AGENDIZED ITEMS – The public is entitled to address the Committee on items appearing on the agenda before or during the Committee’s consideration of that item. Each speaker will be limited to approximately three minutes.

1. **ROLL CALL**

2. **PUBLIC COMMENT PERIOD**

3. **REPORTS**
   a. **Considering** – a revised proposal from Resources for Community Development for an additional allocation of $2.3 million for affordable housing construction at 1313-1321 Galindo Street and recommendation to the City Council. **Report by Sophia Sidhu, Housing Program Analyst**

4. **ADJOURNMENT**

**ADA NOTICE AND HEARING IMPAIRED PROVISIONS**

In accordance with the Americans with Disabilities Act and California Law, it is the policy of the City of Concord to offer its public programs, services and meetings in a manner that is readily accessible to everyone, including those with disabilities. If you are disabled and require a copy of a public hearing notice, or an agenda and/or agenda packet in an appropriate alternative format; or if you require other accommodation, please contact the ADA Coordinator at (925) 671-3031, at least five days in advance of the hearing. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility.

Distribution: City Council
Valerie Barone, City Manager
Susanne Brown, City Attorney
Kathleen Trepa, Assistant City Manager
Joelle Fockler, City Clerk
Staff Report

Date: February 4, 2019
To: Council Committee on Housing & Economic Development
From: Kathleen S. Trepa, Assistant City Manager
Reviewed by: Andrea Ouse, Director of Community and Economic Development
Brenda Kain, Housing and Community Services Manager
Prepared by: Sophia Sidhu, Housing Program Analyst
Sophia.sidhu@cityofconcord.org
(925) 671-3387

Subject: Considering a Revised Proposal from Resources for Community Development for an Additional Allocation of $2.3 Million for Affordable Housing Construction at 1313-1321 Galindo Street and Recommendation to the City Council

Report in Brief
This report provides the Council Committee on Housing and Economic Development (HED) with an overview of a revised proposal received from Resources for Community Development (RCD) for the expansion of the affordable housing project at 1313-1321 Galindo Street. The proposal requests $2.3 million in addition to $5.5 million previously allocated, for a total allocation of $7.8 million.

Recommended Action
Hear the staff report, provide feedback and forward a recommendation to City Council to award an additional $2.3 million in City Affordable Housing Funds to RCD, for a total of $7.8 million, to fund an expansion of the 1313-1321 Galindo Street project.

Background
On January 23, 2018, City Council directed staff to issue a Notice of Funding Availability (NOFA) for $14 million in available affordable housing funds. Council provided feedback on the priorities for expending funds, and highlighted creating new affordable housing through (1) the acquisition and rehabilitation of existing rental units, particularly along Clayton Road, and (2) developing new rental housing. The Council also gave feedback on the various in-need populations to be targeted for support with this funding, which
included seniors, veterans, teachers, school district employees, other local employees, persons with disabilities, and low-income families.

Responses to the NOFA were due on March 1, 2018.

Allocated Affordable Housing Funds- Background
On April 9, 2018, staff and RCD presented a proposal for an affordable housing project located at 1313 Galindo Street. HED asked questions of staff regarding zoning, environmental review and parking requirements. The Committee also had clarifying questions for RCD regarding the overall proposed development as well as population mix and unit sizes. Following the discussion, HED requested that RCD submit a revised proposal for review in late May.

On May 21, 2018, RCD’s revised proposal was presented to HED. The Committee forwarded a recommendation to Council to allocate $5.5 million in affordable housing funds for the proposed project.

On June 26, 2018, City Council heard RCD’s presentation and voted to allocate $5.5 million in City affordable housing funds for 1313 Galindo Street. See Attachment 1.

Analysis
RCD has recently negotiated site control of 1321 Galindo Street in addition to 1313 Galindo Street, creating an expanded .54 acre development site and allowing an increase in the complex from 44 to 62 units (Attachment 2). The 41 percent increase in the number of units equates to an additional total development cost of $15 million. In order to complete this augmented project, RCD is requesting $2.3 million in addition to the $5.5 million awarded in June 2018, bringing their total City funding request to $7.8 million. The per unit subsidy request remains unchanged at $125,000/unit.

RCD’s updated proposal mirrors the awarded proposal, and only increases the number of units to be built. RCD is proposing a 5-story, 62-unit complex that will be affordable to extremely low and very low-income households. The building will continue to serve a mix of seniors, individuals, small families, and special needs households. The building will include a community room, laundry room, property manager’s office, resident services office and an outdoor courtyard. The unit mix remains focused on one-bedroom units and will incorporate accessible design features to better meet the needs of seniors and special need households. The unit mix will consist of 39 one-bedroom units, 19 two-bedroom units (including one manager’s unit), and 4 three-bedroom units. Thirteen of these units will be set aside for homeless veterans and residents living with HIV/AIDS.

As with all RCD properties, residents will be provided with supportive services, available at no cost to the residents, such as after-school and summer youth programs, computer
Committee Report  
Agenda Item No. 3.a  
February 4, 2019  

skills and budgeting. RCD is in discussion with Contra Costa Interfaith Housing (CCIH), a local community organization, to provide these services.

The revised proposal maintains the parking ratio of 1.2 spaces per unit. Seventy-five parking spaces will be provided in puzzle stackers with surface parking on the ground level. As requested by HED in May 2018, the project incorporates a pull-out loading zone on Galindo Street sized for vehicles up to a mini-bus. A secure bicycle storage room for bicycle parking will also be provided.

The proposed project is located .4 miles from the Concord BART station and between two bus stops of the County Connections line, allowing this site to meet the local and State goals for transit oriented development (TOD). The project is also 0.6 miles from Todos Santos Plaza. Within a one-mile radius of the site, residents will have access to services and amenities including schools, parks, medical centers, retail, employment, grocery and entertainment. Given its accessible location and Concord’s push for a pedestrian-friendly street grid within the Downtown Specific Plan area, residents will be able to access various resources with reduced dependence on automobiles. As an added sustainability measure, RCD anticipates that this property will be Green Point Rated.

RCD has over 30 years of development experience, and its property management company (The John Stewart Company which manages all RCD projects) has over 39 years of affordable housing management experience. RCD and its team currently manage projects throughout the City of Concord (Lakeside Apartments, Riley Court Apartments, and Camara Circle Apartments). In addition, they have opened award-winning properties in Emeryville and Alameda, and operate throughout the greater Bay Area.

RCD has a successful track record in securing the proposed and alternative funding streams to allow this project to pencil. Construction is projected to be completed by April 2022, which is within the current RHNA cycle.

**Financial Impact**
There are no General Fund monies allocated. Council has allocated $5.5 million for the project. The additional $2.3 million, for a total of $7.8 million, would be allocated through existing Concord Successor Housing Funds.

**Public Contact**
Notice of this meeting has been posted and the proposers notified

**Attachments**
1. June 26, 2018, Staff Report to City Council
2. RCD Revised Proposal
Subject: Considering adoption of Resolution No. 18-52 authorizing the allocation of $5.5 million in City Housing Funds to Resources for Community Development for the development of an affordable housing project proposed in response to the Housing Division’s Notice of Funding Availability

Report in Brief
This report is to provide City Council with an overview of responses to the Housing Division’s Notice of Funding Availability (NOFA), and to request the adoption of Resolution No. 18-52 approving and authorizing the allocation of $5.5 million in City Housing Funds to Resources for Community Development (RCD) to partially finance their alternative affordable housing project proposal.

Recommended Action
Adopt Resolution No. 18-52 (Attachment 1) approving and authorizing the allocation of $5.5 million in City Housing Funds to RCD toward the development of the proposed affordable housing project at 1313 Galindo, submitted in response to the Housing Division’s Notice of Funding Availability.
Background
On January 23, 2018, City Council directed staff to issue a Notice of Funding Availability (NOFA) for $14 million in available affordable housing funds. Council provided feedback on the priorities for expending funds, and highlighted creating new affordable housing through (1) the acquisition and rehabilitation of existing rental units, particularly along Clayton Road, and (2) developing new rental housing. The Council also gave feedback on the various in-need populations to be targeted for support with this funding, which included seniors, veterans, teachers, school district employees, and other local employees, the disabled, and low-income families.

The NOFA responds to the City’s needs for affordable housing as stated in the City’s Housing Element report. Under State law, every jurisdiction must prepare and adopt a Housing Element as part of its General Plan. The Housing Element provides goals, policies and programs, laying out a plan for the 2014-2022 planning period to facilitate the development of housing to serve households at all income levels. It specifically calls out policies to serve Moderate, Low, Very Low and Extremely Low Income households. The table below indicates the targeted number of housing units to be produced at Very Low, Low, Moderate and Above Moderate Income within an 8-year Housing Element Cycle from 2014-2022.

Concord Regional Housing Needs Allocation Goals 2014-2022

<table>
<thead>
<tr>
<th>Income Category</th>
<th>Projected Need</th>
<th>Percent of Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extremely Low (0-30% AMI)</td>
<td>399</td>
<td>11.5%</td>
</tr>
<tr>
<td>Very Low (31-50% AMI)</td>
<td>399</td>
<td>11.5%</td>
</tr>
<tr>
<td>Low (51-80% AMI)</td>
<td>444</td>
<td>12.8%</td>
</tr>
<tr>
<td>Moderate (81-120% of AMI)</td>
<td>559</td>
<td>16.1%</td>
</tr>
<tr>
<td>Above Moderate (over 120% of AMI)</td>
<td>1,677</td>
<td>48.2%</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
<td><strong>3,478</strong></td>
<td><strong>100.0%</strong></td>
</tr>
</tbody>
</table>

NOFA Process
The goals expressed in the NOFA as directed by City Council were:

- To facilitate affordable housing through acquisition and rehabilitation of existing rental units, particularly along Clayton Road.

- To create affordable housing to serve seniors, veterans, teachers, school district employees, and other local employees, the disabled, and low-income families. Interest was expressed in affordable only complexes and mixed-income complexes.
The Housing NOFA (Attachment 2) was due on March 1, 2018. Proposals were received from three developers: Resources for Community Development (RCD), Community Housing Opportunities Corporation (CHOC), and Novin Development/Habitat for Humanity East Bay/Silicon Valley (NDC/Habitat). Only RCD submitted a proposal for which they had site control.

Housing and Economic Development (HED) Committee April 9, 2018
The HED Committee (Obringer, McGallian) first met on April 9, 2018, to consider the results of the NOFA. Staff recommended forwarding a recommendation to City Council to provide a preliminary award of $5.5 million in City Housing Funds to RCD for its proposal for 66 units at 1305 and 1313 Galindo. RCD was the only proposer with site control of a property for its proposal. Staff also recommended inviting the two other proposers, CHOC and NDC/Habitat, to resubmit their proposals for the unallocated portion of the $14 Million if either organization found an alternative project site before the September 2018 County Consortium NOFA deadline. If neither CHOC nor NDC/Habitat were to resubmit a proposal, then staff recommended reconvening discussions with BART regarding a potential affordable housing development on the 9-acre parcel between Monument Boulevard and San Miguel Road that sits just south of the Concord skate park. All three developers proposed projects for new housing construction.

Following the presentation by staff, the Committee had several questions regarding zoning, environmental review and parking requirements. The Committee then heard from Carolyn Bookhart of RCD and had several questions related to RCD’s submitted proposal as well as other RCD properties in Concord. Discussion related to population mix, unit sizes, parking availability, and type of proposed development.

Committee Members expressed a preference for more veteran and senior housing units and fewer large units. The Committee also expressed a preference for a majority of the units to be specifically set aside for these targeted populations, and suggested converting the 3 and 4 bedroom units for larger families into some additional smaller units to accommodate housing for more seniors and veterans.

Additional discussion revolved around parking issues, including parking at other local RCD properties; the Committee expressed concern that the proposed project may have inadequate on-site parking. The Committee also questioned whether a drop off / turn out may be necessary to reduce the impact on traffic on Galindo Street and to better serve special need residents and ride sharing.

