TO TEMPORARY RECIPROCAL EASEMENT AGREEMENTS RECORDED ON DECEMBER 27, 2023 AS DOCUMENT NUMBER 2023150569, AND DECEMBER 18, 2024 AS DOCUMENT NUMBER 2024154302, ALAMEDA COUNTY RECORDS. SAID EASEMENTS AUTOMATICALLY TERMINATE UPON THE ACCEPTANCE OF THE ROAD IMPROVEMENTS REFERENCED IN SAID DOCUMENTS BY THE CITY OF DUBLIN.

TRACT 8645

FRANCIS RANCH, NEIGHBORHOOD 1

CROAK PROPERTY

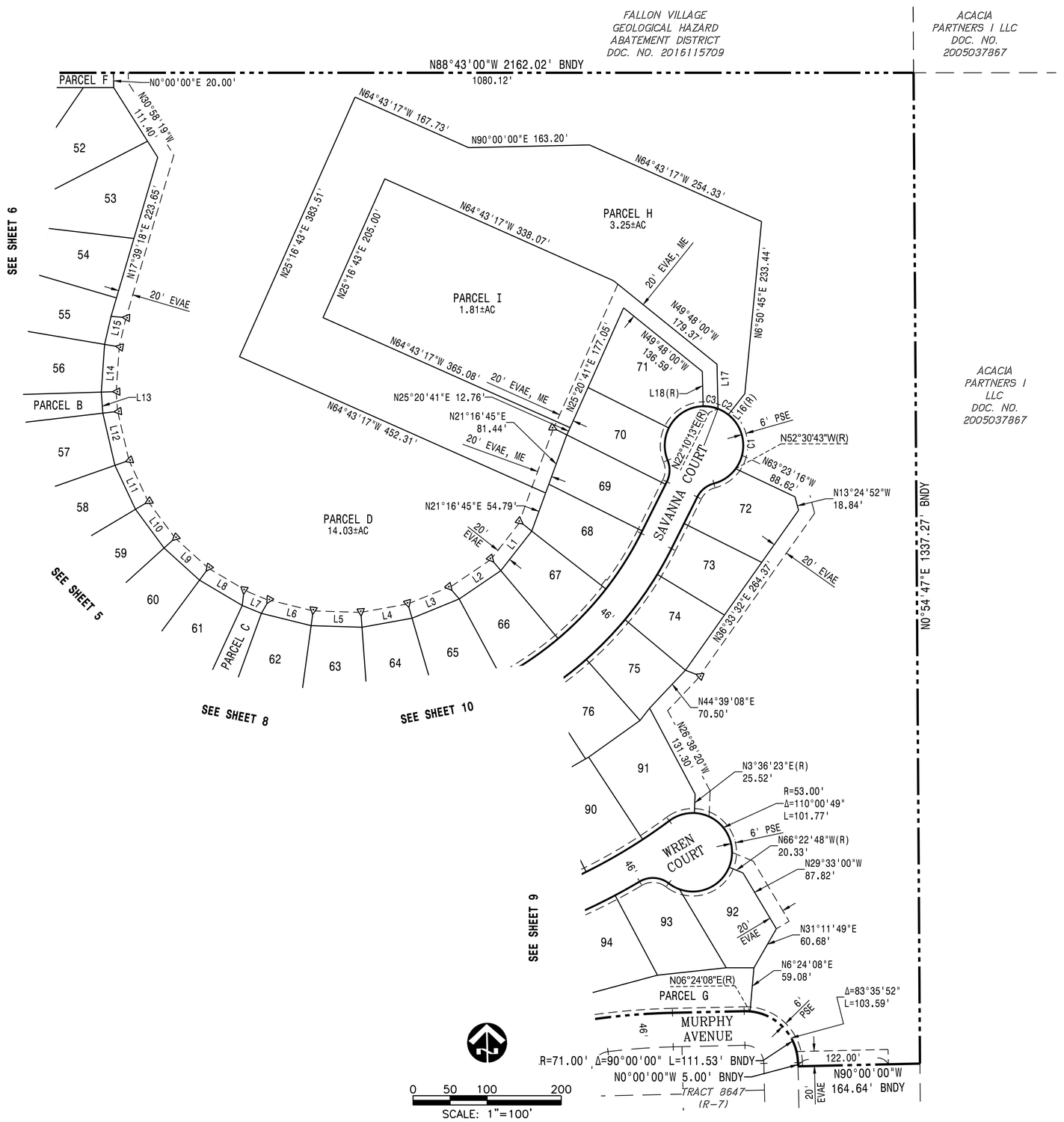
A SUBDIVISION OF PARCEL 1 OF TRACT 8563, RECORDED IN BOOK 371 OF MAPS, AT PAGE 12 THROUGH 22, ALAMEDA COUNTY RECORDS
CITY OF DUBLIN
ALAMEDA COUNTY, CALIFORNIA

MacKAY & SOMPS
ENGINEERS PLANNERS SURVEYORS
5142B FRANKLIN DR, PLEASANTON, CA 94588 (925)225-0690

MARCH 2025

Line Table		
Line #	Bearing	Length
L1	N39°19'30"E	67.73'
L2	N57°05'26"E	67.97'
L3	N69°02'56"E	68.70'
L4	N81°04'14"E	68.70'
L5	N86°54'26"W	68.70'
L6	N74°51'01"W	69.09'
L7	N66°21'29"W	28.00'
L8	N58°02'48"W	67.03'
L9	N46°31'55"W	64.58'
L10	N35°12'03"W	64.94'
L11	N23°47'23"W	65.49'
L12	N11°43'48"W	72.33'
L13	N2°54'39"W	28.49'
L14	N5°13'27"E	64.54'
L15	N14°15'46"E	38.82'
L16	N39°31'45"E	36.02'
L17	N0°00'00"E	60.20'
L18	N0°00'00"E	47.00'

Curve Table			
Curve #	Radius	Delta	Length
C1	53.00'	87°57'31"	81.36'
C2	53.00'	17°21'33"	16.06'
C3	53.00'	22°10'13"	20.51'



LEGEND

	BOUNDARY LINE
	RIGHT OF WAY LINE
	LOT LINE/PARCEL LINE
	EXISTING PROPERTY LINE
	EASEMENT LINE
	MONUMENT LINE
●	FOUND MONUMENT (AS NOTED)
	¾" IP W/ CAP STAMPED "LS 8817" SET PER (R-4)
	SET CITY OF DUBLIN STANDARD STREET MONUMENT STAMPED "LS 8817"
	STANDARD CITY STREET MONUMENT STAMPED "LS 8817" SET PER (R-4) (R-5)
	ANGLE POINT (NO MONUMENT SET)
BNDY	BOUNDARY
EX	EXISTING
IP	IRON PIPE
M	MONUMENT
EVAE	EMERGENCY VEHICLE ACCESS EASEMENT
ME	MAINTENANCE EASEMENT
PL	PROPERTY LINE
PSE	PUBLIC SERVICE EASEMENT
SDE	PUBLIC STORM DRAIN EASEMENT
(R)	RADIAL BEARING
(R-1)	REFERENCE
4	INDICATES SHEET NUMBER

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(R-5) TRACT 8671, BK. 371 OF MAPS, AT PG. 84-90, ALAMEDA COUNTY RECORDS

(R-6) TRACT 8646, BK. 371 OF MAPS, AT PG. 91-95, ALAMEDA COUNTY RECORDS

(R-7) TRACT 8647, BK. 373 OF MAPS, AT PG. 1-7, ALAMEDA COUNTY RECORDS

BASIS OF BEARINGS

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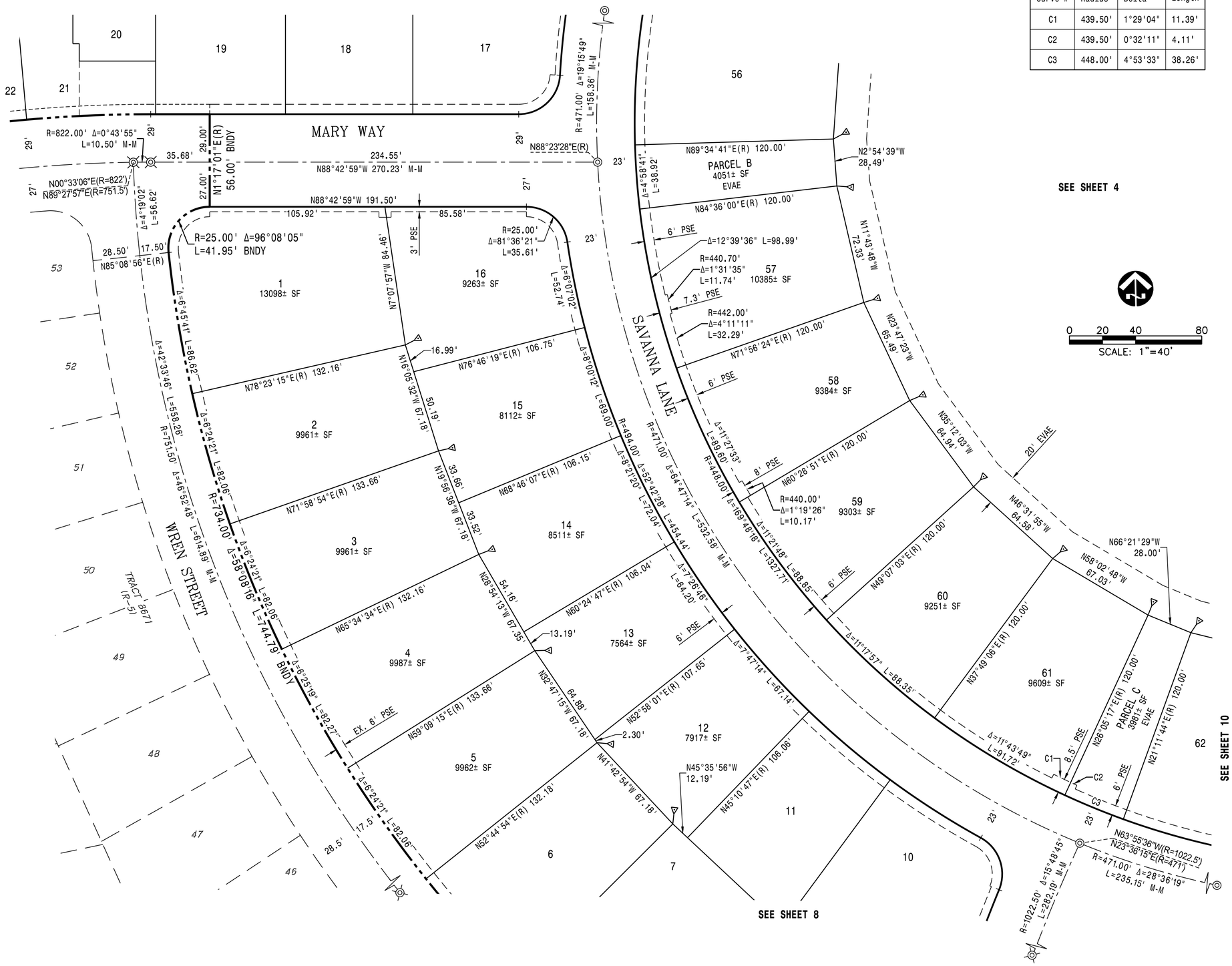
TRACT 8645