Committee Chair Obringer indicated that she would have preferred to see an acquisition/rehabilitation project, and inquired about the efforts that RCD had taken to help realize such a project. RCD indicated that they had explored over thirty properties but were not able to enter into negotiations or find a feasible project site.
Committee challenged the developers to further explore the possibility of such a project, specifically on Bel Air and Marclair Drives, or the property for sale at 1880 Parkside Drive, in order to improve conditions and guarantee affordability for current residents. The Committee expressed that they were open to new construction projects should developers be unable to secure a site for a rehabilitation project or if there were funding issues.

The Committee Members requested that RCD incorporate the Committee's suggestions into a revised proposal for Committee review in late May.

The Committee also heard brief presentations from Vince Nicholas and Maurilio Leon of Community Housing Opportunities Corporation (CHOC) and Iman Novin and Hamid Taeb from Novin Development Corporation/Habitat for Humanity East Bay/Silicon Valley (NDC/Habitat). These teams submitted proposals but did not have site control of the proposed location. The Committee members noted that they would allow CHOC and NDC/Habitat to resubmit a project proposal prior to the May HED meeting and/or the September 2018 County Consortium NOFA deadline. Resubmitted proposals would be contingent upon securing control of an alternative site.

As a result of HED Committee’s feedback, RCD later submitted a revised proposal for the HED Committee to consider during their meeting on May 21, 2018. Further details of this proposal are discussed in the Analysis section of this report.

**Analysis**

RCD’s Alternative Proposal- 1313 Galindo Street (Attachment 5)

RCD has over 30 years of development experience, and its property management company (The John Stewart Company- used at all RCD projects) has over 39 years of affordable housing management experience. RCD and its team currently manage projects throughout the City of Concord (Lakeside Apartments, Riley Court Apartments, and Camara Circle Apartments). In addition, they have opened award-winning properties in Emeryville and Alameda, and operate throughout the greater Bay Area.

RCD has negotiated site control for 1313 Galindo Street (.4 acres). The proposed project is located 0.4 miles from the Concord BART station and between two bus stops of the County Connections line, allowing this site to meet the local and State goals for transit oriented development (TOD). The project site is also 0.6 miles from Todos Santos Plaza. Within a one-mile radius of the site, residents will have access to services and amenities, including schools, parks, medical centers, retail, employment, grocery, and entertainment.

In their revised proposal, RCD is proposing a 44-unit project that will serve the veteran communities of Concord, as well as seniors, people with disabilities and small families. To better serve the needs of seniors, the unit mix has been revised so that 55% of the units are now 1 bedroom units, an increase from the 36% in the original proposal. The 4
bedroom units have been eliminated and the number of 3-bedroom units has been reduced from 15 to 4. The remaining apartments are two bedrooms, which serve the needs of small families as well disabled households that might have a live-in aide or supporting family member. As with the original proposal, most units are available to all of the targeted populations mentioned above. This alternative proposal sets aside 10 of its units (23% of the project) specifically for homeless veterans whereas the original proposal set aside 16 units (25% of the project) to serve households with general special needs (homeless, disabled, living with HIV/AIDS, veterans). The final unit breakdown of the 44 total units is: 24 one-bedrooms, 16 two-bedrooms, and 4 three-bedrooms.

The 1313 Galindo project includes a number of support services available at no cost to the residents including after school and summer youth programs, computer skills, and budgeting. These services are offered at all RCD properties and they are proposed to be included in this project by partnering with local community organizations.

RCD is proposing 1.2 parking spaces per unit, with guest parking for every 3 units, for a total of 53 parking spaces, assuming a parking reduction for transit overlay and affordable housing development. The design assumes a podium building and the use of mechanical parking stackers. Since parking will be located internally, accessible loading can be accommodated inside the parking lot without causing traffic concerns along Galindo Street.

In order to complete this $25 Million proposed project, RCD is requesting $5.5 Million in City subsidy, or approximately $125,000 per unit (versus the $83,000 per unit subsidy requested in the original proposal). This request does exceed the City’s targeted per unit subsidy of $80,000-$100,000, however it is within 25% of the total per unit cost of development. The smaller unit sizes have lower rents, thereby leveraging a smaller mortgage, less tax credit basis/equity and less per unit State funding than larger family sized units. However, as RCD notes, there may be some flexibility with reducing the amount of parking required to reduce costs, which would thereby reduce the subsidy requested. RCD has indicated they could propose a Phase 2 project in the future if they were to gain site control of the adjacent site at 1305 Galindo Street, which is not currently available.

If approved, construction is projected to be completed by December 2021, which is within the current RHNA cycle. Please see Attachment 4 for the evaluation criteria summary sheet for RCD’s alternative project.

HED Committee May 21, 2018
After hearing the report from staff on RCD’s alternative proposal, the HED Committee recommended that an award of $5.5 million for RCD’s alternative proposal be forwarded to the full Council for their review. The Committee also asked that RCD address the following items prior to funding being awarded:
1. Work with the City to determine an adequate number of parking spaces for tenants, potentially through conducting parking studies at other similar and nearby communities.

2. Work with the City to incorporate a loading zone where passengers are able to safely load/unload from ride sharing vehicles without causing traffic concerns along Galindo Street.

3. Provide the City with an outreach plan that includes outreach to seniors and people with disabilities.

4. Provide the City with a long-term follow up plan to ensure the targeted populations will continue to be served through the years.

RCD has begun its efforts in addressing the issues raised by the Committee, including:

- Initiating a study of parking availability and utilization at similar projects
- Establishing a traffic management strategy
- Outlining a Marketing and Tenant Selection Plan
- Incorporating building and design concepts into their alternative proposal that will better allow the development to serve the targeted populations throughout the years

The HED Committee also expressed several concerns regarding RCD’s existing properties in Concord, namely Lakeside Apartments. These concerns centered on security, parking management, and lake maintenance. Please see Attachment 3 for additional information on how RCD is further planning to address the requests and concerns of the HED Committee.

In sum, RCD’s alternative proposal meets a majority of the HED Committee’s expressed concerns and exceeds every criterion outlined in the NOFA in that:

- RCD’s qualifications and track record prove they are capable of effectively utilizing City subsidy for their proposed project.
- The project will provide housing and services for Concord’s Veterans community, as well as for seniors, people with disabilities, families, and the homeless,
- RCD is able to accommodate additional parking spaces for the proposed community and minimize potential traffic concerns along Galindo Street,
- They have site control over the proposed site,
- All 44 proposed units will be counted in the City’s very low-income RHNA numbers,
- The timeline to completion falls within the City’s current RHNA cycle.
It is, therefore, the recommendation of the HED Committee and staff that Council provide $5.5 million for the development of the 44-unit project at 1313 Galindo Street.

Adoption of Resolution 18-52 would allow RCD to enter into a loan with the City in the amount of $5.5 million using City Housing Funds, bearing a simple interest at the rate of three percent (3%) per annum, with a 55 year term to ensure the long-term affordability of the project.

Next Steps
CHOC and NDC/Habitat have expressed interest in submitting proposals by July 1, 2018 prior to the September 2018 County Consortium NOFA deadline. If either submit a proposal, it will be reviewed by the HED Committee at their August meeting.

Because affordable housing projects require multiple financing sources to achieve financial feasibility, following Council’s approval of the proposal(s), which will be contingent upon the developer securing additional financing to complete the project funding, the recommended developer(s) would apply through the Countywide Consortium NOFA that will be issued in September, 2018. After final awards in 2018, developers could then apply for State Tax Credit funding and other State Affordable Housing Program funds for which applications are due in early 2019. If project entitlements are achieved in 2019, and full project financing closes in 2020, the funded project may then begin construction or rehabilitation in 2020 or 2021, allowing it to be counted toward the City’s current RHNA cycle goals.

Continued Challenges with Acquisition/Rehabilitation versus New Construction
RCD is considering a separate acquisition/rehabilitation (acquisition/rehab) project in Concord, and has been working with a real estate broker over the past several months to identify and pursue potential target sites to acquire and rehabilitate existing units. RCD has looked at over 34 properties and will be looking at 22 more. These include properties located along the Clayton Road corridor, Bel Air Dive, Marclair Drive, and the Parkside property listed for sale. This process has proven to be challenging for a number of reasons.

In general, property owners did not want to sell or were unresponsive to any outreach to discuss a possible sale. Due to the current strong real estate market, the cost to acquire a property is high and is in the $250,000-$300,000 per unit cost range. A major source of equity for an acquisition/rehab project is tax credit financing, where tax credits are used to entice investors to fund potential developments. In general, tax credit investors are typically looking for properties that provide a minimum of 40-50 units in order to make the tax credit investments worth their while. Most of the properties in the targeted areas of Concord that are in need of an acquisition/rehab, however, are between 20-30 total units, and are too small to entice an investor and, therefore, be awarded tax credit financing. Without tax credit equity, the developers would rely on mostly on local and
private funds, where the City subsidy required would be well beyond the targeted $80,000-100,000/unit range. There are a few larger potential acquisition/rehab projects located in Concord, which RCD is also inquiring into. However, RCD is finding that with the high acquisition costs, the City subsidy required doubles to $10 million versus the $5.5 million that is currently being requested in the original and the alternative proposals. As a result, together with the cost of rehabilitation, the total per-unit cost for an acquisition/rehab project is estimated to be around $450,000-$500,000. This is very similar to the per-unit cost of new construction. For example, the per-unit cost of RCD’s alternative proposal is $580,000.

Since units are occupied by tenants during an acquisition/rehab project, this prevents developers from obtaining funding that would allow those units to be converted into units that target specific populations which are not already residing in the unit. For example, it is difficult to obtain funding that would allow for units to be specifically allocated for veterans, if veterans were not already living in that unit. Other funding sources may be completely unavailable for acquisition/rehab projects such as the State’s Affordable Housing and Sustainable Communities AHSC funding which is available for new construction. As a result, the City subsidy cost for a rehabilitation project can be significantly higher than the subsidy required for new construction. Please see RCD’s Alternative Proposal (Attachment 5) for more information on the current challenges with acquisition and rehabilitation approach.

Housing staff recently received notice of the acquisition/rehabilitation of Clayton Villa Apartments, an 80-unit, affordable housing community for very low income seniors located along the Clayton Road corridor. On March 1, 2018, developer CLV GP, LLC (Toffer Mann Investments, LLC) informed the City that it had acquired site control for Clayton Villa Apartments and is applying for State and Federal funds to perform a complete rehabilitation of these units. Although there are no City funds in this project, it will help to preserve Concord’s affordability of units along Clayton Road.

**Alternative**
As an alternative to the recommendation, Council may choose not to fund the proposal.

**Financial Impact**
There are no General Fund monies allocated for the adoption of Resolution No. 18-52 and the $5.5 million requested by RCD would be granted through existing Concord Successor Housing Funds.

**Environmental Determination**
Pursuant to CEQA Guidelines Sections 15060(c), 15061(b)(2) and (3), 15273, 15378, and Public Resources Code Section 21065, funding of a proposal is not subject to environmental review under the California Environmental Quality Act (CEQA) of 1970, as amended, as it does not constitute a “project,” does not commit the City to a definite course of action, does not constitute discretionary approval of a specific project, and will
not result in a direct or reasonably foreseeable indirect physical change in the environment, and in the alternative is exempt from CEQA. No unusual circumstances exist and none of the exceptions under CEQA Guidelines Section 15300.2 apply. This determination reflects the City’s independent judgment and analysis. Individual projects will undergo CEQA analysis as necessary.

Public Contact
Notice of this meeting has been posted.

Attachments
1. Resolution No. 18-52
2. Housing NOFA
3. RCD’s Response to the HED Committee Requests and Concerns
4. Evaluation Criteria Summary Sheet for RCD’s Alternative Proposal
5. RCD’s Alternative Project Proposal
BEFORE THE CITY COUNCIL OF THE CITY OF CONCORD
COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA

Approving And Authorizing the Allocation of $5.5 Million in City Housing Funds to Resources for Community Development to Partially Finance Their Alternative Affordable Housing Project Proposal Submitted in Response to the Housing Division’s Notice of Funding Availability Due on March 1, 2018

WHEREAS, through a Notice of Funding Availability, the City has made available $14 million in affordable housing funds to be used toward the acquisition and rehabilitation of existing properties, or for new construction of affordable housing units in the City of Concord; and

WHEREAS, Resources for Community Development has requested $5.5 million in City subsidy to fund their new 44 unit affordable housing project at 1313 Galindo Street that meets the provisions set forth in the Housing Division’s Notice of Funding Availability due on March 1, 2018;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CONCORD DOES RESOLVE AS FOLLOWS:

Section 1. Pursuant to CEQA Guidelines Sections 15060(c), 15061(b)(2) and (3), 15273, 15378, and Public Resources Code Section 21065, funding of a proposal is not subject to environmental review under the California Environmental Quality Act (CEQA) of 1970, as amended, as it does not constitute a “project,” does not commit the City to a definite course of action, does not constitute discretionary approval of a specific project, and will not result in a direct or reasonably foreseeable indirect physical change in the environment, and in the alternative is exempt from CEQA. No unusual circumstances exist and none of the exceptions under CEQA Guidelines Section 15300.2 apply. This determination reflects the City’s independent judgment and analysis. Individual projects will undergo CEQA analysis as necessary.