FRANCIS RANCH, NEIGHBORHOOD 1
CROAK PROPERTY

A SUBDIVISION OF PARCEL 1 OF TRACT 8563, RECORDED IN BOOK 371 OF MAPS, AT PAGE 12 THROUGH 22, ALAMEDA COUNTY RECORDS
CITY OF DUBLIN
ALAMEDA COUNTY, CALIFORNIA

MACKAY & SOMPS
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MARCH 2025



Curve Table			
Curve #	Radius	Delta	Length
C1	439.50'	1°29'04"	11.39'
C2	439.50'	0°32'11"	4.11'
C3	448.00'	4°53'33"	38.26'

0 20 40 80
SCALE: 1"=40'

LEGEND

- BOUNDARY LINE
- RIGHT OF WAY LINE
- LOT LINE/PARCEL LINE
- EXISTING PROPERTY LINE
- EASEMENT LINE
- MONUMENT LINE
- FOUND MONUMENT (AS NOTED)
- ¾" IP W/ CAP STAMPED "LS 8817" SET PER (R-4)
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- STANDARD CITY STREET MONUMENT STAMPED "LS 8817" SET PER (R-4) (R-5)
- ANGLE POINT (NO MONUMENT SET)

BNDY	BOUNDARY
EX	EXISTING
IP	IRON PIPE
M	MONUMENT
EVAE	EMERGENCY VEHICLE ACCESS EASEMENT
ME	MAINTENANCE EASEMENT
PL	PROPERTY LINE
PSE	PUBLIC SERVICE EASEMENT
SDE	PUBLIC STORM DRAIN EASEMENT
(R)	RADIAL BEARING
(R-1)	REFERENCE
4	INDICATES SHEET NUMBER

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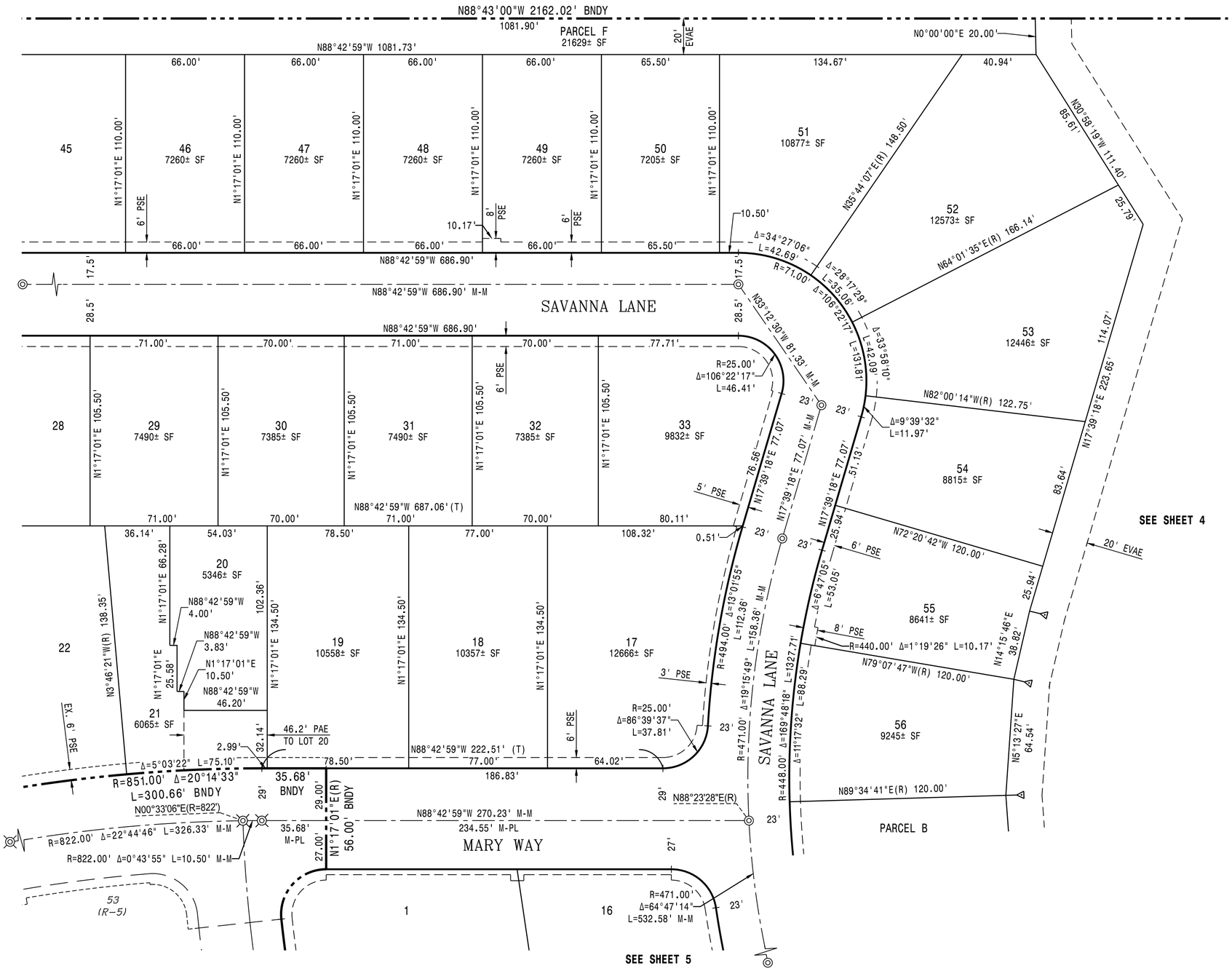
FRANCIS RANCH, NEIGHBORHOOD 1

CROAK PROPERTY

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CITY OF DUBLIN
ALAMEDA COUNTY, CALIFORNIA

MACKAY & SOMPS
ENGINEERS PLANNERS SURVEYORS
5142B FRANKLIN DR, PLEASANTON, CA 94588 (925)225-0690

MARCH 2025



LEGEND

- BOUNDARY LINE
- RIGHT OF WAY LINE
- LOT LINE/PARCEL LINE
- EXISTING PROPERTY LINE
- EASEMENT LINE
- MONUMENT LINE
- FOUND MONUMENT (AS NOTED)
- ¾" IP W/ CAP STAMPED "LS 8817" SET PER (R-4)
- SET CITY OF DUBLIN STANDARD STREET MONUMENT STAMPED "LS 8817"
- STANDARD CITY STREET MONUMENT STAMPED "LS 8817" SET PER (R-4) (R-5)
- ANGLE POINT (NO MONUMENT SET)

BNDY	BOUNDARY
EX	EXISTING
IP	IRON PIPE
M	MONUMENT
EVAE	EMERGENCY VEHICLE ACCESS EASEMENT
ME	MAINTENANCE EASEMENT
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PSE	PUBLIC SERVICE EASEMENT
SDE	PUBLIC STORM DRAIN EASEMENT
(R)	RADIAL BEARING
(R-1)	REFERENCE
(4)	INDICATES SHEET NUMBER

REFERENCES

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0 20 40 80

SCALE: 1"=40'

TRACT 8645

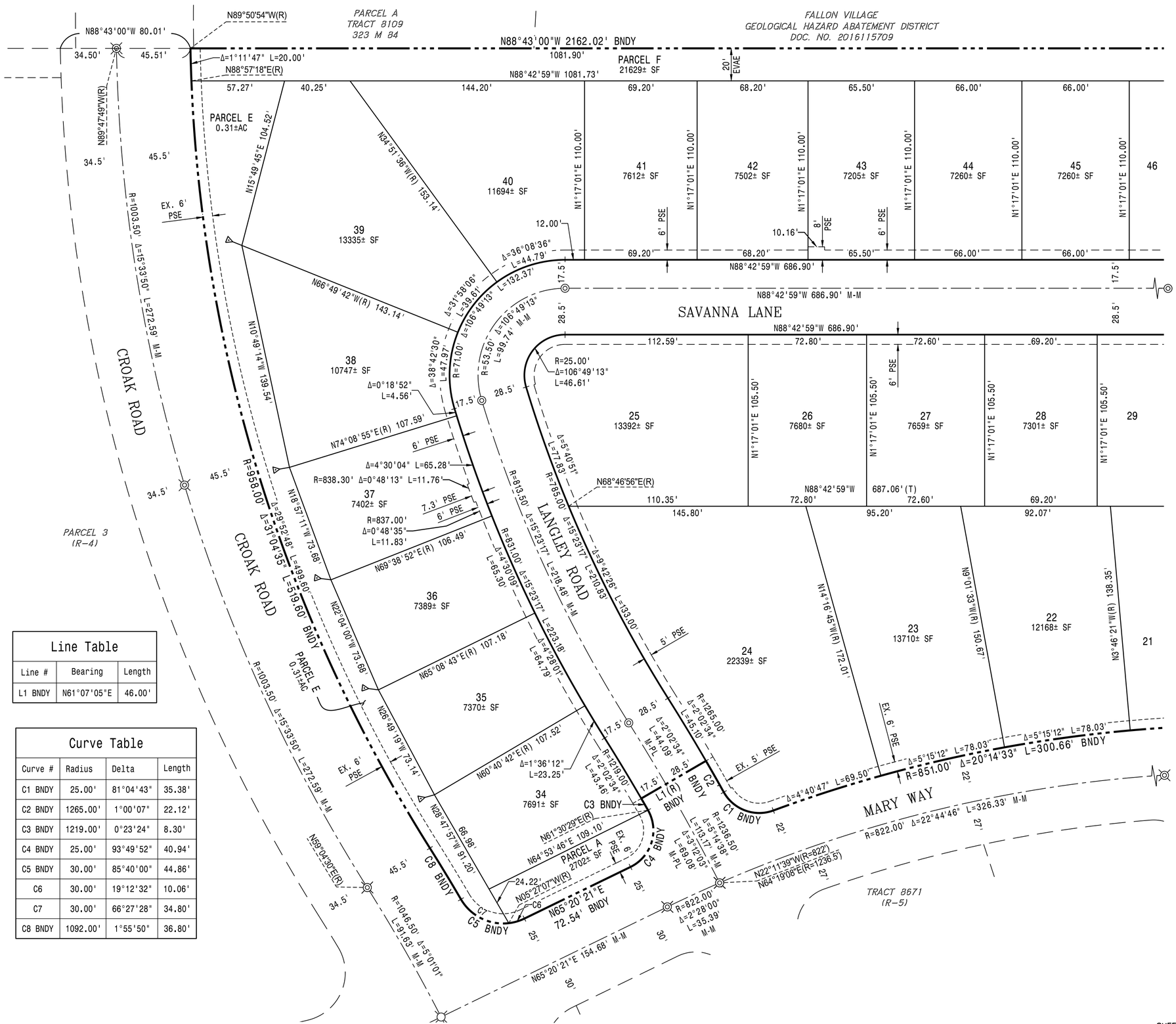
FRANCIS RANCH, NEIGHBORHOOD 1

CROAK PROPERTY

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CITY OF DUBLIN
ALAMEDA COUNTY, CALIFORNIA