Section 2. The Council hereby approves and authorizes the allocation of $5.5 million in City Housing Funds to Resources for Community Development to partially finance their above described project proposal submitted in response to the Housing Division’s Notice of Funding Availability due on March 1, 2018.

PASSED AND ADOPTED by the City Council of the City of Concord on June 26, 2018,
the following vote:

**AYES:** Councilmembers -

**NOES:** Councilmembers -

**ABSTAIN:** Councilmembers -

**ABSENT:** Councilmembers -

I HEREBY CERTIFY that the foregoing Resolution No. 18-52 was duly and regularly adopted at a regular meeting of the City Council of the City of Concord on June 26, 2018.

Joelle Fockler, MMC
City Clerk

APPROVED AS TO FORM:

Susanne Meyer Brown
City Attorney
February 1, 2018

Dear Development Community:

The City has made significant strides in revitalizing the City of Concord, which has attracted a broad range of new residents who enjoy living in its well-designed and affordable housing developments. The focus of the City’s revitalization efforts has been to create housing that attracts residents, workers and visitors throughout the day and evening with a wide array of entertainment and retail services. With its strategic location in Contra Costa County, its skilled work force, easy access to transportation and excellent amenities, Concord is well-positioned to capitalize on the City's past successes and future opportunities.

The City of Concord is pleased to announce the availability of $14 million in affordable housing funds to be used toward further actualizing Concord’s opportunities for quality affordable housing.

The City is requesting that developers respond to this Notice of Funding Availability (NOFA) by proposing a project that would either solicit funding for:

1) The acquisition/rehabilitation of existing multi-family affordable housing units in the City of Concord, AND/OR
2) New multi-family affordable housing construction in the City of Concord

Concord’s City Council has indicated that preference will be given to proposed projects that aim to serve the Veteran, Senior, Disabled, and/or Workforce (i.e. teacher) communities of the City of Concord. Preference for new construction projects will be given to those that are able begin construction within the City’s current Regional Housing Needs Allocation (RHNA) cycle ending in 2022. Preference will also be given for acquisition/rehabilitation projects located along the Clayton Road corridor that enhance and preserve the City’s current affordable housing stock and de-facto affordable housing by renovation as regulated affordable housing.

The City aims to fund one or two multi-family affordable housing projects with the available $14 million. It is recognized that additional sources of funding would be used in collaboration with City funds to complete the proposed projects. We are partnering with Contra Costa County to streamline the application process for both City and County housing funds. This process will be further detailed once the Concord City Council reviews and selects one to two projects from the submitted NOFAs.

Please contact Sophia Sidhu, Housing Program Analyst at Sophia.Sidhu@cityofconcord.org or (925) 671-3387 if you have any questions.

We look forward to your interest.

_______________________________
Laura Simpson
Housing and Planning Manager
City of Concord
Table of Contents

Purpose and Goals of the NOFA..................................................... 3
Opportunity ................................................................................. 3
Local Area Description .............................................................. 4
Key Goals to Achieve Through Available Housing Funds.......... 5
Possible Planning Approvals and Development Standards........ 5
Roles of the Developer and the City of Concord....................... 5
Overview of Evaluation Factors................................................ 6
Developer Selection Process ....................................................... 7
Submittal Requirements............................................................. 8
Proposed Schedule..................................................................... 9
Terms/Conditions of the Offer.................................................... 9
Purpose and Goals of the NOFA

The City of Concord is offering an immediate opportunity to partner with the City in the acquisition/rehabilitation and/or new development of multi-family affordable housing in the City of Concord.

Using $14 million in available housing funds, the City desires to promote and maintain high quality affordable housing rental stock in the City of Concord.

The City is thereby requesting that developers respond to this NOFA by proposing an acquisition/rehabilitation and/or new construction project that aims to meet the following of the City’s goals:

- Addresses need for multi-family, affordable housing that targets households meeting the low-income criteria.
  - For new construction projects: project may include 100% affordable or may be mixed-income housing with at least twenty percent of the residential units allocated toward low-income housing.
  - For acquisition/rehabilitation projects: project must allocate 100 percent of residential rental units toward low-income housing. Preference will also be given to projects located along the Clayton Road corridor.

- Provides housing for Veteran, Senior, Disabled, and/or Workforce communities (i.e., teachers) of the City of Concord.

- Construction is able to begin within the City’s current Regional Housing Needs Allocation (RHNA) cycle ending in 2022.

The City aims to fund one to two multi-family affordable housing projects with the available $14 million. It is recognized that additional sources of funding will be used in collaboration with City funds to complete the proposed projects. We are partnering with Contra Costa County to streamline the application process for City and County housing funds. This process will be further detailed once the Concord City Council reviews and selects one to two approved projects from the submitted NOFAs.

Opportunity

This is a catalyst development opportunity because:

- The City of Concord has the largest population (128,000+) and largest number of jobs in Contra Costa County (~65,000), with excellent accessibility and a counter-commute to its three highways (I-680, SR 242 and SR 4) and two BART stations (Downtown Concord and North Concord).

- The City of Concord Development Code, within its transit station overlay district (TS) development standards, allows for up to a 25 percent increase in density, up to a 25
percent FAR increase and up to 25 percent parking reduction within a half-mile perimeter of a BART station, which could apply to your project (see Concord Municipal Code section 18.105.010).

- Given Concord’s two BART Stations, future development can capitalize on the strong, consistent, and growing demand for transit-oriented development in established urban centers throughout the San Francisco Bay Area.

- Business-friendly government policies, outstanding Class A office space values, numerous industrial parks and excellent transportation combine with favorable rents and home prices, an educated workforce, a dynamic retail environment and an enviable quality of life to make Concord a premier location to live and work.

- Bay Area enterprises-large and small-celebrate Concord as the place in which to thrive today and respond to new opportunities tomorrow.

Local Area Description

Since 1980, Concord has grown from being primarily a bedroom community to becoming a regional employment center. Located 29 miles east of San Francisco, Concord is easily accessible to San Francisco, Silicon Valley, Oakland and Sacramento. Business-friendly government policies, cost-effective Class A office space, numerous industrial parks and excellent transportation combine with a wide range of housing stock, an educated workforce and a dynamic retail environment to make Concord a city of the highest quality.

Concord is Contra Costa County’s largest city with a population of more than 128,000 residents and the County’s major employment center with 65,000 jobs that account for approximately 12 percent of jobs countywide according to the State of California Employment Development Department.

One of Concord’s strongest assets is its excellent transportation access. Major highways, public transit and a public-use airport enable business leaders to quickly travel anywhere while providing employees with multiple choices for getting to work. In addition to its convenient location adjacent to Interstate 680 and State Routes 4 and 242, Concord is home to two BART stations and is in close proximity to two major airports, San Francisco International and Oakland International airports, as well as several smaller East Bay airports that serve private planes.

Concord has attracted significant developer interest as its full-service downtown incorporates entertainment, housing, a wide array of retail shopping opportunities and a significant concentration of office development. The most notable current and near-term projects include:

- The Veranda by Center Cal Properties, a 375,000-square foot retail lifestyle center located on 30 acres at 2001 Diamond Blvd.
• The 285,000 square foot Swift Plaza/Wells Fargo Bank office development, with more than 2,000 employees, located at 1655 Grant St.

• Renaissance Luxury Apartments Phase II by Legacy Partners, a 179-unit apartment complex located at 1825 Galindo Street.

**Key Goals to Achieve Through Available Housing Funds**

The availability of $14 million in affordable housing funds is to be used toward advancing quality affordable housing and related goals found within the Concord 2030 General Plan, Downtown Concord Specific Plan, and City of Concord Housing Element reports. These reports can be found through the City’s website at [http://www.cityofconcord.org/](http://www.cityofconcord.org/)

**Possible Planning Approvals and Development Standards**

- Environmental Review – The proposed development project, once defined, may be subject to an environmental analysis pursuant to the California Environmental Quality Act (CEQA) and the City of Concord’s environmental guidelines. The City of Concord will make the final determination of what constitutes CEQA compliance as the Lead Agency under CEQA.

- Use Permit – If required, the Use Permit process requires Planning Commission approval.

- Design Review – The project may require preliminary and final design review. This project will be subject to review by the Design Review Board.

Depending on the estimated project development schedule, the City could process each of these applications prior to, or concurrent with, project loan and regulatory documents.

For more information regarding development standards for your particular project, including maximum height, minimum and maximum FAR, and parking requirements, please refer to Concord’s Development Code.

**Roles of the Developer and the City of Concord**

For acquisition/rehabilitation projects, the City is looking to the selected developer to:

- Confirm the housing site(s) name(s) and address(s) that require acquisition/rehabilitation.

- Secure inspections and permits required for acquisition/rehabilitation work

- Facilitate and manage the construction on the project site that results in a higher quality, multi-family, development where 100 percent of the residential units are designated for low-income households meeting the 60 percent AMI level for Contra Costa County.
• Manage the project once complete, or be partnered with a well-established and reputable firm for the management of the project after complete.

For new construction projects, the City is looking to the selected developer to:
• Purchase a land site of choice within the City of Concord where your purposed project will be constructed
• Secure entitlements for property development
• Clear and prepare the site for development
• Facilitate and manage the construction on the project site of a high-quality, multi-family development where project may include 100% affordable or may be mixed-income housing with at least twenty percent of the residential units are designated for low-income households meeting the 60 percent AMI level for Contra Costa County.
• Manage the project once complete, or be partnered with a well-established and reputable firm for the management of the project after complete.

The City will assist by:
• Processing all completed applications and releasing funds for use in a timely and efficient manner. All Planning application fees will be applied.
• Streamlining the application process for Contra Costa County funding.

Overview of Evaluation Factors

All development projects will be reviewed by the Housing & Economic Development Committee of the Concord City Council at a public meeting. The Committee will recommend one or more projects for funding to the full Council for consideration. The following criteria will be used to determine which project(s) are selected by the Committee and Council:

• Developer experience
• Property management experience
• Type of project proposed
• Number of units
• Number of units to be counted toward RHNA goals
• Number of de-facto affordable units reconstituted as regulated affordable housing units (acquisition/rehabilitation only)
• Depth of affordability
• Amount of City subsidy requested
• Timeline to completion
Developer Selection Process

The developer selection will occur through a review of qualifications and proposals submitted by the developers. The City reserves the right to reject all proposals.

The City is utilizing the following developer selection process:

Submittal Documents:

Proposals must support and implement the goals and objectives set forth in the City’s General Plan, Development Code, and Concord Downtown Specific Plan (if applicable). Submittals should contain the qualifications of the proposed development team, a conceptual project site plan and design concept, information on how the project would be managed once complete, and a financing plan. To address these items, the submittal documents must contain the following items, in the order listed below:

A. Cover Letter: Provide a cover letter identifying and describing interest in a proposed site for new construction and/or acquisition/rehabilitation projects, including a description of the affordable housing component. Please summarize the major points contained in the development proposal with an emphasis on team qualifications and ability of the development team to expeditiously develop the site to meet the City’s affordable housing goals. Include a statement that the development team agrees to the NOFA requirements. (The cover letter must be signed by the Developer representative who is authorized to represent and negotiate on behalf of the development entity.)

B. Relevant Experience of Team Members: Provide summary profiles of the qualifications of all key developer and property management representatives, including number of years of directly relevant experience for comparable developments. (Full resumes should be included in an appendix.) List major affordable housing developed and/or managed within the past five years.