MACKAY & SOMPS
ENGINEERS PLANNERS SURVEYORS
5142B FRANKLIN DR, PLEASANTON, CA 94588 (925)225-0690

MARCH 2025



LEGEND

———	BOUNDARY LINE
———	RIGHT OF WAY LINE
———	LOT LINE/PARCEL LINE
— — —	EXISTING PROPERTY LINE
- - - -	EASEMENT LINE
——·——	MONUMENT LINE
●	FOUND MONUMENT (AS NOTED)
⊠	¾" IP W/ CAP STAMPED "LS 8817" SET PER (R-4)
◎	SET CITY OF DUBLIN STANDARD STREET MONUMENT STAMPED "LS 8817"
⊠	STANDARD CITY STREET MONUMENT STAMPED "LS 8817" SET PER (R-4) (R-5)
▷	ANGLE POINT (NO MONUMENT SET)
BNDY	BOUNDARY
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PSE	PUBLIC SERVICE EASEMENT
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(R)	RADIAL BEARING
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④	INDICATES SHEET NUMBER

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0 20 40 80

SCALE: 1"=40'

Line Table		
Line #	Bearing	Length
L1 BNDY	N61°07'05"E	46.00'

Curve Table			
Curve #	Radius	Delta	Length
C1 BNDY	25.00'	81°04'43"	35.38'
C2 BNDY	1265.00'	1°00'07"	22.12'
C3 BNDY	1219.00'	0°23'24"	8.30'
C4 BNDY	25.00'	93°49'52"	40.94'
C5 BNDY	30.00'	85°40'00"	44.86'
C6	30.00'	19°12'32"	10.06'
C7	30.00'	66°27'28"	34.80'
C8 BNDY	1092.00'	1°55'50"	36.80'

TRACT 8645

FRANCIS RANCH, NEIGHBORHOOD 1

CROAK PROPERTY

A SUBDIVISION OF PARCEL 1 OF TRACT 8563, RECORDED IN BOOK 371 OF MAPS, AT PAGE 12 THROUGH 22, ALAMEDA COUNTY RECORDS

CITY OF DUBLIN

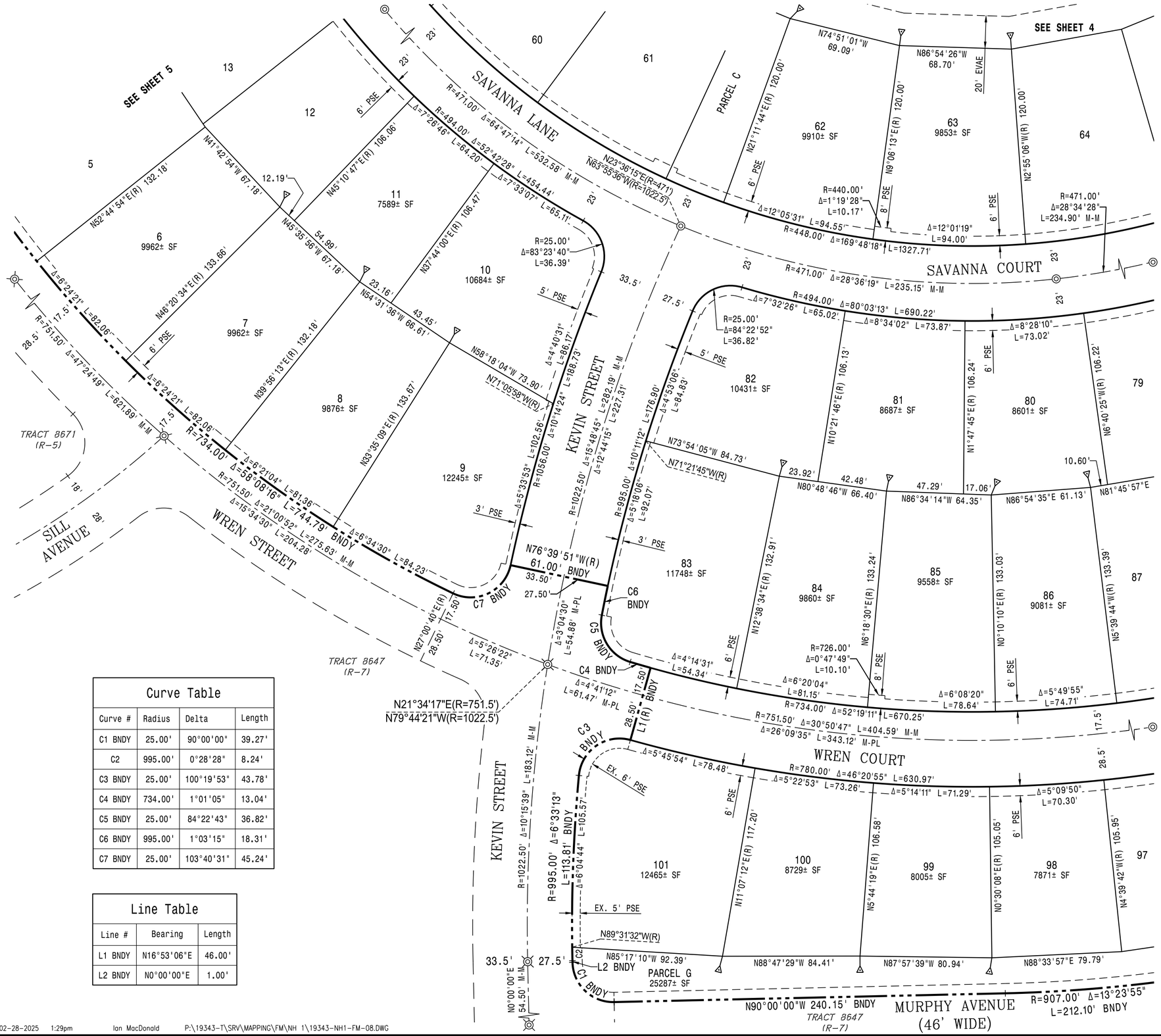
ALAMEDA COUNTY, CALIFORNIA

MACKAY & SOMPS

ENGINEERS PLANNERS SURVEYORS

5142B FRANKLIN DR, PLEASANTON, CA 94588 (925)225-0690

MARCH 2025



Curve Table			
Curve #	Radius	Delta	Length
C1 BNDY	25.00'	90°00'00"	39.27'
C2	995.00'	0°28'28"	8.24'
C3 BNDY	25.00'	100°19'53"	43.78'
C4 BNDY	734.00'	1°01'05"	13.04'
C5 BNDY	25.00'	84°22'43"	36.82'
C6 BNDY	995.00'	1°03'15"	18.31'
C7 BNDY	25.00'	103°40'31"	45.24'

Line Table		
Line #	Bearing	Length
L1 BNDY	N16°53'06"E	46.00'
L2 BNDY	N0°00'00"E	1.00'

LEGEND

- BOUNDARY LINE
- RIGHT OF WAY LINE
- LOT LINE/PARCEL LINE
- EXISTING PROPERTY LINE
- EASEMENT LINE
- MONUMENT LINE
- ● FOUND MONUMENT (AS NOTED)
- ⊗ ¾" IP W/ CAP STAMPED "LS 8817" SET PER (R-4)
- ◎ SET CITY OF DUBLIN STANDARD STREET MONUMENT STAMPED "LS 8817"
- ⊗ STANDARD CITY STREET MONUMENT STAMPED "LS 8817" SET PER (R-4) (R-5)
- ▷— ANGLE POINT (NO MONUMENT SET)

BNDY	BOUNDARY
EX	EXISTING
IP	IRON PIPE
M	MONUMENT
EVAE	EMERGENCY VEHICLE ACCESS EASEMENT
ME	MAINTENANCE EASEMENT
PL	PROPERTY LINE
PSE	PUBLIC SERVICE EASEMENT
SDE	PUBLIC STORM DRAIN EASEMENT
(R)	RADIAL BEARING
(R-1)	REFERENCE
(4)	INDICATES SHEET NUMBER

REFERENCES

(R-1) RECORD OF SURVEY 1005, BK. 16, PG. 37-51, ALAMEDA COUNTY RECORDS

(R-2) PARCEL MAP 10049, BK. 318, PG. 1-8, ALAMEDA COUNTY RECORDS

(R-3) RECORD OF SURVEY 1675, BK. 25, PG. 31-32, ALAMEDA COUNTY RECORDS

(R-4) TRACT 8563, BK. 371 OF MAPS, AT PG. 12-22, ALAMEDA COUNTY RECORDS

(R-5) TRACT 8671, BK. 371 OF MAPS, AT PG. 84-90, ALAMEDA COUNTY RECORDS

(R-6) TRACT 8646, BK. 371 OF MAPS, AT PG. 91-95, ALAMEDA COUNTY RECORDS

(R-7) TRACT 8647, BK. 373 OF MAPS, AT PG. 1-7, ALAMEDA COUNTY RECORDS

BASIS OF BEARINGS

THE BEARING NORTH 00°00'00" EAST BETWEEN MONUMENTS ON KEVIN STREET TO BE SET PER TRACT 8563, FILED FOR RECORD IN BOOK 371 OF MAPS, AT PAGES 12-22, ALAMEDA COUNTY RECORDS ARE TAKEN AS THE BASIS OF BEARINGS FOR THIS MAP.