- Development Teams: Include the following information for each project: total square feet of space, square feet of commercial space (if applicable), tenants, site size, location, and current status of project. Include a brief description and at least three photographs (not architectural renderings) of three separate comparable projects developed, which are representative of the type and quality of the development proposed.

- Property Management Teams: Include the following information for each project: number of market-rate and affordable housing units managed in your portfolio, type of affordable housing project(s) managed, number of years of experience in managing both market-rate and affordable housing developments.
C. Site Location, Conceptual Project Site Plan and Design Concept:

- New Developments: Provide details for proposed land site, including location, parcel map, acreage, and description of interest in the site for development. Provide a preliminary conceptual project site plan that indicates the uses of the proposed development. Please include your target population, an approximate housing unit count, types of units and a basic summary of anticipated housing unit sizes and type, and, if proposing a mixed use project, provide the amount and type of commercial development contemplated. The elevations and design concepts should be simple in design. If proposing a mixed use project, please identify whether the commercial use is speculative or identify the bonafide commercial tenant/partner.

- Acquisition/Rehabilitation Projects: Describe the complex that requires the acquisition/rehabilitation, including description of interest in the site for development. Provide a preliminary conceptual project site plan that indicates the location and uses of the proposed development. Please include your target population, housing unit count, types of units and a basic summary of anticipated housing unit sizes and type. Identify the scope of work required and reasoning associated with the requested work.

D. Financing Plan: Provide Sources and Uses of project budget, and an estimate of subsidy funds required from the City. For acquisition/rehabilitation projects, provide a projection of estimated costs associated with each item identified in the scope of work request.

E. Proposed Project Timeline: Include an anticipated development schedule, including key dates such as financing and start and completion of construction.

The proposal shall be printed on 8 ½ x 11 paper, double sided. Pages should be numbered (not including a title page, table of contents, section divider pages). The submittal is limited to 10 pages in 12 point font and 1.5 spacing, not including the cover letter and appendix materials.

Please note, all development projects will be reviewed by the Housing & Economic Development Committee of the Concord City Council at a public meeting. The Committee will recommend funding for one or more projects to the full Council for consideration. Council will then choose one to two projects. This shortlist of developers will then be asked to submit a formal online application in conjunction with Contra Costa County that will allow the developers to apply for County funding as well. Questions asked in the application will be similar to those submitted in Round One to the City.

Submittal Requirements

Interested developers are asked to provide six sets of the information requested (with the exception of the Financial Capacity materials, of which two copies are to be submitted under separate cover on a confidential basis).
Proposals responding to this NOFA must be submitted no later than Thursday, March 1, 2018 by 4:00 PM PST.
Responses should be submitted to:

Sophia Sidhu  
Housing Program Analyst  
City of Concord  
1950 Parkside Drive, MS 10  
Concord, CA 94519

Electronic proposals will not be accepted as eligible for consideration.

**Proposed Schedule**

The City contemplates the following schedule:

- Issuance of NOFA on February 1, 2018
- NOFA due March 1, 2018
- Submittals presented to the Housing and Economic Development Committee on March 26, 2018
- Selected submittals presented to City Council on May 8, 2018
- Submission of refined development proposals to City and County in October 2018
- Final Funding recommendation to City Council for one or two development proposals in November/December 2018.

**Terms/Conditions of the Offer**

This NOFA is not a contract or a commitment of any kind by the City and does not commit the City to award an exclusive development option or to pay any cost incurred in responding to, or in the submission of, a response.

The City, at its sole discretion, reserves the right to accept or reject in whole or in part, submittals received in response to this request, to negotiate with any qualified source, or to cancel in whole or in part, this NOFA. All submittals will become the property of the City. Failure to provide any requested data within the specified submission period may cause the City, at its sole discretion, to reject the submittal or require that the data be submitted forthwith.

No real estate commission or finder fee will be paid on this transaction by the City. No City funds or fee waiver are contemplated for this NOFA.
APPENDIX 1 – ADDITIONAL BACKGROUND MATERIALS

Interested parties may review the following at the links provided:

2. Downtown Concord Specific Plan
   (http://www.ci.concord.ca.us/pdf/projects/downtownPlan/06042014.pdf)
4. Downtown Business District Zoning Ordinance
   (http://www.codepublishing.com/CA/Concord/?Concord18/Concord1845.html#18.45.010)
5. Transit Station Overlay District (TS)
   (http://www.codepublishing.com/CA/Concord/?Concord18/Concord18105.html#18.105.010)
6. City of Concord Parking Ordinance
   (http://www.codepublishing.com/CA/Concord/?Concord18/Concord18160.html#18.160.010)
7. City of Concord Website (http://www.cityofconcord.org/)
MEMO

June 1, 2018

To: Housing & Economic Development Committee  
Laura Simpson, Housing & Planning Manager

From: Carolyn Bookhart, RCD  
Director of Housing Development

RE: Concord 1313 Galindo  
Response for HED Committee Comments at the Meeting on May 21

Thank you for your support of our proposed affordable housing development at 1313 Galindo Street and considering RCD’s proposal for the City’s affordable housing fund NOFA.

To respond to questions raised regarding RCD’s Lakeside Apartments, we have had numerous discussions with our Property Management staff and our response to these concerns and questions is provided below. Here and in the attached exhibits, we also provide additional information to answer some of the questions regarding the proposed 1313 Galindo Street project.

Lakeside Apartments:

Summary:

Lakeside Apartments is 124-unit apartment complex that consists of eight two-story buildings situated on a 9-acre site. Lakeside is a family project with integrated homeless and special needs units. Twenty-nine of the units are set aside for formerly homeless individuals and families. While the property was not designed as a senior property, the current data for current residents shows that 30 of the units, or 24% of the units, have heads of household older than 55. The property consists of 59 one-bedroom units, 53 two-bedroom units, and 12 three-bedroom units and common area amenities include twelve laundry rooms, a large rental office, a community building, children’s reading room, a children’s tot-lot, and two gated pool areas. A diverse and rich resident services program is offered by Contra Costa Interfaith Housing (CCIH) and Contra
Costa County Homeless Services, which serves families and households with special needs. The programming also includes a strong youth and after school program. The management staffing provided at the site includes 5 full time management and maintenance staff and 2 full time resident services staff.

Addressing Security Concerns:

Due to the location and large size of the project, occasionally it does face challenges regarding safety and security issues. To address these concerns:

- Every month property management staff (JSCo), Owner representatives (RCD), and service providers (CCIH and Shelter+ Care) get together to discuss various resident and property issues and work to resolve them together to maintain the quality of life for the property. At times, our management staff has also pursued eviction proceeding against problem families, when necessary.
- A video surveillance system was also recently installed throughout the property, which now provides the property with more tools to identify illegal parkers and to provide better information to the police when a car break-ins or other security events happen.
- The vehicular gate is open during office hours 8:00am - 4:00pm, Monday - Friday, due to much resident traffic in and out of the property and open office hours for management staff, but the gates are closed in the evenings and throughout the weekend. Someone must have a gate opener, a code, or be buzzed in by a resident to enter during these times. The pedestrian gate, however, is closed 24 hours throughout the week. In the past, the vehicular and pedestrian gates were vandalized on several occasions and at such times the gates were inoperable for weeks at a time while waiting for repairs to be completed. Currently, the gates are 100% operational and have been since the last repairs almost a year ago. There have been no recent reports of vandalism nor car break-in's.
- Management has also begun locking the laundry rooms up at 10:00 p.m. each night, and in addition to the surveillance cameras, they have hired security to patrol the property during the hours of 6:00 p.m. until 2:00 a.m. As a result, there is very little activity at this time. Security Services are still being used, as needed, in the event management receives a complaint regarding criminal and unwanted activity. These security measures will continue, as needed, to maintain security at the property.
- Services programming has increased somewhat to provide additional support to youth and special needs households living at the property.

Parking Management:

Lakeside has total of 155 parking spaces, including 124 residents and 31 visitors parking. Because of the number of large families in the development, some with grown children, there has been an increase in challenges with respect to parking management at the site. This extra need for
parking is mainly for larger units. The smaller units do not seem to have any issues in terms of parking availability versus need.

To respond to this increase in the numbers of cars on the site, property management has initiated a parking management plan, where each household is provided a parking permit and parking space assignments. The visitor spaces are then first come first serve for cars with approved parking permits or visitor permits. This parking management system will now enable the management to better identify cars that are associated with unauthorized guest or inappropriate use of the parking spaces.

Lake Maintenance:

The Lake is cleaned on an annual basis as part of the preventative maintenance schedule, and as needed. It is cleaned around June of each year or every two years, depending on the depth of the overgrown vegetation and algae. Aquatic Environments is the company that works on the Lake and we hire an outside maintenance company to clean the brush and the fire road. Neighbors also notify us of items that need to be addressed around the Lake and our management staff responds to those needs as they arise.

1313 Galindo:

- Parking:

RCD understand that parking is a significant concern for the HED Committee. In response to the Committee’s concern and to adequately analyze the parking needs for the proposed development, RCD has initiated a study of parking availability and utilization at similar projects in terms of target population and location (Concord and Contra Costa County) and the study is in process. While don’t have the data ready at the time of submitting this memo, we will work to have the analysis completed for the City Council meeting and to contribute to the successful design of the project.

Also, as part of the community design and planning process for this development, RCD will develop a Parking and Traffic Management Plan to make sure that sufficient parking is provided and that traffic and circulation concerns are adequately addressed through both design and operational planning. A parking management plan will also be developed to manage the parking once the property is in operations. For example, each household with an automobile will likely execute a parking agreement with the management company and then will be provided one assigned parking space, similar to what is being put into place at Lakeside Apartments. Any remaining spaces will be assigned taking into consideration household size and need. Upon executing this agreement, residents will receive a permit and they must have a valid parking sticker on their vehicle, otherwise they will be subject to tow-away at owner’s expense for any parking violations. At the Galindo site, the parking will also be internal to the building since it will be within the podium of the building and will be accessed through a gated entrance that will be secured all hours of the day. Parking assignments can be made with parking stackers as well as
with regular parking space, as is done at RCD’s Oxford Plaza development in Berkeley. Finally, because there are few larger units with the revised design, it is expected that there will fewer and smaller families at the proposed project compared to that at Lakeside Apartment, which will reduce the number of potential drivers and demand for as many parking spaces accordingly. While we will develop a thorough analysis and plan for parking demand, we currently expect that the proposed parking for the target population for the Galindo proposal will be sufficient.

With respect to determining the final parking count as well as designs for managing loading and drop off locations, the current design is still fairly conceptual and limited to feasibility analysis purposes. If we are able to secure financial support from the City, as requested, RCD will begin a community and planning design process with the community and various departments of the city to have a comprehensive approach to designing the building and addressing the variety of issues that the city and community may want to weigh in on before finalizing the designs for city approval. RCD expects to hold at least one community meeting, and will present plans to the Design Review Board and Planning Commission, at a minimum before finalizing this process, which will enable more discussion and analysis to occur on these issues. We look forwards to working with the city and our neighbors through this process.

- Preferred Population, Marketing and Tenant Selection:

RCD understand that the City prefers to serve vulnerable population groups, such as veterans, seniors, and people with special needs. RCD supports this approach and our current proposal plans to pursue funding that would support 10 units specifically for homeless veterans. This funding would require that those 10 units be restricted to serve only households that qualify for these units. For the remaining units, while we are unable to restrict certain units to seniors only, we have redesigned the proposed building to provide a substantial number of 1 bedroom units that would appeal to and accommodate senior individuals and/or households. We also plan to design the building to universal design standards that will accommodate the needs of people with physical disabilities and seniors aging in place.

The marketing plan that we develop with our management company will also reflect and reinforce these goals. For example, for the 10 units reserved for Veterans, we will outreach to the Veteran’s administration and various community and services groups that work with low-income and homeless veterans. In the lease up process, those units will be restricted to only veteran eligible applicants. For the remaining units, RCD will similarly conduct extensive outreach to community and services groups that serve low-income communities, seniors and people with disabilities to make sure these populations are notified of the affordable housing opportunities. However, unlike the veterans units, these units will be filled based on a lottery in order to comply with all state and federal fair housing rules.