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SCALE: 1"=40'

TRACT 8645

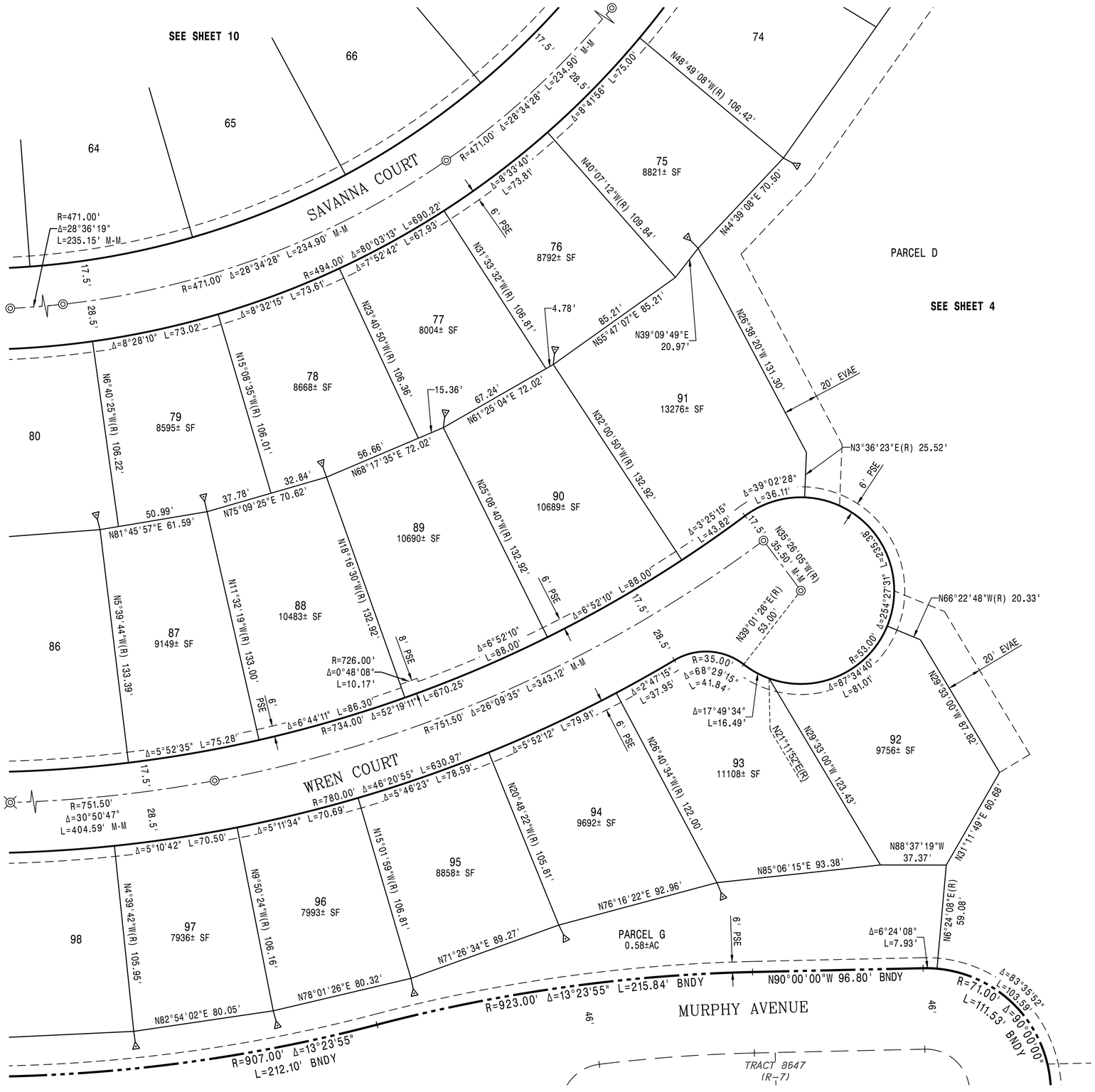
FRANCIS RANCH, NEIGHBORHOOD 1

CROAK PROPERTY

A SUBDIVISION OF PARCEL 1 OF TRACT 8563, RECORDED IN BOOK 371 OF MAPS, AT PAGE 12 THROUGH 22, ALAMEDA COUNTY RECORDS
CITY OF DUBLIN
ALAMEDA COUNTY, CALIFORNIA

MacKAY & SOMPS
ENGINEERS PLANNERS SURVEYORS
5142B FRANKLIN DR, PLEASANTON, CA 94588 (925)225-0690

MARCH 2025



LEGEND

———	BOUNDARY LINE
———	RIGHT OF WAY LINE
———	LOT LINE/PARCEL LINE
— — —	EXISTING PROPERTY LINE
- - - -	EASEMENT LINE
——·——	MONUMENT LINE
●	FOUND MONUMENT (AS NOTED)
⊗	¾" IP W/ CAP STAMPED "LS 8817" SET PER (R-4)
◎	SET CITY OF DUBLIN STANDARD STREET MONUMENT STAMPED "LS 8817"
⊗	STANDARD CITY STREET MONUMENT STAMPED "LS 8817" SET PER (R-4) (R-5)
▷—	ANGLE POINT (NO MONUMENT SET)
BNDY	BOUNDARY
EX	EXISTING
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PSE	PUBLIC SERVICE EASEMENT
SDE	PUBLIC STORM DRAIN EASEMENT
(R)	RADIAL BEARING
(R-1)	REFERENCE
④	INDICATES SHEET NUMBER

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SCALE: 1"=40'

TRACT 8645

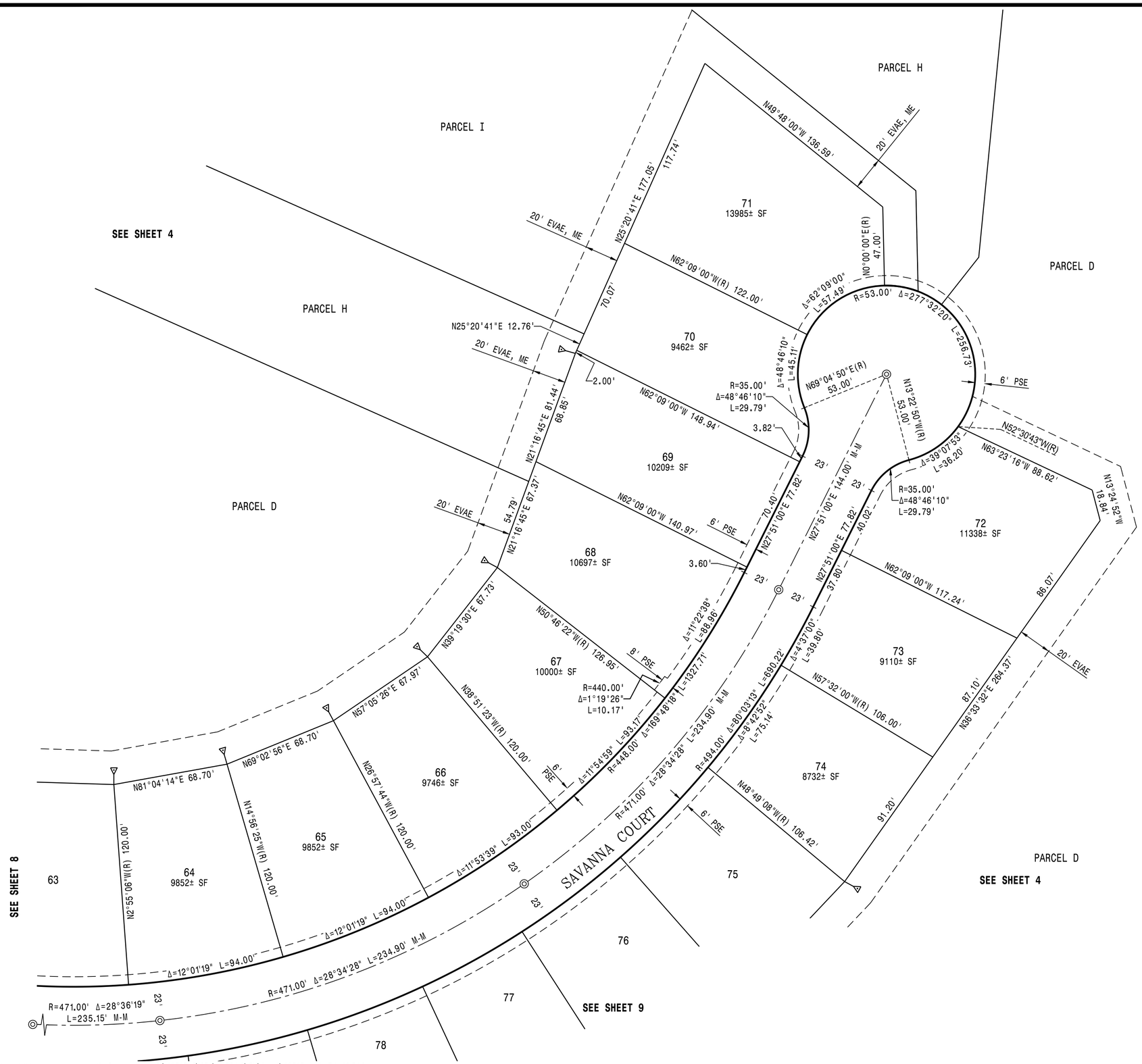
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CITY OF DUBLIN
ALAMEDA COUNTY, CALIFORNIA

MACKAY & SOMPS
ENGINEERS PLANNERS SURVEYORS
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MARCH 2025



LEGEND

	BOUNDARY LINE
	RIGHT OF WAY LINE
	LOT LINE/PARCEL LINE
	EXISTING PROPERTY LINE
	EASEMENT LINE
	MONUMENT LINE
●	FOUND MONUMENT (AS NOTED)
	¾" IP W/ CAP STAMPED "LS 8817" SET PER (R-4)
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PSE	PUBLIC SERVICE EASEMENT
SDE	PUBLIC STORM DRAIN EASEMENT
(R)	RADIAL BEARING
(R-1)	REFERENCE
4	INDICATES SHEET NUMBER

REFERENCES

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5142B FRANKLIN DR, PLEASANTON, CA 94588 (925)225-0690

MARCH 2025

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02-28-2025 1:28pm Ian MacDonald P:\19343-T\SRV\MAPPING\FM\NH 1\19343-NH1-FM-10.DWG

Agenda Item 8.1

STAFF REPORT
CITY COUNCIL

DATE: March 18, 2025

TO: Honorable Mayor and City Councilmembers

FROM: Colleen Tribby, City Manager

SUBJECT: Study Session - Sunflower Hill at Grace Pointe Project
Prepared by: Amy Million, Assistant Community Development Director

EXECUTIVE SUMMARY:

The City Council will hold a Study Session on the Sunflower Hill at Grace Pointe project. The proposed project would be developed through a partnership between Sunflower Hill and Satellite Affordable Housing Associates (SAHA). The project consists of the construction of a three-story multi-family apartment building with approximately 60 affordable homes for people with intellectual and developmental disabilities (I/DD) and their households. The development includes two community rooms, a makerspace, a fitness room, and a central courtyard with amenities. On March 6, 2025, Sunflower Hill submitted a preliminary application pursuant to Senate Bill (SB) 35, as a housing project eligible for streamlined approval. As part of this application, Sunflower Hill is seeking the opportunity to share their initial design with the City Council. No action will be taken at this study session.