An example of our standard Marketing and Tenant Selection Plan is provided for reference. These plans will be further developed to address the specific funder requirements and target populations for the Galindo property, once it get further along in the development process.
• **Status of Adjacent Site at 1305 Galindo:**

RCD agrees that the project could benefit if we were able to expand into the adjacent site at 1305 Galindo. Unfortunately, RCD and our broker have aggressively pursued the land owner and they have clearly stated that they do not want to discuss a sale at this time. We feel that further pressure on the owner to sale may only work to further alienate them at this time and would not be helpful. Meanwhile, we are looking into discussions with the seller of the property on the other side of our parcel to see if there might be any portion of that parcel that could be purchased from them. The buyer has a large development plan for several parcels, so this idea may not work, but we are exploring it. Fortunately, RCD and its design team have extensive experience developing quality designs on compact urban sites and we are confident that we can create high quality housing on the site that we do hope to develop at 1313 Galindo.
### Evaluation Criteria Summary Sheet for 2018 Housing NOFA- RCD Alternative Proposal Only

<table>
<thead>
<tr>
<th>Organization/Resources for Community Development (RCD)</th>
<th>Project Type</th>
<th>Proposed Site Address</th>
<th>APN Number</th>
<th>Total Project Cost</th>
<th>Other Proposed Financing Sources</th>
<th>Depth of Affordability</th>
<th>Number of Units to be Counted toward RHNA Goals</th>
<th>Number of Parking Spots</th>
<th>Amount of City subsidy per Unit</th>
<th>Population(s) Served</th>
<th>Located Along Clayton Road Corridor?</th>
<th>Timeline to Project Completion</th>
<th>Timeline Within Current RHNA Cycle Ending in 2022?</th>
<th>Number of Years of Developer Experience</th>
<th>Number of Years of Property Management Experience</th>
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<td>1313 Gallardo St</td>
<td>126-164-054-2</td>
<td>$25 Million</td>
<td>LIHTC (4%), AHP Funds, CC HOME, CDBG, 6% HOPWA, CCC Housing Authority (Project Based Sec. &amp; RAD), HUD (VHA and VHIC), FHA, HUD (VHAI and SADDA), Private loans</td>
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<td>44</td>
<td>X X</td>
<td>$123,000</td>
<td>Veterans, Seniors, People with Disabilities, Workforce (Teachers) Other</td>
<td>Yes</td>
<td>December of 2021</td>
<td>Yes</td>
<td>13</td>
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### Acronym Guide

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<thead>
<tr>
<th>Acronym</th>
<th>Abbreviation</th>
<th>Source</th>
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</thead>
<tbody>
<tr>
<td>Ac/Rehab</td>
<td>Acquisition/ Rehabilitation</td>
<td>State Department of Housing and Community Development</td>
</tr>
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<td>AHP</td>
<td>Affordable Housing Program</td>
<td>VAHAP</td>
</tr>
<tr>
<td>AHSC</td>
<td>Affordable Housing and Sustainable Communities</td>
<td>AVHC</td>
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<tr>
<td>CDBG</td>
<td>Community Development Block Grant</td>
<td>HUD</td>
</tr>
<tr>
<td>HOPWA</td>
<td>Housing for Persons with HIV/AIDS</td>
<td>VHAI</td>
</tr>
<tr>
<td>RAD</td>
<td>Rental Assistance Program</td>
<td>SADDA</td>
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### Acronym Guide for Funding Sources

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<tr>
<th>Acronym</th>
<th>Abbreviation</th>
<th>Organization</th>
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<td>LIHTC</td>
<td>Low Income Housing Tax Credit</td>
<td>HCD</td>
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<tr>
<td>AHP</td>
<td>Affordable Housing Program</td>
<td>VAHAP</td>
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<tr>
<td>CCC</td>
<td>Contra Costa County</td>
<td>AVHC</td>
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<td>HCMC</td>
<td>Home Investment Partnerships Program</td>
<td>NPHI</td>
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<td>CDBG</td>
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</table>
March 1, 2018

Laura Simpson
Housing & Planning Manager
City of Concord
1950 Parkside Drive, MS 10
Concord, CA 94519

RE: Proposal Response for the City of Concord NOFA – Affordable Housing Funds – Revision 1

Dear Ms. Simpson,

Thank you again for allowing us the opportunity to revise and resubmit our proposal in response to the feedback that we received from the Housing and Economic Development Committee on April 9. We have made a number of revisions to our proposal, which are described in more detail below and in the attached exhibits. Here, we also provide additional information to answer some of the questions that were raised regarding our existing properties and parking related issues.

1. Revised proposal – 1313 Galindo Street

The feedback from the Housing and Economic Development Committee was a desire to increase the number of smaller units so that the building could better serve seniors and veterans, while also reducing the numbers of cars that would be associated with the project. Meanwhile, as of the time of this resubmittal, RCD has yet to finalize site control with the second parcel at 1305 Galinda Street. As a result, we are proposing a slightly smaller development on 1313 Galindo street only. The revised proposal 1313 Galindo St. will provide 44 new construction, affordable apartments that will serve a variety of housing needs in Concord, but will focus on serving veterans, individuals and small families in an amenity and transit rich location. To better serve the needs of seniors, the unit mix have been revised so that 55% of the units are now 1 bedroom units, up from 36% in the previous proposal. Also, the 4 bedroom units have been eliminated and the number of 3 bedroom units has been reduced down to 4 units only. The remaining apartments are two bedrooms, which offer flexibility as a housing resource for both families as well as disabled adults that might have a live in aid or supporting family member. This mix will also allow for a development that could accommodate a diverse and multi-generational population and potential programming. To serve the needs in the Veteran population, 10 of the units (23%) will be targeted specifically to serving homeless veterans through coordination with the Veteran Administration’s VASH program. Overall, the development will serve a range of incomes from 30-60% AMI in order to achieve some income diversity as well. Its location at 1313 Galindo St. is a central location near BART Concord Station and residents will have access to the amenities nearby including downtown and Todos Santos Plaza.
The 4-story building will feature a resident services office, a property management office, a community room, laundry room, and shared courtyard and outdoor amenities. The revised unit mix now assumes 24 one bedroom units, 16 two bedroom units and 4 three bedroom units. In order to accommodate the need for sufficient parking, the revised lay out assumes a podium building and the use of parking stackers, which currently provides 1.2 parking spaces per unit, which we feel will be sufficient given the high number of individuals that will be living in the property as opposed to families. While Federal Fair Housing laws prevent the restriction of specific units within the overall building to seniors only (unless the entire building was senior), the design will be attractive to potential senior residents, given the high proportion of one bedroom units and the incorporation of universal and accessible design features that can help support the long term needs of an aging and/or disabled population. Finally, because the parking lot is now internal to the building, accessible loading can be accommodated inside the parking lot without causing traffic concerns along Galindo Street, which was mentioned as a potential concern.

On the financing side, the total development cost for the proposed project is now approximately $25 million. The request to the city has remained the same at $5.5 Million. However, because the smaller unit sizes leverage less mortgage, less tax credit basis/equity and less per unit state funding than larger family sized units, the actual subsidy per unit does increase to $125,000/unit for the city request. However, RCD will work diligently throughout the design and bidding process to value engineer the project to keep the subsidy to the minimum amount possible. Currently, the pro forma assumes 1.2 parking spaces per unit, but a reduction in parking could reduce overall costs and subsidy needs as well, if it can be determined that a lesser count could be sufficient. The timeline remains the same, with a potential start date as early as spring 2020, if we are successful in securing County and State funding in a timely way. In order to achieve long-term operational feasibility, the pro forma assumes 10 VASH rental subsidies for the units that would serve veterans, which can be project based through a collaboration with the Contra Costa County Housing Authority and the Veteran’s Administration, similar to what RCD is accomplishing at its Embark Apartments in Oakland. A second rental subsidy is assumed through the Housing Authority’s RAD program, which provides limited rental subsidies on 11 of the two bedroom units, similar to what RCD is accomplishing at several of its properties in Contra Costa County. Unfortunately, the RAD subsidy does not provide a benefit on the one bedrooms, which is why a 100% senior building is likely not feasible since the rental income on one bedroom units without substantial rental subsidies is comparable to the per unit operating costs for those units. As a result, from a cash flow perspective, this type of development is not sustainable over time. Similarly, the overall construction cost tends to be higher for smaller units relative to the amount of outside subsidy that is available to support those costs, which creates additional financing challenges. Our proposal here works to strike a balance between providing housing that is attractive and appropriate to serve the needs of seniors and veterans, while also creating a long term sustainable property that can also serve some low income families in the community as well.

Please see attached preliminary design layout and pro forma summary for more detailed information.

2. Responses to questions regarding Lakeside Apartments and parking at existing RCD properties

In response to questions that were raised about parking, RCD completed a survey of parking availability at our existing properties in Concord. While RCD originally acquired these properties as
existing properties after they were already designed and constructed, this information is helpful to assess current conditions and inform future design proposals. At RCD’s Lakeside Apartments, it was reported that 135 out of the total 157 parking spaces are currently being used, which translates to 1.2 parking spaces per unit and a 85% utilization rate of those parking spaces. Meanwhile, at Riley Court, only .5 parking spaces are available for residents and 1 parking space per resident is available for residents at Camara Circle. This low number of existing parking spaces available to Riley and Camara residents helps explain the overcrowded situation for parking at those locations. In addition, all of these properties primarily serve large families and both properties are at least 1 mile from a BART station. Conversely, our proposed Galindo Street project, as currently proposed, is both on major bus lines and within ½ mile of BART. Further, the current unit mix and target population targets over half of the units to one bedroom units, reducing the total number of residents, and expected cars that would be associated with these units.

Additional information was also requested from our site staff regarding car break in concerns within the property. Our site manager responded that she has only been notified of one car break in within the property in the past year. However, security is a concern at this property for a number of reasons. The Monument Corridor has been known for drug activity for many years and Lakeside Apartments being conveniently located next to the 7-Eleven and this history of criminal behavior in this community does create an ongoing challenge. In response, property management staff have been taking measures to increase security, such as locking the laundry rooms at 10:00 p.m. each night, acquiring surveillance cameras, and hiring security to patrol the property during the hours of 6:00 p.m. until 2:00 a.m. With these precautions, there is very little unwanted activity at this time. The vehicle gate is opened from 8:00a.m. to 4:00 p.m. Monday-Friday, but it is closed all day and evening over the weekends. In the past, the vehicular and pedestrian gates had been vandalized on many occasions, which at times caused the gates to be inoperable until they could be repaired. However, now that surveillance cameras have been installed and security patrol hired, the gates are now 100% operational. Overall, Lakeside Apartments is a safe and clean place to live, with great support from services, the owners and management company. We are a community here at Lakeside Apartments and we all work together as whole to assure the safety and well-being of one-another and we very much appreciate communication and collaboration with the neighbors as well to help maintain a healthy and safe community.

3. Current challenges with acquisition and rehabilitation approach
For additional information on outreach to existing property owners, please see the attached list and map of potential acquisition and preservation opportunities and status of outreach. As the list shows, many owners are not interested in selling or are unreachable. Also, many of the properties are in the 20-30 unit range, which makes a tax credit financing strategy extremely challenging given the small size and high acquisition price of these properties. An industry standard for a minimum tax credit investment is around $5,000,000. With properties in the 20-30 unit range, that investment is well under that threshold and would be challenging, if not impossible, to secure a tax credit investor. In addition, achieving sufficient cash flow for long term sustainability also requires a much higher unit count for long-term feasibility. Currently, because of how strong the real estate market is these days, the market for existing rental property in Concord is generally in the $250,000-$300,000. This high acquisition cost, combined with standard rehabilitation needs and relocation costs, puts the per unit cost for acquisition and rehabilitation in the $450,000 to $500,000 per unit range, which comes very
close to the cost of new construction housing. For example, the per unit cost for our Galindo Street property is $580,000/per unit. In addition, acquiring existing properties presents challenges for layering new sources of funding onto the project, such as VASH or veteran’s funding, since the project is already occupied by existing tenants who may not qualify for that funding, thus reducing potential sources available to support the proposal. Some funding sources are not available for existing projects, such as AHSC, which is a potential source for the new construction Galindo site. Finally, while there are larger existing properties that we are investigating and which might bring better economies of scale, because of the overall size of the projects, the funding needed from the city would be significantly higher, likely in the $10M range ($100,000/unit for 100 units). While we will continue to explore these opportunities, the strong sellers market makes these projects extremely challenging to implement. Finally, we did reach out to the Parkside property that was listed for sale, but unfortunately, a buyer is already negotiating a sale on that property. It is not unusual for sales to be negotiated off-market even before something is formally listed.