STAFF RECOMMENDATION:

Receive a presentation from the Applicant on the proposed project and provide feedback.

FINANCIAL IMPACT:

All costs associated with processing the applications are born by the Applicant. On November 5, 2024, the City Council approved an Affordable Housing Assistance Agreement with Sunflower Hill for funding to support the proposed affordable housing project. The City will loan the developer $5 million from the City's Affordable Housing Fund in the form of a $2 million predevelopment loan and a $3 million construction loan. The City is also facilitating the acquisition of the 1.8-acre project site at no cost to the developer. Through the project Development Agreement and Affordable Housing Agreement, Landsea Homes committed to dedicating the project site to the City or its designee, which is Sunflower Hill.

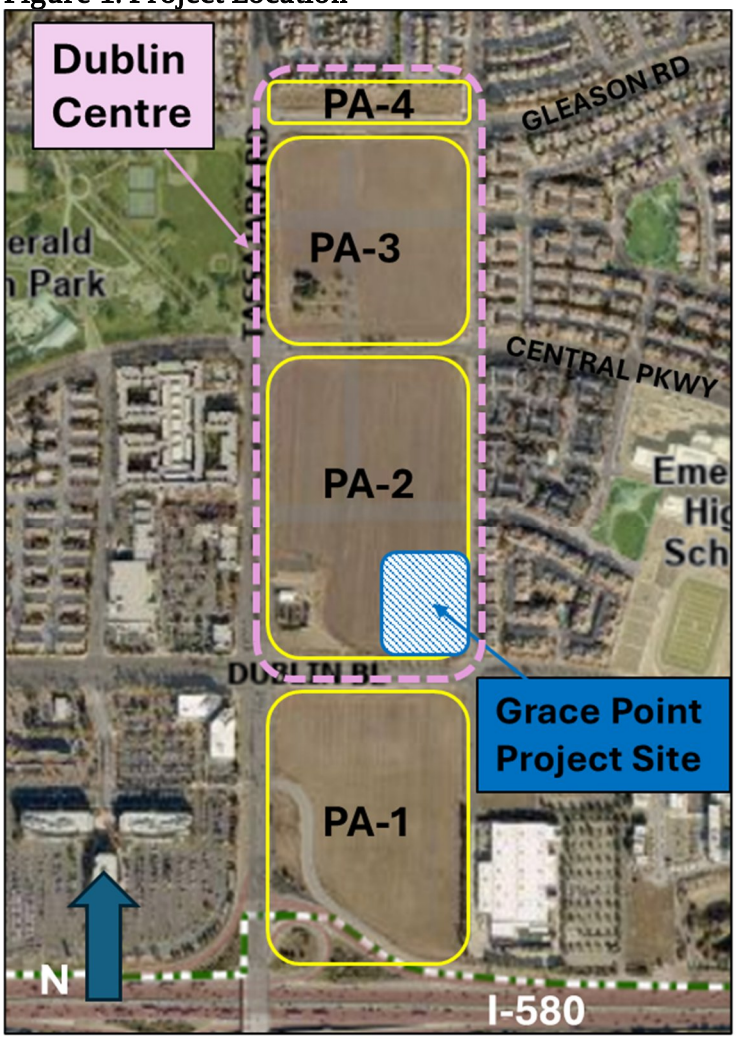
DESCRIPTION:

Background

The Sunflower Hill at Grace Pointe (Grace Pointe) project site is part of the larger Dublin Centre project (formerly known as SCS Dublin). The Dublin Centre (or The DC) project is located on 54 acres between Tassajara Road and Brannigan Street, north of Dublin Boulevard. The Dublin Centre by Landsea Homes is a mixed-use development which includes 500 residential units, 105 accessory dwelling units, approximately 38,000 square feet of retail commercial uses, a public park, a community center and a 1.8-acre Public/Semi-Public Site for affordable housing, which is the subject of this Staff Report.

As shown in Figure 1 below, the project site is located at the northwest corner of Dublin Boulevard and Brannigan Street in Planning Area 2 (PA-2) on a portion of Assessor's Parcel Number 985-0051-006-00. The 1.8-acre project site is shown on the approved Vesting Tentative Parcel Map and the parcel will be finalized as part of the Final Map for PA-2.

Figure 1. Project Location



On February 15, 2022, following an extensive community engagement process, the City Council approved the Preferred Plan for The DC. In November and December 2022, the City Council held a public hearing and certified the Final Environmental Impact Report (Resolution No. 135-22), approved General Plan and Eastern Dublin Specific Plan Amendments (Resolution No. 136-22), and adopted Ordinances approving Planned Development Zoning with Stage 1 and Stage 2 Development Plans and approving a Development Agreement (Ordinance No. 15-22 and No.16-22) for the DC. On February 5, 2025, the City Council approved an Affordable Housing Agreement for the DC (Resolution No. 10-25).

In accordance with the Development Agreement and Affordable Housing Agreement, Landsea Homes will complete the rough grading of the affordable housing site and associated improvements (i.e., curb, gutter, sidewalk, landscape, irrigation, and access roadways on all sides of the site). Landsea will then dedicate the project site to the City or its designee, which is Sunflower Hill. A grading permit for all Planning Areas was issued on June 28, 2024, and the grading has since commenced.

Proposed Project

The proposed Grace Pointe project consists of the construction of a three-story multi-family apartment building with approximately 60 affordable homes for people with intellectual and developmental disabilities (I/DD) and their households. The development includes two community rooms, a makerspace, a fitness room, and a central courtyard with amenities.

On March 6, 2025, Sunflower Hill submitted a preliminary application pursuant to Senate Bill (SB) 35, as a housing project eligible for streamlined approval.

SB 35 applies to California Cities and Counties where production of new housing has not met the state-mandated Regional Housing Need Allocation (RHNA) targets. The determination of applicability is made by the California Department of Housing and Community Development (HCD) based on their review of the Housing Element Annual Progress Report submitted by each jurisdiction. As of June 3, 2024, HCD determined that the City of Dublin has exceeded the housing needs for above moderate-income units; however, made insufficient progress towards the construction of lower-income units (very-low- and low-income) and is therefore subject to SB 35 for proposed developments with at least 10% affordability.

Cities and counties subject to SB 35 must use a streamlined, ministerial review process for qualifying multi-family residential projects. To apply for streamlined ministerial approval under SB 35, a project applicant must first submit a preliminary application. Within 30 calendar days of receiving the preliminary application, the City must provide formal notice for each Native American tribe traditionally and culturally affiliated with the geographic area of the project site. Staff provided the initial consultation letter on March 7, 2025. If, after concluding the scoping consultation, it is determined that no potential tribal cultural resource would be affected by the proposed development, the applicant may submit the formal SB 35 application.

In conformance with State law, the City of Dublin requires a Zoning Clearance for SB35 projects. This is a ministerial approval process meaning that it is not subject to a conditional use permit or any other nonlegislative discretionary approval by the Planning Commission or the City Council if

the development complies with all submittal requirements and all applicable objective planning standards, including the objective development standards in the Planned Development (Ordinance No. 14-22), City-wide Multi-Family Objective Design Standards, General Plan, Eastern Dublin Specific Plan, etc. Staff will be able to conduct a thorough review of the project for its consistency with the City's requirements upon submittal of the Zoning Clearance.

City Council Study Session

Prior to submitting the SB35 Zoning Clearance Application, Sunflower Hill is seeking an opportunity to share their initial designs for the project with the City Council. The applicant team will present the proposed project to the City Council at the Study Session. The City Council will then have an opportunity to provide feedback to the applicant team. The request letter and the preliminary project plans are included as Attachments 1 and 2, respectively.

Housing Element

The Grace Pointe project site is designated in the 2023-2031 Housing Element as an opportunity site that can accommodate up to 100 lower-income affordable housing units. The "No Net Loss" law requires local governments to take certain steps when a project is approved with fewer units than were identified for the site in the local government's Housing Element. In approving the project, the local government must determine whether the remaining sites in the Housing Element are adequate to meet the regional housing need. If the remaining sites are inadequate, the local government has 180 days to "make available" additional sites to accommodate the need. (See Gov. Code, § 65863, subds. (b)(2) and (c)(2).)

If it approves the application for 60 affordable housing units, the City would need to find whether the shortfall of 40 lower income units can be accommodated on the remaining sites identified in the Housing Element. In conjunction with its adoption of the 2023-2031 Housing Element, the City Council approved a rezoning, in coordination with the Alameda County Surplus Property Authority, the property owner, of Site E-2 in the Dublin Transit Center from Campus Office to Campus Office/High-Density Residential. This action created lower-income residential development capacity of 493 residential units on Site E-2. 247 of those units were identified in the Housing Element. As was contemplated at the time of the adoption of the Housing Element, the remainder of the development capacity on Site E-2 (246 units) could be used to make the "No Net Loss" law finding that the remaining sites are adequate. The City has previously used the site to meet a 74-unit deficit created by a land-use change on the GH PacVest property, which leaves 172 units available for such purposes. Thus, should Staff approve the project described in the preliminary application, Staff will make the required finding and indicate that the 40-unit deficit can be accommodated on Site E-2, leaving 132 units of surplus "lower income" capacity on Site E-2.

STRATEGIC PLAN INITIATIVE:

Strategy 3: Housing Inclusivity and Affordability
Objective A: Implement the goals, policies, and programs in the 2023-2031 Housing Element.
Objective B: Support efforts to produce housing affordable at all levels of income.
Objective E: Support efforts to address housing for special needs communities.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted, and a copy was provided to the Applicant.

ATTACHMENTS:

1) Letter from Sunflower Hill dated March 10, 2025
2) Preliminary Project Plans

March 10, 2025

Ms. Amy Million
Assistant Community Development Director
City of Dublin
100 Civic Plaza
Dublin, CA 94568

Dear Amy,

Sunflower Hill, in conjunction with our partner, Satellite Affordable Housing Associates (SAHA) has just submitted a SB35 pre-application for the entitlement and development of Sunflower Hill at Grace Pointe. As you know, this is an exciting opportunity to develop approximately 60 deeply affordable housing units specifically for individuals with intellectual and developmental disabilities (I/DD). We are honored to partner with the city of Dublin on the development of this project and salute the city's commitment to house individuals with I/DD in the region.