I hope that we have sufficiently addressed your questions and concerns and we very appreciate your consideration of our Galindo Street proposal, which we think is a feasible and effective approach to bringing much needed affordable housing to a diverse population of need. Please don’t hesitate to contact me at cbookhart@rcdhousing.org or (510) 841-4410 x309 if you have any questions or concerns. Thank you for your consideration.

Sincerely,

Carolyn Bookhart
Director of Housing Development

cc: Daniel Sawislak, Executive Director
PROJECT INFORMATION

SITE LOCATION:
1313 Galindo Street
Concord, CA 94520

ZONING DISTRICT:
Downtown Mixed-Use (DMX) with Station (TS) overlay

APN:
126-164-054-2

LOT AREA:
17,860 sf = 0.41 acres

ZONING INFORMATION

ALLOWED HEIGHT:
MIN: 30 FT
MAX: 200 FT

ALLOWABLE FAR
6.0

ALLOWABLE DENSITY
MIN: 33 DU/NET ACRE
MAX: 125 DU/NET ACRE

ALLOWABLE UNITS
150

SETBACKS
FRONT: 10'-0"
SIDE: 0'-0"
REAR: 0'-0"

UNIT COUNT

GROUND FLOOR:
Community Room 733 sf
Manager's Office 297 sf
Services Office 349 sf

SECOND FLOOR:
1 Bedroom 6
2 Bedroom 4
3 Bedroom 1
Total: 11

THIRD FLOOR:
1 Bedroom 6
2 Bedroom 4
3 Bedroom 1
Total: 11

FOURTH FLOOR:
1 Bedroom 6
2 Bedroom 4
3 Bedroom 1
Total: 11

FIFTH FLOOR:
1 Bedroom 6
2 Bedroom 4
3 Bedroom 1
Total: 11

TOTAL:
1 Bedroom 24
2 Bedroom 16
3 Bedroom 4
Total: 44

PARKING CALCULATION

REQUIRED PARKING:
1.5 spaces/1 bedroom unit 24 x 1.5 36
2 spaces/2 bedroom unit 16 x 2 32
2 spaces/3-bedroom unit 4 x 2 8
1 guest space/each 3 units 44 x 1/3 13
TOTAL 89
25% parking reduction per transit station overlay district 89 x 0.25 22
Total Required = 67
Provided = 53

OPEN SPACE CALCULATION

REQUIRED OPEN SPACE:
200 sf/Unit
44 units x 200 sf/unit = 8,800 sf

PROVIDED OPEN SPACE:
PODIUM: 6,073 sf
ROOFTOP: 2,927 sf
December 18, 2018

Brenda Kain
Housing Manager
City of Concord
1950 Parkside Drive, MS/10A
Concord, CA 94519

RE: Revised Affordable Housing Development Proposal for 1313-1321 Galindo Street

Dear Ms. Kain,

Resources for Community Development (RCD) is pleased to submit this revised proposal for an affordable housing development at 1313-1321 Galindo Street. On June 26th 2018, City Council approved $5.5 Million in local funding for a 44-unit RCD-sponsored affordable housing development at 1313 Galindo Street. Since that time, RCD has negotiated site control of 1321 Galindo Street (0.13 acres), the adjacent parcel to the north. The assembled 0.54-acre development site provides for a 41 percent increase in the number of units over the current proposal for 1313 Galindo Street. The following submittal summarizes RCD’s revised development proposal and funding request for a 62-unit affordable housing development at 1313-1321 Galindo Street.

Proposal
The proposed affordable housing development at 1313-1321 Galindo Street would provide 62 new construction, affordable apartments for small families and households with special needs, including veterans and seniors, in an amenity and transit-rich location. This project will meet the diverse housing needs of Concord families, primarily serving households ranging from 30 to 60 percent of Area Median Income, as well as homeless veterans and residents living with HIV/AIDS. Its location at 1313 and 1321 Galindo Street is a central location near BART’s Concord Station, and residents will have access to the amenities nearby including Downtown and Todos Santos Plaza.

Location
The improvements underway throughout the Downtown Specific Plan area and within a few minutes walking distance to the BART station make this site an ideal location to meet local and state goals for sustainability and transit-oriented development. Within a one-mile radius of the site, residents will be able to access an array of amenities including schools, parks, medical centers, retail, employment, grocery, and entertainment. The site is also located between two County Connection bus stops along Galindo Street and Cowell Road and Galindo Street and Laguna Street. The City’s push for improvements for the pedestrian, transit, and biker experience will also add to the site’s advantages.
Features
The five-story building will feature a resident services office, a property management office, a community room, laundry room, and outdoor shared courtyard on the podium. The design concept focuses on a larger number of one-bedroom units to better serve the needs of seniors, as well as sustainability through location and building systems. The development will consist of 39 one-bedroom units, 19 two-bedroom units, including one manager’s unit, 4 three-bedroom units, and will provide 75 parking spaces (1.2 per unit). The streetscape improvements will improve the pedestrian experience for the many commuters and residents who walk along this path on the way to BART. RCD will work closely with the architect to ensure that the design intent and guidelines for new construction developments are in accordance with the Downtown Specific Plan requirements and the character of the surrounding neighborhoods.

Financing
Construction costs and funding sources have been updated to reflect a 62-unit development (see Section 2: Financing Summary). Construction costs have also been updated to reflect recent comparable development projects. The total development cost for the proposed development is $40.7 million. RCD requests a total of $7.8 million from the City of Concord, which includes the previously allocated amount of $5.5 million and an additional request of $2.3 million for the updated proposal. A successful application for city funds would then enable RCD to apply for funding through the California Tax Credit Allocation Committee for 4% tax credits, Federal Home Loan Bank of San Francisco for AHP funds, Contra Costa County for HOME, CDBG, and/or HOPWA funds, Contra Costa County Housing Authority for 12 Rental Assistance Demonstration (RAD) and 12 Veteran Affairs Supportive Housing (VASH) Project Based Vouchers, CA Housing and Community Development for Veterans Housing and Homelessness Prevention (VHHP) program, and Affordable Housing and Sustainable Communities (AHSC) program, and private financing for construction and permanent debt. Securing these financing sources within the proposed timeline by October 2020 would allow the project to be completed in Spring 2022.

RCD approaches all of its developments, whether or not they are formally structured as such, as public/private partnerships. RCD understands that for every successful affordable housing development, there is a local government commitment that makes it happen. Through its projects in many jurisdictions, RCD has developed a reputation for responsiveness, excellent follow through, and an attitude focused on collaboration. RCD has consistently been able to compete successfully for very scarce local funds, as well as highly competitive tax credits, AHSC and VHHP funds at the state level. RCD’s track record of successfully completed projects is evidence of our ability to raise, utilize and effectively leverage public financing.

Thank you for your consideration. Please don’t hesitate to contact Nick Cranmer (ncranmer@rcdhousing.org or (510) 841-4410 x309) or myself (aklein@rcdhousing.org or x336) if you have any questions or concerns.

Sincerely,

Alicia Klein
Associate Director of Housing Development
Resources for Community Development

Building a Community for People to Live, Grow & Thrive
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<th>Section</th>
<th>Overview</th>
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<td>Timeline</td>
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<td>Architectural Drawings</td>
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Overview

RCD is one of the few developers in the East Bay with the depth of experience and ability to develop housing to meet the complete spectrum of housing needs, from single-room occupancy and studio apartments to three-bedroom apartments for large families. We provide well-maintained, safe, affordable housing and voluntary, free resident service programs that enhance residents’ self-sufficiency, and thus their ability to meet their basic needs. We are excited for the opportunity to create 62 new units of affordable housing at such an accessible, amenity-rich and desirable location in Concord. One hundred percent of the units will be affordable to extremely low-income and low-income households—households with incomes between 30 to 60 percent of the Area Median Income (AMI). The development affordability levels are as follows: 25 units at 30 percent AMI, 28 units at 50 percent AMI and 8 units at 60 percent AMI. This would allow Concord to meet a significant portion of their RHNA fair share requirement.

Location

Our proposed development is a new construction affordable housing development located directly southwest of the BART Concord Station at 1313-1321 Galindo Street. The two parcels are zoned Downtown Mixed-Use (DMX) with Station (TS) overlay with a combined total area of 23,329 SF (0.54 acres), making the site well suited for a high-density, multi-family development. According to the City’s approved housing element, “The DMX zone is subject to a minimum density requirement of 33 units per acre and a maximum density of 100 units per acre and has regulatory incentives for affordable housing production (through the City’s Affordable Housing Incentive Program) and allows projects that are entirely residential, as well as mixed use and
commercial projects”. In fact, these two sites on Galindo are listed in the City of Concord Housing Element Appendix A: Housing Sites Inventory on p184 of the Housing Element.

Their central location near BART, bus lines and within minutes to Downtown, is also ideal for creating new affordable housing for seniors, individuals, small families, and special needs households given their transit rich and pedestrian and bike friendly location. Within a one-mile radius of the site, residents will be able to access an array of amenities including schools, parks, medical centers, retail, employment, grocery, and entertainment. The site is also located between two County Connection bus stops along Galindo Street and Cowell Road and Galindo Street and Laguna Street. Given this accessible location, residents and visitors alike will have enhanced ability to reduce the greenhouse gas emissions from automobiles by using different travel modes, another key goal within the specific plan area. Concord’s push for a pedestrian-friendly street grid within their Downtown Specific Plan area will also allow the residents access to the City’s diverse neighborhoods with reduced dependence on automobiles. Additionally, the property is also located in close proximity to RCD’s Lakeside Apartments, which creates opportunities for economies of scale and collaboration with property management and supportive services provided at both locations.

In the Downtown Specific Plan, one key open space proposal is to connect the existing open space/sidewalks that exists from the North Concord Bart Station along the Port Chicago Highway all the way to the BART Concord Station as a linear greenway such as the Ohlone Greenway in Berkeley/El Cerrito. These enhancements will provide direct and complementary benefits to the future residents of this site. These plans also present potential opportunities for collaborating on an application for Affordable Housing and Sustainable Communities funding for both the housing and for these infrastructural improvements in the community.

**Target Population - Households with Special Needs**

While Federal Fair Housing laws prevent the restriction of specific units within the overall building to seniors only (unless the entire building is senior), the design of the development will be
attractive to potential senior residents, given the high proportion of one-bedroom units and the incorporation of universal and accessible design features that can help support the long term needs of an aging and/or disabled population. Additionally, a total of 12 units will be set aside for homeless veterans through coordination with the Veteran Administration Supportive Housing (VASH) program.

Our experience serving people with various and often multiple special needs has deepened our understanding of how to build inclusive communities that welcome people from all walks of life. In fact, RCD’s portfolio includes over 30 percent special needs housing. We ensure that our design and construction teams create universal design features and incorporate healthy and sustainable choices so that our developments serve people of varying physical abilities. We have worked closely with property managers from The John Stewart Company for many years to ensure that fair housing standards are met and to understand the importance of meeting residents’ diverse needs. We also work with service partners throughout Alameda and Contra Costa Counties to ensure that services are provided to support stable and healthy communities. We anticipate working with Contra Costa interfaith Housing (CCIH) to provide services for residents at 1313 Galindo.