Our decision to submit a SB35 pre-application is directly connected to an impending state of California Housing and Community Development (HCD) Multi-Family Finance Super NOFA funding opportunity/deadline of April 15, 2025. It is an important potential source of financing critical to our ability to create a 'funding stack' for the Grace Pointe project. While there are certainly no guarantees that Sunflower Hill at Grace Pointe will be selected, we are committed to aggressively pursuing all appropriate funding options so that we might bring affordable housing to the I/DD community as soon as possible.

That said, the city of Dublin is our strong partner on this project, and so we would appreciate the opportunity to share our initial designs with city council. If there is an opportunity to set up time for a city council study session in the next month, we would be grateful.

Thank you for your consideration and please let us know. We are excited to work with you on this important project for Dublin.

Best regards,

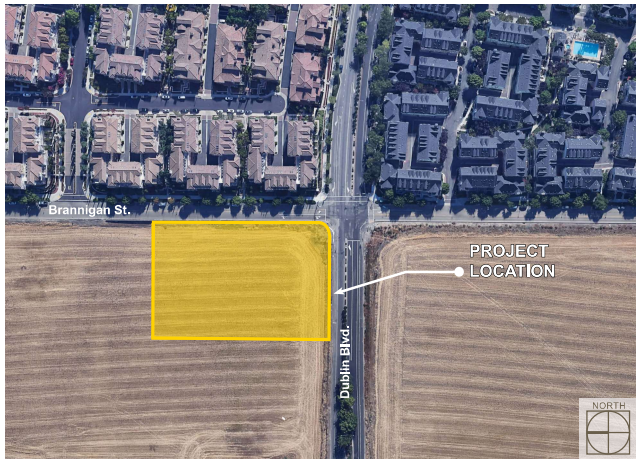
Susan M. Houghton
Founder/Board Chair
Sunflower Hill

cc: Jeff Baker, city of Dublin
Jonathan Astmann, SAHA
Lauri Moffet-Fehlberg, Dahlin

SUNFLOWER HILL AT GRACE POINTE DUBLIN, CA

SB 35 PRELIMINARY APPLICATION

VICINITY MAP:



PROJECT DATA

PROJECT DATA SUMMARY	DATE: 2/21/25
PROJECT NAME:	Sunflower Hill at Grace Pointe
LOCATION:	Dublin, CA
PROJECT NUMBER:	681-007
CLIENT:	SAHA and Sunflower Hill
GROSS SITE AREAS (SF)	
RESIDENTIAL:	67,535
TOTAL:	67,535
GROSS BUILDING AREAS PER FLOOR (SF)	
GROUND LEVEL:	
RESIDENTIAL:	26,061
TOTAL:	26,061
SECOND LEVEL:	
RESIDENTIAL:	20,743
TOTAL:	20,743
THIRD LEVEL:	
RESIDENTIAL:	20,731
TOTAL:	20,731
UNIT MIX	
1-BD:	28
2-BD:	30
3-BD:	2
TOTAL:	60
PARKING PROVIDED (SPACES)	
PROVIDED:	37
TOTAL:	37

PROJECT CONTACTS:

DEVELOPER/APPLICANT:
Satellite Affordable Housing Associates (SAHA)
1835 Alcatraz Avenue
Berkeley, CA 94703
Phone: (510) 647-0700
Contact: Jonathan Astmann
jastmann@sahahomes.org

Sunflower Hill
3278 Constitution Drive, Bldg. 16
Livermore, CA 94551
Phone: (925) 800-1042
Susan Houghton
susanh.sunflower@gmail.com

ARCHITECT:
Dahlin Group
5865 Owens Drive
Pleasanton, CA 94588
Phone: (925) 251-7200
Contact: Lauri Moffet-Fehlberg
lfehlberg@dahlingroup.com

SHEET INDEX:

A1.1 TITLE SHEET
A1.2 ENTRY RENDERING
A1.3 SITE PLAN
A1.4 BUILDING ELEVATION
A1.5 BUILDING ELEVATION
A1.6 BUILDING ELEVATION
A1.7 BUILDING ELEVATION
A1.8 COURTYARD ELEVATIONS

TITLE SHEET



ENTRY RENDERING

SUNFLOWER HILL AT GRACE POINTE | DUBLIN, CALIFORNIA

SUNFLOWER HILL & SATELITE AFFORDABLE HOUSING ASSOCIATES

SAHA SATELLITE AFFORDABLE HOUSING ASSOCIATES

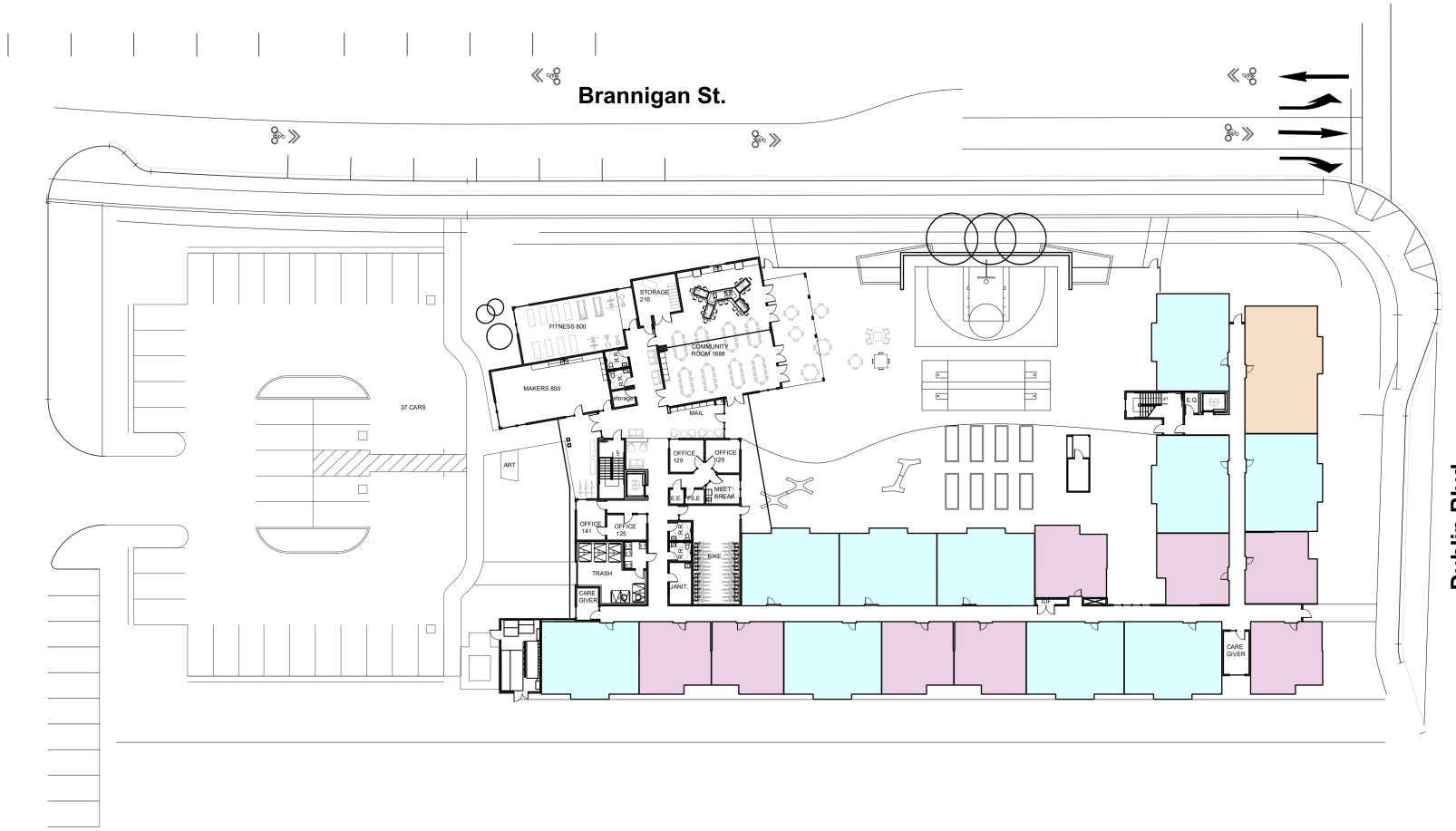
Sunflower Hill

DAHLIN

5865 Owens Drive
Pleasanton, CA 94588
925-251-7200

JOB NO. 681.007
DATE 02.27.2025

A1.2



UNIT MIX
28 ONE BED ONE BATH
30 TWO BED TWO BATH
2 THREE BED TWO BATH
60 UNITS TOTAL 99 BEDS

LEGEND:

- ONE-BEDROOM UNITS
- TWO-BEDROOM UNITS
- THREE-BEDROOM UNITS

SITE PLAN

SUNFLOWER HILL AT GRACE POINTE | DUBLIN, CALIFORNIA

SUNFLOWER HILL & SATELITE AFFORDABLE HOUSING ASSOCIATES

SAHA SATELLITE AFFORDABLE HOUSING ASSOCIATES

Sunflower Hill

DAHLIN

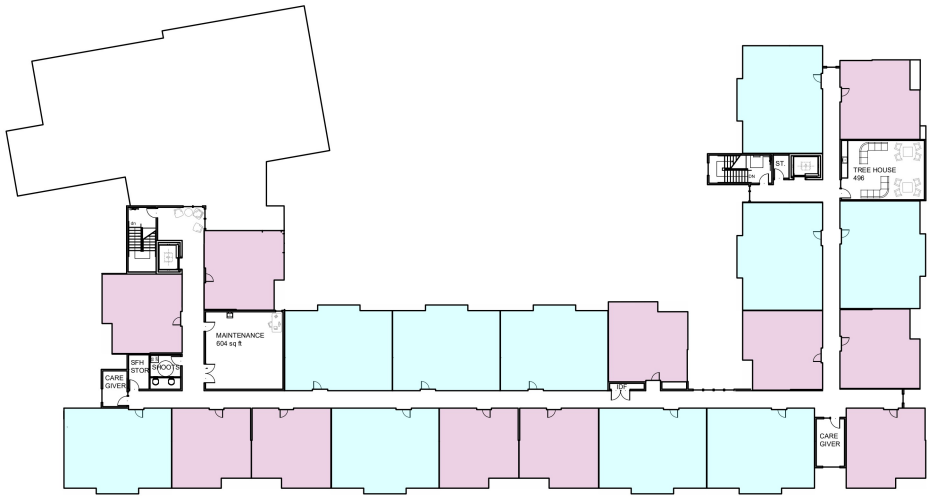
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NORTH

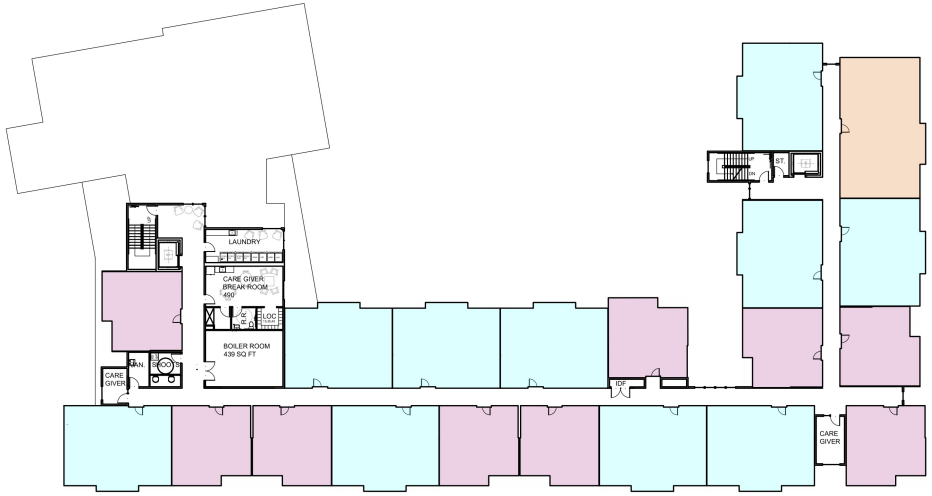
JOB NO. 681.007
DATE 02.27.2025

5865 Owens Drive
Pleasanton, CA 94588
925-251-7200

A1.3



THIRD FLOOR PLAN



2 SECOND FLOOR PLAN

UNIT MIX
28 ONE BED ONE BATH
30 TWO BED TWO BATH
2 THREE BED TWO BATH
60 UNITS TOTAL 99 BEDS

LEGEND:

- ONE-BEDROOM UNITS
- TWO-BEDROOM UNITS
- THREE-BEDROOM UNITS

2ND & 3RD FLOOR PLANS

SUNFLOWER HILL AT GRACE POINTE | DUBLIN, CALIFORNIA

SUNFLOWER HILL & SATELITE AFFORDABLE HOUSING ASSOCIATES

SAHA SATELLITE AFFORDABLE HOUSING ASSOCIATES

Sunflower Hill

DAHLIN

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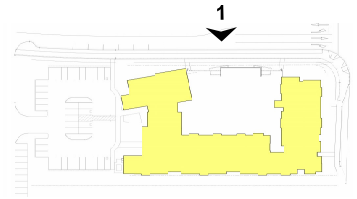
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JOB NO. 681.007
DATE 02.27.2025

5865 Owens Drive
Pleasanton, CA 94588
925-251-7200

A1.4

KEYPLAN:





1 **BUILDING ELEVATION** - BRANNIGAN STREET

PROPOSED COLORS & MATERIALS:

- STUCCO FINISH
- STUCCO FINISH
- STUCCO FINISH
- ACCENT MATERIAL

BUILDING ELEVATIONS

SUNFLOWER HILL AT GRACE POINTE | DUBLIN, CALIFORNIA

SUNFLOWER HILL & SATELITE AFFORDABLE HOUSING ASSOCIATES

SAHA SATELLITE AFFORDABLE HOUSING ASSOCIATES

Sunflower Hill

DAHLIN

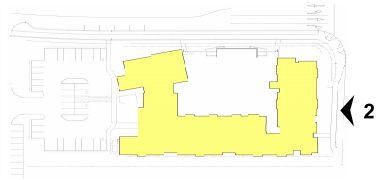
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JOB NO. 681.007
DATE 02.27.2025

5865 Owens Drive
Pleasanton, CA 94588
925-251-7200

A1.5

KEYPLAN:





2 **BUILDING ELEVATION -** DUBLIN BOULEVARD

PROPOSED COLORS & MATERIALS:

- STUCCO FINISH
- STUCCO FINISH
- STUCCO FINISH
- ACCENT MATERIAL

BUILDING ELEVATIONS

SUNFLOWER HILL AT GRACE POINTE | DUBLIN, CALIFORNIA

SUNFLOWER HILL & SATELITE AFFORDABLE HOUSING ASSOCIATES

SAHA SATELLITE AFFORDABLE HOUSING ASSOCIATES

Sunflower Hill

DAHLIN

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NORTH

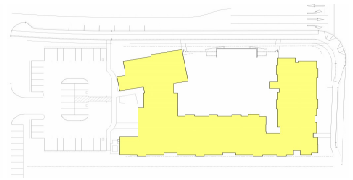
JOB NO. 681.007

DATE 02.27.2025

5865 Owens Drive
Pleasanton, CA 94588
925-251-7200

A1.6

KEYPLAN:





3 BUILDING ELEVATION

PROPOSED COLORS & MATERIALS:

- STUCCO FINISH
- STUCCO FINISH
- STUCCO FINISH
- ACCENT MATERIAL

BUILDING ELEVATIONS

SUNFLOWER HILL AT GRACE POINTE | DUBLIN, CALIFORNIA

SUNFLOWER HILL & SATELITE AFFORDABLE HOUSING ASSOCIATES

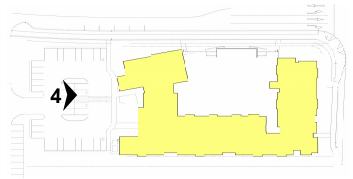
SAHA SATELLITE AFFORDABLE HOUSING ASSOCIATES | Sunflower Hill | DAHLIN

JOB NO. 681.007
DATE 02.27.2025

5865 Owens Drive
Pleasanton, CA 94588
925-251-7200

A1.7

KEYPLAN:





4 **BUILDING ELEVATION -** BRANNIGAN STREET

PROPOSED COLORS & MATERIALS:

- STUCCO FINISH
- STUCCO FINISH
- STUCCO FINISH
- ACCENT MATERIAL

BUILDING ELEVATIONS

SUNFLOWER HILL AT GRACE POINTE | DUBLIN, CALIFORNIA

SUNFLOWER HILL & SATELITE AFFORDABLE HOUSING ASSOCIATES

SAHA SATELLITE AFFORDABLE HOUSING ASSOCIATES

Sunflower Hill

DAHLIN

0 8 16 32

NORTH

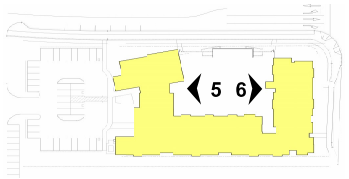
JOB NO. 681.007

DATE 02.27.2025

5865 Owens Drive
Pleasanton, CA 94588
925-251-7200

A1.8

KEYPLAN:





5 COURTYARD ELEVATION



6 COURTYARD ELEVATION

PROPOSED COLORS & MATERIALS:

- STUCCO FINISH
- STUCCO FINISH
- STUCCO FINISH
- ACCENT MATERIAL

BUILDING ELEVATIONS

SUNFLOWER HILL AT GRACE POINTE | DUBLIN, CALIFORNIA

SUNFLOWER HILL & SATELITE AFFORDABLE HOUSING ASSOCIATES

SAHA SATELLITE AFFORDABLE HOUSING ASSOCIATES

Sunflower Hill

DAHLIN

JOB NO. 681.007
DATE 02.27.2025

5865 Owens Drive
Pleasanton, CA 94588
925-251-7200

NORTH

A1.9

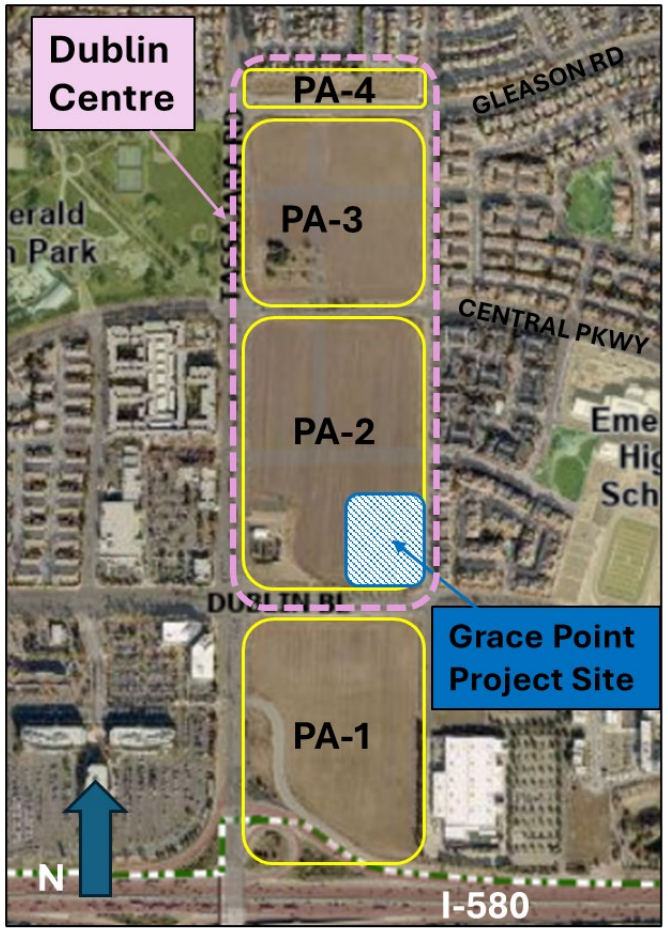
Sunflower Hill at Grace Pointe

Study Session
March 18, 2025



DUBLIN
CALIFORNIA

Project Location



Background

- SCS Outreach / Preferred Plan
- SCS Dublin Project
  - General Plan / Eastern Dublin Specific Plan Amendment
  - Planning Development Rezone
  - Development Agreement

Background Cont'd.

- Dublin Centre Project
  - Site Development Review Permit
  - Vesting Tentative Tract Map
  - Affordable Housing Agreement



Proposed Project

- Sunflower Hill / SAHA
- 60 Affordable Units for people with intellectual and developmental disabilities

Application Process

- Senate Bill (SB) 35
- Preliminary Application
  - Tribal Notification
- Zoning Clearance
  - Ministerial review
  - Compliance with all objective development and design standards

Recommendation

- Receive the presentations by Staff and the Applicant
- Questions? Feedback?