In addition, RCD has extensive experience with integrating supportive housing units into larger multi-family developments. For instance, Lakeside Apartments, a 124-unit apartment complex located in Concord, is a great example of RCD’s integrated housing model that successfully integrates formerly homeless and special needs residents into an overall family development and into the greater community. Twenty-nine of the units (approximately 23 percent) house formerly homeless families, people with physical and mental disabilities, and people living with HIV/AIDS. The remaining units house seniors, families and singles. This model provides affordable housing and supportive services (provided by CCIH) to people with special needs in a way that enables them to connect to health care, jobs, and the greater community to better become active and healthy citizens. It also recognizes the vitality created through a community that allows and encourages the healthy integration of people of various ages, abilities, and family size.
**Design**

The development site consists of two parcels that will be combined to allow for the development of a five-story building, with 62 units of affordable housing that will serve a mix of seniors, individuals, small families, and special needs households. The building will include a community room, laundry room, property manager’s office, resident services office, and outdoor courtyard on the podium. The unit mix will consist of 39 one-bedroom units, 19 two-bedroom units (including one manager’s unit), and 4 three-bedroom units. The residential units bound an interior courtyard that is open to the south, allowing for the dissipation of noise and excellent sun exposure. The community room, facing the courtyard, will likewise provide ample space for activities. The courtyard shape also minimizes solar heat gain for the hot climate of Concord.

A total of 75 parking spaces are provided in puzzle stackers and surface parking on the ground level, or 1.2 parking spaces per unit. This is the same parking ratio that the Concord City Council considered when it approved RCD’s original project funding proposal in June 2018. Additionally, project design provides for a pull-out loading zone sized for vehicles up to a mini-bus. Bicycle parking will also be provided in a secure room off the lobby. The streetscape improvements will vastly improve the pedestrian experience for the many commuters and residents who walk along this path on the way to BART.

RCD has a long commitment to sustainable building, with most of our new properties certified by Green Point Rating or LEED. RCD anticipates that this property will be Green Point Rated, and RCD will work closely with the architect, the city, and the neighborhood community, to ensure that the design intent and guidelines for new construction developments are in accordance with the Downtown Specific Plan requirements and the character of the surrounding neighborhoods.
**Resident Services**

The residents will have to access to a large community room, which is located next to the resident services office on the podium. As with all of our properties, residents will have access to the services and support necessary to retain housing, improve their health, build community, and maximize their economic opportunities. These services will be offered at no cost to the residents. The development will be considered an individual and small-family property, but also set aside 12 units for homeless veterans, as well as units for residents living with HIV/AIDS. RCD has found, through experience at properties such as Fox Courts and Clinton Commons in Oakland, that this balance of populations allows an opportunity for all residents to thrive. RCD has a successful track record in operating properties with a mix of family and special needs, including Lakeside Apartments that borders the Galindo site; Caldera Place Apartments; Camara Circle Apartments; and Riley Court Apartments.
Financing

This development will require the support from multiple financing sources, and the financing structure will be dictated by the availability and timing requirements of those sources over time. However, we have examined the feasibility of several financing scenarios for this development and believe the strategies outlined below offer a very competitive and feasible approach to developing the property. Our financing scenario features a unit mix that targets families and individuals earning 30% to 60% of area median income. By creating a spectrum of affordability, the development offers housing resources for a range of household needs, from homeless veterans and seniors needing more supportive housing to working low-income individuals and small families seeking affordable housing options. The total development cost of this proposal is $40.7 million. RCD requests a total of $7.8 million from the City of Concord, which includes the previously allocated amount of $5.5 million and an additional request of $2.3 million for the updated proposal.

As with most affordable housing developments, the financing will require Low Income Housing Tax Credits through the California Tax Credit Allocation Committee. These are tax credits that affordable housing developers can apply for in order to sell to investors in exchange for an equity investment in the development. This source often leverages the majority of funding for an affordable housing deal. There are two types of tax credit financing, 4% tax credits, which are noncompetitive but less valuable, and 9% tax credits, which can leverage more than twice the equity as 4% tax credits, but are extremely competitive to secure, given the limited annual supply and tremendous demand for those credits. The structure we are currently presenting is a 4% scenario, which assumes $7.8 million from the City of Concord in conjunction with funding from the State through their Affordable Housing and Sustainable Communities program (AHSC) and Veteran’s Housing and Homeless Prevention program (VHHP), AHP funds through the Federal...
Home Loan Bank, Contra Costa County HOME, CDBG, and/or HOPWA funds, 12 Rental Assistance Demonstration (RAD) and 12 Veterans Affairs Supportive Housing (VASH) project based vouchers through Contra Costa County Housing Authority, and private, conventional financing for the construction and permanent debt.

**4% Tax Credits and Bond Financing.** RCD has the fiduciary health, track record, and relationships with investors and lenders to achieve the best possible rates for this deal. The use of 4% tax credits does bring the ability to access tax exempt bond financing for the construction loan.

**City of Concord Affordable Housing Funds.** The City’s affordable housing fund would be used to leverage County funds, State funding and tax credits. These funds would also help support site acquisition and early pre-development funding to cover costs associated with design and entitlement work.

**Contra Costa County.** RCD has been awarded County funds on multiple developments of HOME, CDBG, and HOPWA funds. These sources would provide funding during construction and in the permanent financing phase. RCD has submitted an application in response to the County’s current Notice of Funding Availability. The results of the award allocations are anticipated to be released in April 2019.

**Affordable Housing Program (AHP).** This Federal Home Loan Bank program funds developments where at least 20 percent of units are reserved for households earning at or below 50 percent AMI.

**RAD and VASH Project Based Vouchers.** Our proposal also assumes securing 12 RAD and 12 VASH project based rental subsidies through the Contra Costa County Housing Authority. The RAD program allows public housing agencies and owners of HUD-assisted properties to convert units to the project-based Section 8 program. The VASH program is a collaboration between HUD and the U.S. Department of Veterans Affairs (VA), and combines HUD housing vouchers with VA supportive services to help homeless veterans (and their families) find and sustain permanent
housing. These rental subsidies provide additional subsidies to the future residents by ensuring that they only pay 30 percent of their income, regardless of the level of rent for their unit. The commitment also provides an important source for leveraging additional debt beyond what can be supported by the affordable rents alone.

**Permanent loan.** Income from the rents and the project based rental subsidies, after operating expenses, will also leverage a permanent mortgage as an important source of financing.

**Additional Financing Sources**

Affordable housing funding typically fluctuates in allocations and application schedules from year to year, as well as exciting new sources of funding potentially emerging in the coming years. RCD will remain nimble throughout the course of the development to access the best financing plan to deliver the development vision in the most timely way possible. Below are some examples of sources that will be pursued to improve competitiveness, increase sources, and/or reduce the funding burden from the city.

**HCD Loan - Affordable Housing and Sustainable Communities (AHSC).** Often referred to as “Cap & Trade,” AHSC is a fairly new source of state funding that focuses on reducing greenhouse gases by supporting affordable housing development near accessible transit. The goals of the program are to reduce emissions through developments that implement land use, housing, transportation, and agricultural land preservation practices to support infill and compact development. This site and development vision directly addresses these goals, and it will be an even stronger candidate for these funds with the increased size of 62 units. RCD has been successful with this program in both application rounds that have occurred thus far and is very fluent in maximizing competitiveness for these funds. RCD will also watch for opportunities to apply for state funding sources that may proceed on a quicker timetable or with less competition than AHSC.

**Funding for special needs housing.** There are a variety of smaller sources of funding that could be available to support the special needs units that we are proposing to include in the
development. These sources include No Place Like Home (NPLH – the successor to the Mental Health Services Act housing program), which supports housing for homeless persons with mental health challenges, Housing for Persons with HIV/AIDS (HOPWA), and Veteran’s Housing and Homeless Prevention (VHHP). RCD has applied for and received awards for all of these funding sources on other developments in our portfolio.

**HCD Loan - Veterans Housing and Homelessness Prevention (VHHP).** This program from HCD provides development funding and operating subsidies for supportive housing units targeted to homeless and chronically homeless veterans. Veterans represent a wide range of housing and service needs, from requiring supportive housing with intensive case management and health care on-site, to working individuals and families with few service needs. RCD recently secured funding through this program on a development called Embark Apartments in uptown Oakland, which started construction in December 2017 and will provide 62 affordable apartments for veterans including 31 who are homeless.

**No Place Like Home (NPLH) Funds.** Funding for this program was also recently approved by the voters, but it is a continuation of a former program called Mental Health Services Act. It provides capital and services funding to provide housing for persons who are homeless and are mental health consumers. RCD has worked successfully with this program and serves this population at multiple properties in Berkeley and throughout Alameda and Contra Costa Counties.

**Recontributed Developer Fee.** The 4% tax credit program generates higher private equity investments when a larger developer fee is budgeted. To maximize the tax credit equity, RCD is budgeting for the maximum allowable developer fee ($4.9M), but will contribute back to the development all but $1.4M of that amount.

**Deferred Developer Fee.** With strong projected cash flow, RCD can defer some developer fee to help reduce construction-period expenses. The deferred fee must be repaid within the seven year window that investors typically seek.
As demonstrated by our diverse portfolio, RCD has applied for and has consistently been awarded funding from local, state and federal sources, including HOME, CDBG, MHSA and HOPWA, State Multifamily Housing Program (MHP), MHP-Supportive Housing, Affordable Housing and Sustainable Communities (AHSC) and Infill and Infrastructure Grant funds; Tax Exempt Bonds, Low Income Housing Tax Credits (9% and 4%), SHP, Shelter Plus Care, Federal Home Loan Bank Affordable Housing Program (AHP), foundation grants, New Market Tax Credits, and Section 108/Brownfields Economic Development funds. RCD has the track record to leverage competitive pricing and deal terms from lenders and investors, and the financial strength to provide the necessary guarantees for developments of this scale. We also have the organizational capacity to move developments through predevelopment efficiently, positioning the development for funding applications early in the development process, entitlement work, and construction documents. RCD has never experienced development delays due to limited access to pre-development financing.
### UNIT MIX

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<td>6</td>
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<td>-</td>
<td>-</td>
<td>8</td>
</tr>
<tr>
<td>Manager</td>
<td>#</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>1</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>39</td>
<td>18</td>
<td>4</td>
<td>-</td>
<td>62</td>
<td></td>
</tr>
</tbody>
</table>

### VOUCHERS INFORMATION

<table>
<thead>
<tr>
<th>Contract Rent Assumptions</th>
<th>VASH based on FMR</th>
<th>RAD</th>
<th>Voucher 3</th>
<th>Voucher 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>SRO Efficiency</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 BR</td>
<td>$1,693</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 BR</td>
<td>$1,226</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3 BR</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4+ BR</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>% of FMR</td>
<td>100%</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### EXPENSES (not incl. manager's apartment)

- $8,500 per unit per year w/out reserves
- $9,906 per unit per year with reserves

### DEVELOPMENT USES

<table>
<thead>
<tr>
<th>Residential</th>
<th>Commercial</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acquisition/Offsites/Demo</td>
<td>$1,950,000</td>
</tr>
<tr>
<td>Rehabilitation</td>
<td>$0</td>
</tr>
<tr>
<td>New Construction</td>
<td>$24,541,380</td>
</tr>
<tr>
<td>Architectural Fees</td>
<td>$1,717,897</td>
</tr>
<tr>
<td>Survey &amp; Engineering</td>
<td>$200,000</td>
</tr>
<tr>
<td>Constant, Interests &amp; Fees</td>
<td>$2,059,247</td>
</tr>
<tr>
<td>Permanent Financing</td>
<td>$48,525</td>
</tr>
<tr>
<td>Legal Fees</td>
<td>$110,000</td>
</tr>
<tr>
<td>Reserves</td>
<td>$203,049</td>
</tr>
<tr>
<td>Appraisal</td>
<td>$30,000</td>
</tr>
<tr>
<td>Constant, Contingency</td>
<td>$2,454,138</td>
</tr>
<tr>
<td>Other</td>
<td>$2,425,802</td>
</tr>
<tr>
<td>Developer Fee</td>
<td>$4,884,199</td>
</tr>
<tr>
<td>Syndication Expenses</td>
<td>$100,000</td>
</tr>
<tr>
<td>Total Uses</td>
<td>$40,724,236</td>
</tr>
</tbody>
</table>

### DEVELOPMENT STATISTICS

- Total Site Acreage: 0.54
- Total Residential SF: 47,111
- Community Room: 1,500
- Commercial Space: -
- Garage spaces: 75
- Uncovered parking spaces: -
- Density: 115
- Cost per total building GSF: 350
- Total $Paid: 652,346
- TCAC High Cost: No

### FUNDING PRIORITIES

- QCT eligible: No
- SADDA eligible: Yes
- AHSC DAC: No

### DATASET SELECTION

- County: Contra Costa County
- Utility Allowance: Contra Costa County
- Type of Credit: 4%
## DEVELOPMENT SOURCES