Agenda Item 8.2

STAFF REPORT
CITY COUNCIL

DATE: March 18, 2025

TO: Honorable Mayor and City Councilmembers

FROM: Colleen Tribby, City Manager

SUBJECT: City Council Personal Devices, Personal Accounts, and Messages Policy
Prepared by: Marsha Moore, MMC, City Clerk

EXECUTIVE SUMMARY:

The City Council will consider approving the City Council Personal Devices, Personal Accounts, and Messages Policy. This was requested under agenda Item 9 at the November 19, 2024 City Council Meeting.

STAFF RECOMMENDATION:

Adopt the **Resolution** Approving the City Council Personal Devices, Personal Accounts, and Message Policy.

FINANCIAL IMPACT:

None.

DESCRIPTION:

On November 19, 2024, under Item 9, the City Council requested Staff bring back for discussion a retention policy for text messages regarding City business, particularly those received during City Council meetings.

The City currently has an adopted Records Retention Schedule, an Administrative Policy regarding Electronic Communications Retention, and an Administrative Policy regarding Public Records Requests. In *City of San Jose v. Superior Court* (2017) 2 Cal.5th 608, the California Supreme Court held that when personal accounts or devices are used to communicate about the conduct of public business, such records may be subject to disclosure under the California Public Records Act (CPRA). A policy (Attachment 2) was drafted based on the Records Retention Schedule, both administrative polices, and taking into consideration *City of San Jose v. Superior Court*.

The policy does the following:

- Defines City Business, Messages, Transitory Messages, Records Messages, and Personal Devices.
- Includes a retention period for Transitory Messages and Record Messages based on the City's adopted Records Retention Schedule.
- Explains how to preserve a Record Message received on a personal device or any personal account and provides instructions on methods to send Messages, as defined, from a personal device or account to a City email account.
- Provides guidance and requirements in responding to CPRA requests.
- Re-affirms City Council Norms to refrain from communications during City Council meetings on any agenda item.
- Sets responsibilities for the City Council and City Clerk, requires City Councilmembers to acknowledge the policy by signing a declaration either within seven days of approval of the policy or seven days of taking the oath of office, and recommends adoption of a City Council resolution every odd-numbered year to reaffirm the City's support for the policy.

Staff recommends the City Council adopt the attached resolution, approving the City Council Personal Devices, Personal Accounts, and Messages Policy.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) Resolution Approving the City Council Personal Devices, Personal Accounts, and Message Policy
2) City Council Personal Devices, Personal Accounts, and Messages Policy

RESOLUTION NO. XX – 25

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

APPROVING THE CITY COUNCIL PERSONAL DEVICES, PERSONAL ACCOUNTS, AND MESSAGES POLICY

WHEREAS, the California Public Records Act (CPRA) (Division 614 of the Government Code, beginning at section 7920.005) declares that "access to information concerning the conduct of the people's business is a fundamental and necessary right of every person in this state"; and

WHEREAS, whether something is considered a public record depends on the content of the writing, not the medium in which it is kept, or the location where it is kept; and

WHEREAS, members of the City Council occasionally use personal devices and personal accounts to communicate regarding City business; and

WHEREAS, the City Council wishes to establish a policy around the retention and management of such City Council communications.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin hereby approves the City Council Personal Devices, Personal Accounts, and Messages Policy (the "Policy"), attached hereto as **Exhibit A**.

BE IT FURTHER RESOLVED that the City Council of the City of Dublin hereby acknowledges the benefit of this Policy.

PASSED, APPROVED AND ADOPTED this 18th day of March 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

City Council Personal Devices, Personal Accounts, and Messages Policy

1. Purpose: To ensure the proper handling and preservation of City Council business conducted through Councilmembers' personal electronic devices, personal email accounts, and personal messaging accounts.

2. Overall Guidelines: The City Council discourages Councilmembers from using personal email accounts, personal messaging accounts, and personal electronic devices to conduct City Business. However, if personal devices are used, the following guidelines must be followed.

3. Policy Guidelines:

    a. Definitions

        i. City Business: Messages and emails sent or received relating to the work as a City Councilmember or the business of the City.

        ii. Messages: Any form of communication or information relating to the conduct of City Business, that is owned, used, or retained, regardless of form or characteristics. This includes communications or representations (e.g. symbols, emojis, sounds, pictures) sent or received through any technology, medium, or format, whether encrypted or not. Examples include, but are not limited to, text messages (SMS/MMS), emails, instant or direct messages, messaging applications, social media posts or comments, voice messages, images, videos, recordings, handwriting, photographs, and any other means of recording or transmitting communications, and any record thereby created, regardless of the manner in which the record has been stored. Messages are classified as Transitory Messages or Record Messages, based on retention requirements.

        iii. Transitory Messages: Messages, as defined, that are temporary, have a short-term value, and are not required for ongoing operations. Examples include, but are not limited to, routine requests for information, meeting notices, and general correspondence that does not document significant decisions or actions. Retention Period: When no longer required, in accordance with the City's Records Retention Schedule.

        iv. Record Messages: Any and all Messages, as defined, sent or received during a City Council Meeting must be retained, in addition to Messages documenting significant decisions, actions, or transactions. Examples include, but are not limited to, policy decisions, official communications, communications related to agenda items, and any correspondence that must be retained for legal,

operational, or historical purposes. Retention Period: Four years, in accordance with the City's Records Retention Schedule.

v. Personal Device(s): A computer, mobile phone, or any other device that is not owned by the City, whether owned by the City Councilmember or not, that is used by the City Councilmember, in part, to send or receive Messages related to City Business.

b. Preservation of Records: If an email or Message from a Personal Device or any personal account contains content that requires preservation under the definition of a Record Message, it must be:

i. Memorialized through another record (e.g., memorandum, letter, or email) that is saved for its required retention period based on the content of the record; or

ii. Copied or forwarded to a City email account, where it will be properly saved in compliance with this policy.

c. Public Records Act Compliance and Records Requests

i. Public Records Act Compliance: Emails, Messages, and records stored on a Personal Device or in personal accounts relating to City Business may be subject to the California Public Records Act.

ii. Records Requests: In the event a request for records is received, City Councilmembers, to the extent required by law, must search for all records responsive to such request, including any records stored on Personal Devices and/or personal accounts, unless an exemption under the California Public Records Act applies. This would include Transitory Messages that have not been deleted and Record Messages. The City Clerk will notify City Councilmembers of a request for records that may be stored on Personal Devices and/or personal accounts, and the City Councilmember must send any responsive records to the City Clerk.

d. Communication During City Council Meetings

i. In accordance with Resolution No. 17-19 and the Dublin City Council Norms, City Councilmembers will refrain from sending any Messages, as defined in this policy, during City Council meetings on any agenda item.

4. Responsibilities:

a. City Councilmembers are responsible for ensuring that any City Business conducted on Personal Devices and/or personal accounts is properly documented and preserved according to this policy. City Councilmembers are required to acknowledge this policy by

signing the attached declaration either within seven (7) days of taking their oath of office or within seven (7) days of the effective date of this policy for those currently in office at the time the City Council adopts it.

b. The City Clerk must ensure that City Councilmembers are aware of and acknowledge this policy by signing the attached declaration

5. Procedures

a. Instructions for Sending Text Messages to City Email. To ensure text messages are properly preserved, City Councilmembers should follow these steps to forward a text message to their City email account:

i. Open the text messages you want to forward.
ii. Tab and hold the message until options appear.
iii. Select "Forward" or the equivalent option.
iv. Enter your City email address in the recipient field.
v. Send the message.

b. Instructions for Sending Screenshots of Messages to City Email. If Messages cannot be forwarded directly using the procedures outlined above, City Councilmembers should take screenshots of the Messages and attach them to an email addressed to their City email address. Messages contained in other formats should be attached to an email addressed to their City email address.

6. The City's Ongoing Commitment to this Policy. City of Dublin Staff shall recommend the adoption of a City Council resolution in each odd-numbered year to reaffirm the City's support for this policy.

Approved:

By City Council Resolution No. XX-25

Summary of Revisions

March 2025 – Adopted

CITY OF DUBLIN

City Council Personal Devices, Personal Accounts, and Messages Policy

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On March 18, 2025, the City Council adopted Resolution No. XX-25 Approving the City Council Personal Devices, Personal Accounts, and Messages Policy (the "Policy"). Section 4.a of the Policy states that City Councilmembers are responsible for acknowledging the Policy by signing this declaration either within seven days of taking their oath of office or within seven days of the effective date of the Policy.

To ensure full compliance with the Policy, the Mayor and City Councilmembers shall execute a declaration under penalty of perjury, on this form or another form provided by the City Clerk, stating that they are aware of and acknowledge their responsibility to properly document and preserve any communication related to conducting City Business on Personal Devices and/or personal accounts.

The required declaration shall be filed with the City Clerk within seven days of taking the oath of office or within seven days of the original effective date of the Policy.

My office of: ☐ Mayor ☐ Councilmember

I, _____, hereby certify under penalty of perjury that I understand the City Council Personal Devices, Personal Accounts, and Messages Policy and commit to full compliance with the Policy.

_____ _____

(Date) *(Signature)*

City Council Personal Devices, Personal Accounts, and Messages Policy

March 18, 2025



DUBLIN
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Background

- Requested under Agenda Item No. 9 on November 19, 2024.
- Current Guidelines:
  - Administrative Policy regarding Electronic Communications Retention
  - Administrative Policy regarding Public Records Requests
  - *City of San Jose v. Superior Court* (2017) 2 Cal.5th 608
  - Resolution No. 17-19, Dublin City Council Norms
  - City's Adopted Records Retention Schedule

Draft Policy

- The Policy does the following:
  - Defines City Business, Messages, Transitory Messages, Records Messages, and Personal Devices.
  - Includes a retention period for Transitory Messages and Record Messages based on the City's adopted Records Retention schedule.
  - Explains how to preserve a Record Message received on a personal device or any personal account and provides instructions on methods to send Messages from a personal device or account to a City email account.
  - Provides guidance and requirements in responding to California Public Records Act requests.

Draft Policy, 2

- Re-affirms City Council Norms to refrain from communications during City Council meetings on any agenda item.
- Sets responsibilities for the City Council and City Clerk.
- Requires Councilmembers to acknowledge the Policy by signing a declaration either within seven days of the approval of the policy or seven days of taking the oath of office.
- Directs Staff recommend adoption a resolution every odd-numbered year to reaffirm the City's support for the policy.

Recommendation

- Adopt the Resolution Approving the City Council Personal Devices, Personal Accounts, and Messages Policy.

Questions?