<table>
<thead>
<tr>
<th></th>
<th>AMOUNT</th>
<th>INT. RATE</th>
<th>AMORT. PERIOD</th>
<th>ADDITIONAL TERMS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Permanent Loan</td>
<td>$303,247</td>
<td>6.00%</td>
<td>360.00</td>
<td></td>
</tr>
<tr>
<td>Perm. Loan based on</td>
<td>$2,049,250</td>
<td>6.00%</td>
<td>240.00</td>
<td></td>
</tr>
<tr>
<td>Section 8 Rent</td>
<td></td>
<td></td>
<td></td>
<td>Proposed as 55 years payable from share of residual receipts</td>
</tr>
<tr>
<td>City</td>
<td>$7,800,000</td>
<td>3.00%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>County</td>
<td>$2,500,000</td>
<td>0.00%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AHP</td>
<td>$915,000</td>
<td>0.00%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Recontributed</td>
<td>$3,189,257</td>
<td>0.00%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Developer Fee</td>
<td>$5,364,623</td>
<td>0.00%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HCD Loans (AHSC/MHP)</td>
<td>$2,630,484</td>
<td>0.00%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>VHHP/NPLH</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deferred developer fee</td>
<td>$278,803</td>
<td>0.00%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tax Credit Equity</td>
<td>$15,693,572</td>
<td>0.00%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL SOURCES** $40,724,236

**OVER/(UNDER)** ($0)

## CASH FLOW SUMMARY

### Revenues

<table>
<thead>
<tr>
<th></th>
<th>Yr 1</th>
<th>Yr 5</th>
<th>Yr 10</th>
<th>Yr 15</th>
<th>Yr 30</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gross residential rent</td>
<td>$713,355</td>
<td>$787,410</td>
<td>$890,882</td>
<td>$1,007,952</td>
<td>$1,459,814</td>
</tr>
<tr>
<td>-Vacancy</td>
<td>$(35,668)</td>
<td>$(39,371)</td>
<td>$(44,544)</td>
<td>$(50,398)</td>
<td>$(72,991)</td>
</tr>
<tr>
<td>Residential income</td>
<td>$677,687</td>
<td>$748,040</td>
<td>$846,338</td>
<td>$957,554</td>
<td>$1,386,824</td>
</tr>
<tr>
<td>Other Income</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>-Vacancy</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>= Other income</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Operating Subsidy</td>
<td>$213,268</td>
<td>$235,408</td>
<td>$266,342</td>
<td>$301,342</td>
<td>$436,432</td>
</tr>
<tr>
<td>= Effective Gross Income</td>
<td>$880,291</td>
<td>$971,677</td>
<td>$1,099,363</td>
<td>$1,243,828</td>
<td>$1,801,434</td>
</tr>
</tbody>
</table>

### Expenses

<table>
<thead>
<tr>
<th></th>
<th>Yr 1</th>
<th>Yr 5</th>
<th>Yr 10</th>
<th>Yr 15</th>
<th>Yr 30</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Operating Expenses + Services</td>
<td>$(577,000)</td>
<td>$(662,121)</td>
<td>$(786,392)</td>
<td>$(933,987)</td>
<td>$(1,564,754)</td>
</tr>
<tr>
<td>Reserve</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Transfer to Repl. Reserve</td>
<td>$(37,200)</td>
<td>$(37,200)</td>
<td>$(37,200)</td>
<td>$(37,200)</td>
<td>$(37,200)</td>
</tr>
<tr>
<td>- Draw/+ Fund Op. Reserve</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>= Net Operating Income</td>
<td>$266,091</td>
<td>$272,396</td>
<td>$275,771</td>
<td>$272,642</td>
<td>$199,481</td>
</tr>
</tbody>
</table>

### Loan Payments

<table>
<thead>
<tr>
<th></th>
<th>Yr 1</th>
<th>Yr 5</th>
<th>Yr 10</th>
<th>Yr 15</th>
<th>Yr 30</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Trust Deed</td>
<td>$(21,817)</td>
<td>$(21,817)</td>
<td>$(21,817)</td>
<td>$(21,817)</td>
<td>$(21,817)</td>
</tr>
<tr>
<td>Tranche B: Operating Subsidy</td>
<td>$(176,178)</td>
<td>$(176,178)</td>
<td>$(176,178)</td>
<td>$(176,178)</td>
<td>$(176,178)</td>
</tr>
<tr>
<td>HCD Loans</td>
<td>$(33,579)</td>
<td>$(33,579)</td>
<td>$(33,579)</td>
<td>$(33,579)</td>
<td>$(33,579)</td>
</tr>
<tr>
<td>= Cash Flow Available for Distribution</td>
<td>$34,617</td>
<td>$40,792</td>
<td>$44,197</td>
<td>$41,067</td>
<td>$144,084</td>
</tr>
</tbody>
</table>

### Debt Coverage Ratio- All loans

|                      | 1.15 | 1.18 | 1.19 | 1.18 | 3.60 |

- Tax credit factor: 0.98, credit rate: 3.29, fed. credits: $1,601,545; high cost factor: 63%
Project Timeline

The project timeline assumes completing the community engagement work and securing full entitlements by June 2019. This timeline would then enable RCD to pursue AHSC funding, VHHP funding, County funding and AHP funds through Summer 2020. Awards for these competitive sources of funding are expected by June 2020, at which point RCD could apply for non-competitive 4% tax credits and tax exempt bond funding to line the project up for a construction start in late Fall 2020 and construction completion and lease up by Spring 2022.

Discretionary Approvals

<table>
<thead>
<tr>
<th>Month</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 2018</td>
<td>Conceptual design</td>
</tr>
<tr>
<td>December 2018</td>
<td>Application Acceptability Meeting with City</td>
</tr>
<tr>
<td>January 2019</td>
<td>Formal Planning Application Submittal</td>
</tr>
<tr>
<td>February 2019</td>
<td>City Issues Completeness Letter</td>
</tr>
<tr>
<td>April 2019</td>
<td>Resubmittal of Final Planning Application</td>
</tr>
<tr>
<td>April 2019</td>
<td>Final Design Review</td>
</tr>
<tr>
<td>June 2019</td>
<td>Project/CEQA Approval</td>
</tr>
</tbody>
</table>

City Financing

<table>
<thead>
<tr>
<th>Month</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 2018</td>
<td>Submittal of Revised Proposal</td>
</tr>
<tr>
<td>Jan/Feb 2019</td>
<td>Revised Proposal Presented to Housing &amp; Economic Development</td>
</tr>
<tr>
<td>March 2019</td>
<td>Revised Proposal Presented to City Council</td>
</tr>
<tr>
<td>April 2019</td>
<td>City Loan Closing</td>
</tr>
</tbody>
</table>

County Financing

<table>
<thead>
<tr>
<th>Month</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 2018</td>
<td>NOFA</td>
</tr>
<tr>
<td>December 2018</td>
<td>Applications Due</td>
</tr>
<tr>
<td>April 2019</td>
<td>Awards made</td>
</tr>
<tr>
<td>October 2019</td>
<td>NOFA</td>
</tr>
<tr>
<td>December 2019</td>
<td>Applications Due</td>
</tr>
<tr>
<td>April 2020</td>
<td>Awards made</td>
</tr>
</tbody>
</table>
State financing - Veterans Housing and Homelessness Prevention (VHHP)
August 2019 NOFA
November 2019 Awards Made

State financing – AHSC
November 2019 NOFA
February 2020 Applications Due
June 2020 Awards Made

4% Tax Credits – TCAC
August 2020 Applications due
October 2020 Awards made

December 2020 Construction loan close
April 2022 Construction completion
EXISTING SITE PHOTOS

1313 GALINDO STREET

OWNER
Resources for Community Development
2220 Oxford St
Berkely, CA 94704
Phone: 510.841.4410

ARCHITECT
LOWNEY ARCHITECTURE
360 17th Street, Suite 200
Oakland, CA 94612
Phone: 510.836.5400

CIVIL ENGINEERING
BKF Engineering
1646 N California Blvd
Walnut Creek, CA 94596
Phone: 925.940.2202

LANDSCAPE ARCHITECT
LOWNEY ARCHITECTURE
360 17th Street, Suite 200
Oakland, CA 94612
Phone: 510.836.5400

STAMP

GM ELECTRONICS
1309 GALINDO ST.

KWIK-N-EASY CAR WASH
1305 GALINDO ST.

DOGS WILL PLAY
1320 GALINDO ST.

DAN'S GLASS INC
1325 GALINDO ST.

1313 GALINDO ST.

SIGMA HAIR CUTS
1321 GALINDO ST.

1302 GALINDO ST. #200

1321 GALINDO ST.

1309 GALINDO ST.

1305 GALINDO ST.

1303 GALINDO ST.

1350 GALINDO ST.

CONCORD POLICE DEPARTMENT

CONCORD POLICE DEPARTMENT

1309 GALINDO ST.

1350 GALINDO ST.

1350 GALINDO ST.

DAN'S GLASS INC

1303 GALINDO ST.

GM ELECTRONICS

1309 GALINDO ST.

1305 GALINDO ST.

1313 GALINDO ST.

1321 GALINDO ST.

1302 GALINDO ST. #200

1309 GALINDO ST.

1305 GALINDO ST.

1303 GALINDO ST.

1309 GALINDO ST.

1305 GALINDO ST.

1313 GALINDO ST.

1302 GALINDO ST. #200

1309 GALINDO ST.

1305 GALINDO ST.

1313 GALINDO ST.

1302 GALINDO ST. #200

1309 GALINDO ST.

1305 GALINDO ST.

1313 GALINDO ST.

1302 GALINDO ST. #200

1313 GALINDO ST.

1302 GALINDO ST. #200

1309 GALINDO ST.

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1309 GALINDO ST.

1305 GALINDO ST.

1313 GALINDO ST.

1302 GALINDO ST. #200

1309 GALINDO ST.

1305 GALINDO ST.

1313 GALINDO ST.

1302 GALINDO ST. #200

1309 GALINDO ST.

1305 GALINDO ST.
LEGEND

EXISTING GENERAL NOTES

1. THE BOUNDARY AND EASEMENTS SHOWN HEREON ARE PRELIMINARY AND IN THE PROCESS OF RESOLUTION. A RECORD OF SURVEY IS IN PROGRESS AND WILL BE FILED WITH THE COUNTY OF CONTRA COSTA IN COMPLIANCE WITH PROFESSIONAL LAND SURVEYOR'S ACT, SECTION 8762(b)(4).

2. TOPOGRAPHY SHOWN HEREON WAS COMPILED BY FIELD SURVEYS PERFORMED IN AUGUST OF 2018.

3. ALL UNITS ARE IN US SURVEY FEET AND DECIMALS THEREOF.

4. ALL TIES ARE PERPENDICULAR UNLESS NOTED OTHERWISE.

UTILITY NOTES

THE UTILITY LINES SHOWN ON THIS PLAN ARE DERIVED FROM RECORD DATA, SURFACE OBSERVATION AND LOCATIONS BY PRECISION LOCATING. ACTUAL LOCATION AND SIZE, TOGETHER WITH THE PRESENCE OF ANY ADDITIONAL UTILITY LINES NOT SHOWN ON THIS PLAN SHALL BE VERIFIED IN THE FIELD BY THE CONTRACTOR PRIOR TO CONSTRUCTION.

ABBREVIATIONS

AC - ASPHALT CONCRETE
BFP - BACKFLOW PREVENTER
BLRD - BOLLARD
COMM - TELECOMMUNICATION
DI - DROP INLET
DWY - DRIVEWAY
EP - EDGE OF PAVEMENT
FL - SURFACE FLOWLINE
INV - BOTTOM INSIDE OF PIPE
LG - LIP OF GUTTER
SD - STORM DRAIN
SDMH - STORM DRAIN MANHOLE
SL - STREETLIGHT
SS - SANITARY SEWER
SSMH - SANITARY SEWER MANHOLE
TC - TOP FACE OF CURB
TYP - TYPICAL
UB - UTILITY BOX
WM - WATER METER
WV - WATER VALVE

MONUMENT

EXISTING CONDITIONS

C1.0